



Meeting Minutes

Land Use & Environment Committee

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

Thursday, July 16, 2020

5:00 PM

Online or via Phone

Register to attend:

https://us02web.zoom.us/webinar/register/WN__AYYIIAxReeKu_vWA90N_Q

1. CALL TO ORDER

Chair Gilman called the meeting to order at 5:00 p.m.

2. ROLL CALL

Present: 3 - Chair Clark Gilman, Committee member Dani Madrone and
Committee member Jessica Bateman

2.A OTHERS PRESENT

City Manager Jay Burney

Community Planning and Development Staff:

Director Leonard Bauer

Senior Planner Nicole Floyd

Associate Planner Catherine McCoy

Public Works Staff:

General Services Director Meliss Maxfield

Program and Planning Supervisor Sophie Stimson

3. APPROVAL OF AGENDA

The agenda was approved.

4. PUBLIC COMMENT

The following people spoke:

Brittany Yunker, Walter Jorgensen, Lynn Fitz-Hugh, Bob Jacobs, and Judy Bardin

5. APPROVAL OF MINUTES

- 5.A** [20-0555](#) Approval of June 18, 2020 Land Use & Environment Committee Meeting Minutes

The minutes were approved.

6. COMMITTEE BUSINESS

6.A [20-0448](#) Transportation Master Plan

Ms. Stimson gave a briefing on the Transportation Master Plan including future projects, funding sources, and multiple transportation modes that would be served. The planning process will continue through the end of 2020, which will include updates to impact fees, concurrency requirements and the Capital Facilities Plan.

Committee members asked clarifying questions.

The discussion was completed.

6.B [20-0449](#) Building Condition Report on 108 State Avenue

Ms. Maxfield gave a briefing on the condition of the City building at 108 State Avenue. Committee members asked clarifying questions.

The report was received.

6.C [20-0537](#) Summary of Draft Short-Term Rental Regulations

Ms. McCoy provided an overview of the Committee's guiding principles and preliminary draft staff recommendations for regulations to implement those principles in reference to Short-Term rentals (STR).

The Committee discussed what the maximum number of people should be allowed in a STR, parking, and possible restrictions of events that may bring additional people to those rentals.

Committee members asked clarifying questions.

The discussion was completed.

6.D [20-0539](#) Low Impact Development Code Amendments

Ms. Floyd provided an overview of the Low Impact Development (LID) ordinance adopted in 2016, and amendments proposed in the Planning Commission recommendation before the Committee.

Committee member Bateman moved, seconded by Committee member Madrone, to recommend approval of staff and Planning Commission's recommendations and to forward to the full Council for consideration. The motion carried by the following vote:

Aye: 3 - Chair Gilman, Committee member Madrone and Committee member Bateman

7. REPORTS AND UPDATES

Mr. Bauer provided updates on the State Building Code Council extending required adoption of 2018 International Codes until Feb. 1, 2021, and on proposed updates to the Committee's 2020 Work Plan.

Mr. Burney reported on COVID-related tenant protection issues being considered at the state government level. The Committee discussed concerns about timing.

Committee member Madrone reported on meetings she and Mr. Bauer had with Thurston Conservation District regarding urban farmland conservation.

8. ADJOURNMENT

The meeting adjourned at 7:21 p.m.