



# 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, May 21, 2020**

**4:30 PM**

**Online or via phone**

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**Register to attend: [https://us02web.zoom.us/j/83756491108?](https://us02web.zoom.us/j/83756491108?pwd=Z2FNOVMzKy9TR0xSY2gvMXNnYjBpQT09)  
[pwd=Z2FNOVMzKy9TR0xSY2gvMXNnYjBpQT09](https://us02web.zoom.us/j/83756491108?pwd=Z2FNOVMzKy9TR0xSY2gvMXNnYjBpQT09)**

**1. CALL TO ORDER**

Chair Gilman called the meeting to order at 4:30 p.m.

**2. ROLL CALL**

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

**2.A OTHERS PRESENT**

Jay Burney, City Manager  
Michael Young, Assistant City Attorney

Community Planning and Development Staff:  
Leonard Bauer, Director  
Amy Buckler, Strategic Projects Manager  
Cary Retlin, Home Fund Program Manager  
Joyce Phillips, Senior Planner

Public Works Staff:  
Rich Hoey, Director  
Susan Clark, Engineering & Planning Supervisor

Alison Osterberg, Thurston Regional Planning Council

**3. APPROVAL OF AGENDA**

**The agenda was approved.**

**4. PUBLIC COMMENT**

Public comment was accepted via email only.

**5. APPROVAL OF MINUTES**

**5.A [20-0401](#)** Approval of April 16, 2020 Land Use & Environment Committee Meeting

## Minutes

**The minutes were approved.**

**6. COMMITTEE BUSINESS****6.A**     [20-0387](#)           Follow-up Discussion: Just Cause and Vacate Notice Extensions for Rental Housing

Mr. Retlin provided a briefing on the "Just Cause and Vacate Notice Extensions for Rental Housing".

The Committee wants staff to clarify the problem they are trying to solve, using data and input from stakeholders. Also, clarify how proposed draft changes will impact existing code and analyze potential unintended consequences possibly through outreach to both landlords and tenant groups. Lastly, identify how needs have changed and if there are any urgent issues that need to be addressed due to the COVID crisis.

**6.B**     [20-0199](#)           Thurston Climate Mitigation Plan Project Update

Mr. Hoey, Ms. Clark and Ms. Osterberg gave a PowerPoint presentation on the Thurston Climate Mitigation Plan.

The discussion centered around. Refining the data that has been collected to find out where are some of primary sources of emissions coming from such as commercial or residential buildings before the City goes to the state legislature with specific requests. Also, will Olympia be able to reach its goal of carbon neutrality by 2040 and how do we get there. Lastly, what were the lessons learned from Sustainable Thurston? It was stated that a draft implementation plan could be ready by late summer and that the City could start a public discussion about potential priority actions in fall.

**The information was received.**

**6.C**     [20-0386](#)           Housing Action Plan Briefing

Ms. Buckler provided a PowerPoint briefing on the Housing Action Plan.

**The report was received.**

**6.D**     [20-0267](#)           Shoreline Master Program Periodic Review - Briefing

Ms. Phillips provided a PowerPoint briefing on the Shoreline Master Program update.

**The information was received.**

**7. REPORTS AND UPDATES**

Mr. Bauer updated the committee members on the planned agenda items for the next meeting. Committee member Madrone requested additional information on the Multi-Family Tax exemption program before the next meeting.

**8. ADJOURNMENT**

The meeting was adjourned at 6:33 p.m.