



# Meeting Minutes

## Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501  
Contact: Joyce Phillips  
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**Monday, February 1, 2016**

**6:30 PM**

**Room 207**

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**1. CALL TO ORDER**

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

**1.A ROLL CALL**

**Present:** 7 - Chair Carole Richmond, Vice Chair Max Brown, Commissioner Kim Andresen, Commissioner Darrell Hoppe, Commissioner Jerome Parker, Commissioner Robert Ragland, and Commissioner Missy Watts

**OTHERS PRESENT**

Community Planning and Development Principal Planner Todd Stamm  
Deputy Director Leonard Bauer  
Senior Planner Joyce Phillips  
Senior Planner Nicole Floyd  
Senior Planner Amy Buckler  
Public Works Senior Planner Laura Keehan  
Engineering and Planning Supervisor Eric Christensen

**2. APPROVAL OF AGENDA**

Chair Richmond asked to move Item 6.B to the end of Business Items after 6.D.

**The agenda was approved as amended.**

**3. APPROVAL OF MINUTES**

The minutes from the January 25, 2016 Planning Commission meeting were unavailable. They will be available by the next Commission meeting.

**4. PUBLIC COMMENT - None**

**5. STAFF ANNOUNCEMENTS**

Mr. Bauer introduced Community Planning and Development's new Senior Planner, Nicole Floyd. Ms. Floyd stated she was excited to be working for the City of Olympia and looks forward to working with the Planning Commission. The Commission welcomed Ms. Floyd.

Mr. Bauer gave an update on the Community Renewal Area Planning process:

- Tuesday - February 2, 2016 City Council has on their agenda consideration of the developer that has been chosen from request for proposals process.
- Monday - February 8, 2016 Community Economic & Revitalization Committee will be considering the beginnings of the exclusive negotiating agreement with chosen developer.

Ms. Phillips announced:

- The application acceptance deadline for the Planning Commission vacancies has been extended until 4:00 p.m. on February 12, 2016.
- The Olympia Yacht Club is working on replacing some of their floating docks in boat slips and decking on their docks. They plan to start work this spring. The work will be done in phases that will take approximately four years.
- The Kaiser-Harrison opportunity area had an updated market study done. There have been interviews with stakeholders and property owners. Public workshops are planned for February and March.
- A tour of 123 4th Avenue building will be made available for three members of the Planning Commission on Thursday - February 11, 2016 at 1:00 p.m.

## 6. BUSINESS ITEMS

### 6.A [16-0118](#) Low Impact Development (LID) Code Revisions - Public Hearing

Mr. Christensen reviewed LID code Revisions.

Chair Richmond opened the public hearing.

Clydia Cuykendall spoke in support of staff recommendations and urges the Commission to approve the revisions.

Chris Montague-Breakwell stated:

- It is unclear to him what exactly the variance process is and how it aligns with the Phase II Permit Appendix I Section VI - Variance Assumptions Requirements.
- If the language isn't corrected it could be potentially damaging to the City.
- This issue needs to be corrected and he will submit his concerns in writing to the Commission.

Lou Guethlein spoke in support of staff recommendations and urges the Commission to approve the revisions.

Joshua Deal, Olympia Master Builders (OMB) Government Affairs Director said he represents developers who are concerned about:

- Development of permeable pavements.
- Cost effectiveness and longevity of permeable pavement.
- Flexibility on sloped properties.
- Consistency between municipalities.

Kellen Mangan, a local home builder, owner of High Definition Homes is attending this meeting to:

- Learn more about LID.
- See what the thoughts are about the code revisions.

Bob Jacob stated he has been dealing with stormwater issues for over 20 years and believes:

- We need to preserve 65 percent coniferous tree cover and allow no run-off (called 65/0).
- The code revisions will not affect the Sound in the positive.
- The 65/0 approach for new and redevelopment should be adopted by Council.

Jane Stavish is representing the protection of wildlife and is:

- Concerned about builders wanting flexibility.
- Inquiring about porous asphalt maintenance.
- Inquiring about maintenance enforcement on properties that install the porous pavement.
- Concerned about public safety and children's exposure to toxins in bio-retention swells.
- Encouraging the City to adopt a stronger maintenance plan.

Jim Zahn is concerned about:

- Vegetation and the amount of trees required to be placed on small lots.
- Two foot overhang requirement over an impervious area. The size may be too restrictive if the intent is to protect the structure from rain.

Chair Richmond closed the public hearing and indicated written comments will be accepted until February 12, 2016 - 5:00 p.m.

Commission Discussion:

- Reducing small parking spaces
- Pin foundations
- Reduction in parcel size for clearing permits
- Cottage housing zoning on remaining undeveloped land

**The public hearing was held and closed.**

**6.B**     [16-0125](#)     2016 Planning Commission Work Plan - Recommendation (Continued)

**Vice Chair Brown moved, seconded by Commissioner Andresen, to recommend approval of the work plan and forward it to the City Council for consideration. The motion carried by the following vote:**

**Aye:**         7 - Chair Richmond, Vice Chair Brown, Commissioner Andresen, Commissioner Hoppe, Commissioner Parker, Commissioner Ragland and Commissioner Watts

**6.C**     [16-0124](#)     Downtown Land Use Inventory - Briefing

Ms. Buckler gave a briefing.

**The information was received.**

**6.D**     [16-0068](#)     Housing in Olympia Report - Discussion

Mr. Stamm gave a briefing:

- The updated Olympia Comprehensive Plan adopted in December of 2014 provides that, "The City will annually provide information to citizens on affordable housing, family incomes, and market-rate housing."
- Consistent with this directive, staff will be preparing the first such report, tentatively entitled 'State of Housing in Olympia,' for release in 2017.
- Staff provided Commissioners with a snapshot of the types of information that may be included in the 2017 report.

**The information was received.**

**7.     REPORTS**

Commission Parker reported he will be joining a multi-modal task force for transportation.

Chair Richmond and Commissioner Andresen attended the General Government meeting on Friday:

- The Arts Commission indicated they want to go forward with a Request For Qualifications for an art project for the gateway on Plum St.
- Advisory committee application acceptance deadline are extended through February 12, 2016.

Commissioner Hoppe reported the Design Review Board will be reviewing Dick's Sporting Goods on February 11, 2016.

**8.     ADJOURNMENT**

The meeting was adjourned at 9:11 p.m.