



**NAPAVINE PLANNING COMMISSION MINUTES**  
**April 3, 2023 6:00 P.M.**  
**Napavine City Hall, 407 Birch Ave SW, Napavine, WA**

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**PLEDGE OF ALLEGIANCE:**

**INVOCATION:** Invocation was led by Director Morris.

**CALL TO ORDER:**

**Commissioner Graham** opened the regular Planning Commission meeting to order at 6:00 PM

**ROLL CALL:**

Planning Commission present: **Commissioner Graham, Commissioner Morris, and Commissioner Hollinger.**  
**Commissioner Morris** motioned to excuse **Commissioner Haberstroh** and noted that **Commissioner Collins** would be a few minutes late, seconded by **Commissioner Hollinger.** **Vote on Motion 3 aye, 0 nay.**

**APPROVAL OF AGENDA – As presented:**

**Commissioner Hollinger** motioned to approve the agenda as presented, seconded by **Commissioner Morris.** **Vote on motion 3 aye, 0 nay.**

**APPROVAL OF MINUTES:**

**Commissioner Morris** motioned to approve minutes from the **Planning Commission Meeting on March 20, 2023,** seconded by **Commissioner Hollinger.** **Vote on motion 3 aye and 0 nay.**

**Commissioner Collins arrived at 6:08 PM.**

**OLD BUSINESS:**

**1. Review NMC 13.02.040 Developer connection fee/capacity charge payment.**

**Director Morris** summarized the discussion from the last meeting. The Planning Commission is in overall agreement that the city needs to secure water for the future, and a non-refundable fee would ensure future connections years down the road. **Director Morris** stated that the City of Chehalis has the same exact current code, but Chehalis doesn't follow the code. The Planning Commission all agreed that the city's current code is not in the best interest for the city or developers. Discussion was also had of what part of the process the non-refundable fee would be due, is it when the letter of approval is sent, prior to the plans being stamped? The Planning Commission would like CD staff to research other cities regarding a non-refundable water capital facilities fee that would be required when subdividing/developing land into multiple lots.

**Commissioner Morris** moved to table until next meeting, seconded by **Commissioner Hollinger.** **Vote on motion 3 aye and 0 nay.**

**CONSIDERATION:**

**1. Lodging Tax Ordinance – Information**

**Director Morris** explained that the county already has a county wide ordinance that would capture lodging/tourism tax inside the city limits if the city doesn't implement one. He explained the tax is already established, the city would just get the revenue and not the county. The Planning Commission wants it on old business at the next meeting to proceed forward.

**2. Concern regarding RV Living in City Limits (Commissioner Hollinger added item during meeting)**

**Commission Hollinger** asked if the city has anything stating that you can live in a rv in your yard for a certain amount of days? **Director Morris** stated that it is 14 days, and it falls under the civil service department, which is the police department. **Executive Assistant Katie Williams** suggested **Commission Hollinger** reach out to the police department first to see if any action has been taken on certain properties before reaching out to city council.

**3. RV Park Requirements (Commissioner Collins added item during meeting)**

**Commissioner Collins** wants to visit the current rv park ordinances, to make sure there's enough conditions to prevent a future Peppermill. **Executive Assistant Katie Williams** stated the current code has quite a bit of "meat and potatoes" which may be a reason the city currently doesn't have a rv park. **Commission Collins** requested that the RV Park/Planned Unit Development Ordinance be added to the list of codes to be reviewed.

**GOOD OF THE ORDER:**

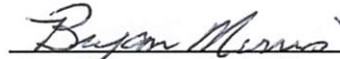
**Commissioner Graham** wanted to wish **Director Morris** a Happy Birthday. Also, reminder of the School Impact Fee Workshop Meeting on Monday April 17<sup>th</sup>, 2023, at 5pm.

**ADJOURNMENT** 7:10 pm

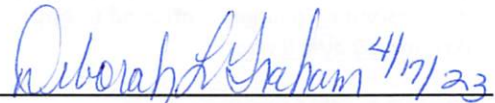
**Commissioner Hollinger** motioned to adjourn, seconded by **Commissioner Collins**. Vote 3 aye, 0 nay.

*These minutes are not verbatim. If so desired, a recording of this meeting is available online at <https://fccdl.in/AlfIOos32H>*

Respectfully submitted,



Bryan Morris, Community Development/Public Works Director



Planning Commission Chairperson