



# City of Olympia

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## Meeting Minutes Planning Commission

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**Monday, November 18, 2013**

**6:30 PM**

**Room 207**

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### 1. CALL TO ORDER

Chair Parker called the meeting to order at 6:29 p.m.

### 1.A ROLL CALL

**Present:** 8 - Chair Jerome Parker, Vice Chair Judy Bardin, Commissioner Kim Andresen, Commissioner Max Brown, Commissioner Darrell Hoppe, Commissioner Roger Horn, Commissioner Carole Richmond, and Commissioner Missy Watts

**Excused:** 1 - Commissioner Jessica Bateman

### OTHERS PRESENT

Staff Present:

Deputy Director Leonard Bauer, Principal Planner Todd Stamm, Principal Planner Steven Friddle, Associate Planner Amy Buckler

Guests Present:

Mayor Stephen Buxbaum, Olympia Master Builders (OMB) Government Affairs Director Adam Frank

### 2. APPROVAL OF AGENDA

The agenda was approved.

### 3. PUBLIC COMMENT - None

### 4. ANNOUNCEMENTS

Ms. Buckler told the Commission about two recent events with the South Sound Military & Communities Partnership, an organization of cities that are working with the Joint Base Lewis-McChord. She provided disc copies of the Joint Base Lewis McChord Master Plan to the Commission.

### 5. INFORMATION REQUESTS - None

### 6. BUSINESS ITEMS

[13-0952](#) Public Hearing and Recommendation on Olympia School District's Capital Facilities Plan (CFP)

Mr. Frank spoke about affordable housing and the mission of OMB. He expressed concern about the Olympia School District (OSD) impact fee increases and the lack of transparency surrounding the reason for the increases. A letter from OMB to the Mayor and City Council expressing OMB's concerns was distributed and reviewed.

Discussion:

-The Commission requested that Mr. Frank provide copies of cited information regarding the economic benefits of new home construction.

Commissioner Horn explained that the updated letter of recommendation to City Council includes a specific recommendation and minor edits.

Discussion:

-The Commission wants the OSD in the future to provide calculations and more information about any impact fee changes.

-The schedule should be changed to support earlier substantive discussion and review by the Commission.

-The Commission recognizes a lack of transparency and clarity which conflicts with the Comprehensive Plan.

**Commissioner Horn moved, seconded by Vice Chair Bardin, to recommend approval of the Olympia School District's Capital Facilities Plan and forward the associated letter to Council. The motion passed unanimously.**

[13-0965](#) Oral Briefing on Community Renewal Area (CRA)

Mayor Buxbaum provided a briefing about the Community Renewal Area (CRA) process and timeline, and its relationship to downtown master planning. He described the ad hoc committee's work and reviewed CRA project goals from the Council's perspective. He outlined some barriers to achieving goals including soil contamination, liquefaction, blight, decaying buildings, vacancies, homelessness, aging infrastructure, storm surge, and the deterioration of Percival Landing. He outlined several economic stressors and made recommendations for strategies to support a deliberate approach.

Discussion:

-Design charrette to promote joint ownership of solutions between residents, business owners, City shareholders and developers.

-Composition of the citizen advisory group.

-Past problems of achieving agreement.

-Consensus of agreement regarding the Isthmus problem and the effect on development.

-Future of action plan for CRA.

-Actions that can be taken without a Downtown Master Plan (DMP).

-DMP continuance and relevance.

- Council goals around commerce and development.
- Influence and shaping of high quality development.
- Revenue crisis and potential to affect revenue base downtown.
- High quality development and partnering with developers.
- Importance of Percival Landing and the commercial waterfront status as amenities.
- Vagrancy and its role in deterring development.
- Isthmus blight challenges.
- Extreme pressure created by lack of revenue and the limits of activity due to these constraints.
- Public/private partnerships.
- Disinvestment of infrastructure maintenance by the City.
- Thurston County responsibilities around homelessness.
- Complementary relationship between DMP and Comprehensive Plan.
- Moving forward with multiple strategies.
- Concern expressed by multiple Commissioners at the CRA moving ahead of the Downtown Master Plan.

**The report was received.**

[13-0956](#) Recommendation: High Density Corridor Zone Building Step-backs and Setbacks

Vice Chair Bardin distributed copies of some new proposal language she drafted recommending setback limitations for buildings with and adjacent to the HDC, and the Revised Code of Washington (RCW) #35-63-900 relative to the Planning Commission to prevent overcrowding of land; to avoid undue concentration of population; to encourage formation of community units; to encourage and protect access to direct sunlight for solar energy systems. She believes that the Urban Neighborhood Proposal (UNP) should be finished before recommending the setback ordinance and supports advising Council to extend the emergency ordinance.

Discussion:

- Tie-in with the Comprehensive Plan (CP) addendum.
- Looking at the whole issue rather than focusing on one aspect of the issue.
- 6820 ordinance description of intended development.
- High Density Corridor and High Density Zoning as separate issues.
- Whether Commission will be able to affect zoning in the High Density Corridor (HDC). Staff responded that there is difficulty in determining future effects.
- Protection of homes adjacent to the corridor.
- Residents represented at past meetings do not live in the corridor, and adoption of proposal will not impact them.
- Compatibility of height limits between homes in the corridor and homes adjacent to the corridor.
- Low density districts.
- Encouraging development without destroying the character of neighborhoods.
- Downtown development undermining corridor development.

**Commissioner Brown moved, seconded by Commissioner Andresen to approve**

**the amendment as proposed by Chair Parker.**

Discussion:

- Protection of houses within the HDC zones would be removed.
- Opportunity in the long-term for Commission to influence zoning codes.

Vice Chair Bardin asked about discussing inclusion of some new language that she proposed.

Discussion:

- Current HDC zones and challenging the emergency ordinance.
- No public comment from residents within the zone.
- Generating certainty for residents.
- Areas of clusters within the HDC.

**Vice Chair Bardin moved to amend the language to include height limits for development within 100 feet of single-family homes within and adjacent to the HDC. The motion died for lack of a second.**

**Commissioner Horn moved, seconded by Commissioner Brown, to insert the word "residential" between the words "maximum and density" in line 3, page 43 of 88 in section 5A2, and adopt the language on page 44 of 88, item 6 to remove the words "or a lot that has a built single-family home" from the provisions regarding step-backs from the Table 6.02.**

Discussion:

- Explanation and impact of this proposal.
- Remove from columns HDC 1, 2, 3, and 4 "any lot that has a built single-family home" and substitute the words " up to 35 feet if any portion of the building is within 100 feet of a residential zone with a maximum density of 14 units or less per acre, for buildings within 50 feet abutting a residential or mixed use zone with maximum residential density exceeding 14 units per acre up to the height allowed in the abutting district".
- Clarification of height limits to determine if greater heights are being intended or allowed, or the purpose is to restrict height.

**Commissioner Brown moved, seconded by Commissioner Andresen to approve the amendment to the original amendment as proposed with the understanding that the intention is to restrict height and language of limitation will be included by staff to reflect that. The motion passed with dissent by Vice Chair Bardin.**

**The motion to approve the amendment as amended as proposed was passed with abstention by Commissioner Richmond and dissent by Vice Chair Bardin.**

[13-0953](#)

Review of the 'Urban Neighborhoods' proposal

**The work session was begun and will continue at the next Planning Commission meeting on 12/9/2013.**

## **7. APPROVAL OF MINUTES**

[13-0950](#) Approval of September 23, 2013 Planning Commission Meeting Minutes

**The minutes were approved as amended.**

[13-0951](#) Approval of October 21, 2013 Planning Commission Meeting Minutes

**The minutes were approved as amended.**

## **8. REPORTS**

Finance Sub-committee:

Sub-Committee Chair Horn reported that at the Lacey short course he spoke with a representative of the city of Redmond which has done a long-range community development capital facilities plan term plan covering 18 years. This can be seen online and could be used as an example.

Parks Committee: None

Heritage Committee: Next meeting is in January.

Design Review Board:

Commissioner Hoppe reported on the resubmission of the McDonalds design for the Haggens Market site. Some concessions were made on green space and the entryway and the design was approved. The Hilton Inn Garden will develop the empty parcel near the Henderson roundabout. The Wildwood Neighborhood Association had concern about the lighting intruding on their tranquility. The Hilton team met with the Neighborhood Association to address their concerns and made concessions on the color selection. The Olympia School District has made an exterior color change to the Olympia Regional Learning Academy to have consistency with other school district buildings.

Nominating Committee:

Chair Parker and Commissioners Brown and Bateman will provide names at the next meeting and invite those individuals to present at the next meeting. The Commission will plan on voting at the December 16 meeting.

Vice Chair Bardin asked if Commissioners would like Paul Ingman to present the history and vision of the Urban Neighborhood Proposal. She believes that it would help to clarify the issue.

## **9. ADJOURNMENT**

The meeting was adjourned at 9:45 p.m.