

# Lewis County Planning Commission

## Public Meeting

In-Person & Virtual Meeting via Zoom

**June 25, 2024 - Meeting Notes**

**Planning Commissioners Present:** Lorie Spogen, District 1; Jason Alves, District 1; Gretchen Fritsch, District 3; Jeff Skutley, District 2; Roger Moore, At-Large; Bob Russell, District 2; Frank Corbin, District 3;

**Staff Present:** Mindy Brooks, Director of Community Development; Katie Johnson, Office Assistant Senior;

**Materials Used:**

- Agenda
- Draft Meeting Notes – May 28, 2024

### 1. Zoom Guidelines

The clerk dispensed with the Zoom Guidelines.

### 2. Call to Order

A. Determination of a Quorum

7 Commissioners were present; there was a quorum.

### 3. Approval of Agenda

The Chair entertained a motion to approve the agenda as presented. Commissioner Russell made the motion to approve the agenda; second by Commissioner Spogen. The motion carried unanimously.

### 4. Approval of Meeting Notes

The Chair entertained a motion to approve the meeting notes from May 28, 2024. Commissioner Spogen made a motion to approve the notes as presented, second by Commissioner Moore. The motion carried unanimously.

## **5. Public Comment**

There were no members of the public who wished to provide public comment.

## **6. Workshop – Comprehensive Plan Periodic Update - Land Capacity Analysis & Housing Needs Assessment**

Mindy Brooks, Director of Community Development, gave a presentation on the Comprehensive Plan Periodic Update - Land Capacity Analysis & Housing Needs Assessment (*see presentation for details*). After the presentation the commissioners asked the following questions.

Commissioner Skutley asked for clarification on who compiles the population allocation data numbers. Mindy stated the Office of Financial Management gives a high, medium, and low 20-year projection update to all the counties in the state, who are then required to assign it to the cities. The projections are adjusted every five years by the Office of Financial Management and a new twenty-year projection is developed every five years.

Commissioner Alves asked if there is a UGA annexed in by a city if the population numbers get shuffled towards the city population growth and Mindy acknowledged that this is correct.

Commissioner Skutley asked how the growth is being planned if there is an influx of outside communities. Mindy replied stating the planning for different segments of the population fall under different departments. The analysis given to us by the State does include deaths, births, homelessness, and immigration. Commissioner Corbin asked where someone can be directed for follow up questions and further breakdown of the LCA data. Mindy directed anyone to the Office of Financial Management at the State. Commissioner Corbin asked the members of the commission if anyone had interest in further discussing this topic at the next meeting by delving into the data of LCA. Commissioner Alves stated the commissioners should be more focused on taking that data and focusing on how to move forward in providing sufficient housing. All commissioners agreed additional training on the LCA data is not needed to move forward.

## **HNA**

Commissioner Alves mentioned that most of the HNA hinges on providing additional sewage and water. He additionally asked what the options were for acquiring additional services. Mindy stated infrastructure is expensive therefore grant dollars are needed. The county has been working with State and Federal agencies to acquire grant money to provide these services. It is a priority of Mindy's to have additional conversations with the Washington State Association of Counties on how to address LAMIRDS in our rural areas. Once an area is designated a UGA and not a LAMIRD, there is more room to grow, which is the purpose of the subarea plan for Packwood.

Commissioner Fritsch asked if the UGA for Packwood was designated for the subarea or beyond. Mindy replied that the proposed plan is smaller than the subarea plan boundary. To begin with, the area will only include what can be served with sewer and then likely expand out in the next 20 years. Commissioner Fritsch additionally asked if the county code can be more flexible with allowing different types of housing to comply with sewer. Mindy replied that as the number of dwelling units and the number of bedrooms increase, the area of land required increases as well to allow for a drain field and reserve drain field. Health factors come into play as additional sewers are provided while also maintaining adequate drain fields. Individual loss systems are not a traditional sewer system but allow for smaller subdivisions to be served as long as there is enough drain fields provided.

Commissioner Skutley asked if there is a certain amount of responsibility given to the city in implementing more diverse housing options. Mindy replied that two percent of the population allocation is given to the county, whereas the remaining percentage goes to the city.

Commissioner Russell asked if the communities are cooperating with this plan. Mindy replied that the rural cities have provided their population allocation and now it is their responsibility to find a way to accommodate that. They do have to make zoning changes in the next steps to account for affordable housing. 20 years of planning for sewers is required but there is a state requirement of a six year financially constrained sewer plan.

Commissioner Skutley asked for clarification on what the county has a say in for housing allocations. The county can advise a city how to zone in the UGA, however not within the city limits. The city will then have to find a way to provide adequate sewers within the city limits. There is a balance needed in the density of housing between UGAs and the city.

Commissioner Alves asked if there was a way to incentivize annexation with the cities. Mindy stated there is a positive trend towards annexation. Centralia is working with the county on an annexation ILA. Commissioner Skutley stated that citizens tend to have an aversion to annexations for their cities and Mindy replied that the appropriate time for the public to state what land should remain rural is at the discussion of the UGA. Commissioner Alves also asked if there is a way to streamline the annexation process. Mindy replied that the best way for cities to ensure annexation will happen is for the city to provide a covenant document stating that citizens will not oppose the annexation to be served by the sewage system.

## **7. Good of the Order:**

### **A. Staff**

Mindy mentioned the county will host a joint Planning Commission/BOCC work session on August 27th during the normal Planning Commission meeting time. The purpose of the joint work session will be to get input on the draft goals and policies before the draft is finalized for public review. The BOCC is confirmed to attend. The commissioners are asked to make every effort to be there in person. Dinner will be provided at 5:30 as well.

Also – the Community Development office is moving! The official move date is August 1st with the Community Development office closed on this day. Mindy is not able to confirm the planning commission meetings will be held at the new CD building starting August 13 because the tech for the new room is complicated but is being planned for August meetings to be in the new hearings room.

### **B. Planning Commissioners**

Commissioner Spogen stated there is a good solution to the dashed addressing issue that was brought up by the Process Improvement team. Mindy stated the Process Improvement team came up with two options for the new address process. This new process will be presented to the BOCC towards the end of August.

Commissioner Russell asked if there is a group of the city mayors that discuss the UGA plans. Mindy stated the Planned Growth Committee consists of the city representatives that discuss these plans and then vote to present the plans to the Planning Commission.

### **8. Calendar**

There will be no meeting on July 9<sup>th</sup>. The next Planning Commission meeting will be on July 23, 2024, and the agenda items will be a workshop on the Comprehensive Plan Periodic Update - Climate.

### **9. Adjourn**

Commissioner Russell made a motion to adjourn. The meeting was adjourned at 7:25 p.m.