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Planning Commission

Meeting Minutes 03/08/2022

Present: Tammy Baraconi, Laura Fisher, Gary Cooper, Kyle McKerricher, David Fitzpatrick, Gladis Mendez, Melissa Cox, Jessica Armistead, Derek Dodd

Kyle McKerricher calls meeting to order at 6:00pm.

Roll call is taken.

David Fitzpatrick motions to approve minutes from 2/08/2022, Melissa Cox seconds the motion. The motion carried unanimously.

No citizen business to address.

Tammy Baraconi welcomes Gary Cooper to this night's meeting. He is with Local Planning Solutions. He has been a contract employee for the city for the last year and a half. The city originally brought him on to help with the Comprehensive Plan update, and annexations. Since then, he has taken on everything from planning, to shoreline master plan, to expanding the comprehensive plan, to research I have had him do. He is here this evening as the author of many of the items the Planning Commission will look at tonight. I will start with the elements of the Comprehensive Plan. We've got the housing element which was brought to the Planning Commission last month. I was just wondering if you have had a chance to look at it, or if you had any comments or questions about it.

Kyle McKerricher remembers that the commission talked about in section CB being mixed.

Tammy Baraconi asks if it was the land use section.

Melissa Cox answers that we have the land use section from the last meeting.

Tammy Baraconi starts with the land use section. I did make the corrections that you asked me to make to the land use section of this code.

Melissa Cox believes that was before, the subdivision code. She has not studied this closely.

28 Tammy Baraconi adds that tonight we have the land use element, the housing element, the historic preservation
29 element. All three of them being part of the Comprehensive Plan update. Tonight, I am presenting to you the housing
30 element. This is the most recent project that Gary has been working on. It is a very small chapter in our comprehensive
31 plan of about 16 pages long, compared to the land use element which was 40 some pages. A lot of it is a regurgitation of
32 what you have found in the land use section of the Comprehensive Plan but taking those same numbers and applying
33 them now specifically to housing, making sure that we are addressing housing. There hasn't been a lot of change to it.
34 There are changes at the state level that we need to start looking at. Low income, very low income and how to address
35 those types of things. In order to do that the Department of Commerce has been tasked with providing the city
36 guidance so that we do it in an orderly fashion. Commerce does not have to have that information out to us until next
37 year. We didn't tackle this section as robustly as we could have.

38 Gary Cooper adds that the land use and the housing elements are probably, with transportation a close third, I would
39 say the two most important elements of the comp plan. They are very closely related. A lot of the information that is in
40 the land use element is also in the housing element. There are basically two broad areas that you are looking at in the
41 housing element. One is, do you have enough housing stock to accommodate your future growth? In the land use
42 element, we look at population projections. We have also looked at land availability. The interesting thing about
43 Chehalis is that it has very little developable land within the city limits. This is based on both chapters. This analysis is
44 based on previous analysis that you have about 3,670 acres in the city. Of that, all but 881 of those acres are
45 constrained by critical areas, things like wetlands and steep slopes. After you subtract out what has already been
46 developed, you have about 179 acres left within the city to develop. That is the starting number you would use to figure
47 out a couple things. One, can the city accommodate its future population growth in that amount of acreage. On the
48 land use side. On the housing side, how much housing do you need to accommodate that growth? The analysis has
49 shown is that right now the city does not have enough acreage to accommodate its future projected population growth
50 or housing. It is about 200 and some acres short within the city limits. There are assumptions about that as with any
51 projection like how densely you are developing. It is very safe to say that the city with its current city limits won't be
52 able to meet its population projections or its housing needs within city limits. That piece is pretty solid in the housing
53 element. The part that is still a work in progress is not only do you have to look at whether you have enough housing,
54 but there is a real heavy emphasis with the last legislative session that cities provide for. They used to say in comp plans
55 in the housing element, the city will try to provide affordable housing. Now it is said to plan for accommodate. They are
56 ramping it up. In other words, the city has to be a little bit more rigorous in terms of how it goes about planning
57 affordable housing. Commerce is now tasked, there was some legislation which is in the housing chapter that
58 summarizes it, in 2021 Department of Commerce which the agency that works closely with the city on housing and
59 economic development issues are required to look at the city's available land base. To identify what the city needs to do
60 to provide affordable housing now they also have categories like low-income housing, and extremely low-income
61 housing. They just got the legislation in 2021. We are sort of off the hook at the moment in terms of figuring that out.
62 Commerce will be giving the city that information over the next year to year and a half. As you are all probably aware,

63 housing is really hard to find right now on almost any level of income. That has become a big issue. Commerce required
64 all cities that are planning under growth management act to also put into their codes, within certain residential districts,
65 they now must allow for things like permanent supportive housing, temporary emergency shelters, things like that. The
66 piece that they will look at and still needs to be looked at more here, is how you determine what is affordable. It is
67 similar to the old rule of thumb, like going to get approved for a mortgage, no more than 30% of your mortgage
68 payment should be coming out of the gross income. That is where you start with affordability. At that starting point
69 they will start looking at what is extremely low income etc. What this is saying is that if the city is going to accommodate
70 its future growth, its going to need to expand the city limits. I would say annexation is very important at this point. The
71 city has been looking at doing that for quite a long time. In other words, expanding into the urban growth area looking
72 at the south. What we have found that almost all the growth right now is actually occurring outside the city limits in the
73 urban growth area. In the last ten years the growth rate in the UGA has been almost five times what it is within the city
74 limits. The city is blessed to have water and sewer services out in those areas.

75 Tammy Baraconi would like to segway into talking about maps and annexation. She provides a power point for the
76 commissioners. She has a lot of maps to show the commissioners this evening. The first couple were shared at the last
77 meeting, the current land use map and the proposed land use map. I had asked the commissioners to go out into the
78 community and see if these maps seem consistent, are we doing the appropriate thing with these maps. As with every
79 jurisdiction, we always have rezone requests. This happens every time staff updates the comprehensive plan. Right
80 now, we have 6 different areas of rezone requests.

81 Melissa Cox asks for explanation of the maps provided.

82 Tammy Baraconi explains the Port of Chehalis piece. Right now, it is zoned commercial. They want to have it rezoned
83 for residential so that they can sell it. The Jackson Highway and Yates Road area currently has an application in for
84 Cosser Tiny Homes at this location. We have been requested to consider a rezone for this, by the potential purchasers
85 of these three lots to be made multifamily. The piece behind Safeway, the city has an application for Washington
86 Avenue Apartments, and they want to put a couple single family homes in there. The single-family homes would be on
87 Aust Manor. The apartments would be on the properties up behind. Another piece is one that the city is looking to do
88 mixed residential commercial on. They have requested an R3 but we are looking at doing the mixed residential
89 commercial because all of the properties are under common ownership. If we rezoned that it would be a spot rezone,
90 and we can not do a spot rezone. I have to find a way to mix it up with some other parcels. There are some other
91 parcels there that are multifamily as well as some dentist offices. We are going to mix all of those together. The mixed
92 residential commercial will allow for an R2 and R3 on residential. Another rezone request is on Southwest 21st. That is
93 going to be Jackson Villa 4, rather Jackson Park 3.

94 Gladis Mendez asks Tammy if these applicants are already in?

95 Tammy Baraconi answers, correct. These 6 applications are already sitting in our office. Jackson Park 3 is an extension
96 of the first 2 phases of Jackson Park which face Jackson Highway. This one faces 21st. They will have access off of 21st.

97 They simply want to have it zoned the same as the other properties that they have on Jackson Highway. Another piece
98 we are looking at rezoning is on Southwest Cascade and Market Boulevard. These are RE Bennett and Cascade
99 Elementary schools. They have asked for a rezone to do residential.

100 Melissa Cox comments being as though it is not her choice, and she is not the owner of the property, wouldn't that be
101 better rezoned as a mix in case they wanted to use the buildings for businesses?

102 Tammy Baraconi agrees with Melissa that it is a good point. The problem is again that it would be just those parcels that
103 would be zoned that and that would be considered spot zoning. We can link it in with the residential behind it and give
104 them the same zoning as the residential behind it and that takes care of that problem.

105 Tammy Baraconi points to another piece that is a request for rezone at Jackson Highway and Carter Lane. They have
106 requested a residential rezone. It is probably zoned commercial where it is at right now.

107 Gladis Mendez asks about out towards Yates Road. She thought she saw a sign out there for tiny homes.

108 Derek Dodd asks if the tiny homes are like the ones at exit 72?

109 Tammy Baraconi replies, yes. She points to the lot where the tiny homes would go. The apartment buildings would take
110 the tiny home lot plus two other lots. The buyer wants all three of those lots. If the sale doesn't go through, it would go
111 back to Mr. Cosser who plans to do the tiny homes. The city also had requests for UGA expansion. We had 2 of them
112 this year. One is called the Breen property, and the other is called the Westlund property. The Breen property is west of
113 interstate 5. Part of the parcel is already in our urban growth area. They just want to bring the rest of the parcel into
114 our jurisdiction so that they can develop it. They are requesting commercial development over there.

115 Melissa Cox asks for some clarification about the wetland discussed at the last meeting. What percentage of the land
116 use still has to be designated to wetlands?

117 Tammy Baraconi answers that there isn't a percentage. The state law doesn't allow us to annex in any land that is in the
118 floodplain. This parcel has a rather large portion of it is in the floodplain. In order to bring it in to our UGA, they are
119 going to have to put a conservation easement on it that states they will never develop it in perpetuity. They have
120 agreed top that.

121 Gary Cooper adds that he thinks they were looking at a mixed-use commercial type. They would like as many options as
122 they can get.

123 Tammy Baraconi speaks to the Westlund property. The Westlund and Enbody property is over by the golf course. There
124 is an area in particular they want to develop. They too have a large area that is in the floodplain. They also plan to place
125 a conservation easement on that section that says that they will never develop that portion of their land. It will also
126 remain in the floodplain. The last but not least is the annexation. I have talked with you a little bit about annexing
127 areas. I wanted you to have a general idea but am not looking for comments at the moment. This project will come
128 before the Planning Commission in a few months, for you to make a recommendation for the council on annexing this

129 area. It is between I-5 and Jackson Highway. It goes down not all the way to Bishop Road. I have looked at including
130 everything to Bishop Road. Annexations require that we have 60% of the property owners' signatures in order to move
131 forward and get it approved. We have 64% in one area. In another area it drops down to 59%. In order to move an
132 annexation forward and have a positive outcome on it, this is about the biggest area we can tackle at this point and have
133 it be successful.

134 David Fitzpatrick asks if that percentage is based on acres or on the number of owners.

135 Tammy Baraconi answers that is based on property values.

136 Gary Cooper points out that in the land use element, both the annexation area and those 2 UGA expansion areas are
137 discussed.

138 Melissa Cox and Jessica Armistead state they have the old version.

139 Gary Cooper clarifies his versus the old version.

140 Kyle McKerricher asks Tammy what the next step is.

141 Tammy Baraconi replies that are a couple more things to be brought to the commission next month. The historic
142 preservation chapter and the capital improvement plan. In May will be a public hearing.

143 Kyle McKerricher asks for the updated link with the new files.

144 Tammy Baraconi will send out new ones. The UGA expansions are due with the County on April 1st. At this point we do
145 not need to have a formal adoption or recommendation from the Planning Commission. That will be part of our hearing
146 in May to have a recommendation from the Planning Commission. There will be about 4 items for you in the public
147 hearing in May.

148 Gladis Mendez asks Tammy Baraconi if the city has any rules or regulations on Air B and B's.

149 Tammy Baraconi answers not on Air B and B's. Bed and Breakfasts we do.

150 Gladis Mendez asks if someone has a home, and they want to convert the back end of their home into a separate living
151 quarter for an elderly parent is that considered a multi-use

152 Tammy Baraconi responds no it is not considered a multi-use. If you are converting part of your house to let Grandma
153 live there, as long as Grandma doesn't have to leave her area of the house and go outside to come in to the other area
154 of the house, it is just an accessory use.

155 Gladis Mendez asks if the city has rules and regulations on that.

156 Tammy Baraconi answers yes.

157 Melissa Cox has a follow up question for Gary. When you were talking earlier about the current land use being roughly
158 3,600 acres in the city limits and before annexing, we have 179 acres to develop, if we include this how many acres
159 would we have?

160 Gary Cooper answers that if we are to do the annexation it would be another 875 acres of land. That does not mean it is
161 all developable. A lot of that is Port property. We haven't broken it down in terms of what would be the potential
162 housing stock or residential, but it certainly may be enough to cover that 200 some acres. That is based on the
163 assumption at what density it would be developed at. We assume 4 units per acre. That is about as big of a lot you can
164 have that would still be considered urban development. We don't really know what developers will think to be
165 economically feasible for their property. Gary proceeds to explain the difference between annexation and UGA
166 expansion. The urban growth area is technically County jurisdiction. Those areas are areas that the city and the county
167 have agreed that the city will expand into via annexation. Theoretically that is supposed to happen within 20 years. It is
168 like a pre-annexation area. They have agreed to this is an area the city needs to grow in the future. A UGA expansion is
169 the city and the county agreeing that the pre-annexation area can also expand out. The UGA has a southern boundary
170 right now, and the city is applying to the county and working with the county to expand that area even more. It is a
171 future annexation area. Those 2 applications we have were actually generated by private citizens, but the city is
172 technically the applicant. The city agreed apply for that on their behalf.


173 Gladis Mendez asks Tammy if the area on the map for the Port was the one that wanted to change to residential.

174 Tammy Baraconi believes it is the one over by the golf course. They want to be able to sell it as residential. They do not
175 want it to be sold as commercial.


176 David Fitzpatrick asks why it is called a rezoning request when it is not zoned now.

177 Tammy Baraconi answers that it is zone commercial right now. It is a piece of land right next to the golf course.

178 Kyle McKerricher asks if there are any other questions or concerns. Welcomes the newest commissioner, Derek Dodd.
179 Motions to adjourn the meeting at 6:33pm. Jessica Armistead seconds the motion. Motion carried unanimously.

180
181 Approved by:  _____

182 Kyle McKerricher, Chair

183 Recorded by:  _____

184 Laura Fisher, Permit Technician