



**PLANNING COMMISSION MEETING MINUTES - FINAL**  
**Tuesday, March 20, 2018, 7:00 PM**  
**City Hall, 616 NE 4th Avenue**

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**I. CALL TO ORDER**

Chair Hull called the meeting to order at 7:02 p.m.

**II. ROLL CALL**

Present: Troy Hull, Tim Hein, Jaima Johnson, Lloyd Goodlett, Jim Short and Harry (Steve) Karnes

Excused: Bryan Beel

Staff Present: Phil Bourquin, Jan Coppola, Cliff Coulter, Sarah Fox and Alicia Pacheco

Council Liaison: Deanna Rusch

**III. MINUTES**

- A. Approval of the Minutes from the December 12, 2017 Planning Commission Meeting

 [December 12, 2017 Planning Commission Meeting Minutes](#)

**It was moved by Commissioner Hein, seconded by Commissioner Short to approve the minutes from the December 12, 2017 Planning Commission Meeting. The motion carried unanimously by roll call vote.**

**IV. MEETING ITEMS**

- A. Introduction of new Commissioner and City Council Liaison  
Presenter: Phil Bourquin, Community Development Director

Phil Bourquin welcomed and introduced Steve Karnes as the newest member of the Planning Commission. Council Member Deanna Rusch will be the Liaison to the Commission for 2018.

- B. Election of Chair and Vice Chair

Details: The Planning Commission positions of chair and vice chair are one-year terms which are generally elected by a majority vote each year.


**It was moved by Commissioner Hein, seconded by Commission Karnes to nominate Bryan Beel as Chair of the Planning Commission for 2018. The motion carried unanimously by roll call vote.**

**It was moved by Commissioner Short, seconded by Commissioner Goodlett to nominate Troy Hull as Vice Chair of the Planning Commission for 2018. The motion carried unanimously by roll call vote.**

**C. Workshop on Urban Tree Program**

Details: The City was awarded a grant from the State of Washington Department of Natural Resources (DNR) to develop an Urban Tree Program. The grant period runs until May 31, 2018, and is a 50 percent cost share with the City. The work plan to develop the Urban Tree Program included: current zoning diagnosis; a review of the comprehensive plan to ensure the new codes will be consistent; drafting a tree ordinance; updating the Design Standards Manual (street tree species); and creating outreach materials that will increase the public's knowledge of tree care and the new ordinance. Staff conducted workshops with the Commission on October 17th and December 12th. At the March 20th workshop, staff and the Commission continued the discussion regarding the preservation of trees during the development of properties. Options were discussed at the meeting and Staff gave a PowerPoint Presentation.

Presenter: Sarah Fox, Senior Planner

 [City of Olympia Tree Code](#)  
[City of Olympia Landscape Code](#)  
[Comments from Lynn Johnston December 2017](#)  
[Comments from Geri Rubano Oct 2017](#)  
[Olympia Builders Guide C](#)  
[Olympia Calculate Tree Density](#)  
[Olympia Homeowners Guide to Tree Protection](#)  
[Staff's Presentation on Tree Program Status - 2018](#)

Sarah Fox reviewed the Urban Tree Program and provided follow-up responses to questions raised by the Commission in regard to the City of Olympia's tree program and ordinance. Staff responded to the Commissioner's inquiries and a lengthy discussion ensued. This item will be brought back for further discussion at April's meeting.

**V. MISCELLANEOUS UPDATES**

**A. Miscellaneous Updates**

Phil Bourquin provided an update on current development proposals and the Community Development Department's priorities.

**VI. NEXT MEETING DATE**

The next Planning Commission Meeting is scheduled for Tuesday, April 17, 2018 at 7:00 p.m., in the City Council Chambers.

**VII. ADJOURNMENT**

Chair Hull adjourned the meeting at 8:18 p.m.

NOTE: The City of Camas welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that persons with special needs have opportunities to participate. For more information, please call the City Clerk's Office at 360.817.1574.