



# Meeting Minutes

## Land Use & Environment Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Thursday, September 20, 2018**

**6:00 PM**

**Council Chambers**

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**1. CALL TO ORDER**

Committee member Jones called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

Chair Gilman arrived at 6:10 p.m.

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

**OTHERS PRESENT**

Community Planning and Development (CP&D) Staff:  
Deputy Director Leonard Bauer  
Downtown Liaison Mark Rentfrow

Young Architecture Consultant Adam Young

**3. APPROVAL OF AGENDA**

The agenda was approved.

**4. PUBLIC COMMENT - None**

**5. APPROVAL OF MINUTES**

**5.A** [18-0776](#) Approval of July 19, 2018 Land Use and Environment Committee Meeting Minutes

**The minutes were approved.**

**5.B** [18-0889](#) Approval of August 16, 2018 Land Use & Environment Committee Meeting Minutes

**The minutes were approved.**

**6. COMMITTEE BUSINESS**

**6.A** [18-0864](#) Annexation Plan Scope and Schedule

Mr. Smith provided updates on annexation activity within the area.

**The Committee directed staff to move forward with the Phase I Feasibility Study for both Northeast and Southeast Olympia and return with the results to discuss next steps.**

**6.B**     [18-0876](#)     Downtown Sanitation Master Plan Briefing

Mr. Rentfrow and Mr. Adams presented the Sanitation Master Plan.

**Committee member Jones moved, seconded by Committee member Parshley, to forward a recommendation to City Council to approve the Downtown Sanitation Master Plan and staff recommendations regarding future public restroom placement in downtown Olympia. The motion passed unanimously.**

**7.     REPORTS AND UPDATES**

Mr. Bauer provided a report on the Missing Middle items that were referred by City Council on September 11, including limiting the number of units allowed in a townhouse building. The Planning Commission recommendation was to remove the limitation on a maximum of four units in a building.

**8.     ADJOURNMENT**

The meeting was adjourned at 8:45 p.m.

**Upcoming Meetings**

The next scheduled meeting is for October 4, 2018.