

# City of Tenino

149 Hodgen Street South

Tenino, WA 98589

**Planning Commission Meeting**  
**Wednesday, March 13, 2024 at 6:00 PM**

## Agenda

### CALL TO ORDER

### HOUSEKEEPING

1. Agenda Approval

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

- [2.](#) Meeting Minutes Approval

**Recommended Action:** Motion to approve 2/07/2024 meeting and public hearing minutes as presented.

### PUBLIC COMMENT

### REPORTS

### PUBLIC HEARINGS

### UNFINISHED BUSINESS

- [3.](#) SCJ Presentation: Tenino Housing Needs, Land Capacity Analysis, and Growth Scenarios.

### NEW BUSINESS

### ADJOURN

**File Attachments for Item:**

2. Meeting Minutes Approval

**Recommended Action:** Motion to approve 2/07/2024 meeting and public hearing minutes as presented.

**Planning Commission Meeting Public Hearing  
Wednesday, February 07, 2024**

**Minutes**

**CALL TO ORDER**

Commissioner Rutherford convened the meeting at 6:00pm.

**PRESENT**

Commissioner William Rutherford  
Commissioner Darnella Stenzel  
Commissioner Matthew Rounsley  
Commissioner Adam Carney

**ABSENT**

Commissioner Alex Murray

**HOUSEKEEPING**

1. Agenda Approval

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

Motion made by Commissioner Rounsley, Seconded by Commissioner Carney.

Voting Yea: Commissioner Rutherford, Commissioner Stenzel, Commissioner Rounsley,  
Commissioner Carney

Motion passes: 4-0

2. Meeting Minutes Approval

**Recommended Action:** Motion to approve 1/10/2024 meeting minutes as presented.

Motion made by Commissioner Stenzel, Seconded by Commissioner Carney.

Voting Yea: Commissioner Rutherford, Commissioner Stenzel, Commissioner Rounsley,  
Commissioner Carney

Motion passes: 4-0

**PUBLIC COMMENT**

**REPORTS**

Commissioner Rutherford reported that the Climate Policy Board had their first meeting on January 25th. It consisted of introductions of the members and discussion of what they felt were some community vulnerabilities are. The next meeting is at 6:00pm February 22nd.

## **PUBLIC HEARINGS**

3. Text Amendment to the Tenino Municipal Zoning Code (TMC)108.40.010 and TMC 108.30.125.F

### **Recommended Action:**

Recommendation to Council for motion to approve.

OR

Recommendation to Council for motion to deny.

OR

Direct staff to revise the amendment and come back at the next meeting for discussion and consideration.

Commissioner Rutherford opened the Public Hearing period on the text amendment to the municipal zoning code (TMC) 108.40.010 and TMC 108.30.125.F at 6:02pm.

City Planner Penrose briefed the planning commission and audience on the staff report (agenda page 7-12) which included: the requested action, background, proposal, key issues, SEPA review and the findings for approval. He then listed off the submitters of local support received during the public comment submission period (agenda page 31-40).

The floor was then opened for Commissioner questions:

Commissioner Rounsley: What other items fall under conditional use in the City of Tenino? Is this a one-off for the City of Tenino or is it more like adding to something that already exists? C/P Penrose: I can rattle off a few for context purposes. I went to the commercial zones, the C1 zone a conditional use permit is a battery exchange station, a light industry use type, drive up facility as an accessory uses conditional use. The C2 zone includes schools, utility facility (power stations for example). C3 zone is predominantly car focused with some single-family conditional use. In the West Tenino zone churches or other assembly uses or conditional use permits, outdoor recreational use, utility facilities, home businesses are all conditional use.

Commissioner Rounsley: In the conditional use process, the application process and the review process, does that include a public hearing? C/P Penrose: Yes, it does. That is really a primary use of the conditional use permit, is to bring it into a public setting and have a conversation about whether it is or isn't appropriate.

Commissioner Rounsley: With a conditional use permit, what kind of enforcement tools are there to ensure they are following those rules that are outlined? If someone is not following them is that something the planning commission or the city can then revoke? C/P Penrose: I would say two things to that. 1. The way this particular section is crafted with a section that

addresses the conditional use permit with some specific conditions related to studies that are requested as a part of the livestock processing facility so that's waste disposal plan, parking plan, noise plan, site plan, traffic impact analysis and operational analysis. Those are all specific to that livestock processing facility. You wouldn't ask for those with other types of uses, so that's why they're specific. There are more general conditional use permit requirements that would be applied to any of those other uses listed earlier. If you approve the use under the conditional use permit and then you violate some of those, there's a variety of recourses. There aren't really any performance standards in the conditional use permit we are considering today as far as threshold, it doesn't say five parts per million or six trucks, or seven stalls. It's more of a scenario of provide the reports that show that you're consistent with these other pieces, so you couldn't necessarily revoke a conditional use permit, there would be a whole host of other regulatory recourses and regulatory tax you would take rather than saying you violated the conditions that the planning commission placed on you as part of your conditional use permit.

The floor was then opened to the public:

Jennifer Colvin with Colvin Ranch 16816 Old Hwy 99 SE: Colvin ranch is located just outside of town near the Ag Business Park. Originally that land was part of our family's homestead several generations ago. I was the fifth generation to grow up on the rand and now my kids are the sixth generation so we've been doing this for a long time. A big focus of our operation is sustainability, so we have a conservation easement on our property that protects some of the last remaining native prairies in our region forever and we take a sustainable approach to the way that we raise our animals. But when we talk about sustainability, it also applies to our business. Our business has to be sustainable in order for us to keep doing what we're doing. Part of that is getting the beef from the field to the plate for folks and that's where the processing piece comes in. The work that the city has been doing with the EDC for many years now to get the ag business park up and going has just been phenomenal and its really creating an opportunity for us here in this region to make agriculture sustainable and viable. It's an important part of our region here, you've heard from a lot of other producers who have talked about the need for this processing. So I just wanted to share a little bit of that perspective from a producer, and also you know we're the family who is willing to invest in building the facility and operating it for the community as well so we come to it because we have the need, but we know the community has the need as well. So just want to thank you for considering this and looking at how we can really support sustainable agriculture in our community.

Don Nelson, Mima Acres.: It's going to be USDA, that's the way I understand it or inspected. Commissioner Rutherford: that is what we are thinking yes. That is not part of our thing right now, but that is the intent I believe. Don

Nelson: So you can't really answer any questions on how it's going to operate or anything? What they're going to do with the waste? Commissioner Rutherford: We are requiring the waste handling plans, but we don't have those yet because there's no proposal that's been made formally. We are just opening up the possibility for a facility like that to go in the zone but we don't have any of the actual details on the facility itself yet, so we're trying to frame how it could be done and requiring the studies necessary to determine.

Don Nelson: Yeah, that's kind of what I was wondering, is how much thought has been put into it. What are you going to do with

the blood and guts and everything. How many animals are going to be stored out overnight outside. I've done a little research on USDA and they seem like a pretty tight ship, like a good deal, like I say I'm not against this. Commissioner Rutherford: I think if it's not a USDA facility it doesn't really fit the need of the industry in the area right now. So right now it's my understanding to get USDA slaughter there's a long wait list, you have to drive far away and all that kind of stuff. If it's not USDA then I just don't think it's going to meet the need.

Commissioner Rutherford ended the Public Hearing at 6:35pm and opened the floor for C/P Penrose to provide response to the Commissioner's.

Commissioner Rounsley: When it goes to the council, do they have a public hearing or do they just vote. C/P Penrose: They may choose to have a public hearing, but they are not required to. You have to have at least one for this type of legislative action.

Commissioner Rounsley: moves that the Planning Commission make a recommendation to the City Council to approve the text amendment as presented.

Motion made by Commissioner Rounsley, Seconded by Commissioner Stenzel.

Voting Yea: Commissioner Rutherford, Commissioner Stenzel, Commissioner Rounsley, Commissioner Carney

Motion carries 4-0.

## **UNFINISHED BUSINESS**

The commissioners confirmed tonight's meeting was the regular meeting for February, the next planning commission meeting will be held March 13, 2024.

Commissioner Rounsley: Dan, are you going to be the City Planner or is Reese moving to the City Planner because that was unclear. C/P Penrose: Our whole team is assisting because there's a lot of work to do. I am trying to transition some of the work. The climate plan team work has been transitioned to Reese with some assistance from Christina Hayworth. In our office, Christina is going to run point on the Comp plan, and I will help them transition to all of that work so ultimately Reese is responsible for the climate plan, Christina is responsible for the Comp plan and then I'll assist where needed.

Commissioner Rounsley: So who will hold the title of City Planner for the City of Tenino? C/P Penrose: The city is contract with SCJ and I will stay on the website until we feel confident one of the two of those capable planners can take lead on the day-to-day stuff. I have been sending a good amount of the material over to them depending on how it comes in. This item in particular was going to be mine until it's done so there's a few more steps to occur. The next step will be noticing Department of Commerce of an intent to adopt a text amendment to the development regulations, that's a 60-day kind of lead and the EDC knows that, as well as the potential developers. I don't know when this will be on the Council's agenda, but it's probably in the next 3 to 4 weeks potentially would be the earliest and so when that text amendment process is over, whatever it ends up being, I will probably step back even more.

## **NEW BUSINESS**

**ADJOURN**

Commissioner Rutherford adjourned the meeting at 6:40pm.

**File Attachments for Item:**

3. SCJ Presentation: Tenino Housing Needs, Land Capacity Analysis, and Growth Scenarios.



# Tenino Housing Needs, Land Capacity Analysis, and Growth Scenarios

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Planning Commission

March 13, 2024

# Land Capacity Analysis – Background

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In 2021, the Washington State Legislature passed HB 1220, which requires that counties and cities plan for the housing needs of all income levels.



Cities are required to show that they have sufficient land capacity to accommodate units which will serve the required income levels and that there are not other significant barriers to production of those units.



A full analysis meeting the requirements of HB 1220 will be conducted as part of this comprehensive plan update.

# TRPC's Projected Housing Needs (2023)

Total	Income Level (Percent of Area Median Income)								Emergency Housing	
	0-30%		30-50%	50-80%	80-100%	100-120%	120%+	Seasonal / Migrant		
	PSH	Non-PSH								
	Housing Units									Beds

**2045 Total Housing Unit Need** (Sum of 2020 Supply + 2045 Need)

City	1,299	32	97	211	416	197	113	233	0	9
UGA	14	1	2	2	3	2	1	3	0	0

**2020 Supply**

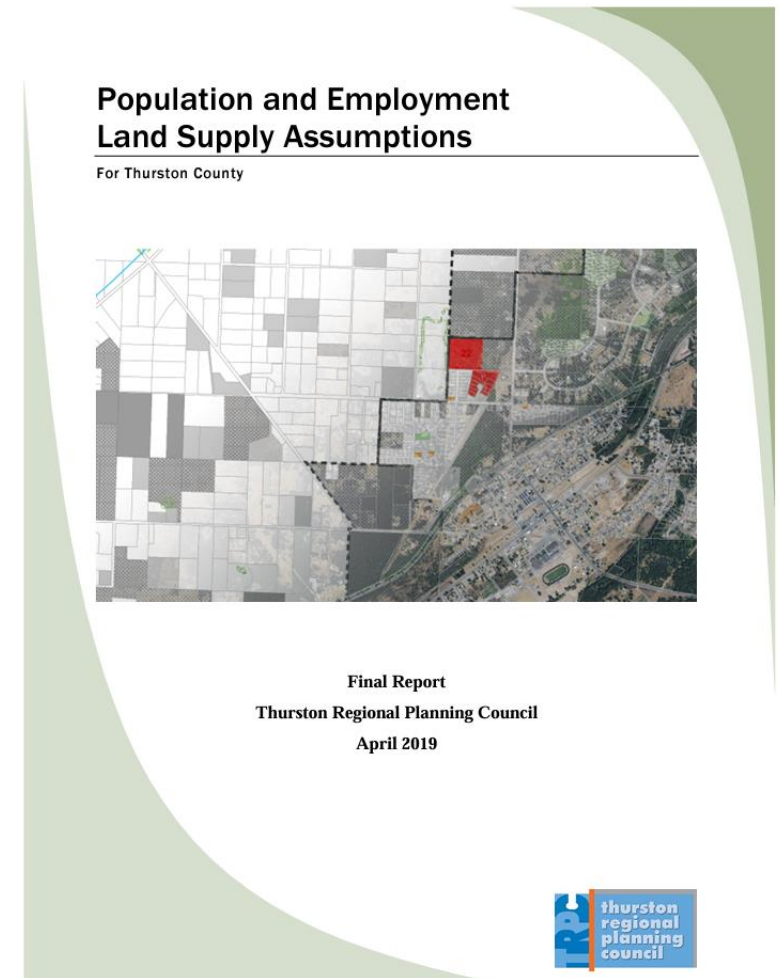
City	780	0	34	211	416	82	12	26	0	0
UGA	5	0	0	1	3	1	0	0	0	0

**2045 Unit Need**

City	519	32	62	0	0	115	102	208	0	9
UGA	9	1	2	1	1	1	1	3	0	3

# Land Capacity Analysis – Methodology

- The land capacity analysis followed Commerce guidance, using zoning and land supply assumptions from TRPC's [Population and Employment Land Supply Assumptions](#) (2019)
- Analysis included the following steps:
  - Identify vacant and redevelopable parcels
  - Apply reduction factors
  - Identify land capacity by income band



# Land Capacity Analysis

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## Step 1: Identify Vacant and Redevelopable Parcels

Using Thurston County GIS and assessor's data, parcels in Tenino and its UGA were classified as either **vacant** or **redevelopable**:

- **Vacant parcels:** Parcels of land that have no structures or structures with low valuation (<\$50,000)
  - Vacant land with a designated use (i.e., parks and open space) is considered developed.
- **Redevelopable land:** Developed land that has a strong likelihood that existing development will be torn down and replaced with more intensive uses during the planning period. Also includes partially-used parcels – those occupied by a use, but which contain enough land to be further subdivided without rezoning.

# Land Capacity Analysis

## Step 2: Apply Reduction Factors

**Critical areas:** Critical areas and their buffers are deducted. TRPC's *Population and Employment Land Supply Assumptions* include critical areas and buffer widths to be deducted from Tenino's buildable land supply.

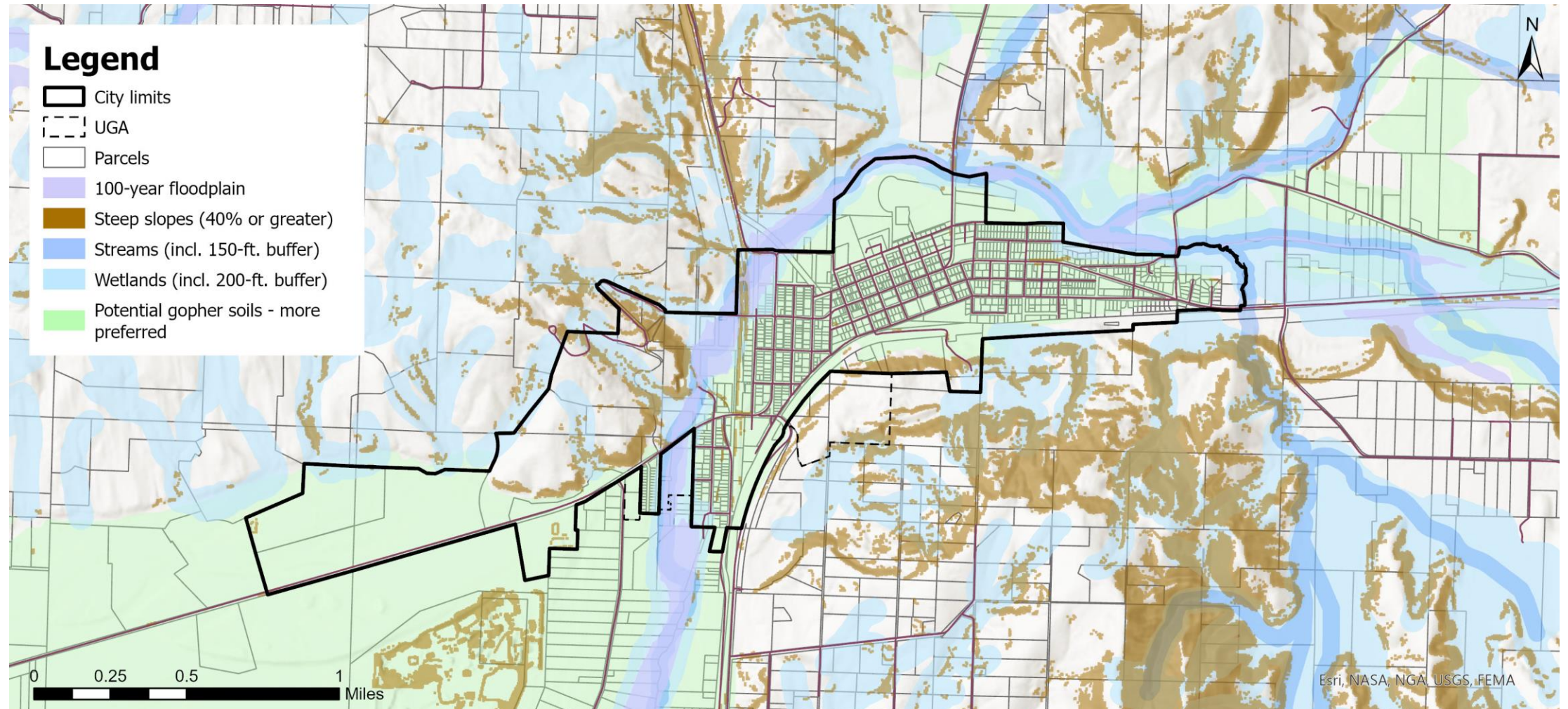
**Additional reductions:** Reduce the amount of vacant and redevelopable land to account for infrastructure needs. TRPC's assumptions use a reduction factor of 35% for all residential zones in Tenino.

- This accounts for new right-of-way, public space, stormwater facilities, or other dedications.

### Critical areas and buffer widths deducted from buildable land supply:

- 100-year floodplain
- Steep slopes (40% and greater)
- Wetlands + 200' buffer
- Streams (Type S) + 150' buffer
- Mazama pocket gopher soils, more preferred (10% of soil area added to parcel's critical areas)

# Land Capacity Analysis – Constraints



# Land Capacity Analysis – Existing Capacity

Existing Capacity by Zone	
<b>Residential Zones</b>	
SF-ES	31
SF	137
SF-D	21
MF	104
All residential zones	293
<b>Commercial/Mixed-Use Zones</b>	
C-1	15
C-2	23
C-3	6
All commercial/MU zones	44
<b>Total</b>	<b>337</b>

Tenino can currently accommodate **337 additional dwelling units** in all zones in which residential development is allowed.



# Land Capacity Analysis

## Step 3: Identify Land Capacity by Income Band

To comply with HB 1220 requirements, the land capacity for future units must be broken down based on the income bands that could be served by those units.

Zone	Housing Types Allowed	Zone Category	Lowest Income Level Served
SF-ES	Single-family	Low Density	<b>Higher-Income (&gt;120% AMI)</b>
SF	Single-family		
SF-D	Single-family, duplex	Moderate Density	<b>Moderate-Income (80-120% AMI)</b>
MF	Single-family, duplex, townhomes, multifamily, group home	High Density	<b>Low-Income (0-80% AMI)</b>
C-1	Townhomes, multifamily, group home		
C-2	Townhomes, multifamily, group home		
C-3	Single-family, townhomes, multifamily, group home		

# Land Capacity Analysis

## Step 3: Identify Land Capacity by Income Band

Based on TRPC's characterization of Tenino's existing housing supply by income band, the additional units needed by 2045 can be broken down as follows:

Income Band	2045 Housing Unit Target (City + UGA)	Additional Unit Capacity	Surplus/Deficit
Low-Income (0-80% AMI)	99	148	<b>49</b>
Moderate-Income (80-120% AMI)	219	21	<b>(198)</b>
Higher-Income (>120% AMI)	211	168	<b>(43)</b>

# Land Capacity Analysis: Conclusion

- We need to plan for:
  - 198 Moderate-Income Units (80-120% AMI)
  - 43 Higher-Income Units (120%+ AMI)
- We need to consider:
  - Permanent Supportive Housing
  - Emergency Beds

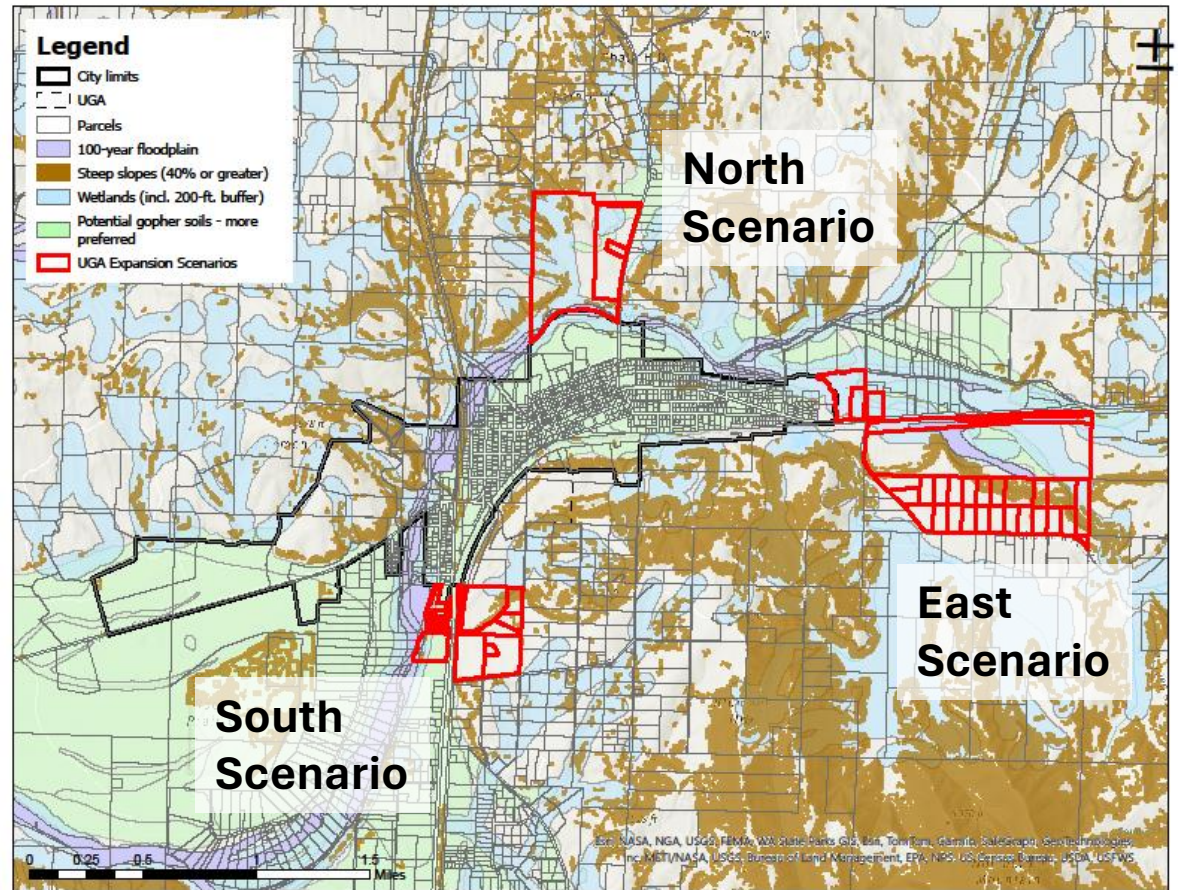
# Increasing Capacity

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- Ways to increase capacity:
  - Expand UGA
    - Limited by steep slopes, flood plains, wetlands and Mazama Pocket Gopher habitat
    - Expanded urban growth areas must be served by municipal water and transportation within 20 years
    - Must be approved by Thurston County Regional Planning Council and Urban Growth Management subcommittee
  - Increase density inside city limits
    - No need to extend the city's existing infrastructure
    - Increase allowed heights in Tenino's core and/or upzone existing low-density residential areas

# Conceptual Areas for UGA Expansion

- Three conceptual UGA expansion options
  - South Expansion scenario
  - North Expansion scenario
  - West Expansion scenario
- Contiguous with Tenino municipal boundaries and existing urban growth area
- Development potential assumed based on rezone to Single Family (SF) Zone
- Cost estimates for each annexation scenario include preparation, erosion control, and water and sewer extensions



# South UGA Expansion Scenario

## Development capacity

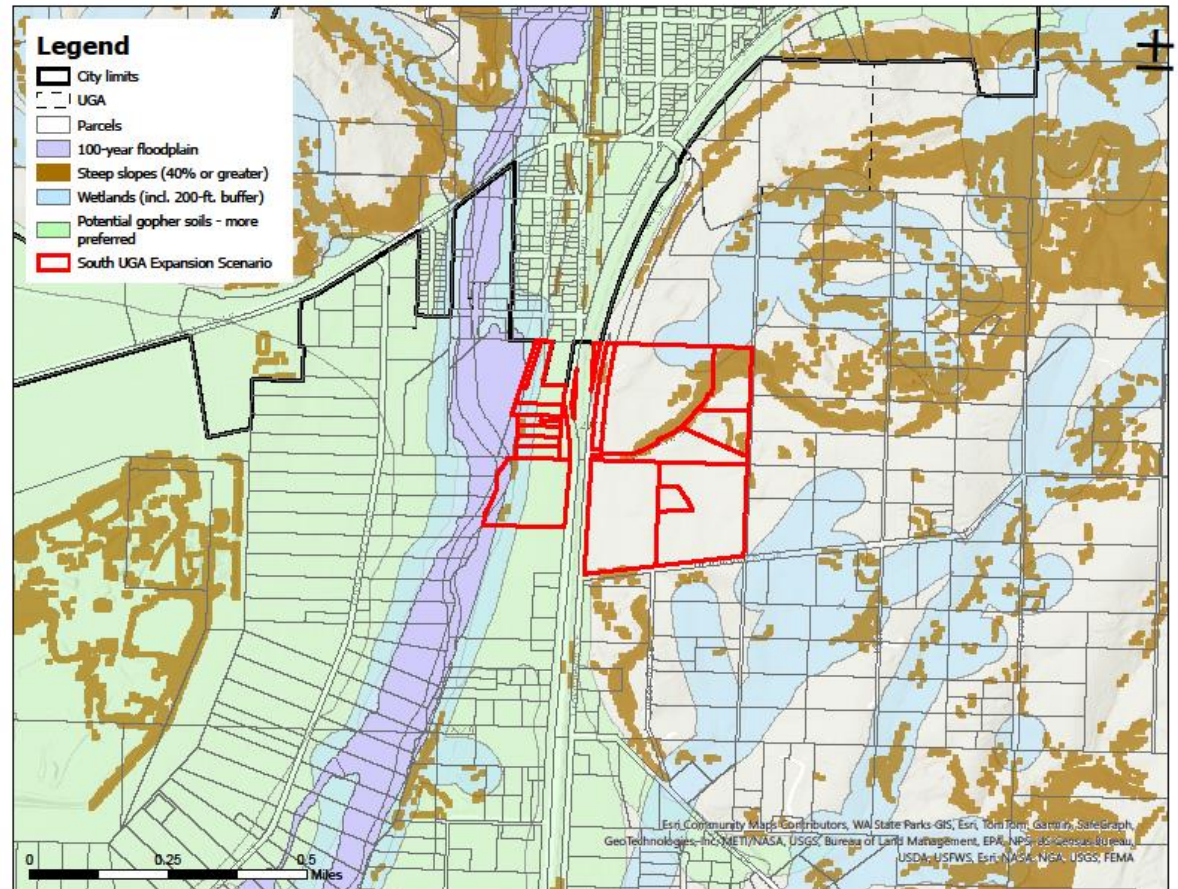
Total area: 123.65 acres

Buildable area: ~ 68 acres

Additional housing units: ~ 350

Estimated cost to extend  
utilities and infrastructure

~\$1.6 million



# North UGA Expansion Scenario

## Development capacity

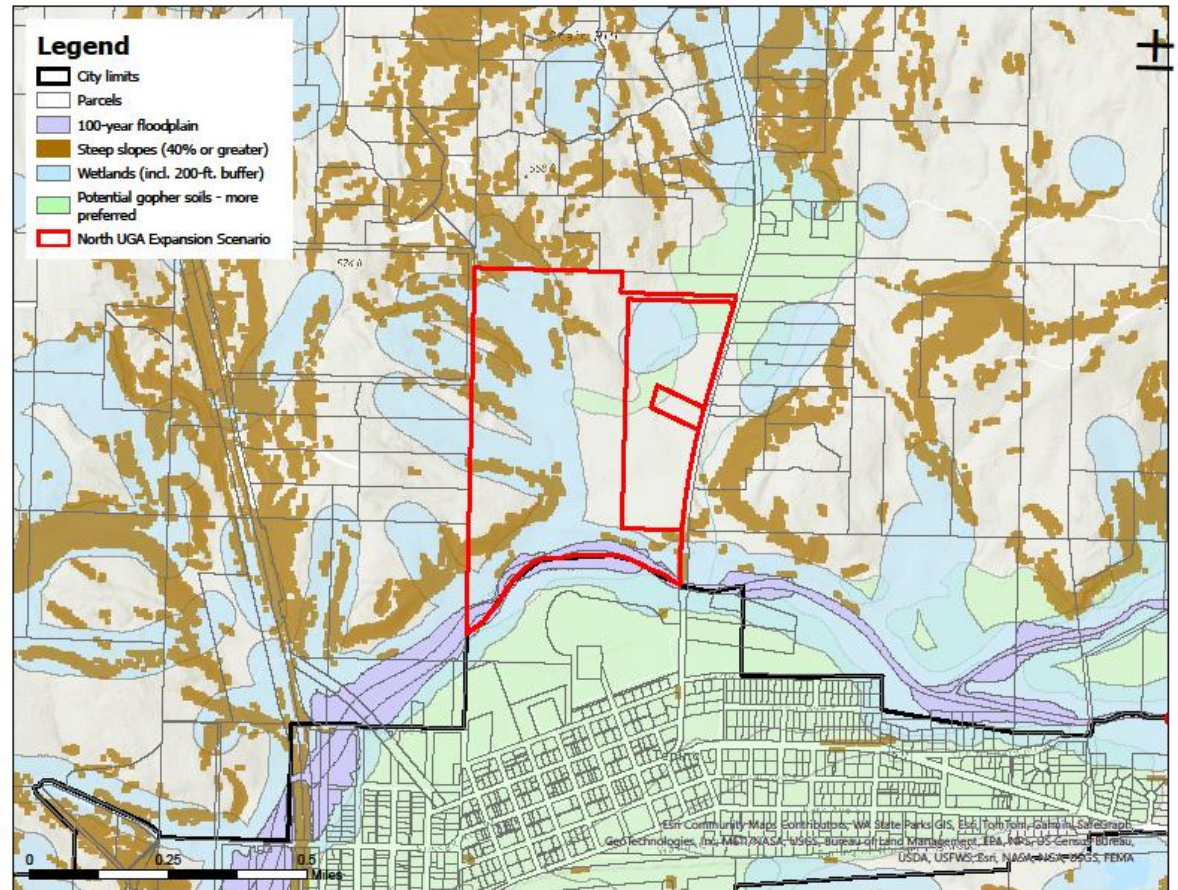
Total area: 136.12 acres

Buildable area: ~ 50 acres

Additional housing units: ~ 260

Estimated cost to extend  
utilities and infrastructure

~\$1.5 million



# East UGA Expansion Scenario

## Development capacity

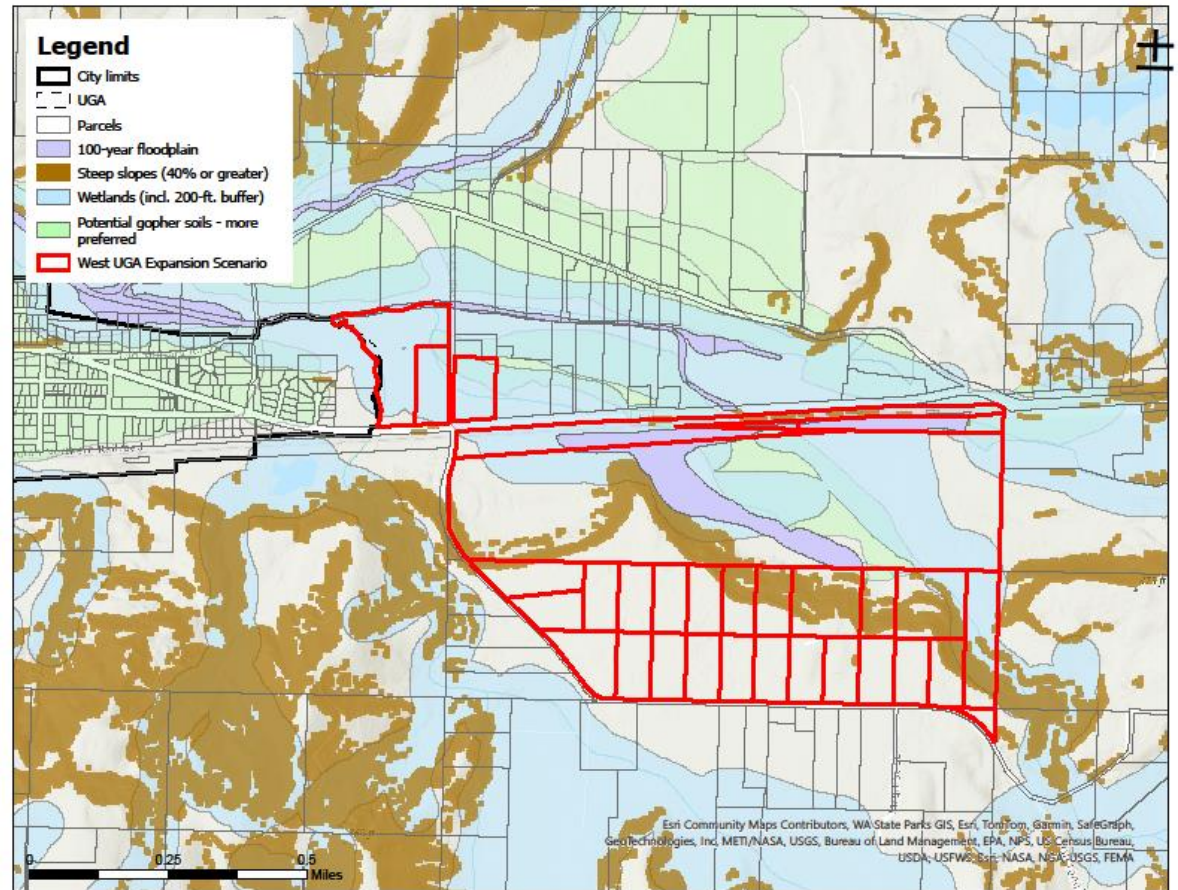
Total area: 352.76 acres

Buildable area: ~ 148 acres

Additional housing units: ~ 750

Estimated cost to extend  
utilities and infrastructure

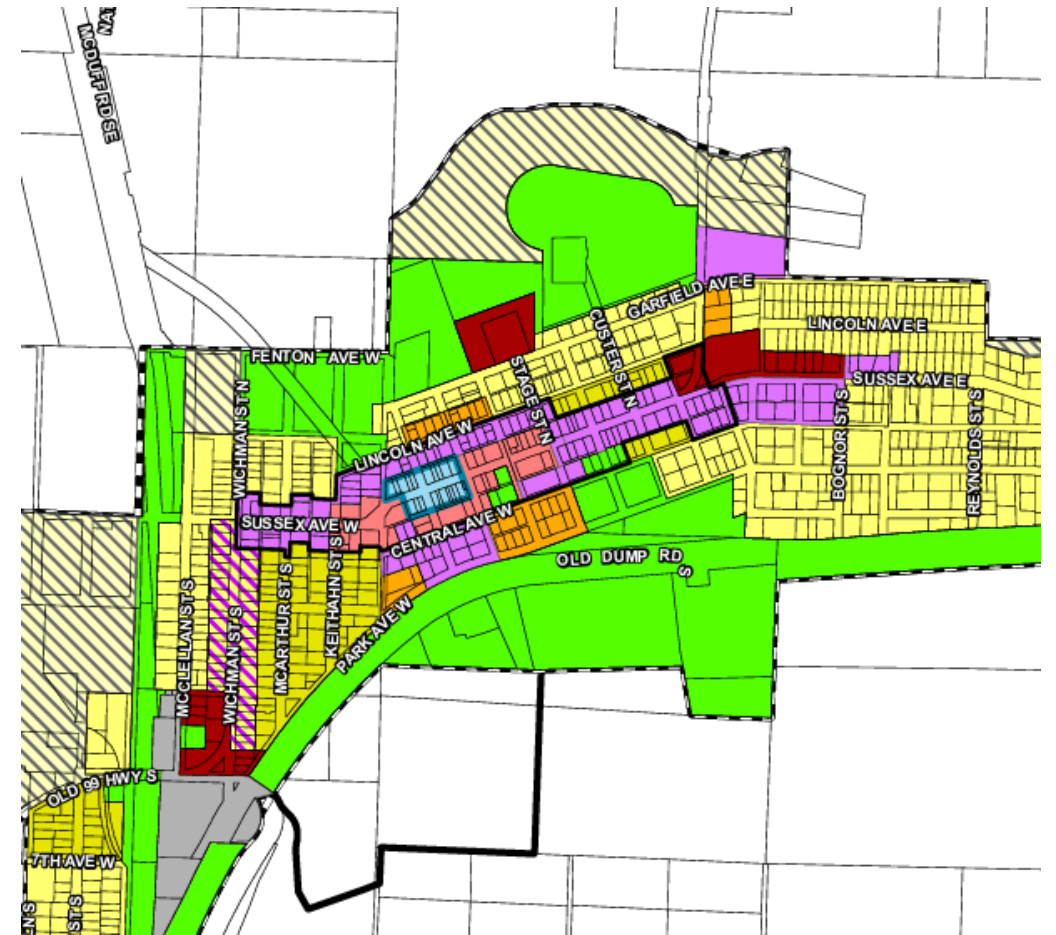
~\$3.9 million





# Potential Density Increase Scenario

- C-1 zone – increase height limit from 35' to 50' (+2 stories)
  - New development would connect into existing infrastructure
  - Additional capacity:
    - +15 units if using only vacant/redevelopable parcels
    - +134 units if expanding upward on parcels where buildings already exist



# Next Steps

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- Consideration of “Adequate Provisions” for accommodating housing at all income levels (more qualitative than LCA)
- Identification of preferred capacity increase scenario
- Review of goals and policies – align with HAP



Questions?