

**TUMWATER PLANNING COMMISSION
MINUTES OF MEETING
August 14, 2018 Page 1**

CONVENE: 7:01 p.m.

PRESENT: Vice Chair Jessica Hausman and Commissioners Terry Kirkpatrick, Nam Nguyen, Nancy Stevenson, and Meghan Sullivan Goldenberger.

Absent: Chair Dennis Morr, Jr. and Commissioners Joel Hansen, Richard Manugian, and Patrick Zitny.

Staff: Planning Manager Brad Medrud, Senior Planner David Ginther, Planning Intern Tyler Burbidge, and Recording Secretary Valerie Gow.

**APPROVAL OF
PLANNING
COMMISSION
MINUTES – JULY
24, 2018:**

Commissioner Goldenberger requested a correction to the misspelling of her name on pages 1 and 13 of the July 24, 2018 minutes.

MOTION: **Commissioner Goldenberger moved, seconded by Commissioner Stevenson, to approve the minutes of July 24, 2018 as amended. Motion carried unanimously.**

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

**NEXT PLANNING
COMMISSION
REGULAR
MEETING DATE:** The next meeting is on August 28, 2018.

**COMMISSIONER
COMMENTS:** Commissioner Stevenson updated members on a previous suggestion to implement some improvements along Custer Way and the freeway overpass. She has collected ideas and pictures of potential streetscape improvements such as lighting and other improvements for improving the character of Custer Way and the overpass. The ideas are consistent with the Brewery District Plan. Some of the options could either inform or be included in the Capital Facilities Plan update. Commissioner Stevenson reported she also photographed freeway lids and would like to include a discussion on the options during a future meeting.

MOTION: **Commissioner Stevenson moved, seconded by Commissioner Goldenberger, to add a discussion on Custer Way and Custer Way overpass improvements to the Commission's November 13, 2018 meeting agenda. Motion carried unanimously.**

Commissioner Goldenberger reported that during an annual gathering of the Carlyon North Neighborhood Association, the City was publicly

**TUMWATER PLANNING COMMISSION
MINUTES OF MEETING
August 14, 2018 Page 2**

recognized and thanked for efforts recognizing Coralie Carlyon Park and including the park within the Parks, Recreation, and Open Space Element of the Comprehensive Plan.

**MANAGER'S
REPORT:**

Manager Medrud reported on the recent kick-off of the second phase of the Habitat Conservation Plan (HCP). A contract with U.S. Fish and Wildlife is pending for signature in addition to a consultant contract scheduled for approval by the City Council. The first several chapters of the HCP should be completed by this fall.

The City is participating in efforts to develop a Regional Climate Mitigation Plan in conjunction with the City of Lacey, City of Olympia, and Thurston County. An interlocal agreement is anticipated to be approved by the City Council next month.

Commissioner Kirkpatrick asked about the extent of coordination between the City and Thurston County for both HCPs. Manager Medrud said both the City and the County are working in close coordination in the development of the plans because both entities share the urban growth area. The county submitted a draft of its HCP to the U.S. Fish and Wildlife last month.

**PUBLIC
COMMENTS:**

There were no public comments.

**PUBLIC
HEARING:**

**ANNUAL
HOUSEKEEPING
DEVELOPMENT
CODE
AMENDMENTS,
ORDINANCE NO.
O2018-007:**

Vice Chair Hausman explained the public hearing process to consider the Annual Housekeeping Development Code Amendments, Ordinance No. O2018-007.

Vice Chair Hausman opened public hearing at 7:10 p.m.

Manager Medrud provided clarification on several documents provided to the Commission regarding recent changes to the warehouse distribution standards. Additionally, because of ongoing work to update the Telecommunications Chapter, the section will remain intact, as the update schedule has not been firmly established at this time.

The docket of 2018 proposal Annual Development Code Housekeeping Amendments include 41 amendments covering the following topics:

1. Timing of collection of park impact fees
2. Construction noise
3. Removing references to the old Business Park (BP) zone district

TUMWATER PLANNING COMMISSION
MINUTES OF MEETING
August 14, 2018 Page 3

4. Public notice requirements
5. Final plat approval authority
6. Addressing vermin in buildings to be demolished
7. Further clarifying wetland rating system
8. Details on what needs to be shown on final plat
9. Residential accessory use requirements
10. Removing the adult family home use from industrially zoned properties
11. Yard setback language
12. Home occupations
13. Environmental review timeline for text amendments and comprehensive plan amendments and rezones

Manager Medrud invited questions and comments on the proposed amendments.

Commissioner Kirkpatrick asked whether the City would be required to seek a permit to control vermin when the City clears the Trails End property. Manager Medrud affirmed obtaining a permit would be part of the City's demolition process.

Commissioner Kirkpatrick commented that many amendments to the Development Code often require the reader to refer to other codes and regulations to assist in providing accurate information. Commissioner Kirkpatrick distributed a copy of the definition of "family." He offered no proposed changes but asked the Commission to consider the definition, as "family" means an individual or two or more persons, related by blood, marriage, or adoption, or two or more persons with functional disabilities as defined in TMC Chapter 18.53, or a group of not more than five unrelated persons, living together to share a single household unit. Section 33 speaks to accessory dwelling units (ADUs). He remarked that if a neighbor decides to build an 800 square-foot ADU within the backyard and invites numerous individuals to live in the ADU, the result might be five additional vehicles associated with the group that moved into the ADU. He does not believe it is possible to change the definition, but there should be some provision within the City's control for ADUs to avoid having five individuals moving into a unit and impacting a neighborhood. He is uncomfortable with the prospect that a similar situation might occur in a neighborhood. The City of Olympia is addressing a similar issue and is examining ways to accommodate the "missing middle." Similar to changes in regulations in the City, one change can often lead to numerous changes in other regulations pertaining to housing. He does not believe the future of Tumwater is in good hands with a combination of the current definition of "family" and what the City permits for ADUs.

Manager Medrud advised that the City did not receive any public

**TUMWATER PLANNING COMMISSION
MINUTES OF MEETING
August 14, 2018 Page 4**

comments with respect to the proposed amendments. He addressed Commissioner Kirkpatrick's comments by referring to Table 34 (Chapter 18.42.00 Accessory Dwelling Units) and the existing language not proposed for any change. The City's code limits ADUs to no more than two bedrooms and no more than 800 square feet in size. Limiting the number of bedrooms and the square footage of the unit would limit the number of individuals living in an ADU. Additionally, the Commission will be addressing ADUs as part of the affordable housing discussion. There is an expectation from the Council for the Commission to provide some recommendations to begin addressing ways to increase affordable housing in the City.

With there being no public testimony, Vice Chair Hausman closed the public hearing at 7:20 p.m.

MOTION: **Commissioner Goldenberger moved, seconded by Commissioner Stevenson, to recommend approval to the City Council of Ordinance No. O2018-007, Annual Housekeeping Development Code Amendments. Motion carried unanimously.**

WORKSESSION:

**2018
COMPREHENSIVE
PLAN MAP
AMENDMENTS
AND REZONES,
ORDINANCE NO.
O2018-006:**

Planner Ginther briefed the Commission on three of the proposed amendments. The proposed Comprehensive Plan map amendments are subject to the criteria from Tumwater Municipal Code (TMC) 18.60.025(b). The first three of the amendments include:

- 1. Northwest Investment Group, LLC Amendment** – The private application is for a Comprehensive Plan map amendment and corresponding rezone for one property located at the southwest corner of the intersection of Crosby Boulevard SW and Barnes Boulevard SW. The 3.5-acre property is proposed to be re-designated and rezoned from Neighborhood Commercial (NC) to Multifamily High Density Residential (MFH). A 2018 aerial photograph identified the property and surrounding uses. Current land use to the west of the property is an apartment complex under construction consisting of two four-story buildings with 40 apartments in each building. To the north of the property is an existing apartment complex with several multi-story buildings located in a MFH zone district. Current land use to the northeast is a large apartment complex zoned Multifamily Medium Density residential (MFM). East of the property is a vacant property zoned MFM. A Single Family Low Density Residential (SFL) zone district is located south of the property consisting of a single-family subdivision. The staff report includes an explanation as to the reason for the buffer and ways to protect SFL uses from any proposed use on

TUMWATER PLANNING COMMISSION
MINUTES OF MEETING
August 14, 2018 Page 5

the property. The property includes a large wetland and a wetland buffer located at the south end of the property abutting the single-family uses. The City also requires additional setbacks when single family abuts multifamily uses to include extra buffering and landscaping requirements. Staff recommends approval of the rezone and redesignation from NC to MFH. Accompanying text amendments are minor.

2. **The Valley Athletic Club and Golf Course Clubhouse Vicinity Amendment** – Intern Burbidge reported the proposal was initiated by the City of Tumwater and it includes three properties totaling approximately 27.8 acres located in the vicinity of the Valley Athletic Club and the Tumwater Valley Golf Course Clubhouse. Several environmental constraints are associated with the request as the property is located in the 100-year and 500-year floodplains. Those areas would be re-designated from Mixed Use (MU) to Parks/Open Space (P/OS). The proposal would amend the Tumwater Comprehensive Plan City-Wide Land Use Map to change the land use map designation from Mixed Use (MU) and Parks/Open Space (P/OS) to General Commercial (GC) and Parks/Open Space (P/OS). The Mixed Use (MU) parcel to the west would retain its MU comprehensive plan map designation or another designation determined by the Commission.

The discrepancy between the Comprehensive Plan land use map designation and the zone district has persisted for sometime. The land use designation is proposed for General Commercial. The childcare facility is a permitted use in both land use designations. An accompanying text amendment would be minor. Commissioner Kirkpatrick asked why the recommendation includes retaining the Mixed Use (MU) designation for the smaller parcel. Manager Medrud replied that the amendment would be subject to the Commission's recommendation of either changing the entire property to General Commercial (GC) or retaining some Mixed Use (MU). Should the Commission recommended not retaining the Mixed Use (MU) zone district, the Housing Element would need to be revised to reflect a decrease in the number of housing units. Commissioner Stevenson recommended retaining the Mixed Use (MU) designation because of the potential for housing uses in the future. Intern Burbidge added that the General Commercial General Commercial (GC) zone and land use designation allows existing uses to continue to function.

3. **88th Avenue SE and Old Highway 99 SE Comprehensive Plan Map Amendment and/or Corresponding Rezone** – The property is located at the southwest corner of Old Highway 99 and 88th Avenue. The 28-acre property with 31 parcels is

**TUMWATER PLANNING COMMISSION
MINUTES OF MEETING
August 14, 2018 Page 6**

zoned Single Family Medium Density Residential (SFM) but has a designation of Mixed Use (MU). The single-family homes are served by private wells and septic systems. City water and sewer is located in close proximity. A subdivision located to the south is served by City water and sewer, as well as the industrial development to the west. Current land uses to the north include commercial and industrial uses including a trailer and farm supply business, mini-storage, and an automobile sales facility. To the west of the property is a variety of industrial uses including a plant nursery, a mini-storage facility, and a spa supply business and warehouse. A single-family residential subdivision is located to the south and several industrial uses are located to the east across Old Highway 99.

Single-family homes can be constructed as long as the density requirements are met. In the 1990s, the Joint Plan between Thurston County and Tumwater considered the area and forecasted the area as transforming to a change in uses. A paragraph was included in the Joint Plan that spoke to the possibility of the area transforming to commercial and mixed use. The City annexed the area in 2016. Ten years ago, several citizens approached the City and Thurston County to address the issue. Thurston County was asked to consider the request but at the time, the county was contending with other major issues to include some appeals and court cases. In subsequent years, the request was no longer pursued by those citizens. With the 2016 annexation of the area, the City Council added the amendment to the 2018 work program and docket. Staff proposes changing some parcels to Mixed Use (MU) and the rest of the properties to Single Family Medium Density (SFM) as highlighted in the staff report. The map shows 11 properties located nearest the intersection of 88th Avenue SE and Old Highway 99 SE being rezoned to the Mixed Use (MU) zone district and the Comprehensive Plan map designation for the rest of the subject area being re-designated to Single Family Medium Density Residential (SFM). Staff notified all property owners of the proposal. The City has not received any responses.

Planner Ginther advised that a general update is also required to the text of the Airport Neighborhood chapter of the Neighborhoods Appendix for the City of Tumwater Land Use Plan.

Planner Ginther commented on the difficulty of driving through the area, as most of the homes are located off private driveways.

**TUMWATER PLANNING COMMISSION
MINUTES OF MEETING
August 14, 2018 Page 7**

Commissioner Kirkpatrick remarked that much of the area along 88th Avenue is developing as mixed use and commercial. Retaining Mixed Use (MU) on that end would enable development options in the future that would be conducive to future uses along 88th Avenue. He supported separating the proposal to include both mixed use and single-family residential uses for those reasons.

Planner Ginther reported the Commission is scheduled to review the remaining amendments on September 11, 2018 along with a public hearing on all amendments. The City Council and the General Government Committee will receive briefings on the amendments in October followed by Council action in November.

Manager Medrud suggested an option of scheduling a field trip to each of the sites at the September 11, 2018 Commission meeting and rescheduling the hearing to September 25, 2018.

BRIEFING:

URBAN FORESTRY MANAGEMENT PLAN, ORDINANCE NO. O2018-005: Manager Medrud provided a status update on the development of the Urban Forestry Management Plan. Currently, the street tree inventory process is underway with the next inventory volunteer opportunity scheduled on August 25 from 8:30 a.m. 12:30 p.m. Another inventory opportunity is scheduled on September 29 from 8:30 a.m. to 12:30 a.m. Each inventory day has yielded approximately 700 trees. The fieldwork is being supplemented with aerial photography. All data will be shared during an open house scheduled on October 8, 2018 from 6:30 p.m. to 8 p.m. at the Tumwater Fire Station Training Room. A regular Tree Board meeting will follow the open house. The intent of the open house is to present all data obtained to date and solicit feedback from the community. Staff plans to update the City's website with current information and the current schedule. The Tree Board has had a preliminary discussion on the vision for the plan, which will be presented at the open house to receive community feedback. After finalization of the vision, development of the plan will be initiated for review by the Tree Board in November, December, and January.

Manager Medrud added that data gathered to date are being inputted into the database located at the consultant's office. The database module will be used by the City to maintain street trees.

Commissioner Stevenson volunteered to participate in inventory effort on August 25, 2018.

ADJOURNMENT: **Commissioner Goldenberger moved, seconded by Commissioner Stevenson, to adjourn the meeting at 7:57 p.m. Motion carried**

**TUMWATER PLANNING COMMISSION
MINUTES OF MEETING
August 14, 2018 Page 8**

unanimously.

Prepared by Puget Sound Meeting Services, psmsoly@earthlink.net