



# City of Olympia

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## Meeting Minutes Planning Commission

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**Monday, February 24, 2014**

**6:30 PM**

**Council Chambers**

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### 1. CALL TO ORDER

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

### 1.A ROLL CALL

**Present:** 9 - Commissioner Jessica Bateman, Commissioner Darrell Hoppe, Commissioner Roger Horn, Commissioner Carole Richmond, Commissioner Missy Watts, Chair Max Brown, Commissioner Jerome Parker, Vice Chair Kim Andresen, and Commissioner Judy Bardin

### OTHERS PRESENT

City of Olympia Deputy Fire Chief Greg Wright and Building Official Tom Hall, Community Planning and Development Associate Planners Amy Buckler and Stacey Ray

### 2. APPROVAL OF AGENDA

The agenda was approved.

### 3. APPROVAL OF MINUTES

[14-0184](#) Approval of February 10, 2014 Planning Commission Meeting Minutes

The minutes were approved as amended.

### 4. PUBLIC COMMENT - None

### 5. ANNOUNCEMENTS

The Commission is developing a climate change sub-committee formation timeline.

Vice Chair Andresen and Commissioners Parker and Horn will attend the next City Council meeting on February 25, 2014.

### 6. INFORMATION REQUESTS

A request was made to staff for clarification about whether the Planning Commission can respond to the City Manager's comments. Ms. Buckler explained that a formal engagement program has not been established by City Council and recommended the Commission ask Council directly about that and offer a response directly to Council at their next meeting on February 25, 2014.

## 7. BUSINESS ITEMS

### [14-0176](#) Briefing on Emergency Preparedness

Mr. Wright gave a briefing on emergency preparedness, the region's current regulations and procedures, and the role of emergency management in Olympia.

Mr. Hall shared a copy of the Comprehensive Emergency Management Plan (CEMP) which describes how Olympia will work and interact with other jurisdictions during and after an emergency. He discussed liquefaction and described how the CEMP protects people, environment and property. He outlined the Resilient Washington State document plan.

**The report was received.**

### **14-0174** Recommendation to City Council on Scenic Views from Public Streets Code Amendment

Ms. Ray reviewed the options and answered questions about the public engagement process.

Commissioner Parker moved, seconded by another Committee Member, to postpone amendments to the map until after a public engagement process identifies specific observation points. The motion passed unanimously.

**The recommendation was postponed.**

### [14-0175](#) Recommendation to City Council on Multi-Family Transitions Development Code Amendment

Ms. Buckler outlined the changes and discussed some public comments that had been submitted. She answered questions about the impact these changes would have on the neighborhoods and the feasibility of the proposed changes. Commissioner Parker and Vice Chair Andresen circulated a report they wrote entitled "Multi Family Transitions - Considerations".

Commissioner Parker moved, seconded by another Committee Member, to table the decision until staff reviews the feasibility of the proposed changes and reports back to the Planning Commission with alternative acreages and configurations for two or three "real life" scenarios. The motion passed unanimously.

**The recommendation was tabled.**

## 8. REPORTS

**Leadership Team:**

Chair Brown shared that the Coalition of Neighborhoods Associations will meet with the leadership team on April 14, 2014 to discuss sub area planning and neighborhood centers. He outlined the new approach to the minutes which will be action oriented and not a detailed record because that is found online. Commissioner Horn suggested motions must be concise and contain language which reveals the Commission's reasoning behind the motions. Direction was given to liaisons about not speaking at meetings on behalf of the entire Commission unless it has been confirmed beforehand by the whole body.

**Finance Subcommittee:**

Commissioner Horn will be attending a meeting with the City Manager, the Director of Community Planning and Development, and the City Administrator on February 25, 2014 to discuss future directions, goals and projects relevant to the Finance Subcommittee. He shared information about a potential meeting for all advisory committees' chairs on March 13, 2013 at the Olympia Center and would like the PC to send a representative.

**Parks and Recreation Committee:**

Commissioner Bateman was not able to attend and will forward the minutes once they are posted online.

**Bicycle Pedestrian Advisory Committee:**

Commissioner Parker attended the February 12, 2014 meeting and reported the BPAC subcommittees will be reviewing the Comprehensive Plan and the Action Plan. He discussed some confusion and questions they had about achieving density at the Westfield Mall.

**Heritage Commission:**

Commissioner Bardin attended the Heritage Commission retreat and reported on the meeting. On Sunday February 16, 2014 Ms. Bardin attended a gathering at Sherri Goulet's house. Ms. Goulet had invited some of her friends and neighbors over who were interested in the Comp Plan and wanted to find out more about it. Commissioner Bardin provided an overview of what a comprehensive plan is and does and why it is important. She explained: the City's last Comprehensive Plan was done in 1994 and that a plan could be in place for 20 years; it is a policy document and provides a vision of how the City is to grow; and it directs zoning and capital spending. Other topics discussed were; sea level rise, urban green space, urban neighborhoods and public participation. People were informed of the Council's upcoming deliberation on the Comprehensive Plan. Ms. Bardin noted that she was a Planning Commissioner, but that she was speaking as an individual, not as a spokesperson for the Commission. There were about 16-18 people. She noted people in attendance included some who've commented to the Planning Commission on occasion, such as Bob Jacobs, Walt Jorgensen and Zena Hartung; neighborhood association members like Joe Ford and Mary Wilkinson, and others from around town such as Chuck Shultz and Rozanne Rants. Commissioner Bardin welcomed questions from other Commissioners. Chair Brown pointed out Commissioner Bardin did the right thing in

distinguishing she was not speaking as a spokesperson for the Commission and reminded other Commissioners that as they speak to the public on topics, this was a perfect example of what we should all remember.

**9. ADJOURNMENT**

The meeting adjourned at 9:01 p.m.