



# City of Olympia

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## Meeting Minutes - Draft Planning Commission

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**Monday, July 1, 2013**

**6:30 PM**

**Room 112**

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### Planning Commission Finance Subcommittee

#### 1. CALL TO ORDER

#### 1.A ROLL CALL

Present: Roger Horn, Jerry Parker, Carole Richmond, Max Brown, Kim Andresen

Excused: Judy Bardin

#### 2. APPROVAL OF AGENDA

The agenda was approved.

#### 3. PUBLIC COMMENT

There was no public comment.

#### 4. BUSINESS ITEMS

Review of Previous Recommendation Letters, CFP and Subcommittee  
Agenda for 2013

- Attachments:**
- [1. OPC's 2013-18 CFP Recommendation Letter](#)
  - [2. OPC's LCDIP Recommendation Letter](#)
  - [3. Link to 2013-2019 CFP Online](#)
  - [4. Link to the current Comprehensive Plan](#)

Chair Roger Horn presented a list of business items for discussion:

##### A. Review Agenda

- 1. Review 2013 CFP letter
- 2. Review 2013 LCDIP letter
- 3. Go over Capital Facilities element & CFP 2013-18
- 4. Assign Chapters for 2014-19 CFP/ choose members
- 5. Set meeting schedule & target dates

Chair Horn begins with number three, "go over Capital Facilities element & CFP 2013-18" for review. Roger explains the Comprehensive Plan no longer has the CFP element within the Comprehensive Plan document. The Capital Facilities Plan (CFP) goals and policies is now in

a stand-alone document with the CFP projects. Chair Horn refers to Comprehensive Plan section of the WAC and the RCW, with the purpose of highlighting the requirement of the Planning Commission to review the CFP.

Chair Horn explains the difference between the CFP and the Capital Improvement Plan (CIP). The CFP is a bigger plan that includes utilities, while the CIP is general money that goes to general government and parks, overall CIP is more constrained.

Chair Horn reviews the subcommittee's understanding of the CFP documents by breaking them down in three elements: consistency with the Comprehensive Plan, long range community investment plan the mayor asked the Commission to do, and review of the Goals & Policies ("CFP Element of the Comprehensive Plan Proposed Edits to Goals & Policies document").

Chair Horn begins to review the September 24, 2012 letter first. The subcommittee review each OPC recommendation and breaks down what the purpose of each is. Commissioner Jerry Parker makes reference to the OPC Recommendation #9 and suggests that throughout the letter there should be interconnectedness with the Comprehensive Plan.

Commissioner Parker asks a hypothetical question regarding sea level rise. He asks if the City decided to address sea level rise by building a sea wall, would the CFP plan then be adjusted to adapt to the costs affiliated with the construction. Chair Horn explains, the CFP would add that decision to the CFP and the money would be taken from a different project depending on prioritization.

Chair Horn explains that the subcommittee premise is to come up with ideas for both the six year and twenty year plan. Their purpose is to encourage the Council to proceed with projects as well as suggest new ideas.

Chair Horn next reviews the the October 29th, 2012 letter. He explains the basic idea of the letter is to proceed with the twenty year plan by following the stated recommendations. Council will decide whether the Planning Commission will continue working on the plan this year.

The Subcommittee moves on to assign chapters from the CFP document in order to review and come up with ideas and recommendations for the City staff hosted meeting set for a later date. Chair Horn asks who would like to be apart of the subcommittee: Chair Horn, Commissioner Parker, Commissioner Judy Bardin who is not in attendance, Commissioner Max Brown, Commissioner Kim Andresen and Commission Carole Richmond. Commissioner Andresen and Commissioner Brown are splitting the chapters; Drinking Water, Waste Water, Storm and Surface Water. Commissioner Richmond will take the Parks Chapter. Commissioner Bardin will take the General Capital Facilities chapter. Commissioner Parker will take the School District chapter and help support Roger on the Transportation chapter. Chair Horn will take the Transportation and Transportation Projects funded with impact fees chapters.

The subcommittee meeting decides to meet next on July 31st 2013 from 6:30 to 8:30 to

discuss questions relative to each chapter.

**5. ADJOURNMENT**

The meeting adjourned at 8:40 pm.

**Accommodations**