



City of Olympia

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Meeting Minutes - Draft Planning Commission

Monday, May 20, 2013

6:30 PM

Council Chambers

1. CALL TO ORDER

1.A ROLL CALL

2. APPROVAL OF AGENDA

The agenda was approved.

3. SPECIAL RECOGNITION

New Planning Commissioner Jessica Bateman introduced herself.

4. PUBLIC COMMENT

There were no general public comments.

5. ANNOUNCEMENTS

Associate Planner Amy Buckler announced that the Planning Commission Recommended Draft of the Comprehensive Plan Update was posted online today.

6. INFORMATION REQUESTS

Chair Parker gave an overview of the presentation at last week's West Olympia Business Association (WOBA) meeting regarding the City Council's Community Renewal Act (CRA) project. There were no questions.

7. BUSINESS ITEMS

13-0313 Public Hearing - Code Amendments Related to Large Commercial Buildings
In Residential Neighborhoods

- Attachments:**
- [1. Draft Amendment](#)
 - [2. ORLA Site Plan](#)
 - [3. Conditional Uses OMC 18.48](#)
 - [4. CEFPA Correspondence 5/1/13](#)
 - [5. Jones Correspondence 3/31/13](#)

Chair Parker reminded the Commission that the City, not the Olympia School District, is the proponent of this proposed code amendment.

Planning Manager Steve Friddle gave an overview of the proposed code amendment regarding how we deal with large buildings in a residential settings. The staff report provides a timeline and rationale for the proposal. Mr. Friddle passed out a document that is referenced in the bill-format of proposed changes, regarding the Hearing Examiner process.

Mr. Friddle confirmed this proposed amendment would apply only for conditional uses over 5,000 sq. ft. in residential areas R4, R4-8 & R6-12. Conditional uses are reviewed by the hearing examiner. It would apply to schools, churches and other conditional uses in these residential zones that meet the criteria.

Chair Parker opened the public hearing at 6:53 PM.

Dick Cvitanich, Superintendent of Olympia School District, 1113 Legion Way, spoke in favor of the proposed code change. Olympia Regional Learning Academy (ORLA) will be the first new building in the District in 15 years. Safety is of paramount concern, including visibility and separation of buildings from the streets. The District held 3 community meetings, and attendees were in support of the plan.

Brian Fitzgerald, architect from the design firm hired by the District, TCF Architecture, spoke in favor of the proposed change. Safety is the main concern, including having a single point of entry to the building and ability to supervise from both the street and building to see who is on site.

Gretchen Borck, 12th Ave SE, spoke in support of the design for the school and the proposed change to place the parking in front of the school.

Jean Covington, 12th Ave SE, Olympia. Supports the design of the school so that traffic does not come down 12th Ave. Has questions about traffic.

Bill Nevue, President of Indian Creek Neighborhood Association, Beacon Ave SE, spoke in favor of the school design and proposed code change. The District has effectively reached out to the Neighborhood, and neighbors are also in support for neighborhood design and environmental factors.

Allen Miller, citizen, elected member of OSD Board, former Planning Commissioner, and a land use attorney, Sylvester St SW. Okay to put a parking lot in front of a building in order to protect children.

H.G. Hollweger, S. Bay Rd NE, spoke in favor of the design and proposed code change. He is very impressed with the proposal.

Questions from Commissioners and response:

Mr. Fitzgerald responded to safety concerns about how children can move safely across the parking lot to the entrance. There are designated crossing areas, and stop signs. This is a common situation for cities, and he expects many will change their codes to accommodate the need for safety and good design.

Mr. Fitzgerald responded to questions about the traffic pattern, parking, fencing, bike parking, landscaping, and other design issues specific to the ORLA building, rather than the proposed code change. Mr. Fitzgerald will submit a traffic diagram and traffic report to staff to forward to the Planning Commission.

Mr. Friddle clarified that the landscape Code addresses the need for screening you can see through under "alternatives."

Chair Parker closed the public hearing at 7:47 PM, and the Commission took a 5 minute break.

The recommendation was discussed and continued to the Planning Commission for a recommendation on June 17.

13-0407 Briefing on Proposed Changes to the Reclaimed Water Ordinance

Donna Buxton, Senior Program Specialist from Public Works Water Resources, gave a briefing about proposed changes to the City's Reclaimed Water ordinance. The Public Hearing will be in July. The use of reclaimed water is a key part of goals to reduce nutrient loads into Budd Inlet and stretch the water supply out through transfer of water rights and conservation.

Reclaimed water is provided through "purple pipe." Ms. Buxton showed a map with public facilities that currently use reclaimed water or have stub outs for purple pipe. There are plans to extend this service in the future. The City previously decided not to pursue a requirement for development projects to extend purple pipe due to the monetary expense of installing such infrastructure. The program strategy is "Opportunistic," to guide expansion by development and respond quickly to funding opportunities. The Department is now trying to enhance the strategy with an update to the ordinance and Water System Plan

The current ordinance does not address subsequent advances in reclaimed water uses.

Proposed changes will include:

- Closing regulatory gaps and achieving consistency with other laws
- Adding fees, charges and rates
- Eliminated redundant and inconsistent language
- Reorganization to such an extent that it is being "repealed and replaced."

The Department will conduct stakeholder outreach during June. They hope to have the new ordinance adopted by the end of this year.

Commission questions and response:

Ms. Buxton confirmed there is a 70% rate incentives for use of reclaimed water. Currently,

the rate pays for operational costs, but not capital costs, which are very expensive.

Currently, the City does not provide rate incentives for large commercial buildings far from purple pipe to provide micro-treatment onsite.

Currently, developers are be responsible for installing and paying the costs to extend purple pipe. The City has not prioritized this due to the expense.

Environmental groups will be included in stakeholder outreach.

Ms. Buxton is unsure if there is a toxicologist involved in the groundwater recharge scientific study being conducted by LOTT (quasi-public water purveyor which stands for Lacey, Olympia, Tumwater, Thurston.)

The City has enforcement authority in City limits, and coordinates this service within the urban growth area and County. The City has decided not to include provisions for purple pipe outside of City limits in order to keep the enforcement authority "clean."

Staff will provide specific code language for the Commission's public hearing on this, scheduled for July 15, 2013.

The report was discussed and continued to the Planning Commission for a public hearing on 7/15/2013

13-0310 2013 Planning Commission Work Program

Attachments: [Staff Memo](#)
[Proposed 2013 OPC Work Program](#)

Associate Planner Amy Buckler provided an overview of potential 2013 work items for the Planning Commission, as provided in the staff report. The Commission gave each item a ranking of high, medium and low. The Commission ranked all items were ranked as "high" priorities, except for the work items proposed by staff, which were ranked as "medium" by both staff and the Commission.

Chair Parker and staff will put together a draft work program for the Commission to vote on at the next meeting.

The issue was discussed and continued to the Planning Commission for a final vote on 6/3/2013

13-0312 2013 Annual Planning Commission Retreat

Attachments: [1. OPC 2013 Retreat Tour Ideas](#)

This item was tabled for the next meeting.

8. APPROVAL OF MINUTES

13-0417 Approval of April 15, 2013 Planning Commission Meeting Minutes

Attachments: [1. Draft Minutes](#)

Commissioner Horn moved, and Chair Parker seconded, to approve the minutes as amended.
All in favor.

13-0316 Approval of April 1, 2013 Planning Commission Meeting Minutes

Attachments: [1. Draft Minutes](#)

Chair Parker moved, and Commissioner Horn seconded, to approve the minutes as amended.
All in favor.

13-0368 Approval of March 11, 2013 Planning Commission Meeting Minutes
(includes minutes from continuation of meeting which occurred on March 13, 2013)

Attachments: [1. Draft Minutes](#)

Commissioner Horn moved, and Chair Parker seconded, to approve the minutes as amended.
All in favor.

13-0367 Approval of March 6, 2013 Planning Commission Urban
Neighborhoods/Corridors Subcommittee Meeting Minutes

Attachments: [1. Draft minutes](#)

Chair Parker moved, and Commissioner Hoppe seconded, to approve the minutes as amended. All in favor

9. REPORTS

13-0418 Selection of Advisory Board Liaisons, Finance Subcommittee members, and
CRA Citizens Advisory Committee member

Attachments: [1. Link to City Advisory Board Info](#)
[2. Link to City's Capital Facilities Plan](#)
[3. CRA Background](#)
[4. CRA Scope of Work](#)

The Commission selected who will be liaisons to other advisory boards:

*Design Review Board (DRB) - Darrell Hoppe

*Parks & Recreation Advisory Committee (PRAC) - Jessica Bateman

*Olympia Heritage Commission (OHC) - Judy Bardin

*Utility Advisory Commission (UAC) - Kim Andresen

Non-Voting Volunteer Liaisons:

*Bicycle & Pedestrian Advisory Committee (BPAC), Volunteer Liaison- Roger Horn

*Parking & Business Improvement Area (PBIA) & Olympia Downtown Association (ODA) - this is volunteer, so Commissioners can attend when they are able to. Missy Watts, ad hoc volunteer.

The Commission selected members for the OPC Finance Subcommittee (Commissioner Horn indicates this will be 5-6 meetings over the summer, typically from 6:30-8:30 PM; plus a day meeting with staff. Anyone can come to the first meeting to learn more before making a commitment.)

Roger Horn, Subcommittee Chair

Kim Andresen (maybe)

Jerry Parker

Judy Bardin

The Commission selected members for the Community Renewal Area Citizens Advisory Committee (CAC):

*Jerry Parker

*Max Brown

10. ADJOURNMENT

Accommodations