



City of Olympia

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Amy Buckler
(360) 570-5847

Meeting Minutes Planning Commission

Monday, July 1, 2013

6:30 PM

Room 112

Planning Commission Finance Subcommittee

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

1.A ROLL CALL

Commissioners Present: Chair Roger Horn, Jerry Parker, Carole Richmond, Max Brown, Kim Andresen

Commissioners Excused: Judy Bardin

2. APPROVAL OF AGENDA

The agenda was approved.

3. PUBLIC COMMENT - None

4. BUSINESS ITEMS

[13-0510](#) Review of Previous Recommendation Letters, CFP and Subcommittee Agenda for 2013

Chair Roger Horn presented a list of business items for discussion:

A. Review Agenda

1. Review 2013 CFP letter
2. Review 2013 LCDIP letter
3. Go over Capital Facilities element & CFP 2013-18
4. Assign Chapters for 2014-19 CFP/ choose members
5. Set meeting schedule & target dates

Chair Horn began with number three, "go over Capital Facilities element & CFP 2013-18" for review. He explained the Comprehensive Plan no longer has the CFP element within the Comprehensive Plan document. The Capital Facilities Plan (CFP) goals and policies are now in a stand-alone document with the CFP projects. Chair Horn referred to the Comprehensive Plan section of the WAC and the RCW, with the purpose of highlighting the requirement of the Planning Commission to review the CFP.

Chair Horn explained the difference between the CFP and the Capital Improvement Plan (CIP). The CFP is a bigger plan that includes utilities, while the CIP is general money that goes to general government and parks, overall CIP is more constrained.

Chair Horn reviewed the Subcommittee's understanding of the CFP documents by breaking them down into three elements: consistency with the Comprehensive Plan, long range community investment plan the mayor asked the Commission to do, and review of the Goals & Policies ("CFP Element of the Comprehensive Plan Proposed Edits to Goals & Policies document").

The Subcommittee reviewed each Planning Commission recommendation and broke down what the purpose of each is. Commissioner Parker referenced to Planning Commission recommendation 9 and suggested that throughout the letter there should be interconnectedness with the Comprehensive Plan.

Commissioner Parker asked a hypothetical question regarding sea level rise; if the City decided to address sea level rise by building a sea wall, would the CFP plan then be adjusted to adapt to the costs affiliated with the construction? Chair Horn explained the CFP would add that decision to the CFP and the money would be taken from a different project depending on prioritization.

Chair Horn explained that the Subcommittee premise is to come up with ideas for both the six-year and twenty-year plans. Their purpose is to encourage the Council to proceed with projects as well as suggest new ideas.

Chair Horn reviewed the the October 29, 2012 letter. The basic idea of the letter is to proceed with the twenty-year plan by following the stated recommendations. Council will decide whether the Planning Commission will continue working on the plan this year.

The Subcommittee assigned chapters from the CFP document to review and develop ideas and recommendations for the City staff-hosted meeting set for a later date.

Chair Horn asked who would like to be apart of the Subcommittee: Chair Horn, Commissioner Parker, Commissioner Judy Bardin who is not in attendance, Commissioners Max Brown, Kim Andresen and Carole Richmond. Commissioners Andresen and Brown will split the chapters; Drinking Water, Waste Water, Storm and Surface Water. Commissioner Richmond will take the Parks Chapter. Commissioner Bardin will take the General Capital Facilities chapter. Commissioner Parker will take the School District chapter and help support Chair Horn on the Transportation chapter. Chair Horn will take the Transportation and Transportation Projects funded with impact fees chapters.

The next Subcommittee meeting will occur July 31, 2013 from 6:30 p.m. to 8:30 p.m. and questions relative to each chapter will be discussed.

The work session was completed.

5. ADJOURNMENT

Chair Horn adjourned the meeting at 8:40 p.m.