



## Meeting Minutes Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501  
Contact: Stacey Ray  
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Monday, August 5, 2019

6:30 PM

Room 207

### 1. CALL TO ORDER

Chair Richmond called the meeting to order at 6:32 p.m.

#### 1.A ROLL CALL

**Present:** 7 - Chair Carole Richmond, Vice Chair Kento Azegami, Commissioner Tammy Adams, Commissioner Travis Burns, Commissioner Paula Ehlers, Commissioner Candi Millar and Commissioner Aaron Sauerhoff

**Absent:** 2 - Commissioner Joel Baxter and Commissioner Rad Cunningham

#### 1.B OTHERS PRESENT

City of Olympia Community Planning and Development staff:

Senior Planner Stacey Ray  
Deputy Director Leonard Bauer  
Associate Planner Catherine McCoy  
Planning Manager Tim Smith

### 2. APPROVAL OF AGENDA

**The agenda was approved.**

### 3. APPROVAL OF MINUTES

**3.A 19-0687** Approval of July 8, 2019, Olympia Planning Commission Meeting Minutes

The Commission asked staff to correct a spelling error in Tim Smith's title.

**The minutes were approved as amended.**

### 4. PUBLIC COMMENT - None

### 5. STAFF ANNOUNCEMENTS

Ms. Ray and Mr. Bauer shared announcements. Mr. Bauer shared an update on Missing Middle and reminded the Commission this item may come back to them so they should

not discuss opinions on the matter.

## **6. BUSINESS ITEMS**

### **6.A 19-0698 Short-Term Rental Status Update**

Ms. McCoy and Mr. Bauer shared an informational briefing, including a Powerpoint and handout on short-term rental legislation found in other jurisdictions and how these ordinances could be applied in Olympia.

**The information was received.**

## **7. REPORTS**

Commissioners reported on outside meetings attended.

## **8. OTHER TOPICS**

Commissioners discussed the Capital Facilities Plan review and recommendation process dates and agreed to move forward with scheduling work during regular Commission meetings and revisit the need for a subcommittee after two meetings.

Commissioners also discussed a proposed annual retreat date, time and agenda. Commissioners asked staff to move forward on scheduling and finalizing the proposed retreat agenda.

## **9. ADJOURNMENT**

The meeting adjourned at 8:08 p.m.

### **Upcoming**

The next meeting is scheduled for August 19, 2019.