



# Meeting Minutes

## Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Joyce Phillips  
360.570.3722

---

**Monday, July 11, 2016**

**6:30 PM**

**Room 207**

---

**1. CALL TO ORDER**

Chair Richmond called the meeting to order at 6:33 p.m.

**1.A ROLL CALL**

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

**Excused:** 1 - Commissioner Paula Ehlers

**OTHERS PRESENT**

Community Planning and Development Deputy Director Leonard Bauer  
Senior Planner Joyce Phillips  
Associate Planner & Historic Preservation Officer Michelle Sadlier  
Public Works Transportation Senior Program Specialist Michelle Swanson  
Public Works Water Resources Associate Planner Jesse Barham  
Parks, Arts & Recreation Associate Director Jonathan Turnlove

**2. APPROVAL OF AGENDA**

**The agenda was approved.**

**3. APPROVAL OF MINUTES**

**3.A [16-0782](#) Approval of June 20, 2016 Olympia Planning Commission Meeting Minutes**

Commissioner Parker proposed the following correction to the minutes on Item 6.D  
*From:* The recommendation was discussed and continued to the Planning Commission due back on 7/11/2016. *To:* The recommendation was discussed. Chair Richmond indicated she needed additional time to review. This business item was continued to the Planning Commission meeting on July 11, 2016.

**The minutes were approved as amended.**

**4. PUBLIC COMMENT - None**

## 5. STAFF ANNOUNCEMENTS

### Downtown Strategy Update:

- The online survey regarding downtown design elements is open until July 24, 2016.
- There will be an Open House at the Harbor House on Saturday, July 30, 2016 from 11:00 a.m. - 3:00 p.m. Learn more about downtown housing, views, and other strategy elements.
- Stakeholder Work Group: The next meeting is July 21, 2016 at 5:30 p.m. at the Eastside Fire Station.
- Workshop #3 has been rescheduled to Saturday, Sept 17, 2016 at 9:30 a.m. at the Olympia Center.

### Development Activity Update:

- Columbia Place - Hearing of the Hearing Examiner will be on August 29, 2016.
- Old Desire Video Store site - Application received to convert to a gas station.
- South Puget Sound Community College - Application received to remodel building 28 Administrative Services building.

The City of Olympia is co-hosting with The City of Lacey - a Short Course on Local Planning, Thursday, September 29, 2016, in Lacey. Registration is now open.

The Finance Committee of the Council will begin review of the 2017-2022 Capital Facilities Plan (CFP) on Wednesday - July 13, 2016 at 5:00 p.m. It's the "first look." The Council will begin its review on July 19, 2016. The Planning Commission will receive a briefing on the CFP on August 1, 2016 and will hold a public hearing the same night.

## 6. BUSINESS ITEMS

### 6.A [16-0742](#) Kaiser Harrison Opportunity Area Comprehensive Plan and Development Regulations Amendments - Deliberation

Ms. Phillips answered questions asked by the Commission regarding the proposed amendments.

### Chair Richmond discussed her concerns:

- She would not like to see a zoning change on north side of Harrison.
- She would like the structure height limited to 45 feet on the south side of Harrison with a maximum footprint of 30,000 square feet.
- She would like to see vacancies in current developments filled before developing new areas.

### Commissioner Burns discussed his concerns:

- He would like to see vacancies in current developments filled before developing new areas.

- Feels proposed building heights are too high for this area.

Commissioner Watts, Parker, Mark, Auderer voiced their approval of the proposed amendments.

**Commissioner Parker moved, seconded by Commissioner Hoppe, to recommend City Council adopt the amendments as proposed and encouraged Commissioners that oppose the amendments submit minority reports to express their concerns to Council. The motion passed with two opposed.**

**6.B**      [16-0786](#)      Cushing Street Rezone Proposal: Whether to Comment on Consistency with Comprehensive Plan

Meeting went into recess and the meeting reconvened after a seven minute break.

Ms. Sadlier presented information and staff recommendation about a recent request submitted by Alicia Elliott (File # 16-0045) to change the land use zoning of three parcels located on Cushing Street NW from Residential 6 to 12 (R-6-12) to High Density Corridor 3 (HDC-3). The proposal would expand the adjacent HDC-3 zoning to include three additional parcels. The applicant's stated intent of the proposed change in zoning is to allow the owner to change the use of the existing buildings to a restaurant and lodging house, neither of which are permitted in the R-6-12 zone. This proposed rezone is part of a larger project initiated by the applicant to create a walkable center for the neighborhood focused around the southwestern corner of Harrison Avenue and Division Street. The parcel immediately to the north of the proposed rezone area is the subject of a current land use application to create a café and food court (Park Side Café, #16-0056-PZ). The Hearing Examiner's public hearing is currently scheduled for September 12, 2016. Following the hearing, the Hearing Examiner will make a recommendation to the City Council. The City Council will make the City's final decision regarding the application.

The Commissioners discussed the information presented to them and gained clarification from staff.

**Commissioner Parker moved, seconded by Commissioner Hoppe, to recommend to the Hearing Examiner the proposed Cushing Street Rezone is consistent with the Comprehensive Plan. The motion was approved unanimously.**

**6.C**      [16-0799](#)      Bike Corridor Pilot Project Briefing

Ms. Swanson presented a briefing. People have asked for an easier way to get around Olympia by bike. In 2014, the City Council funded a pilot project of a Bike Corridor. The Bicycle & Pedestrian Advisory Committee (BPAC) worked with City staff to identify possible routes for the pilot project. Late in 2014, the City Council provided additional direction that the pilot project should connect to the downtown. In early 2015, the BPAC recommended the pilot project route. The route connects the eastside neighborhood to downtown, from Lions Park to (eventually) Sylvester Park.

Most of the bike corridor has been built. Parts of it have been built with interim materials, like paint instead of concrete. The city would like to make it permanent later, when funding allows. What remains to be finished is the section between Sylvester Park and 7th & Jefferson, which is hinging on the intersection at 7th & Jefferson. The city built intersection improvements on the east side of that intersection, and the developer of the Franklin Lofts project will build the intersection improvements on the west side as part of their frontage improvements. The developer has indicated the frontage improvements will be completed in the fall. The end goal with this process is to amend the bike master plan to include additional potential future routes. This will allow the city to seek grant funds to build them and make the pilot project permanent.

**The discussion was completed.**

**6.D**      [16-0800](#)      West Bay Environmental Restoration Assessment Briefing

Mr. Barham presented a briefing on the West Bay Environmental Restoration Assessment which is a science-based analysis of potential future habitat and water quality improvements along Budd Inlet's West Bay shoreline. Decades of development and shoreline fill degraded environmental conditions warranting a comprehensive look at the entire shoreline. The assessment covers the western shoreline of Budd Inlet from 5th Avenue north to the City limits. Coast and Harbor Engineering led the work effort starting in May 2015 and concluding in late February 2016. Partners include the City of Olympia Public Works and Parks, Arts and Recreation Departments; the Port of Olympia; and the Squaxin Island Tribe. The study focused primarily on City, Port, and Tribe owned properties. Conceptual approaches for private properties are also included. Mr. Barham briefed the Commission on the methodology, findings, recommendations and preliminary cost estimates. City Council was briefed on the study on March 22, 2016 and a study session is scheduled for August 30, 2016. The full study is available at the city website.

**The discussion was completed.**

**7.      REPORTS**

Commissioner Parker, Chair Richmond and Commissioner Auderer all attended the Olympians for People-Oriented Places (O-POP) meeting on June 29, 2016. The topic was about Tiny Houses and Accessory Dwelling Units (ADU's).

**9.      ADJOURNMENT**

The meeting adjourned at 9:30 p.m.