



# City of Olympia

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## Meeting Minutes Planning Commission

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Wednesday, August 8, 2012

6:30 PM

Room 207

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### Special Meeting

#### 1. CALL TO ORDER

*Chair Tousley called the meeting to order at 6:30 pm.*

#### 1.A ROLL CALL (6:30 pm)

**Present:** 9 - Commissioner Judy Bardin, Commissioner Roger Horn, Commissioner Paul Ingman, Commissioner Agnieszka Kiswa, Vice Chair Larry Leveen, Commissioner Jerome Parker, Commissioner James Reddick, Commissioner Rob Richards, and Chair Amy Tousley

#### 1.B ACCEPTANCE OF AGENDA

**Vice Chair Leveen moved, seconded by Commissioner Reddick, to approve the agenda. The motion carried by unanimous vote.**

#### 1.C ANNOUNCEMENTS

*Chair Tousley announced that the Commission will hold a second public hearing prior to their deliberations on the proposed Annual Comprehensive Plan Amendments to the Parks, Arts & Recreation Chapter at their meeting on August 20.*

*Chair Tousley announced there will be a time limit of 5 minutes per person for the public hearing on the Trillium Comprehensive Plan Amendment and Rezone on August 20. Commissioners may ask clarifying questions during the testimony, but need to be careful not to ask leading questions, particularly because this is a quasi-judicial proceeding.*

*Commissioner Parker announced that in order not to overburden the Commission, Associate Planner Amy Buckler will be sending them any articles he forwards in batches on a weekly basis, rather than piecemeal, and suggested others do the same. Associate Planner Amy Buckler announced Commissioners need to make sure to speak directly into their microphones so that the sound picks up on recording system.*

#### 2 PUBLIC COMMUNICATION (for items not on the agenda)

*00:07:02 - Mr. Carl See, 3141 Hoadly St, speaking as a resident and President of Carlyon North Neighborhood Association. Mr See thanked the Commission for their thoughtful review of the Comprehensive Plan Update and related public comments. He asked the Commission not to put off discussion of issues raised by several*

residents of various neighborhoods, such as the Urban Corridor issues raised by Carlyon, Wildwood and Governor Stevens Neighborhoods.

Commissioner Parker asked for clarification about what Mr. See is requesting specifically. Mr. See responded it depends on what they are discussing, but that he thinks discussing Urban Corridors generally will allow for discussion of the issues raised by the neighborhoods. For example, how the Urban Corridors should be implemented in the City, whether there should be a consistent density all along the Corridors, or whether to allow different densities along it so as long as overall density meets certain targets and is consistent with the regional plan. General issues also include historic preservation, public safety, environmental and traffic issues. Mr. See also hopes the Commission will get to the specific issues raised by the neighborhoods.

### 3 BUSINESS OF THE EVENING

#### 3.A [12-0428](#) Comprehensive Plan Topics for Review, Continued

**Attachments:** [Imagine Olympia website](#)  
[Scope of the Comprehensive Plan Update](#)  
[Focus Meeting Summary Report](#)  
[April Draft Public Comments](#)  
[July Draft of the Comprehensive Plan](#)  
[Draft Supplemental Environmental Impact Statement \(SEIS\)](#)  
[July Draft Substantive Change List](#)  
[July Draft Public Comments](#)  
[OPC Charter and Roles and Responsibilities](#)

Chair Tousley asked for feedback from Commissioners on how they'd like to proceed with a continued discussion about the topics for the initial deliberations. The goal for the evening is to walk away with a list of topics so they can move forward.

Associate Planner Stacey Ray passed out a handout listing the topics Commissioners wrote up on sticky notes on August 1.

Points raised during Commission discussion include:

- Concern about the process for review. What is the process for integrating the list of misfit variables with the draft, oral and written public comments, the Commission's own list, and other advisory boards' lists?

- Need to understand what the "program requirements" are, and be able to trace these down to the assumptions and origins. "Program" does not mean statutory. It means the assumptions that underlie the issues identified. This includes a schematic that describes how much of what is where as it pertains to the things that drive land use, including where the population is now, and where they are going to live.

- Need quantitative measurements in the Plan.

- May need to look at the way we regulate trees.

- People testified during the hearings that the Plan needs more precise language.

- *Need to think about environmental aspects when creating density.*
- *Want to maintain sub-groupings of topics so can remember how we got there.*
- *Concern about how to review entire Imagine Olympia record. There are many thoughtful comments that should be responded to.*
- *Staff may have interpreted comments differently than Commissioners would, or missed something since chapters were divided up.*

*Associate Planner Amy Buckler passed out a handout summarizing how the 23 topics are currently addressed in the Plan. She explained that all the April Draft public comments were considered by the writing team, and that many of the comments seemed consistent with current policies and geared more toward implementation. The assumption was that details would be removed and included in a later implementation strategy. To reduce redundancy, decisions were made early on regarding where to put policies that may have been repeated throughout.*

- *Helpful to know more about the implementation strategy.*

*Ms. Buckler explained that Council put a hold on the implementation strategy earlier this year. At this point we only know that we will have one and it will contain performance measures.*

- *Concern about overwhelming workload.*
- *Should try to integrate connected topics throughout the Plan.*
- *Doesn't understand the process, does not seem consistent with GMA.*
- *Maps are generally missing.*
- *Discussion of where neighborhood centers are identified on the map.*
- *The City has target outcome ratios for the number of parks based on population, but no standards about distance from urban corridors.*
- *The idea of removing the specificity from the Comprehensive Plan, and placing these in other areas [master plans and regulations] was reviewed by the legal team. Course corrections regarding details would be made when master plans are updated.*
- *Good item for transmittal letter: There are shortcomings to removing details from the Comprehensive Plan with saying details will follow later. For example, don't want to set standards and find out later there is no available land in the area.*
- *Park Plan is updated every 6 years, and it does talk about walking distance to parks. Availability of land is and will continue to be a big issue.*
- *Elderly or handicapped need to get to parks as well.*

*Ms. Ray clarified that staff's original proposal on the implementation strategy was that it would not be prepared by the Planning Commission, and would likely be drafted by staff. She clarified there is a policy in the Environment Chapter of the July Draft about walking distance to green space. If this was a topic that the Commission wanted to bring forward, staff could come back and identify how its being addressed*

and the reasoning behind it. There is a reason why it's broad in the Comprehensive Plan, because green space can be any number of things and the tools for doing so are in the development regulations.

- Need to know the specific population that we are planning for.
- Visionary language at the beginning of the chapters might do the job of knitting topics together.
- It's staff's job to ensure compliance with GMA.
- Plan should have a discussion of assumptions we're using, if there is a requirement and if there is an alternative.
- Want clear and powerful language such as "require." Fluff like "explore" does not yield measurable goals or assist in assessment or implementation.
- Regret that at the last introduction briefing we spent any time discussing the history of GMA or Imagine Olympia. Need to look ahead now.
- More information about the implementation strategy might get the "program requirements" requested by Commissioner Ingman. Seems like that would shed light on the requirements plus the action steps.
- Concern about economy chapter - doesn't really say a whole lot.

Chair Tousley asked Commissioners if they agree that the Comprehensive Plan is a broad goal and policy document?

- Yes, but underlying that is the specificity. Commissioners need to understand what the criteria is for basing decisions, which is currently not accessible. (Quantitative and qualitative)
  - Happy with general direction and descriptions, but they would have to be consistent.
  - Would be more amenable to a goals and policies document if had more information about an implementation strategy first. The implementation strategy should be finalized before Commissioners decide on the goals and policies.
- The Commission organized the 23 issues into groups:

#### 1. PROCESS & ASSUMPTIONS

- Need to get some notion of what didn't work with current plan
- What are the deficiencies in the old plan; are they addressed?
- Programming documents
- Assessment of GMA Checklist
- SMP Integration Policies
- Alignment of comp plan- SMP, CFP
- GMA, CFP, SMP, CPU interface
- Advisory boards-BPAC, others?
- Organization
- "report card" showing "problems" created by population increase and each proposed solution in the Comprehensive Plan

#### 2. Population Estimates, Projection/Data

- Appropriate population estimate

*-We need detailed information on basis for OFM estimates and whether it considers climate refugees, drought refugees, water resources, economic base to support visions, effect of 1% vs. 99%*

*-Alternative approach to population*

*-Population distributions*

### 3. Economy

*-Economics in recession, will economic forecast improve?*

*-Long range CFP*

*-Economy chapter does not give much guidance*

## ENVIRONMENT

### 1. Sustainability Thread, Emphasis

*-Energy/sustainability, urban forestry, solar, light pollution*

### 2. Natural Hazards (Heat, Air, Flood, Fire, Drought, Liquefaction)

*-Adaption, Climate Change*

*-Critical Areas, PNW Marine Ecosystem*

*-Main street goes through manmade land (liquefaction)*

*-Adaptation to natural hazards: climate change, greenhouse gases, increased heat, increased flooding, earthquakes, liquefaction, increased air pollution, wildfires, Critical areas ordinance*

### 3. Low Impact Development

*-Ken Lake/Park Heights/Westbrook/Steep Slopes/Low-Impact Development*

*-Clustering*

*-Community concerns about building on slopes*

### 4. Urban Forestry, Green Space

*-Trees*

*-Enough green space, ratio of green space to people, if we increase density need to preserve green space*

*-Plants and water moderate climate*

*-“W” for mental and fiscal health and for climate change*

*-W. Bay Drive vegetation management plan*

## NEIGHBORHOODS

### 1. Sub-Area Planning/Neighborhood Planning/ Neighborhood Issues

*- Define Neighborhood*

*-Limits and mandates*

*-Land use and sub-area maps*

*-What is minimum that should be in each plan?*

*-Memorandum of Understanding with Coalition of Neighborhood Associations*

## DOWNTOWN

### 1. Downtown Planning (Open Space, Heights, Views, Parks, Boundary, Parking)

*-Form Based Codes*

*- Views, View Corridors, Heights (Economy, Prioritization)*

*-Downtown Master Plan*

*-Parking- downtown licensing*

*-Downtown park space, Larrida passage, Big W., Capitol Center Building*

*-Define whole of downtown not just the core, Eastside ST to waterfront, lake shore line*

*-Downtown districts, development*

*-Isthmus, urban design, views, parks*

*- “City Center for Pedestrians,” safe biking, central park with agriculture in the port*

area

- Views, priority-too many, too few, how do we regulate? Stifle development?
- spatial elements, where are we going to put development?

#### MOBILITY AND LAND USE

##### 1. Urban Corridors: Carlyon, Gov. Stevens, Wildwood, Harrison

- Urban corridor, Capitol Way I-5 to Tumwater
- Urban corridor, community concerns about ¼ mile buffer
- Need more detail on tools to be used for “urban corridors”
- Urban corridors exemption
- “Urban corridor” is a historic concept (before industrial revolution), look for more contemporary [concept]

##### 2. Street Connectivity (Decatur, Fern, Parkside, Log Cabin, etc.)

- Decatur Blvd. and community concern about on-ramp
- Connected streets policy, map
- Decatur and 16th connections
- West Olympia access study

Chair Tousley called a special meeting for Monday, October 8, 2012 for initial deliberations.

Commissioner Richards clarified that when Councilmember Langer comes to the CPU meeting on August 13, the objective will be to outline the points listed in the letter.

**The report was received.**

## 4 OTHER BUSINESS - None

## 5 REPORTS

*Comprehensive Plan Update (CPU) Sub-Committee Commissioner Richards announced an upcoming CPU meeting scheduled for Monday, August 13, at 6:30 p.m., in the Council Chambers, with Councilmember Langer to discuss the Comprehensive Plan Update deliberation process and the deliberation work plan.*

*Finance Sub-Committee Commissioner Horn announced the upcoming Finance Sub-Committee meeting scheduled for Friday, August 10, at 8:00 a.m., in Room 112. He reminded the Commission when planning work plan items to remember rolling the Capital Facilities Plan into the schedule for the next two years. Commissioner Horn announced an upcoming Council Finance Committee meeting scheduled for Monday, August 13, at 5:30 p.m., in Room 207, and a Planning Commission Finance Sub-Committee meeting scheduled for Wednesday, August 15, at 6:30 p.m., in Room 112.*

*Commissioner Parker requested City staff respond to Mr. Mike McCormick's assertions that the City would be in violation if it does not have a completed 20-year CFP. Staff will follow-up and report back to the Commission.*

*Vice Chair Leveen spoke to City staff meeting with staff from the Department of Commerce regarding a phasing and timing approach to GMA alignment. He requested staff report back to the Commission with relevant information.*

*Commissioner Reddick announced the Ward Lake Master Plan project presentation and public meeting scheduled for Thursday, August 9, at 6:30 p.m., at The Olympia Center.*

*Commissioner Richards asked the status of the Comprehensive Plan Update process document discussed at the most recent Leadership Team meeting. Staff will provide the process paper to the Commissioners at their regular meeting scheduled for September 17.*

## 6 ADJOURNMENT

*The meeting was adjourned at 9:20 p.m.*

## UPCOMING MEETINGS

[12-0419](#)

**Attachments:** [OPC Work Schedule as of Aug 8 2012](#)

## OPC Comprehensive Plan Update Charter

[12-0420](#)

**Attachments:** [OPC Charter and Roles and Responsibilities.final](#)