



NAPAVINE PLANNING COMMISSION MINUTES
April 17, 2023 6:00 P.M.
Napavine City Hall, 407 Birch Ave SW, Napavine, WA

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**, Commissioner **Haberstroh**, and Commissioner **Hollinger**. Commissioner **Haberstroh** motioned to excuse Commissioner **Collins**, seconded by Commissioner **Hollinger**. Vote on Motion 3 aye, 0 nay.

APPROVAL OF AGENDA – As presented:

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

APPROVAL OF MINUTES:

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

OLD BUSINESS:

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

Director **Morris** stated his research was on Winlock's code. Winlock has a fee for water only that is attached to land use approval. Executive Assistant **Katie Williams** talked about the code she found from West Richland that mirrors somewhat what Winlock is doing. Will this fee be subtracted from hook up fees when the building permit is issued, or is that a nonrefundable fee? This fee would be for subdivisions over 10 lots. Commissioner **Haberstroh** wanted to make sure that the fee when collected is earmarked for those lots. The Planning Commission wants **Bryan** and **Katie** to write up a rough draft code that has the \$1000 infrastructure fee at approval of land use. **Commissioner Haberstroh motioned to have Bryan and Katie work to write up a rough draft to present at next meeting, seconded by Commissioner Morris. Vote on motion 3 aye and 0 nay.**

2. Lodging Tax Ordinance.

Director **Morris** stated the lodging tax ordinance is already in place, but if we were to add a rv park, hotel, or anything that has to do with recreation, the funds would go to the county. Doing this ordinance would allow the city to capture those funds instead of the county.

Commissioner Haberstroh motioned to move the Lodging Tax Ordinance to council, seconded by Commissioner Morris. Vote on motion 3 aye and 0 nay.

CONSIDERATION:

Director **Morris** stated that we are proceeding forward with reviewing/changing codes. Commissioner **Haberstroh** would like to add recreational vehicle parks standards to the list to be reviewed.

Commissioner **Hollinger** brought up people living in rv's again, didn't have the chance to visit the police department yet.

GOOD OF THE ORDER:

Executive Assistant **Katie Williams** was notified that a congratulations was needed for Commissioner **Haberstroh** on becoming an elected member of the Lewis County Boundary Review Board Committee. Chairwoman **Graham** thanked council members **Heather Stewart** and **Ivan Wiediger** on attending the workshop and regular meeting

tonight. Executive Assistant Katie Williams also thanked Commissioner Haberstroh for inviting Joe Clark to the workshop, he provided a wealth of information/knowledge to the School District and the City.

ADJOURNMENT 6:41 pm

Commissioner Haberstroh motioned to adjourn, seconded by **Commissioner Hollinger**. 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/UKbuf4uJsq>

Respectfully submitted,



Bryan Morris, Community Development/Public Works Director



Planning Commission Chairperson