

**TUMWATER PLANNING COMMISSION
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CONVENE: 7:02 p.m.

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

Staff: Planning Manager Brad Medrud and Recording Secretary Valerie Gow.

**APPROVAL OF
PLANNING
COMMISSION
MINUTES –
SEPTEMBER 25,
2018:**

Commissioner Hansen moved, seconded by Commissioner Manugian, to approve the minutes of September 25, 2018 as published. Motion carried unanimously.

**CHANGES TO
AGENDA:**

There were no changes to the agenda.

**NEXT PLANNING
COMMISSION
MEETING:**

The next meeting is scheduled on October 23, 2018.

**COMMISSIONER
REPORTS:**

There were no reports.

**MANAGER'S
REPORT:**

Manager Medrud updated the Commission on the sessions offered during the recent Washington Chapter of the American Planning Association conference held in Spokane. Some of the sessions focused on affordable housing. He provided some of the conference material to the Commission.

Manager Medrud thanked Commissioners attending the Tree Board's open house on Monday, October 8, 2018. Approximately 5 citizens attended the open house in addition to Mayor Kmet. All presentation materials featured during the open house are posted on the City's tree webpage. The next Tree Board meeting is on December 10, 2018 to finalize the vision and begin discussions for drafting the Urban Forestry Management Plan.

The public hearing scheduled for the 2018 Comprehensive Plan Map Amendments and Rezones has been rescheduled to October 23, 2018. Citizens attending the meeting who had planned to testify may do so during public comments during the meeting.

Chair Morr inquired about the status of completing one-on-one interviews with Commissioners. Manager Medrud advised that the last

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interview is scheduled later in the week. He plans to provide a summary of the interviews during the Commission's next meeting.

The City received three resumes for consideration for vacant Commission positions.

**PUBLIC
COMMENTS:**

There were no public comments.

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

Manager Medrud asked the Commission to approve rescheduling the public hearing to October 23, 2018.

MOTION:

Commissioner Goldenberger moved, seconded by Commissioner Manugian, to reschedule the public hearing on the 2018 Comprehensive Plan Map Amendments and Rezones (Ordinance No. O2018-006) to October 23, 2018. Motion carried unanimously.

BRIEFING:

**ECONOMIC
DEVELOPMENT
PLAN UPDATE,
ORDINANCE O2018-
003:**

Manager Medrud briefed the Commission on the purpose of the update of the Economic Development Plan originally completed in 2008 to consider how the City has changed in the past 10 years, update the Plan's data from 2007/2008 to 2018, determine whether goals have been achieved, and confirm policies and actions.

Some of the issues identified include:

- The City has almost doubled in size since 2010
- Fundamental changes in commercial markets include:
 - Shrinking "brick & mortar" retail
 - Expanding online retail
 - Associated changes in taxable revenue
- Address overlap between City and Port goals
- Shift focus from greenfield to redevelopment
- Consider the document format:
 - Move from InDesign to a common program
 - Create readable graphs and figures

Staff identified the following general tasks:

1. Summarize progress on goals and policies
2. Update data and analyses

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3. Reflect current conditions and achievements:
 - Brewing and Distilling Work
 - Branding
 - Brewery District Plan
 - Capitol Corridor Plan
 - Habitat Conservation Plan
4. Present new goals to achieve

J Robertson and Company was hired to collect data, conduct analysis, and review background materials beginning in September 2017. The General Government Committee recently received a briefing on the scope of work.

The scope of work includes:

- The consultant collected data for demographic and economic analysis in the Technical Appendix:
 - Population and demographic data
 - Housing availability and trends
 - Employment categories and trends
 - Journey-to-work data – approximately 15% of the population commutes to Pierce County to jobs each day with approximately the same percentage traveling to Thurston County from Pierce County to jobs
 - Baseline retail analysis
- Public outreach will provide public information through:
 - City website page
 - Mailings
 - Press releases
 - Previously, a committee of interests was formed to develop the original Economic Development Plan. This update will provide other opportunities to solicit feedback from the community and businesses.
- The consultant also analyzed market and land supply and addressed the following factors:
 - Estimating demand for specific land uses
 - Potential adjustments to City zoning and land use policies, regulations, and maps to better align land availability and market demand
 - Identifying the City's major development and redevelopment opportunities
 - Reviewing uses for key properties and steps the City could take to facilitate desired development. Ongoing discussions will be included in the Commission's housing discussions and the Brewery District Plan and the Capitol Boulevard Corridor Plan with respect to implementation actions

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- Fiscal impacts and opportunities assessment include:
 - Evaluated the impact of various strategic development options
 - Analyzed direct and indirect costs and revenues for the City
 - Considered economic benefits from new development for existing business
 - Update Plan Goals and Strategies to reflect community vision for economic development
 - Update Economic Development Plan to:
 - Translate goals and strategies into actions that:
 - Focus commercial and industrial development
 - Determine infrastructure needs of focus areas
 - Guide appropriate land use designations and development standards
 - Identify utility infrastructure and investment opportunities and strategies
 - Direct partnerships and marketing strategies
 - Develop implementation strategy:
 - 1) Identify roles and responsibilities for City and key partners
 - 2) Prioritize and phase plan implementation:
 - Determine immediate, catalytic actions
 - Identify high priority projects
 - Outline other strategies to be addressed over time, as resources allow
 - 3) Start the process to determine budget and staff needs
- Plan Adoption:
 - Planning Commission recommendation
 - City Council adoption
 - Tumwater – Thurston County Joint Plan Update Coordination
- Implementation

Manager Medrud reviewed the outline of the plan and asked Commissioners to focus their review on the following pages:

- Introduction – Page 1 speaks to the origin of the plan, why the plan is important, what has been accomplished since 2010 (small update on land use changes in the Littlerock Road area), and background on the process to develop the original plan
- Strategic Guidance – Page 3 describes what the City wants. It includes the City’s vision, mission, and belief statements.
- Summary of Analytic Findings:

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- Fiscal Baseline Assessment – Page 5
- Economic Development Profile – Page 25 (basic population demographics and comparison with similar-sized jurisdictions)
- Overview of Tumwater’s Economic Strategy – Page 37 (Commissioners were encouraged to begin their review on page 42. Each of the nine goals includes a number of strategies with priority items identified.
- How to Read the Plan – Page 45
- Goals and Strategies – Page 46

The plan identifies staff leads to include City administration, economic development staff (to be hired), Community Development Department, and the time range for ongoing actions. Most of the proposed actions are over the next 1-4 years.

Manager Medrud said the Commission is not tied to a firm schedule because of the existing workload surrounding comprehensive plan amendments and housing issues. The proposed schedule is subject to change by the Commission. He asked the Commission to consider a recommendation on the plan by early next year to the City Council.

Manager Medrud invited the Commission to attend his presentation to the Tumwater Chamber of Commerce during the chamber’s lunch at Pellegrino’s Event Center on Wednesday, October 17, 2018.

Commissioner Hausman recommended deferring the worksession on the plan until the first meeting in November to afford time to review the documents. Manager Medrud encouraged the Commission to review the materials and provide any requests for additional information during the October 23 meeting.

Commissioner Stevenson recommended reformatting the seating around a table during the worksessions to facilitate discussions. Manager Medrud agreed to include the Economic Development Plan on the October 23, 2018 agenda for questions and requests.

Commissioner Hansen asked whether the City has considered using the Community Renewal Zone or something similar for the brewery property as a method to declare the property as a nuisance and problematic property. He asked whether a discussion on the option could feed into the review. Manager Medrud said more research would be required, as he believes options are limited in the state compared with other states in the country. The Council has discussed the brewery property numerous times and that option has never been discussed as a potential option. Commissioner Hansen added that according to his online research, state law allows a municipality to identify a zone and

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declare any properties within the zone as subject to eminent domain action. However, the City lacks any resources to maintain the property.

Manager Medrud cited an earlier civics class presentation at Black Hills High School with the Mayor. One question from a student was whether the City has considered purchasing and redeveloping the property. The Mayor advised the student that to redevelop the property, the cost would be approximately \$30 million to \$40 million and beyond the capacity of the City.

Manager Medrud advised that the Commission's earlier cancelled meeting on November 28, 2018 was rescheduled to consider changes to the Telecommunications Ordinance.

Commissioner Hansen mentioned the Port of Olympia's update of its master plan for the Tumwater Town Center area. Manager Medrud said the Port of Olympia is planning to move forward with an Environmental Impact Statement (EIS) on the plan. The opportunity for public comment will be tied to that process. Currently, the Port is recruiting for a new Executive Director, which might impact the timing of the EIS. Commissioner Hansen asked about the City's role in helping to shape the plan since much of the Tumwater Town Center is located within the Port area. Manager Medrud said the City's role is as an interested party with opportunities as private citizens and residents of the City to comment on the plan, as well as offering comments on behalf of the Commission. Staff offered comments in the fall of 2016, which resulted in some changes in alignment with the City's comprehensive plan. However, staff is continuing efforts with Port staff to determine the appropriate time to offer comments on the revised plan.

WORKSESSION:

**HOMELESSNESS
AND AFFORDABLE
HOUSING:**

Manager Medrud summarized the materials previously provided to the Commission. He noted the minutes of the Council worksession on housing and homelessness are a good starting point to provide context on the panel presentations and the questions and concerns by the Council. A copy of the Thurston Regional Planning Council census data was also provided with housing as one of the topics. The City's Comprehensive Plan Housing Element was also provided. Other information was provided that was distributed during the joint meeting of the City Council and the Tumwater School District. The information includes statistics on residential development in the City over the last several years, number of permits issued, and major projects.

During the Spokane conference, staff conversed with staff from the cities of Olympia and Lacey. Essentially, all local jurisdictions are experiencing the level of development with some surprise in terms of

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the lack of development occurring for both single-family and multifamily development.

Commissioner Kirkpatrick also provided a copy of a study of Alice: A Study of Financial Hardship in Washington. The United Way Alice project is an acronym for Asset Limited, Income Constrained, and Employed.

Manager Medrud advised that he is currently working on answers to many of the questions from the Commission. The question regarding homeless encampments on a temporary basis in the City is addressed by a copy of Tumwater Municipal Code 18.59 effective in 2008. At that time, the focus of all three cities was addressing and allowing homeless encampments sponsored by religious institutions. The City's code classified encampments as a temporary use. However, temporary use in the City is essentially the number of days to infinity minus one as temporary is not defined in the code. The current code addresses siting a number of potential residents and that the structures cannot be permanent. He is not aware of any existing facilities in the City at this time.

The question pertaining to the allowance of a Quixote Village-like development would likely not be allowed in the City because multifamily is defined as more than one dwelling unit within the same structure. The code does not address a situation where individual structures serve as housing units on the same parcel except for provisions for cottage housing, a specialized type of housing with a specific amount of open space and other requirements. The City's code does not permit a Quixote Village development.

The City is considering updates to the Building Code as part of the 2018 International Building Code (IBC) update to allow micro housing; however, the update process has been pushed to next year. Provisions in the new IBC address lowering the square footage of livable units.

Commissioner Manugian forwarded a series of questions. Many of the questions focus on how the City addresses development fees. Manager Medrud said he and Planner Ginther spent some time preparing responses to the questions.

Other material provided by the Tumwater School District during the joint meeting included a graph on McKinney-Vento (Homeless) Students covering the span of 2010 through 2018. The School District relies on a specific definition of homeless as explained in the information. The graph provides a snapshot of the hidden aspect of homelessness such as those individuals who stay with friends or living in motels who are not visible. School District boundaries exceed the

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City's boundaries and demographics are somewhat different.

Commissioner Goldenberger pointed out that the Office of the Superintendent of Public Instruction has indicated that the current method for tracking homelessness only captures 58% of the children experiencing homelessness. Commissioner Kirkpatrick noted that children under five years of age are not part of the School District tracking. Other information in the material referred to the non-capture of children less than five years of age.

Manager Medrud invited Commissioner to email any additional questions.

Commissioner Goldenberger referred to a policy in the Housing Element that speaks to Tumwater assuming its fair share of housing for low and moderate-income groups in cooperation with other jurisdictions in Thurston County. She asked about the definition of "fair share." Manager Medrud recommended the Commission consider identifying what "fair share" should represent.

Commissioner Manugian added that it does not necessarily relate to fairness in terms of equally sharing a solution to the problem but it is often the availability of housing in the same community where relatives might reside or are facing difficult medical situations for treatment or rehabilitation. Closeness to family and other support systems has been shown to generate positive results in recovery and recuperating quicker.

Manager Medrud addressed questions on the information provided on residential development constructed and planned in the City. The presence of gophers played a huge role in the timing issues of some development. The Preserve is a good example. The developer recently received approval of the development's Habitat Conservation Plan (HCP), which stalled construction of new housing units. Other developments are currently planned and they will require an HCP. The information is representative of the next three to four years. Additionally, the City's annexations resulted in a number of plats approved by Thurston County and under development when annexed to the City. Several projects are planned on the west side of the City that are affected by the Oregon Spotted frog, a federally listed species under the Endangered Species Act. The species is included in the City's HCP, which is currently under development. U.S. Fish and Wildlife Service has been aggressive in terms of what it views as potential impacts on the species with oversight expanded beyond the location of frogs. All permits received by the City include notification to U.S. Fish and Wildlife Service. Several projects involved in the City's development process for the last several years are finally under review by the U.S. Fish and Wildlife Service. The issue is the extensive timeline

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associated with that review.

Commissioner Kirkpatrick said the development information speaks only to the Tumwater Falls Hatchery. He asked whether the Department of Fish and Wildlife (WDFW) plan to construct both the Pioneer Hatchery and renovate the Tumwater Falls Hatchery. Manager Medrud said he believes WDFW plans to construct both hatcheries. The rehabilitation of the hatchery in Tumwater Falls Park is nearing construction rather than the Pioneer Park facility. Issues for the Pioneer Park Hatchery are still under discussion between WDFW and the Department of Ecology.

OTHER BUSINESS: Commissioner Manugian offered to provide a carpool to Commissioners planning to attend an affordable housing short course in Gig Harbor on November 8 from 6:15 p.m. to 9:15 p.m.

ADJOURNMENT: Commissioner Goldenberger moved, seconded by Commissioner Stevenson, to adjourn the meeting at 8:15 p.m. Motion carried unanimously.