



**CITY OF NAPAVINE PLANNING COMMISSION MEETING
Monday– May 19, 2025 – 6:00 PM**

Deborah Graham,
Position 1

Amy Hollinger
Position 2

Arnold Haberstroh,
Position 3

Amy Morris
Position 4

Kacey Torgerson
Position 5

Bryan Morris
PW/CD Director

I. PLEDGE OF ALLEGIANCE

II. INVOCATION

III. CALL TO ORDER

IV. ROLL CALL

V. APPROVAL OF AGENDA – As Presented

VI. APPROVAL OF MINUTES

- 1) **Planning Commission Public Hearing Minutes– March 17, 2025**
- 2) **Planning Commission Regular Meeting Minutes – March 17, 2025**

VII. CITIZEN COMMENT

VIII. OLD BUSINESS

- 1) **Climate Element & CFP Goals/Policies**
- 2) **Transportation Utilities CFP Goals/Policies**

IX. GOOD OF THE ORDER

X. ADJOURNMENT

**Planning Commission Meeting is held in person and via
Teleconference.**

Teleconference Information

Dial-in number (US): (720) 740-9753

Access code: 8460198

To join the online meeting:

<https://join.freeconferencecall.com/rdenham8>

City of Napavine
407 Birch Ave SW
P O Box 810
Napavine, WA 98565
360-262-3547

City Website
www.cityofnapavine.com



NAPAVINE PLANNING COMMISSION MINUTES
March 17, 2025 6:00 P.M.
Napavine City Hall, 407 Birch Ave SW, Napavine, WA

CALL TO ORDER:

Commissioner Haberstroh opened the Public Hearing meeting at 6:00 PM

ROLL CALL:

Planning Commission present: **Arnold Haberstroh, Amy Morris, Kacey Torgerson, and Amy Hollinger**

Director Morris provided a brief narrative to everyone in attendance.

Adam Solomonson with Mackenzie, applicant's representative, provided a brief history of the business and why they are moving down the hill.

Michael Chen with Mackenzie, stated they have reviewed the staff report and agree with most of all the conditions. They would like to have a discussion with the city over frontage improvements.

Assistant Katie Williams stated that there were 4 comments, and they are included in the staff report.

Jerry Nixon with Apex concrete stated that he doesn't have a problem with what they are doing down there, if others can do the same thing. Had a few additional questions on retaining walls, creek identifiers, Quigg Brothers project, and about everyone being treated fairly.

Commissioner Haberstroh and Commissioner Morris asked Mr. Nixon if the questions were related to the project.

Paula Sandirk stated that she is in favor of Walsh building down there, its business will fit the theme, add to the property tax roll without impacting the school district, and it will help get some of the truck traffic off Koontz Road (provided written statement also.)

Chad Hill with M&M Transport, 49% owner is not in favor of it. He has two main concerns, 1. Business has been around since 1977, can verify the structure of the land, when it floods, when it doesn't. 2. The truck traffic at the on/off ramps gets hectic.

Adam Solomonson provided Mr. Hill with plan information.

Warren Freece spoke and said he was in support of it.

****These minutes are simplified, if you would like more details, please listen to the recording link below****

ADJOURNMENT 6:38 pm

Commissioner Haberstroh closed the public hearing at 6:30pm.

These minutes are not verbatim. If so desired, a recording of this meeting is available online at <https://fccdl.in/eesBbfo6Vn>.

Respectfully submitted,

Bryan Morris, Community Development/Public Works Director

Planning Commission Chairperson



NAPAVINE PLANNING COMMISSION MINUTES
March 17, 2025 6:00 P.M.
Napavine City Hall, 407 Birch Ave SW, Napavine, WA

PLEDGE OF ALLEGIANCE:

INVOCATION: Invocation was led by **Director Morris**.

CALL TO ORDER:

Commissioner Haberstroh opened the regular Planning Commission meeting to order at 6:31 PM

ROLL CALL:

Planning Commission present: **Arnold Haberstroh, Amy Morris, Kacey Torgerson, and Amy Hollinger**
Commissioner Morris motioned to excuse **Deborah Graham**, seconded by **Commissioner Hollinger**. **Vote on motion 3 ayes 0 nay.**

APPROVAL OF AGENDA – As presented:

Commissioner Torgerson motioned to approve the agenda as presented, seconded by **Commissioner Hollinger**. **Vote on motion 3 ayes, 0 nay.**

APPROVAL OF MINUTES:

Commissioner Hollinger motioned to approve **February 18, 2025, regular meeting minutes**, seconded by **Commissioner Morris**. **Vote on motion 3 ayes and 0 nay.**

NEW BUSINESS:

1. **Walsh Holdings LLC – Preliminary Binding Site Plan**

Commissioner Morris motioned to pass this project on to city council with the condition that the **frontage improvements from property line to property line will be deferred, except for streetlights, and that the covenant runs with the property**. Seconded by **Commissioner Hollinger**. **Vote on motion 3 ayes and 0 nay.**

GOOD OF THE ORDER:

Commissioner Haberstroh commented that he has noticed the **police officers parking in various area of the city**. He stated that it is good, the visibility is a positive thing.

ADJOURNMENT 6:38 pm

Commissioner Morris motioned to adjourn, seconded by **Commissioner Hollinger**. **Vote 3 ayes, 0 nay.**

These minutes are not verbatim. If so desired, a recording of this meeting is available online at <https://fccdl.in/eesBbfo6Vn>.

Respectfully submitted,

Bryan Morris, Community Development/Public Works Director

Planning Commission Chairperson

CLIMATE RESILIENCE ELEMENT

Purpose of the Climate Resilience Element

Napavine will continue to be impacted by climate-related hazards, including extreme weather events and natural disasters that are exacerbated by climate change. This newly developed element of the Comprehensive Plan identifies goals and policies that are intended to bolster Napavine's resilience to these various hazards. It is to help Napavine become a city that is resilient to climate hazards while meeting the goals of the Growth Management Act (GMA), Lewis County Planning Policies, and the Lewis County Multi-Jurisdictional Hazard Mitigation Plan. The goals and policies of this Element aim to strengthen Napavine's climate resilience, while prioritizing the most vulnerable populations in the city. This Element utilizes guidance from the Washington State Department of Commerce, who developed climate planning guidance to assist communities in creating climate-related policies that best suit the local characteristics of their communities.

Many of the goals and policies in this element reflect activities already underway in the city, such as the provision of air conditioning in City Hall or sprinklers at City parks during heat waves, while other goals and policies outline "common sense" actions that provide resilience benefits through simple, minimal, low-cost changes in city practice. Other goals or policies may require longer term study, planning, and financing in order to serve the greatest number of community members. The goals and policies are broken into these categories:

- Buildings and Energy
- Emergency Management and Preparedness
- Natural Hazards
- Community and Environment
- Zoning and Development

The goals and policies may also result in additional co-benefits to community members and the city, such as improved air quality, additional green space and trees, improved public health,



pedestrian and bike-friendly streets, and improved stormwater management. Appendix X provides additional technical analysis supporting the goals and policies in this element.

Commented [RC1]: Link to the Climate Appendix once the order of appendix items is determined.

Goals and Policies

BUILDINGS + ENERGY

Goal CR-1. Ensure that energy infrastructure – including generation and transmission – is able to accommodate renewable energy opportunities and to withstand and recover quickly from the impacts of extreme weather and other natural hazards deteriorated by climate change.

- Policy CR-1.1 Encourage the installation of distributed renewable energy generation and battery infrastructure, when feasible, at public facilities to store renewable energy generated on site and provide emergency power that ensures continuity of operations.
- Policy CR-1.2 Encourage the planning and building facilities, utilities, and infrastructure projects to avoid or withstand flooding from rising sea levels and associated climate impacts.
- Policy CR-1.3 Develop or modify design standards to integrate exterior building features that reduce the impacts of climate change and increase resilience.
- Policy CR-1.4 Work with utility providers to improve the safety and reliability of infrastructure vulnerable to climate change.
- Policy CR-1.5 Encourage solar panels on buildings with large rooftops.
- Policy CR-1.6 Monitor large trees and energy control equipment to ensure storms or high winds do not disrupt service.

Goal CR-2. Prioritize the adaptive reuse of buildings, recognizing the emission-reduction benefits of retaining existing buildings.

- Policy CR-2.1 Preserve and reuse existing buildings where feasible.
- Policy CR-2.2 Prioritize the preservation and weatherization of housing in overburdened communities to reduce emissions and increase resilience.
- Policy CR-2.3 Retrofit buildings for energy efficiency.

Goal CR-3. Encourage buildings to be designed and built sustainably, using renewable energy where possible, to reduce environmental impacts, decrease greenhouse gas emissions, and remain resilient to climate-related hazards.

- Policy CR-3.1 Develop or modify design standards to integrate exterior building features that reduce the impacts of climate change and increase resilience (i.e., requiring connected and consistent awnings to shade sidewalks, cool or green roofs, or the use of low impact development techniques).
- Policy CR-3.2 Require all publicly owned buildings to be powered completely by efficient energy.
- Policy CR-3.3 Encourage green building certification to improve energy and environmental performance.
- Policy CR-3.4 Support the development of renewable energy sources to supply electricity and heat.

EMERGENCY MANAGEMENT + PREPAREDNESS

Goal CR-4. Develop and maintain local technical expertise and skills related to climate change and environmental justice so as to improve communitywide policy implementation, equity, and resilience.

- Policy CR-4.1 Create evacuation plans and outreach materials to help community members plan and practice actions that make evacuation quicker and safer.
- Policy CR-4.2 Develop a comprehensive, communitywide wildfire and smoke resilience strategy to improve emergency response capabilities,

Goal CR-5. Enhance emergency preparedness, response, and recovery efforts to mitigate risks and impacts associated with extreme weather and other hazards made worse by climate change.

- Policy CR-5.1 Map infrastructure that is vulnerable to climate-related hazards like extreme precipitation and associated flooding or landslides, extreme heat, wildfires, and other natural hazards.
- Policy CR-5.2 Develop “resilience hubs”, or community-serving facilities that are designed to support community members, coordinate communication, distribute resources, and provide a heating or cooling facility or a place for people to escape wildfire smoke during

extreme weather events. Potential sites may include City Hall, which currently provides air conditioning and a central place for disaster management, or churches in the City which are accessible to most community members.

- Policy CR-5.3 Factor climate impacts into the planning of operations and coordination of preparedness, response, and recovery activities among first responders and partners, including public health, law enforcement, fire, school, and emergency medical services personnel.
- Policy CR-5.4 Develop a city-wide evacuation plan that includes tips to help community members prepare for potential evacuations or assemble emergency kits, and information on what community resources are available to assist community members during natural disasters or other hazards.
- Policy CR-5.5 Consider incorporating people evacuating to Napavine to avoid natural hazards into the City’s emergency management preparedness efforts to ensure evacuation facilities in the City can accommodate a potential influx in people.

Goal CR-6. Protect the health and well-being of community members from the impacts of climate-exacerbated hazards – prioritizing overburdened communities – and ensure that that most vulnerable populations do not bear disproportionate health impacts.

- Policy CR-6.1 Prioritize anti-displacement programs in overburdened communities when increasing densities and planning for disaster recovery to prevent potential displacement from natural disasters.
- Policy CR-6.2 Prioritize actions that mitigate public health impacts of climate-related disasters, including the provision of personal protective equipment and filter fans or incentivizing updates to HVAC systems that serve vulnerable populations.
- Policy CR-6.3 Identify and plan for potential climate-related impacts to community assets like parks, recreation facilities, churches, and schools, while actively working to prevent disproportionate impacts to vulnerable populations.
- Policy CR-6.4 Ensure community members are aware that City Hall is air conditioned and open for people to escape the heat, and that the sprinklers set up at City parks during heat waves continue to be widely advertised to the community.

NATURAL HAZARDS

Goal CR-7. Develop urban heat mitigation efforts to reduce the effects of extreme heat on community members, prioritizing efforts to protect populations most vulnerable to extreme heat, such as outdoor workers, the elderly, and those with pre-existing health conditions.

- Policy CR-7.1 Develop and implement an urban heat resilience strategy that includes land use, urban design, urban greening, and heat reduction actions.
- Policy CR-7.2 Ensure that all community members have equitable access to green space.
- Policy CR-7.3 Encourage programs that distribute cooling units and install heat pumps, prioritizing households with residents most vulnerable to extreme temperature events.

Goal CR-8. Establish a city-wide wildfire preparedness strategy that includes efforts to mitigate impacts from wildfire smoke.

- Policy CR-8.1 Develop and implement a wildfire smoke resilience strategy in partnership with local community members, emergency management officials, regional clean air agency officials, and other stakeholders.
- Policy CR-8.2 Develop and implement notification alerts within the community to reduce the risk of exposure to wildfire smoke and particulate matter.
- Policy CR-8.3 Provide private forestland owners and residents living in Wildland-Urban Interface (WUI) areas with information about fire prevention (i.e., Firewise) practices, and support the implementation of such practices.
- Policy CR-8.4 Adopt fire-resilient standards for new and redeveloped sites in high-risk wildfire areas.
- Policy CR-8.5 Protect lives and property from wildfire risks through land use planning, community preparedness, and adaptation measures.

Goal CR-9. Reduce the city's susceptibility to flooding and stormwater runoff from extreme precipitation events.

- Policy CR-9.1 Enhance the city's stormwater management capacity through watershed planning and encouraging the use of low impact

development and green stormwater infrastructure to address increased storm intensities and stormwater runoff.

- Policy CR-9.3 Encourage build green infrastructure projects that help capture, filter, store, and reuse stormwater runoff.
- Policy CR-9.4 Map transportation facilities or other infrastructure that is vulnerable to repeated floods, landslides, or other potential hazards, and designate alternate routes for travel where possible. Pursue potential grant opportunities, where feasible, to help the City mitigate or prevent impacts from flooding, landslides, or other hazards.
- Policy CR-9.5 Monitor floodways and increase stormwater management capacity at Exit 72, or where Rush road and I-5 meet, and in commercial areas where flooding is a larger concern for community members.

COMMUNITY + ENVIRONMENT

Goal CR-10. Work with Native American tribes to preserve archaeological sites and traditional cultural properties that are vulnerable to climate impacts.

- Policy CR-10.1 Protect historic and culturally significant sites.
- Policy CR-10.2 Establish and maintain government-to-government relationships with Native American tribes for the preservation of archaeological sites and traditional cultural practices.

Goal CR-11. Prioritize environmental justice by providing all community members with equitable opportunities to learn about climate impacts, influence policy decisions, and feel empowered to take actions to enhance their own resilience to climate-related disasters.

- Policy CR-11.1 Encourage culturally contextualized outreach and education initiatives and materials that will inform the community about near and long-term climate-related hazards and encourage community members to build knowledge and take action to bolster their individual resilience to these hazards.
- Policy CR-11.2 Build and support partnerships with community-based organizations to engage diverse coalitions of community members in community-driven decision making that empowers them to contribute to building community-wide resilience and implementing climate action.

Goal CR-12. Encourage no net loss of ecosystem composition, structure, and functions, especially in critical areas, shorelines, and priority habitats, and strive for the protection and enhancement of these areas to foster climate resilience.

- Policy CR-12.1 Identify opportunities to expand habitat protection and habitat quality and connectivity to foster climate resilience using conservation area designations, buffers, and/or open space corridors.
- Policy CR-12.2 Protect and enhance wetlands and corridors between wetlands to provide biological and hydrological connectivity that fosters resilience to climate impacts.
- Policy CR-12.3 Protect and restore, where needed, riparian vegetation to reduce erosion, provide shade, and support other functions that improve the climate resilience of streams and the Newaukum River.
- Policy CR-12.4 Avoid or mitigate impacts on critical areas, shorelines, and priority habitats, account for potential climate-related hazards, and avoid impacts to public access or habitat restoration and enhancement projects.

Goal CR-13. Increase tree cover throughout the city.

- Policy CR-13.1 Evaluate the city's existing tree canopy. As warranted, equitably increase tree coverage to enhance and protect the existing tree canopy, provide additional shade, and increase the city's stormwater management capacity.

ZONING + DEVELOPMENT

Goal CR-14. Establish land use patterns that increase the resilience of the built environment to climate change.

- Policy CR-14.1 Identify and implement strategies to increase the resilience of the shoreline environment to sea-level rise and other climate hazards, while also protecting shoreline ecological functions, allowing water-dependent uses, and providing public access.
- Policy CR-14.2 Establish and maintain a purchase and transfer of development rights program that allows transferring development rights from areas that provide conservation and climate resilience benefits to more suitable areas.

Policy CR-14.3 Identify and implement strategies for reducing residential development pressure in the wildland-urban interface.

Goal CR-15. Ensure that development and redevelopment projects are resilient to the impacts of climate change.

Policy CR-15.1 Review required buffers and setbacks for steep slopes and shorelines vulnerable to erosion that could be exacerbated by climate change, and establish increased setbacks, where necessary, to protect structures.

Policy CR-15.2 Encourage development regulations that incorporate best practices for reducing the risk of wildfire, extreme heat, flooding, and other climate-exacerbated hazards.

Policy CR-15.3 Consider future climate conditions during siting and design of capital facilities, including changes to temperature, rainfall, and flood water way levels, to help ensure they function as intended over their planned life cycle.

Goal CR-16. Ensure the local economy is resilient to climate disruptions and fosters business opportunities associated with climate mitigation and adaptation.

Policy CR-16.1 Support local businesses' efforts to bolster climate preparedness and continuity of operations.

Policy CR-16.2 Encourage investment in broadband infrastructure and partner with service providers as well as the Washington State Broadband Office (WSBO) to increase broadband capacity in the city.

Policy CR-16.3 Promote purchasing from local businesses and encourage business development that meets the city's operational needs as well as supports economic development and reduce emissions associated with the transportation, production, and distribution of goods.

Goal CR-17. Reduce vehicle miles traveled and greenhouse gas emissions from transportation.

Policy CR-17.1 Allow development of infrastructure for electric vehicles and consider the conversion of public fleets to zero-emission vehicles.

Policy CR-17.2 Encourage multi-modal transportation planning that can reduce greenhouse gas emissions.

Policy CR-17.3 Encourage land use planning that locates commercial services and public amenities near residential areas.

Policy CR-17.5 Encourage “Complete Streets” that provide a safe, well-connected, and attractive bicycle and pedestrian transportation network with amenities to encourage active transportation.

Goal CR-18. Ensure that the local transportation system – including infrastructure, routes, and travel modes – is able to withstand and recover quickly from the impacts of extreme weather events and other hazards exacerbated by climate change.

Policy CR-18.1 Identify transportation infrastructure vulnerable to climate impacts and extreme weather events, such as flooding or landslides, and prioritize these for future improvements.

Goal CR-19. Create a safe, well-connected, and attractive pedestrian and bicycle transportation network to encourage active transportation and increase the number of potential evacuation routes.

Policy CR-19.1 Improve street connectivity and walkability, including sidewalks and street crossings, to serve as potential evacuation routes.

Transportation Goals and Policies

Goal TR-1: Endeavor to be a self-supporting community with a transportation system that is adequate to support its local economic base.

- Policy TR-1.1 Coordinate plans, programs and projects with regional, state and federal agencies to ensure consistency between land use development and transportation facilities.
- Policy TR-1.2 The City and state agencies should investigate a full range of actions when improving regional transportation facilities. Actions should include transportation system and demand management programs, improve efficiency, and lessen environmental impacts.
- Policy TR-1.3 The City and state government should ensure adequate road access to scenic and recreational areas in order to accommodate local and tourist traffic.

Goal TR-2: Strive for a transportation system that is safe for children and adults.

- Policy TR-2.1 Strive to provide adequate access to the transportation system for persons with disabilities.
- Policy TR-2.2 The City and state government should work to reduce conflicts between rail and vehicular traffic wherever possible, and support enhancement of passenger rail and high speed rail planning efforts in the region.
- Policy TR-2.3 Continue to develop planning approaches that increase physical activity, such as walking and cycling.
- Policy TR-2.4 The City shall work with state agencies to designate arterial access points to ensure safety while maintaining acceptable Level of Service "E."
- Policy TR-2.5 The City should identify and utilize all available sources of funding for city road improvements including grants, loans, local improvement districts, licenses and impact fees.

Capital Facilities and Utilities Goals and Policies

Consistency with the Comprehensive Plan

Goal CF-1. Ensure that all capital budget decisions and planning activities are consistent with the Comprehensive Plan.

Policy CF-1.1 Make capital budget decisions in conformance with the Comprehensive Plan.

Financing

Goal CF-2. Ensure adequate funding is available to meet level of service standards.

- Policy CF-2.1 Reassess the Land Use Element of the Comprehensive Plan, re-evaluate LOS, project priorities, or sources of revenue if probable funding is insufficient to meet the needs of the community.
- Policy CF-2.2 Utilize impact fees or SEPA mitigation for development driven improvements.
- Policy CF-2.3 Balance the use of impact related fees with other public funding sources for financing system improvements to public facilities serving new development.
- Policy CF-2.4 Ensure that new development pays for its share of new infrastructure through fees or mitigation measures.

Inter-Jurisdictional Coordination

Goal CF-3. Coordinate the siting and maintenance of existing and new essential public facilities, such as solid waste, sewage, and water facilities, with Lewis County and other jurisdictions and service providers, to ensure adequate facilities and services are available to the community and ensure LOS standards are maintained.

- Policy CF-3.1 Inform and request that utility providers and other applicable jurisdictions review and comment on proposed development so that adequate utility services are provided in a timely manner.
- Policy CF-3.2 Work with utility providers and nearby jurisdictions to provide areas for services within public rights-of-way.

Level of Service (LOS) and Concurrency

Goal CF-4. Provide and maintain adequate public facilities within City boundaries that meet level of service standards and meet the needs of existing and new development.

- Policy CF-4.1 Provide high-quality public facilities and services that meet the City's LOS standards.
- Policy CF-4.2 Require that public facilities, services, and roads necessary for development are sufficient to support the development upon occupancy, without reducing established levels of service (LOS) standards.

Policy CF-4.3 Require the development review process to include an analysis of the impacts to the LOS of capital facilities, and do not issue any development permits that would result in a reduction of LOS below the established LOS standards .

Essential Public Facilities (EPF's)

Goal CF-5. Ensure the Comprehensive Plan does not preclude the siting of Essential Public Facilities.

Policy CF-5.1 Ensure public facilities and services are placed and sized to meet the long-term growth outlined in this Comprehensive Plan.

Policy CF-5.2 Site, develop, and upgrade public facilities that maximize accessibility and are environmentally and fiscally responsible.

Adequate and Equitable Provision

Goal CF-6. Provide adequate utility services to support the city's public health, safety, welfare, and economic base.

Policy CF-6.1 Establish levels of service (LOS) standards and identify capital improvements needed to achieve and maintain LOS.

Policy CF-6.2 Encourage the proactive phasing of utility projects to minimize construction disruption and reduce costs for City capital improvements.

Policy CF-6.3 Explore new water sources within the Urban Growth Area and consider opportunities to obtain additional water resources, including the acquisition of existing private water sources.

Policy CF-6.4 Provide water services to the Urban Growth Area consistent with state law, the Comprehensive Plan, and, when required, approval by Lewis County.

Goal CF-7. Ensure the provision of public facilities and services are equitably distributed throughout the City and do not result in disproportionate impacts.

Policy CF-7.1 Prevent disproportionate impacts, such as displacement, on vulnerable communities when making decisions regarding infrastructure investment or improvements.

Policy CF-7.2 Actively seek community input on public facility and service proposals, ensuring representation from historically marginalized or underserved communities.

Environmental Impacts and Energy Conservation

Goal CF-8. Avoid potential environmental impacts resulting from the provision of utilities.

Policy CF-8.1 Ensure grading, filling, and clearing activities, the disposal of dredge spoils and land excavation, and the maintenance of septic and other utility systems do not adversely impact critical areas or public health.

Policy CF-8.2 Require that all jurisdictions avoid impacts to threatened, endangered, or sensitive fish and wildlife species and habitats when evaluating and establishing commercial, industrial, or residential development.

Goal CF-9. Promote energy and resource conservation.

Policy CF-9.1 Encourage a recycling and composting program to reduce the proportion of solid waste that is sent to landfills.

Goal CF-10. Protect and enhance the environment including air and water quality, and the availability of water.

Policy CF-10.1 Continue to support the City's wellhead protection program to protect the city's groundwater resources.