



Meeting Minutes

Planning Commission

City Hall
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Contact: Joyce Phillips
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Monday, January 9, 2017

6:30 PM

Room 207

1. CALL TO ORDER

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

1.A ROLL CALL

Commissioner Richmond arrived after roll call was taken.

Present: 7 - Vice Chair Mike Auderer, Commissioner Travis Burns, Commissioner Paula Ehlers, Commissioner Darrell Hoppe, Commissioner Negheen Kamkar, Commissioner Carole Richmond and Commissioner Missy Watts

Excused: 1 - Chair Brian Mark

OTHERS PRESENT

Community Planning and Development:
Director Keith Stahley
Deputy Director Leonard Bauer
Senior Planner Joyce Phillips
Senior Planner Linda Bentley
Office Specialist/Minute Recorder Stacey Rodell

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

3.A [17-0007](#) Approval of the November 21, 2016 Olympia Planning Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT

The following members of the public spoke:

George Kurzman spoke in favor of changing the current code that prevents a property owner from renting out an accessory dwelling unit (ADU) that has been built on the owner's property when the property owner does not live on site.

Judy Bardin stated she would like to see someone from an environmental group included on the 'missing middle' work group. She presented a list of environmental groups in Olympia that she would like to see invited to join the work group. Ms. Bardin made reference to the "Tool Box" which is a document listing potential tools to implement Olympia Downtown Strategy (DTS). She feels Item 22 (Reduced building/planning/impact SDC fees) will impact needed City services such as compliance enforcement. Reducing impact fees for some projects will only shift the cost to other developers or the public resulting in a possible general fund reduction. Item 22 also mentions a reduction in stormwater fees; she feels this will impact the efforts towards preparing for sea level rise. She feels it is not logical to reduce fees for projects that may be most impacted by sea level rise. She spoke about Item 24 (SEPA) and how the environmental impact statement (EIS) for the Comprehensive Plan covered a broad range of topics but a site specific SEPA review may include additional information. She is in favor of Item 27 (Brownfields Area-Wide or Property-Specific Grants/Loans).

Chris van Daalen spoke in favor of the exploration of the 'missing middle' housing. He spoke about Vancouver's use of laneway housing.

Kirsten Evenson spoke in favor of tiny homes and urged the City to make changes to the code to allow these types of affordable housing.

Joseph Becker, ecological builder in Olympia, has built a number of tiny homes. He has been actively encouraging the development of ADU's with the City for about ten years. He spoke about Santa Cruz, CA and its successful ADU program. He is in favor of condominium ownership being applied to ADU's. He also spoke in favor of detached accessory structure (DAS) zoning. A DAS is a detached bedroom and shared main house.

Bob Jacobs spoke in favor of ADU's but cautions the belief of having these types units will make housing more affordable. He has concerns the economic development in the region will only create more unaffordable housing due to population growth.

5. STAFF ANNOUNCEMENTS

Ms. Phillips announced the following:

- Positions for City Advisory Boards are still open, including for the Planning Commission. The deadline to apply is January 31, 2017.
- A reminder the Commission will be reviewing and considering the Downtown Strategy recommendations soon. There is a lot of background information on the City's website to review. It is intended the final report will be sent to the Commission in mid-January. The briefing will be on February 6, 2017 with the public hearing tentatively scheduled for February 27, 2017.
- At the next meeting the Commission will begin developing the Planning Commission work plan for April 1, 2017 - March 31, 2018. The starting point is the remaining items on the current work plan that are not complete and the

2017 CPD Work Program.

- The Comprehensive Plan chapter “teach back” summaries from Commissioners to the rest of the Commission will begin at the next meeting. Commissioner Richmond will be giving a recap of the Capital Facilities Plan (CFP). On February 27, 2017, Chair Mark is scheduled to cover Community Values and Vision. Vice Chair Auderer and Commissioner Burns will be summarizing the Economy chapter. Commissioner Kamkar will be summarizing either the Transportation or Public Participation & Partners chapter.
- Some of the projects currently under review are Harrison Mixed Used, Washington Realtors, Colonial Estates, Briggs North Multifamily, Briggs Town Center Multifamily and Washington State Employee Credit Union (WSECU).

6. BUSINESS ITEMS

6.A [17-0006](#) Critical Areas Ordinance (CAO), Phase 2, Locally Important Habitat and Species Briefing

Ms. Bentley reported on the Critical Areas Ordinance (CAO) Phase 2 - locally important habitat and species via a PowerPoint presentation. Under the Washington State Growth Management Act (GMA), the City is required to update the Critical Areas Ordinance (CAO) periodically as part of the City’s Comprehensive Plan update. The required update included a mandate that the City’s critical areas sections in the development code must be reviewed to ensure consistency with current best available science (BAS).

Phase 1 (BAS updates) - adopted by City Council at 2nd reading on August 16, 2016.

Phase 2

- Option to protect locally important species and habitats
- Shoreline Master Plan (SMP) amendment (concurrent with Phase 2 adoption)

Protection Options for locally important species and habitats

- Regulatory
 - Amend development code to include specific species/habitat
 - Requirements triggered by a specific proposal
 - Many species/habitats already protected by City CAO and SMP and by State Department of Fish and Wildlife Priority Habitat and Species list
 - Great Blue Heron habitat protection
 - Annual and additional seasonal buffers around known habitat
 - Provide and/or replace vegetative screening
 - Restrict timing on certain activities
 - Restrict development within a nesting colony
 - Nomination of additional locally important species/habitats
- Incentive-based
 - Land acquisition and/or conservation easements
 - Private donations

- Programmatic
 - Designate as open space, native growth protection, habitat preserve
 - Parks, Arts & Recreation - Land Acquisition West Bay Woods - Trails, Open Space, Habitat Protection
 - Public Works, Water Resources - Storm and Surface Water Plan - Aquatic Habitat - e.g., Low Impact Development regulations (in conjunction with Community Planning and Development)

Development considerations

- No development in the nesting colony
- Activities causing loud noises above the ambient level restricted in the breeding season - February 1-August 31
- All screening trees must be retained or replaced
- Development within the annual buffer must follow mitigation sequencing
- Development on parcels abutting nesting colony requires a minimum 30' building setback from the property lines closest to the colony
- If nesting colony abandoned, area should be protected for 10 years from last known active nesting season

Phase 2 Timeline

- Public Open House - January 18, 2017
- Planning Commission Public Hearing - January 23, 2017 (Including SMP Amendment)
- City Council Adoption - March-April 2017
- Department of Ecology Approval - Summer 2017

The information was received.

6.B [17-0029](#) Briefing on Housing Tool Box and Downtown Strategy Work Implementation Plan

Mr. Stahley reported on the housing toolbox and Downtown Strategy work implementation plan via a PowerPoint presentation. He reviewed the "housing trilemma" - cities face tradeoffs in terms of housing affordability, job availability and quality of life. The slide compared the 100 largest metropolitan statistical areas (MSA) in the country. He also reviewed the following:

- New Downtown housing units from 2014-2016
- Proposed Downtown housing units from 2017-2019
- Housing toolbox highlights
- City owned property
- Downtown Strategy implementation plan highlights

The report was received.

6.C [17-0024](#) 'Missing Middle' Infill Housing Analysis - Public Involvement Plan

Mr. Bauer reported on the 'Missing Middle' Infill Housing Analysis and the public involvement plan via a PowerPoint presentation. The term 'Missing Middle' refers to a range of multi-unit housing types that are compatible in scale with single-family homes. In other words, they provide 'middle' density housing. There have been

relatively few of these types of housing constructed in Olympia (and nation-wide) over the past 40 years - thus, they are referred to as 'missing'. Some examples of housing types this project will particularly focus on include tiny houses, modular units, cottage homes, townhouses, small multifamily apartments, and accessory dwelling units. To implement Comprehensive Plan goals and policies regarding providing a variety of housing types, the Missing Middle Infill Housing Analysis will review existing city regulations - such as zoning, permit fees, development standards, utility connection charges, etc. - for potentially disproportionate effects on the ability to provide for a variety of housing types in the City's residentially zoned areas. A work group will be formed to provide in-depth discussion and feedback throughout the project. The work group is currently proposed to include two Planning Commission members and one Utility Advisory Commission member. Mr. Bauer asked if any of the Commissioners would be interested in serving on this work group. Commissioner Ehlers and Commissioner Richmond indicated they would like to serve on this work group. Remaining work group members will represent a broad range of perspectives on infill housing design, financing, construction, neighborhood compatibility, and affordable housing.

The information was received.

7. REPORTS - None

8. OTHER TOPICS - None

9. ADJOURNMENT

The meeting adjourned at 8:41 p.m.