



Meeting Minutes

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

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Monday, June 15, 2015

6:30 PM

Room 207

1. CALL TO ORDER

Chair Andresen called the meeting to order at 6:28 p.m.

1.A ROLL CALL

Present: 7 - Vice Chair Kim Andresen, Commissioner Jessica Bateman, Commissioner Darrell Hoppe, Commissioner Roger Horn, Commissioner Jerome Parker, Commissioner Carole Richmond, and Commissioner Missy Watts

Excused: 2 - Commissioner Max Brown, and Commissioner Robert Ragland

OTHERS PRESENT

Community Planning and Development Senior Planner Amy Buckler
Senior Planner Stacey Ray
NW EcoBuilders Guild Education Coordinator Chris van Daalen
By phone:
MAKERS Architecture Associate Bob Bengford

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

3.A [15-0602](#) Approval of June 1, 2015 Planning Commission Meeting Minutes

The minutes were approved as amended.

4. PUBLIC COMMENT - None

5. STAFF ANNOUNCEMENTS

Ms. Ray gave an update on development projects and discussed progress made by staff on analysis of Fall 2015 public input and public outreach plans for Winter 2016 .

Ms. Buckler discussed the development application process.

Discussion:

- Current zoning compatibility with goals and policies of the Comprehensive Plan.
- Information request for an update on current tenant improvement redevelopment/reuse projects.
- Public involvement with the Kaiser/Harrison area zoning project and timely public participation.

Ms. Buckler gave a Downtown Strategy update and outlined the process for Planning Commission (PC) involvement with consultant selection and requests for proposal project selection.

Commissioner Horn volunteered to participate in application screening.

Commissioner Richmond volunteered to participate on the interview panel.

6. BUSINESS ITEMS

6.A [15-0603](#) Selection of Planning Commission Chair

Commissioner Richmond discussed her interest becoming PC Chair.

The Commissioners voted unanimously to elect Commissioner Richmond as the new Chair.

The decision was approved.

6.B [15-0606](#) Annual Comprehensive Plan Amendment Briefing

Commissioner Andresen discussed her reasons for recusing herself from the discussion and left the room.

Ms. Ray distributed additional materials and explained their significance. She gave an overview of the amendments which included: Update of the Waste ReSources (solid waste) utility aspects of the Plan, Update of the Transportation Maps of the Plan (with regard to certain local streets), Amendment of the Future Land Use Map for a portion of the Copper Trails property north of Capital Mall Drive (plus an associated zoning map amendment to be considered concurrently).

Discussion:

- How PORM portion in the same buildings are integrated as mixed use within structures.

The information was received.

6.C [15-0604](#) Organization of Finance (CFP) Committee

Commissioner Bateman discussed formation of the Finance Subcommittee.

Chair Richmond volunteered for to be the liaison for Utilities, Commissioner Horn for Transportation, and Commissioner Bateman for Parks.

The discussion was completed.

6.D [15-0605](#) Annual Planning Commission Retreat - Continuing Discussion

Ms. Ray outlined discussion goals for placement on the retreat agenda.

Discussion:

- Priority focus on Downtown issues.
- Request for scheduled briefing with the new City Economic Development Director.
- Improved PC communication with City Council and clarifying roles and expectations.
- Getting up to speed on direction of development and PC desire for a more proactive role with an emphasis on analysis.

The discussion was completed.

6.E [15-0558](#) Briefing on OPC's Neighborhood Center Outreach - Phase 2

Mr. Bengford discussed (via phone) his background in urban design and planning.

Ms. Buckler described how Neighborhood Centers are critical to community-wide goals for increased walk ability, reduced carbon footprint, improved human health, and fostering neighborhood connections and resiliency.

Mr. van Daalen spoke about the role of voluntary placemaking initiatives in the development of neighborhood centers.

Discussion:

- New York City example of staging temporary environments to test out sites and public responses.
- Drafting resolution to Council to generate outreach about village building.
- Need for discussion with the Coalition of Neighborhood Associations (CNA) on place making and neighborhood centers.
- Strategies for improved public outreach.
- Neighborhood association expanded communication using the NextDoor website.
- Development of City communication forum for publicizing greater Olympia events.
- Designation of an areas statement with focal or entry points described.

The report was received.

7. REPORTS

Commissioner Richmond attended the CNA and City Council Parks Metropolitan District special study session and gave reports.

Commissioner Horn attended the Downtown Association economic development meeting and gave a report.

Ms. Buckler presented new downtown strategy mapping diagrams and highlighted new information on the City's website.

8. ADJOURNMENT

The meeting was adjourned at 8:48 p.m.