

**Planning Commission Meeting
Wednesday, September 13, 2023**

Minutes

CALL TO ORDER

Commissioner Rutherford convened the meeting at 6:00 pm.

PRESENT

Commissioner William Rutherford

Commissioner Alex Murray

Commissioner Dave Watterson

Commissioner Darnella Stenzel

Commissioner Matthew Rounsley

HOUSEKEEPING

1. Agenda Approval

Recommended Action: Motion to approve the agenda as presented.

Commissioner Watterson requested the addition of discussing zoning at the equestrian center in West Tenino, and an update from Commissioner Rounsley on the RV Ordinance proposal.

Motion made by Commissioner Rounsley, Seconded by Commissioner Watterson.

Voting Yea: Commissioner Rutherford, Commissioner Murray, Commissioner Watterson, Commissioner Stenzel, Commissioner Rounsley

Motion carries 5-0

2. Meeting Minutes Approval

Recommended Action: Motion to approve 8/16/2023 Public Hearing minutes as presented.

Motion made by Commissioner Watterson, Seconded by Commissioner Stenzel.

Voting Yea: Commissioner Rutherford, Commissioner Murray, Commissioner Watterson, Commissioner Stenzel, Commissioner Rounsley

Motion carries 5-0

3. Meeting Minutes Approval

Recommended Action: Motion to approve the 7/19/2023 meeting minutes as presented.

Motion made by Commissioner Stenzel, Seconded by Commissioner Watterson.

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Voting Yea: Commissioner Rutherford, Commissioner Murray, Commissioner Watterson,
Commissioner Stenzel, Commissioner Rounsley

Motion carries 5-0

PUBLIC COMMENT

No public present during commentary period.

REPORTS

City Planner Penrose reported the grant submittal for the Comp Plan has been submitted to the city for Mayor Fournier's signature, then it will be sent off to Commerce. Much like the Housing Action Plan 20% of the grant is held until the final deliverable of the Comp Plan. We will not be utilizing the automatic 1-year extension at this time, however there is additional grant money available for new legislation for climate resilience (House Bill 11-81) that will be a required chapter in the Comp Plan. There is an extra \$100,000 grant available for incorporating this chapter. We could pretty easily incorporate this chapter. He would like the Commissioner's input on if they would like to proceed with what has already been established or if they would like to apply for the other grant as well and incorporate that into the plan. The grant can only be spent on that portion.

Commissioner Rounsley asked how specific the wording is on the grant.

CP Penrose said the grant is still very new so he will provide the overview documents to the Commissioners. You do have to have an element just related to climate. They must be designed to improve climate preparedness and recovery efforts from climate induced/related disasters. It also has to have a greenhouse gas reduction element. Some policies that could come out of this include; charging stations, urban heat resiliency strategy, mitigating wildfires. Everybody has to do it so it's not a question of if but when. The main negative is adding to everything we are considering in advancing land use and housing, ect. These are examples of what may be required, whether we utilize the grant money or not.

CP Penrose will verify with the Mayor the next steps for applying for this grant and look further into the legislation requirements.

Housing Action Plan will be presented to the Council for approval at the next council meeting on September 26, 2023.

PUBLIC HEARINGS

None.

UNFINISHED BUSINESS

Commissioner Rounsley did spend extensive time attempting to write the R.V. ordinance but continually ended on an implementation issue with collecting the fees. Discussion may continue in the Comp Plan.

NEW BUSINESS

Commissioner Watterson reported the fire department has been looking for a place to rebuild as they are outgrowing their current building. One of the few properties they have located within city limits is an 11-acre parcel associated with the equestrian center in West Tenino. They are on a timeline due to receiving a bond.

Commissioner Murray reported stakeholders within the city want the headquarters station to remain in city limits. Other properties outside of city limits have already been identified.

City Planner Penrose said we probably can't just change the zoning as that would cause a Comp Plan amendment and we cannot do that in the middle of creating the new Comp Plan. He previously recommended a text change to the code to the fire chief, however that can also get problematic as public services/safety is not listed as an approved use. The estimated time frame provided to the fire chief was a 5–6-month process. A pocket gopher study would also need to be conducted, that would need to be applied for before the October window closes due to the timeline they are trying to achieve.

ADJOURN

Commissioner Rutherford adjourned the meeting at 6:45 pm.