



City of Olympia

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Meeting Minutes - Draft Planning Commission

Saturday, August 24, 2013

9:00 AM

See Attachments 1 & 2

ANNUAL RETREAT

1. CALL TO ORDER

The meeting was called to order at 9:00 a.m.

1.A ROLL CALL

Present: Chair Jerry Parker, Vice-Chair Judy Bardin, Roger Horn, Darrell Hoppe, Max Brown, Jessica Bateman, Kim Andresen, Carole Richmond,

Staff Present: Amy Buckler, Todd Stamm, Catherine McCoy, Leonard Bauer (joined the group @ 10:30 AM)

Excused: Missy Watts

2. APPROVAL OF AGENDA

The agenda was approved.

3. BUSINESS ITEMS

13-0562 Approval of 2013 OPC Retreat Agenda

- Attachments:**
- [1. Neighborhood Center Tour Map](#)
 - [2. Tour Itinerary & Driving Directions](#)
 - [3. Article: Creating Walkable Neighborhood Business Districts](#)
 - [4. Summary: Rules of Thumb for Neighborhood Business Districts](#)
 - [5. Video Link: Tracking People's Trips to the Grocery Store](#)
 - [6. Neighborhoods Memorandum Todd Stamm](#)
 - [7. Neighborhood Centers Future Land Use Map](#)
 - [8. ADDED 8/23/13 - Fun Facts](#)

The Commission toured 17 areas in Olympia which are designated as Neighborhood Centers on the Comprehensive Plan Update draft Future Land Use map. The Commissioners ate lunch between noon-1:00 p.m. at 'The Commons' on Adams Street & 9th Avenue.

4. Discussion of Commission procedures and related topics

Chair Parker opened discussion about how the Planning Commission reviews proposed code amendments. The current practice is to hold three separate meetings for each amendment, including a: 1) Briefing, 2) Public Hearing, and 3) Deliberation. He proposed combining the briefings and public hearings in order to free up more time on the Commission's agenda for other important planning matters. Implications include less time to ask questions or for staff to provide answers, and no opportunity for the Commission to make suggestions regarding special parties that should be noticed of the public hearing.

Following discussion, the Commission decided to allow Chair Parker, with help from staff and the Leadership Team, to make case-by-case decisions about whether or not to combine the briefing and public hearing meetings. This will be done when possible, but for larger issues such as controversial issues or rezones, it may be better to continue with three meetings so the Commission has more time to understand and consider the implications.

The Commission discussed their up-coming special briefings: Visualizing Density on 9/9; Small Housing on 10/7; and Urban Green Space in December. They asked staff to advertise these events widely.

The Commission reviewed their retreat. Discussion included the following points:

- It is difficult to understand the difference between Urban Villages, Urban Centers and Urban Retail.
- More flexibility is needed within the Urban Center regulations because the codes are too restrictive. The requirement for development to provide an acre of open space isn't realistic.
- A master plan is another current code requirement. It's hard to get separate property owners together to initiate a master plan to develop Urban Centers.
- Each neighborhood may want to develop their Neighborhood Center differently.
- Maybe food carts should be allowed in Neighborhood Centers.
- Farmers' Market hours typically cater to people who are home during the day, not those who work during the day and come home at night.
- Some Neighborhood Centers have to compete with other retail within 1/4 mile. Others are farther from competing businesses, such as locations on the fringe of the City that may cater to rural residents.
- The Commission should consider requesting a work item in 2014 to explore potential amendments to the Urban Center code.

There is a Land Use Boot Camp in Wenatchee scheduled for September 20. Commissioners Horn, Richmond and Parker may be interested. The City would pay.

Commissioner Hoppe announced the Sierra Club is going on a tour of a wind farm in Ellensburg on September 7. Anyone is welcome to sign up.

5. ADJOURNMENT

The meeting was adjourned at 2:15 p.m.

Accommodations