



Meeting Minutes

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Todd Stamm
360.753.8597

Monday, June 1, 2015

6:30 PM

Room 207

1. CALL TO ORDER

Chair Andresen called the meeting to order at 6:30 p.m. The Commissioners welcomed new Commissioner Robert Ragland.

1.A ROLL CALL

Present: 7 - Vice Chair Kim Andresen, Commissioner Max Brown, Commissioner Darrell Hoppe, Commissioner Roger Horn, Commissioner Robert Ragland, Commissioner Carole Richmond, and Commissioner Missy Watts

Excused: 2 - Commissioner Jessica Bateman, and Commissioner Jerome Parker

OTHERS PRESENT

Principal Planner Todd Stamm
Senior Planner Amy Buckler
Senior Planner Stacey Ray

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

3.A [15-0544](#) Approval of May 18, 2015 Planning Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT

Joe Hanna of 815 Chambers Street SE requested the Commission make an independent decision regarding the Medela rezoning, without bias from any past decisions.

5. ANNOUNCEMENTS

Mr. Stamm discussed development projects including: Bayan Trails, 123 4th Ave., 321 Lofts, 512 12th Ave., and new plans for the old Kmart.

Ms. Buckler discussed the Downtown Strategy process and requested Commissioners to join staff for reviewing requests for qualifications.

Chair Andresen requested Mr. Stamm to email Commissioners the dates, times and required involvement necessary to volunteer for participation in the Downtown Strategy process.

Mr. Stamm announced an agenda date for Council Consent on the re zoning hearing of June 16, 2015.

6. BUSINESS ITEMS

6.A [15-0542](#) Medela Rezone -- Recommendation

Chair Andresen and Commissioner Horn recused themselves. Commissioner Brown assumed the position of temporary Chair for the discussion.

Mr. Stamm summarized the staff report outlining the process for Commission recommendation to the Examiner. He discussed prohibitions on holding a hearing to solicit comments from the applicant or the public.

Commissioner Ragland moved, seconded by Commissioner Richmond, to move forward with option 5: Recommend that the Hearing Examiner proceed without a recommendation from the Commission.

The motion passed unanimously.

The recommendation was recommended for approval.

6.B [15-0541](#) Commercial Design Review Expansion - Deliberation and Recommendation

Mr. Stamm directed attention to the staff report which included new citizen letters. He outlined design review project professional thresholds.

Discussion:

- Inability to have a broader discussion in the absence of Commission Parker.

Commissioner Brown moved, seconded by Commissioner Richmond, to postpone item 15-0541.

Discussion:

- The broad issue of design needs to be better delineated.
- Discussion of form based code will need to be facilitated.
- Serious problems caused when developers constant opposition to design review (due to cost) has resulted in gross inadequacies in building appearances and creation of site/place harmony.

The motion to postpone passed unanimously.

Commissioner Brown moved, seconded by Commissioner Ragland, to proceed with retreat discussion and reports, and delay Action Plan discussion to after reports. The motion passed unanimously.

The recommendation was postponed.

6.C [15-0489](#) Action Plan - Continued Discussion

Ms. Ray discussed her updated information on the Draft Action Plan

Discussion:

- Development for changing the prioritization of actions for greater simplicity.
- Climate change plans and how the City will participate with County wide plans.
- Sea level rise and climate change, addressed separately City has done more work on sea level rise than on climate change adaptation. Stormwater utility is lead on sea level rise.
- Discussion of meetings with stakeholder partners and feedback regarding gaps on indicators and actions.
- Gaps around public transit and understanding the role of education in solving downtown problems.
- Take away on environment and neighborhoods, downtown and economy, and community services meetings.
- List of participants.
- Work action group meeting results.
- Explaining the prioritization process.
- What are the long range community investment plans for Community Renewal Plan.
- How to create bicycle friendly connectivity on streets.
- Environmental planned actions.
- Initial configuration plan designs for Martin Way right of way.
- Community action police plans.

Ms. Ray encouraged Commissioners to continue commenting on Oly Speaks.

The discussion was completed.

6.D [15-0543](#) Annual Planning Commission Retreat - Discussion

Chair Andresen proposed a Leadership team meeting with staff for a potential meet and greet, or Downtown tour with the consultant team. She suggested scheduling the retreat to accommodate that.

Commissioners agreed on September 26, 2015 from 9:00 a.m. to 12:00 pm. or 1:00 p.m. for the retreat.

Discussion:

- Possibility of joint meeting with consultants, Council, and Community and Economic Renewal Committee.

Chair Andresen moved, seconded by Commissioner Brown, to postpone discussion of work group subgroup until the next meeting for inclusion of absent Commissioners.

The motion passed unanimously.

The discussion was completed.

7. SELECTION OF FINANCE (CFP) SUBCOMMITTEE

Commissioners Horn, Brown, Richmond and Andresen expressed interest to Commissioner Bateman in serving on the Finance Subcommittee.

8. REPORTS

Commissioner Ragland expressed interest in becoming the PC liaison to the Arts Commission.

Commissioner Richmond discussed some low impact development papers by the Utilities Advisory Committee consultant.

Commissioner Hoppe attended the Parks and Recreation meeting and gave a report. He discussed the projects: 512 12th Ave., 321 Lofts, the Tanasse building, and a new MacDonald's. He expressed concern regarding problems of utilities and waste when loopholes allow properties like Kmart to be grandfathered in.

Mr. Stamm discussed Design Review thresholds for additions of 5000 sq. ft. and significant architectural change.

Commissioner Brown attended City Council meeting on May 19th, where he spoke on behalf of PC. He gave a report.

Commissioner Horn, the Coalition of Neighborhood liaison, requested an additional PC member to attend those meetings.

Commissioner Andresen gave a Leadership Team report.

Chair Andersen announced the Commission will elect a new Chair at the next meeting on June 15, 2015.

9. ADJOURNMENT

The meeting was adjourned at 8:23 p.m.