



# Meeting Minutes - Draft

## Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Stacey Ray  
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**Monday, August 6, 2018**

**6:30 PM**

**Room 207**

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### 1. CALL TO ORDER

Chair Rad Cunningham called the meeting to order at 6:30 p.m.

#### 1.A ROLL CALL

**Present:** 6 - Chair Rad Cunningham, Commissioner Tammy Adams, Commissioner Kento Azegami, Commissioner Joel Baxter, Commissioner Travis Burns and Commissioner Carole Richmond

**Excused:** 3 - Commissioner Jessica Blose, Commissioner Paula Ehlers and Commissioner Candi Millar

#### OTHERS PRESENT

City of Olympia Community Planning and Development Staff:  
Leonard Bauer, Deputy Director  
Nicole Floyd, Senior Planner  
Joyce Phillips, Senior Planner  
Stacey Ray, Senior Planner  
Paula Smith, Associate Planner  
Tim Smith, Principal Planner  
Reace Fant, Intern

Administrative Services:  
Debbie Sullivan, Administrative Services Director

### 2. APPROVAL OF AGENDA

**Chair Cunningham suggested Business item 18-0740 Briefing on the Preliminary Capital Facilities Plan, 2019-2024 Financial Plan be moved to after the three business items with public hearings. Commissioner Azegami moved, seconded by Vice-Chair Richmond.**

The agenda was unanimously approved as amended.

### 3. APPROVAL OF MINUTES

[18-0737](#) Approval of July 23, 2018 Meeting Minutes

**The minutes were approved.**

**4. PUBLIC COMMENT**

John Newman a Recognized Neighborhood Association officer spoke.

**5. STAFF ANNOUNCEMENTS**

Ms. Ray made announcements.

**6. BUSINESS ITEMS**

[18-0713](#) Small Cell Zoning Code Amendment- Public Hearing

Ms. Smith provided an overview of the proposed small cell zoning code amendments. Members of the public provided testimony.

**Vice-Chair Richmond moved to recommend to Council approval of the code amendments as proposed, seconded by Commissioner Burns. All in favor.**

**Aye:** 6 - Chair Cunningham, Commissioner Adams, Commissioner Azegami, Commissioner Baxter, Commissioner Burns and Commissioner Richmond

**Excused:** 3 - Commissioner Blose, Commissioner Ehlers and Commissioner Millar

[18-0710](#) Black Lake Blvd/Hwy 101 Comprehensive Plan Amendment and Rezone - Public Hearing

Ms. Phillips provided an overview of the proposed Black Lake Blvd/Hwy 101 Comprehensive Plan Amendment and Rezone. Members of the public provided testimony.

**Commissioner Burns moved to recommend to the City Council approval of the Comprehensive Plan Amendment and Rezone as proposed, seconded by Commissioner Baxter. All in favor.**

**Aye:** 6 - Chair Cunningham, Commissioner Adams, Commissioner Azegami, Commissioner Baxter, Commissioner Burns and Commissioner Richmond

**Excused:** 3 - Commissioner Blose, Commissioner Ehlers and Commissioner Millar

[18-0721](#) Comprehensive Plan Amendment to Memorialize Important Downtown Views - Public Hearing

Mr. Fant provided an overview of the proposed Comprehensive Plan Amendment to memorialize important downtown views. There was no public testimony on the proposal.

**Vice-Chair Richmond moved to recommend City Council approve the Comprehensive Plan Amendment as proposed, seconded by Commissioner Azegami. All in favor.**

**Aye:** 6 - Chair Cunningham, Commissioner Adams, Commissioner Azegami, Commissioner Baxter, Commissioner Burns and Commissioner Richmond

**Excused:** 3 - Commissioner Blose, Commissioner Ehlers and Commissioner Millar

[18-0740](#) Briefing on the Preliminary Capital Facilities Plan, 2019-2024 Financial Plan

Ms. Sullivan presented information on the preliminary Capital Facilities Plan.

**The information was received.**

**Excused:** 3 - Commissioner Blose, Commissioner Ehlers and Commissioner Millar

[18-0728](#) Zoning code text amendments related to Low Impact Development (LID) - Deliberation

Ms. Floyd provided an overview of the proposed Zoning Code text amendments related to Low Impact Development. Commissioners deliberated on the staff recommended amendments.

**Commissioner Burns moved to recommend to City Council approval of the zoning code amendments as proposed, seconded by Commissioner Baxter.**

**Aye:** 6 - Chair Cunningham, Commissioner Adams, Commissioner Azegami, Commissioner Baxter, Commissioner Burns and Commissioner Richmond

**Excused:** 3 - Commissioner Blose, Commissioner Ehlers and Commissioner Millar

[18-0738](#) Comment Letter to the City Council regarding Missing Middle Infill Housing Recommendations

The Commission continued discussion on the draft letter to the City Council summarizing the Commission's recommendations regarding Missing Middle.

**Chair Cunningham moved to finalize and forward a recommendation letter on Missing Middle Infill Housing to the City Council, seconded by Commissioner Azegami. All in favor.**

7. **REPORTS - NONE**

8. **OTHER TOPICS - NONE**

9. **ADJOURNMENT**

The meeting adjourned at 9:33 p.m.

### **Upcoming Meetings**

**The next regular Commission meeting is August 20, 2018.**