



**CITY OF NAPAVINE PLANNING COMMISSION MEETING  
Monday – August 29, 2022 – 6:00 PM**

Deborah Graham,  
*Position 1*

Amy Hollinger  
*Position 2*

Arnold Haberstroh,  
*Position 3*

Amy Morris  
*Position 4*

Scott Collins  
*Position 5*

Bryan Morris  
PW/CD Director

**PUBLIC HEARING –  
Rognlin’s 1054 Rush Road Subdivision**

**PUBLIC HEARING –  
Jerry Nixon 665 Forest Napavine Road Variance/ Land Use**

- I. PLEDGE OF ALLEGIANCE**
- II. CALL TO ORDER**
- III. ROLL CALL**
- IV. APPROVAL OF AGENDAS – As present**
- V. APPROVAL OF MINUTES –  
1) Planning Commission Meeting – August 15, 2022**
- VI. NEW BUSINESS**
- VII. OLD BUSINESS**
  - 2) Cliff Morris Short Plat – 609 W Forest Napavine Road**
  - 1) Rognlin’s Rush Road - Plat Public Hearing**
  - 2) Jerry Nixon 665 Forest Napavine Road Land Use Public Hearing**
- VIII. CONSIDERATION**
- IX. CITIZEN COMMENTS- Non-agenda items**
- X. GOOD OF THE ORDER**
- XI. ADJOURNMENT**

**City of Napavine**  
407 Birch Ave SW  
P O Box 810  
Napavine, WA 98565  
360-262-3547

**City Website**  
[www.cityofnapavine.com](http://www.cityofnapavine.com)

**Planning Commission Meeting is held in person and via Teleconference.**

**Teleconference Information**

**Dial-in number (US): (720) 740-9753**

**Access code: 8460198**

**To join the online meeting:**

**<https://join.freeconferencecall.com/rdenham8>**



**NAPAVINE PLANNING COMMISSION MINUTES**  
**August 15, 2022 6:00 P.M.**  
**Napavine City Hall, 407 Birch Ave SW, Napavine, WA**

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**PLEDGE OF ALLEGIANCE:**

**CALL TO ORDER:**

Chairwoman Commissioner Graham opened the regular planning commission meeting to order at 6:00 pm.

**ROLL CALL:**

Planning Commission present: Amy Morris, Commissioner #4, Deborah Graham Commissioner #1, Amy Hollinger Commissioner #2, Arnold Haberstroh Commissioner #3, and Scott Collins Commissioner Position #5.

**APPROVAL OF AGENDA – As presented:**

Commissioner Haberstroh motioned to approve the agenda, seconded by Commissioner Collins. Vote on motion 5 aye, 0 nay.

**APPROVAL OF MINUTES:**

Commissioner Haberstroh motioned to approve minutes for August 1, 2022, meeting, seconded by Commissioner Morris. Vote on motion 5 aye and 0 nay.

**NEW BUSINESS:**

**Rognlin’s Rush Road Plat**

Commissioner Haberstroh motioned to set a public hearing for Rognlin’s Rush Road plat for August 29, 2022, seconded by Commissioner Hollinger. Vote on motion 5 aye, 0 nay.

**Housing Action Volunteer**

Director Morris asked Planning Commission if any members would like to be part of the Housing Action Plan Committee, Commissioner Collins volunteered. Paula Sandirk also volunteered as a citizen. No vote required.

**OLD BUSINESS:**

**Fueling Station Code Change –**

Planning Commission looked over the code changes they instructed to change Fueling Station from allowed use to conditional use. Commissioner Haberstroh motioned to pass the code change on to city council, seconded by Commissioner Morris.

**Cliff Morris Short Plat – 609 W Forest Napavine Road**

Planning Commission instructed Cliff Morris to get a Developer’s Agreement wrote up that they figure out the mitigation of updating that line from 2 inch to 8 inch with some mitigation of connection fees. May have a workshop later if needed. Commissioner Haberstroh motioned to have Cliff Morris come up with a developer’s agreement that is suitable for the city with some mitigation of connections, seconded by Commissioner Morris. Vote on motion 5 aye, 0 nay.

**Jerry Nixon 665 Forest Napavine Road Land Use**

Director Morris advised Planning Commission that the application is now complete with a staff report. Attorney has recommended to set a public hearing to address the complete application and staff report. Commissioner Haberstroh motioned to set a public hearing for Jerry Nixon 665 Forest Napavine Road – Land Use, Variance on August 29, 2022, seconded by Commissioner Hollinger. Vote on motion 5 aye, 0 nay.

**CONSIDERATION:**

Executive Assistant Katie Williams asked Planning Commission if they received any emails regarding the Homeless Advocacy Board. Commissioner Hollinger stated she did receive the email and reached out to Mayor O’Neill with additional questions. Commissioner Collins will be absent from the August 29<sup>th</sup> Meeting.

**ADJOURNMENT** 6:50 pm

Commissioner Morris motioned to adjourn, seconded by Commissioner Hollinger. Vote 5 ayes, 0 nays.

*These minutes are not verbatim. If so desired, a recording of this meeting is available online at*

*<https://fccdl.in/LLSRJxuLj9> .*

**Respectfully submitted,**

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Bryan Morris, Community Development/Public Works Director

Planning Commission Chairperson

**Cliff & Laura Morris**  
609 Forest Napavine Rd W  
Chehalis, WA 98532

August 22, 2022

City of Napavine  
Bryan Morris  
407 Birch Ave SW  
PO Box 810  
Napavine, WA 98565

Attention: Bryan Morris

RE: Proposal for 609 Forest Napavine Rd W (Short Plat)

Instead of my original plan of 2" water pipe as per current engineered plan:

Install 680 LF of 8" water pipe; approximately ten fittings; 1 – Fire Hydrant; 60 yards of sand, to be placed in 20' utility easement as per Short Plat submitted.

My cost of T&M @ discounted rate of \$175.00 per LF (which is significantly more than 5 times the amount of 2" pipe).

In exchange for the upgrade from 2" water pipe to 8" water pipe and one fire Hydrant, City of Napavine will,

1. Waive (3) sewer/water hookup fees on said 3 lots per Short Plat at 609 Forest Napavine Rd W.
2. Waive permit fees for water line installation and (1) Fire Hydrant to be place at the road front as discussed.
3. Private drive remains as is with 20' utility easement as noted on proposed Short Plat.
4. Immediate approval of Short Plat submitted.

\*\*\* When a written approval received, I will go forth with the necessary legal documentation as requested per our conversation on August 15, 2022, at the City of Napavine planning commission meeting.

Best regards,

Cliff Morris  
360-239-5129

# CITY OF NAPAVINE

407 Birch Ave SW, P. O. Box 810  
Napavine, WA 98565  
(360) 262-9344

\$650.00

APPLICATION FOR:

LARGE LOT SUBDIVISION

SHORT PLAT SUBDIVISION

## STAFF USE ONLY

CASE NUMBER \_\_\_\_\_  
DATE RECEIVED \_\_\_\_\_  
BY \_\_\_\_\_

RELATED CASES \_\_\_\_\_  
DATE FEE PAID

### 2. APPLICANT (IF DIFFERENT THAN OWNER)

NAME Cliff and Laura Morris  
MAILING ADDRESS 609 W FOREST NAPAVINE RD.  
CITY AND STATE Chehalis WA ZIP 98532  
TELEPHONE 360-239-5129 (Cliff)  
SIGNATURE *Laura Morris* DATE 12-9-2021

### 3. ENGINEER/ARCHITECT:

NAME Butler Surveying, Inc.  
MAILING ADDRESS 475 NW Chehalis Ave (P.O. Box 149)  
CITY AND STATE Chehalis WA ZIP 98532  
TELEPHONE 360-748-8803

### 4. AUTHORIZED REPRESENTATIVE (if applicable):

NAME \_\_\_\_\_  
MAILING ADDRESS N/A \_\_\_\_\_  
CITY AND STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
TELEPHONE \_\_\_\_\_

5. PROPERTY LOCATION:

NORTH SOUTH EAST WEST SIDE OF (CIRCLE ONE)

(ROAD NAME): \_\_\_\_\_  
BETWEEN (ROAD NAME) \_\_\_\_\_  
AND (ROAD NAME) \_\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_

SECTION 26 TOWNSHIP 13 N RANGE 02 W PT  
W 495' SE 4 NW 4  
EX FORE

Type of non-site structures including any accessory buildings:  
NONE

ASSESSOR'S PARCEL NO. 018151006000

FULL LEGAL DESCRIPTION OF SUBJECT PROPERTY: (Attach separate sheet)

Number of Lots:  
Single-Family 3 Duplex \_\_\_\_\_ Multifamily \_\_\_\_\_  
Commercial \_\_\_\_\_ Industrial \_\_\_\_\_

Zoning District \_\_\_\_\_

Shoreline Designation N/A

Smallest Lot Area 12,195.93 SF (0.280 ACRES)

Average Lot Area 13,429.66 (LOTS 2,3,4)

Total Acreage 0.925 +/-

Area of entire contiguous ownership (LOTS 1 + 2,3,4) = 4.9079 ACRES

Acreage in Open Space 40288 S.F.

Length of Public Streets N/A

Length of Private Streets \_\_\_\_\_

Designated Commercial Acreage N/A

6. Special Areas On Your Project Site:

- None
- Swamp/Bog
- Creek or Stream \_\_\_\_\_ name
- Cliffs
- River \_\_\_\_\_ name
- Draw/Gully
- Other (describe) \_\_\_\_\_

**7. Has a portion of your project site ever flooded?**

- No                       Do not know                       Yes, when? \_\_\_\_\_  
(If yes, show area on map)

**8. UTILITIES:**

1. **WATER SUPPLY:** (Name of Utility, if applicable)  
a. EXISTING: City of Napavine      b. PROPOSED: \_\_\_\_\_
2. **SEWAGE DISPOSAL:** (Name of Utility, if applicable)  
a. EXISTING: \_\_\_\_\_                      b. PROPOSED: City of Napavine

**9. ACCESS:**

(NAME OF ROAD OR STREET FROM WHICH ACCESS IS OR WILL BE GAINED.)

1. EXISTING ACCESS: Private Drive (off of W. Forest Napavine Rd)
2. PROPOSED ACCESS: Same as above
3. If property to be divided is accessed by a private road, how many other parcels have access by this road? (Include vacant parcels) Private Drive Total of 6

**PRELIMINARY MAP** Per Butler Surveying  
(APPLICANT CHECK OFF AS COMPLETED)

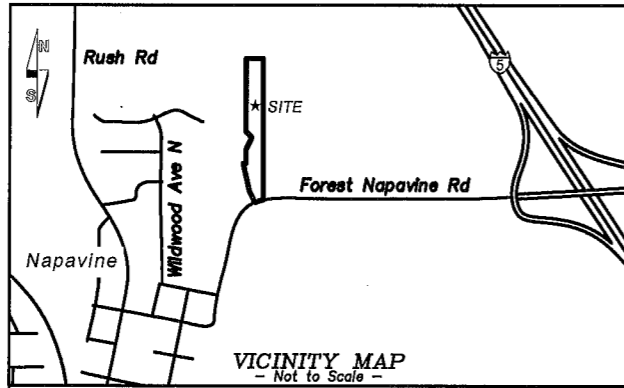
- 1. Drawn to scale in BLACK INK.
- 2. Show and label all existing structures including mobile homes, houses, sheds, garages, barns, etc.
- 3. Show boundaries of entire ownership and indicate property line measurements.
- 4. Show all existing state, city and county road frontages and road names.
- 5. Show all existing private road frontages whether or not they are used for access to property.
- N/A 6. Show existing well locations on site.
- N/A 7. Show proposed well locations on site.
- N/A 8. Show existing on-site septic tank and drain field locations.
- 9. Show any special areas on site such as natural gas pipeline easements, seasonal standing water locations, cliffs, swamps, bogs, rivers, streams, creeks or seasonal drainages, lakes, ponds, draw or gully.



## ADJACENT PROPERTY OWNERS

**PLEASE NOTE:**

- Type or print legibly in **BLACK INK ONLY**.
- Must have correct zip codes.
- Do not write parcel number on this form.
- **CITY OF NAPA VINE PROPERTY ONLY** – Obtain addresses from County Assessors, Building #1, Second Floor.
- Include all adjacent property owners within 300 feet of exterior boundary of the property involved

**City of Napavine Short Plat No. XX-XX-XX**  
 Being a portion of the Southeast Quarter of the Northwest  
 Quarter of Section 12, Township 12 North, Range 8 East, W.M.  
 in Lewis County, Washington.  
 (Page 1 of 3 Pages)

**Original Legal Description:**

TPN 018150002000: That parcel as described in Statutory Warranty Deed recorded under Auditor's File Number 3497676, Records of Lewis County, Washington.

TOGETHER with and subject to easements, covenants, conditions, restrictions and reservations of record, if any, affecting title which may appear in the public record including those shown on the face of any recorded plat or survey.

TPN 018151006000: That parcel as described in Statutory Warranty Deed recorded under Auditor's File Number 3464154, Records of Lewis County, Washington.

TOGETHER with and subject to easements, covenants, conditions, restrictions and reservations of record, if any, affecting title which may appear in the public record including those shown on the face of any recorded plat or survey.

**New Legal Description:**

Lot 1 of City of Napavine Short Plat SP XX-XX-XX Records of Lewis County, Washington.

TOGETHER with and subject to easements, covenants, conditions, restrictions and reservations of record, if any, affecting title which may appear in the public record including those shown on the face of any recorded plat or survey.

Lot 2 of City of Napavine Short Plat SP XX-XX-XX Records of Lewis County, Washington.

TOGETHER with and subject to easements, covenants, conditions, restrictions and reservations of record, if any, affecting title which may appear in the public record including those shown on the face of any recorded plat or survey.

Lot 3 of City of Napavine Short Plat SP XX-XX-XX Records of Lewis County, Washington.

TOGETHER with and subject to easements, covenants, conditions, restrictions and reservations of record, if any, affecting title which may appear in the public record including those shown on the face of any recorded plat or survey.

Lot 4 of City of Napavine Short Plat SP XX-XX-XX Records of Lewis County, Washington.

TOGETHER with and subject to easements, covenants, conditions, restrictions and reservations of record, if any, affecting title which may appear in the public record including those shown on the face of any recorded plat or survey.

**DECLARATION OF SHORT PLAT**

KNOW all men by these presents that the undersigned is the owner of the land described by the declaration and is seeking approval by the City of Napavine of the herein described subdivision of land known as Short Plat Number XX-XX-XX

1. The undersigned, hereby defend indemnify and hold harmless The City of Napavine, it's officers, agents and employees from any and all costs or damages including, but not limited to, attorney's fees incurred as a result of this signatory not being the owner of the property being subdivided. Such costs and damages include, but are not limited to litigation, voluntary quiet title, boundary disputes, loss of all or portion of real property and slander of title.

2. The undersigned hereby acknowledges that this Short Plat has been made with my free consent and in accordance with my desires, and dedicate to the lot owners thereof, all easements shown thereon for ingress and egress.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2022

\_\_\_\_\_  
 Clifford Morris

\_\_\_\_\_  
 Laura Morris

STATE OF WASHINGTON )  
 ss.  
 COUNTY OF LEWIS )

On this day personally appeared before me Clifford Morris and Laura Morris to me known to be the individuals of described in and which executed the within and foregoing instrument, and acknowledged that they signed the same as the free and voluntary act and deed, for the uses and purposes therein mentioned.

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
 Print Name: \_\_\_\_\_

\_\_\_\_\_  
 Print Name: \_\_\_\_\_

NOTARY PUBLIC in and for the State of  
 Washington, residing at \_\_\_\_\_  
 My commission expires: \_\_\_\_\_

Basis of Bearings: Record of survey as recorded in Book 31 of BLAM at Page 120, Records of Lewis County, Washington.

**Reference Surveys:**

- 1) K.D. Bluhm, PLS 29269, Book 2 of SP, Page 211 (2005)
- 2) C.M. Butler, PLS 36792, Book 25, Page 186 (2007)
- 3) C.M. Butler, PLS 36792, Book 31 of BLA, Page 120 (2017)

Method of Closed loop field traverses using a Topcon GTS-220 (00'00'05") total station. This survey meets or exceeds precision requirements as set forth in WAC 332-130-090.

**Assessor's Certification:**

Examined and approved for recording

\_\_\_\_\_  
 Lewis County Assessor's Office Date

**Treasurer's Certification:**

All taxes levied against the properties included in this Short Subdivision have been paid to and including the year 2022.

\_\_\_\_\_  
 Lewis County Treasurer Date

**Administrator's Approval:**

Examined and approved, this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
 Planning Manager - Subdivision Administrator

**AUDITOR'S CERTIFICATE**

Filed for record this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
 at \_\_\_\_\_, M in Book \_\_\_\_\_ of \_\_\_\_\_ at Page \_\_\_\_\_  
 under Auditor's File Number \_\_\_\_\_ at the request  
 of Butler Surveying, Incorporated.

\_\_\_\_\_  
 County Auditor by Deputy Auditor

**Surveyor's Certificate**

This map correctly represents a survey made by me or under my direction in conformance with the requirements of the Survey Recording Act at the request of Clifford Morris and Laura Morris in June of 2021.

Christopher M. Butler, PLS 36792 date

**BUTLER SURVEYING INC.**  
 476 NW CHEHALIS AVENUE  
 P.O. BOX 149, CHEHALIS, WA 98532  
 360/748-8803

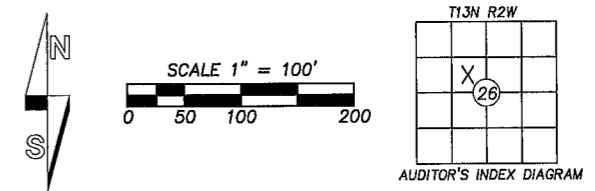
Drawn: J. Mahar Date: 7/14/2022

Checked: \_\_\_\_\_ Job No.: 20-380

Scale: 1" = none Sheet 1 of 3



City of Napavine Short Plat No. XX-XX-XX  
 Being a portion of the Southeast Quarter of the  
 Northwest Quarter of Section 26, Township 13  
 North, Range 2 West, W.M. in Lewis County,  
 Washington.  
 (Page 2 of 3 Pages)



BASIS OF BEARINGS: RECORD OF SURVEY AS RECORDED IN BOOK 31  
 OF BLAM AT PAGE 120, RECORDS OF LEWIS COUNTY, WASHINGTON.

**Legend**

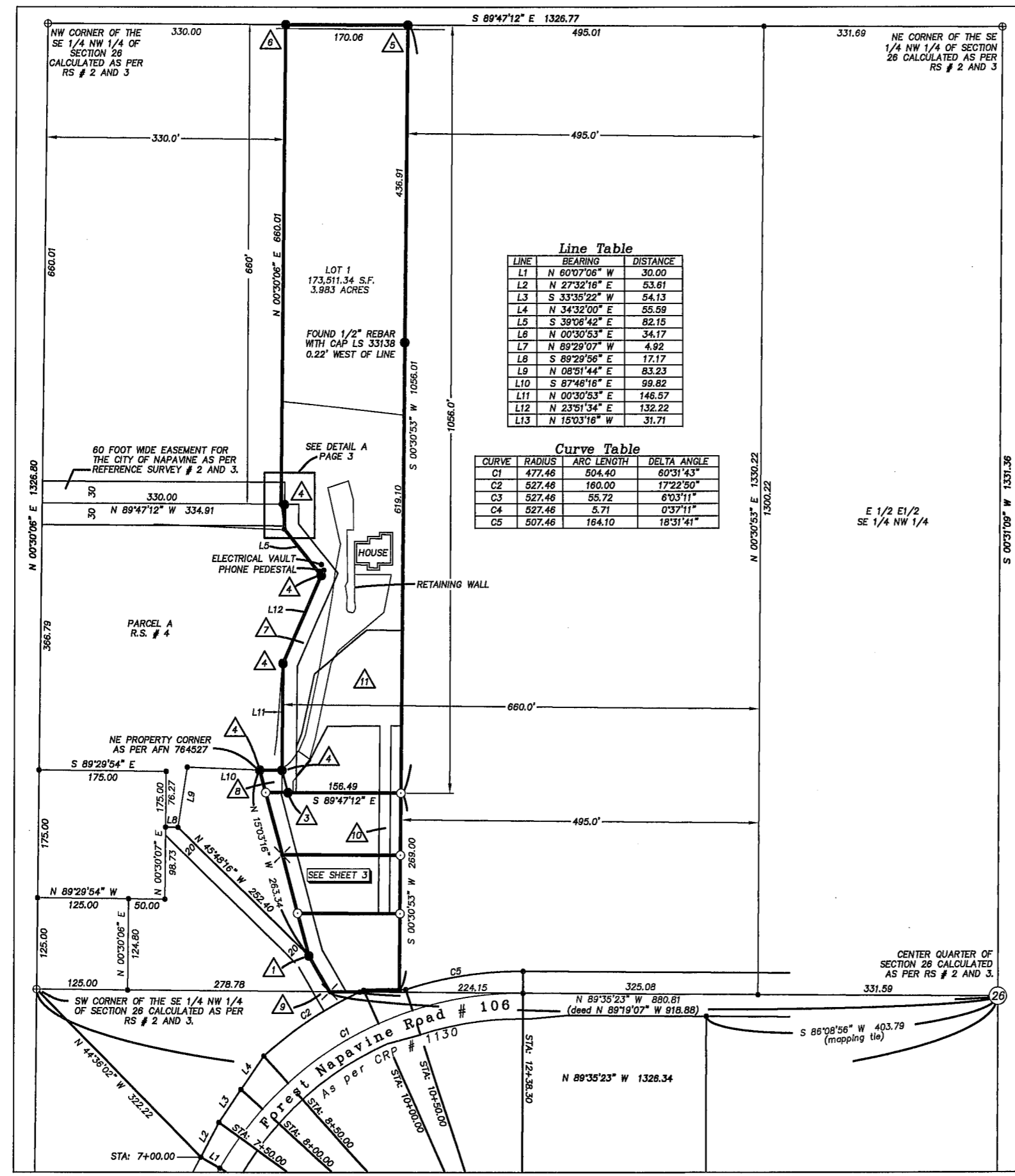
- FOUND CORNER AS NOTED
- SET 1/2" REBAR WITH CAP LS 36792-86894PLS
- ⊗ SET MAGNAIL WITH WASHER LS 36792
- ⊕ CALCULATED POSITION
- PROPERTY LINE
- FENCE LINE
- ⊖ W WATER METER
- ⊙ S SEWER
- △ 1 FOUND 3/4" IP AS PER REFERENCE SURVEY # 3 (2021). HELD FOR BASIS OF BEARINGS.
- △ 2 FOUND 1/2" REBAR WITH CAP LS 33138 LINE ONLY 1.48' NORTH OF PROPERTY CORNER AS PER REFERENCE SURVEY # 3 (2021).
- △ 3 FOUND 1/2" REBAR WITH CAP LS 33138 AS PER REFERENCE SURVEY # 3 (2021). HELD FOR ROTATION OF BEARINGS.
- △ 4 FOUND 1/2" REBAR AND CAP LS 36792 AS PER REFERENCE SURVEY # 3 (2021).
- △ 5 FOUND 1/2" REBAR WITH CAP LS 33138 AS PER REFERENCE SURVEY # 3 (2021).
- △ 6 FOUND 1/2" REBAR WITH CAP LS 33138 BEARING S80°02'01"W 0.29' FROM CALCULATED POSITION AS PER REFERENCE SURVEY # 3 (2021).
- △ 7 20 FOOT WIDE UTILITY EASEMENT BENEFITING THE CITY OF NAPAVINE.
- △ 8 UTILITY EASEMENT AREA BENEFITING THE CITY OF NAPAVINE.
- △ 9 EASEMENT FOR INGRESS, EGRESS AND UTILITIES AS RECORDED UNDER AUDITOR'S FILE NUMBER 3558238.
- △ 10 15' WIDE STORM DRAINAGE EASEMENT
- △ 11 STORM DRAINAGE DETENTION POND AREA

**Line Table**

LINE	BEARING	DISTANCE
L1	N 60°07'06" W	30.00
L2	N 27°32'16" E	53.61
L3	S 33°35'22" W	54.13
L4	N 34°32'00" E	55.59
L5	S 39°08'42" E	82.15
L6	N 00°30'53" E	34.17
L7	N 89°29'07" W	4.92
L8	S 89°29'56" E	17.17
L9	N 08°51'44" E	83.23
L10	S 87°46'16" E	99.82
L11	N 00°30'53" E	146.57
L12	N 23°51'34" E	132.22
L13	N 15°03'16" W	31.71

**Curve Table**

CURVE	RADIUS	ARC LENGTH	DELTA ANGLE
C1	477.46	504.40	80°31'43"
C2	527.46	180.00	17°22'50"
C3	527.46	55.72	6°03'11"
C4	527.46	5.71	0°37'11"
C5	507.46	164.10	18°31'41"



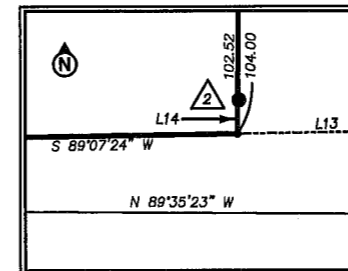
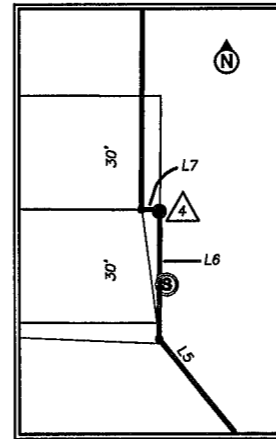
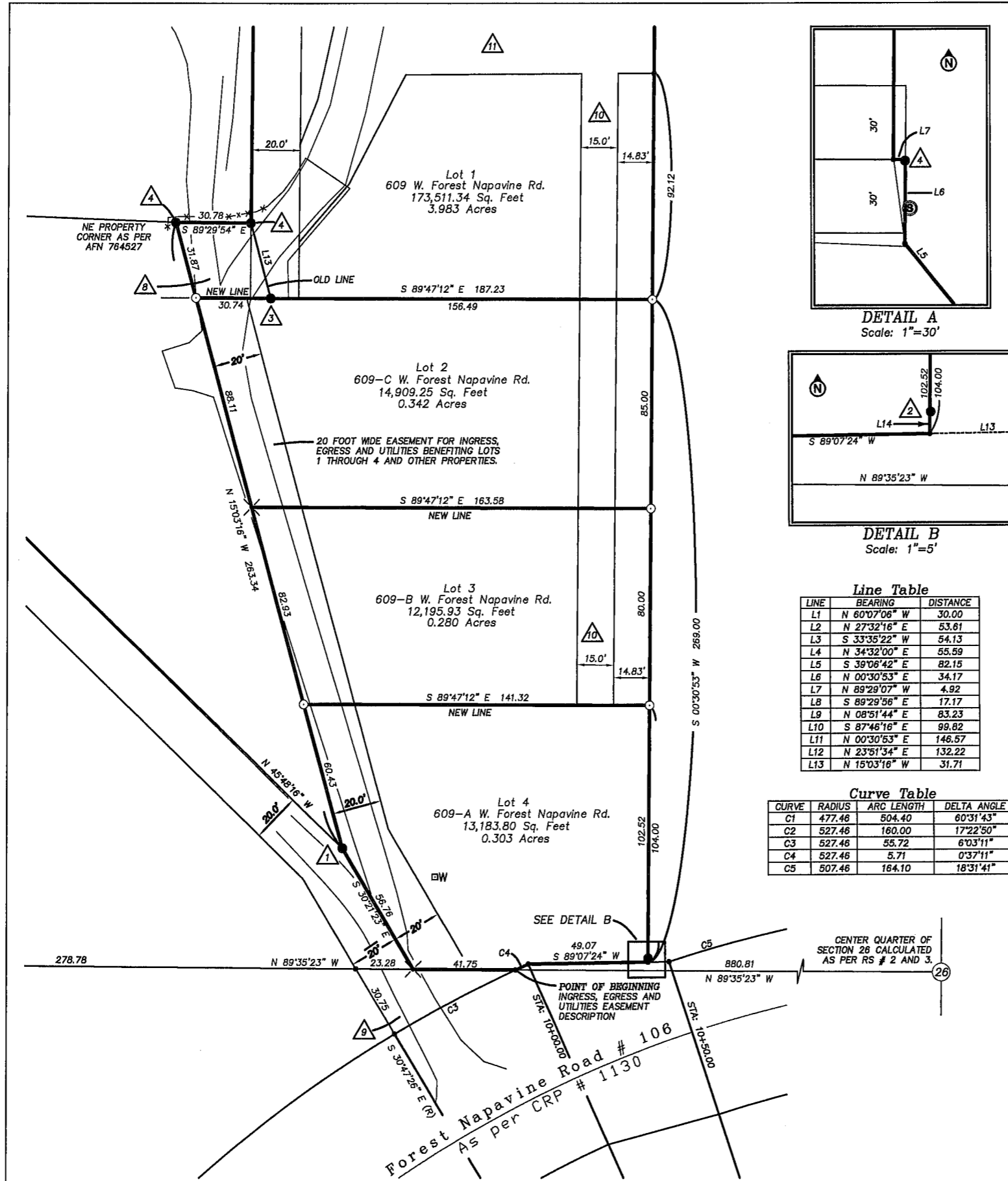
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 Checked:              Job No.: 20-380  
 Scale: 1" = 100'      Sheet 2 of 3



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(Page 3 of 3 Pages)

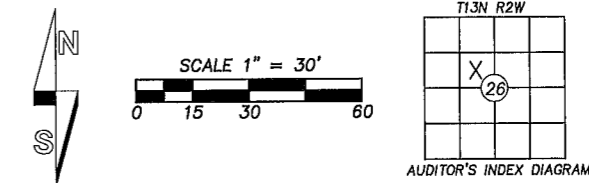


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**BUTLER SURVEYING INC.**

476 NW CHEHALIS AVENUE  
P.O. BOX 149, CHEHALIS, WA 98532  
360/748-8803

Drawn: J. Mahar Date: 7/14/2022

Checked: Job No.: 20-380

Scale: 1" = 30' Sheet 3 of 3

