



Meeting Minutes

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Todd Stamm
360.753.8597

Saturday, September 26, 2015

9:00 AM

LOTT Board Room

Planning Commission Annual Retreat

1. **LOTT Welcome**

Chair Richmond called the meeting to order at 9:05 a.m.

Commissioners Ragland, Brown, Hoppe, Andresen, Parker, Horn, and Watts were in attendance. Commissioner Bateman was unable to attend.

Community Planning & Development staff:
Deputy Director Leonard Bauer
Principal Planners Todd Stamm & Tim Smith
Economic Development Director Renee Sunde
Associate Planner Stacey Ray
Program Assistant Hans VanRoojen

Elected Officials:
Mayor Stephen Buxbaum.

2. **Welcome by Mayor Stephen Buxbaum**

Mayor Buxbaum discussed the role and challenges of Planning Commissions in City government. He expressed appreciation to the Commissioners for their community service and answered questions.

3. **Downtown and Local Economy Discussion**

3A. [15-0899](#) Economic Development Discussion with Renée Sunde

Ms. Sunde provided an overview of her role, and discussed economic development prospects and current projects.

Commissioners commented and asked questions.

Ms. Sunde will present results from the most recent Downtown business survey to the Commission when they become available.

The information was received.

4. **Break**

5. Discussion on Urban Design

5A. [15-0900](#) Urban Design Discussion with Tim Smith

Mr. Smith detailed his experience working on the Brewery District redevelopment project in Tumwater, discussed design approaches for the project, and answered questions from the Commission.

The information was received.

6. Ice-Breaker Activity

Commissioner Brown led the group in discussing three questions: 1) What makes a great place, 2) Why are you a Commissioner (or staff, etc.), and 3) How do you achieve desired change?

What makes a great place:

- Diverse activities
- Views +
- Cultural/Social (Meeting places)
- Homey/comfortable
- Sensation/Experience of water
- Active public spaces
- Local/Good food
- Pedestrian friendly

Why are you a Commissioner (or staff, etc.):

- Frustrated and want change
- To promote civic space
- Learn about development
- Sense of service
- Make Olympia better

How do you achieve desired change:

- Unknown - is this the right path
- Provide vision through design
- Help change perception
- Drive consistent long-range planning with actions of the community
- Continue to learn/push for action
- Provide positive change regarding land-use/design/sustainability

7. Planning Commission Role & Relationship to the City Council

7A. [15-0901](#) Discussion: Planning Commission Role and Relationship to the City Council

Chair Richmond and Commissioner Horn facilitated a discussion about the role of

Planning Commissions (PC) and how to be effective. Ideas discussed included: better communication with City Council, learning how other PCs operate, seeking greater role responsibilities, and improving the creation process for the annual Work Plan.

The discussion was completed.

8. Lunch

9. ADJOURNMENT

The meeting was adjourned at 1:10 p.m.