1. Call to Order

Commissioner Lyman, followed by introductions of the Thurston County Planning Commission members, called the meeting to order at 6:30 p.m.

   a. Attendance

Thurston County

MembersAbsent: George Darkenwald

Staff Present: Jennifer Hayes, Mark Swartout and Cami Petersen

   b. Approval of Agenda

Commissioner Cole moved to approve the Agenda. Commissioner Bower seconded. The Agenda was approved.

   c. Approval of December 3, 2003 Minutes

Commissioner Cole moved to approve the December 3, 2003 minutes. Commissioner Kohlenberg seconded. Motion carried.

   d. Approval of January 21, 2004 minutes

Commissioner Bower moved to approve the January 21, 2004 minutes. Commissioner Paradise seconded. Motion carried.

Commissioner Lyman requested the following changes to the January 21, 2004 minutes:
2. Page 2, Section 5, second paragraph: change this paragraph to read, “Commissioner Lyman stated that she asked staff if it is necessary to schedule additional meetings.”
3. Page 4, Motion for approval of the Davidson Open Space Application. Commissioner Lyman asked the Planning Commissioners if they could remember who moved and
seconded. The minutes will be changed to reflect the following: Commissioner Ottavelli moved approval of the Davidson Open Space Application, project number 2003102774. Commissioner Paradise seconded. Motion carried.

2. Public Communication

Mark Swartout explained that a memorandum had been mailed to the Thurston County Farm Bureau members from Raul de Leon, Thurston County Farm Bureau President, on January 30, 2004. The memorandum had stated that tonight’s meeting of the Planning Commission would be to discuss the Critical Areas Ordinance, in particular the reduction of buffers that would affect wildlife corridors and wildlife habitat. Mr. Swartout explained that this was not the topic of discussion for tonight’s meeting and that he has told the members of the public who have arrived for tonight’s meeting of the misinformation and of an upcoming meeting in March that will discuss the Nisqually Watershed Plan. Mr. Swartout provided a sign up sheet to the public and explained that he will use that as a mailing list to keep the interested public informed.

3. Briefing: Capital Facilities Plan

Mark Swartout and Jennifer Hayes addressed the Planning Commission on the proposed scope of work on the Capital Facilities Plan (CFP, Chapter 6 – Comprehensive Plan) update. Mr. Swartout suggested to the Planning Commission that they do not make any substantive changes to the CFP at this time and focus their attention to the layout and readability of the document.

Mr. Swartout and Ms. Hayes answered questions from the Planning Commission.

Commissioner Bower stated that the Planning Commission had asked to have issues concerning salmon included in the CFP supplement under transportation and storm water. The issues included projects yet to be accomplished, how many miles of salmon habitat are blocked, etc. Commissioner Bower stated that it was his understanding that Dale Rancour had stated that he could provide that information. A discussion followed.

Commissioner Roper asked that the CFP also include information on shellfish. Commissioner Roper suggested that it would be helpful for readability of the CFP by adding a way to cross-reference the charts within the document.

Commissioner Bower asked Mr. Swartout about concurrence for the CFP. Ms. Hayes stated that it would be a good idea to have a clear statement of concurrency within the six year period for each program.

4. Briefing: Nisqually Watershed Management Plan
Mark Swartout addressed the Planning Commission to discuss the Nisqually Watershed Management Plan. Mr. Swartout provided the Planning Commission with a handout of the tables on pages 155 through 161 of the CFP, and explained the purpose of the tables.

Mr. Swartout stated that a public hearing on the Nisqually Watershed Plan is scheduled for March 15, 2004 at 6 p.m. at the Yelm Middle School. Mr. Swartout explained that he is still waiting for final confirmation for reserving that space for the meeting and when he receives confirmation public notification will be sent out.

Mr. Swartout stated that the joint meeting with surrounding counties for discussion of the Nisqually Watershed Plan will be held at the Nisqually Wildlife Refuge on April 13, 2004 at 7 p.m. Mr. Swartout stated that final confirmation of that date would be forthcoming. Mr. Swartout stated that the Planning Commissioners could submit public comment at the joint meeting as individuals and also submit a letter to the Board of Commissioners with the Planning Commission’s recommendations concerning the Nisqually Watershed Plan. A discussion followed.

Commissioner Lyman asked the Planning Commissioners what their preference is concerning submitting comment to the Board. The Planning Commission decided to stay late tonight to begin discussing the Nisqually Watershed Plan and possibly form a sub committee to prepare a draft letter to the Board using the Planning Commissioners comments by email or discussion. Ms. Hayes stated that she will ask attorney Jeff Fancher about the rules for Commissioners emailing comments and discussions and report back to the Planning Commission with the rules for doing that. The Planning Commission decided to try to draft a letter to the Board by the March 3, 2004 meeting.

5. Planning Commission Staff Updates

Ms. Hayes stated that an Associate Planner would be hired to help with the workload for this year.

Ms. Hayes explained that the updates to the Comp Plan that had been mailed out did not have instruction and if anyone had any questions please let her know. Ms. Hayes also explained that the Chapter 3 update is replacing the entire chapter except map M42. Ms. Hayes explained that this map should be kept as a part of the updated chapter.

Ms. Hayes stated that the February 18, 2004 meeting with Michael Welter, Development Services Department Director, would be to discuss the Planning Commission’s upcoming workload. The complete yearly calendar will be mailed to the Planning Commissioners in the next mailing.

Commissioner Lyman stated that a member has requested that the Planning Commission be provided with a hard copy of the recent edition of the Profile from Regional Planning and stated that Nancy will be providing those hard copies at the February 18, 2004 meeting.

Commissioner Lyman asked that the Planning Commissioners be prepared at the next meeting to
discuss possibly adding additional meetings to the schedule for this year.

Commissioner Lyman suggested that the Planning Commission not hold joint hearings on the Comp Plan amendments with the city’s this year due to the heavy workload. Commissioner Bower suggested that one Planning Commission member attend each city meeting and report back to the Planning Commission with a summary of the discussion. It was decided that the Planning Commissioners would be assigned to attend specific jurisdictions meetings and have a backup to fill in if necessary. The assignments are as follows:

- Commissioner Ottavelli – Olympia
- Commissioner Paradise – Olympia backup
- Commissioner Cole – Lacey
- Commissioner Lyman – Lacey backup
- Commissioner Lovrien – Tumwater
- Commissioner Darkenwald – Tumwater backup
- Commissioner Roper – Tenino, Bucoda and Rainier
- Commissioner Bower – Tenino, Bucoda and Rainier backup

Commissioner Lyman asked if attorney Jeff Fancher could attend and upcoming meeting to brief the Planning Commission about the legal parameters for discussing the Critical Areas Ordinance. Ms. Hayes stated that she would try to schedule this for March 3, 2004.

Commissioner Lyman stated that she would like to see more information available on the Development Services Department website concerning Planning Commission information, such as the minutes, handouts provided to the Planning Commission, links to pertinent information, etc. Commissioner Lyman believes this would be good for the public to be able to access this information.

6. **Calendar (Tentative)**

   **February 18, 2004** – Commissioners Ottavelli and Paradise will be unable to attend.

   **March 3, 2004** – Commissioner Cole will be unable to attend.

   **March 17, 2004** – Commissioner Lovrien will be unable to attend.

7. **Adjourn**

   The regular meeting adjourned at 7:45 p.m.

8. **Nisqually Watershed Plan Discussion**
Commissioner Bower began by stating his concerns about how the plan will be implemented. Mr. Swartout discussed the purpose and function of a “plan.” A discussion followed concerning plan implementation and water rights.

Commissioner Roper expressed her concern that the Nisqually Watershed Plan is referring to other parts of the county, setting a policy for all watersheds. Mr. Swartout gave some explanation of what a coordinated water system plan means. Commissioner Lyman requested any information that Mr. Swartout could provide to better explain coordinated water system plans. Mr. Swartout will put some information together.

Commissioner Lyman suggested that each Commissioner create a list of concerns they have with the Nisqually Watershed Plan and email that list of comments to Commissioner Lyman and Cami Petersen. Ms. Petersen will then mail those comments received to the other members of the Planning Commission.

The Planning Commission decided to add a time for discussion of this topic at the March 3, 2004 meeting.

The discussion adjourned at 8:30 p.m.

Liz Lyman, Chair
Mark Lovrien, Vice Chair