



# Meeting Agenda

## Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Cari Hornbein  
360.753.8048

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Tuesday, October 13, 2020

5:30 PM

Online and via phone

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### Retreat Planning Subcommittee

#### Meeting link:

[https://us02web.zoom.us/j/84448705829?](https://us02web.zoom.us/j/84448705829?pwd=UkRVWUd5aHh2ZkM5SXNSOXMvUkZIUT09)  
[pwd=UkRVWUd5aHh2ZkM5SXNSOXMvUkZIUT09](https://us02web.zoom.us/j/84448705829?pwd=UkRVWUd5aHh2ZkM5SXNSOXMvUkZIUT09)

#### 1. CALL TO ORDER

*Estimated time for items 1 through 5: 15 minutes*

#### 1.A ROLL CALL

#### 2. APPROVAL OF AGENDA

#### 3. APPROVAL OF MINUTES

[20-0816](#) Approval of August 24, 2020 Planning Commission Retreat Planning Subcommittee Meeting Minutes

**Attachments:** [Draft minutes 08242020](#)

#### 4. PUBLIC COMMENT

*Please send public comments to [chornbei@ci.olympia.wa.us](mailto:chornbei@ci.olympia.wa.us). Comments received up to two hours prior to the meeting will be shared with Commissioners.*

#### 5. STAFF ANNOUNCEMENTS

*This agenda item is also an opportunity for Commissioners to ask staff about City or Planning Commission business.*

#### 6. BUSINESS ITEMS

#### 6.A [20-0814](#) Organizational Retreat

*Estimated time: 60 minutes*

#### 7. REPORTS

*From Staff, Officers, and Commissioners, and regarding relevant topics.*

#### 8. OTHER TOPICS

*None*

**9. ADJOURNMENT**

*Approximately 7:00 p.m.*

**Accommodations**

*The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Advisory Committee meeting, please contact the Advisory Committee staff liaison (contact number in the upper right corner of the agenda) at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.*



City Hall  
601 4th Avenue E.  
Olympia, WA 98501  
360-753-8244

## Planning Commission

### Approval of August 24, 2020 Planning Commission Retreat Planning Subcommittee Meeting Minutes

**Agenda Date:** 10/13/2020  
**Agenda Item Number:**  
**File Number:**20-0816

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**Type:** minutes **Version:** 1 **Status:** In Committee

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**Title**

Approval of August 24, 2020 Planning Commission Retreat Planning Subcommittee Meeting Minutes



# Meeting Minutes

## Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Cari Hornbein  
360.753.8048

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**Monday, August 24, 2020**

**5:00 PM**

**Online and via phone**

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### Retreat Planning Subcommittee

#### Meeting link:

[https://us02web.zoom.us/j/81645390224?  
pwd=ZDhweEtiaEICVEJUN09xWFc3V3d5QT09](https://us02web.zoom.us/j/81645390224?pwd=ZDhweEtiaEICVEJUN09xWFc3V3d5QT09)

#### 1. CALL TO ORDER

Subcommittee Chair Richmond called the meeting to order at 5:04 p.m.

#### 1.A ROLL CALL

**Present:** 3 - Chair Candi Millar, Commissioner Yen Huynh and Commissioner Carole Richmond

**Excused:** 1 - Commissioner Aaron Sauerhoff

#### OTHERS PRESENT

Community Planning & Development Staff:  
Senior Planner Cari Hornbein

#### 2. APPROVAL OF AGENDA

The agenda was approved.

#### 3. PUBLIC COMMENT - None

#### 4. ANNOUNCEMENTS

Ms. Hornbein made announcements.

#### 5. BUSINESS ITEMS

[20-0656](#) Organizational Retreat Planning

The discussion was completed.

#### 6. REPORTS - None

#### 7. OTHER TOPICS - None

**8. ADJOURNMENT**

The meeting was adjourned at 6:24 p.m.



## Planning Commission Organizational Retreat

**Agenda Date:** 10/13/2020  
**Agenda Item Number:** 6.A  
**File Number:**20-0814

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**Type:** discussion **Version:** 1 **Status:** In Committee

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**Title**

Organizational Retreat

**Recommended Action**

**Committee Recommendation:**

Discussion only; no action requested.

**Report**

**Issue:**

Discussion of the organizational retreat.

**Staff Contact:**

Cari Hornbein, Senior Planner, Community Planning and Development, 360.753.8048

**Presenter(s):**

None

**Background and Analysis:**

The Planning Commission holds an organization retreat most years. For 2020, Commissioners are interested in having a retreat utilizing a virtual platform. The retreat planning subcommittee met on July 20, July 29, and August 24 to discuss timing and topics. The upcoming meeting is a continuation of these discussions.

**Attachments:**

None.