



**CITY OF NAPAVINE PLANNING COMMISSION MEETING  
Monday – February 6, 2023 – 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**

**ORDINANCE #645 TRANSPORTATION BENEFIT DISTRICT**

- I. PLEDGE OF ALLEGIANCE**
- II. INVOCATION**
- III. CALL TO ORDER**
- IV. ROLL CALL**
- V. APPROVAL OF AGENDA – As Presented**
- VI. APPROVAL OF MINUTES**
  - 1) Planning Commission Meeting – January 17, 2023**
- VII. OLD BUSINESS**
  - 1) Ordinance #645 - Transportation Benefit District**
- VIII. CONSIDERATION**
  - 1) Review NMC 12.04.060 - New Residential Subdivision Streets**
- IX. CITIZEN COMMENT**
- X. GOOD OF THE ORDER**
- XI. ADJOURNMENT**

**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>**

**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)



## NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Napavine Planning Commission will hold a Public Hearing regarding proposed Ordinance #645 Creation of a Transportation Benefit District at its regularly scheduled meeting on February 6, 2023.

**WHEN:** Monday, February 6, 2023

**TIME:** 6:00 pm

**WHERE:** Napavine City Hall, 407 Birch Ave. SW, Napavine, WA 98565

Public comment will be received by the Planning Commission on the proposed ordinance. Comments may be made in writing to Executive Assistant Katie Williams at P.O. Box 810, Napavine, WA 98565, or by email [kwilliams@cityofnapavine.com](mailto:kwilliams@cityofnapavine.com). Comments must be received by February 6, 2023, at 4:30 pm or by appearing before the Planning Commission. A copy of the proposed ordinance will be available on the city's website at <https://www.cityofnapavine.com> under Community Development/Public Notices, or by calling Katie Williams at (360) 262-9344.

ORDINANCE NO 645

**AN ORDINANCE OF THE CITY OF NAPAVINE, WASHINGTON, IMPOSING AN ADDITIONAL SALES AND USE TAX OF ONE-TENTH OF ONE PERCENT WITHIN THE BOUNDARIES OF THE NAPAVINE TRANSPORTATION BENEFIT DISTRICT FOR THE PURPOSE OF FINANCING THE COSTS ASSOCIATED WITH TRANSPORTATION IMPROVEMENTS IN THE DISTRICT IDENTIFIED HEREIN AS AUTHORIZED BY RCW 36.73.040; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Napavine Transportation Benefit District {hereinafter "the District"} was established pursuant to RCW 35.21.225 and Chapter 36.73 RCW by the City Council of Napavine by Ordinance No. ----- in -----; and

**WHEREAS**, by Ordinance No. 645, the City of Napavine assumed the rights, powers, immunities, functions, and obligations of the Napavine Transportation Benefit District, pursuant to Second Engrossed Substitute Senate B1115987 (2015), which amended Chapter 36.73 RCW to allow for said assumption; and

**WHEREAS**, the City of Napavine enacted Ordinance No. ----- In -----, establishing boundaries for the City of Napavine Transportation Benefits District which are coterminous with the boundaries of the City of Napavine City Limits; and

**WHEREAS**, the City's necessary transportation improvement projects are Identified in the City of Napavine's Transportation System Plan and the City's Six-Year Transportation Improvement Program; and

**WHEREAS**, City of Napavine Ordinance No. ----- provides that funds generated by the City of Napavine Transportation Benefit District shall be used for transportation improvements that preserve, maintain and operate the planned and/or existing transportation Infrastructure of the City/District, consistent with the requirements of RCW 36.73; and

**WHEREAS**, RCW 36.73.040{3}{a) authorizes transportation benefit districts to impose a sales and use tax subject to the provisions of RCW 36.73.065; and

**WHEREAS**, RCW 36.73.065{4}{a)(v) authorizes transportation benefit districts to impose a sales and use tax In accordance with RCW 82.14.0455 In an amount not exceeding one-tenth of one percent (0.1%) for a period of 10 years upon a majority vote of the governing board of the District for the purpose of financing certain transportation improvements; and

**WHEREAS**, the City of Napavine has identified the sales and use tax authorized by RCW 82.14.0455, as well as any other lawful funding sources available to the District

pursuant to RCW 36.73.040, as funding sources available to the City of Napavine Transportation Benefit District; and

**WHEREAS**, a sales and use tax will be used for the purpose of acquiring, investing in, constructing, improving, providing, operating, preserving, maintaining and/or funding transportation improvements within the City of Napavine Transportation Benefit District, which are coterminous with the City of Napavine City limits and which are Identified in the City of Napavine's Transportation System Plan and the City's Six- Year Transportation Improvement Program; and

**WHEREAS**, a sales and use tax will apply to all persons who shop and thereby use streets and roadways In the City of Napavine; and

**WHEREAS**, ~~it is the Intent of the sitting council to put two-tenths of a percent (.2%) on the November 2024 ballot for voter consideration; and~~

**WHEREAS**, the City Council as the governing board of the City of Napavine Transportation Benefit District has considered this matter during a duly called public meeting of said Council, has given this matter careful review and consideration, and finds that the best interests of the City of Napavine and District will be served by passage of this ordinance;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF NAPAVINE, WASHINGTON, DOES HEREBY ORDAIN AS FOLLOWS:**

Section 1. Incorporation of **Recitals**. The above stated recitals are incorporated as though fully set forth herein,

Section 2. Addition of .1% sales tax. The City Council as the governing board of the City of Napavine Transportation Benefit District finds that it is In the best interest of the City and District to Impose a sales and use tax of one-tenth of one percent (.001) pursuant to sections 36.73.040(3)(a), 36.73.065(4)(v), and 82.14.0455 of the Revised Code of Washington for the purpose of raising revenue to acquire, Invest in, construct, improve, provide, operate, preserve, maintain and/or fund transportation Improvements in the District, and to impose such sales and use tax. The sales and use tax shall be imposed for a period not exceeding ten (10) years. The tax shall be in addition to any other taxes authorized by law and shall be collected from those persons who are taxable by the state under chapters 82.08 and 82.12 of the Revised Code of Washington, as amended, upon the occurrence of any taxable event within the boundaries of the City of Napavine Transportation Benefit District which is conterminous with the City of Napavine City limits.

Section 3. Description of transportation improvements. The revenues from a sales and use tax may be used to acquire, invest in, construct, improve, provide, operate, preserve, maintain and/or fund the following described transportation improvements:

- A. Projects in the District identified in the City of Napavine's Transportation System Plan and the City of Napavine's Six-Year Transportation Improvement Program;
- B. Expanded projects identified in accordance with section 36.73.160 of the Revised Code of Washington, as amended.

The cost of all construction, maintenance, preservation, operation, design, engineering, construction management, financial, legal and other consulting services, inspection and testing, administrative and relocation expenses, and other costs incurred in connection with the foregoing described transportation benefit district projects shall be deemed to be part of the transportation improvements.

Section 4. Notice to Department of Revenue. The Clerk is instructed to submit this Ordinance to the Washington Department of Revenue (DOR), and to direct DOR to take all steps necessary to immediately implement and collect the tax imposed by this Ordinance.

Section 5. Severability. Should any section, paragraph, sentence, clause or phrase of the Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emptions shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 6. Regulatory Conflicts. All other Ordinances and parts of other Ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of the inconsistency or conflict.

Section 7. Corrections. Upon approval of the City Attorney, the City Clerk is authorized to make necessary corrections to this Ordinance, including but not limited to the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or section/subsection numbers.

Section 8. Effective Date. This Ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after publication provided, that the additional sales and use tax imposed by Section 2 shall apply only to taxable events occurring on and after **January 1, 2023**.

This ordinance and the sales and use tax imposed herein shall automatically expire without further action of the City Council of the City of Napavine ten years after the effective date noted above on **December 31, 2032**.



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

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**PLEDGE OF ALLEGIANCE:**

**CALL TO ORDER:**

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

**ROLL CALL:**

Planning Commission present: **All Present**

**Commissioner Collins motioned to elect Commissioner Graham to Chairman and Commissioner Haberstroh to Pro Tem, seconded by Commissioner Hollinger. Vote on motion 4 aye and 0 Nay.**

**APPROVAL OF AGENDA – As presented:**

**Commissioner Haberstroh motioned to approve the agenda as presented, seconded by Commissioner Hollinger. Vote on motion 4 aye, 0 nay.**

**APPROVAL OF MINUTES:**

**Commissioner Morris motioned to approve minutes from the Planning Commission Meeting on December 19, 2022, seconded by Commissioner Collins. Vote on motion 4 aye and 0 nay.**

**OLD BUSINESS:**

**Transportation Benefit District**

**Commissioner Morris motioned to set a public hearing for the Transportation Benefit District Ordinance for February 6, 2022, at 6pm, seconded by Commissioner Hollinger. Vote on motion 4 aye, 0 nay.**

Discussion – **Commissioner Collins** confirmed to strike the language of “Whereas, it is the intent of the sitting council to put two-tenths of a percent (.2%) on the November 2024 ballot for voter consideration; and”

**Commissioner Haberstroh** had questions regarding the 10-year timeline.

**CONSIDERATION:**

**Director Morris** asked if it was okay to add Invocation to the Planning Commission agendas like council does. Planning Commission had no issues with adding it to the next agenda.

**Commissioner Hollinger** has surgery scheduled for January 25<sup>th</sup> and isn’t sure if she is able to make the February 6, 2023, meeting.

**ADJOURNMENT** 6:24 pm

**Commissioner Morris** motioned to adjourn, seconded by **Commissioner Hollinger**. Vote 4 aye, 0 nay.

*These minutes are not verbatim. If so desired, a recording of this meeting is available online at <https://fccdl.in/5alcqcgSeA>.*

**Respectfully submitted,**

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Bryan Morris, Community Development/Public Works Director

Planning Commission Chairperson

12.04.060 - New residential sub-division streets.

- A. Establish street design for subdivisions of more than ten dwelling units on separate parcels, or multi-family dwelling units situated on a single parcel, and sufficient to accommodate required improvements, to include provisions for future use by adjacent property owners when applicable.
- B. Development of parcels shall be subject to minimum construction standards outlined in the WSDOT Standards.
- C. Development of parcels shall be required to resemble and match improvements on continuous parcels; i.e. sidewalks, culverts and driveways, curbs and gutters.
- D. Development of parcels parallel to Rush Road shall be allowed placement of a culvert and driveway.
- E. A new sub-division resembling developments such as Stadium Estates, Parkside Loop and Camden Yards shall be required to develop curbs and gutter and sidewalks when it creates a new neighborhood.
- F. Large sub-divisions consisting of ten tract or lots for single family dwelling or multi-family dwelling shall have a minimum thirty-foot right of way, twenty-foot paved surface, no parking allowed, or parking allowed on one side of the street, one sidewalk five feet in width, and one and one-half foot curb and gutter on both sides.
- G. Napavine City Council shall have the final authority to determine whether a development be required to install curbs and gutters, sidewalks and street lights and the city council may waive any other standard set forth herein as allowed by law. Provided however, a person must first exhaust administrative remedies prior to applying directly to the city council.

(Ord. No. 574, § 1, 1-23-18)