



# City of Olympia

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Amy Buckler  
360.570.5847

## Meeting Minutes Planning Commission

---

**Monday, August 18, 2014**

**6:30 PM**

**Room 207**

---

### 1. CALL TO ORDER

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

### 1.A ROLL CALL

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

**Absent:** 1 - Commissioner Missy Watts

### OTHERS PRESENT

Community Planning and Development Senior Planner Todd Stamm  
Associate Planner Amy Buckler  
Code Enforcement Officer Chris Grabowski

### 2. APPROVAL OF AGENDA

Chair Brown will need to leave the meeting early due to a family emergency and suggested moving the work plan and retreat items to the beginning.

**The agenda was approved as amended.**

### 3. APPROVAL OF MINUTES

**14-0789** Approval of August 4, 2014 Planning Commission Meeting Minutes

**The minutes were approved as amended.**

### 4. PUBLIC COMMENT

Bob Jacobs of 720 Governor Stevens Ave. SE discussed how low-impact development and the abbreviation 'LID' relate to stormwater and run-off impacts. Mr. Jacobs encouraged the Commission to contact Tom Holtz, a local and statewide expert on stormwater management. He discussed primary research at the University of Washington on stream flow and impact proposals which resulted from that research. He suggested an implementation of 75%, rather than 65%, retention of

mature forest which would constitute a radically different way of developing and redeveloping land in the City. He admonished the City and State for their failure to regulate with the common knowledge of the critically serious health crisis facing the Puget Sound environment.

## 5. ANNOUNCEMENTS

Ms. Buckler announced recent development and progress on projects within the City. She discussed senior housing impact fees, progress on the Olympia Regional Learning Academy, Columbia Heights soil remediation, and the reopening of the Oyster House. She discussed the second application for a retail cannabis outlet close to the fire station, City Council review of public comments on the Comprehensive Plan and announced an upcoming presentation by the Department Of Ecology on their Master Shoreline Program.

Commissioner Parker read comments from a prepared statement regarding the award given to Commissioner Bardin at the last meeting. Commissioner Bateman stated her support and agreement.

Commission Bardin asked for a written document which specifically outlines questions of inaccuracy.

## 6. INFORMATION REQUESTS - None

## 7. BUSINESS ITEMS

### 14-0791 "Low Impact Development" Briefing - An Overview of Work in Progress and the Planning Commission's Role

Mr. Stamm gave an overview briefing on the Federal Clean Water Act and the new 'Western Washington Phase II Municipal Stormwater Permit' requirement that 'Low Impact Development' (LID) be the "preferred and commonly-used approach to site development" in Olympia. The City's update of its stormwater management standards and regulations, initiated in 2014, will result in a re-evaluation of nearly every regulation and standard related to stormwater management and the briefing is intended to help the Commission prepare its 2015 work plan proposal to Council.

#### Discussion:

- Timeline includes a big push in the Fall.
- Department of Ecology provides models but no oversight.
- Puyallup LID Research Program.

#### The information was received.

### 14-0780 Briefing and Public Hearing on Proposed Permanent Retail Cannabis Regulations

Mr. Grabowski reviewed the temporary interim regulations regarding the retail

production, processing, and sales of I-502 recreational marijuana. He stressed this report and public hearing is about recreational, not medical, regulation. This Public Hearing is part of the Planning Commission process to gather public input prior to deliberation and formulating a recommendation to the City Council on permanent regulations. He discussed the application for a Conditional Use Permit for sales of recreational cannabis at 3044 Pacific Avenue East under the project name Green Lady, Inc., the informational meeting held on the proposed use, the Public Hearing held before the Olympia Hearing Examiner, and the Hearing Examiner verbal approval of the Conditional Use Permit and written decision issued on July 31, 2014.

The Public Hearing was opened at 9:26 p.m. and closed at 9:27 p.m. with no public testimony. The deadline for written submissions remains open until 5:00 p.m. on September 3, 2014.

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

**14-0755** Update on the Planning Commission's 2014-2015 Work Plan

Chair Brown left the meeting at 8:27 p.m. and asked Vice Chair Andresen to continue in his absence.

Ms. Buckler reviewed items currently approved in the work plan which are still outstanding and when they are generally scheduled to be on the Commission's agenda. She discussed the joint meeting between the Planning Commission (PC) and the City Council scheduled for the Fall, and suggested some main topics for consideration. She discussed creating agenda items at regular meetings to discuss ideas or questions the Commission would like to present and discuss with City Council.

Discussion:

- PO/RM amendment - OPC placed this on hold earlier in the year.
- Providing guidance to staff on the desire and expectations for Climate Change next steps.
- Comments or concerns about the proposed Neighborhood Center Code process.
- Comments or ideas regarding the Downtown planning items.
- Referral for the ADU Code to be addressed concurrent with the Home Occupation Code.
- Suggested briefings on top priorities for this work plan.

**The report was received.**

**14-0756** Continued Debrief of OPC Annual Retreat and Next Steps

The Commission discussed communication protocols and short, medium and ongoing actions that could implement the Planning Commission's ideas from the annual retreat on June 21, 2014. They reviewed the Improvements and Actions Draft with Commissioner's Bardin's suggestions and voted on including her language or

retaining existing language.

Ms. Buckler explained further discussion of the procedure for grievances and the role of the Leadership Team will be put on hold pending direction from City Council because some important questions presented within the proposal may be something the Council wishes to consider for all advisory boards.

**The work session was completed.**

## **8. REPORTS**

Vice Chair Andresen announced a Leadership team meeting on Friday, August 22, 2014.

Commissioner Horn reported on the Finance Subcommittee meeting with staff. He announced the Olympia Downtown Association safety meeting on August 22, 2014 and encouraged commissioners to attend.

Commissioner Bardin reported on Coalition of Neighborhoods Association and City Council meetings she attended.

Commissioner Hoppe reported on the Design Review Board meeting.

## **9. ADJOURNMENT**

The meeting was adjourned at 10:01 p.m.