

# City of Tenino

149 Hodgen Street South  
Tenino, WA 98589

**Planning Commission Special Meeting  
Wednesday, July 19, 2023 at 6:00 PM**

## **Agenda**

### **CALL TO ORDER**

### **HOUSEKEEPING**

1. Agenda for the Special Meeting of 7/19/2023

**Recommended Action:** Motion to approve the agenda as presented.

2. Meeting minutes for 06/07/2023.

**Recommended Action:** Motion to approve 06/07/2023 meeting minutes as presented.

3. Internation Wildland-Urban Interface Code (WUI)

**Recommended Action:** None, discussion only.

### **PUBLIC COMMENT**

### **REPORTS**

### **PUBLIC HEARINGS**

### **UNFINISHED BUSINESS**

4. RV Ordinance

**Recommended Action:** None, discussion only.

5. RV Ordinance notes provided by Council.

**Recommended Action:** None, discussion only.

### **NEW BUSINESS**

6. **Recommended Action:** none, discussion only.

### **ADJOURN**

**File Attachments for Item:**

3. Internation Wildland-Urban Interface Code (WUI)

**Recommended Action:** None, discussion only.

# International Wildland-Urban Interface Code (WUI) Code Effective July 1, 2023

Beginning July 1, 2023, projects not currently vested will be required to meet the new 2021 International Code Council (ICC) codes as adopted by the Washington State Legislature. One adopted code having a significant impact on proposed construction is the Wildland-Urban Interface (WUI) code.

The WUI code adds fire protection standards to all structures whether residential or commercial based on proximity to wildlands and areas with “vegetative fuels” that can contribute to wildfires **even if permits are not required**. The WUI code guides ignition-resistant construction requirements for buildings, decks, detached structures and other components to protect against fire ignition from embers.

Determining whether a project will have to comply with requirements of the WUI code has been made simple through utilization of a map produced by the Department of Natural Resources (DNR). See below for the link to the interactive map. While complex in administration and application, there are some items that when incorporated into projects, go a long way towards compliance with the WUI code. Some of those are shown in the illustration to the right for easy reference.

## Resources:



View the state Department of Natural Resources WUI interactive map at <https://data-wadnr.opendata.arcgis.com/> and click “Wildfire.”



Learn more about the 2021 ICC codes, go to <https://app.leg.wa.gov/WAC/> and select Title 51



Insert your logo here

## WHAT'S NEW?



Ventilation openings such as crawlspace and attic openings shall not exceed 144 square inches per vent. Openings are to be protected with max. ¼" metal mesh or be designed and approved to prevent flame or embers from entering the structure. Attic ventilation openings are no longer permitted in eave overhangs or soffits.



Exterior wall construction options include non-combustible materials, ignition resistant materials, 1-hour rated, heavy timber, or fire-retardant treated materials.



Class A roofing and valley flashing if applicable, shall be metal.



Deck material options include heavy timber construction or approved alternatives per WAC 51-55-0500 Section 501.6. Heavy Timber minimum sizes for posts (6"X6"), beams (6"X8") and joists/stair stringers (4"X8"). Walking surface materials have specific construction requirements, and decks less than 48" above finished grade shall be enclosed with screen material from grade to the underside of joists.



**File Attachments for Item:**

4. RV Ordinance

**Recommended Action:** None, discussion only.

### Temporary Occupancy of Recreational Vehicle or Travel Trailer

A recreational vehicle (RV) or travel trailer located on a residential lot of record may be temporarily occupied for a period of 120 days subject to compliance with the standards set forth in this Section. Recreational vehicles, travel trailers or tents located within a recreational vehicle park or other public areas are ~~not~~ subject to other standards set forth in ~~this section~~ the Tenino Municipal Code, or as established by City Staff consistent with the Tenino Municipal Code.

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- 1. Temporary occupancy of a recreational vehicle or travel trailer is permitted in all appropriate zones when in compliance with the following:

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- A. Within the city limits, only a recreational vehicle or travel trailer located on a lot developed with a principal dwelling unit or dwelling under construction or remodel may be occupied for the temporary time consistent with the length of the building permit, and be renewed up to an additional 30 days, as determined by the City without submission of another permit application. Occupancy of RVs or travel trailers on developed residential property of less than 15 consecutive days within a 120-day period do not need City approval.
- B. Recreational vehicles or travel trailers shall be in good working order and well maintained such that their appearance is not unsightly as determined by the City in such a condition as to provide for safe and effective use.
- C. 15 Days allowed after 15, more allowed with permit. With Permit for Extenuating circumstances they may be allowed to occupy RV for an additional 30 days, City Permit must be issued in advance.
- D. Recreational vehicles or travel trailers shall not be placed in critical areas or their associated buffers.
- D. Recreational vehicles or travel trailers shall have access to adequate power and water at the site. In addition, *through the permitting process, methods of wastewater disposal shall be established.* If connection to the City sewer system is established through an approved connection, the property owner will be charged an additional \$50.00 per month on the utility customer's utility bill. No grey or black water shall be discharged on the property. Any evidence of such will cause immediate revocation of the temporary occupancy permit. The utility customer will be responsible for any unpaid charges as a result of occupancy of an RV or trailer on the corresponding residential property.

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~~D.~~ City staff will prepare an application for

temporary occupancy consistent with this ordinance. All ~~proposals~~ applications for temporary occupancy of Recreational Vehicle or Travel Trailer permit within City limits shall include

a statement of the type of recreational vehicle, how water and sewer services will be provided.

E. No generators are allowed to power the recreational vehicle or travel trailer under this permit.

E. F. Garbage and sanitation shall be disposed of in a manner approved by the

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G. Recreational vehicles or travel trailers shall only be placed in side yards or back yards of the lot instead of the front of a residence. Where a house exists on the neighboring property, a minimum of 10' clearance shall be maintained from the property lines. *Establishment of use cannot impact neighboring properties. All City standards related to a single-family dwelling shall apply unless specifically changed here.* A maximum of 1 RV or trailer is allowed per lot.

F. H. At the discretion of the City, temporary occupancy of an RV or travel trailer shall include a site plan or map showing proposed placement of the RV or travel trailer on the property.

A recreational vehicle or travel trailer may be occupied for up to 15 days per year without a temporary use permit. The recreational vehicle or travel trailer shall be removed from the lot at the end of the 15-day period except the he recreational vehicle or travel trailer may remain on site unoccupied if the person or entity in control of the property is the legal or registered owner, subject to any City requirements for storage of recreational vehicles or travel trailers.

2. An approval for the temporary occupancy of a recreational vehicle or travel trailer is valid for a maximum of 120 days when in compliance with this standard. Extensions of this approval may be granted on a case-by-case basis, when needed, for an additional 120 days.

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4.2. <sup>(66)</sup> Unless specifically different here, all City codes must be met. The occupancy of RVs and travel trailers on residential property is not intended to modify the amend any other section of the Tenino Municipal Code pertaining to the use, parking, storage, abandonment of RV's and travel trailers, or any other section generally.

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3. This ordinance will expire 1 year from time of adoption unless extended by the City Council. During this period there will only be 10 permits allowed at any one time City staff will have the

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discretion to limit the number of permits for occupancy issued as described herein based on the City's financial and staffing capacity. Only one permit per household.

— 5.4. ~~06~~ Violation of a temporary occupancy permit shall be punishable as a class 1 civil infraction pursuant RCW 7.80.120, in addition to other civil penalties that may be applicable to such violation, such as for vehicle abandonment.

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5.

**File Attachments for Item:**

5. RV Ordinance notes provided by Council.

**Recommended Action:** None, discussion only.



### Temporary Occupancy of Recreational Vehicle or Travel Trailer

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A recreational Vehicle (RV) or travel trailer located on a residential lot of record may be temporarily occupied for a period of ~~120~~ days subject to compliance with the standards set forth in this Section. Recreational vehicles, travel trailers or tents located within a recreational vehicle park or other public areas are ~~not~~ subject to other standards set forth in ~~this section~~ the Tenino Municipal Code, or as established by City Staff consistent with the Tenino Municipal Code.

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- 1. Temporary occupancy of a recreational vehicle or travel trailer is permitted in all appropriate zones when in compliance with the following:

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30  
A. Within the city limits, only a recreational vehicle or travel trailer located on a lot developed with a principal dwelling unit or dwelling under construction or remodel may be occupied for the temporary time consistent with the length of the building permit, and be renewed up to an additional 60 days, as determined by the City without submission of another permit application. Occupancy of RVs or travel trailers on developed residential property of less than 30 consecutive days within a 120-day 120-day period do not need City approval.

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B. Recreational vehicles or travel trailers shall be in good working order and well maintained such that their appearance is not unsightly as determined by the City in such a condition as to provide for safe and effective use.

C.  
D. C. Recreational vehicles or travel trailers shall not be placed in critical areas or their associated buffers.

D. Recreational vehicles or travel trailers shall have access to adequate power and water at the site. In addition, *through the permitting process, methods of wastewater disposal shall be established.* If connection to the City sewer system is established through an approved connection, the property owner will be charged \$50.00 per month on the utility customer's utility bill. No grey or black water shall be discharged on the property. Any evidence of such will cause immediate revocation of the temporary occupancy permit. The utility customer will be responsible for any unpaid charges as a result of occupancy of an RV or trailer on the corresponding residential property.

D. City staff will prepare an application for temporary occupancy consistent with

15 days allowed  
after 15 more allowed w/ permit  
w/ permit for extenuating circumstances they may be allowed to occupy R.V. for an additional 30 days, city permit must be issued in advance

this ordinance. All ~~proposals~~ applications for temporary occupancy of Recreational Vehicle or Travel Trailer permit within City limits shall include

a statement of the type of recreational vehicle, how water and sewer services will be provided.

E. No generators are allowed to power the recreational vehicle or travel trailer under this permit.

E. F. Garbage and sanitation shall be disposed of in a manner approved by the Formatted: Font: 12 pt

G. Recreational vehicles or travel trailers shall only be placed in side yards or back yards of the lot instead of the front of a residence. Where a house exists on the neighboring property, a minimum of 10' clearance shall be maintained from the property lines. *Establishment of use cannot impact neighboring properties. All City standards related to a single-family dwelling shall apply unless specifically changed here.* A maximum of 1 RV or trailer is allowed per lot.

*only allowed on developed lots w/ power/water/sewer adjacent undeveloped lots will not be permitted for additional R.V.'s*  
*Ocean shores ordinance?*

F. H. At the discretion of the City, temporary occupancy of an RV or travel trailer shall include a site plan or map showing proposed placement of the RV or travel trailer on the property.

A recreational vehicle or travel trailer may be occupied for up to 15 days per year without a temporary use permit. The recreational vehicle or travel trailer shall be removed from the lot at the end of the 15 day period except the he recreational vehicle or travel trailer may remain on site unoccupied if the person or entity in control of the property is the legal or registered owner, subject to any City requirements for storage of recreational vehicles or travel trailers..

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2. An approval for the temporary occupancy of a recreational vehicle or travel trailer is valid for a maximum of 120 days when in compliance with this standard. Extensions of this approval may be granted on a case by case basis, when needed, for an additional 120 days.

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4-2. Unless specifically different here, all City codes must be met. The occupancy of RVs and travel trailers on residential property is not intended to modify the amend any other section of the Tenino Municipal Code pertaining to the use, parking, storage, abandonment of RV's and travel trailers, or any other section generally.

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3. This ordinance will expire 1 year from time of adoption unless extended by the City Council. During this period there will only be 10 permits allowed at any one time. City staff will have discretion to limit the number of permits for

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occupancy issued as described herein based on the City's financial and staffing capacity. Only one permit per household.

- 5.4. Violation of a temporary occupancy permit shall be punishable as a class 1 civil infraction pursuant RCW 7.80.120, in addition to other civil penalties that may be applicable to such violation, such as for vehicle abandonment.

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**Temporary Occupancy of Recreational Vehicle or Travel Trailer**

A recreational Vehicle (RV) or travel trailer located on a residential lot of record may be temporarily occupied for a period of <sup>60</sup>~~120~~ days subject to compliance with the standards set forth in this Section. Recreational vehicles, travel trailers or tents located within a recreational vehicle park or other public areas are ~~not~~ subject to other standards set forth in this section the Tenino Municipal Code, or as established by City Staff consistent with the Tenino Municipal Code.

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- 1. Temporary occupancy of a recreational vehicle or travel trailer is permitted in all appropriate zones when in compliance with the following:

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*CP* — A. Within the city limits, only a recreational vehicle or travel trailer located on a lot developed with a principal dwelling unit or dwelling under construction or remodel may be occupied for the temporary time consistent with the length of the building permit, and be renewed up to an additional 60 days, as determined by the City without submission of another permit application. Occupancy of RVs or travel trailers on developed residential property of less than 30 consecutive days within a ~~120 day~~ 120-day period do not need City approval.

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B. Recreational vehicles or travel trailers shall be in good working order and well maintained such that their appearance is not unsightly as determined by the City in such a condition as to provide for safe and effective use.

C.

D. C. Recreational vehicles or travel trailers shall not be placed in critical areas or their associated buffers.

D. Recreational vehicles or travel trailers shall have access to adequate power and water at the site. In addition, *through the permitting process, methods of wastewater disposal shall be established.* If connection to the City sewer system is established through an approved connection, the property owner will be charged \$50.00 per month on the utility customer's utility bill. No grey or black water shall be discharged on the property. Any evidence of such will cause immediate revocation of the temporary occupancy permit. The utility customer will be responsible for any unpaid charges as a result of occupancy of an RV or trailer on the corresponding residential property.

*Add*

D.

City staff will prepare an application for temporary occupancy consistent with



this ordinance. All proposals-applications  
for temporary occupancy of Recreational  
Vehicle or Travel Trailer permit within  
City limits shall include

a statement of the type of recreational  
vehicle, how water and sewer services  
will be provided.

E. No generators are allowed to power the recreational  
vehicle or travel trailer under this permit.

E. F. Garbage and sanitation shall be disposed of in a manner approved by the Formatted: Font: 12 pt

G. Recreational vehicles or travel trailers shall only  
be placed in side yards or back yards of the lot  
instead of the front of a residence. Where a house  
exists on the neighboring property, a minimum of  
10' clearance shall be maintained from the  
property lines. Establishment of use cannot impact  
neighboring properties. All City standards related  
to a single-family dwelling shall apply unless  
specifically changed here. A maximum of 1 RV  
or trailer is allowed per lot.

F. H. At the discretion of the City, temporary  
occupancy of an RV or travel trailer shall include a  
site plan or map showing proposed placement of  
the RV or travel trailer on the property.

Developed Residential lot w/ Power,  
Water & Sewer.

A recreational vehicle or travel trailer may be  
occupied for up to 15 days per year without a  
temporary use permit. The recreational vehicle or  
travel trailer shall be removed from the lot at the end  
of the 15 day period except the he recreational vehicle  
or travel trailer may remain on site unoccupied if the  
person or entity in control of the property is the legal  
or registered owner, subject to any City requirements  
for storage of recreational vehicles or travel trailers..

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2. An approval for the temporary occupancy of a  
recreational vehicle or travel trailer is valid for a  
maximum of 120 days when in compliance with this  
standard. Extensions of this approval may be granted  
on a case by case basis, when needed, for an  
additional 120 days.

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4.2. Unless specifically different here, all City  
codes must be met. The occupancy of RVs and  
travel trailers on residential property is not intended  
to modify the amend any other section of the  
Tenino Municipal Code pertaining to the use,  
parking, storage, abandonment of RV's and travel  
trailers, or any other section generally.

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3. This ordinance will expire 1 year from time of  
adoption unless extended by the City Council.  
During this period there will only be 10 permits  
allowed at any one time City staff will have  
discretion to limit the number of permits for

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occupancy issued as described herein based on the City's financial and staffing capacity. Only one permit per household.

5.4. Violation of a temporary occupancy permit shall be punishable as a class 1 civil infraction pursuant RCW 7.80.120, in addition to other civil penalties that may be applicable to such violation, such as for vehicle abandonment.

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5.  
1.

NO TENT CAMPING

Temporary Occupancy of Recreational Vehicle or Travel Trailer

A recreational ~~v~~ehicle (RV) or ~~t~~ravel ~~t~~railer located on a residential lot of record may be temporarily occupied for a time period of 120 days subject to compliance with the standards set forth in this Section. Recreational vehicles, travel trailers or tents located within a recreational vehicle park or other public areas are not subject to other standards set forth in this section the Tenino Municipal Code, or as established by City Staff consistent with the Tenino Municipal Code.

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A- 15 DAY  
CANT BE Renewed  
until Exactly 1yr from  
first permit

1. Temporary occupancy of a recreational vehicle or travel trailer is permitted in all appropriate zones when in compliance with the following:
  - A. Within the city limits, only a recreational vehicle or travel trailer located on a lot developed with a principal dwelling unit or dwelling under construction or remodel may be occupied for the temporary time of up to 120-60 days, and be renewed up to an additional 60 days, as determined by the City without submission of another permit application. Occupancy of RVs or travel trailers on developed residential property of less than 30 consecutive days within a 120-day 120-day period do not need City approval.
  - B. Recreational vehicles or travel trailers shall be in good working order and maintained such that their appearance is not unsightly as determined by the City in such a condition as to provide for safe and effective use and not be more than 10 years old.
  - C. A recreational vehicle or travel trailer parked on a public right-of-way or easement shall not be occupied.
  - D. Recreational vehicles or travel trailers shall not be placed in critical areas or their associated buffers.
  - D. Recreational vehicles or travel trailers shall have access to adequate power and water at the site. In addition, through the permitting process, methods of wastewater disposal shall be established. If connection to the City sewer system is established through an approved connection, the property owner will be charged \$25.00 per month on the utility customer's utility bill. No grey or black water shall be discharged on the property. Any evidence of such will cause immediate revocation of the temporary occupancy permit. The utility customer will be responsible for any unpaid charges as a result of occupancy of an RV or trailer on the corresponding residential property.

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~~D.~~  
b.a. City staff will prepare an application for temporary occupancy consistent with this ordinance. All proposals applications for temporary occupancy of Recreational Vehicle or Travel Trailer permit within City limits shall include

B- No more than  
10yrs old from calendar  
year  
Example 2024-2014  
2025-2015

D- \$50 per month

RV or TRAVEL TRAILER  
must be owned by  
the home owner  
3) 5 permits

a statement of the type of recreational vehicle, how water and sewer service will be provided.

E. No generators are allowed to power the recreational vehicle or travel trailer under permit.

E-F. Garbage and sanitation shall be disposed of in a manner approved by the City.

G. Recreational vehicles or travel trailers shall only be placed in side yards or back of the lot instead of the front of a residence. Where a house exists on the neighboring property, a minimum of 10' clearance shall be maintained from the property lines. Establishment of use ~~can not~~ cannot impact neighboring properties. All City standards related to a ~~single-family~~ single-family dwelling shall apply unless specifically changed here. A maximum of 1 RV or trailer is allowed per lot.

F-H. At the discretion of the City, temporary occupancy of an RV or travel trailer shall include a site plan or map showing proposed placement of the RV or travel trailer on the property.

All proposals for temporary occupancy of RV or travel trailer within City limits shall include a site plan showing proposed placement of RV or travel trailer on parcel.

H-I. The recreational vehicle or travel trailer shall be removed from the lot within 14 days after expiration of the temporary occupancy period except the recreational vehicle or travel trailer may remain on site unoccupied if the person or entity in control of the the property is the legal or registered owner, subject to any City requirements for storage of recreational vehicles or travel trailers.

I-J. A recreational vehicle or travel trailer may be occupied for up to 14 days per year without a temporary use permit.

2. An approval for the temporary occupancy of a recreational vehicle or travel trailer is valid for a maximum of 120 days when in compliance with this standard. Extensions of this approval may be granted on a case by case basis, when needed, for an additional 120 days.

4.2. Unless specifically different here, all City codes must be met. The occupancy of RVs and travel trailers on residential property is not intended to modify the amend any other section of the Tenino Municipal Code pertaining to the use, parking, storage, abandonment of RV's and travel trailers, or any other section generally.

3. This ordinance will expire 1 year from time of adoption unless extended by the City Council. During this period there will only be 10 permits allowed at any one time City staff will have discretion to limit the number of permits for occupancy issued as described herein based on the City's financial and staffing capacity.

5.4. Violation of a temporary occupancy permit shall be punishable as a class 1 civil infraction pursuant RCW 7.80.120, in addition to other civil penalties that may be applicable to such violation, such as for vehicle abandonment.

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D. Recreational vehicles or travel trailers shall not be placed in critical areas or their associated buffers.

D. Recreational vehicles or travel trailers shall have access to adequate power and water at the site. In addition, *through the permitting process, methods of wastewater disposal shall be established.* If connection to the City sewer system is established through an approved connection, the property owner will be charged \$50.00 per month on the utility customer's utility bill. No grey or black water shall be discharged on the property. Any evidence of such will cause immediate revocation of the temporary occupancy permit. The utility customer will be responsible for any unpaid charges as a result of occupancy of an RV or trailer on the corresponding residential property.

Add no cost App for invoice Parked only RVs. no Residing

~~D.~~ City staff will prepare an application for temporary occupancy consistent with this ordinance. All proposals applications for temporary occupancy of Recreational

Vehicle or Travel Trailer permit within City limits shall include

a statement of the type of recreational vehicle, how water and sewer services will be provided.

E. No generators are allowed to power the recreational vehicle or travel trailer under this permit.

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A recreational vehicle or travel trailer may be occupied for up to 15 days per year without a temporary use permit. The recreational vehicle or travel trailer shall be removed from the lot at the end of the 15 day period except the he recreational vehicle or travel trailer may remain on site unoccupied if the person or entity in control of the property is the legal or registered owner, subject to any City requirements for storage of recreational vehicles or travel trailers.

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2. An approval for the temporary occupancy of a recreational vehicle or travel trailer is valid for a maximum of 120 days when in compliance with this standard. Extensions of this approval may be granted on a case by case basis, when needed, for an additional 120 days.

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6.

**File Attachments for Item:**

**6. Recommended Action:** none, discussion only.

# Tenino Comprehensive Plan Update

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PLANNING COMMISSION

JULY 19, 2023

# Requirements

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- Update by June 30, 2025
- Include 8 elements required by Growth Management Act
  - Confirm applicable climate and housing legislation - likely NONE
- Coordinate with Thurston County and other agencies
- Conduct public participation
- Update development code to implement new plan

# Scope of Work

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## PROJECT PHASES

### **Phase 1: Project Management**

## SUBTASKS

1. Project Management, Administration, and Coordination
2. Invoices and Progress Reports

# Scope of Work

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## PROJECT PHASES

Phase 1: Project Management

**Phase 2: Background Information**

## SUBTASKS

1. Demographics Report
2. Project Background
3. GMA Checklist
4. Community Vision



# Scope of Work

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## PROJECT PHASES

Phase 1: Project Management

Phase 2: Background Information

**Phase 3: Comprehensive Plan Update**

## SUBTASKS

1. Draft Plan
2. Agency Coordination
3. SEPA Review
4. Implementation Strategy
5. Final Comprehensive Plan
6. Development Regulations Update

# Scope of Work

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## PROJECT PHASES

Phase 1: Project Management

Phase 2: Background Information

Phase 3: Comprehensive Plan Update

**Phase 4: Public Engagement and Adoption**

## SUBTASKS

1. Public Participation Plan

2. Engagement Events

3. Planning Commission

4. Adoption of the Comprehensive Plan

# Scope of Work

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## PROJECT PHASES

Phase 1: Project Management

Phase 2: Background Information

Phase 3: Comprehensive Plan Update

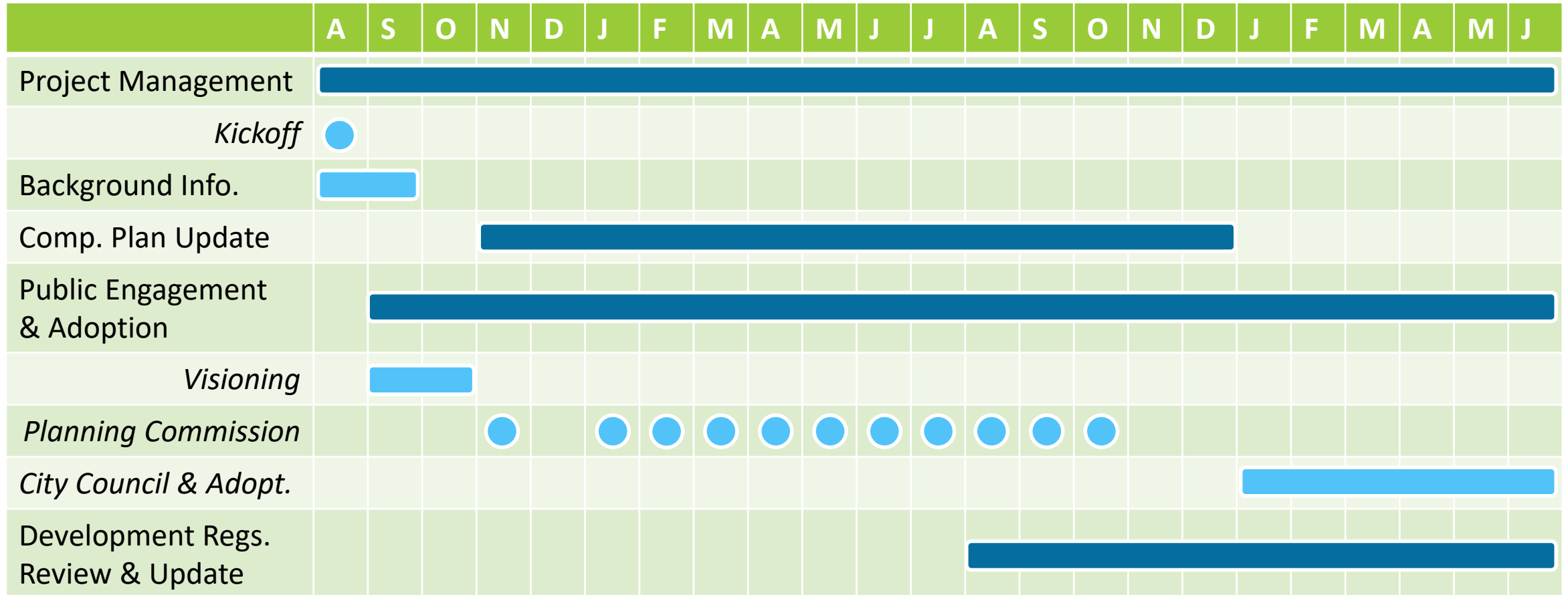
Phase 4: Public Engagement and Adoption

**Phase 5: Development Regulations Review and Implementation**

## SUBTASKS

1. Code Review
2. Code Revisions
3. Code Adoption

# Schedule



# Questions?

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