



# 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, September 19, 2019**

**5:30 PM**

**Council Chambers**

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**1. CALL TO ORDER**

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

**2. ROLL CALL**

**Present:** 2 - Chair Clark Gilman and Committee member Lisa Parshley

**Excused:** 1 - Committee member Nathaniel Jones

**2.A OTHERS PRESENT**

Assistant City Manager Jay Burney  
City Attorney Mark Barber  
Strategic Communications Director Kellie Braseth  
Administrative Services Director Debbie Sullivan

City of Olympia Community Planning and Development staff:  
Deputy Director Leonard Bauer  
Economic Development Director Mike Reid  
Strategic Projects Manager Amy Buckler  
Planning and Engineering Manager Tim Smith  
Home Fund Manager Cary Retlin  
Senior Planner Stacey Ray

Olympia Planning Commission member Carole Richmond

**3. APPROVAL OF AGENDA**

**The agenda was approved.**

**4. PUBLIC COMMENT**

The following people spoke:  
Sarah Stockholm and Larry Dzieza.

**5. APPROVAL OF MINUTES**

- 5.A**     [19-0831](#)     Approval of July 18, 2019 Land Use & Environment Committee Meeting Minutes

**The minutes were approved.**

- 5.B     [19-0832](#)            Approval of August 12, 2019 Land Use & Environment Committee Meeting Minutes

**The minutes were approved.**

## **6.       COMMITTEE BUSINESS**

- 6.A     [19-0815](#)            Homeless Response Plan Status Report

Ms. Buckler, Ms. Ray, Eli Charno and Robert Coit gave a briefing on the status of the homeless planning process.

**The information was received.**

- 6.B     [19-0822](#)            Boulevard Road Surplus Property Draft Request for Qualifications Recommendation

Mr. Reid presented a draft Request for Qualifications for 3900 Boulevard Road.

**The draft Request for Qualifications for 3900 Boulevard Road was accepted and forwarded the recommendation to Council for consideration.**

- 6.C     [19-0817](#)            Housing Affordability Work Sessions Follow-up Discussion

Mr. Bauer presented a briefing on local and regional policies.

The staff was directed to: Pursue further ways Olympia can support the production of workforce single family and multi-family housing for households at or above 80 percent of Area Median Income (AMI). Bring forward proposals for Multi-Family Tax Exemption and renter protection. Increase outreach and education on tools available to incentivize affordable housing.

**The discussion was completed.**

## **7.       REPORTS AND UPDATES**

Mr. Bauer provided the following updates:

The Short Term Rental - Engage Olympia web page was up and running.

Grant application to WA Dept of Commerce for Housing Action Plan to be submitted jointly with Cities of Tumwater and Lacey by Sept 30. Proposal is to contract with Thurston Regional Planning Council to lead the data collection and public outreach portions of the work.

## **8.       ADJOURNMENT**

The meeting adjourned at 7:50 p.m.