



# Meeting Minutes

## Planning Commission

City Hall  
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Olympia, WA 98501

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**Monday, September 20, 2021**

**6:30 PM**

**Online and via phone:**

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**1. CALL TO ORDER**

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

**1.A ROLL CALL**

**Present:** 9 - Chair Candi Millar, Vice Chair Aaron Sauerhoff, Commissioner Paula Ehlers, Commissioner Tammy Adams, Commissioner Rad Cunningham, Commissioner Carole Richmond, Commissioner Zainab Nejati, Commissioner Tracey Carlos and Commissioner Greg Quetin

**1.B OTHERS PRESENT**

**2. APPROVAL OF AGENDA**

Add a discussion of the September 16, 2021 Land Use and Environment Committee's meeting and outcomes related to the Urban Waterfront Code Amendments to "Other Topics".

**The agenda was approved as amended.**

**3. APPROVAL OF MINUTES**

**3.A** [21-0907](#) Approval of August 16, 2021 Planning Commission Meeting Minutes

**The minutes were approved.**

**4. PUBLIC COMMENT**

The following people spoke: Judy Bardin, Walt Jorgensen, Ellen Silverman, Bob Jacobs, Esther Kronenberg, Larry Dzieza, Robert Vadas, Jr., Valerie Krull, Harry Branch, Jon Gilstrom, Jeffrey Jaksich, Beverly Bassett, Janae Huber, and Lisa Nezwasky.

**5. STAFF ANNOUNCEMENTS**

Ms. Hornbein shared announcements.

**6. BUSINESS ITEMS**

**6.A** [21-0905](#) Smith Lake Rezone

Mr. Schaufler shared a PowerPoint presentation regarding the Smith Lake rezone.

**Commissioner Ehlers moved, seconded by Commissioner Nejati, that the Hearing Examiner proceed without a recommendation from the Planning Commission. The motion carried by the following vote:**

**Aye:** 8 - Chair Millar, Vice Chair Sauerhoff, Commissioner Ehlers, Commissioner Adams, Commissioner Cunningham, Commissioner Richmond, Commissioner Nejati and Commissioner Quetin

**Nay:** 1 - Commissioner Carlos

**6.B**     [21-0878](#)             Capital Facilities Plan, 2022-2027 Financial Plan - Public Hearing

Ms. Phillips shared a PowerPoint presentation regarding the 2022-2027 Capital Facilities Plan.

Chair Millar opened the Public Hearing at 8:19 p.m. No one spoke. Chair Millar closed the Public Hearing at 8:21 p.m.

**The hearing was held and closed.**

**6.C**     [21-0846](#)             2021 Comprehensive Plan Amendments - Deliberations

Ms. Phillips shared a PowerPoint presentation as well as handouts regarding the Comprehensive Plan Amendments. The Commission held deliberations. (Parts A and B redone due to technical difficulties during the August 16, 2021 meeting.)

**Part A:**

**Commissioner Carlos moved, seconded by Commissioner Cunningham, to accept the proposed amendments for transportation multimodal concurrency. The motion passed unanimously.**

**Part B:**

**Commissioner Cunningham moved, seconded by Commissioner Adams, to approve the proposed amendment to remove the Log Cabin Road extension and other future street connections shown on the Transportation 2030 maps, with the caveat that they be reviewed again in approximately ten years, and to make the minor text changes requested by the Washington State Department of Transportation. The motion passed unanimously.**

**Part C:**

The Commission decided to consider and vote on each of the four sub-parts of Part C of the proposed amendments separately.

**Sub-Motion C.1**

**Commissioner Carlos moved, seconded by Commissioner Quetin, to approve the proposed amendment to change the word "citizen" to "resident" or**

**"community member" as appropriate. The motion passed unanimously.**

**Sub-Motion C.2**

**Commission Carlos moved, seconded by Commissioner Sauerhoff, to approve the proposed amendment to use gender neutral pronouns. The motion passed unanimously.**

**Sub-Motion C.3.A**

**Commissioner Richmond moved, seconded by Commissioner Adams, to approve a modified version of the Council of Neighborhoods Association’s proposed language by adding the following language to the Community Values and Vision chapter:**

Our community values accessible, sustainable, and culturally inclusive neighborhoods. These are defined as:

- Accessible: Includes ADA compliancy, multi-mobility, and housing affordability.
- Sustainable: Promotes a healthy environment, a diverse and resilient local economy, and historic preservation, including, reuse, and adaptability of existing buildings.
- Culturally inclusive: Recognizes, supports and promotes diverse housing types, strong arts and historic preservation, and the various contributions of diverse Olympians past and present.

**And by adding the following language to the Land Use and Urban Design chapter:**

Neighborhood character is an amalgam of various elements that give a neighborhood its distinct “identity.” Neighborhood characteristics are not stagnant and will change over time. Consideration of neighborhood character will vary by the unique features of a neighborhood and includes its physical attributes that contribute to its sense of place and identity. These elements may include, for example, a neighborhood’s land use, urban design, visual resources, and/or historic resources. This includes design elements of buildings (mass, scale, materials, setting, and setbacks), parking, parks and open space, provision of City utilities, street grids and connections, and street trees.

The City will balance its goals and policies by considering potential impacts to the unique geography, character or historical context of a residential neighborhood to provide the best outcome for the community as a whole and consistent with our values. (Read more in the Community Values and Vision chapter).

**Commissioner Richmond moved, seconded by Commissioner Adams, to approve a modified version of the Council of Neighborhoods Association’s proposed language. The motion failed by the following vote:**

- Aye:** 4 - Chair Millar, Commissioner Ehlers, Commissioner Adams and Commissioner Richmond
- Nay:** 5 - Vice Chair Sauerhoff, Commissioner Cunningham, Commissioner Nejati, Commissioner Carlos and Commissioner Quetin

**Sub-Motion C.3.B**

**Commissioner Nejati moved, seconded by Commissioner Richmond, to add the language to the Land Use and Urban Design Chapter of the Comprehensive Plan.**

Neighborhood character is an amalgam of various elements that give a neighborhood its distinct “identity.” Neighborhood characteristics are not stagnant and will change over time. Consideration of neighborhood character will vary by the unique features of a neighborhood and includes its physical attributes that contribute to its sense of place and identity. These elements may include, but are not limited to, a neighborhood’s land use, urban design, visual resources, and/or historic resources. This includes design elements of buildings (mass, scale, materials, setting, and setbacks), parks and open space, provision of City utilities, street grids and connections, and street trees.

Our community considers it essential that all neighborhoods become accessible, sustainable, and culturally inclusive.

- Accessible: Includes ADA compliancy, multimodal mobility, and housing affordability.
- Sustainable: Promotes a healthy environment, a diverse and resilient local economy, and historic preservation, including, reuse, and adaptability of existing buildings.
- Culturally inclusive: Recognizes, supports and promotes diverse housing types, strong arts and historic preservation, and the various contributions of diverse Olympians, past and present.

Neighborhood character will be balanced with other plan goals and policies, such as increasing the variety of housing types and providing pedestrian oriented streets, and implemented through the City’s development regulations.

**Commissioner Nejati moved, seconded by Commissioner Richmond, to add the language to the Land Use and Urban Design Chapter of the Comprehensive Plan. The motion was discussed and continued to the Planning Commission meeting on October 4, 2021.**

**7. REPORTS - None**

**8. OTHER TOPICS**

Chair Millar provided an overview of the proceedings from the September 16, 2021 Land Use and Environment Committee regarding the Urban Waterfront Code Amendments. The amendments were referred back to the Planning Commission so the applicant has an opportunity to provide testimony. Staff outlined the schedule with a briefing on November 4, Public Hearing on November 15, and recommendation on December 6.

**9. ADJOURNMENT**

The meeting adjourned at 10:10 p.m.