



Meeting Minutes

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Stacey Ray
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Monday, October 7, 2019

6:30 PM

Room 207

1. CALL TO ORDER

The meeting was called to order at 6:31 p.m.

1.A ROLL CALL

Present: 7 - Chair Carole Richmond, Vice Chair Kento Azegami, Commissioner Travis Burns, Commissioner Rad Cunningham, Commissioner Paula Ehlers, Commissioner Candi Millar and Commissioner Aaron Sauerhoff

Excused: 1 - Commissioner Tammy Adams

1.B OTHERS PRESENT

City of Olympia Community Planning and Development staff:
Senior Planner Stacey Ray
Planning and Engineering Manager Tim Smith
Senior Planner Joyce Phillips
Associate Planner Lydia Moorehead

Eastside Neighborhood Association representatives:
Jim Rioux
Jim Sweeney

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

3.A [19-0900](#) Approval of September 9, 2019 Planning Commission Meeting Minutes

The minutes were approved.

3.B [19-0901](#) Approval of September 16, 2019 Planning Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT

The following people made comments:

Lee Riner

Jon Newman

5. STAFF ANNOUNCEMENTS

Ms. Ray shared announcements.

6. BUSINESS ITEMS

6.A [19-0736](#) Eastside Neighborhood Association Subarea Plan Review

Ms. Moorehead shared a handout and presentation on the Eastside Neighborhood Subarea Plan.

The information was received.

6.B [19-0885](#) Briefing on the Downtown Design Guidelines - Introductory Section (18.120.100s)

Ms. Phillips shared a handout and presentation on the introductory section of the draft Downtown Design Guidelines.

The discussion was completed.

6.C [19-0892](#) Capital Facilities Plan and 2020-2025 Financial Plan - Deliberations

Commissioners discussed the Capital Facilities Plan. Chair Richmond and Commissioner Cunningham will draft a letter with comments and recommendations for the Capital Facilities Plan and bring it for Commissioners to review at the next regular meeting.

The discussion was tabled.

7. REPORTS

Commissioners reported on outside meetings attended.

8. OTHER TOPICS

Commissioners discussed the recent annual retreat and expressed gratitude for the retreat sessions.

9. ADJOURNMENT

The meeting adjourned at 9:18 p.m.

Upcoming

The next regular Planning Commission meeting will be October 21, 2019.

