



Meeting Minutes

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501
Contact: Casey Schaufler
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Monday, December 4, 2023

6:30 PM

Online Only

1. CALL TO ORDER

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

1.A ROLL CALL

Present: 9 - Chair Zainab Nejati, Vice Chair Greg Quetin, Commissioner Tammy Adams, Commissioner Tracey Carlos, Commissioner Michael Burnham, Commissioner William Hannah, Commissioner Candi Millar, Commissioner Carole Richmond and Commissioner Aaron Sauerhoff

1.B OTHERS PRESENT

Community Planning & Development Director Leonard Bauer
Community Planning & Development Senior Planner Joyce Phillips
Community Planning & Development Associate Planner Casey Schaufler
Thomas Architecture Studios Ron Thomas
Thomas Architecture Studios Donnie Hull

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

3.A [23-1044](#) Approval of the November 20, 2023, Olympia Planning Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. STAFF ANNOUNCEMENTS

Mr. Bauer made staff announcements.

6. BUSINESS ITEMS

6.A [23-1039](#) Drive-Throughs in Mixed Use Developments Along Downtown Entry

Corridors (via portions of Plum Street) Requested Code Amendment -
Briefing

Mr. Schaufler, Mr. Thomas and Mr. Hull provided the Commission with a presentation about a requested code amendment.

The information was received.

6.B [23-1008](#) Form-Based Codes - This Planner's Perspective

Commissioner Millar shared a presentation about Form-Based Code.

The information was received.

7. REPORTS

Commissioner Richmond briefed the Commission about a stakeholder meeting she attended regarding the Capital Mall Triangle Subarea plan.

8. OTHER TOPICS

Commissioners discussed Officer Elections.

Commissioner Millar moved, seconded by Commissioner Carlos, to nominate Chair Nejati to another term as chair and Vice Chair Quetin to another term as Vice Chair. The motion passed unanimously.

9. ADJOURNMENT

The meeting adjourned at 9:04 p.m.