



Meeting Minutes

Planning Commission

City Hall
601 4th Avenue E
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Contact: Todd Stamm
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Monday, January 25, 2016

6:30 PM

Room 207

1. CALL TO ORDER

Chair Richmond called the meeting to order at 6:30 p.m.

1.A ROLL CALL

Commissioner Watts arrived immediately after the roll call was taken.

Present: 7 - Chair Carole Richmond, Vice Chair Kim Andresen, Commissioner Max Brown, Commissioner Darrell Hoppe, Commissioner Jerome Parker, Commissioner Robert Ragland, and Commissioner Missy Watts

OTHERS PRESENT

Community Planning and Development Principal Planner Todd Stamm
Senior Planner Joyce Phillips
Public Works Senior Planner Laura Keehan
Engineering and Planning Supervisor Eric Christensen
Engineering and Planning Supervisor Randy Wesselman
Project Engineer II Dave Rosen

2. APPROVAL OF AGENDA

Chair Richmond moved, seconded by Vice Chair Andresen to amend the agenda under Section 7. Reports to add in: appointment of a new Vice Chair and appointment of a new Arts Commission Liaison.

Discussion:

Commissioner Parker indicated under Section 6.A. he would like the Commission to discuss the LID briefing and have time for staff to answer any questions they may have. Todd indicated time was allotted for staff to answer questions.

Commissioner Brown moved, seconded by Chair Richmond, to approve the agenda as amended. The motion passed.

The agenda was approved as amended.

3. APPROVAL OF MINUTES

3.A [16-0097](#) Approval of January 4, 2016, Planning Commission Meeting Minutes

The minutes were approved as written.

4. PUBLIC COMMENT

None.

5. STAFF ANNOUNCEMENTS

Mr. Stamm:

- Reminded Commissioners Brown and Watts that applications for re-appointment to the Planning Commission are due by 4:00 p.m. Friday - January 29, 2016.
- Informed the General Government Committee meeting has been moved from Wednesday to Friday, January 29, 2016.
- Reminded Commission they have a new liaison, Councilmember Hankins.
- Reminded Commission Nicole Floyd started her Senior Planning position today and will be taking over his role in the LID project. She will be attending the next Commission meeting.

Commissioner Brown asked about the Planning Commission using a consent calendar. Mr. Stamm explained the Council and Commission's obligation to hold a public hearing, but for other items a consent agenda is a possibility.

6. BUSINESS ITEMS

6.A [16-0094](#) Low Impact Development (LID) Stormwater Code Revisions - Briefing

Ms. Keehan presented an updated briefing about Low Impact Development (LID) Stormwater Code Revisions. She indicated staff would like to go more indepth about Stormwater Drainage Manual retrofit threshold.

Mr. Christensen presented a handout, Flow Chart for Determining Requirements for Redevelopment. The handout consisted of a page out of the Department of Ecology's Stormwater Management Manual for Western Washington and a page out of the City of Olympia's Drainage Design and Erosion Control Manual. He highlighted and explained some of the differences between the two manuals.

Commissioner Parker requested that future electronic presentations be made available to the Commission via email.

The information was received.

6.B [16-0089](#) Planning Commission 2016 Work Plan -- Recommendation

Mr. Stamm presented an overview of staff recommended Planning Commission Work

Plan for 2016.

The Commission reviewed and discussed the plan item by item.

Commissioner Brown made a motion to approve the work plan with the amendment of removing item 2.4.

Discussion:

Item 2.4 Downtown Safety, etc. - The major concern was the Planning Commission's role on this issue. The Downtown Strategy Stakeholders Work Group currently is working on this issue. Commissioner Brown felt the Commission could play a role in environmental design, enhancing public safety through design.

Commissioner Brown moved, seconded by Commissioner Parker, to approve the Work Plan as amended. The motion passed with one opposition.

7. REPORTS

Commissioner Ragland attended the Arts Commission meeting and gave a brief recap. He indicated he will no longer be able to be the liaison to the Arts Commission due to personal obligation conflicts. Commissioner Parker indicated that he would be willing to be the liaison for the remaining two months of the term until the new Commissioner positions have been filled and the liaison positions are assigned to the new Commission.

Commissioner Hoppe attended the most recent Parks and Recreation meeting. Their 2016 plan will be presented to the Council. There was a plan for a pool. They will be exploring funding possibilities.

Commissioner Parker attended the Olympians for People-Oriented Places (OPOP) meeting. He spoke about a presentation by Ron Thomas. He indicated it could give some valuable insight on how complex the process is of doing any project. He urged others to watch it. Mr. Stamm indicated a similar presentation by Ron Thomas at the annual Olympia Downtown Association meeting will be available on YouTube.

Vice Chair Andresen stated she is resigning as Vice Chair due to health reasons. Commissioner Parker nominated Commissioner Ragland. He declined the nomination. Vice Chair Andresen nominated Commissioner Brown. He accepted the position of Vice Chair of the Planning Commission. The Commission thanked Commissioner Andresen for her time and hard work as Vice Chair.

8. ADJOURNMENT

The meeting was adjourned at 8:38 p.m.