



# Meeting Minutes

## Land Use & Environment Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

---

**Thursday, May 17, 2018**

**5:30 PM**

**Council Chambers**

---

**1. CALL TO ORDER**

Chair Gilman called the meeting to order at 5:32 p.m.

**2. ROLL CALL**

**Present:** 3 - Chair Clark Gilman, Committee member Nathaniel Jones and Committee member Lisa Parshley

**OTHERS PRESENT**

City of Olympia Community Planning & Development Staff:

Director Keith Stahley

Deputy Director Leonard Bauer

Downtown Program and Planning Supervisor Amy Buckler

Assistant Planner Paula Smith

Community Planning Program Supervisor Tim Smith

Homeless Response Coordinator Colin DeForrest

Senior Planner Stacey Ray

Fire Marshal Rob Bradley

City Engineer Fran Eide

MAKERS Consultant John Owen

**3. APPROVAL OF AGENDA**

**The agenda was approved.**

**4. PUBLIC COMMENT**

The following people spoke: Denise Pantellis, Kim Allen, Nathan Allen and Jamie Joy.

**5. APPROVAL OF MINUTES**

- 5.A** [18-0494](#) Approval of April 18, 2018 Land Use and Environment Committee Meeting Minutes

**The minutes were approved.**

**6. COMMITTEE BUSINESS**

**6.A**     [18-0449](#)            Urban Design Regulation Update

Ms. Buckler introduced the item and Mr. Owen. Mr. Owen shared a detailed PowerPoint presentation. The Committee engaged in discussion and asked questions of Ms. Buckler and Mr. Owen.

**The report was received.**

**6.B**     [18-0468](#)            Short-term Rental Status Report

Ms. Ray introduced the topic of short-term rentals (30 days or less). She used a PowerPoint presentation to highlight major concepts that explained the project purpose to establish an equitable set of rules to address short-term rentals that are not currently regulated.

**The discussion was completed.**

**6.C**     [18-0457](#)            Small Cell Zoning Code Amendments

Mr. Smith and Ms. Smith presented an overview on the proposed amendments to wireless communication regulations. Ms. Eide responded to questions from the Committee.

**The discussion was completed.**

**6.D**     [18-0460](#)            Temporary Encampment Regulations

Mr. Stahley summarized the proposed amendments to Chapter 18.50 OMC regarding homeless encampments.

Mr. DeForrest explained Tacoma's experience in adopting an emergency declaration related to homelessness. The primary factor in the decision was a significant increase in homelessness and patterns of predatory criminal behaviors. Declaring an emergency allows the city authority to suspend certain regulations to quickly establish sites for homeless individuals to be safe and stabilized.

The Committee consensus was to forward the draft emergency ordinance to Council with the recommended changes.

**The discussion was completed.**

**7.        REPORTS AND UPDATES**

The next meeting is on Monday June 21, 2018. Agenda items to be discussed will be vulnerable renter protections, parks open space zoning, engineer design and development standards.

**8.        ADJOURNMENT**

The meeting adjourned at 8:50 p.m.