



# Meeting Minutes

## Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501  
Contact: Joyce Phillips  
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**Monday, October 17, 2016**

**6:30 PM**

**Room 207**

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### 1. CALL TO ORDER

Chair Mark called the meeting to order at 6:29 p.m.

### 1.A ROLL CALL

**Present:** 8 - Chair Brian Mark, Vice Chair Mike Auderer, Commissioner Travis Burns, Commissioner Paula Ehlers, Commissioner Darrell Hoppe, Commissioner Negheen Kamkar, Commissioner Carole Richmond and Commissioner Missy Watts

### OTHERS PRESENT

Community Planning and Development Senior Planner, Joyce Phillips  
Office Specialist/Minute Recorder, Stacey Rodell  
Parks, Arts & Recreation Director, Paul Simmons

### 2. APPROVAL OF AGENDA

The agenda was approved.

### 3. APPROVAL OF MINUTES

- 3.A [16-1076](#) Approval of the September 19, 2016 Olympia Planning Commission Meeting Minutes

The minutes were approved.

- 3.B [16-1147](#) Approval of October 3, 2016, Olympia Planning Commission Meeting Minutes

The minutes were approved.

### 4. PUBLIC COMMENT

Bob Jacobs spoke about the downsides of population growth:

- Not all impacts from growth are covered by impact fees, such as impacts on libraries and jails
- Additional costs to serve the growth such as jails, police and fire departments, libraries etc. that are not covered by impact fees
- Housing shortages

- Growth costs money, rapid growth exasperates those costs
- Urged Planning Commission to look at the positive and negative aspects of growth

Lisa Cower spoke about:

- Importance of supporting pedestrian and bike trails
- Need of sidewalks near Elliot and Division in West Olympia
- Her concern of downtown development without plans for climate change

## 5. STAFF ANNOUNCEMENTS

Ms. Phillips announced the following:

- The Planning Commission will most likely have a public hearing in November regarding a zoning code text amendment. Tentatively the briefing is scheduled for November 7, 2016 and the hearing to follow on November 21, 2016.
- There will only be one Planning Commission meeting in December - which will be on December 5, 2016. The Downtown Strategy briefing will be the main item for that evening. Because of the magnitude of that agenda item I am trying to minimize any other agenda items for that evening.
- The presubmission conference for “The Views on Fifth” is scheduled for Wednesday at 9:00 a.m. It includes retaining the 9 story building, demolishing the 1 story building, adding a 3 story building. It would provide 136 apartments, a café, gym, and 142 parking stalls.
- The City’s proposed water reservoir on Log Cabin Road will be considered for approval at the Site Plan Review Committee on October 26, 2016.

## 6. BUSINESS ITEMS

### 6.A [16-1146](#) 2017 Preliminary Olympia Metropolitan Park District (OMPD) Budget

Mr. Simmons presented the 2017 Preliminary Olympia Metropolitan Park District (OMPD) Budget. In November 2015, the Olympia Metropolitan Park District (OMPD) funding measure passed with more than 60 percent voter approval. In 2016, the OMPD board established its bylaws and approved the Interlocal Agreement with the City of Olympia. The funding for the OMPD is scheduled to begin in 2017 and is currently estimated to generate \$3,245,000 annually in additional funding.

Budget Framework:

- Comprehensive Plan
- Action Plan
- Parks Plan
- Interlocal Agreement

2017 Preliminary Operating Budget Olympia Parks, Arts and Recreation Department (OPARD) - Total \$7,680,848

- General Fund \$4,782,166
- OMPD \$1,621,113

- Program & Facility Revenues \$1,277,569
- 2017 OPARD Expenses by Division
- Park Maintenance \$3,850,441
  - Recreation \$1,119,483
  - Facilities \$1,075,013
  - Administration \$866,318
  - Planning and Design \$539,042
  - Arts and Events \$230,551
- 2017 OPARD Preliminary Capital Facilities Plan (CFP) - Total \$5,637,105
- Voted Utility Tax \$2,000,000
  - OMPD \$1,648,600
  - Impact Fees \$1,341,145
  - Non-Voted Utility Tax \$500,000
  - State Environmental Protection Act (SEPA) Fees \$147,360
- 2017 OPARD Preliminary CFP by Program
- Land Acquisition \$2,430,000
  - Capital Asset Management Program (CAMP) \$750,000
  - Percival Landing \$658,000
  - Community Parks \$640,000
  - Open Space \$464,245
  - Neighborhood Parks \$357,260
  - Debt \$310,600
  - Small Capital Projects \$27,000
- 2017 OMPD Preliminary Budget - Total \$3,346,646
- Operating Budget \$1,698,046
  - Capital Budget \$1,648,600
- 2017 OMPD Capital Budget
- CAMP \$750,000
  - 2013 Bond Debt Service - Percival Landing Phase I \$240,600
  - Percival Landing \$658,000
    - Annual Inspection \$8,000
    - Maintenance Reserve \$150,000
    - Bulkhead Replacement \$500,000
- 2017 OMPD Operating Budget
- Park Stewardship/Ranger Program \$471,869
  - Planning and Maintenance Staff \$549,858
  - Restoration of Custodial and Landscape Crews \$218,264
  - Maintenance Staff for New Land and Projects \$137,742
  - Restoration of Parks Maintenance Administration Staff \$32,817
  - Arts Program and Maintenance Staff \$59,130
  - Misc. Maintenance \$129,700

On-Going Process

- October 20, 2016 Parks and Recreation Advisory Committee (PRAC) Meeting

- November 1, 2016 OMPD Board Meeting - Public Hearing
- November 7, 2016 OMPD Board Meeting - Adopt Budget

#### Unfunded Needs

- Percival Landing Phase II
- West Bay Park Phase II Restoration and Trail
- Olympia Woodland Trail Phase III & IV
- Priest Point Park Maintenance Facility
- Isthmus Development
- Swimming Pool

#### Discussion:

- Amendment Process for the Parks Plan
- Artesian Commons use
- Artesian Commons community events
- Percival Landing - funding maintenance and repairs
- Land acquisition
- Developing acquired land into useful parks
- Annual Performance Report
- Connectivity between parcels
- Re-evaluate public priorities
- Community gardens

After this business item the Commission took a ten minute break.

#### **The discussion was completed.**

- 6.B**     [16-1148](#)     Approval of comment letter regarding the preliminary 2017-2022 Capital Facilities Plan (CFP)

Commissioner Richmond presented a letter composed by the Planning Commission Finance Subcommittee addressing the preliminary 2017-2022 Capital Facilities Plan. The Commission discussed the letter and agreed on revisions.

**Vice Chair Auderer moved, seconded by Commissioner Kamkar to approve the comment letter as amended and to present the letter to City Council at the October 18, 2016 meeting. The motion passed unanimously.**

## **7.     REPORTS**

Commissioner Richmond and Commissioner Watts reported they attended the October 5, 2016 Downtown Strategy Stakeholders Workgroup meeting. They urged the Commissioners to attend the upcoming public meeting which is an open house on October 29, 2016 from 10:00 a.m. to 12:00 p.m. at the Olympia Center and also to complete the newest online survey.

Chair Mark reported he attended the Arts Commission meeting on October 13, 2016 as he is now the acting liaison. They discussed:

- Tree guards and a founders tree in West Central Park
- Creating more artist community spaces - a local developer has expressed interest in creating this type of development
- Gateways Master Plan request for qualifications
- Six utility box wraps were approved

## **8. OTHER TOPICS**

Commissioner Richmond brought up the recent application submission for the isthmus property. The Commission discussed this project briefly.

Chair Mark reminded the Commission of some of its upcoming work items:

- 2017 work plan
- Downtown Strategy
- Sign Code Amendments
- Missing Middle Program
- Gateways project
- Neighborhood Centers

Chair Mark proposed an idea of having each Commissioner review a chapter of the Comprehensive Plan and then report back to the Commission what was learned. The Commission agreed to this plan. Ms. Phillips will coordinate these reports under Agenda Item Other Topics.

Chair Mark indicated he will be meeting with Councilmember Hankins to discuss how the Planning Commission can do more collaborating with the Council.

## **9. ADJOURNMENT**

The meeting adjourned at 8:40 p.m.