



# Meeting Minutes

## Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501  
Contact: Joyce Phillips  
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**Monday, July 25, 2016**

**6:30 PM**

**Room 207**

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**1. CALL TO ORDER**

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

**1.A ROLL CALL**

**Present:** 7 - Chair Carole Richmond, Vice Chair Brian Mark, Commissioner Mike Auderer, Commissioner Paula Ehlers, Commissioner Darrell Hoppe, Commissioner Negheen Kamkar and Commissioner Jerome Parker

**Absent:** 2 - Commissioner Travis Burns and Commissioner Missy Watts

**2. APPROVAL OF AGENDA**

The agenda was approved.

**3. APPROVAL OF MINUTES**

**3.A** [16-0872](#) Approval of July 11, 2016, Olympia Planning Commission Meeting Minutes

Commissioner Parker proposed the following revisions to the minutes: Item 5. *From:* Columbia Place - Hearing on August 29, 2016. *To:* Columbia Place - Hearing of the Hearing Examiner will be on August 29, 2016. *From:* The Finance Committee will begin review of the 2017-2022 Capital Facilities Plan. *To:* The Finance Committee of the Council will begin review of the 2017-2022 Capital Facilities Plan. *From:* The Council will begin their review on July 19, 2016. *To:* The Council will begin its review on July 19, 2016.

The minutes were approved as amended.

**4. PUBLIC COMMENT - None**

**5. STAFF ANNOUNCEMENTS**

Ms. Phillips made the following announcements:

- August Planning Commission meetings will be on the 1st and the 15th
- September Planning Commission meeting will be on the 19th
- Reminder about the Short Course on Local Planning on September 19
- Reminder to inform Ms. Phillips of vacation schedules that would affect meeting attendance

**6. BUSINESS ITEMS****6.A**     [16-0874](#)             Artesian Commons Park Seasonal Staffing Update

Ms. Niehuser and Mr. Franks presented an update on Artesian Commons Park. The City hired a temporary Well Host and Seasonal Park Ranger to be stationed at the Artesian Commons Park from June 1, 2016 through October 2016. The goals of these positions are to improve the water users experience, promote positive activities, gain compliance to park rules and regulations and provide a safe and welcoming environment for all. To achieve these goals the staff provide daily activities for park visitors, support community and City programs in the park, greet people gathering water, clean up litter, monitor behaviors and educate those who are violating rules.

**The discussion was completed.**

**6.B**     [16-0860](#)             Draft Public Participation Plan for the Sign Code Update

Ms. Phillips presented a draft public participation plan for the upcoming sign code update. In September of this year the City will begin a process to update its sign code. The planning process will include public outreach to solicit input regarding what needs to be addressed and to share information about a recent Supreme Court case related to signs. Two advisory groups will be formed to help develop content and review draft code amendments. Staff sought input from the Planning Commission regarding opportunities to improve the plan. The Commission provided feedback.

**The discussion was completed.**

**6.C**     [16-0861](#)             Planning Commission Retreat

The Commission discussed having a retreat in September or early October. It discussed some topics of interest. The retreat will be discussed further at upcoming Planning Commission meetings.

**The discussion was completed.**

**6.D**     [16-0850](#)             Planning Commission Selection of Officers

Chair Richmond stated the previous Planning Commission held its officer elections in November 2015 but noted its intent that the new Commission would hold elections in March once the new Commissioners were seated. This would provide an opportunity for them to give input on leadership for the remainder of 2016. When the new Commissioners came on board an election was held to fill the then vacant Vice-Chair position. This meeting was an opportunity for the Commission to elect new officers for the remainder of 2016. Elections will be held in November of this year for the 2017 officers.

Chair Richmond opened the floor up to nominations. Commissioner Parker nominated Commissioner Mark for the Chair position. Commissioner Mark accepted the nomination. Commissioner Auderer nominated himself for the Vice Chair position.

Commissioner Kamkar nominated Commissioner Richmond for the Chair position. Commissioner Richmond accepted the nomination.

The Commission completed a handwritten individual vote for the Chair position. Ms. Phillips tallied the votes and indicated there were four votes for Commissioner Mark, two votes for Commissioner Richmond and one abstention. Commissioner Mark is now Chair of the Planning Commission.

The Commission held an election for the Vice Chair position. There were six votes for Commissioner Auderer and one abstention. Commissioner Auderer is now Vice Chair of the Planning Commission.

**Commissioner Parked moved, seconded by Commissioner Auderer, to hold an election of Chair and Vice Chair at this meeting. The motion passed with one opposition and one abstention.**

## **7. REPORTS**

Commissioner Parker reported he attended the Land Use and Environment Committee (LUEC) meeting about multi-modal transportation. It was held on July 21, 2016.

Commissioner Richmond reported she listened to a meeting online about affordable housing. It was a discussion about the possibility of a ballot measure for an eight million dollar seven year property tax levy to build 200 housing units to help get the chronically homeless off the street. The goal is to offer 500 units in the future.

Commissioner Hoppe indicated he plans to attend the July 28, 2016 Design Review Board meeting.

## **8. OTHER TOPICS**

Commissioner Hoppe asked Ms. Phillips for an update on current planning projects, which she provided.

## **9. ADJOURNMENT**

The meeting adjourned at 8:41 p.m.