

Planned Growth Committee

March 20, 2024

Present: Commissioner Brummer (Lewis County), Teri Lopez (Napavine), Mindy Brooks (Lewis County), Lee Napier (Lewis County), Emil Pierson (Centralia), Tammy Baraconi (Pe Ell/Morton), Katie Williams (City of Napavine), Malissa Paulsen (Chehalis), Linda Hannon (Mossyrock), Cherie Devore (Mayor of Toledo), Hillary Hoke (Centralia), Catherine McCoy (Commerce), Paul Johnson (Commerce, Growth Management), Paul Dennis (Napavine/Winlock Jackson Civil Engineering), Rekawek Terri (Chehalis resident), Barbara Russell (Lewis County), Randal (Mayor of Mossyrock), Kyle Manly, Frank Corbin, Marcia Manly

Recorder: Katie Johnson

The meeting began at 1:01pm.

Public Comment

- No public comment

Land Capacity Analysis Memo- County Staff

Mindy Brooks, Senior Long-Range Planner for Community Development, shared that the committee voted to have the Cities conduct Land Capacity Analysis through a county provided methodology on the February 20th PGC meeting. The methodology was sent out on February 28th and results are due back from the cities on March 29th.

Tammy Baraconi representing Pe Ell/Morton stated the March 29th deadline will be very difficult to meet. Council directions will be needed for both Pe Ell and Morton and will not have another meeting before the deadline. Mindy Brooks asked for the first draft to be provided and that adjustments can be made through April and May. Morton council meeting is on March 25th however Pe Ell next council meeting is not until April 2nd. Mindy Brooks asked Tammy to turn in drafts right after the council meetings.

City Status Update:

Centralia- They are on track for LCA. They are looking to swap UGA but the overall will be a significant reduction in UGA acreage.

Chehalis- They are on track for LCA.

Napavine, Mossyrock, Winlock- Paul Dennis stated they are struggling to meet the deadline. Critical areas are one of the challenging areas of the analysis for these cities. Mindy encouraged Paul to reach out to County GIS staff for assistance.

Pe Ell/Morton- Struggling with the GIS layers for both cities. Mindy encouraged Tammy to reach out to County GIS staff for assistance.

Toledo/Vader- No representation at meeting.

UGA Co-Management ILA- County Staff

Mindy Brooks, Senior Long-Range Planner for Lewis County, listed the options for how the UGA is managed.

Option 1: County zoning designations and development regulations; when cities annex, they will take responsibility. County will be RDD 5 with a minimum lot size of 5 acres. Vader and Toledo are using this option.

Option 2: Morton, Mossyrock, Napavine, and Pe Ell are using option 2; County has adopted by reference the zoning standards of the cities, cities will verify the development is meeting the zoning standards. This option is problematic and needs refinements.

Option 3: Centralia, Chehalis, and Winlock are using option 3; ILAs that allow city to treat the UGA like the city; provides more autonomy than Option 2 but also requires more responsibility for cities. ILAs are being updated based on standard template sent to cities last week.

Lee Napier stated the county would like ILAs to be in place by June 30th, 2024. April is the time to flesh out any issues. May would be a good time for cities to take the ILAs to their council.

The Mayor of Mossyrock, said they are still working on it and will give an update to Mindy soon with some questions.

Emil Pierson suggests the annexation requirements need reviewed. Centralia would like to set up a meeting with Community Development to discuss this topic. Pe Ell/Morton would also like to be a part of the annexation review conversation. Mindy will set up a meeting specific to ILAs and invite any city that wishes to participate.

Commerce Updates- Commerce (Catherine)

Catherine McCoy gave the committee an update on the contract agreements. Most of the cities in LC have received their PUG contracts for signing. If cities have received a contract, an invoice form will be sent as well. A19 instruction document should have been sent with the contracts and invoices as well. Commerce will reimburse jurisdictions for any work done after July 1st, 2023.

On June 15, 2024 - all year one deliverables need to be submitted to commerce for reimbursement. On June 15, 2025 - any year 2 deliverables need to be submitted for reimbursement.

Funds for year one cannot be rolled over to year two. It is important to save receipts and invoices. If any of the city's budgets or work need shifted, commerce will help.

Paul Johnson with Commerce states they remain flexible with amendments and any line-item changes to help cities meet the June deadline.

Commissioner Brummer reminded Paul Johnson that the cities have been having a difficult time with fronting their consultants before having the contracts. Paul said he is bringing this back to management for an update.

Mindy Brooks asked for an amendment to make the scope reflect the consultant contract. Paul said he would expedite that. Mindy made the statement for the next Periodic Update making sure the contracts are signed before the money becomes available. Small jurisdictions rely entirely on consultants for

Periodic Update and cannot hire consultants until the grant is provided – we have no extra money to pay in advance of the grant.

Legislative Updates- Facilitator

Held over to April meeting.

Next Meeting/Topics

The next Planned Growth Committee meeting will be April 17, 2024, at 1:00pm and the agenda will be a continuation of Land Capacity Analysis Memo, UGA co-management ILA, and Legislature Updates. Mindy will set up meetings individually for cities continuing ILAs or who wish to enter into an ILA.

Commissioner Brummer adjourned the meeting at 1:53pm.