

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS**  
**Mason County Commission Chambers, 411 North 5<sup>th</sup> Street, Shelton, WA**  
**March 14, 2017**

1. Call to Order – The Chairperson called the regular meeting to order at 9:02 am
2. Pledge of Allegiance – Lynn Longan led the flag salute.
3. Roll Call – Present: Commissioner District 1 - Randy Neatherlin; Commissioner District 2 – Kevin Shuttly; Commissioner District 3 – Terri Jeffreys.
4. Correspondence and Organizational Business
  - 4.1 Correspondence
    - 4.1.1 Sheriff Salisbury sent a letter about the Jail Overcrowding Population Cap.
    - 4.1.2 Kevin Frankeberger sent in an application for the Board of Equalization.
    - 4.1.3 Patricia Vandehey sent a letter concerning Green Diamond proposed changes to the Master Development Plan ordinance.
  - 4.2 Staff Recognition for Public Health Employee – Chair Kevin Shuttly
  - 4.3 News Release - Board of Equalization Membership - Chair Kevin Shuttly
5. Open Forum for Citizen Input –
 

Lynn Longan from the EDC announced that she would be going to Shanghai, China to talk about tourism, resources, and the cost of doing business in Mason County. She noted that Thurston County has been successful with this program and the hope is to bring some of that success here. Lynn said the most interest seems to be in tourism, aquaculture, renewable energy and the healthcare industry.
6. Adoption of Agenda - **Cmmr. Jeffreys/Neatherlin moved and seconded to adopt the agenda as published. Motion carried unanimously. N-aye; S-aye; J-aye.**
7. Approval of Minutes – None
8. Approval of Action Agenda:
  - 8.1 Approval to have the County Engineer sign the Mason County Turnback Agreement, TB3-0149 Amendment 1, with Washington State Department of Transportation. The agreement incorporates Exhibit A-1 as a supplement to Exhibit A of the original agreement.
  - 8.2 Approval to sign letter of support to the Department of Commerce regarding Amendment B to the contract with the Economic Development Council of Mason County. This amendment eliminates the Economic Symposium and moves \$10,000 in funding to the Business Recruitment Plan task.
  - 8.3 Approval of Veterans Assistance Fund applications for: Necessity Items \$750.00 and Utilities \$2,243.64 for a total of \$2,993.64.
  - 8.4 Approval to execute the Professional Services Contract with the Law Office of Jeanette W. Boothe, for contracted Public Defense services and to authorize Frank Pinter, Support Services Director to sign the contract on behalf of the County.
  - 8.5 Approval of the Memorandum of Agreement, Appendix A, between Mason County and the Washington State University Extension to provide funding between January 1, 2017 and December 31, 2017 for programs in Mason County.
  - 8.6 Approval of Treasurer Electronic Remittances
 

Community Health & Social Services 1/17-2/17	\$ 1518.56
Macecom 12/16-2/17	\$ 314,979.19
Mental Health 12/16-2/17	\$ 19,678.19
Mason County '08 12/16	\$ 248,755.63
2013 LTGO Bond 12/16	\$ 252,302.18
Professional Services/Banking 12/16	\$ 600.00

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Rustlewood Bond 12/16	\$	35,398.00
Capital Improvements Reet 2 1/17	\$	317,500.00
Rural Sales and Use Tax 1/17	\$	450,000.00
Belfair Wastewater & Water 1/17	\$	10.17
Road Diversion-Current Expense 1/17-2/17	\$	139,264.32
Budgeted Transfer to Trial Court Improvements 2/17	\$	5,863.00
<u>North Bay Case Inlet Payment 2/17</u>	<u>\$</u>	<u>298,472.00</u>
Total	\$	2,084,341.24

- 8.7 Approval of the Memorandum of Understanding between Mason County, Mason County Sheriff's office, and the Mason County Sheriff's Deputies Guild to convert one (1) Sergeant position to one (1) Lieutenant position and one (1) Deputy position to one (1) Corporal position and authorize the chair to sign.
- 8.8 Approval to award and execute contracts with Mendoza's Texas Style Food and North Mason Little League at MCRA and Sandhill parks; and to authorize Frank Pinter, Support Services Director, to sign the contracts on behalf of the County.
- 8.9 Approval to reschedule the public hearing regarding the 2017 Public Services Community Development Block Grant, originally scheduled on March 28, 2017 to Tuesday, April 4 at 9:30 am to allow adequate time for public notice.

**Cmmr. Jeffreys/Neatherlin moved and seconded to approve action items 8.1 through 8.9. Motion carried unanimously. N-aye; S-aye; J-aye.**

9. Other Business (Department Heads and Elected Officials)  
Cmmr. Shutty pointed out that all three commissioners were wearing their "Public Health is Essential" buttons and asked Dave Windom to speak about this campaign. Dave talked about public health and the funding that is needed especially in rural areas. He went on to discuss some of the programs handled by the Mason County Health Department.
10. 9:30 a.m. Public Hearings and Items set for a certain time
  - 10.1 Amendments to Chapter 17.12, Commercial zoning districts in the Allyn UGA, article I, village commercial district, section 17.12.110, Purpose, Section 17.12.120, Permitted Uses. Staff: David Windom **(Exhibit A - Res 10-17)**

Dave briefly discussed the current code and how Bill Isley had come forward to request a rezone because of a lack of funding for the Village Commercial (VC) zoning. He noted the following changes: Long-term occupancy was removed, non-transient residential uses were removed, and multi-family dwelling units with a minimum of four units per acre were added.

Jeff Cary voiced concern because changing VC zoning doesn't address other zoning issues in the area. He explained that density could be an issue because of the varying allowances in Allyn. Jeff explained that if a minimum of four dwelling units are required, a block with four owners could have up to 16 units. Dave explained that may not be allowed due to varying factors such as parking and other planning issues.

Cmmr. Neatherlin questioned why the Planning Advisory Commission (PAC) pushed for multi-family dwelling units. Dave explained that the PAC is interested in Tiny Homes and thought this area would work well for that since the lots have sewer and water.

Bill Isley spoke and explained why he originally asked about changing the zoning. He explained how the financial crash of 2008 changed the way banks lend which made it impossible to build in VC zoning.

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Cmmr. Neatherlin voiced concern with this change. He said that changing the zoning to multi-family may actually hinder growth. Cmmr. Jeffreys and Cmmr. Neatherlin discussed the possibility of other zoning types.

Jeff Cary questioned what happens if a multi-family unit doesn't fit on the lot. Cmmr. Neatherlin explained that if it doesn't fit, you cannot build it.

Cmmr. Jeffreys asked Mr. Isley if the proposed changes would be helpful to him or if there were other issues that need to be addressed. Mr. Isley said that the current building he has would be non-conforming with this change, and banks still may not assist him. Cmmr. Neatherlin questioned the possibility of a Special Use Permit. Dave noted that had not been discussed and he'd need to do some research.

Cmmr. Neatherlin asked if this topic could be tabled for two weeks. He said that the current building on Mr. Isley's parcel is what started this discussion and it will not be covered under these changes. Cmmr. Jeffreys said that that this topic has been in discussion for quite some time and she is ready to vote. She welcomed any suggestions from Mr. Cary. Cmmr. Shutty agreed with Cmmr. Jeffreys and said this is a proactive step towards streamlining county zoning regulations. He suggested approval of the proposed changes with a caveat to continue the improvement of development regulations.

Cmmr. Jeffreys/Shutty moved and seconded to approve Amendments to Chapter 17.12, Commercial zoning districts in the Allyn UGA, article I, village commercial district, section 17.12.110, Purpose, Section 17.12.120, Permitted Uses. **N-nay; S-aye; J-aye.**

11. Board's Reports and Calendar - The Commissioners reported on meetings attended the past week and announced their upcoming weekly meetings.

12. Adjournment – The meeting adjourned at 10:18

ATTEST:

  
Melissa Drewry, Clerk of the Board

BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON

  
Kevin Shutty, Chair

  
Terri Jeffreys, Commissioner

  
Randy Neatherlin, Commissioner

ORDINANCE NUMBER 10-17

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**TITLE 17 - ZONING**

AMENDMENTS TO CHAPTER 17.12, COMMERCIAL ZONING DISTRICTS IN THE ALLYN UGA, ARTICLE I, **VILLAGE COMMERCIAL DISTRICT**, SECTION 17.12.110, PURPOSE, SECTION 17.12.120, PERMITTED USES

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ORDINANCE amending Title 17, Zoning, Chapter 17.12, Commercial Zoning Districts in the Allyn UGA, Article I, Village Commercial District, Section 17.12.110, Purpose, Section 17.12.120, Permitted Uses, and Section 17.12.160 Additional Development and Design Criteria; and Allowed Uses.

WHEREAS, amendments to Title 17 of the Mason County Code fall under the authority of Chapter 36.70 and 36.70A RCW;

WHEREAS, in an effort to afford some modified mixed uses, the Village Commercial district in the Allyn Urban Growth Area allow for all residential uses to be directed to the second or upper floors of new and existing development; and

WHEREAS, changes in mortgage securities have make it inherently more difficult to fully realize development options for this type of mixed use arrangement in a single structure; and

WHEREAS, amending these sections to more traditional forms of side by side mixed commercial and allowing ground floor residences will promote a more feasible pattern of development; and

WHEREAS, this Ordinance amends Chapters 17.12 and 17.23 to remove the regulation preventing residential uses on the ground floor in the Village Commercial and district; and

WHEREAS, the Mason County Planning Advisory Commission conducted a public hearing on January 23, 2017 and recommend adoption of amendments by the Commissioners; and

NOW THEREFORE, BE IT HEREBY ORDAINED that the Board of Commissioners of Mason County hereby amends the Mason County Code Title 17 (Zoning), Sections 17.12.110, 17.12.120, 17.12.160 with respect residential uses. (See Attachment A)

DATED this 14<sup>th</sup> day of March 2017.

ATTEST:

  
Clerk of the Board

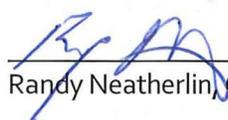
APPROVED AS TO FORM:

  
Tim Whitehead, Chief DPA

BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON

  
Kevin Shutty, Chair

  
Terri Jeffreys, Commissioner

  
Randy Neatherlin, Commissioner

ATTACHMENT A

TITLE 17 – ZONING

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CHAPTER 17.12 – COMMERCIAL ZONING DISTRICTS IN THE ALLYN UGA  
ARTICLE I. "VC" – VILLAGE COMMERCIAL DISTRICT  
SECTION 17.12.110 – PURPOSE

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Article I. - "VC"—Village Commercial District

17.12.110 - Purpose.

The village commercial district is a pedestrian and transit oriented mixed use district primarily designed as a location for neighborhood, community wide and tourist retail, office, restaurant, entertainment, service uses, including transient accommodations, and residential uses. The district will provide opportunities for transit routes and stops and to provide shared parking opportunities. Physically the district will retain the pedestrian oriented scale and intensity of use of the rest of the village core area. Because of its nature the village commercial district zone may only be located in the village center.

1. Goals of the district are:
  - (A) Promote private development and uses, which complement public streetscape, infrastructure and governmental improvements and uses;
  - (B) Foster civic pride in the area and thereby stabilize and improve property values and stimulate business investment;
  - (C) Encourage new uses and services consistent with the downtown, pedestrian oriented character of the area to achieve a viable and sustainable commercial district;
  - (D) Prohibit new uses that are incompatible with the function and purpose of the district and encourage the relocation to other locations in the community, of existing nonconforming uses;
  - (E) Encourage efficient land use and investment in the rehabilitation, expansion and use of existing structures and in-fill sites through increased zoning densities and parking allowances and flexibility;
  - (F) Encourage the concept of "mixed" commercial, residential and civic uses in order to, provide affordable housing opportunities, provide a diverse market for retail goods and services, promote alternative modes of transportation, maximize the use of public infrastructure investments and foster a greater sense of "neighborhood" within the district;
  - (G) Encourage a sense of "ownership" of the village core within all members of the community as the social and cultural heart of the village by providing opportunities for cultural and celebratory events and development of public spaces and buildings;
  - (H) Promote a physical environment through architectural, streetscape and open space improvements that are evocative of the historic and natural character of the community;
  - (I) Provide shared parking opportunities;
  - (J) Promote tourist oriented market opportunities including water-related activities.

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CHAPTER 17.12 – COMMERCIAL ZONING DISTRICTS IN THE ALLYN UGA  
ARTICLE I. “VC” – VILLAGE COMMERCIAL DISTRICT  
SECTION 17.12.120 – PERMITTED USES

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17.12.120 - Permitted uses.

The following uses, subject to applicable licensing and development regulations, shall be allowed outright within the "VC" district:

- (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) Vehicle parts store;
- (7) Bakery, with on-site sales;
- (8) Bicycle shops;
- (9) Book stores;
- (10) Banks and financial institutions;
- (11) Barbers and beauty shops;
- (12) Camera shop;
- (13) Catering;
- (14) Clothing sales and rentals and shoe stores;
- (15) Delicatessen;
- (16) Dry cleaners and laundries not including laundromats;
- (17) Fabric and yarn goods;
- (18) Florists;
- (19) Food Stores, retail including groceries, bakers, butchers, health, candy;
- (20) Furniture stores;
- (21) Grocery stores;
- (22) Hotels/motels;
- (23) Household fixtures including plumbing, lighting, heating/cooling;
- (24) Hardware stores;
- (25) Hobby shops;
- (26) Jewelry store;
- (27) Locksmith;
- (28) Medical offices, clinics, equipment and services (i.e., labs);
- (29) Multi-Family dwelling units (min 4 du/acre)
- (30) Music stores, recordings and instruments;
- (31) Offices;
- (32) Paint and glass shops;
- (33) Pharmacy, dispensing;
- (34) Photographic studio;

- (35) Printing, publishing and reproduction;
- (36) Radio and Television broadcasting station;
- (37) Restaurants, cafes and food stands: sit down and walk up;
- (38) Retail shops not otherwise named similar in size, character and impacts;
- (39) Second hand stores and pawn shops;
- (40) Sports related service businesses such as kayak rentals, boat tours, scuba instruction;
- (41) Sporting goods store including equipment rental and repair;
- (42) Stationary and office supply stores;
- (43) Toy stores;
- (44) Theater, live stage;
- (45) Theater, motion picture, one screen and no more than two hundred fifty seats;
- (46) Tourism related retail and service businesses such as travel, tour and event agencies;
- (47) Transit stops;
- (48) Dance and music studios.

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CHAPTER 17.12 – COMMERCIAL ZONING DISTRICTS IN THE ALLYN UGA  
ARTICLE I. "VC" – VILLAGE COMMERCIAL DISTRICT  
SECTION 17.12.160 – ADDITIONAL DEVELOPMENT AND DESIGN CRITERIA

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17.12.160 - Additional Development and Design Criteria.

Development criteria are established to ensure compatibility of uses permitted within the district, to encourage good building and landscaping design, and to ensure the protection of the public health, safety and general welfare. In addition to development regulations found elsewhere in this title the following standards shall apply to development projects within the "VC" district. Additional standards for setbacks are in Section 17.10.460.

(1) General criteria.

- (A) Parking. Required parking for the "VC" district shall be as stipulated in Chapter 17.14 "Off-Street Parking" of this title.
- (B) Signs. Private signage shall be allowed as stipulated in Chapter 17.15, "Signs" of this title.
- (C) Trash. Exterior trash containers shall be located within enclosures matching design criteria on file with the building and public works department except where placed outside at a designated location for collection the same day as the collection is scheduled.
- (D) Storage. All exterior storage shall be screened from view behind solid walls or fences no greater than eight feet in height.
- (E) Fencing. Fencing shall be decorative and compatible in design and integrated with architecture of the associated use. Fences, except for storage areas, shall be no more than six feet in height and shall not obstruct line of sight clearance or safety exiting.
- (F) The address of all buildings and individual units shall be displayed on the exterior of the building, including on alley frontages, in a manner that allows for easy identification by the public and emergency response personnel.

- (G) Entries. Each building and commercial units within buildings, shall have at least one primary entry on any street frontage unless units with a building share a common entry from which the unit may be accessed during all business hours. Entries shall be clearly defined, oriented to pedestrian travel ways and away from vehicle driveways. Entries shall be provided with weather protection.
- (H) Structures shall be located proximate to the street to promote store front display, pedestrian activity and a harmonious streetscape while leaving opportunities to create space between building tells and the public sidewalk for exterior uses, sign displays, exterior seating, landscaping, architectural interest such as cantilevered second stories, canopies and esplanades and to provide locations for public art and information.
- (I) All electrical, mechanical and plumbing equipment, including roof equipment, and appurtenances shall be screened from view or otherwise architecturally treated except those required for safety purposes.
- (J) Architecture and Aesthetics. (Reserved).
- (2) Commercial.
  - (A) All street doors shall be for pedestrian access only.
  - (B) Loading Areas. Loading or pick-up of merchandise or materials shall be restricted to alleyways or designated on-site loading areas.
  - (C) Outdoor Display of Sales of Merchandise. The outdoor sale or display of merchandise, whether on-site or on public property or right-of-way, shall only be allowed as permitted under guidelines approved by the county board of commissioners.
  - (D) Canopies, signs, balconies and other architectural projections may encroach into the public right-of-way with approval of an encroachment permit by the public works director and when an overhead clearance of a minimum of eight feet is maintained.
  - (E) Ground floor frontages shall be provided with large framed display windows above a height of three feet so that at least fifty percent of the frontage wall is transparent between a height of three feet and below eight feet.
- (3) Residential. Required residential parking shall be provided on site.