



# Meeting Minutes

## Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Joyce Phillips  
360.570.3722

---

**Monday, November 6, 2017**

**6:30 PM**

**Room 207**

---

**1. CALL TO ORDER**

Chair Mark called the meeting to order at 6:30 p.m.

**1.A ROLL CALL**

**Present:** 6 - Chair Brian Mark, Vice Chair Mike Auderer, Commissioner Rad Cunningham, Commissioner Paula Ehlers, Commissioner Carole Richmond and Commissioner Missy Watts

**Excused:** 2 - Commissioner Tammy Adams and Commissioner Travis Burns

**OTHERS PRESENT**

Community Planning and Development staff:  
Deputy Director Leonard Bauer  
Senior Planner Joyce Phillips  
Minutes Recorder Stacey Rodell

**2. APPROVAL OF AGENDA**

The agenda was approved.

**3. APPROVAL OF MINUTES**

**3.A** [17-1069](#) Approval of the October 2, 2017 Olympia Planning Commission Meeting Minutes

The minutes were approved.

**3.B** [17-1070](#) Approval of the October 16, 2017 Olympia Planning Commission Meeting Minutes

The minutes were approved.

**4. PUBLIC COMMENT - None**

**5. STAFF ANNOUNCEMENTS**

Ms. Phillips informed the Commission of upcoming meeting dates and provided a brief update on building projects.

Mr. Bauer announced the Community Planning and Development Department has hired a new Economic Development Director, Mike Reid.

## 6. BUSINESS ITEMS

- 6.A [17-1113](#) Downtown Urban Infill Area State Environmental Policy Act (SEPA) Ordinance - Deliberation

Mr. Bauer provided a brief recap of the Downtown Urban Infill Area State Environmental Policy Act (SEPA) Ordinance process to date.

The Commission deliberated.

**Commissioner Ehlers moved, seconded by Commissioner Auderer, to recommend approval of an ordinance to establish Downtown as a SEPA urban infill exemption allowance area. The motion passed unanimously.**

- 6.B [17-1121](#) Comprehensive Plan for the Olympia Urban Growth Area - A Joint Plan with Thurston County

Ms. Phillips presented information regarding the Comprehensive Plan for the Olympia Urban Growth Area and a joint plan with Thurston County via a PowerPoint presentation. A copy of the presentation can be found in the meeting details on the City's website.

**The information was received.**

- 6.C [17-0984](#) Suggestions for the Preliminary 2018 - 2019 Planning Commission Work Plan

Ms. Phillips presented a preliminary draft 2018 work plan. The Commission discussed the draft and discussed other items it may want to add to the work plan. This item will be discussed further at the next Commission meeting.

**The information was discussed.**

- 6.D [17-1120](#) Planning Commissioner Officers for 2018 - Nominations

The Commission discussed the officer positions for 2018.

Chair Mark nominated Commissioner Cunningham for Chair of the Planning Commission, Commissioner Auderer for Vice Chair of the Planning Commission and Commissioner Richmond for Chair of the Finance Sub-Committee of the Planning Commission for 2018.

**Vice Chair Auderer moved, seconded by Commissioner Ehlers, to elect Commissioner Cunningham Chair of the Planning Commission. The motion passed unanimously.**

**Chair Mark moved, seconded by Commissioner Cunningham, to elect**

**Commissioner Auderer Vice Chair of the Planning Commission. The motion passed unanimously.**

**Vice Chair Auderer moved, seconded by Commissioner Ehlers, to elect Commissioner Richmond Chair of the Finance Sub-Committee of the Planning Commission. The motion passed unanimously.**

## **7. REPORTS**

Vice Chair Auderer reported on the Thurston County Comprehensive Plan update.

Commissioner Richmond reported on the following:

- Presentation of the Commissions' recommendation for the Capital Facilities Plan (CFP) to City Council. She suggested the Commission should begin the review process earlier next year.
- An event held by Olympians for People-Oriented Places (O-POP)
- Design guidelines workshop
- Food summit at South Puget Sound Community College (SPSCC)
- Final Missing Middle workgroup meeting

## **8. OTHER TOPICS - None**

## **9. ADJOURNMENT**

The meeting adjourned at 8:24 p.m.