



## Meeting Minutes - Draft

### Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Stacey Ray  
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**Monday, June 17, 2019**

**6:30 PM**

**Room 207**

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**1. CALL TO ORDER**

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

**1.A ROLL CALL**

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

**Absent:** 2 - Commissioner Tammy Adams and Commissioner Aaron Sauerhoff

**OTHERS PRESENT**

City of Olympia Community Planning and Development staff:

Senior Planner Joyce Phillips

Capitol Consulting staff:

Deborah Munguia

Association of Washington Cities staff:

Carl Schroeder

**2. APPROVAL OF AGENDA**

**The agenda was approved.**

**3. APPROVAL OF MINUTES**

**3.A** [19-0497](#) Approval of May 6, 2019 Planning Commission Meeting Minutes

**The minutes were approved.**

**3.B** [19-0549](#) Approval of the June 3, 2019 Olympia Planning Commission Meeting Minutes

**The minutes were approved.**

**4. PUBLIC COMMENT - None**

**5. STAFF ANNOUNCEMENTS**

Ms. Phillips made announcements.

**6. BUSINESS ITEMS**

**6.A**     [19-0550](#)            2019 Legislative Session Informational Briefing

Ms. Munguia and Mr. Schroeder gave an informational briefing on the recent legislative session and provided handouts.

**The information was received.**

**6.B**     [19-0519](#)            Downtown Design Guidelines and Related Zoning Code Amendments Briefing

Ms. Phillips gave an informational briefing on the status of the Downtown Design guidelines and the zoning code amendments related to the guide. Ms. Phillips will provide more substantive information on the Downtown Design guidelines in mid-July.

**The information was received.**

**7. REPORTS**

Commissioners reported on outside meetings attended.

**8. OTHER TOPICS**

Chair Richmond would like to start planning a retreat that could include Roger Horn as a speaker and a discussion about public participation for long range planning projects, such as the Neighborhood Centers work from previous years.

Chair Richmond would like to propose a Comprehensive Plan review by Commissioners in the fall. This would help Commissioners identify areas they may want to update in the future.

Ms. Phillips provided an update on the Missing Middle project.

**9. ADJOURNMENT**

The meeting adjourned at 8:08 p.m.

**Upcoming Meetings**

The next meeting is July 8, 2019.