

**TUMWATER PLANNING COMMISSION
MINUTES OF MEETING
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CONVENE: 7:00 p.m.

PRESENT: Chair Dennis Morr, Jr., and Commissioners Joel Hansen, Jessica Hausman, Terry Kirkpatrick, Nam Duc Nguyen, Nancy Stevenson, and Meghan Sullivan Goldenberger.

Excused: Commissioner Patrick Zitny.

Staff: Senior Planner David Ginther and Recording Secretary Valerie Gow.

**APPROVAL OF
MINUTES – MARCH
13, 2018:**

MOTION: **Commissioner Stevenson moved, seconded by Commissioner Hausman, to approve the March 13, 2018 minutes as published. Motion carried. Commissioner Hansen abstained.**

**CHANGES TO THE
AGENDA:** There were no changes to the agenda.

**NEXT PLANNING
COMMISSION
MEETING DATE:** The next meeting is scheduled for April 10, 2018.

**COMMISSIONER
REPORTS:** Commissioner Hansen reported he attended the March 7 South Sound Food Systems Network meeting. He joined two work groups as some of the issues relate to Tumwater. One work group is exploring the need for food processing facilities in the region. The Washington State University Extension received a grant from the Port of Olympia to explore food processing options. If demands for processing facilities are documented, he plans to support efforts to locate a facility on Port of Olympia property within the City. The second workgroup is focused on community gardens. Sustainable South Sound is planning to offer a community gardens resolution to the City Council.

Commissioner Hansen said he attended this year's session of Tumwater University. Over 75 individuals attended the graduation.

On March 17, Commissioner Hansen reported he attended the Food Tank Summit at Seattle University. Food Tank is a national think tank on food and food policies. The summit covered growing food policy and it was co-sponsored by Garden Raised Bounty (GRuB). GRuB's Katie Raines was a featured speaker on one of the panels. She spoke about the Tumwater Fresh program.

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The Tumwater Farmers Market Board recently met and plans to open the market on April 18.

**MANAGER'S
REPORT:**

Planner Ginther referred Commissioners to an updated meeting schedule outlining agenda topics for each meeting.

**PUBLIC
COMMENTS:**

There were no public comments.

PUBLIC HEARING:

**HISTORIC
COMMERCIAL –
MAINTENANCE,
ORDINANCE NO.
O2017-015;**

Chair Morr opened the public hearing at 7:07 p.m.

Planner Ginther outlined the previous reviews by the Commission and the Historic Preservation Commission on the proposed ordinance to consider incorporation of standards from the Department of Interior for rehabilitation of properties located within the City's Historic Commercial zone district.

Many of the proposed amendments address ordinary repair and maintenance. Another section includes language from the Department of Interior Standards.

Staff and the Historic Preservation Commission recommend approval of Ordinance No. O2017-015, Historic Commercial.

Planner Ginther reported staff received no emails, letters, or telephone calls pertaining to the ordinance.

Chair Morr closed the public hearing at 7:08 p.m.

MOTION:

Commissioner Goldenberger moved, seconded by Commissioner Hansen, to recommend the City Council approve Ordinance No. O2017-015, Historic Commercial. Motion carried unanimously.

BRIEFING:

**SHORELINE
MASTER
PROGRAM
AMENDMENTS,
ORDINANCE NO.
O2018-001:**

Planner Ginther reported the draft ordinance includes highlighted areas depicting proposed changes, as well as staff notes. He outlined the list of documents to assist Commissioners in their review. State law outlines the requirements for amendments to the Shoreline Master Program (SMP).

Some of the local changes include changing the ramp width from 3 feet to four feet and changes to the City's Critical Areas Ordinance for wetlands, floodplain overlay, and new aquifer protection standards.

Changes based on the state's Periodic Review Checklist are described in the material. Many of the requirements were included in the last update. The

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plan refers to the state checklist when changes were included in the proposed amendments as a cross reference to guide the Commission.

The City's update of the SMP is not due until 2020 with the long-range work plan scheduling the update this year. The Department of Ecology supports the timeline to avoid too many updates submitted to the department at one time.

Chair Morr asked whether local changes are approved by the City and state changes are approved by the Department of Ecology. Planner Ginther replied that the Department of Ecology reviews and approves the entire plan. Staff works closely with Ecology staff. After the Council approves the proposed changes, the plan is forwarded to the Department of Ecology for review and approval.

Commissioner Kirkpatrick questioned item e within the Periodic Review Checklist and the summary of the change. It appears Ecology's amendment of forestry use regulations clarify that forest practices that only involves timber cutting are not SMA "developments" and do not require shoreline development permits. Staff's response indicates that the 2014 SMP does not allow forest practices unrelated to a conversion permit within shoreline areas and no amendment is necessary. Planner Ginther affirmed staff would review the provision to ensure accuracy in the intent.

Chair Morr encouraged the Commission to review the materials in preparation for the next review.

Commissioner Hausman asked whether staff would use the public outreach list developed during the last update of the SMP. Planner Ginther said staff has been unsuccessful in locating the list but plans to continue efforts to locate the information.

WORKSESSION:

**SIGN CODE
REVIEW –
ORDINANCE NO.
O2017-007:**

Planner Ginther updated the Commission on the status of changes to the Sign Code. On Thursday, March 29 at 2 p.m., a business roundtable is scheduled. Several business owners, property owners, Tumwater Chamber of Commerce, and Thurston County Chamber of Commerce have confirmed participation. Planner Ginther invited two Commissioners to attend the meeting. Commissioner Nguyen volunteered to attend.

Commissioner Stevenson inquired about the possible attendance of some residents. Planner Ginther advised that the roundtable is focused on the business community with a residential roundtable represented by the Commission as representatives of all citizens in the City.

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The property owner of the Tumwater Center complex is planning to attend the roundtable and provide input. Two main sign code issues will center on A-boards as current regulations allow two A-boards per property, which is not effective in some situations, and feather flags.

Staff will provide an update on the results of the roundtable.

Commissioner Kirkpatrick asked whether staff plans to share information on the City's complaint-based code enforcement with business roundtable participants. Planner Ginther said he has shared information with some business owners on the City's enforcement of signs to include the transition of code enforcement to the Police Department.

Commissioner Stevenson inquired about current regulations governing feather flags and A-board signs in the cities of Olympia and Lacey. Planner Ginther replied that staff developed a chart of jurisdictions and current sign requirements. The list will be provided to the Commission. The chart compares regulations between numerous jurisdictions. Feather flags are not allowed in Lacey or Olympia. A large county island also exists within the City of Lacey, with many businesses displaying feather flags along Martin Way. The City of Olympia is working on a proposal to allow feather flags in the auto mall area.

Chair Morr commented that the number of feather flags and A-board signs along the sidewalk of the Tumwater Center near the Costco store have been reduced and are not as prolific as they have been in the recent past.

ADJOURNMENT: Commissioner Goldenberger moved, seconded by Commissioner Hansen, to adjourn the meeting at 7:32 p.m. Motion carried.

Prepared by Puget Sound Meeting Services, psmsoly@earthlink.net, amended April 10, 2018