1. **6:30 P.M. CALL TO ORDER**
   Commissioner Nelson called the December 18, 2019 meeting of the Thurston County Planning Commission to order at 6:30 p.m. Commissioners provided self-introductions.

   **Attendance:** Commissioners Scott Nelson, Jim Simmons, Doug Karman, Don DeHan, Ed Fleisher, Raul deLeon, Tyle Zuchowski, and Eric Casino.

   **Absent:** Donna Nickerson

   **Staff:** Jennifer Davis, Andrew Deffobis

2. **6:30 P.M. APPROVAL OF AGENDA**

   **MOTION:** Commissioner deLeon moved to approve the agenda. Commissioner Karman seconded. Motion carried.

3. **6:30 P.M. PUBLIC COMMUNICATIONS** (Not associated with topics for which public hearings have been held.)

   1. Patrick Townsend, Olympia
   2. Diani Taylor Eckerson, Olympia
   3. Christy White, Olympia

4. **6:40 P.M. APPROVAL OF MINUTES**

   **MOTION:** Commissioner Karman moved to approve the December 4, 2019 minutes and accept the audio as the official record. Commissioner deLeon seconded. Motion carried.

   The official audio is available on line at: http://www.co.thurston.wa.us/planning/planning_commission/planning_comm_minutes.html

5. **6:40 P.M. WORK SESSION: DRAFT WORK PLAN FOR PLANNING COMMISSION**

   **(Staff: Jennifer Davis)**

   Ms. Davis presented the staff memo outlining the work program for Planning Commission in the upcoming year. This work is primarily carry over from last year's docket. The Board of County Commissioners will be reviewing the work priorities for the department and will be adopting a new Official Docket in the coming months which can add, remove or change priorities from the list.
6. 6:45 P.M. WORK SESSION: REVIEW PLANNING COMMISSION PROCESSES AND PC/STAFF ROLES  
(Staff: Jennifer Davis)  

Ms. Davis presented a Power Point which explained the overview of the docketing process which enables bills to become code for Thurston County. She also passed out the rules and procedures for Planning Commission as a refresher of roles and responsibilities of staff and Planning Commission. There were questions and comments by the Planning Commission which Ms. Davis addressed. It was confirmed by the Chair that going forward he would like to see the discussions and questions on agenda items be brought to the meetings to ensure the process remains open and public, rather than emailing questions to staff outside of the meeting times. Staff confirmed any comments or questions received outside of the meeting will be distributed and discussed at the next meeting by the whole body. Ms. Davis confirmed to help move the processes along we will be discussing full chapters again for the SMP in hopes the Planning Commission as a collective whole provides recommendations to staff for changes or updates during the actual meeting. It was also requested by the Planning Commission to hear back on their recommendations when they reach the BoCC level. Also requested was to have the strike through and marked up versions of the chapters provided for the meetings to help understand what proposed changes have already been made.

7. 7:10 P.M. WORK SESSION: SHORELINE MASTER PROGRAM  
(Staff: Andrew Deffobis)  

Mr. Deffobis presented a Power Point addressing comments received at previous meetings, including aquaculture and more information on docks in the natural shoreline designation. The outreach plan draft document for the SMP was also passed out and discussed, and is still open to change if the Planning Commission would like to see additional items added. The outreach pamphlet “fact sheets” previously discussed will be ready in time for the public hearing. There were questions and comments by the Planning Commission which Mr. Deffobis addressed. For next steps, the PC as body requested staff do additional research and have more information for the public hearing on the key topics of: shoreline residential building and rebuilding, shoreline buffers, changes in environment designations, and aquaculture. Also the Planning Commission confirmed they would like an option added to the draft document to not make people go through the buoy options before getting approval to build a dock. Staff confirmed they will also double check the SMP Inventory and Characterization document to answer questions about how “no net loss of shoreline function” was calculated.

8. 8:20 P.M. STAFF UPDATES  
(Staff: Jennifer Davis)  

The annual appreciation dinner potential dates were polled and everyone can attend on March 9, 2020, so save the date!

9. 8:20 P.M. CALENDAR:
January 1, 2020 will be canceled
January 8, 2020 Special Mtg: all can attend
January 15, 2020 will be canceled
January 22, 2020 Special Mtg: all can attend

10. 8:20 P.M. ADJOURN

With there being no further business, Chair Nelson adjourned the meeting at 8:20 p.m.

Scott Nelson, Chair

Prepared by Polly Stoker, Recording Secretary