

CITY OF TENINO
Planning Commission – Work Session Meeting

“Provide for growth, which reflects the broad interest of the community, by supplying informed recommendations to the Council.”

February 12, 2009
Tenino City Hall Council Chambers

1. **Call to order at 7:00 P.M.** Chair Brodersen called the Work Session to order at 7:00 p.m.
 - a. Commissioners Present: John Kiely, Dan Budsberg, Paul Donohue, and Chair Bret Brodersen. Commissioners Absent: Jim Lucas. Staff Present: Senior Planner Pete Swensson, Assistant Planner Andy Deffobis, Public Works Director Dave Dafoe and City Clerk-Treasurer Betty Garrison.
 - b. Chair Bret Brodersen led the Flag salute.
 - c. The Agenda was approved by consensus.

2. **Public Comments:** None.

3. **Old Business:**
 - a. Chair’s letter to citizens – Chair Brodersen presented his letter to the Citizens; it was presented at City Council, given to the newspaper, is posted on the website and will go out in the water bill at the end of the month.
 - b. Comprehensive Plan update – Chair Brodersen reported that at the January 27th meeting the City Council took action to send the Comp Plan update back to the Planning Commission based on a letter received and comments made at their Public Hearing. Senior Planner Swensson explained the reasoning for it being returned to the Commission - 1) to allow time to be sure if there was anything else that should be included in this update, as the Comp Plan can only be updated once a year; 2) to be sure due consideration was given to the zoning for newly annexed area. The Planning Commission discussed: letter from CTED – as recommendations; the Commission wishing to get the zoning in by end of the year so that the annexed areas would have urban zoning. Discussed that Council might possibly take the issue back and take action on the issue based on the testimony from their Public Hearing. The Planning Commission discussed the recommendations from CTED – 1) formal adoption of the guidance document; 2) updating the Capital Facility Plan.
 - c. Title 18 update – Chair Brodersen reported the housekeeping and sign Ordinance was adopted by Council.
 - d. Historical Document – Commissioner Budsberg reported that the project going through historical documents to preserve and document previous research and discussions for new Commissioners is on hold. He will need staff support to do the research and assistance with some of the Computer programs that were utilized. Mayor Jones has indicated that TRPC time can not be utilized for this project. Until such time as there will be staff time available to assist the project is on hold.

4. **New Business**
 - a. Central Ave TIB Project – Public Works Director Dafoe distributed information on the Central Avenue Project Street Design. Commissioner Budsberg identified the proposal as being consistent with Planning Commission discussions regarding the use of rain gardens. The

Commission discussed. The Project is expected to be done with design in March, go to bid in April and start construction as soon as school is out.

Chair Brodersen asked the Commissioners if the Capital Facilities Plan, Emergency Response Plan and Traffic Plan are what the Commission wants to work on.

b. Capital Facilities Plan – Senior Planner explained the requirements of a Capital Facilities Plan. Frequently set up to reflect a 6 year Capital Facilities Plan updated annually and a 20 year plan updated every 7 years. Yelm has set different time frames. Commissioner Donohue suggested that the Capital Facilities Plan be reviewed and updated; including the processes. Commissioner Kiely questioned the CTED recommendations for clarification. Planner Swensson explained the legal requirements and the intent of CTED's recommendations.

c. Emergency response plan – No comment.

d. Traffic Plan – Commissioner Budsberg asked that the traffic plan be elevated to a higher priority and asked that the drawings created from previous discussions be brought in.

e. Park Commission update – Commissioner Budsberg reported on the Parks Commission meeting. There was a presentation on the Land Acquisition Project and he presented challenges the face. They will be meeting once a month the second Monday at 6:30 p.m. Commissioner Donohue mentioned the wide variety of interests being represented on the Park Commission.

f. Variance request – Assistant Planner Deffobis reported on the Variance Request that was submitted to replace mobile home. This non-conforming issue is being dealt with administratively due to it being a replacement for a pre-existing home.

5. **Announcements** –

Commissioner Budsberg reported that he had met with Lynn Oha Carey and Chanele Holbrook-Shaw going over concerns and working on recommendations and will continue to work with them.

City Clerk-Treasurer Garrison advised of the new recording system that will be installed allowing for audio/visual recording of meetings. The Commissioners discussed it.

The next Planning Commission Regular Meeting will be on February 19, 2009.

The next Planning Commission Work Session will be on March 12, 2009.

6. **Adjourn**

Hearing no further business Chair Brodersen adjourned the work session at 8:20 p.m.

Betty J. Garrison, CMC, CPFA
City Clerk-Treasurer

ATTEST:

Bret Brodersen, Chair