

**Planning Commission Meeting
Wednesday, November 13, 2024**

Minutes

CALL TO ORDER

Commissioner Rutherford convened the meeting at 6:00pm.

PRESENT

Commissioner William Rutherford

Commissioner Matthew Rounsley

Commissioner Adam Carney

ABSENT

Commissioner Darnella Stenzel

HOUSEKEEPING

1. Agenda Approval

Recommended Action: Motion to approve the agenda as presented.

Motion made by Commissioner Rounsley, Seconded by Commissioner Carney.

Voting Yea: Commissioner Rutherford, Commissioner Rounsley, Commissioner Carney

Motion passes 3-0

2. Meeting Minutes Approval

Recommended Action: Motion to approve 09/11/2024 meeting minutes as presented.

Motion made by Commissioner Rounsley, Seconded by Commissioner Carney.

Voting Yea: Commissioner Rutherford, Commissioner Rounsley, Commissioner Carney

Motion passes 3-0

3. Meeting Minutes Approval

Recommended Action: Motion to approve 10/09/2024 meeting minutes as presented.

Commissioners accepted the cancelled meeting due to lack of quorum.

PUBLIC COMMENT

REPORTS

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Mayor Watterson reported to the Planning Commissioners that the new budget will not have impacts on them. He also stated that Public Works Director Troy Cannon let him know that it was discovered the old meters at the city wells were likely providing inaccurate reads, they have since installed new meters and believe that will play a big role in water rights.

4. At the end of October, the current residential and commercial inspector agreements came to an end. The City is now contracting with Pacific Testing and Inspection for building services.

Commissioner Rutherford read the building department report. Mayor Watterson provided a brief explanation.

PUBLIC HEARINGS

UNFINISHED BUSINESS

5. Comprehensive plan timeline update

Recommended Action: none.

Community Survey input

Recommended Action: review and provide input.

SCJ Planner Kirtsen introduced herself and presented the attached documents. The Commissioners provided input and made edits to the proposed community survey.

6. Review changes to the Planning Commission Application

Recommended Action: Review.

Commissioners reviewed the proposed planning commission application and had no changes.

NEW BUSINESS

7. Re-zoning of Tenino Food Bank warehouse location update.

Recommended Action: None.

Previous SCJ Planner Cristina's emailed recommendation was read to the planning commissioners. SCJ Planner Kirsten will review the city ordinances in regard to re-zoning.

ADJOURN

Commissioner Rutherford adjourned the meeting at 7:36pm.