

PLANNING ADVISORY COMMISSION AGENDA

October 21, 2019

Mason County Building 1 - Commission Chambers
411 N. 5th Street, Shelton, WA 98584

1. 6:00pm - Call to Order

- a. Roll Call
- b. Approval of Meeting Summary(s) – September 16, 2019 Regular Meeting
- c. Approval of Changes to Agenda by Commissioners or Staff (if any)
- d. Conflict of Interest Inquiry
- e. Next Meeting Date – November 18, 2019
- f. Committee/Staff Updates
- g. Other Business

2. 6:15pm— Public Comment on topics associated with the mission of the Planning Commission for which a public hearing is not being held. Please limit comments to 3 minutes.

• **6:30pm –Public Hearings:** Proposed Code Amendments to Title 17, Chapter 17.23 Festival Retail District (Belfair Urban Growth Area)

- Staff Presentation/Brief
- Questions for Staff
- Public Testimony
- Commissioner Deliberation
- Commissioner Vote

What is the Planning Commission?

The Mason County Planning Commission is a citizen advisory commission that is appointed by and advisory to the Mason County Commission on the preparation and amendment of land use plans and implementing ordinances such as zoning.

- The actions tonight are not final decisions; they are Commission recommendations to the Board of County Commissioners who must ultimately make the final decision. If you have any questions or suggestions on ways the Planning Commission can serve you better, please contact the Planning Office at 360-427-9670.

Americans with Disabilities Act (ADA) accommodations will be provided upon request, with reasonable, adequate notice.

Agendas are subject to change, please contact the Planning Office for the most recent version. The agenda was last printed on 10/11/2019 12:45 PM

STAFF REPORT
A PUBLIC HEARING for proposed amendments
to the Development Regulations, Section 17.23.020 relating to the
FESTIVAL RETAIL (FR) zone in the Belfair UGA

1. Contact Person

Kell Rowen, Planning Manager
Mason County Community Services
615 W. Alder St.; Shelton, WA 98584
360.427.9670 ext. 286

2. Introduction

Mason County Planning Staff is proposing an amendment to the Mason County Code Title 17 (Development Regulations), Section 17.23.020, adding “Residential units at a minimum density of four units per acre” as an allowed use in the Festival Retail (FR) District of the Belfair Urban Growth Area (UGA).

3. Discussion

Currently, the FR zone for the Belfair UGA allows “Multi-family dwelling units on upper floors” as the only allowed residential development. The proposal to allow residential units (of any type) without the restriction to upper floors gives greater flexibility to provide housing in Belfair.

Residential types would include:

- Stick built
- Mobile homes
- Manufactured homes
- Park models
- Tiny homes
- Duplex
- Triplex
- Multi-family

Although the FR zone in the Belfair UGA does not currently address the minimum “units per acre”, the typical Growth Management standard for residential development within an Urban Growth Area is a minimum of four (4) units per acre. There is no established maximum.

4. Recommendation

Staff asks that the PAC review and discuss the proposed amendments to the FR zone and recommend approval to the Board of County Commissioners for adoption.

5. Attachments

- Title 17, Section 17.23.020 with markup
- SEPA DNS
- Maps of the FR Zone in Belfair UGA



MASON COUNTY
Planning Division of Community Development
Planning DEPARTMENT
615 W. Alder St. Bldg. 8, Shelton, WA 98584
360-427-9670 ext 352

DETERMINATION OF NONSIGNIFICANCE
(WAC 197-11-340)
SEP2019-00088

Description of Proposal: CODE CHANGE TO TITLE 17, SECTION 17.23.020

Proponent: MASON COUNTY

Location of Proposal: 615 ALDER ST

Parcel Number: MASON COUNTY

Legal Description: COUNTY WIDE

Lead Agency: Mason County

The Lead Agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed Environmental Checklist and other information on file with the Lead Agency. This information is available to the public upon request.

Please contact Kell Rowen at 360-427-9670 x352 with any questions. This DNS is issued under WAC 197-11-340(2). The Lead Agency will not act on this proposal for 14 days from the date shown below, when the determination is final. Comments must be submitted to the Dept. of Community Development, 615 W Alder St, Shelton WA 98584 by 10/24/2019. Appeal of this determination must be filed with a 14-day period following this final determination date, per Mason County Code Chapter 15.11 Appeals.

Handwritten signature of Kell Rowen in blue ink.

Authorized Local Government Official

Handwritten date 10/10/2019 in blue ink.

Date

Environmental Checklist (WAC 197-11-960):**A. BACKGROUND****1. Name of Proposed Project:**

CODE AMENDMENT TO MASON COUNTY DEVELOPMENT REGULATIONS TITLE 17, SECTION 17.23.020, ADDING "RESIDENTIAL UNITS AT A MINIMUM DENSITY OF FOUR UNITS PER ACRE" AS ALLOWED USES IN THE FESTIVAL RETAIL (FR) ZONE FOR THE BELFAIR URBAN GROWTH AREA (UGA).

2. Name of Applicant

MASON COUNTY DEPARTMENT OF COMMUNITY SERVICES

3. Address and phone number of applicant and contact person

KELL ROWEN, PLANNING MANAGER
MASON COUNTY COMMUNITY SERVICES
615 W. ALDER ST.
SHELTON, WA 98584
(360) 427-9670 EXT. 286

4. Date Checklist Prepared:

OCTOBER 10, 2019

5. Agency Requesting Checklist

MASON COUNTY DEPARTMENT OF COMMUNITY SERVICES

6. Proposed timing or schedule (including phasing, if applicable):

THIS AMENDMENT WILL BE HEARD BY THE PLANNING ADVISORY COMMISSION IN OCTOBER OF 2019 AND THE BOARD OF COUNTY COMMISSIONERS IN DECEMBER OF 2019.

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

No

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

NONE

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

No

10. List any government approvals or permits that will be needed for your proposal, if known.

APPROVAL OF THE MASON COUNTY BOARD OF COMMISSIONERS

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

THIS PROPOSAL IS TO AMEND MASON COUNTY CODE TITLE 17, SECTION 17.23.020. FESTIVAL RETAIL (FR) DISTRICT IN THE BELFAIR UGA, SPECIFICALLY 17.23.020 (36) TO ADD AS ALLOWED USES; "RESIDENTIAL UNITS AT A MINIMUM DENSITY OF FOUR UNITS PER ACRE" IN ORDER TO ALLOW ADDITIONAL HOUSING CHOICES WITHIN THE DISTRICT.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the

range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

RESTRICTED TO THE FESTIVAL RETAIL (FR) ZONE WITHIN THE BELFAIR UGA.

B. SIGNATURE

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Kell Rowen 10/10/2019
Signature Date

Name of Signee Kell Rowen

Position Planning Manager

c. Supplemental sheet for nonproject actions [HELP]

(IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

Not Likely

Proposed measures to avoid or reduce such increases are:

Application of existing development regulations.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

Not likely

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

Application of existing development regulations.

3. How would the proposal be likely to deplete energy or natural resources?

Not likely

Proposed measures to protect or conserve energy and natural resources are:

Application of existing development regulations.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

Not likely

Proposed measures to protect such resources or to avoid or reduce impacts are:

Application of existing development regulations

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

Not likely

Proposed measures to avoid or reduce shoreline and land use impacts are:

Application of existing Shoreline Master Program regulations, development regulations and Resource Ordinance.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

There would be less demand on transportation, public services and utilities compared to other uses already allowed in the zoning district.

Proposed measures to reduce or respond to such demand(s) are:

N/A

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment. *N/A*

17.23.010 - "FR" Festival retail district—Purpose.

The primary purpose of the festival retail district is to combine business, cultural and civic activities into a cohesive community focal point which promotes pedestrian usage. Locations generally are areas not significantly impacted by critical areas and slopes. The district encourages pedestrian-oriented uses such as retail trade uses (excluding certain types of auto-oriented uses), eating and drinking places, hotels and motels, personal service uses, civic and educational uses, and special events (including a farmers' market). Professional offices and residential uses are permitted on upper floors to add vitality to the area and support businesses. Building heights are limited to four stories, but can go up to five stories in the downtown area if the development provides substantial pedestrian-oriented space. Overall commercial and residential densities are limited by height limits, parking requirements, site constraints, market conditions, and design guidelines. Design guidelines encourage pedestrian-oriented site and building design, good pedestrian and vehicular access, pedestrian amenities and open space, parking lot landscaping, and the integration of developments with the natural environment. Outdoor spaces within these areas should function as social settings for a variety of experiences, adding to the comfort and complexity of life in a village center environment, while maintaining a human scale and an ability for easy pedestrian circulation.

17.23.020 - Allowed uses.

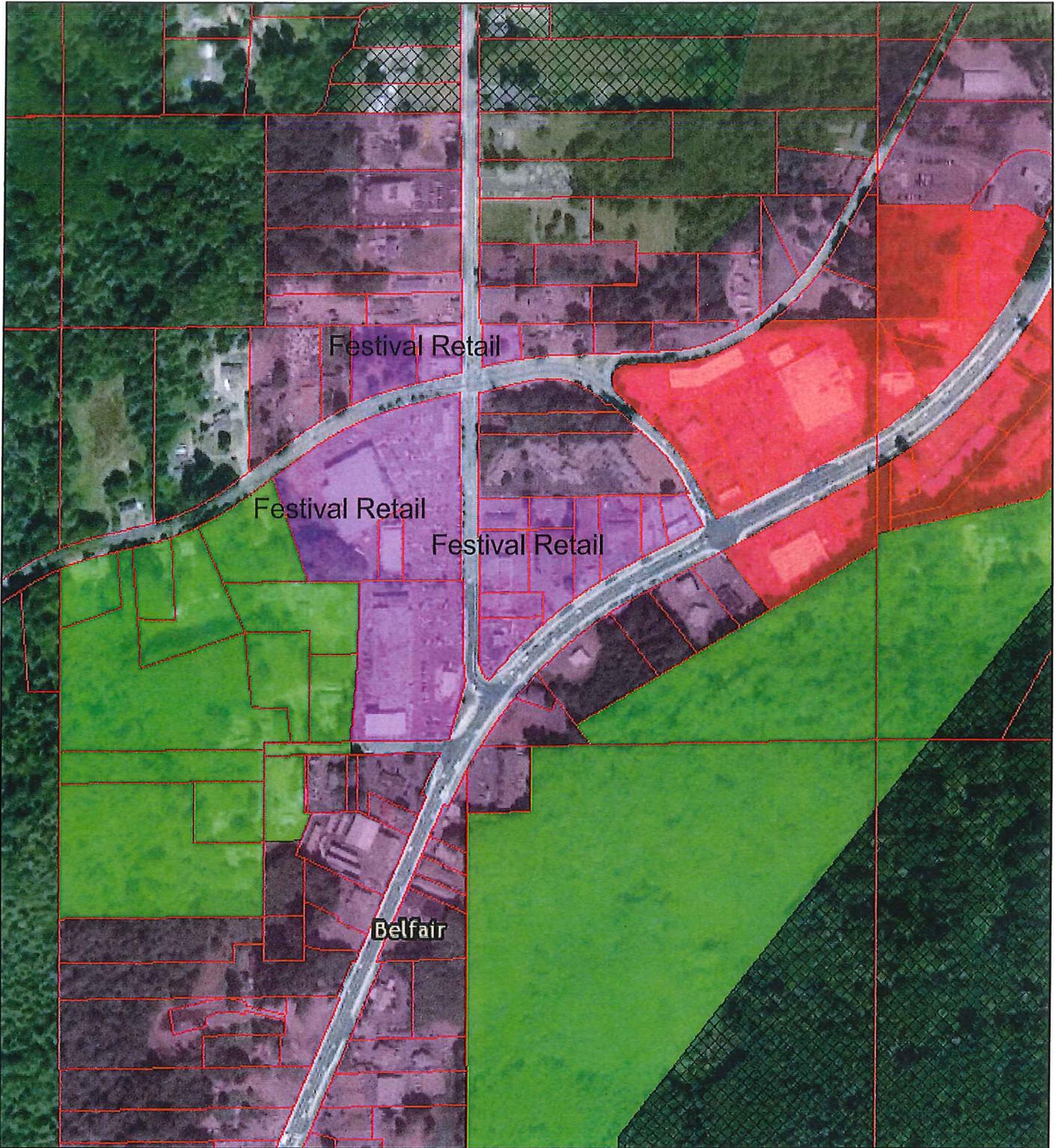
Uses allowed in the FR district shall be as follows:

- (1) Alcoholic beverage sales: package stores and wine shops;
- (2) Antique shops;
- (3) Appliance and communication equipment repair shop and/or sales;
- (4) Art galleries and artist studios;
- (5) Art and craft supplies, retail;
- (6) Bakeries, with on-site sales;
- (7) Bars and taverns other than those associated with full menu food service;
- (8) Bicycle shops;
- (9) Book stores;
- (10) Banks and financial institutions;
- (11) Barber and beauty shops;
- (12) Commercial child care centers;
- (13) Clothing sales and rentals and shoe stores;
- (14) Delicatessens;
- (15) Dry cleaners and laundries not including laundromats;
- (16) Fabric and yard goods stores;
- (17) Florists;
- (18) Food specialty shops, including: baked goods, meats, health foods, candies;
- (19) Furniture stores under fifty thousand square feet;

ATTACHMENT A

- (20) Grocery stores under fifty thousand square feet;
- (21) Hotels/motels as long as rooms are on upper floors;
- (22) Household specialty shops, including: plumbing, lighting, heating/cooling;
- (23) Hardware stores under fifty thousand square feet;
- (24) Hobby shops;
- (25) Jewelry stores;
- (26) Locksmiths;
- (27) Medical offices, excluding clinics, on upper floors;
- (28) Multi-family dwelling units on upper floors;
- (29) Music stores, recordings and instruments;
- (30) Paint and glass shops;
- (31) Pharmacies, dispensing;
- (32) Photographic studios;
- (33) Printing shops, publishing and reproduction;
- (34) Professional offices on upper floors;
- (35) Radio and television broadcasting stations;
- (36) Residential units at a minimum density of four units per acre
- ~~(36)~~(37) Restaurants, cafes and food stands;
- ~~(37)~~(38) Retail shops not otherwise named which are under five thousand square feet;
- ~~(38)~~(39) Second hand stores and pawn shops;
- ~~(39)~~(40) Sporting goods stores;
- ~~(40)~~(41) Stationary and office supply stores;
- ~~(41)~~(42) Theaters, live stage;
- ~~(42)~~(43) Theaters, motion picture;
- ~~(43)~~(44) Vehicle parts stores.

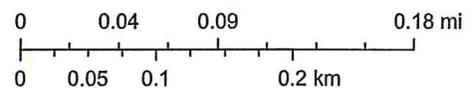
Mason County WA GIS Web Map



10/10/2019, 4:44:25 PM

1:5,436

- | | |
|--|--|
|  County Boundary |  General Commercial |
|  Tax Parcels (Zoom in to 1:30,000) |  General Commercial & Business Industrial |
| Belfair Zoning | |
|  Low Density Residential |  Long Term Agricultural |
|  Business Industrial |  Mixed Use |
|  Festival Retail |  Single Family Residential |



Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community, Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



MASON COUNTY

PLANNING ADVISORY COMMISSION

MASON COUNTY COMMUNITY SERVICES

615 W. ALDER STREET, SHELTON, WA 98584

Meetings held at: Commissioners' Chambers

411 N. 5th Street Shelton, WA 98584

REGULAR MEETING

September 19, 2019

MINUTES

1. CALL TO ORDER AND ROLL CALL

Aaron Cleveland, Planning Advisory Commission Vice Chair, called the meeting to order at 6:01 p.m. The following commissioners were in attendance:

**Morgan Ireland
Brian Smith**

**Deb Soper
Aaron Cleveland**

Excused: Marilyn Vogler

Staff: Kell Rowen – Planning Manager

Mariah Frazier – Clerical

Guest: Michael MacSems – Planner

2. REGULAR BUSINESS

A. APPROVAL OF MEETING MINUTES

Motion was made by Commissioner Ireland and seconded by Commissioner Smith to approve the minutes from the July 15, 2019 regular meeting as presented.

Vote:

4 in favor

0 opposed

Motion passed

B. CHANGES TO THE AGENDA

None.

C. CONFLICT OF INTEREST

None.

This is a short summary of the action that took place during the meeting. The audio recording of the meeting can be found on the Planning Advisory Commission page of the Mason County website.

D. NEXT REGULAR MEETING(S)

October 21, 2019

E. COMMITTEE/STAFF UPDATES

Kell stated that the application period for the Code Enforcement job had closed and would hopefully be following up with interviews in the next week or two.

F. OTHER BUSINESS

None.

3. PUBLIC COMMENT ON NON-AGENDA ITEMS – 6:04 p.m.

None.

Public Comment Closed – 6:04 p.m.

4. PUBLIC HEARINGS - 6:05 p.m.

Minor amendments to Title 16 (plats and subdivisions) and Title 17 (definitions) – 6:05 p.m.

Kell began by introducing Michael MacSems and giving an overview of why these amendments are needing to be adopted as they were in place prior to current zoning and would make Mason County consistent with state code. Kell explained the biggest change would be striking MCC 16.08.310, the definition of land, and creating MCC 16.10, Legal Lot Determination, as a clearer way of defining criteria for what is a legal lot. In creating MCC 16.10, language required adding the definition of a building site to MCC 17.06. The other changes made to MCC 16.36.010 and MCC 16.36.024 removed language regarding contiguous land and ownership and added exemptions to be consistent with state law RCW 58.17.

Commissioner Smith pointed out some minor typos while Commissioner Cleveland noted a format numbering inconsistency. After marking those changes, Commissioner Ireland asked if MuniCode is currently up to date and then asked as a procedural question if legal lot determinations are required for all development. Kell answered that they aren't required for all development but due to a lack of communication between departments when a parcel is divided for tax purposes and then indicated on GIS it can be confusing causing the need for one.

Public comment opened– 6:17 p.m.

- Constance Ibsen – Constance asked for clarification regarding contiguous parcels and legal lots by using a specific example to make sure she understood. Kell explained that with the proposed changes, Mason County will not recognize contiguous parcels under singular ownership as individual legal lots without meeting criteria of MCC 16.10.040.

Commissioner Ireland asked if this was only for contiguous undeveloped land by a single owner. Michael stated he looks at ownership rather than development and confirmed for Kell that there are provisions for single family residences allowing up to four legally built houses.

Constance again clarified by using a specific example to make sure she understood. Kell then reminded everyone that until the proposed changes are approved by the BOCC, the contiguous parcels would still be recognized as legal lots without meeting criteria.

Commissioner Smith clarified that the reference to a director in MCC 16.10.030 was referring to the Director of Community Development.

Before closing public comment, Commissioner Cleveland asked Constance if she had anything else to add. Constance confirmed with Kell that tide and shorelands will still not be considered land for the purposes of developing. She also clarified that if a property owner disagreed, they would be able to appeal the decision to the Hearings Examiner.

Public comment closed – 6:32p.m.

Commissioner Ireland asked Kell if the county was aware of the areas that would be affected by this change going forward and if a mailing notification went out to those people. Michael stated the areas with the most contiguous land were Allyn, Hoodsport, Union, and the Detroit Township in Grapeview. Kell stated no specific notice went out but she had been in contact with the title companies who typically deal with it a lot. Commissioner Ireland stated her concern was for a contiguous property owner selling a parcel to a new entity without doing a legal lot determination putting the new owner in a bad place. Michael explained that current zoning wouldn't really allow for it and Kell stated there are provisions in place to prevent it.

With no further discussion Commissioner Smith made a motion to recommend approval to BOCC with discussed changes. Motion was seconded by Commissioner Soper.

Vote:

4 in favor

0 opposed

Motion passed

5. ADJOURN

Commissioner Cleveland called the meeting adjourned at 6:35 pm.