1. **6:32 PM CALL TO ORDER**
Chair Lane called the October 1, 2008 regular meeting of the Thurston County Planning Commission to order at 6:32 p.m. Commissioners provided self-introductions.

**Attendance:** Chair Chris Lane, Commissioners Liz Myers, Joyce Roper, Kathleen O’Connor and Scott Nelson.

**Excused:** Commissioners Tom Cole and Liz Kohlenberg.

**Staff:** Scott Clark, Olivia Terwilleger, Jeremy Davis and Recording Secretary Cami Petersen.

**6:32 PM APPROVAL OF AGENDA**

**MOTION:** Commissioner O’Connor moved to approve the agenda. Commissioner Myers seconded. Motion carried.

2. **6:32 PM PUBLIC COMMUNICATIONS** (Not associated with topics for which public hearings have been held.)

There were no public communications.

3. **6:32 PM APPROVAL OF MINUTES**

**MOTION:** Commissioner O’Connor moved to approve the September 17, 2008 minutes and accept the audio as the official recording. Commissioner Myers seconded.

The following changes were requested to the September 17, 2008 minutes:

- Within the 2nd line of the first paragraph on page 3, Commissioner O’Connor would like to object to the language “…the guest house shall be no more than 50% of the primary structure not to exceed 2000 square feet.”
- Within the 4th line of the fifth paragraph the wording should read “…with mitigation at a ration of 3:1 for each tree removed.”

*Motion carried as amended.*

4. **6:35 PM OTHER BUSINESS**

The Planning Commission (Commission) agreed to discuss, at a future meeting, revising the Rules of Procedure to allow for public hearings to begin at 6:30 p.m. instead of 7:00 p.m. The Commission agreed that the public hearing on this evenings agenda was properly noticed and will begin at the scheduled time.
Chair Lane stated that the purpose of this public hearing is to take testimony regarding the seven proposed changes to the Thurston County Development Code. A public hearing is required prior to the Planning Commission making a recommendation to the Board of County Commissioners.

Mr. Davis and Ms. Terwilleger provided an overview of the Development Code Docket Amendments before the public this evening.

**Chair Lane opened the public hearing at 6:42 p.m.**

*Tom Collins of Pacific Supply, Inc.*

Mr. Collins wished to address the Planning Commission concerning property that he has owned for 20 years. Mr. Collins stated that his property has gone from one extreme zoning of 1 unit per 5 acres during the first portion of time he has owned it, to a zoning of 4 units per 7 acre currently. Mr. Collins stated that whoever was responsible for changing the zoning had to be aware that this kind of density would be impossible to develop because there are no city services available in this area. It has been Mr. Collins goal to try to use his property for residential purposes at a much lower density which would be feasible in putting in septic systems. Mr. Collins stated that the City of Tumwater has suggested that he look at putting in a larger type septic system to service all lots. Mr. Collins stated that the City advised him that it has been a “requirement on the books for the last 15 years” to provide service to this area, but there currently is no project proposed to do this and he believes there is something seriously wrong with that concept. Mr. Collins is proposing that he be allowed to subdivide his four acre parcel into four residential lots consistent with other parcels in the surrounding area. Mr. Collins stated that he believes the City is attempting to impose cluster housing development on his property, even though that type of development does not exist in this area and there are no city services provided to make that a possibility. Mr. Collins stated that he was told that there are no proposed projects planned to provide city services to this area for the next 20 years. Mr. Collins has owned the property for 20 years and is concerned that he will never be able to do anything reasonable with his property in his lifetime. Mr. Collins believes that what he is proposing to do with this property is realistic, environmentally friendly and reasonable. Mr. Collins stated that he is not a developer and is not familiar with all the terms and “lingo” for the development process. The fact that the City has not made a change to this zoning only compounds his problem. Mr. Collins would like to see the proposed wording changes enacted. Mr. Collins stated that this would benefit him as well as others who have similar situations.

**Being that there was no additional public testimony, Commissioner O’Connor moved to close the public hearing. Commissioner Nelson seconded. Motion carried.**
Chair Lane closed the public hearing at 6:47 p.m.

6. 6:48 P.M. (W) COMP PLAN AMENDMENTS
(Staff: Jeremy Davis, Scott Clark and Olivia Terwilleger)

Commissioner Roper arrived.

Staff asked if the Commission if they would like to again review each Comp Plan Amendment item at this time or only address those two items in which staff has additional information to present to the Commission. The Commission agreed that staff should address those two items only at this time. Mr. Davis reminded the Commission that a question had also arose at a previous work session concerning the definition of a public facility. Mr. Davis explained that a public facility would have to be publicly owned to qualify under this definition.

A-5 Guest House Size Limitation
Ms. Terwilleger explained that this amendment would place a limitation on the size of a Guest House. Currently there are no limitations and staff felt that in order to be consistent with the surrounding City jurisdictions a cap of 800 square feet should apply. Staff has researched surrounding cities and counties and put together a matrix for the Commission showing the current Guest House size limitations.

The Commission and staff discussed the different qualifications of an Accessory Dwelling Unit versus a Guest House. The Commission had proposed raising the Guest House size limitation to 2000 square feet or 50% of the size of the main living quarters, which ever is lower. A discussion ensued concerning the size limitation and how that may or may not affect neighborhood character and public health concerns. An agreement for the size limitation was not reached.

Staff recommended that they research the issue of size limitation and what affects that may have on neighborhood character and public health and report back to the Commission with a staff report at the next scheduled meeting. The Commission would then have more information to assist them in determining an appropriate size limitation. The Commission would then make a recommendation and if an agreement can not be reached among the Commission members then staff suggests putting forward a Majority and Minority Report to the Board on this issue. The Commission agreed.

A-18 Wetland Tree Removal
The proposal to amend TCC 17.15.930 (CC)(4) Floodplains, streams, and wetlands—Performance standards for allowed uses and activities, item 4, was discussed by the Commission. It was agreed that the current proposal should be corrected to show a 3:1 native tree species mitigation ratio instead of the 1:3 ratio listed.

The Commission expressed concerns about the rights of the property owners, as well as the need to protect the trees in a wetland and preserving the wetland characteristics and
functionality. It was suggested that the original language is sufficient for the protection of the wetland as well as the rights of the property owner. A discussion of the old language and the proposed new language ensued. It was suggested that language be added to require a staff evaluation of any trees proposed to be removed in a wetland. The Commission and staff discussed whether or not the County has resources available to realistically be able to inspect all trees that property owners request to remove or all complaints received about tree removal in wetlands.

Staff suggested that Associate Planner Cynthia Wilson be tasked to define “adverse affect” in the functioning of a wetland in relation to tree removal for the Commission to assist with their understanding and discussion on the proposed amendment.

Staff asked the Commission if there is anything else concerning the proposed Comp Plan Amendments that staff will need to research before the next meeting. Staff was asked if under A-1 Stand Alone Accessory Structures a vacant parcel that is across a roadway would be considered “contiguous” under this proposal. Staff stated that a parcel located across a roadway would be considered “contiguous.” Staff was then asked if an accessory structure be placed on a five acre parcel that is designated for Ag use. Staff explained that an accessory structure can be placed on that type of property for storage type buildings only. The Commission did not ask for any additional research from staff.

7. 7:44 PM (W) LONG-TERM AGRICULTURE FINAL MAP REVIEW
   (Staff: Scott Clark)

Mr. Clark provided the Commission with the final version of the Long-Term Agriculture Designation Lands Analysis, Proposed Parcels & Parcels Removed from Consideration map. Mr. Clark explained that a mistake was found on parcels located in the southwestern portion of the county designated Long-Term Ag (LTA). Upon closer analysis staff found that the parcels in this area contain steep slopes and would therefore be unsuitable for the LTA designation. These parcels will be removed from the map.

The Commission and staff discussed other questionable lands on the present LTA map. The Commission asked whether property on Steamboat Island Road that was volunteered by the property owner to be LTA should actually receive this designation because it appears this parcel does not meet all of the criteria for LTA. Staff asked the Commission whether the code should be revised to allow parcels to be designated LTA even though there is the opportunity to qualify for Open Space Open Space if the parcel is 5 acres or greater. The Commission expressed the concern of allowing parcels to be placed in specific zoning districts just because the property owner wants that designation. The Commission also discussed the alternatives available for a property owner who volunteers property for LTA designation. A discussion ensued concerning the benefits of zoning designations, the fees for the application process, and the importance of parcels meeting the criteria that has been placed on zoning designations. Staff stated that the focus should be on the definition of Open Space Open Space to clearly define the criteria.
for this as an alternative designation for those who want to have the LTA designation but do not meet that zoning criteria. Staff will prepare a staff report and return to the Commission for discussion and then take that information to the Board of Commissioners for their direction on amending that definition.

Mr. Clark stated that the map, after the revisions discussed at this worksession are made, will be presented to the Board of Commissioners at an upcoming briefing. The Board will then hold a public hearing and make a final decision on the Long-Term Ag Designation lands to bring this into compliance.

8. **8:06 PM STAFF UPDATES**

- The moratorium has been extended for an additional six months on property in Maytown because the Board of Commissioners would like to look further at examine the alternatives as to whether this property should be designated as conservation land, whether or not it should be down-zoned, and also some state agencies are looking at what the appropriate zoning should be in that area. This project will then be placed on the Commission’s docket for review in 2009 to look at the zoning of this property.

- Staff would like to create a generic email address on the Planning Commission website for public comment to the Commission. It was explained that this would allow staff to provide all comments to staff and the Commission simultaneously which would eliminate the possibility of ex parte communication with the Commission and the public. The Commission agreed.

- The 2009 docket is now open and applications for the 2009 docket are now being accepted. Mr. Davis is currently working on a screening process for all application intake, and staff will now require a presubmission conference with applicants prior to application submittal. Applications for the 2009 dockets can be received until the closing date of November 15, 2008.

- The Commission would like staff to schedule the annual meeting with the Planning Commission and the Board of Commissioners for November 12, 2008. Staff will check the Board’s calendar and report back to the Commission via email.

- The briefing with the Board on the Grand Mound Alternatives Economic Development Plan will be held on October 29, 2008. Some changes have been made and the Confederate Tribes of the Chehalis Reservation consultant will brief the Board followed by a staff presentation. Staff will email the Commission the exact time of the meeting. Chair Lane volunteered to attend the meeting as arepresentative of the Commission.
• The Development Code docket will be finished in the following week. The Commission and staff will work to complete the Critical Areas Ordinance by the end of 2008. Associate Planner Cynthia Wilson has taken on this project as well as others for Long Range Planning. The regular meeting scheduled for December 3, 2008 will include finishing up Critical Areas and discussing the 2009 docket.

• Mr. Davis provided a Memorandum concerning the 2008 Land Use Plan Amendments. Mr. Davis explained that this is preview for the Worksession scheduled for the next regular meeting on October 15, 2008.

9. **8:20 PM CALENDAR (Tentative) AND ATTENDANCE**

- October 15, 2008: Open Space applications; 08 Land Use Plan Amendments: Critical Areas
- November 5, 2008: Critical Areas public hearing; Briefing on Grand Mound
- November 12, 2008: Annual Dinner Meeting with the Board of Commissioners *tentative*
- November 19, 2008: 2009 docket

9. **8:25 PM ADJOURNMENT**
With there being no further business, Chair Lane adjourned the meeting at 8:25 p.m.

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Chris Lane, Chair

Prepared by Cami Petersen, Recording Secretary