



CITY OF NAPAVINE PLANNING COMMISSION MEETING
Monday– December 16, 2024 – 6:00 PM

****Following the 5:30PM Planning Commission Workshop****

Deborah Graham,
Position 1

Amy Hollinger
Position 2

Arnold Haberstroh,
Position 3

Amy Morris
Position 4

Kacey Torgerson
Position 5

Bryan Morris
PW/CD Director

- 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 Minutes– December 2, 2024**
- VII. CITIZEN COMMENT**
- VIII. OLD BUSINESS**
 - 1) Comp Plan Update – Land Use, Housing, Economic Development, and Parks & Recreation Goals & Policies**
- IX. GOOD OF THE ORDER**
- X. 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>

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NAPAVINE PLANNING COMMISSION MINUTES
December 2, 2024 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 Haberstroh opened the regular Planning Commission meeting to order at 6:00 PM

ROLL CALL:

Planning Commission present: Deborah Graham, Amy Morris, and Amy Hollinger. (Kacey Torgerson arrived at 6:17pm)

Commissioner Hollinger motioned to excuse Commissioner Haberstroh and tardy Commissioner Torgerson, seconded by Commissioner Morris. Vote on Motion 2 ayes, 0 nay.

APPROVAL OF AGENDA – As presented:

Commissioner Morris motioned to approve the agenda as presented, seconded by Commissioner Hollinger. Vote on motion 2 ayes, 0 nay.

APPROVAL OF MINUTES:

Commissioner Hollinger motioned to approve minutes from the Planning Commission meeting on October 21, 2024, and the Planning Commission workshop on October 29th, seconded by Commissioner Morris. Vote on motion 2 ayes and 0 nay.

OLD BUSINESS:

1. Comp Plan Update

Paul Dennis at Jackson Civil presented draft policies for the goals in the Land Use, Housing, Economic Development, and Parks chapters for the Comprehensive Plan Update. Paul discussed with staff and the Planning Commission why the policies are necessary in linking the Comp Plan goals and to be revised City's development codes. Three housing policies were discussed specifically to demonstrate how the policies would translate into development codes. The Planning Commission will be reviewing the remaining policies at their upcoming December 16th workshop.

Commissioner Torgerson arrived during this discussion at 6:17PM.

Commissioner Morris motioned to schedule a workshop meeting for December 16th at 5:30pm, seconded by Commissioner Hollinger. Vote on motion 3 ayes and 0 nay.

2. NMC 16.06 Establishments of Zoning Districts and Maps

The Planning Commission discussed and changed the items below.

- 1) Strike Urban in "~~Urban~~ Residential" in Comprehensive Plan Designation Chart
- 2) Strike Downtown in "~~Downtown~~-Commercial General" in Comprehensive Plan Designation Chart
- 3) Strike ~~Urban Holding~~ in the Comprehensive Plan Designation Charter and Corresponding Zoning District.
- 4) Strike ~~H-C Highway Commercial~~ and ~~LI Industrial Light~~ and the 1 from ~~C-1 Commercial~~ and add **C-I Industrial** in the Corresponding Zoning District.

Commissioner Hollinger motioned to strike/add the items above, and move it on to city council, seconded by Commissioner Torgerson. Vote on motion 3 ayes, 0 nay.

3. NMC 16.08 Plan Amendments and Zone Changes

Director Morris and Executive Assistant Katie Williams explained to the Planning Commission that this section outlines the procedures that you will need to do during the process. It's not telling you what you can or can't do in the zones.

Commissioner Torgerson Motioned to approve and forward to City Council NMC 16.08 Plan Amendments and Zone Changes as presented, seconded by Commissioner Morris. Vote on Motion 3 ayes, 0 nay.

GOOD OF THE ORDER:

Commissioner Graham reminded everyone about the workshop on December 16th at 5:30pm.

ADJOURNMENT 7:07 pm

Commissioner Hollinger motioned to adjourn, seconded by **Commissioner Morris. Vote 3 ayes, 0 nay.**

These minutes are not verbatim. If so desired, a recording of this meeting is available online at <https://fccdl.in/1i6Oc4aSHP>.

Respectfully submitted,

Bryan Morris, Community Development/Public Works Director

Planning Commission Chairperson

City of Napavine
Land Use, Housing, Economic Development, and Parks & Recreation
Goals & Policies

Land Use Element

Development Patterns

Goal LU-1: ~~Ensure~~ Establish orderly growth that respects the City’s scale and prevents sprawl while also accommodating population, housing, and employment growth targets and the requirements of the Growth Management Act (GMA).

Policy LU-1.1: Encourage development in urban areas where adequate public facilities and services are available or convenient.

Policy LU-1.2: Prevent commercial and industrial development from encroaching beyond designated UGAs.

Policy LU1.3: Support land use patterns that may reduce the need to drive and result in fewer “vehicle miles traveled.”

Policy LU-1.4: Establish landscaping and buffering standards to mitigate impacts from high intensity uses, including commercial, industrial, multi-family development, and I-5.

Goal LU-2: Engage ~~and collaborate~~ with local and regional stakeholders to reduce conflicts and improve the livability of the community.

Policy LU-2.1: In collaboration with the County, explore a UGA land swap to better protect critical areas in the existing UGA area and to provide more feasible opportunities for future growth.

Policy LU-2.2: Establish public notice procedures, including informing the County, for proposals adjacent to or within natural resource areas.

Policy LU-2.3: Promote ~~and provide~~ opportunities for meaningful, inclusive engagement with community members in planning projects and procedures.

Policy LU-2.4: Engage in meaningful collaboration with interested Tribal governments on land use planning processes.

Goal LU-3: ~~Ensure~~ Establish a streamlined and predictable permit review processes.

Policy LU-3.1: Coordinate efficiently and consistently across jurisdictions and agencies in permit reviews.

Policy LU-3.2: Establish an efficient and ~~predictable-straightforward~~ permit process through updates to permit review and development regulations.

Policy LU-3.3: Protect property rights from discriminatory action and provide ~~just compensation~~ compensatory measures to property owners, when required.

Land Use Types

Goal LU-4: Allow residential uses that reflect Napavine’s small-town atmosphere and traditional architectural styles, while safeguarding property owners' rights to develop their property with a variety of housing types that meet community needs and preferences.

Policy LU-4.1: Ensure City zoning contains enough residential land ~~and~~ to accommodate the densities and housing targets for households ~~from of~~ all income levels and backgrounds,

Policy LU-4.2: ~~Continue to a~~ Allow Accessory Dwelling Units (ADUs) wherever single-family homes are allowed, and update ADU regulations to be consistent with ~~the State~~ requirements ~~of RCW 36.70A.680-681~~.

Policy LU-4.3: ~~Continue to a~~ Allow ~~and encourage~~ manufactured housing as an affordable housing opportunity.

Goal LU-5: Encourage commercial and industrial land uses to foster economic growth, development and provide job opportunities for community members.

Policy LU-5.1: Ensure City zoning contains sufficient land within the Urban Growth Area (UGA) to meet future industrial and commercial needs.

Policy LU-5.2: Explore the impacts and economic benefits of allowing residential use to contain small-scale commercial activities on the same site.

Goal LU-6: Identify and preserve land for public recreation and community facilities, ensuring these spaces are accessible, well-maintained, and meet the needs of current and future residents.

Policy LU-6.1: Prioritize the conservation of natural landscapes and the development of parks, trails, and public amenities.

Policy LU-6.2: Identify and preserve land suitable for public recreation and facilities.

Policy LU-6.3: Where feasible, provide cohesive open space corridors and green spaces throughout the City.

Policy LU-6.4: Identify and designate through zoning changes open spaces to preserve wildlife habitat areas.

Protecting Natural and Cultural Resources

Goal LU-7: Ensure the City’s procedures and regulations ~~preserve (or conserve? Or delete as protect is similar to preserve) and~~ protect environmentally critical areas, for both the benefit of the environment as well as public health and wellbeing.

Policy LU-7.1: Use Best Available Science (BAS) when updating development regulations for critical areas and geologically hazardous areas.

Policy LU-7.2: ~~Work with the County to develop~~ Establish a Transfer of Development ~~Rights~~ (TDR) program to preserve rural lands under development pressure in exchange for added city density.

Policy LU-7.3: Ensure fishery resources and their extended habitat areas, including tributaries and wetlands, are protected from activities that threaten their continuity and production.

Policy LU-7.4: Update development codes to require Best Management Practices to reduce or eliminate impacts on natural resources and the environment.

Policy LU-7.5: Protect the quality and production of groundwater resources for public water supply in accordance with Best Available Science.

Goal LU-8: Identify and protect critical areas, including wetlands, frequently flooded areas, aquifer recharge areas, fish and wildlife habitat conservation areas, and geologically hazardous areas.

Policy LU-8.1: Establish and maintain standards to protect and sustain critical areas in the City.

Policy LU-8.2: Through interagency agreements, coordinate with other jurisdictions and agencies to manage and protect surface and groundwater.

Policy LU-8.3: Consider and enhance critical area functions in subarea planning and development regulation updates.

Policy LU-8.4: Encourage incentives like conservation easements, land exchanges, land banking, assessment relief, and similar programs aimed to protect environmentally critical areas.

Policy LU-8.5: Use development clustering procedures, such as Planned Unit Development (PUD), to minimize impacts to environmentally critical areas.

Goal LU-9: Identify and encourage preservation of historic, cultural, and archeologic resources.

Policy LU-9.1: Encourage the adaptive reuse of historic properties, both to preserve city history and to extend the useful lives of buildings.

Policy LU 9.2: Collaborate with local and regional historic preservation organizations, including the Washington State Department of Archaeology and Historic Preservation (DAHP), to preserve include cultural resource protection in planning efforts.

Housing

Housing capacity and targets

Goal H-1: Ensure City zoning contains sufficient residential land area to accommodate a range of housing types meeting all income levels, including those earning 0 to 30% of the Area Median Income (AMI), and update development regulations to allow these housing types.

Housing types and diversity

Goal H-2: Allow property owners to build a variety of housing types that meet the diverse needs of community members, including both rental and homeownership opportunities for households of all income levels.

Policy H-2.1: Allow, ~~encourage, and incentivize~~ Accessory Dwelling Unit (ADU) construction in all residential neighborhoods of the City.

Policy H-2.2: ~~Continue to a~~Allow duplexes, triplexes and fourplexes in residential neighborhoods with adequate infrastructure.

Policy H-2.3: ~~Continue to a~~Allow manufactured homes ~~and protect existing manufactured home parks through zoning and partnerships with regional organizations in residential neighborhoods that meet similar design standards as traditional single family homes.~~

Goal H-3: Promote innovative construction processes and types, land management strategies, and financing options to increase the availability of affordable housing.

Policy H-3.1: Streamline development permitting procedures to expedite and reduce “red tape” for residential development.

Policy H-3.2: Explore partnerships with local and regional organizations working to establish residential community land trusts to increase housing affordable to community members.

Policy H-3.3: ~~Encourage~~ Enable residential development that uses regional and national tax incentives to create affordable housing, such as the Low-Income Housing Tax Credit (LIHTC) program.

Displacement and affordability

Goal H-4: Create and preserve existing affordable housing opportunities, aiming to meet the City’s community housing targets for households from all economic backgrounds.

Policy H-4.1: ~~Provide~~ Encourage incentives opportunities for preserving and rehabilitating existing affordable housing stock.

Policy H-4.2: Acknowledge the role of existing housing stock in providing house-sharing opportunities.

Policy H-4.3: Coordinate with the County and regional agencies to build more affordable housing options.

Goal H-5: Identify and remove barriers to housing opportunities, ensuring that all households, regardless of income level, education, race, or background, have fair access to housing.

Policy H-5.1: Facilitate pathways to homeownership by exploring programs and partnerships that mitigate the influence of rising land values on property acquisition.

Policy H-5.2: Seek to ensure safe and affordable housing stock, especially for-low-income households.

Goal H-6: Identify and ~~prevent or~~ explore measures that mitigate housing displacement pressures.

Policy H-6.1: Identify, prevent, and provide mitigation measures for areas at risk of displacement due to market forces, regulatory changes, or infrastructure investments.

Goal H-7: Promote opportunities and strategies for community members to age in place.

Policy H-7.1: Explore housing types and lot configurations that would meet the needs of those downsizing from individual homes on large lots.

Policy H-7.2: Identify areas of the City best suited for aging in place due to access to services, transportation, and medical facilities.

Economic Development

Local economy and small business opportunities

Goal ED-1: Endeavor to be a self-sustaining community by encouraging and supporting the development of a diversified well-balanced economy with stable, sustained growth.

Policy ED-1.1: Promote tourism and recreation in Napavine to support the local economy and provide supplemental income to natural resources industries.

Goal ED-2: ~~Provide s~~Support ~~for and incentivize~~ small businesses that provide local jobs and meet community needs.

Policy ED-2.1: Support the location, retention, and expansion of businesses that offer living wage jobs.

Policy ED-2.2: Encourage small business development along Washington Street to create a small downtown environment.

Goal ED-3: Encourage the development and siting of alternative energy production facilities.

Policy ED-3.1: Encourage efforts to expand workforce training and development to provide skilled labor for alternative energy industries and “green collar” jobs.

Parks and Recreation

Goal PR-1: Promote the retention of open and green space and the enhancement of associated recreational opportunities.

Policy PR-1.1: Promote the conservation and enhancement of fish and wildlife habitats, natural resources, and water resources.

Policy PR-1.2: Protect, enhance, and utilize the Newaukum River for both active and passive recreation opportunities.

Goal PR-2: Actively seek grants and other funding opportunities for the acquisition, development, and improvement of park and recreational facilities.

Policy PR-2.1: Explore the use of Open Space and Forestry Taxation Laws as effective tools for natural resource preservation.

Policy PR-2.2: Coordinate with other jurisdictions to meet regional demands for park and recreation facilities.

Goal PR-3: Improve access to parks and expand park and recreational opportunities

Policy PR-3.1: ~~Equitably distribute and i~~increase park and recreation activities available in the City to meet the demand for recreational activities that are conveniently accessible to all age groups and abilities.

Policy PR-3.2: Maintain existing park and open spaces and improve accessibility, for instance by providing adequate lighting of facilities or prioritizing parking for those with disabilities.