



# Meeting Minutes

## Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Todd Stamm  
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**Monday, November 2, 2015**

**6:30 PM**

**Room 207**

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**1. CALL TO ORDER**

Chair Richmond called the meeting to order at 6:33 p.m.

**1.A ROLL CALL**

**Present:** 6 - Chair Carole Richmond, Vice Chair Kim Andresen, Commissioner Max Brown, Commissioner Roger Horn, Commissioner Jerome Parker, and Commissioner Missy Watts

**Excused:** 3 - Commissioner Jessica Bateman, Commissioner Darrell Hoppe, and Commissioner Robert Ragland

**OTHERS PRESENT**

Community Planning and Development Principal Planner Todd Stamm  
Bigelow Neighborhood Association Secretary Jay Elder

**2. APPROVAL OF AGENDA**

Item 6.C is postponed due to staff illness.

**The agenda was approved.**

**3. APPROVAL OF MINUTES**

**3.A** [15-1042](#) Approval of September 28, 2015, Planning Commission Finance Subcommittee Meeting Minutes

**The minutes were approved.**

**3.B** [15-1040](#) Approval of October 5, 2015, Planning Commission Meeting Minutes

**The minutes were approved as amended.**

**3.C** [15-1041](#) Approval of October 19, 2015, Planning Commission Meeting Minutes

**The minutes were approved as amended.**

**4. PUBLIC COMMENT - None**

## 5. STAFF ANNOUNCEMENTS

Mr. Stamm discussed upcoming City Council agenda items and announced the Nov. 16, 2015 second hearing/briefing on wireless code. He shared Council's decision to maintain the arrangement for the Hearing Examiner to continue hearing rezones with reassessment of the decision in one year. He announced Council approval of the Medela rezone and discussed the Olympia Planning Commission (OPC) anticipated 2016 Work Plan to include revising marijuana land use rezoning. He gave a development update.

Discussion:

- The Pet Works store offered 34 spaces in its lot for nighttime parking by patrons of the Washington Center for the Performing Arts to help mitigate parking lot loss at Thurston Bank.
- Problems of shopping mall expansions because the original designs do not allow/plan for expansion.

## 6. BUSINESS ITEMS

### 6.A [15-1035](#) Building Heights in High Density Corridor Zones - Deliberation and Recommendation

Commissioner Parker moved, seconded by Vice Chair Andersen, to adopt for recommendation the Staff-Proposed Development Code Amendment HDC1 zone adjacent to historic districts as written in attachment 1.

Discussion:

- Determination of 100 foot originated in the 1994 Comprehensive Plan (CP) and is embedded in the zoning code.
- The word "adjacent" has since been added to the plan.
- Concern about creating repressive policy using language that focuses on foot heights rather than appropriate size and compatibility fit.
- Two options: either a CP amendment, or bringing the code into compliance.
- Land Use and Environment Committee direction for PC recommendation was prompted by a community request for an amendment due to the ambiguity in the code.
- City wide issues regarding this need to be addressed.
- Possibility of adding the year "2015" before "designated historic district".
- Communicating PC reservations about short term fix to the code and broader concerns about CP policy on this issue..
- How to build density so it blends in well and doesn't look out of place.

Mr. Elder commented he believes this "fix" would be temporary and discussed how compatibility is required everywhere but in this neighborhood.

Commissioner Parker moved to amend the motion to: approve the staff recommendation language regarding development as written with the provision to

Council the PC believes that while the revised code will bring the code into compliance with the CP, it raises concerns regarding the general policies of the CP for a compact, walkable city. Therefore, the OPC strongly recommends the City explore CP policies regarding density along high density corridors.

Commissioner Brown seconded the amendment.

**The motion carried unanimously.**

**The recommendation was approved.**

**6.B**     [15-1039](#)            Commercial Design Review Expansion - Continued Deliberation and Possible Recommendation

Mr. Stamm explained the proposal and the history of the Commission's discussions as focused on responding to public comments to better understand existing City design review regulations.

Discussion:

- Concern about the flawed overall process and the importance of uniform application to all projects.
- Design review guidelines and criteria need to be part of a broader discussion.
- How to address changes (such as the Marriott Hotel windows) when a project remodel is determined not to require a design review, but changed elements are not compatible with review guidelines.

Commissioner Parker moved, seconded by Vice Chair Andresen, to recommend that the development code not be amended with regard to this issue.

The motion carried with Commissioners Brown and Watts opposed.

**The recommendation was discussed and closed - no further discussion planned.**

**6.C**     [15-1033](#)            Action Plan Briefing

**The briefing was postponed.**

**6.D**     [15-1034](#)            Comprehensive Plan Amendments of 2016 - Commission-Initiated Proposals

Commissioner Parker proposed amendment: PL6.1 Establish and periodically update a design review process and design criteria consistent with the goals and policies in the CP.

Discussion:

- Using a triple bottom line approach.
- State is replacing GDP with a genuine progress indicator.
- Ambiguous design standards language prohibits a determination of meaningful standards.

- Clear provisions for guidelines on what should be reviewed and sent to the Design Review Board.

Commissioner Brown moved, seconded by Vice Chair Andresen, to recommend to Council the proposed amendment be considered.

**The motion carried unanimously.**

Commissioner Brown moved, seconded by Commissioner Parker, to ask Council to consider a CP amendment to change the future land use map to extend the high density corridor on Boulevard Rd. from the current position on Pacific to border Sawyer on the west and I5 on the south.

Discussion:

- Timing could be problematic and premature.
- This is part of the larger issue of high density corridors.

The motion was rescinded.

**Commissioner Parker's recommendation was approved.**

## **7. REPORTS**

Commissioner Watts attended the Downtown Stakeholder Working Group meeting and gave a report.

Chair Richmond gave an update on the neighborhood centers presentation.

Commissioner Brown volunteered to make presentations at neighborhood associations and other meetings.

Commissioner Horn attended the Finance Committee and the Bicycle and Pedestrian Advisory Committee meetings and gave a report.

Commissioner Parker inquired about the release date for the Olympia School District impact fee schedule.

## **8. ADJOURNMENT**

The meeting was adjourned at 9:24 p.m.