



Meeting Minutes

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501
Contact: Joyce Phillips
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Monday, August 15, 2016

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: 5 - Chair Brian Mark, Commissioner Travis Burns, Commissioner Paula Ehlers, Commissioner Darrell Hoppe and Commissioner Carole Richmond

Excused: 2 - Vice Chair Mike Auderer and Commissioner Jerome Parker

Absent: 2 - Commissioner Negheen Kamkar and Commissioner Missy Watts

OTHERS PRESENT

Community Planning and Development Senior Planner Joyce Phillips
Senior Planner Linda Bentley
Lead Code Enforcement Officer Chris Grabowski

2. APPROVAL OF AGENDA

Chair Mark indicated one correction to the agenda. The upcoming meeting is on September 19, 2016.

The agenda was approved as amended.

3. APPROVAL OF MINUTES

3.A [16-0899](#) Approval of July 25, 2016, Olympia Planning Commission Meeting Minutes

The minutes were approved.

3.B [16-0900](#) Approval of the August 1, 2016 Olympia Planning Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. STAFF ANNOUNCEMENTS

Ms. Phillips made the following announcements:

- Reminder: Due to the Labor Day Holiday, there is no Planning Commission meeting the first Monday in September. The next meeting will be Monday, September 19, 2016.
- There were about 50 people who attended the Neighborhood Meeting last week about the Green Cove Estates subdivision application. The first comment period ended on August 15, 2016 at 5:00 p.m. The proposed application is for a subdivision of 50.28 acres into 177 single family lots; ten tracts for wetlands and associated buffers, tree preservation, transit stop, stormwater and open space; and associated improvements for roads and utilities.
- Email sent on August 15, 2016 to those who indicated an interest in working on the Capital Facilities Plan subcommittee. The email contained a link to a Doodle Poll with dates and times Roger Horn is available. She urged the Commission to check its email and respond to the poll, then check for a calendar invite later this week for the time that works for the most people. There may be a meeting as early as Tuesday, August 23, 2016.

6. BUSINESS ITEMS

6.A [16-0914](#) CAO Phase 2 - Locally Important Species and Habitat

Ms. Bentley provided a briefing on Critical Area Ordinance (CAO) Phase 2 - Locally Important Species and Habitat. During the update to the City's Comprehensive Plan in 2014, citizens and elected officials expressed a desire to protect "locally important species and habitat." The City included relevant goals and policies in the adopted Comprehensive Plan and included further work on that task as part of the Critical Areas Ordinance (CAO) update. The original CAO update deadline of June 30, 2016, did not leave enough time to thoroughly consider possible changes to protections in the Important Habitat and Species section of Olympia Municipal Code (OMC) 18.32.300 and to also complete the updates required by the Growth Management Act (GMA).

Consequently, the City divided the tasks into the following phases:

- Phase 1: The update required in the GMA, which was adopted by City Council July 19, 2016
(2nd Reading will be on August 16, 2016)
- Phase 2: Investigation of options available to protect "locally important habitat and species"
- Phase 3: Shoreline Master Program amendment

The information was received.

6.B [16-0913](#) Public Hearing on Proposed Changes to Regulations Pertaining to Zoning and Buffers for Cannabis Land Uses

Code Enforcement Officer Grabowski briefly stated information about the public hearing being held regarding the proposed zoning ordinance of expanding

recreational cannabis production, processing and sales.

Chair Mark opened the public hearing.

There were no members of the public who indicated they wanted to testify.

Chair Mark closed the public hearing.

Chair Mark stated the Commission could deliberate on this issue tonight or at its next meeting.

Commissioner Ehlers moved, seconded by Commissioner Richmond to deliberate on this issue at this meeting. The motion passed unanimously.

The Commission deliberated.

Commissioner Hoppe moved to change the City's reduced 500 foot buffer on all protected uses to match the state minimum allowed 100 foot buffer on all protected uses. The Commission discussed Commissioner Hoppe's proposal. There was not a second.

Commissioner Richmond moved, seconded by Commissioner Burns, to recommend the proposed changes to regulations pertaining to zoning and buffers for Cannabis land uses be approved and forwarded on to City Council. The motion passed unanimously.

6.C [16-0907](#) 2017-2022 Capital Facilities Plan - Review of Comments Received

Chair Mark indicated the Planning Commission is forming a subcommittee to make recommendations in regard to the Capital Facilities Plan. He indicated the Commission had received public comments regarding the lack of funding for bicycle paths in the Plan. He suggested this be reviewed by the subcommittee.

The discussion was completed.

6.D [16-0906](#) Planning Commission Retreat

The Commission reviewed a draft agenda and completed its discussion regarding the retreat agenda. The date and time have yet to be determined.

The discussion was completed.

7. REPORTS

Commissioner Hoppe presented a Design Review Board update regarding the Briggs Village project.

Chair Mark indicated former Planning Commissioner Max Brown offered to be a speaker at the Commission's annual retreat.

9. ADJOURNMENT

The meeting was adjourned at 7:41 p.m.