



Meeting Minutes

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501
Contact: Todd Stamm
360.753.8597

Monday, January 5, 2015

6:30 PM

Room 207

1. CALL TO ORDER

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

1.A ROLL CALL

Present: 8 - Chair Max Brown, Vice Chair Kim Andresen, Commissioner Jessica Bateman, Commissioner Roger Horn, Commissioner Missy Watts, Commissioner Judy Bardin, Commissioner Darrell Hoppe, and Commissioner Jerome Parker

Excused: 1 - Commissioner Carole Richmond

OTHERS PRESENT

Community Planning & Development Principal Planner Todd Stamm
Senior Planner Amy Buckler
Public Works Planning & Engineering Manager Eric Christensen
Water Resources Director Andy Haub
Senior Planner Laura Keehan

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

[15-0032](#) Approval of December 1, 2014 Planning Commission Meeting Minutes

The minutes were approved as amended.

[15-0033](#) Approval of October 1, 2014 Planning Commission Finance Subcommittee Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. STAFF ANNOUNCEMENTS & INFO REQUESTS

Mr. Stamm explained how deferral of impact fees affects some development. He

discussed preliminary plans for the development of the northwest corner of Cooper Point Road and the significance of the first subdivision plan for single family residents since the recession. He announced a remodel permit application by Les Schwab Tire Center for a building on Plum Street. He reminded Commissioners the deadline to submit applications for reappointment is January 31, 2015. He answered questions regarding zoning for 20th Avenue and Cooper Point Road single family plots and discussed the upcoming Conference of Corridor Commissions. It was determined a quorum of Planning Commissioners will be in attendance at that meeting.

6. BUSINESS ITEMS

6.A [15-0027](#) Planning Commission's Downtown Briefings

Ms. Buckler discussed the focus and purpose for the requested informational Downtown briefings.

Discussion:

- Commission role and opportunity to generate greater interest in downtown strategies.
- Communication with consultants.
- Getting citizens involved and utilizing their input.
- How to duplicate recent Tacoma briefings which were well advertised and attracted citizens from Olympia. Inviting a Tacoma planner to share process and financial resource information.
- Differing points of view about protective measures for Downtown and related issues of soil contamination, sea level rise impact, and liquefaction.
- Best practices for parking structure integration.
- Preferred sequence: 1) economic development, built environment including asset list of Downtown economic assets, transportation, 2) natural environment, soil contamination, 3) Tacoma presentation.

The work session was completed.

6.B [15-0031](#) Low Impact Development Code Revisions

Mr. Stamm discussed the relationship between Community Planning & Development and the Public Works Department in working together to revise City development codes and regulations in order to implement more environmentally-sensitive stormwater practices. He invited commissioners to attend the Utilities Advisory Committee (UAC) meetings to understand their decision making process as the Commission will review UAC recommendations. He explained the timeline for work completion including Council-approved code revisions by the end of 2015.

Mr. Christensen explained how the State mandates evaluation of various codes and regulations in order to "make LID (Low Impact Development) the preferred and commonly used approach to site development". He discussed the history of Olympia's long-standing interest and experience with LID techniques, the role of Washington State's Department of Ecology, the mandatory process for conducting

revisions to the codes, and the comprehensive evaluation and refinement of Olympia's code.

Discussion:

- Timeline compliance is one year ahead of the deadline.
- Incorporation of LID on State Avenue development.
- Impacts and ramifications on new and existing retention ponds.

The report was received.

6.C [15-0028](#) Rezone Application Consolidation Amendment Briefing

Mr. Stamm briefed the Commission on the consequences of approving the new Comprehensive Plan as proposed and the impact of rezones on zoning map amendments. He explained a proposal to consolidate all rezone applications into batches and staff's preliminary proposal to schedule public hearings regarding code amendments. He discussed how establishing an annual process for rezone application review, comparable to that for a Comprehensive Plan amendment review, would involve Council adoption of an annual schedule including a deadline for applications.

The report was received.

7. REPORTS

Design Review Board:

Commissioner Hoppe gave a report on the Capital Collision building review.

Commissioner Horn shared his request to Council to fast track Planning Commission recommendations to the Capital Facilities Plan goals and policies. He emphasized the importance of tracking Council actions.

Chair Brown requested Commissioners to contact him about their interest in liaison assignments and any other concerns.

8. ADJOURNMENT

The meeting adjourned at 8:36 p.m.