



Meeting Minutes - Draft

Land Use & Environment Committee

City Hall
601 4th Avenue E
Olympia, WA 98501
Information: 360.753.8244

Thursday, April 23, 2026

4:00 PM

Council Chambers, Online and Via
Phone

Register to Attend:

https://us02web.zoom.us/webinar/register/WN_FVMYH3eST4O5PI1Wpkgvww

1. CALL TO ORDER

Chair Vanderpool called the meeting to order at 4:00 p.m.

2. ROLL CALL

Present: 3 - Chair Robert Vanderpool, Committee member Clark Gilman and
Committee member Paul Berendt

2.A OTHERS PRESENT

City Manager Jay Burney
CP&ED Director Tim Smith
Economic Development Director Jennica Machado
Housing Program Manager Jacinda Steltjes
Consultant Chris Zahas
Consultant Jennifer Shuch
Consultant Lizzy Caston

3. APPROVAL OF AGENDA

The agenda was amended to swap items 6.A and 6.B

The agenda was approved as amended.

4. PUBLIC COMMENT - None

5. APPROVAL OF MINUTES

5.A [26-0300](#) Approval of March 26, 2026 Land Use & Environment Committee
Meeting Minutes

The minutes were approved.

6. COMMITTEE BUSINESS

6.A [26-0272](#) Discuss the Affordable Housing Emergency Declaration

Ms. Steltjes provided a presentation on the state of the Affordable Housing Emergency Declaration's first year and a half.

Committee member Berendt moved, seconded by Committee member Gilman, to recommend to the City Council another two year extension on the Emergency Declaration. The motion passed unanimously.

Aye: 3 - Chair Vanderpool, Committee member Gilman and Committee member Berendt

6.B [26-0287](#) Discuss the Downtown Commercial Vacancy Study

Ms. Machado and consultants presented and discussed their findings from the Downtown Commercial Vacancy study.

The information was received.

7. REPORTS AND UPDATES

Mr. Smith reported on meeting agenda items for the May 28 meeting.

Ms. Steltjes provided an update on Tenant Opportunity to Purchase.

Chair Vanderpool mentioned scheduling conflicts with the May 28 meeting. Staff will explore options to either move the time or date of the meeting.

Chair Vanderpool mentioned that the Planning Commission may be interested in attending some LUEC meetings to discuss and share their own conversations for relevant topics. Chair Vanderpool has offered to begin facilitating these conversations.

8. ADJOURNMENT

The meeting adjourned at 5:45 p.m.