



# Meeting Minutes - Draft

## Land Use & Environment Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Thursday, October 22, 2020**

**5:00 PM**

**Online and via phone**

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**Register to attend:**

[https://us02web.zoom.us/webinar/register/WN\\_21aP4MJDTthOHn0\\_idAtswA](https://us02web.zoom.us/webinar/register/WN_21aP4MJDTthOHn0_idAtswA)

**1. CALL TO ORDER**

Chair Gilman called the meeting to order at 5:00 p.m.

**2. ROLL CALL**

**Present:** 3 - Chair Clark Gilman, Committee member Dani Madrone and Committee member Jessica Bateman

**2. A OTHERS PRESENT**

Community Planning and Development Staff:

Director Leonard Bauer

Senior Planner Joyce Phillips

Strategic Projects Manager Amy Buckler

Assistant City Manager Keith Stahley

Thurston Regional Planning Council Staff:

Senior Planner Katrina Van Every

Senior GIS Analyst Michael Ambrogi

**3. APPROVAL OF AGENDA**

The agenda was approved.

**4. PUBLIC COMMENT - None**

**5. APPROVAL OF MINUTES**

**5.A** [20-0839](#) Approval of September 17, 2020 Land Use & Environment Committee Meeting Minutes

The minutes were approved.

**6. COMMITTEE BUSINESS**

**6.A**     [20-0806](#)            Housing Action Plan Briefing

Ms. Buckler gave a briefing on the Housing Action Plan. She reviewed findings of the Housing Needs Assessment and described the public participation timeline.

Ms. Van Every and Mr. Ambrogi provided an overview of the regional housing needs assessment with a focus on information specific to Olympia.

Committee comments addressed opportunities for engagement with a broader constituency and suggested using household income rather than wages to determine affordability.

**The report was received.**

**6.B**     [20-0798](#)            Shoreline Master Program Periodic Review - Status Update

Ms. Phillips gave a briefing on the Periodic Review of the Shoreline Master Program (SMP). She outlined additional provision recommendations to address existing marinas and live-aboards, and explained the relationship between the SMP and critical areas ordinance wetland buffers. Chair Gilman asked clarifying questions regarding the vegetation and conservation area issue.

**The report was received.**

**7.        REPORTS AND UPDATES**

Ms. Phillips gave an update on the Planning Commission's consideration of the Housing Options Plan referral from City Council.

Mr. Bauer shared that Housing Manager Cary Retlin can bring a proposed public participation process to the next Committee meeting to consider potential City actions related to landlord-tenant issues. He also informed the Committee he is serving as the City representative to an advisory committee for the Port of Olympia Development Plan to implement their Vision 2050 Plan.

**8.        ADJOURNMENT**

The meeting was adjourned at 6:24 p.m.