



# Meeting Minutes

## Land Use & Environment Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Thursday, October 21, 2021**

**5:30 PM**

**Online and Via Phone**

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**1. CALL TO ORDER**

Chair Madrone called the meeting to order at 5:31 p.m.

**2. ROLL CALL**

**Present:** 3 - Chair Dani Madrone, Committee member Clark Gilman and Committee member Yến Huỳnh

**2.A OTHERS PRESENT**

Community Planning and Development staff:

Director Leonard Bauer

Principal Planner Joyce Phillips

Planning and Engineering Manager Tim Smith

Public Works staff:

Program and Planning Supervisor Sophie Stimson

**3. APPROVAL OF AGENDA**

**The agenda was approved.**

**4. PUBLIC COMMENT**

The following people spoke: Larry Dzieza, Bev Bassett, Charlotte Persons, Judy Bardin and Walter Jorgensen.

**5. APPROVAL OF MINUTES**

**5.A** [21-1009](#) Approval of September 16, 2021 Land Use & Environment Committee Meeting Minutes

**The minutes were approved.**

**6. COMMITTEE BUSINESS**

**6.A** [21-0977](#) 2021 Annual Comprehensive Plan Amendments

Ms. Phillips highlighted the process for consideration of 2021 Comprehensive Plan

Amendment applications.

The Committee reviewed the Planning Commission's recommendation and Chair Madrone offered several amendments.

**Committee member Gilman moved, seconded by Committee member Huynh, to recommend approval of the Planning Commission recommendations as amended by the Committee and forward to the City Council for consideration. The motion passed unanimously.**

**6.B**     [21-0971](#)     Hearing Examiner Contract Review and Reporting

Mr. Smith shared information regarding the Hearing Examiner contract review and reporting process. The Committee agreed to direct staff to draft a Request for Proposals for the Hearing Examiner and Hearing Examiner Pro Tem. Mr. Smith will bring this back to the Committee no later than January 2022. This should also include a draft process for review of the proposals by the City Council. The Committee also requested regular annual review and evaluation of the Hearing Examiner by the City Council.

**The discussion was completed.**

**6.C**     [21-0994](#)     Martin Way Corridor Study

Ms. Stimson provided an update on the Study process. The Study timeline will continue through the middle of 2022. Committee members discussed how to focus on a regional approach to the whole corridor.

**The information was received.**

**7.     REPORTS AND UPDATES**

Chair Madrone reported on the farm work group and tenant-landlord projects.

Mr. Bauer reported on two grant applications submitted to the Washington Department of Commerce.

Mr. Bauer reported the Housing Manager Cary Retlin has announced his resignation for City service.

The Committee decided to change the starting time for the next meeting to 4:00 p.m. on November 18, 2021.

**8.     ADJOURNMENT**

The meeting adjourned at 7:49 p.m.