



Meeting Agenda

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Stacey Ray
360.753.8046

Monday, January 27, 2020

6:30 PM

Council Chambers

1. CALL TO ORDER

Estimated time for items 1 through 5: 20 minutes

1.A ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.A [20-0100](#) Approval of January 13, 2020 Planning Commission Meeting Minutes

Attachments: [Meeting Minutes 01132020](#)

4. PUBLIC COMMENT

During this portion of the meeting, citizens may address the Advisory Committee or Commission regarding items related to City business, including items on the Agenda. In order for the Committee or Commission to maintain impartiality and the appearance of fairness in upcoming matters and to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee or Commission in these two areas: (1) on agenda items for which the Committee or Commission either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days, or (2) where the speaker promotes or opposes a candidate for public office or a ballot measure.

5. STAFF ANNOUNCEMENTS

This agenda item is also an opportunity for Commissioners to ask staff about City or Planning Commission business.

6. BUSINESS ITEMS

6.A [20-0083](#) Housing Options Code Amendments - Briefing

Attachments: [RCW 36.70A.600](#)
[Council Referral](#)
[Public Participation Plan](#)
[Background Papers](#)

Estimated time: 30 minutes

6.B [20-0087](#) Planning Commission Candidate Screening and Recommendation

Attachments: [2020 Planning Commission Candidate Applications](#)

[Application Evaluation Matrix](#)

Estimated time: 60 minutes

6.C [20-0085](#) 2020 - 2021 Planning Commission Work Plan

Attachments: [OPCWorkPlanProposalsform_2020](#)

Estimated time: 30 minutes

7. REPORTS

From Staff, Officers, and Commissioners, and regarding relevant topics.

8. OTHER TOPICS

None

9. ADJOURNMENT

Approximately 8:30 p.m.

Upcoming

Next Commission meeting is scheduled for February 10, 2020. See 'meeting details' in Legistar for list of other meetings and events related to Commission activities.

Accommodations

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Advisory Committee meeting, please contact the Advisory Committee staff liaison (contact number in the upper right corner of the agenda) at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.



City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

Planning Commission

Approval of January 13, 2020 Planning Commission Meeting Minutes

Agenda Date: 1/27/2020
Agenda Item Number: 3.A
File Number:20-0100

Type: minutes **Version:** 1 **Status:** In Committee

Title

Approval of January 13, 2020 Planning Commission Meeting Minutes



Meeting Minutes

Planning Commission

ATTACHMENT 1

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Stacey Ray
360.753.8046

Monday, January 13, 2020

6:30 PM

Room 207

1. CALL TO ORDER

Chair Millar called the meeting to order at 6:31 p.m.

1.A ROLL CALL

Update to Officer positions, effective December 2, 2019, and will be reflected in January 27, 2020 minutes:

Chair - Candi Millar

Vice-Chair - Paula Ehlers

Finance Chair - Kento Azegami

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

Absent: 1 - Commissioner Aaron Sauerhoff

1.B OTHERS PRESENT

City of Olympia Community Planning and Development staff:

Senior Planner/Staff Liaison Stacey Ray

Senior Planner/Staff Liaison Cari Hornbein

Planning and Engineering Manager Tim Smith

Associate Planner Lydia Moorehead

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

3.A [20-0041](#) Approval of December 2, 2019 Planning Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. STAFF ANNOUNCEMENTS

Ms. Ray and Mr. Smith shared announcements.

6. BUSINESS ITEMS**6.A [20-0028](#) Planning Commission Candidate Screening Process**

Commissioners discussed the staff recommended candidate screening process.

Commissioner Azegami moved, seconded by Commissioner Burns, to approve staff's recommended process for reviewing applicants to be interviewed for the vacant Planning Commission position. The motion passed unanimously.

6.B [20-0003](#) Stoll Road Rezone

Ms. Moorehead shared information and a PowerPoint on the Stoll Road rezone proposal and its' consistency with the Comprehensive Plan.

Vice-Chair Ehlers moved, seconded by Commissioner Azegami, to recommend to the Hearing Examiner that the proposed rezone is consistent with the Comprehensive Plan. The motion passed unanimously.

7. REPORTS

Commissioners reported on outside meetings/events attended.

8. OTHER TOPICS - None**9. ADJOURNMENT**

The meeting was adjourned at 7:38 p.m.

Upcoming

The next regular Planning Commission meeting is January 27, 2020.



Planning Commission

Housing Options Code Amendments - Briefing

Agenda Date: 1/27/2020
Agenda Item Number: 6.A
File Number:20-0083

Type: discussion **Version:** 1 **Status:** In Committee

Title

Housing Options Code Amendments - Briefing

Recommended Action

Information only. No action requested.

Report

Issue:

Discussion on the referral from the City Council to the Planning Commission regarding code amendments to increase residential housing capacity.

Staff Contact:

Joyce Phillips, Senior Planner, Community Planning and Development, 360.570.3722

Presenter(s):

Joyce Phillips, Senior Planner, Community Planning and Development

Background and Analysis:

The GMA was amended in 2019 to encourage cities to adopt regulations to “increase residential building capacity” within its zoning districts. The GMA includes a list of options for cities to consider in order to do so. The list is provided in Section 1 of RCW 36.70A.600 (see Attachment 1).

Late in 2019 the City Council made a referral to the Planning Commission (see Attachment 2). The Council identified three options to increase residential building capacity in Olympia. The Council directs the Planning Commission to develop an ordinance to implement two or three of the following provisions, as summarized:

- Authorize a duplex on each corner lot within all zoning districts that permit single-family residences;
- Authorize attached accessory dwelling units (ADUs) on all parcels containing single-family homes, provided the city does not require on-site parking, owner occupancy requirements, or square footage limitations below one thousand square feet. Cities must set applicable impact fees at no more than the projected impact of the accessory dwelling unit. To allow local flexibility, ADUs may be subject to such regulations, conditions, procedures, and limitations as

determined by the local legislative authority.

- Authorize at least one duplex, triplex, or courtyard apartment on each parcel in one or more zoning districts that permit single-family residences unless a city documents a specific infrastructure of physical constraint that would make this requirement unfeasible for a particular parcel

Other

These housing options are not targeted at any specific income group. These options are not intended to result in changes to zoning district boundaries or the allowed densities of the underlying zoning districts. It is anticipated that these options, if implemented, will allow for a great variety of housing types in more zoning districts and that overall achieved densities may increase over time.

Neighborhood/Community Interests (if known):

It is anticipated that there will be a fair amount of community interest on these proposed amendments. There is a lot of interest in all types of housing in the City.

The topics of this referral are narrow to the three options summarized above. Discerning community interests that are specific to these three options will be important as the code changes to implement at least two of the three options are drafted.

In order to help raise awareness of these options and to solicit input, public meetings will be held. This will include at least two information session public meetings and an open house. Additionally, City staff will meet with the Council of Neighborhoods Association.

Options:

None. Information only at this time.

Financial Impact:

This work is funded by the Community Planning and Development Department's base budget.

Attachments:

RCW 36.70A.600
Council Referral
Public Participation Plan
Background Papers

RCW 36.70A.600**Cities planning under RCW 36.70A.040—Increasing residential building capacity—Housing action plan authorized—Grant assistance.**

(1) A city planning pursuant to RCW 36.70A.040 is encouraged to take the following actions in order to increase its residential building capacity:

(a) Authorize development in one or more areas of not fewer than five hundred acres that include at least one train station served by commuter rail or light rail with an average of at least fifty residential units per acre that require no more than an average of one on-site parking space per two bedrooms in the portions of multifamily zones that are located within the areas;

(b) Authorize development in one or more areas of not fewer than five hundred acres in cities with a population greater than forty thousand or not fewer than two hundred fifty acres in cities with a population less than forty thousand that include at least one bus stop served by scheduled bus service of at least four times per hour for twelve or more hours per day with an average of at least twenty-five residential units per acre that require no more than an average of one on-site parking space per two bedrooms in portions of the multifamily zones that are located within the areas;

(c) Authorize at least one duplex, triplex, or courtyard apartment on each parcel in one or more zoning districts that permit single-family residences unless a city documents a specific infrastructure of physical constraint that would make this requirement unfeasible for a particular parcel;

(d) Authorize cluster zoning or lot size averaging in all zoning districts that permit single-family residences;

(e) Authorize attached accessory dwelling units on all parcels containing single-family homes where the lot is at least three thousand two hundred square feet in size, and permit both attached and detached accessory dwelling units on all parcels containing single-family homes, provided lots are at least four thousand three hundred fifty-six square feet in size. Qualifying city ordinances or regulations may not provide for on-site parking requirements, owner occupancy requirements, or square footage limitations below one thousand square feet for the accessory dwelling unit, and must not prohibit the separate rental or sale of accessory dwelling units and the primary residence. Cities must set applicable impact fees at no more than the projected impact of the accessory dwelling unit. To allow local flexibility, other than these factors, accessory dwelling units may be subject to such regulations, conditions, procedures, and limitations as determined by the local legislative authority, and must follow all applicable state and federal laws and local ordinances;

(f) Adopt a subarea plan pursuant to RCW 43.21C.420;

(g) Adopt a planned action pursuant to RCW 43.21C.440(1)(b)(ii), except that an environmental impact statement pursuant to RCW 43.21C.030 is not required for such an action;

(h) Adopt increases in categorical exemptions pursuant to RCW 43.21C.229 for residential or mixed-use development;

(i) Adopt a form-based code in one or more zoning districts that permit residential uses. "Form-based code" means a land development regulation that uses physical form, rather than separation of use, as the organizing principle for the code;

(j) Authorize a duplex on each corner lot within all zoning districts that permit single-family residences;

(k) Allow for the division or redivision of land into the maximum number of lots through the short subdivision process provided in chapter 58.17 RCW; and

(l) Authorize a minimum net density of six dwelling units per acre in all residential zones, where the residential development capacity will increase within the city.

(2) A city planning pursuant to RCW 36.70A.040 may adopt a housing action plan as described in this subsection. The goal of any such housing plan must be to encourage construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes, including strategies aimed at the for-profit single-family home market. A

housing action plan may utilize data compiled pursuant to RCW **36.70A.610**. The housing action plan should:

- (a) Quantify existing and projected housing needs for all income levels, including extremely low-income households, with documentation of housing and household characteristics, and cost-burdened households;
 - (b) Develop strategies to increase the supply of housing, and variety of housing types, needed to serve the housing needs identified in (a) of this subsection;
 - (c) Analyze population and employment trends, with documentation of projections;
 - (d) Consider strategies to minimize displacement of low-income residents resulting from redevelopment;
 - (e) Review and evaluate the current housing element adopted pursuant to RCW **36.70A.070**, including an evaluation of success in attaining planned housing types and units, achievement of goals and policies, and implementation of the schedule of programs and actions;
 - (f) Provide for participation and input from community members, community groups, local builders, local realtors, nonprofit housing advocates, and local religious groups; and
 - (g) Include a schedule of programs and actions to implement the recommendations of the housing action plan.
- (3) If adopted by April 1, 2021, ordinances, amendments to development regulations, and other nonproject actions taken by a city to implement the actions specified in subsection (1) of this section, with the exception of the action specified in subsection (1)(f) of this section, are not subject to administrative or judicial appeal under chapter **43.21C** RCW.
- (4) Any action taken by a city prior to April 1, 2021, to amend their comprehensive plan, or adopt or amend ordinances or development regulations, solely to enact provisions under subsection (1) of this section is not subject to legal challenge under this chapter.
- (5) In taking action under subsection (1) of this section, cities are encouraged to utilize strategies that increase residential building capacity in areas with frequent transit service and with the transportation and utility infrastructure that supports the additional residential building capacity.
- (6) A city with a population over twenty thousand that is planning to take at least two actions under subsection (1) of this section, and that action will occur between July 28, 2019, and April 1, 2021, is eligible to apply to the department for planning grant assistance of up to one hundred thousand dollars, subject to the availability of funds appropriated for that purpose. The department shall develop grant criteria to ensure that grant funds awarded are proportionate to the level of effort proposed by a city, and the potential increase in housing supply or regulatory streamlining that could be achieved. Funding may be provided in advance of, and to support, adoption of policies or ordinances consistent with this section. A city can request, and the department may award, more than one hundred thousand dollars for applications that demonstrate extraordinary potential to increase housing supply or regulatory streamlining.
- (7) A city seeking to develop a housing action plan under subsection (2) of this section is eligible to apply to the department for up to one hundred thousand dollars.
- (8) The department shall establish grant award amounts under subsections (6) and (7) of this section based on the expected number of cities that will seek grant assistance, to ensure that all cities can receive some level of grant support. If funding capacity allows, the department may consider accepting and funding applications from cities with a population of less than twenty thousand if the actions proposed in the application will create a significant amount of housing capacity or regulatory streamlining and are consistent with the actions in this section.
- (9) In implementing chapter 348, Laws of 2019, cities are encouraged to prioritize the creation of affordable, inclusive neighborhoods and to consider the risk of residential displacement, particularly in neighborhoods with communities at high risk of displacement.

[**2019 c 348 § 1.**]



Olympia City Council Referral Request

RECEIVED

Tracking Number
(Provided by Susan)2019-0034
Click or tap
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text.Date of
Referral

11/12/2019

Requester Bateman

NOV 20 2019

CP&D

City of Olympia

Referral To ☐ Study Session☐ Finance Committee☐ General Government Committee☐ Land Use & Environment Committee

X Planning Commission

A clear concise description of the issue(s) that need(s) to be addressed.

The City Council considers it a high priority to provide a greater variety of housing types in low-density neighborhoods, consistent with the adopted Olympia Comprehensive Plan. Ordinance 7160 (Missing Middle) was recommended by the Planning Commission and adopted by the City Council. However, the Western WA Growth Management Hearings Board has invalidated this ordinance. The City has appealed the Board's order to Thurston County Superior Court. While that appeal is pending, however, additional housing options remain unavailable in much of the City.

Request**What is being requested to assist in addressing the issue described in the problem statement?**

ESHB 1923 was adopted by the 2019 WA Legislature to increase residential building capacity. Section 1 provides options for cities to amend their development regulations to increase housing opportunities. Sections 1(3) and 4 provide that if a city adopts an ordinance implementing at least two of these options before April 1, 2021, the ordinance is not subject to legal or administrative appeals. The Olympia Planning Commission is requested to draft an ordinance that is fully compliant with Engrossed Substitute House Bill 1923, and would implement two or three of the optional actions listed in ESHB 1923, Section 1, subsections (1)(c), (1)(e) and (1)(j). The Commission should ensure all procedural requirements are completed before recommending this ordinance to the City Council.

Relationship to City Business or Proposed City Business/Services**Describe how this will enhance what is already offered and/or what it will provide that is not currently available. Why is this the City's issue to address? How will this create a more adaptive and resilient organization?**

This referral will accomplish much of what was included in Ordinance 7160 when it was adopted by the City Council. ESHB 1923 provides an opportunity to re-adopt similar approaches to provide for an increase in the number and types of housing units in our City. The increased variety of housing will enable residents to better afford living in all areas of our City, while taking advantage of existing City infrastructure with capacity for infill development.

Connection to Comprehensive Plan**Choose all that apply.**☒ **Community, Safety and Health***Inclusive, respectful, civic participation; a safe & prepared community; health and wellness; adequate food and shelter; a quality education*☐ **Downtown***Vibrant, attractive urban destination; a safe and welcoming downtown for all; a mix of urban housing options; a variety of businesses; connections to our cultural & historic fabric; engaging arts & entertainment experience*☒ **Economy***Abundant local products and services; a thriving arts and entertainment industry; sustainable quality infrastructure; a stable thriving economy*☐ **Environment***Clean water & air; a daily connection to nature; preserved quality natural areas; a toxin-free community; a waste*

☒ **Neighborhoods**

Distinctive places & gathering spaces; nearby goods & services; neighborhoods that are engaged in community decision making; safe and welcoming places to live

Options

Describe proposed options for moving the idea or issue forward for the meeting body to consider.

Planning Commission should consider the three optional actions listed in ESHB 1923, Section 1, subsections (1)(c), (1)(e) and (1)(j). To comply with ESHB 1923, at least two, or all three, of these options would need to be included in an ordinance recommended by the Planning Commission.

Timing

Is this issue time sensitive, are there other timing factors to consider?

City Council would like to receive a recommended ordinance from the Planning Commission as soon as appropriate public comment processes and all legal requirements can be met.

Supporting Documentation

Are there documents that support your request or that should be considered?

The entire record of consideration for Ordinance 7160 (Missing Middle) and all supporting documents. Additionally, ESHB 1923 and all supporting documents considered by the WA Legislature in its adoption. Any and all guidance documents produced by the WA Dept. of Commerce related to housing and the implementation of ESHB 1923.

Councilmember Signatures

Two Councilmembers must support the request including the Chair of the Committee of referral. (Cannot be a committee quorum unless discussed at an open public meeting of the committee.)


Sponsoring Councilmember

1. 
Councilmember
2. 
Councilmember

Staff Supplement

Staff will review the request to generate administrative impacts to be considered as part of proposal (staff to initial after their review):

Budget Impacts: Staffing for the Planning Commission's consideration of this ordinance can be provided within existing budgetary resources.

Legal Review (to include regulatory authority): This action is specifically authorized by state law under ESHB 1923.

Policy implications: Specifically authorized by state law, this action will also implement comprehensive plan policies calling for a greater variety of housing in low-density neighborhoods with minimal impacts to the existing neighborhoods.

Implementation Considerations: Consideration of Ordinance 7160 included a very significant amount of public debate. It is likely the same will be true during consideration of this ordinance.

Staff Liaison: Joyce Phillips, Senior Planner; Leonard Bauer, Deputy Director, Community Planning and Development

Housing Option Code Amendments

Public Participation Plan

Background

Growth Management Act

The City of Olympia plans for its future (where and how the city will grow) and what is needed to serve that growth (parks, open spaces, infrastructure, streets, public services, etc.) under the Washington State Growth Management Act (GMA).

The GMA was amended in 2019 to encourage cities to adopt regulations to “increase residential building capacity” within its zoning districts. The GMA includes a list of options for cities to consider in order to do so. The list is provided in Section 1 of [RCW 36.70A.600](#).

Council Referral

Late in 2019 the City Council made a referral to the Planning Commission. The Council identified three options to increase residential building capacity in Olympia. The Council directed the Planning Commission to develop an ordinance to implement two or three of the following options, as summarized:

- Allow duplexes on each corner lot in most zoning districts
- Allow Accessory Dwelling Units (ADUs) with certain requirements and potential discretionary options
- Allow a duplex, triplex, or courtyard apartment on each parcel in one or more zoning districts that permit single-family residences (unless the city documents a specific constraint that would make this unfeasible for a particular parcel)

Timeline

The Council asked the Planning Commission to deliver this draft amendment expeditiously and while providing opportunity for the public to provide input into these proposals. Given that the GMA options are fairly specific and won’t need to be developed “from scratch”, the public will be asked to provide input and comments on the areas of the options where there is discretion for how to implement certain provisions. It is estimated that public comment will occur over the first quarter of 2020. Staff anticipates conducting the public hearing in April.

The tasks are as follows:

1. Create webpage and informational video to describe the three options being considered. Provide information about how to get involved and provide comments.
2. Develop Comment Cards to solicit input on the three options and provide space for additional comments.
3. Hold informational meetings for people to learn more about the proposed options and ask questions about them.
4. Draft proposed code amendments.
5. Complete an Environmental Review of the proposed amendments.

6. Submit “Notice of Intent to Adopt” Development Regulation amendments to the Washington State Department of Commerce.
7. Provide an Open House for people to learn about the three options being considered and the proposed code amendments to implement them.
8. The Planning Commission will conduct a public hearing.
9. Planning Commission deliberations result in a recommendation to City Council.
10. City Council review and decision.

Public Participation Plan

Public engagement is an integral part of the planning process. However, public engagement will not be the same as in other code amendment processes. This is because the way the provisions are worded in the law, the proposed outcome is already determined (for example, allow duplexes on each corner lot in all zoning districts that permit single family residences is fairly specific). The discussion will need to be specific to the areas of these three options regarding whether or not to implement the specific proposal and for where there is discretion in how a certain option is implemented (for example, if the option includes language such as “in one or more zoning districts” there should be input about which zoning districts are appropriate for that option).

Engagement is needed from interested parties including residents, businesses, and stakeholders. City staff is proposing the follow outreach methods:

Public Meetings

Public meetings to explain the options and accept feedback during the process will be held. Staff will give presentations and seek feedback at the meetings. Types of public meetings may include an Open House, educational or Question and Answer sessions, presentations or briefings before the Planning Commission, and the public hearing before the Planning Commission.

Comment Forms

Comment forms will be available at public meetings, City Hall and on the webpage. These comment forms will include space for open ended comments but will request input on the three options, including whether or not the option should be implemented in Olympia, which zoning districts may be appropriate for certain options, and comments regarding discretionary options being considered.

Webpage

The webpage will contain information about the three options and the process, timeline, opportunities to get involved or provide comments, and materials related to the work being conducted.

Planning Commission

Community Planning & Development (CP&D) staff anticipate bringing draft amendments to the Olympia Planning Commission in the spring of 2020. The Commission may also receive briefings on the proposal during the process. The Planning Commission will hold a public hearing on the proposal before making a recommendation to City Council.

Council's Land Use and Environment Committee

CP&D staff will provide a briefing to the City Council Land Use and Environment Committee at least once during the process.

City Council

The Olympia Planning Commission will make a recommendation to the City Council on the proposed Housing Options Code Amendments. The Council may hold an additional public hearing but is not required to do so. It is anticipated that Council will make a decision in mid-2020.

General Project Schedule and Outreach Plan

Project Steps	Jan	Feb	March	April	May	June	July	Aug
Public Participation Plan								
Webpage Created								
Public Meetings								
Draft Code Amendments								
Public Hearing								
Outreach Tools	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Project Webpage	●	●	●	●	●	●	●	●
E-Newsletter	●	●	●	●				
Public Mtg/Open House		●	●					
Council of Neighborhoods Assn	●	●	●					
Planning Commission	●	●	●	●	●			
Land Use & Env. Committee			●					
City Council					●			

●	Citywide Outreach
●	Interested Parties
●	Advisory Board, City Council

The schedule is subject to change.

How to get Involved

To request to be added as a “Party of Record” for this proposal or for more information on how to get involved, please send an email to housingoptions@ci.olympia.wa.us or call 360.753.8314. Each Party of Record for this proposal will be sent a notice of the public hearing in advance of the hearing and may receive additional periodic updates.

Updates will be provided to subscribers of the City’s “Planning & Development” E-Newsletter. To subscribe to this or other City E-Newsletters, please visit olympiawa.gov/subscribe.

You may provide written comments on the proposed options at housingoptions@ci.olympia.wa.us. There will also be an opportunity to comment in person or in writing at the public hearing. Written comments will be provided to the Planning Commission.

Information is available on the City’s website at olympiawa.gov/housingcode.

January 13, 2020

Increasing Urban Residential Capacity

The Growth Management Act (GMA) was recently amended to include a list of actions cities are encouraged to take in order to increase residential building capacity. In its referral to the Planning Commission, the City Council directs that code amendments to implement certain provisions be considered. One of those provisions is allowing duplexes on corner lots.

Duplexes on Corner Lots

The GMA, in RCW 36.70A.600, encourages cities to *“Authorize a duplex on each corner lot within all zoning districts that permit single-family residences.”*

In order to allow this the following would be needed:

Modify the Permitted Uses Tables to include Duplexes on Corner Lots in the following chapters of the Unified Development Code:

- 18.04 – Residential Districts (*all zones*)
- 18.05 – Villages and Centers (*all zones*)
- 18.06 – Commercial Districts (*all zones except Urban Waterfront, Urban Waterfront-Housing, and Auto Services*)

Notes:

- a. The minimum lot size, minimum setbacks, maximum lot coverages, low impact development stormwater standards, critical areas protection measures, design review requirements, and on-site parking standards would remain unchanged.
- b. In order to obtain a building permit the applicant would need to demonstrate compliance with the development standards, regardless of whether a single family residence or duplex is proposed on the corner lot.
- c. A main difference is that a single-family residence would require at least two on-site parking spaces while a duplex would need to provide at least four on-site parking spaces (two per unit).
- d. These changes would not impact three commercial zoning districts or the City’s Industrial zoning districts because single family residences are not permitted as a primary use in those zones.

January 13, 2020

Increasing Urban Residential Capacity

The Growth Management Act (GMA) was recently amended to include a list of actions cities are encouraged to take in order to increase residential building capacity. In its referral to the Planning Commission, the City Council directs that code amendments to implement certain provisions be considered. One of those provisions is addressing accessory dwelling units (ADUs).

Accessory Dwelling Units

The GMA, in RCW 36.70A.600 encourages cities to “Authorize attached accessory dwelling units on all parcels containing single-family homes where the lot is at least three thousand two hundred square feet in size, and permit both attached and detached accessory dwelling units on all parcels containing single-family homes, provided lots are at least four thousand three hundred fifty-six square feet in size. Qualifying city ordinances or regulations may not provide for on-site parking requirements, owner occupancy requirements, or square footage limitations below one thousand square feet for the accessory dwelling unit, and must not prohibit the separate rental or sale of accessory dwelling units and the primary residence. Cities must set applicable impact fees at no more than the projected impact of the accessory dwelling unit. To allow local flexibility, other than these factors, accessory dwelling units may be subject to such regulations, conditions, procedures, and limitations as determined by the local legislative authority, and must follow all applicable state and federal laws and local ordinances.”

In order to implement this provision of the GMA in the Olympia Municipal Code, the following would be needed:

1. Amend 18.04.060(A) to make the following changes:
 - Remove owner occupancy requirement
 - Modify maximum size to 1,000 square feet
2. Amend 18.38.100 (Table 38.01) to eliminate requirement for an ADU to have an on-site parking space. (Note: Property may still provide on-site parking but it would not be required.)

Optional amendments:

3. Increase maximum building height for detached ADUs to allow for an ADU to be constructed above a detached accessory structure, such as a garage or shop building.
4. Clarify that an ADU could be attached to an accessory structure, each subject to the maximum sizes allowed in the underlying zone. This would allow an ADU of 1,000 square feet or less to be attached to an 800 square foot garage.

Increasing Urban Residential Capacity

The Growth Management Act (GMA) was recently amended to include a list of actions cities are encouraged to take in order to increase residential building capacity. In its referral to the Planning Commission, the City Council directs that code amendments to implement certain provisions be considered. One of those provisions is allowing duplexes, triplexes, or courtyard apartments on each parcel in one or more zoning districts that permit single-family residences.

Duplexes, Triplexes or Courtyard Apartments

The GMA, in RCW 36.70A.600, encourages cities to *“Authorize at least one duplex, triplex, or courtyard apartment on each parcel in one or more zoning districts that permit single-family residences unless a city documents a specific infrastructure of physical constraint that would make this requirement unfeasible for a particular parcel.”*

Note: The wording of this statutory language is important to consider. For example, it is “...duplex, triplex, or courtyard apartment...”, which indicates there is choice over which of these housing types is allowed in various zoning districts that permit single-family residences. Another key phrase to consider is, “...on each parcel...” which indicates that having different minimum lot sizes and widths for the different housing types is not allowed.

In order to implement this provision of the GMA in the Olympia Municipal Code, the following needs to be determined:

1. Which zones are appropriate for duplexes, if any?
2. Which zones are appropriate for triplexes, if any?
3. Which zones are appropriate for courtyard apartments, if any?

Since only one lot size would be allowed in each zone, a building permit for a duplex, triplex, or courtyard apartment (if allowed in the zone) would only be issued if the applicant can demonstrate compliance with the development standards of the zoning district. This includes things like building setback from property lines, maximum lot coverages (for buildings, impervious surfaces, hard surfaces), required parking spaces, maximum building heights, maximum number of stories, design review, low impact development stormwater, critical areas protection, etc. Generally, because provision of on-site parking spaces is land consumptive, residential structures with more units will occur on lots that are larger in size than the minimum lot size that is allowed in the underlying zoning district.

Building permits would not be issued if the City finds that a specific infrastructure or physical constraint would make this unfeasible for a particular parcel. This could include things like the presence of critical areas and their buffers, utility connections limitations, or other factors.

Below is a table showing which zoning districts currently allow these housing types (P = Permitted). Please note that Olympia does not have a specific definition for “Courtyard Apartments” but “Apartments” is shown in the table. An apartment is defined as three or more living units (OMC 18.02.180), so triplexes are currently only listed as a permitted use in zones that do not also allow apartments (R-4CB and R6-12).

	Low Density Neighborhoods						Medium Density Neighborhoods							
	R1/5	R-4	R-4CB	RLI	R4-8	R6-12	MR7-13	MR10-18	RM-18	RM-24	RMH	RMU	MHP	UR
Duplexes (existing)	P	P		P	P	P	P	P	P	P	P	P	P	P
Duplexes (new)	P		P	P		P	P	P	P	P	P	P	P	P
Triplexes			P			P limited areas								
Apartments				P			P	P	P	P	P	P		P

Potential Options or Considerations:

1. Allow duplexes in the R 4-8 zone.
2. Allow duplexes and triplexes in the R 4-8 zone.
3. Allow duplexes, triplexes, and courtyard apartments in the 4-8 zone.
4. Eliminate the larger lot size requirement for duplexes in the R 6-12 zone.
5. Allow triplexes in all areas zoned R 6-12. Triplexes are currently allowed only in a small area of the R 6-12 zone (see Figures 4-2c and 4-2d in OMC Chapter 18.04, Residential Districts).
6. Allow triplexes and courtyard apartments in the R 6-12 zone.
7. Consider whether or not duplexes, triplexes, or courtyard apartments should be permitted in other zones.
8. If courtyard apartments will be an allowed use, does a specific definition and set of development standards need to be created (e.g. oriented around a common open space area, amount of open space required).



Planning Commission

Planning Commission Candidate Screening and Recommendation

Agenda Date: 1/27/2020
Agenda Item Number: 6.B
File Number: 20-0087

Type: decision **Version:** 1 **Status:** In Committee

Title

Planning Commission Candidate Screening and Recommendation

Recommended Action

Move to approve three candidates to be interviewed by the General Government Committee for the vacant Planning Commission position.

Report

Issue:

Whether to forward to the General Government Committee three candidates to be interviewed for the vacant Commission position.

Staff Contact:

Stacey Ray, Senior Planner, Administrative Services, 360.753.8046

Presenter(s):

Stacey Ray, Senior Planner, Administrative Services

Background and Analysis:

The City Council would like City Advisory Committees and Commissions to help identify candidates to interview for vacant Committee and Commission positions. The General Government Committee has asked that members screen all applicants and identify three candidates to be interviewed for each vacant position.

This agenda item is to discuss and recommend three candidates to be interviewed by the General Government Committee for one vacant Commission position. On January 13, the Commission approved the following process for selecting three candidates:

- Commissioners will review 11 candidate applications (Attachment A).
- Commissioners will use the Application Evaluation Matrix developed by General Government to individually identify their top three candidates (Attachment B).
- All Commissioners will discuss and agree to three candidates to recommend to General Government at the regular meeting on January 27.

The General Government Committee will hold candidate interviews in February, and the new Commissioner will begin their term April 1.

Neighborhood/Community Interests (if known):

N/A

Options:

1. Forward to the General Government Committee three candidates to be interviewed for the one vacant Commission position.
2. Choose not to participate in screening and recommending potential candidates.

Financial Impact:

There is no financial impact to the Commission participating in screening potential candidates for a vacant position.

Attachments:

Boards & Commissions Application Evaluation Matrix

Profile

Andreas

First Name

W

Middle Initial

Wolfe

Last Name

andreas.w.wolfe@gmail.com

Email Address

818 Olympia Ave

Home Address

Apt B

Suite or Apt

Olympia

City

WA

State

98506

Postal Code

Home: (617) 953-9427

Primary Phone

Home:

Alternate Phone

Question applies to multiple boards

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

Three absences from meetings in a year may result in removal from an advisory board.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, sgrisham@ci.olympia.wa.us

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When filed with the City, your application and attachment documents are public records and may be subject to public release.

Transportation Planner

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Planning Commission: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

1. Planning Commission. 2. Bicycle and Pedestrian Advisory Committee

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Bigelow

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I would like to serve on the Bicycle and Pedestrian Advisory Committee because I believe that equitable transportation planning is the foundation for more fair and accessible communities. Roadways are our most plentiful public space, and Olympia, like cities throughout the country have lost sight of this. We do not only need to use our streets for transportation. We can use our streets to build community, and that starts with creating places where people can freely walk and places where people can congregate and share ideas. I would like to serve on the Planning Commission for similar reasons. I believe we have lost sight of the connection between land use and transportation. Good planning starts with empowering those at the most local level, which for us is our residents and neighbors. As planners we enable this by providing people the means to age in place, invest their resources locally and access local opportunities. We must embrace the fact that people are inherently restless, and want the chance to consistently pursue new things, such as a new degree, a new skill or hobby or the ability to have a side hustle or part-time gig. I would like to serve on the Planning Commission for similar reasons. I believe we have lost sight of the connection between land use and transportation. Good planning starts with empowering those at the most local level, which for us is our residents and neighbors. As planners we enable this by providing people the means to age in place, invest their resources locally and access local opportunities. We must embrace the fact that people are inherently restless, and want the chance to consistently pursue new things, such as a new degree, a new skill or hobby or the ability to have a side hustle or part-time gig.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I like to think of myself as an inquisitive person, always questioning our assumptions and biases. I have an undergraduate background in the humanities, but have since begun a transition towards engineering and more of the sciences. This has given me a wide perspective and the ability to both write and think quantitatively.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I am new to Olympia. I moved here in September of 2019. In the short time of living here, I have joined Olympians for People Oriented Places (OPOP), and have voted in a local election. I am doing my best to learn as much as I can about Olympia in the short amount of time I've been here.

Question applies to multiple boards

4. List your educational and professional background and area of study.

I have a dual masters in city and regional planning and civil engineering, and graduated in May of 2019. With this I bring a considerable amount of expertise in the field. Though, I think that with formal education often comes inherent bias. It is important to have a rich diversity of opinions on such a board, and that includes people with formal education on such matters working closely with those who do not.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

I am willing to commit as many as needed and don't envision the time commitment being an issue. I expect to budget about 5 to 10 hours per month.

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☒ Yes ☐ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Planning Commission and Bicycle and Pedestrian Advisory Committee.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

I learned about the committee through Janae Huber and Rad Cunningham.

[Andreas_Wolfe_Resume_Nov_2019.pdf](#)

Upload a Resume

Question applies to Planning Commission

10. In your own words, what is the role of an Olympia Planning Commissioner?

Citizen-run planning commissions are a new concept for me. The large East Coast cities where I've spent most of my life did not have citizen-run boards. Washington, on the other hand has formalized them in state statute (RCW 35.63.070). I'm for it. On the other hand, having participated in staff-led commissions in places such as Boston and Philadelphia, I learned how vitally important professionalism and fairness are to the job. Olympia has 50,000 people. Only nine serve on the Planning Commission. Inevitably, those nine members will be higher-income and have the privilege to spend their spare time doing what to many others resembles paid work. It's the role of a Commissioner, therefore, not to act in their best interest, but put themselves in other shoes, especially those without the means to participate in the same manner.

Question applies to Planning Commission

11. What interests you most about community planning?

Just from applying, I am learning that "community planning" and "city planning" are not the same thing. City planning is a prescription of codes and manuals to optimize a city's performance. Community planning is about deconstructing why we break the rules. These are two very different skillsets, and while I have familiarity with the rules and how we govern ourselves, I want to learn more about why we break the rules.

Question applies to Planning Commission

12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

My previous skills lie squarely in the city planning realm and not community planning. To address this, I want to learn more about how planning impacts people, both directly and indirectly. When most people live their daily lives, they are not doing so in accordance with how planners prescribe. For example, people may be more likely to overstay parking time limits in one area. Certain parts of town may attract younger people, or more rental applications. These are indications of rules and regulations that aren't fitting people's needs and planning can't proceed unless we know why.

Question applies to Planning Commission

13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

I have not. I have a master's degree in City & Regional Planning but this was not specific to the local nuances of Olympia and Washington State.

Question applies to Planning Commission

14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?

I have read the City's Comprehensive Plan. Because of the GMA, Comprehensive Plans carry more weight in Washington, which is something I will need to adjust to. I'm for it though, and I greatly appreciate the thoughtfulness with which the city's staff have set a direction for the city.

Experience

Washington Department of Transportation (WSDOT) - Transportation Planning Specialist (TPS) II

- Lead planner for development of WSDOT's update to the Highway System Plan (HSP), a multi-division effort to align the agency's project selection for all highway-related modes to its strategic plan and performance framework

Georgia Institute of Technology

- **Graduate Research Assistant** – Rural Transit Group
- **Teaching Assistant, Environmental Technology in the Developing World** – GIS and Spatial Analytics advisor
- **Author - *Transit Service Planning for Georgia's Rural Counties***

Howard Stein Hudson – Public Involvement Specialist Boston, MA. September 2016 – June 2017

- Documented all project meetings, drafted presentations for public meetings
- Tracked project billing and financial progress reports
- Sampled public preference on project alternatives
- Analyzed project impact on pedestrian and bicycle comfort levels

City of Somerville, Massachusetts – Project Manager Somerville, MA. January 2016 – August 2016

- Tracked department paving and striping activities, ensured successful completion of department task orders and formalized city traffic calming program
- Digitized existing city asset management practices

Nelson\Nygaard – Transportation Planning Intern Boston, MA. January 2016 – August 2016

Massachusetts Bicycle Coalition – Programs Manager Boston, MA. March 2015 – October 2015

Education

Georgia Institute of Technology

Masters in City and Regional Planning, 2019

Masters in Civil and Environmental Engineering, 2019

Graduate Research Assistant – Transit Planning and Travel Demand Modelling

Boston College

B.A. History, May 2014

Awards and Fellowships

Eisenhower Fellow – US DOT Grant with Transportation Research Board (TRB) Participation

Georgia Tech Graduate Research Scholarship

GAITE Student Paper Award
- Cash prize and presentation at Georgia ITE Summer Seminar

Presentations

Georgia ITE Summer

Seminar: July 2019

National Planning

Conference: April 2018

Georgia Planning

Association: March 2018

Joint Oregon APA/ISOCARP:
October 2017

Mass in Motion Complete Streets Training Program:
2015

Skills

Word processing, Excel and other Microsoft Office Tools

Geographic Information Systems, ArcGIS, QGIS, and other applications

Proficiency in Adobe Creative Suite Applications

Public speaking experience, including public meetings

Data analytics primarily in R

Profile

Elizabeth

First Name

S

Middle Initial

Stark

Last Name

plumstark@msn.com

Email Address

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Home Address

Suite or Apt

Olympia

City

WA

State

98506

Postal Code

Home: (360) 791-2323

Primary Phone

Home: (360) 791-2323

Alternate Phone

Question applies to multiple boards

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sgrisham@ci.olympia.wa.us

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Retired/property manager

Occupation

Which Boards would you like to apply for?

Planning Commission: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Northeast

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

To keep common sense policies and preserve the integrity of our thoroughly thought out future .

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

Have built five homes over 25 years as a citizen and delt with the changing requirements from the building department some of which were not logical. Think we could do better!!!

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

Have lived in Olympia for over 40 years in roughly the same neighborhood. 3 of the homes I've built are in the north east side neighborhood and that's wherel live still.

Question applies to multiple boards

4. List your educational and professional background and area of study.

Graduated from Evergreen in 77, soon there after sold real estate for 32 years,while also purchasing and selling 32 pieces of property. Worked primarily with low priced purchasers to get educated and into homes.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

What's expected? 20?

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☐ Yes ☒ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

Email

Upload a Resume

Question applies to Planning Commission

10. In your own words, what is the role of an Olympia Planning Commissioner?

Keeping the city from being just another town that follows the over development of Seattle.

Question applies to Planning Commission

11. What interests you most about community planning?

Working to make our neighborhoods the best ever!

Question applies to Planning Commission

12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

Common sense, learn how to compromise to the improvement of city functioning.

Question applies to Planning Commission

13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

No

Question applies to Planning Commission

14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?

Just barely enough to know the Missing Middle is not necessary for future development. City already has areas for future development that would not damage existing low density areas.

Profile

Bethany

First Name

Roth

Last Name

bethanyroth@hotmail.com

Email Address

514 Milroy st SW

Home Address

Suite or Apt

Olympia

City

WA

State

98502

Postal Code

Home: (413) 244-2323

Primary Phone

Home:

Alternate Phone

Question applies to multiple boards

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sgrisham@ci.olympia.wa.us

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Registered Nurse

Occupation

Which Boards would you like to apply for?

Bicycle and Pedestrian Advisory Committee: Submitted

Planning Commission: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

1. Planning Commission 2. Bike and Pedestrian Advisory Committee

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ South Westside Olympia

If you choose "other" please write in your neighborhood here:

SW Olympia

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

Planning Commission: To gain experience in the development of policy and help inform decisions that affect me and my community. I have worked in Emergency Medicine for 15 years as a RN, EMT, and volunteer FF and seen the direct effects of poorly developed policy on the lives of Olympia residents. I am interested in engaging in productive discussions that aim to improve quality of life and address competing priorities from an equity and diversity lens. Bike and pedestrian committee: I am a current bike commuter from SW Olympia to PSPH, extensive use of pedestrian walkways/trails, utilize public transportation. Dog owner. Unfortunately, people keep trying to squish me on my bicycle.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

Ability to engage in respectful dialog with people representing diverse points of view Ability to engage in a systematic approach to problem solving including root cause analysis processes Proven ability to function effectively as a team member Experience in evidence based practice theories and implementation, drafting of resolutions, lobbying, and completing literature reviews.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

Bike commuter, utilize public transportation, walking trails, and parks as a dog owner Support and engage in downtown activities, shops and restaurants. friendships and family connections throughout the city Passionate about public engagement in policy development. TESC grad 2003, recently relocated back to the city as a home owner.

Question applies to multiple boards

4. List your educational and professional background and area of study.

EDUCATION: B.S.N - Johns Hopkins University, Baltimore MD, 2011 B.S - Biology/Physical Science, The Evergreen State College, Olympia, WA, 2003 EMPLOYMENT Current Employer: RN, Cardiac Cath Lab, PSPH, 2018-Current RN, Emergency Department, Oregon Health and Science University Hospital, 2015-2018 RN, Emergency Department, University of WA Medical Center, 2011-2015 EMT, American Medical Response, Olympia, WA, 2008-2009 Supervisor - EMT, Olympic Ambulance INC, Lacey, WA 2005-2008 Volunteer FF/EMT, Black Lake Fire Dept, Olympia, WA 2003-2007 Wilderness Trip Director, Wilderness Ventures, Jackson, WY 2004, 2007, 2010, 2011

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

Any

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?☒ Yes ☐ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Any

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

Friend

Upload a Resume

Question applies to Planning Commission

10. In your own words, what is the role of an Olympia Planning Commissioner?

To serve as a liaison between the people affected by policy and those implementing policy. To inform policy and ensure it serves the goals of the City Comprehensive Plan.

Question applies to Planning Commission

11. What interests you most about community planning?

Engaging as a team member to address complicated issues with a solutions based approach.

Question applies to Planning Commission

12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

I am excited to about city planning processes so that I can engage more effectively as an informed resident and grow into a community leader. What I Bring: Teamwork and Group process skills. Conflict resolution Knowledge of health systems Research skills Writing and communication skills. Experience working with people from diverse age, socioeconomic and cultural backgrounds. Ability to simplify and translate complicated concepts to aid public understanding. Time management skills. Evidence based practice concepts.

Question applies to Planning Commission

13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

not yet!

Question applies to Planning Commission

14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?

I have read chunks of the document and was impressed by the accessibility of the language used. It is the strategic plan guiding Olympia city planning decisions. It fulfills the requirements set for by the state GMA and outlines the values that define our planning decisions. It is the community's vision to which local government leaders are meant to work towards and be held accountable to.

Profile

Floyd

First Name

R

Middle Initial

Purdy

Last Name

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Email Address

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Home Address

apt 5

Suite or Apt

olympia

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State

98513

Postal Code

Home: (360) 584-5899

Primary Phone

Home: (360) 359-0616

Alternate Phone

Question applies to multiple boards

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Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, sgrisham@ci.olympia.wa.us

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

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nurse assistant

Occupation

Which Boards would you like to apply for?

Planning Commission: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Bigelow Highlands

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

interested in expanding the opportunities olympia and I can achieve working together.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

first aid expirience

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

well it has humanitarian interests

Question applies to multiple boards

4. List your educational and professional background and area of study.

Two years college

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

40 hours

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

curiosity

Upload a Resume

Question applies to Planning Commission

10. In your own words, what is the role of an Olympia Planning Commissioner?

taking the bull by the horns son.

Question applies to Planning Commission

11. What interests you most about community planning?

something to do constructively in the evenings.

Question applies to Planning Commission

12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

extensive community outreach program management.

Question applies to Planning Commission

13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

yes in the city planning committee

Question applies to Planning Commission

14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?

most of your clients are what some consider the future maybe we have that in common.

Profile

Donald

First Name

C

Middle Initial

Krug

Last Name

olydonk@comcast.net

Email Address

1228 devon loop ne

Home Address

Suite or Apt

olympia

City

WA

State

98506

Postal Code

Mobile: (360) 480-0525

Primary Phone

Home:

Alternate Phone

Question applies to multiple boards

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The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

Three absences from meetings in a year may result in removal from an advisory board.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244,
sgrisham@ci.olympia.wa.us

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Consultant

Occupation

Which Boards would you like to apply for?

Parks and Recreation Advisory Committee: Submitted

Planning Commission: Submitted

Utility Advisory Committee: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

1. Planning Commission 2. Utility Advisory Committee 3. Parks & Rec Advisory Committee

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Devon Place

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

As development accelerates in the South Sound, Olympia is uniquely positioned to maintain its vibrancy as a distinct community by avoiding being swallowed up by suburban sprawl. I have lived in places that experienced similar development pressure, and the lesson learned was that managing a community's destiny takes vision, community involvement, consensus-building and at times compromise. I believe I can help the city with these efforts (discussed below). I now have the time available to commit wholeheartedly to my city.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I worked as a planner in Miami-Dade County, which was (and still is) undergoing severe development pressure. I made recommendations to the Miami-Dade Board of County Commissioners, specializing in Comprehensive Plan amendments that were environmentally sensitive. Besides this direct planning experience, throughout my career I have striven to provide relevant, digestible information to decision makers to help them make informed decisions, including recommending appropriate courses of action where appropriate. To be successful in my career (and life!) I have learned to listen, consider all sides of the issue, and make decisions/recommendations that best reflect the positions of all stakeholders.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I was on the city bike-ped committee a few years ago, and then on the Thurston County parks board, but had to resign because of potential conflicts of interest - I took a job as performance audit manager at the Washington State Auditor's Office. During this hiatus I was an officer in the Devon Place Homeowner's Association. I am winding down my paid consultant work and am free once again to get involved in community affairs.

Question applies to multiple boards

4. List your educational and professional background and area of study.

Education: BBA, Master of Public Administration (MPA), Master of Economics (MS). Professional experience: land use planning, policy analysis (specializing in environment, transportation, energy and land use issues), performance audit manager (including research on Washington's GMA), economics (specializing in application to environmental issues such as global warming), land use management and ecosystem valuation at the Washington Department of Natural Resources.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

100

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☒ Yes ☐ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

1. Planning Commission 2. Utility Advisory Committee 3. Parks & Rec Advisory Committee

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

City website

[resume1219.docx](#)

Upload a Resume

Question applies to Planning Commission

10. In your own words, what is the role of an Olympia Planning Commissioner?

To assist the City Council with land use issues by providing vision for longer-term planning (through participation in developing deliverables such as the Comp Plan and Capital Facilities Plan) as well as implementing the city's Comp Plan via individual land use/zoning decisions. Commissioners can also be an effective conduit to the community, providing two-way communication as well as engendering community involvement, all the while maintaining objectivity.

Question applies to Planning Commission

11. What interests you most about community planning?

I believe my skills and interests would best serve Olympia on the Planning Commission. Olympia is a wonderful community, but development pressure will be accelerating. I would like to help the community manage this growth, taking advantage of smart-growth opportunities while protecting or even enhancing the community's unique characteristics. I have also worked on the economics of climate change issues and would like to have the opportunity to apply what I know to planning efforts (such as shoreline development and infrastructure).

Question applies to Planning Commission

12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

As mentioned above, I have worked as a land-use planner. I also have policy analysis experience in state government (Washington, New York and Florida) on issues pertinent to land use planning such as environment, transportation, public works infrastructure and energy. I understand how government works and have considerable experience balancing the interests of stakeholders. I also did considerable research on the GMA at the State Auditor's Office. I would like to get a better understanding of the effects of the GMA on the city, and learning more about the perspectives of stakeholders on land use issues. I also have a knack for consensus-building and building trust with elected officials and stakeholders.

Question applies to Planning Commission

13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

I took urban planning courses while studying for my MPA and had a considerable amount of training while a planner for Miami-Dade County. The planning process in Florida has some similarities to Washington but no other state has our GMA! When doing research on the GMA I met with Leonard Bauer who was extremely helpful; unfortunately, we did not follow through with a performance audit of the GMA or any of its components.

Question applies to Planning Commission

14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?

I have reviewed the Comp Plan and the Capital Facilities Plan. I'm knowledgeable about the city's GMA commitments. I think the Comp Plan is an excellent opportunity to periodically revisit the community's vision and develop actionable activities - although we would all like to be constantly doing this, the reality is that busy schedules tend to put longer-term planning on the back burner. This periodic comprehensive review forces us to focus on the longer term (memories of my life as a planner in Miami-Dade County).

DONALD C. KRUG
1228 DEVON LOOP NE
OLYMPIA, WA 98506
(360) 480-0525

EDUCATION

Master of Science MS (Economics), University of Massachusetts at Amherst, 1995.

Master of Public Administration MPA (Policy Analysis), Nelson A. Rockefeller College of Public Affairs and Policy, State University of New York at Albany, Albany NY, 1981.

Bachelor of Business Administration BBA, Hofstra University, Hempstead NY, 1978.

PROFESSIONAL EXPERIENCE

Consultant

Olydon Consulting; 2016-present
 Olympia, WA

- Providing government consulting services, specializing in policy and economic analysis, and data management and analysis
- Briefed elected officials on the economics underlying carbon taxes and cap-and-trade programs.

Principal Performance Auditor

Washington State Auditor's Office; 2013-2016
 Olympia, WA

- Supervised performance audit teams working on sensitive policy and data management-oriented topics, including:
 - Career and Technical Education
 - Public Records Act and Requests
 - Administrative Hearings
 - Medicaid Managed Care
- Member of the Performance Audit Leadership Team, focusing on staff development
- Researched policy implications of the State's Growth Management Act
- Provided in-house data management and methodological consulting services.

Program Evaluation, Research and Analysis Manager

Washington State Employment Security Department; 2013
 Olympia, WA

- Managed the following units in the Labor Market Economic Analysis Division:
 - Economic Analysis
 - Industry and Occupational projections
 - Survey development and execution.

Senior Performance Auditor*Washington State Auditor's Office; 2008-2013*

Olympia, WA

- Managed a performance audit of Washington's Financial Management system
- Managed a data-intensive performance audit of K-12 non-instructional spending
- Verified quality assurance on five performance audits
- Edited and/or rewrote three performance audits.

Natural Resource Economist*Washington State Department of Natural Resources; 2004-2008*

Olympia, WA

- Provided economic services and policy recommendations to Executive Management and Forest Practices, Land Management and Aquatic Resources divisions
- Completed investment analyses on large land exchanges (Central Cascades and South Stevens)
- Developed quarterly economic forecasts.

Legislative Policy Analyst*Florida Office of Program Policy Analysis and Government Accountability; 2002-2004*

Tallahassee, FL

- Managed Performance Audits of state education programs, focusing on data-intensive projects.

Principal Environmental Planner*Miami-Dade County Department of Planning and Zoning; 2001-2002*

Miami, FL

- Provided environmental resource-related recommendations for county master plan updates
- Coordinated staff support for Miami-Dade County Agricultural Practices Advisory Board.

Economic and Environmental Policy Consultant*Polish Ministry for Environmental Protection; 1996-2000*

Gdansk, Poland

- Provided consulting services to Polish delegation to the Helsinki Commission relating to Baltic Sea protection
- Represented Poland on a United Nations/European Union-sponsored project that promoted and facilitated public participatory planning in Polish municipalities.

Research Assistant*University of Massachusetts at Amherst; 1992-1995*

Amherst, MA

- Designed and managed a research project focusing on applying Contingent Valuation and econometric analysis to estimating the value of groundwater in western Massachusetts
- Taught an undergraduate Environmental Policy course.

Policy Analyst/Economist

New York State Department of Economic Development; 1981-1992

Albany, NY

- Coordinated departmental policy activities on resource-related issues
- Advised Governor on economic implications of legislation and executive policy proposals
- Drafted legislation and wrote portions of Governor's State-of-the-State annual message
- Provided economic perspective and recommendations to Governor and other state agencies.

Profile

Karl N Kirker
First Name Middle Initial Last Name

kirkerkarl@comcast.net
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City State Postal Code

Mobile: (360) 951-1771 Home:
Primary Phone Alternate Phone

Question applies to multiple boards

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Senior Project Manger
Occupation

Which Boards would you like to apply for?

Planning Commission: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

Planning Commission
Olympia Planning Commission

01/27/2020

Page 47 of 87

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Cain Road

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I feel it will be rewarding to give back to the community in a way that builds off of my many years of professional working for the State of Washington and for private Consulting and having been a founding officer of the Cain Road Area Neighborhood Association.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I bring people and project management skills. I am a member of the Olympus 4785 Toastmasters Club here in Olympia, for over 20 years, and this year I am the Area 33 Director overseeing 4 Clubs. I am a licensed Civil and Structural Engineer in the State of Washington.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I have been active in the Cain Road Area Neighborhood Association for many years and I one time I have served on the City of Olympia Traffic Calming Task Force Work Group. I have volunteered for over 10 years as a shopper and cook for the First Baptist Church of Olympia, Feeding For The Homeless program on Sundays which serve an average of 350 meals.

Question applies to multiple boards

4. List your educational and professional background and area of study.

Bachelor of Science in Civil Engineering from the University of Washington, area of study transportation, environmental, hydraulic, geotechnical, construction, and structural engineering. Currently a licensed Civil and Structural Engineer in the State of Washington.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

24

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

Olympia Utilites Publication

Upload a Resume

Question applies to Planning Commission

10. In your own words, what is the role of an Olympia Planning Commissioner?

Attend meetings.

Question applies to Planning Commission

11. What interests you most about community planning?

Working on projects.

Question applies to Planning Commission

12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

Engineering skills.

Question applies to Planning Commission

13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

I have not taken any courses specifically in Local Planning. I have attended a meeting in the past and watched meetings on local television.

Question applies to Planning Commission

14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?

The City's Comprehensive Plan is focused on providing a framework and long term vision and goals for the City. I the past have looked over Comprehensive Plans for Local Agencies for projects I have been associated.

Profile

Yen

First Name

D

Middle Initial

Huynh

Last Name

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Home:

Alternate Phone

Question applies to multiple boards

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Supplier Diversity Program
Specialist - OMWBE

Occupation

Which Boards would you like to apply for?

Planning Commission: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

N/A

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Downtown

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I am a lifelong Olympian and I have strong ties to this community. I care deeply about the future of our city, the land, and its residents. I feel a genuine civic responsibility to contribute to the long-term growth of Olympia and ensuring its success. I wish to be a part of representing the voices of our community. Of the advisory committees, I am most enthusiastic about the planning commission as I believe that is where I can make the most impact.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I would bring a unique perspective to this advisory committee as a young woman of color, a daughter of refugees, a renter, and a longtime Olympian. I have a Master's Degree in Public Administration and professional experience in public service, including creating policies and championing equity and diversity and inclusion work. Additionally, my strong interpersonal skills, cultural competency, and understanding of the holistic impacts of city planning policies, would be an asset to this advisory committee and the public.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I was born and raised in Olympia. I graduated from South Puget Sound Community College and The Evergreen State College, my family has a business in downtown, and I currently live and work in Olympia. I have volunteered at the Thurston County food bank, YWCA, and the Olympia Film Society. I attend our city's community events, vote in our elections, and participate in public events to stand in solidarity with other Olympians. I am deeply rooted in our community. I acknowledge the city's beauty as well as its challenges and would like to be a part of making positive changes here for many years to come.

Question applies to multiple boards

4. List your educational and professional background and area of study.

Educational background: I earned my Master's Degree in Public Administration at The Evergreen State College, with an emphasis in Public Policy. This past year I completed the Real Change and Advocacy Fellowship sponsored by the organization, Results -- wherein I engaged with my Congressional delegation to fight for anti-poverty legislation both locally and in Washington DC. I recently completed the state sponsored Peabody course for writing effective policies and procedures and am beginning my diversity professional certificate through the Institute for Diversity Certification. Professional background: I feel an abundant sense of value and fulfillment in the work I do at the Washington State Office of Minority and Women's Business Enterprises as the Supplier Diversity Program Specialist. In this role, I partner with state agencies and higher education institutions to increase spending with small minority-, women-, and veteran-owned businesses. As Class Chair of the 2019 Alene Morris National Education for Women's (NEW) Leadership cohort, an organization that brings together college students from across the political spectrum to discuss the roles of women in leadership and politics, I serve on the NEW Leadership Planning Committee and act as a liaison between the 2019 class and the University of Washington Women's Center. My prior experiences include serving as an Education Advocate for incarcerated youth in the Southwest region of the state and functioning as an Academic Coach to at-risk youth for GED attainment and college access at Educational Service District 113. My multicultural upbringing has resulted in a deep passion for equity, diversity, and inclusion work.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

If I am appointed to the Planning Commission, I would make every effort to attend each commission meeting and any other time commitments pertinent to the work of the commission. I have reviewed the Planning Commission's schedule and do not foresee any conflicts.

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

N/A

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

City of Olympia website

[Yen_Huynh_Resume.pdf](#)

Upload a Resume

Question applies to Planning Commission

10. In your own words, what is the role of an Olympia Planning Commissioner?

The role of an Olympia Planning Commissioner is to represent the voice of the community through careful review of proposals brought before the commission, studying issues, policy proposals and evaluating their consistency with the comprehensive plan and their impacts on people's lives. Ultimately, Planning Commissioners must work collaboratively with the rest of the commission to make recommendations to the city council. In order to be successful, Olympia Planning Commissioners must honor their commitments to the commission by putting in the time to study beforehand, attend meetings, listen to public input, and be ready to dive deeply into issues. Commissioners must also work collectively to understand our community's competing needs, welcome healthy discussions, and to persevere through challenges.

Question applies to Planning Commission

11. What interests you most about community planning?

Through community planning, we have the ability to design spaces to positively shape and strengthen our community. We are able to encourage more human centered interactions within our gathering spaces, increase equity, support business prosperity, promote healthy activities, and heighten feelings of safety in Olympia. I am fascinated with the possibilities of creating spaces that influence positive human interactions and produce beneficial long-term outcomes for the city of Olympia.

Question applies to Planning Commission

12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

I would bring a unique perspective to this advisory committee as a young woman of color, daughter of refugees, a renter, and a longtime Olympian. I have a Master's Degree in Public Administration and professional experience in public service, including creating policies and championing equity and diversity and inclusion work. Additionally, my strong interpersonal skills, cultural competency, and understanding of the holistic impacts of city planning policies, would be an asset to this advisory committee and the public. I would look forward to learning from the perspectives of other planning commissioners, city staff, and the public as well as about the intricacies of each project brought before the commission.

Question applies to Planning Commission

13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

Yes, I have completed a Short Course in Local Planning through the Department of Commerce, read the Olympia Planning Commission's 2019 Work Plan, and have begun attending commission meetings.

Question applies to Planning Commission

14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?

I have reviewed the entire Comprehensive Plan. Olympia's Comprehensive Plan serves as the foundation for planning the direction of our city, measured against the demands and objectives of the Growth Management Act. The plan is a guiding document, produced with public input that outlines how we want to evolve as a city over time. The plan is composed of two parts. The first portion covers a wide range of interrelated planning elements from community vision/values and public participation to transportation, natural environment, and land use. The second portion contains the capital facilities plan. Within both parts are goals and policies that inform the city's budget, development guidelines, and other crucial decisions. Due to competing goals, a constant challenge of the comprehensive plan is to remain internally consistent. To stay relevant to our ever growing community needs, the plan is amended annually and subject to larger updates every eight years. Current core opportunities outlined in the plan include: increasing sustainability, revitalizing downtown, addressing climate change, integrating the Shoreline Management Program, and long-term funding. Over the next 20 years, Olympia is expected to grow by 20,000 individuals as well as experience significant sea level rise. The comprehensive plan is key to ensuring that Olympians are able to maintain and improve our environment and standard of living while accommodating population growth and responding to environmental challenges.

Yen Huynh, MPA

Olympia, WA • 360.451.9150 • YenDHuynh@gmail.com

WORK EXPERIENCE***Supplier Diversity Program Specialist***

Office of Minority & Women's Business Enterprises, Olympia, WA Sep. 2019 - Present

- Liaison to the Governor's Business Diversity Subcabinet
- Created the Community of Practice website to share supplier diversity tools and resources
- Leads statewide inclusion planning meetings with state agencies and higher education institutions to increase equity in public contracting and procurement
- Speaker at the DES Fall IT Open House

Supplier Diversity Project Coordinator

Dec. 2018 - Aug. 2019

Office of Minority & Women's Business Enterprises, Olympia, WA

- Provides technical and administrative support to the Governor's business diversity subcabinet, workgroup and action teams.
- Supports coordination and leading of statewide annual inclusion planning meetings with state agencies and higher educational institutions.
- Participates in statewide business diversity improvement efforts related to contracting and procurement processes, conducting research and analysis on current issues related to supplier diversity, develop and coordinate collaborative solutions for diverse businesses facing challenges in navigating state contracting.

Graduate Research Intern

Jun. 2018 - Dec. 2018

Office of Minority & Women's Business Enterprises, Olympia, WA

- Benchmarked successful strategies regarding supplier diversity
- Assisted certification manager with LEAN initiatives related to certification
- Assisted with agency outreach and communications
- Assisted with agency meetings, special requests, and planning of upcoming trainings
- Reviewed public records requests and prepared records for transmittal
- Created a formalized agency on-boarding process

MPA Student Ambassador

Sep. 2018 - Jun. 2019

The Evergreen State College, Olympia, WA

- Supported planning and implementation of MPA related events
- Solicited and implemented social media campaigns
- Advised MPA Assistant Director on recruitment/marketing decisions
- Represented MPA program at public events & outreached to prospective students

Retro Coordinator

Jun. 2017 - May 2018

Washington Hospitality Association, Olympia, WA

- Functioned as WA State Labor & Industries and Employers Northwest liaison
- Created and published detailed Retro newsletter highlighting industry happenings
- Created agenda and prepare data for reporting, meeting, and presentations
- Serviced internal, external team members and industry stakeholders
- Performed administrative support duties and maintained accounting records
- Quickly learned complex systems and balanced various demanding projects
- Collaborated with business development department to reach quarterly revenue goals

Office Technician II

Feb. 2016 - May 2017

Capital Region Educational Service District 113, Tumwater, WA

- Managed database for data reporting accuracy among five field sites
- Provided strong written & verbal communications to technical support staff, community partners and potential clients

- Responded to a variety of inquiries from internal & external parties; coordinated calendars and projects as well as duplicated and distributed various printed materials
- Maintained department/program records; compiled and distributed materials/reports
- Monitored program documentation for compliance with financial & legal requirements

Education Advocate

Nov. 2016 - May 2017

Capital Region Educational Service District 113, Tumwater, WA

- Worked with incarcerated and previously incarcerated students from a variety of socioeconomic backgrounds
- Monitored and advocated for students, coordinated services, provided ongoing feedback and encouragement, and emphasized the importance of staying in school
- Reviewed student academic performance and intervened when issues were identified, with the goal of providing support for students to stay in school and graduate
- Developed, coordinated, and provided a Student Success Plan for students receiving services through the program, in partnership with school personnel, family members, and community service providers

Academic Coach

Sep. 2015 - Nov. 2016

Capital Region Educational Service District 113, Tumwater, WA

- Substituted as a certified instructor, instructional assistant & case manager
- Worked with at-risk youth to achieve GEDs, employment, and college readiness

EDUCATION**Master of Public Administration, emphasis in public policy**

Jun. 2019

The Evergreen State College, Olympia, WA

- Capstone: "The Washington State Business Case for Supplier Diversity"
- Culminating research: "Racial Equity in the Workplace: How are Washington State organizations utilizing diversity management strategies to become anti-racist and what strategies are missing?"

Alene Moris National Education for Women's Leadership Institute

Jun. 2019

University of Washington, Seattle, WA

- Learned from women leaders who are actively engaged in changing society with a cohort of women from a wide range of socioeconomic, ethnic, racial and educational backgrounds.

Real Change Organizing and Advocacy Fellow to Fight Poverty

Jun. 2018-2019

RESULTS, Washington, D.C.

- Conducted Media advocacy through written op-eds and letters to the editor
- Lobbied members of congress to fight domestic & global poverty issues
- Led grassroots organizing movements within legislative district

Bachelor of Arts, emphasis in public administration

Jun. 2015

The Evergreen State College, Olympia, WA

CERTIFICATIONS

- edX Verified Certificate for Statistical Thinking for Data Science and Analytics
- Motivational Interviewing Certificate

Dec. 2016
2017**LANGUAGE SKILLS**

Vietnamese - proficient

AWARDS & HONORS

- TwinStar Higher Education Scholarship
- Master's in Public Administration Merit Scholarship

Fall 2018
2017-2018

Profile

Glory

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Dole

Last Name

gloando@yahoo.com

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Primary Phone

Home:

Alternate Phone

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sgrisham@ci.olympia.wa.us

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RN

Occupation

Which Boards would you like to apply for?

Arts Commission: Submitted

Design Review Board: Submitted

Planning Commission: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

1. Planning Commission 2. Design Review Board 3. Arts Commission

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Northeast

If you choose "other" please write in your neighborhood here:

Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

My partner and I moved to Olympia in March 2019 to be closer to family. I'm a nurse, and my partner is a social worker. Now that we are a little more settled, I am looking for ways to plug into the community, and get involved at a local level. I have experience from working hospitals, universities, and local government advisory boards in San Francisco that may add helpful perspective to the planning committees.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I am familiar with advisory boards, serving on one for the San Francisco Department of Emergency Management (Emergency Management Services Advisory Committee). I was also involved with city planning while in administration at Sutter Health. We built and opened two new hospitals, and consolidated four hospitals into three. That was a wonderful introduction into the need for planning and collaboration across disciplines to create the best possible solutions for our communities.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

From day one, I started taking lessons through Oly Parks and Recs at the Olympia Yacht Club. Shortly after, I joined a racing crew with South Sound Sailing Society, and subsequently became a member of SSSS. I met sailors running (and winning) for public office (Joe Downing- Port Commissioner). I have volunteered for local events, including Oly Pride. I go to Story Oly monthly, as well as a puzzle club, and a pot-luck club. In less than a year, I have made wonderful friends and already feel a strong love for this community. As the year ends, I am looking for ways to use some of my planning and leadership skills to serve the community more.

Question applies to multiple boards

4. List your educational and professional background and area of study.

Master of Arts in International and Intercultural Studies (focus on qualitative research) Bachelor of Arts in Humanities Bachelor of Science in Nursing Associates of Science in Nursing

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

6

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☒ Yes ☐ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

1. Planning Commission 2. Design Review Board 3. Arts Commission

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

Olympia "Five Things" publication in the mail

[Glory Dole Resume 2019.docx](#)

Upload a Resume

Question applies to Arts Commission

10. Currently, what is your relationship to the arts in Olympia?

My Bachelor of Arts is in Music, English, and Dance. I love the arts, and believe they are an essential part of a life lived well. I have enjoyed galleries during Downtown Thursdays, as well as dance productions at the South Puget Sound Community College. I enjoy going to Story Oly each month. I believe a healthy community is a place where artists can thrive, and the community as a whole benefits from access to the creative process, whether as participants or witnesses.

Question applies to Design Review Board

10. Describe your experience, training, or education in architecture, urban design, landscape architecture, or development (residential, commercial, or other).

In my work project managing a hospital move, we discussed design in every part of the project. Design done well makes you feel good, and brings people together. Design is an essential part of making community healthy.

Question applies to Design Review Board

11. What do you consider influences on building and/or site design?

I consider Influences to include flow and access. What does it feel like to actually use the space? I think about what the end user might feel, and try to focus planning from that perspective.

Question applies to Design Review Board

12. What does “good design” mean to you?

Good design keeps people in mind. It feels good, and is useful. Good design can take a utilitarian space and make it a pleasure.

Question applies to Design Review Board

13. Describe your experience reading site plans and design drawings.

I worked with blue prints in the past.

Question applies to Planning Commission

10. In your own words, what is the role of an Olympia Planning Commissioner?

The planning commissioner must take our City's finite land, and think critically about planning the best options for the greatest good. They have to make decisions about what the future will look like, and help bring a vision to reality through the collaboration of many stake holders.

Question applies to Planning Commission

11. What interests you most about community planning?

It is exciting to imagine how to make this world a little better than you found it. With all the turmoil that exists in the world, I strongly believe that there is nothing we cannot accomplish when we work together on common goals.

Question applies to Planning Commission

12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

I have experience and skills in leadership honed in the hospital and university setting. I would love to learn how to apply this experience to the public sector, and serve my community through city government service.

Question applies to Planning Commission

13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

I have read the public records posted online, including budget reports, and OPC meeting agendas/minutes.

Question applies to Planning Commission

14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?

I have a general idea from reading the Olympia Budget that we are working with around 160 million, and have income through taxes, and have allocations in various buckets. I was personally responsible for an annual 8 million dollar budget in my last job, so I am generally familiar with how this works. I am not clear on the specific strategies or long term planning, but would like to know more.

Glory Dole

R N Care Coordinator

1116 Ethridge Ave NE
Olympia, WA 98506

415-806-5171

glorydole@gmail.com

OBJECTIVE

I want to serve my local community, bring experience to the table, and learn new skills. Olympia is a charming community, with much to treasure. I want to collaborate and be part of the solutions to the complex issues we face as a community.

EDUCATION

Aspen University

Bachelor of Science in Nursing
2017

Union University

Master of Arts in Intercultural
and International Studies 2006

University of West Florida

Bachelor of Arts in Humanities
2005

Okaloosa College

Associate of Science in Nursing
2004

EXPERIENCE

April 2019- current

RN Care Coordinator • Kaiser • Olympia, WA

June 2017-March 2019

Manager Care Coordination • Sutter Health • San Francisco, CA

April 2011- May 2013

Global Studies Facilitator • Union University • Mill Valley, CA

Dec 2010- June 2017

RN • Emergency Dept/Hospital Supervisor • Marin General
Hospital, Greenbrae, CA

Sept 2009- Sept 2010

Voting Member / Representative for St. Mary's Hospital • San
Francisco Department of Emergency Management/ Emergency
Management Services Advisory Committee • San Francisco, CA

Sept 2006- May 2015

RN • Emergency Dept/Hospital Supervisor • San Francisco, CA

Prior to moving to Olympia to be closer to family, I was directly managing 70 people, an annual budget of 8 million dollars, and focused on key operational metrics in the acute hospital setting. My team annual engagement scores were 5% when I took over the department, and when I left the employee engagement was up to 75%. I was also the project manager for moving two hospitals into one new site, this included long term planning, and collaboration with city government, hospital boards, and the local community.

KEY SKILLS —

Project Management
Budget Planning
Social Media
Planning
Team Building

COMMUNICATION

In my previous job, I delivered daily briefs to my large staff, along with leading various interdisciplinary meetings with tight agendas, and action items. I prepared monthly staff meetings, as well as calendared regular one on one check in's with staff to listen and act on ideas for department improvement.

LEADERSHIP

I am currently a member of the South Sound Sailing Society, as well as a crew member on a racing vessel. This is a community focused organization, centered on the joy of sailing. In California, I volunteered for a variety of organizations for the homeless, as well as maintained a career path of proven leadership skills.

REFERENCES

[Available upon request.]

ProfileChandra

First Name

Diane

Middle Initial

Bezjak

Last Name

cdbezjak@gmail.com

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Home Address

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City

WA

State

98512

Postal Code

Home: (720) 934-8089

Primary Phone

Home:

Alternate Phone

Question applies to multiple boards

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

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Three absences from meetings in a year may result in removal from an advisory board.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244,
sgrisham@ci.olympia.wa.us

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Administrative Assistant

Occupation

Which Boards would you like to apply for?Arts Commission: SubmittedDesign Review Board: SubmittedParks and Recreation Advisory Committee: SubmittedPlanning Commission: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

Arts Commission Parks and Recreation Commission Planning Commission

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Other

If you choose "other" please write in your neighborhood here:

Evergreen Shores

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I recently moved to Washington from Colorado. There I served on the Northglenn Arts and Humanities Board for several years. I love public art and I love being able to participate in my community by bringing art to public places and by supporting artist. I am also an artist myself.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I am very organized and I have served as secretary of the NAHF Board. I have also supported city boards in my career so I am familiar with parliamentary procedure. I enjoy working with community members. I am also an artist.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I am new to Olympia but I am looking for opportunities to be involved in the community.

Question applies to multiple boards

4. List your educational and professional background and area of study.

I have a BFA in Illustration and Graphic Design.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

I Up to 10 hours

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☒ Yes ☐ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

Parks and Recreation, Planning Commission.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

Facebook

[Chandra_Bezjak_Resume_2019.pdf](#)

Upload a Resume

Question applies to Arts Commission

10. Currently, what is your relationship to the arts in Olympia?

I am an artist and I have shown my work at the Ecology building. I enjoy participating in arts events.

Question applies to Design Review Board

10. Describe your experience, training, or education in architecture, urban design, landscape architecture, or development (residential, commercial, or other).

I do not have experience with these subjects but I have supported Planning Boards in my career.

Question applies to Design Review Board

11. What do you consider influences on building and/or site design?

I have worked in Planning departments in my career.

Question applies to Design Review Board

12. What does “good design” mean to you?

Good design is people focused design that allows the public to be part of the design.

Question applies to Design Review Board

13. Describe your experience reading site plans and design drawings.

I do not have this experience.

Question applies to Planning Commission

10. In your own words, what is the role of an Olympia Planning Commissioner?

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Question applies to Planning Commission

11. What interests you most about community planning?

.

Question applies to Planning Commission

12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

.

Question applies to Planning Commission

13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

.

Question applies to Planning Commission

14. What is your knowledge of the City’s Comprehensive Plan and how it relates to planning?

.

Eleven years of experience working in state and municipal government and the private sector as an administrative assistant with an emphasis on quality assurance. My abilities encompass a broad range of skills, including proficiency in many software programs, supporting high-level committees, liaising with internal and external customers, and providing exceptional customer service. In addition, my strong work ethic and detail-oriented personality allow me to consistently bring value to business teams.



PROFESSIONAL PROFILE

- Executive Assistant
- Organization
- Adobe Creative Suite
- Marketing / Design
- Office Management
- Microsoft Office



PROFESSIONAL EXPERIENCE

Administrative Assistant 3 Department of Ecology, State of Washington

March 2019-Present

Administrative Assistant to the Spills, Prevention, and Response Program

- Provided general administrative support for Section Managers and Program
- Reconcile expense reports
- Format and distribute correspondence to outside partners
- Schedule and manage meetings via Microsoft Outlook for Section Managers
- Upload and maintain electronic files to SharePoint
- Create and manage internal SharePoint site
- Special Projects as assigned

Executive Assistant/Office Manager Colorado Children's Campaign

2017- December 2018

Executive Assistant to the President/CEO

- Provide Front Desk support for office
- Office Manager/ administrative assistant for office of twenty co-workers
- Reconcile expense reports and credit card statements
- Assist with processing payroll and other Human Resource duties
- Schedule and manage meetings via Microsoft Outlook for CEO
- Prepare for Board meetings and retreats including taking minutes and preparing packets
- Act as liaison for office and offsite IT support
- Notarize documents as needed

Business Support Associate McWhinney Real Estate Services

2015-2017

Administrative support to the Senior Vice President/General Counsel and Associate General Counsel

- Provide Front Desk support for office of C Level Executives
- Reconcile expense reports and credit card statements
- Process legal invoices and work with outside counsel to correct discrepancies
- Plan events for outside counsel
- Work with Accounting and Outside Legal Counsel to pay invoices efficiently and accurately
- Schedule and manage meetings via Microsoft Outlook for Associate General Counsel and General Counsel
- Prepare Operating Agreements for entity creation and real estate transactions
- Upload and maintain electronic SharePoint files and utilize MFiles
- Notarize documents as needed

Administrative Specialist II City of Thornton, Colorado**2014-2015**

Administrative support to the Planning & Development Engineering Divisions

- Provide external customer service by answering questions and processing construction permits quickly and efficiently.
- Reconcile expense reports for thirty employees.
- Schedule and manage meetings via Microsoft Outlook.
- Prepare minutes and compile data for bi-monthly board meetings.
- Upload and maintain electronic SharePoint files for new city developments.
- Draft daily correspondence and order office supplies as needed.

Administrative Specialist II City of Commerce City, Colorado**2012-2014**

Administrative support to the Community Development Division & Planning Department

- Planned public reception events.
- Processed and organized zoning, subdivision, and development plan files.
- Supported planners on special projects including Historical Preservation Plan, Station Area Master Plan and Public Art Plan.
- Supported the monthly meetings of two boards by taking minutes and compiling/distributing data.
- Maintained electronic files and implemented new organization processes.
- Processed monthly expense reports for 25 people, ordered office supplies, generated correspondence, and routed planning submittals for review to internal and external recipients.
- Reviewed archival data to extract planning and zoning information.

Cultural Affairs Administrative Tech. City & County of Broomfield, Colorado**2007-2012**

Administrative and marketing support for Broomfield Auditorium and Cultural Affairs Division

- Created marketing materials including press releases, posters, fliers, outdoor promotional pieces, and LED signage for the 1st Bank Event Center and Broomfield Auditorium.
- Maintained the various Cultural Affairs websites on a weekly basis.
- Managed annual marketing budget.
- Created PowerPoint presentations as needed for Cultural Council and City Council.
- Organized the yearly Scientific and Cultural Facilities (SCFD) grant application information submitted to the City and County.
- Helped create Requests for Proposals (RFP) for commissioned public art.
- Planned various entertainment events for 60 people.
- Scheduled and installed monthly art shows in the Broomfield Auditorium Gallery.
- Supported monthly Public Art and Cultural committees by taking minutes, compiling/distributing data.
- Organized the installation of public art including working with various City and County departments and artists to coordinate selection and placement of artwork.

**EDUCATION**Rocky Mountain College of Art and Design, Denver
CO

BA in Illustration AA in Graphic Design

**VOLUNTEER ACTIVITIES****Board Member: Northglenn Arts and Humanities Foundation**

As a Board member, I participated in the selection, planning and installation of public art for the City of Northglenn. I enjoyed working with other board members and staff to organize the Northglenn Art on Loan program. I also volunteered my time to the Northglenn summer concert series and other events

Profile

Douglas

First Name

M

Middle Initial

Benson

Last Name

bentor@comcast.net

Email Address

2947 Briar Lea Loop SE

Home Address

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Olympia

City

WA

State

98501

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Home: (360) 584-9956

Primary Phone

Home:

Alternate Phone

Question applies to multiple boards

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sgrisham@ci.olympia.wa.us

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retired

Occupation

Which Boards would you like to apply for?

Planning Commission: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Other

If you choose "other" please write in your neighborhood here:

Briar Lea Loop SE

Interests & Experiences

Question applies to multiple boards

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Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I have an interest in ensuring the healthy, positive long range growth and development of Olympia, including any changes to the City's land use regulations. As a permanent resident of Olympia, and if accepted as a member of the Olympia Planning Commission (OPC), I would welcome the opportunity to work with the public on any and all Policy Issues as outlined in the OPC 2019 – 2020 and subsequent Work Plans. I find each aspect of the Work Plan essential to the successful growth and development of Olympia including but not limited to Capital Facilities, Comprehensive Plan review, Downtown design zoning updates, updating the Master Shoreline Program, sea rise response, etc.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

As you will see after reading my answer to question number 4 below, I have an advanced degree in Public Health which encompasses a wide range of issues relating to public health and safety and which prepared me to perform work ranging from field inspections, to writing administrative rules, to reviewing permit applications, to planning and implementing staff training programs, and to testifying before Legislative committees. I have 38 years' experience working in the public sector, in particular state government, working on a multitude of public issues, such as childhood lead poisoning which relates to housing age and quality, drinking water protection, air quality protection, occupational health and safety, and radiation safety. My work also required me to work directly with the public as well as with representatives from federal and local levels of public service. This required me to interact and work with people who had differing and often opposing views about adopting various plans and policies and the administrative rules necessary to implement those plans and policies. Furthermore, I am very experienced at planning staff training programs which required that I tailor training to fit different staff needs and related legal requirements for staff training.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I have attended City Council meetings. I want to become more involved in the Olympia community by participating on an advisory committee. I have always evaluated political candidates' position statements and voted in local, state, and national elections.

Question applies to multiple boards

4. List your educational and professional background and area of study.

Bachelor's Degree in Biology and Chemistry 1972 Augsburg College Master of Science in Public Health 1974 University of Minnesota Worked at Iowa Department of Environmental Quality for three years as an inspector and environmental planner. Worked at the Minnesota Pollution Control Agency for more than seven years as an environmental planner. Worked at the Minnesota Department of Health for more than 27 years as a planner and safety officer.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

About 25 to 30 hours per month.

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☒ Yes ☐ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

I am also interested in and would welcome the opportunity to work with the Utility Advisory Committee.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

From an article in "The Olympian".

Upload a Resume

Question applies to Planning Commission

10. In your own words, what is the role of an Olympia Planning Commissioner?

A Planning Commissioner evaluates issues and proposals and, in participation with the other Commissioners, gives advice and recommendations to the City Council. As an advisory body, the Planning Commission's recommendations are not binding and the City Council must consider other factors, such as budget priorities. Some issues and proposals would include zoning changes, the Capital Facilities Plan, changes to the Comprehensive Plan, the Design Code, the Downtown Master Plan, the Neighborhood Center Code, among other topics.

Question applies to Planning Commission

11. What interests you most about community planning?

In broad terms, community development includes plans and actions to improve social, economic, physical, and environmental well-being, while preserving the culture and history of the community. The interaction of interests that may be complementary or competing poses community planning challenges that require creative thinking to successfully address. This challenge interests me.

Question applies to Planning Commission

12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

I have worked with people with differing views to develop plans that were acceptable to the greatest number, that still satisfied legal requirements. My experience is at the state level and although I worked with both federal and local officials, I didn't work at those levels. I hope to learn first-hand how operations may be different or similar at the local level

Question applies to Planning Commission

13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

I have read the OPC 2019 Work Plan. I have attended City Council meetings. I have two graduate level courses in Land Use Planning

Question applies to Planning Commission

14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?

I have read the Comprehensive Plan and understand that it is intended to guide planning for development within the City for the twenty period starting with the most recent update in 2014. The focus areas include Community, Safety and Health; Downtown; Economy; Environment; and Neighborhoods.

Profile

Lisa

First Name

Heaton

Middle Initial Last Name

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State

98506

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Alternate Phone

Question applies to multiple boards

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Manager

Occupation

Which Boards would you like to apply for?

Planning Commission: Submitted

Question applies to multiple boards

If you applied for multiple boards or commissions, please rank them in order of interest below.

N/A

Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) *

☒ Other

If you choose "other" please write in your neighborhood here:

Lilly Rd. near Providence St. Peter Hospital

Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

1. Briefly describe why you wish to serve on this advisory committee.

I wish to serve on the Olympia Planning Commission because I care deeply about community engagement, especially ways our City can promote participation from underrepresented communities and people with a variety of life experiences and abilities. I believe that the planning process is an important means to build relationships of trust and promote meaningful conversations based on the diversity of our local community. I also have served as a manager in Washington State government for over nine years, so I understand the need to provide services that can be delivered in the most efficient way possible based on legal mandates and within budgetary limits.

Question applies to multiple boards

2. Describe your qualifications and/or skills which would benefit this advisory committee.

I completed a doctorate in development studies, which was based on courses in urban and regional planning, political science, rural sociology and education. My research was focused primarily on the engagement of an indigenous organization in national and subnational governmental structures through popular participation and educational reform legislation. I speak, read and write Spanish fluently through my professional training and work experience in Chile and Bolivia. I have a Lean Six Sigma Black Belt certificate, which has given me the tools to engage staff on ways to improve public services through problem solving to improve both employee engagement and customer service. I am including my résumé with this application for more information about my professional experience and skills.

Question applies to multiple boards

3. Describe your involvement in the Olympia community.

I am a member of the Bahá'í Faith and serve as secretary of our local assembly in a volunteer capacity. As a member of this faith community and a resident of Olympia, I am deeply committed to community building efforts that promote social justice, protect our natural environment, and contribute to neighborhood activities that focus on improving the well-being of our increasingly diverse community.

Question applies to multiple boards

4. List your educational and professional background and area of study.

I am a cross-cultural manager and international development specialist with extensive experience in government, private institutions and non-profit organizations in Latin America and the U.S. I have served as a manager in two Washington State agencies for nine years where I have had the opportunity to develop further my leadership skills especially in spearheading major process improvement initiatives and engagement with residents and workers to improve their access to public services based on best practices and legal mandates. I have degrees in international development planning, educational administration, education and professional management. For further information, I am attaching my current résumé.

Question applies to multiple boards

5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?

If appointed to the Planning Commission, I can commit from 10-20 hours per month depending on what is needed for meeting attendance and preparation, in addition to participation in any other related events.

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

6a. Do you wish to be considered for appointment to another advisory committee?

☐ Yes ☒ No

Question applies to multiple boards

6b. Do you wish to be considered for future appointment to this committee?

☒ Yes ☐ No

Question applies to multiple boards

6c. Would you be willing to volunteer for other City activities?

☒ Yes ☐ No

Question applies to multiple boards

If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.

6a. No, I feel that my professional background and personal interest would be best suited for serving on the Planning Commission. 6c. Yes, if these activities involve engaging on planning topics and connecting with Spanish-speaking community members.

Question applies to multiple boards

7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?

☒ Yes ☐ No

Question applies to multiple boards

8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.

Do you agree to comply with this expectation?

☒ I Agree *

Question applies to multiple boards

9. How did you learn about this advisory committee recruitment?

I signed up to receive planning-related news from the City of Olympia's email distribution list in February 2019 because I was interested in learning more about the focus and strategic direction of the City's Planning Commission, meetings and other events. I sought out this distribution list and read information on the City of Olympia's website because I am deeply interested in community development and to find ways that I might contribute to initiatives in the future based on my skills and expertise.

[Lisa Heaton -
Résumé Dec. 15 2019 Olympia Planning Commission.pdf](#)

Upload a Resume

Question applies to Planning Commission

10. In your own words, what is the role of an Olympia Planning Commissioner?

If selected to serve on the Olympia Planning Commission, I believe that commissioners have the responsibility to attend meetings, read all materials for discussion, to actively listen to others, ask questions to better understand the issues at hand, and to contribute thoughtfully to the discussions during meetings, retreats and other related volunteer activities. I believe it is important for each person serving on the Planning Commission to listen carefully to residents' input through the array of public participation opportunities available to be able to advise the City Council on the long-range growth and development of Olympia.

Question applies to Planning Commission

11. What interests you most about community planning?

I became deeply interested in community planning while working at a university in Bolivia. I later returned to conduct research on the engagement strategies that indigenous organizations use to engage their community residents and connect them to municipal, regional and national planning structures under new popular participation and educational reform legislation. I am intrigued by the comprehensive planning process and the incremental changes that are made to keep the plan updated and relevant to the changing community demographics while also balancing the needs of both residents and small businesses to keep our community economically vibrant and inclusive for all residents.

Question applies to Planning Commission

12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

I would bring my public participation planning knowledge and experience in connecting with communities from different linguistic and cultural backgrounds. In my previous positions and current job, I have experience in educating and connecting Washington State residents and workers to public services no matter what language they speak. I have also used this experience to engage our world language residents and customers to find out how we can better serve them by making our public services more accessible in a variety of ways through key touch points given limited resources. I hope to learn how the Planning Commission engages with underrepresented residents, including other methods for engagement with the Olympia community in both short and long range planning. I also have an interest in the nexus between the Olympia Planning Commission on topics of vital interest with other Thurston County cities' planning visioning statements and strategies to tackle vital issues, such as climate change and emergency planning in the event of a major earthquake.

Question applies to Planning Commission

13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

As part of my graduate program and dissertation topic, I took these courses from the Urban and Regional Planning Department at the University of Wisconsin-Madison: - Seminar in Trends and Issues in Public Planning - Community Development - Theory and Practice in Educational Planning - International Development Planning Theory - Planning Thought and Practice - Public Participation for Planning and Policy To gain a better understanding of the topics discussed at the Olympia Planning Commission meetings, I attended two meetings this year to learn from the discussions. I read the packets of information provided by the City of Olympia and materials related to priorities, performance, investments and resident input on the top ten priorities in relation to the Community Vision. I also attended a walk-in event hosted by the City, which was an opportunity to educate residents concerning projected improvements to Legion Way and Franklin Street.

Question applies to Planning Commission

14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?

I have reviewed the City's Comprehensive Plan on the public website. I find the public participation section of the Comprehensive Plan and its related connections to the other components the most compelling, especially the ways that Olympia contributes to a regional approach and strives to be consistent with state policies and laws concerning planning. I see how the plan develops this coherence through the Thurston Regional Planning Council, Thurston County Regional Transportation Plan, the Washington Transportation Plan, County-Wide Planning Policies and the Washington State Growth Management Act as many topics overlap and require a consistent, synergistic strategy to tackle issues that transcend Olympia, but require cooperation and collaboration with other planning entities, stakeholders and cities in Thurston County and Washington State.

LISA HEATON, PH.D.

3429 Woodside Ct. NE | Olympia, WA 98506

Home: 360-438-2390 | Email: leheaton@gmail.com

CROSS-CULTURAL MANAGER AND DEVELOPMENT SPECIALIST

Seasoned bilingual manager and international development specialist with extensive experience in government, private institutions and non-profit organizations in Latin America and the U.S. Expertly manage changes in institutions, use process improvement tools to streamline operations and effectively guide staff through strategic planning processes based on organizational goals and legal mandates. Adept at cultivating effective internal and external stakeholder relationships of vital importance to Washington state's linguistically and culturally diverse communities. Expert in school administration and the use of community engagement methods.

CORE COMPETENCIES

- | | | |
|---|---|--|
| <input type="checkbox"/> Community engagement | <input type="checkbox"/> Strategic planning | <input type="checkbox"/> Budget management |
| <input type="checkbox"/> Program management | <input type="checkbox"/> Community development | <input type="checkbox"/> Contract management |
| <input type="checkbox"/> Language access | <input type="checkbox"/> Mixed research methods | <input type="checkbox"/> Process improvement |

PROFESSIONAL EXPERIENCE

WASHINGTON STATE OFFICE OF THE INSURANCE COMMISSIONER, Consumer Protection Division, Tumwater, WA.

Consumer Advocacy Program Manager (October 2016 – present)

Manage the statewide Consumer Advocacy Program in the Consumer Protection Division, which protects consumers by resolving complaints against insurance companies, and provides education and purchasing options about life, health, disability, property and casualty insurance.

- **Received Governor's Award in 2019 for Leadership in Management for major accomplishments, including:**
- Oversaw team of 24 staff that recovered almost \$16 million for Washington State consumers.
- Led cross-divisional process improvement team to improve communication and streamline processes to ensure the Commissioner and executive management received timely information about high priority complaints.
- Instituted an idea board where staff implemented 17 process improvement ideas during 2018.

WASHINGTON STATE DEPARTMENT OF LABOR & INDUSTRIES (L&I), Web and Communication Services Division, Tumwater, WA

Community Relations and Policy Manager (July 2014 – October 2016)**Spanish-Language Communications and Hotlines Manager** (October 2010 – June 2014)

Advised L&I executive management, advocacy organizations, business and labor stakeholders, foreign representatives, and Commissions on Hispanic and Asian Pacific American Affairs concerning L&I services to workers and employers from culturally and linguistically diverse communities. Served as the L&I Tribal Liaison.

- **Oversaw L&I's major call center and multilingual services staffed by 22 full-time employees, including a Customer Service Manager.**
- **Crafted and executed statewide public information strategies through newspaper ads, theater-style radio spots and social media campaigns to inform workers in Spanish and other languages concerning their rights regarding safe workplaces, wages, working conditions and the workers' compensation system.**
- **Obtained executive approval for hiring three new positions to create a Language Access Team to meet the requirements of a memorandum of agreement with the U.S. Department of Justice and U.S. Department of Labor regarding policy and services for limited English proficiency customers.**
- **Represented L&I as an ex officio member of the Farm Work Group established by proviso in the 2014 Supplemental Operating Budget by the Legislature. The group was charged to find administrative solutions concerning issues of mutual interest and concern among growers and farmworker advocates.**

PACIFIC LUTHERAN UNIVERSITY, Political Science Department, Tacoma, WA

Lecturer (Jan. and Spring terms 2010, Jan. term 2008), **Visiting Assistant Professor** (Sept. 2008 – May 2009)

- **Taught courses on "The Politics of Global Development," "Current International Issues: Latin America," "Global Perspectives" and "Peacebuilding."**

LISA HEATON, 2

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PROFESSIONAL EXPERIENCE, *continued*

UNIVERSITY OF WASHINGTON, Education Department, Tacoma, WA

Temporary Research Analyst (July – December 2009)

- **Coded and analyzed data for research project, "Investigating the Influence of Student Race and Teacher Experience on Teacher Perceptions."**

Career Note (2000 – 2007): The following three positions at the University of Wisconsin-Madison and Concilio Hispano were part-time employment (20-30 hours weekly) during graduate coursework and thesis write-up.

UNIVERSITY OF WISCONSIN, Office of International Academic Programs, Madison, WI

Graduate Project Assistantship (June 2002 – June 2003; July 2005 – June 2006)

- **Advised students on study abroad opportunities. Managed academic communications with program sites in Latin America, the Caribbean, Europe, Africa and Asia. Administered database of academic records.**

CONCILIO HISPANO, INC., Cambridge, MA

Special Projects Manager (temporary; March - June 2005)

- **Doubled the recruitment of volunteers over three months by connecting students and staff primarily from Harvard and MIT to the organization's health, youth education, and adult language and literacy programs.**

UNIVERSITY OF WISCONSIN, Testing and Evaluation Services, Madison, WI

Graduate Project Assistantship (August 2000 – June 2001)

- **Supervised external examinations with national testing companies, mostly ETS and LSAT.** Administered language and math placement testing for incoming freshman.

NUR UNIVERSITY, Santa Cruz, Bolivia

Consultant and Coordinator of the Development Studies Department (March 1999 – July 2000)

- **Hired, trained and coordinated academic and administrative activities of the Department with 18 professors** offering courses to 1,300 students. Served as an academic and administrative consultant to two Tribal teacher colleges to strengthen evaluation systems and reports to the Ministry of Education.
- **Aligned departmental curricula with the institutional vision through collaborative workshops, meetings and training sessions with faculty and staff.**

SAINT JOSEPH SCHOOL, Temuco, Chile – This school was later sold to another owner.

Acting Headmistress (July 1997 – June 1998)

- **Charted a new course for the school's second language acquisition philosophy and approach based on** discussions with teachers concerning student learning needs, an in-depth study of the cutting-edge literature on the topic and expert advice.
- **Formalized and successfully implemented a student exchange agreement with the University of Northern Iowa.** Cultivated communications with the University until common objectives could be reached concerning our mutual need to create cross-cultural experiences for our students.

SAINT JOSEPH SCHOOL, Temuco, Chile

Assistant Headmistress (February 1994 – June 1997)

- **Designed, coordinated and implemented the school's first in-service teacher training program in** collaboration with the Headmaster and Curriculum Director to create a distinctive elementary education for students based on global citizenship, community service and English-language acquisition.
- **Created the structure, support system and legal framework for international hires in collaboration with the** Business Manager and Headmaster. Wrote procedures and maintained close communication with international staff to support their needs during their tenure at our school.

LISA HEATON, 3

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EDUCATION**Ph.D. – Development Studies (2000 – 2008)**

Program in international development planning, political science, rural sociology and education

UNIVERSITY OF WISCONSIN, Madison, WI, U.S.A.

Master's – Educational Administration (1995 – 1998)

UNIVERSIDAD DE PLAYA ANCHA DE CIENCIAS DE LA EDUCACION, Valparaíso, Chile

Bachelor's – Education (1992 – 1993)

UNIVERSIDAD DE PLAYA ANCHA DE CIENCIAS DE LA EDUCACION, Valparaíso, Chile

B.S. – Professional Management (1985 – 1986)

NOVA SOUTHEASTERN UNIVERSITY (Fort Lauderdale, FL), Diablo Heights, Panamá

PROFESSIONAL DEVELOPMENT**Building Organizational Cultures: A Framework for Leaders Certificate (2019)**

December 11-12, Professional Development Programs

Harvard Extension School, Cambridge, MA, U.S.A.

¡Juntos Somos Mas! National Training on Equitable Neighborhood Development (2018)

Oct. 1-4, National Association for Latino Community Asset Builders

San Antonio, TX, U.S.A.

Lean Six Sigma Certified Black Belt (2018)

UNIVERSITY OF WASHINGTON, Tacoma, U.S.A.

AWARDS**Governor's Award for Leadership in Management, Washington State, June 2019**

Recognized for achieving results, managing risk and modeling leadership competencies

Consumer Advocacy Program Manager, Office of the Insurance Commissioner

Fulbright-Hays Doctoral Dissertation Research Award, 2004**National Security Education Program, David L. Boren Graduate Fellowship, declined, 2004****Foreign Language and Area Studies Fellowship**

UNIVERSITY OF WISCONSIN-MADISON, Latin American Caribbean and Iberian Studies Program,

Intensive Portuguese, two awards for Summer 2001 and Academic Year 2001-2002.

COMMUNITY ENGAGEMENT

KCTS 9 TELEVISION, Seattle, Washington (2010 – 2016)

Community Advisory Board Member

UNIVERSITY OF WISCONSIN-MADISON, Madison, WI

Co-president, Development Studies Student Association (2002 – 2003)

RURAL SCHOOLS FAIZI AND DR. MUHAJIR, Temuco, Chile

Treasurer, School Board (1993 – 1996)

- Managed daily accounts for two rural schools in the Mapuche indigenous area of southern Chile.
- Administered Ministry of Education subsidy for operational and investment funds.

BOARDS & COMMISSIONS APPLICATION EVALUATION MATRIX

Candidate Name:		Committee:									
Residency: City Limits or Growth Area: Yes Outside of Olympia: Yes <i>Residency: Except as may be otherwise provided in the Olympia Municipal Code regarding a specific committee, the majority of members on each committee shall reside within the corporate limits of the City of Olympia or the City of Olympia Urban Growth Area.</i>											
Desire to perform public service.	1	2	3	4	5	6	7	8	9	10	
	Comments:										
Experience in the community on other boards, commissions and Committees.	1	2	3	4	5	6	7	8	9	10	
	Comments:										
Ability to represent the interests of the community as a whole.	1	2	3	4	5	6	7	8	9	10	
	Comments:										
Special knowledge important to a particular board, commission or committee.	1	2	3	4	5	6	7	8	9	10	
	Comments:										
Ability to bring added perspectives and/or life experiences to board, commission or committee work.	1	2	3	4	5	6	7	8	9	10	
	Comments:										
Ability to work collaboratively with other members, staff and elected officials.	1	2	3	4	5	6	7	8	9	10	
	Comments:										
Time commitment/Availability to serve.	1	2	3	4	5	6	7	8	9	10	
	Comments:										
Notes:											



Planning Commission

2020 - 2021 Planning Commission Work Plan

Agenda Date: 1/27/2020
Agenda Item Number: 6.C
File Number:20-0085

Type: report **Version:** 1 **Status:** In Committee

Title

2020 - 2021 Planning Commission Work Plan

Recommended Action

Information only; no action requested.

Report

Issue:

Briefing on the 2020 - 2021 Work Plan.

Staff Contact:

Cari Hornbein, Senior Planner, Community Planning and Development, 360.753.8048

Presenter(s):

Cari Hornbein, Senior Planner, Community Planning and Development

Background and Analysis:

Each year the Planning Commission proposes an annual work plan. It is reviewed by the City Council General Government Committee and approved by City Council. The work plan will be effective April 1, 2020 through March 31, 2021.

Items considered for inclusion can come from individual commissioners or city staff. Last year, staff recommendations included items in the previous year's program that were not completed, items included in the upcoming work program of the Community Planning and Development Department, and related work of other city departments or advisory boards and commissions.

Schedule for development of the 2020-2021 work plan:

- January 27: Staff briefing on the work plan process and schedule. Staff e-mailed the Work Plan Proposal Form to all Commissioners on January 21 with a request that they be returned to staff prior to or at the January 27 meeting. The form is also attached for the Commissioner's convenience.
- February 10: Discussion and deliberation of the draft work plan including proposals made by Commissioners. If no further refinement is needed, take action at this meeting; otherwise,

continue to the following meeting.

- February 24: Final recommendation on the work plan (unless action taken at the prior meeting). The Planning Commission must make a recommendation to the General Government Committee by March 1.

Neighborhood/Community Interests (if known):

Much of the work of the Planning Commission is of interest to neighborhoods and community members. To date, there has not been specific comment about what should be included in the Commission's work plan for 2020-2021.

Options:

None at this time; information briefing.

Financial Impact:

None. This work is included in the base budget.

Attachments:

Work Plan Proposal Form



Planning Commission – Work Items for Consideration April 2020 – March 2021

Date: _____ Proposal Submitted By: _____

Title of Proposal: _____

Brief Description of Proposal:

Work Item Type:

- ☐ Informational briefing (existing topic/project)
- ☐ Informational briefing (new topic)
- ☐ Planning Commission-led item

Please Explain:

- ☐ Will require staff time (i.e. there is a budget implication because, for example, the item will require analysis, review, discussion, and/or a recommendation to Council)

Please Explain:



Action Plan Focus Area:

☐

Community,
Health and Safety

☐

Downtown

☐

Economy

☐

Neighborhoods

☐

Environment

Related Comprehensive Plan goal and/or policy:

Why should this item be taken up during the 2020-2021 work plan? How might it relate to other proposed work items on the work plan?