



# Meeting Agenda

## Land Use & Environment Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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Thursday, September 15, 2016

5:30 PM

Council Chambers

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1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

- 4.A [16-0997](#) Approval of August 18, 2016 Land Use & Environment Committee Meeting Minutes

Attachments: [Minutes](#)

5. COMMITTEE BUSINESS

- 5.A [16-0759](#) Bike Corridor Pilot Project Update

Attachments: [Bike Corridors Map](#)

- 5.B [16-0981](#) Sign Code Update Public Participation Plan

Attachments: [Public Participation Plan](#)

[City Webpage](#)

- 5.C [16-0760](#) 2016 EDDS Update

Attachments: [EDDS Webpage](#)

[List of 2016 EDDS Topics](#)

- 5.D [16-0761](#) Update on Regional Septic Conversion Strategy

Attachments: [Letter from Mayors](#)

6. REPORTS AND UPDATES

7. ADJOURNMENT

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City Hall  
601 4th Avenue E.  
Olympia, WA 98501  
360-753-8244

**Land Use & Environment Committee**  
**Approval of August 18, 2016 Land Use &  
Environment Committee Meeting Minutes**

**Agenda Date:** 9/15/2016  
**Agenda Item Number:** 4.A  
**File Number:** 16-0997

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**Type:** minutes **Version:** 1 **Status:** In Committee

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**Title**

Approval of August 18, 2016 Land Use & Environment Committee Meeting Minutes



# Meeting Minutes

## Land Use & Environment Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Thursday, August 18, 2016**

**5:30 PM**

**Council Chambers**

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**1. CALL TO ORDER**

Chair Hankins called the meeting to order at 5:30 p.m.

**2. ROLL CALL**

**Present:** 3 - Chair Julie Hankins, Committee member Clark Gilman and Committee member Nathaniel Jones

**OTHERS PRESENT**

Planning Commissioner, Carole Richmond  
Community Planning and Development Director, Keith Stahley  
Deputy Director, Leonard Bauer  
Senior Planner, Amy Buckler  
Senior Planner, Linda Bentley  
Urban Forestry Program Manager, Shelly Bentley  
Associate Planner, Michelle Sadlier  
Olympia Northeast Neighborhoods Alliance (ONNA) Chair, Mike Dixel

**APPROVAL OF AGENDA**

**The agenda was approved.**

**3. APPROVAL OF MINUTES**

- 3.A** [16-0910](#) Approval of July 21, 2016 Land Use and Environment Committee Meeting Minutes

**The minutes were approved.**

**4. COMMITTEE BUSINESS**

- 4.A** [16-0912](#) Downtown Strategy Update and Direction on Final Review Process

Ms. Buckler presented an update on the Downtown Strategy (DTS) and provided proposed steps for Planning Commission and City Council review.

Public process to form the strategy

- Identify priorities - realistic & impactful actions to move our vision forward
- Great community engagement

- Over 3,500 people have participated at workshops and online
- Priorities identified by public
- Parking - a parking strategy will be formed in 2016-2017
  - Sea level rise - a sea level rise management plan will be formed in 2017
  - Homelessness/street dependency - plans to address are in progress
  - Housing affordability and inclusiveness - housing strategy is being formed
  - Business (retail) advancement - business (retail) strategy is being formed
  - Cost of (re)development - tools to encourage private investment are being compiled

Final review steps

- Roles defined in DTS scope
- October 29, 2016 - public open house to present final recommendations
- November 22, 2016 - City Council study session
- December 5, 2016 - Briefing for the Planning Commission
- Early 2017 - Planning Commission public hearing and recommendation, City Council adoption of the DTS and move immediately to related code updates

Committee and Staff Discussion:

- SEPA exemption
- Parking
- Streetscapes
- Tools for private investment
- Mixed use buildings - Commercial Land Trust
- Adaptive re-use of buildings
- Combining previous years tools and current tools all in one tool box
- Transit
- Permit review process and public comment period

Planning Commissioner Richmond asked staff about the plans for addressing site contamination in relation to the proposed SEPA exemptions. Staff explained that regulations related to site contamination are in other areas of law and apply even when projects are SEPA exempt. Also funds could be applied for through state and federal grants.

Members of the public spoke:

Roger Horn stated he feels the City's plans on dealing with gentrification need to be expressed more clearly to the public.

Kris Goddard thanked Staff and the Committee for their work so far on the Downtown Strategy.

**The Committee unanimously recommended staff move forward with the proposed steps for Planning Commission and City Council review of the Downtown Strategy.**

**4.B**     [16-0909](#)     Olympia Northeast Neighborhoods Alliance (ONNA) Subarea Plan

Ms. Bentley and Mr. Dexel provided a briefing on the Olympia Northeast Neighborhoods Alliance (ONNA) subarea plan. Ms. Bentley pointed out that the City Manager had requested additional language for the Goals, Objectives and Actions section specifying that the level of the City's participation in any action steps is subject to available funding. That new language was added to page 7 and shows in track change. The ONNA planning committee is in agreement with the additional language, which will be included in the final plan presented to Council.

The subarea plan is meeting Council's expectations:

- Consistent with the Comp Plan
- Includes subarea assets
- Involvement of neighbors and associations
- Community priorities and strategies (actions)
- Progress updates to Council

Continuing ONNA discussion items:

- Engaging community members and businesses
- Continuity of leadership and engagement
- City/subarea implementation
- Relationship amongst neighborhood associations, subarea plans, CNA (???)

**The Committee unanimously recommended acceptance of the ONNA subarea plan with modifications and forwarded it to City Council for consideration.**

**4.C**     [16-0908](#)     Urban Forestry Asset Management Plan Update

Ms. Shelly Bentley provided an update on the status of the Urban Forestry Strategic Plan, Street Tree Inventory and implementation of initial recommendations of those reports toward improved asset management of the City's urban forest.

In 2015, the City completed an Urban Forestry Strategic Plan. A first step in the strategy was to form a cross-department urban forestry team, which we have done. The strategy charged the team with evaluating the next priority steps needed to better manage our urban forest. The team has defined the following tasks and timelines (assuming current level of resources):

- Street Tree Inventory (2016)
- Master Street Tree Plan Update (2017)
- Urban Forestry Manual Update (2017)
- Urban Forestry Management Plan (2018)

It is important to do these steps in this order, as our current street tree inventory was outdated and we now have technology to be able to use and update the data as we manage our assets. The street tree inventory will provide information about the type, health and location of the City's street trees in downtown and along our major roadways. We are currently completing the street tree inventory through a technical assistance grant from Department of Natural Resources/United States Department of

Agriculture Forest Service. With this inventory information, the Master Street Tree Plan can be updated. This plan will: provide an overall plan for maintenance of our current street trees downtown and along our major arterials; help plan for appropriate future street tree planting and/or replacement and move us in the direction of establishing an asset management approach to our street trees.

This base of information is necessary to support development of an Urban Forestry Program Management Plan in 2018. The Management Plan will include the City's entire urban forest including parks, public open space, street trees and private forested property. It should address issues like development review, urban forestry related codes and policies, public outreach and education, hazard tree maintenance and future planting and replacement among other things.

Urban Forestry next steps:

- Street Tree Inventory - nearing completion 2016
- Urban Forestry Manual update (standards for new development) - 2016
- Street Tree Master Plan update (asset management for tree planting and maintenance) - to be determined (dependent on inventory results) 2017
- Urban Forestry Management Plan ("comp plan") - to be determined 2018
- Urban Forestry Management Plan projects (maintenance, planting, education, etc.) to be determined 2019 and beyond

**The report was received.**

## **5. REPORTS AND UPDATES**

Mr. Stahley reported that the next Land Use and Environment Committee meeting will be on September 22, 2016.

Mr. Bauer stated there will be a presentation from staff regarding the public participation plan for the sign code update at the next meeting.

## **6. ADJOURNMENT**

The meeting was adjourned at 7:55 p.m.



## Land Use & Environment Committee

### Bike Corridor Pilot Project Update

**Agenda Date:** 9/15/2016  
**Agenda Item Number:** 5.A  
**File Number:** 16-0759

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**Type:** discussion **Version:** 1 **Status:** In Committee

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#### **Title**

Bike Corridor Pilot Project Update

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee.

##### **City Manager Recommendation:**

Receive the update. Briefing only; No action requested.

#### **Report**

##### **Issue:**

Receive the briefing on the Bike Corridor pilot project.

#### **Staff Contact:**

Michelle Swanson, AICP, Senior Program Specialist, Public Works Transportation, 360.753.8575

#### **Presenter(s):**

Michelle Swanson

#### **Background and Analysis:**

People have asked for an easier way to travel around Olympia by bike. In 2014, the City Council funded a pilot Bike Corridor project.

Bike Corridors are considered a “low-stress” bicycle facility and are intended to be inviting places to bike for people of a wide range of age and ability. They are streets that do not have much car traffic, yet they easily connect people to destinations. On Bike Corridors, people biking and people driving share the same lane.

The Bicycle & Pedestrian Advisory Committee (BPAC) worked with City staff throughout 2014 to identify possible routes for the pilot project. The BPAC and staff evaluated the whole City for potential Bike Corridors. Several possible routes emerged from that process, which are good candidates for future Bike Corridors. In early 2015, the BPAC recommended the pilot project route that connects Lions Park to Sylvester Park, shown on the attached map.

Most of the pilot project was built in May 2016. The City added signs and pavement markings to the route. We changed some intersections to make them easier for people to bike through them. We also made those intersections easier for pedestrians to cross.

The last two blocks, between Jefferson and Washington Streets, will open this winter, once the apartment building at 7<sup>th</sup> Avenue & Jefferson Street is complete.

This is the first time the City has built this type of infrastructure. By building a pilot project first, people have a chance to see what a Bike Corridor is before moving forward with future routes. Because this is a pilot project, we built it with less-permanent materials. Later, we can make the changes permanent when funding allows.

Outreach on the pilot project is largely complete. The public response to the pilot project and Bicycle Corridor concept has been positive. Staff will brief the committee on the scope of and response to the outreach efforts.

Staff is moving forward into a new phase of public outreach. We are asking for public input on the next Bike Corridor routes to develop, using the 2014 evaluation of candidate routes as a starting point. We are asking if these routes make sense and for route ideas that we may have missed.

Based on public input, staff and the BPAC will prioritize the order in which to build more Bike Corridors.

As additional steps in Bike Corridor planning occur, the City Council can expect to see staff and BPAC recommendations for future Bike Corridors in the Capital Facilities Plan (CFP) and in bicycle planning documents. The CFP includes funds for Bike Corridor development. We will also pursue grants.

**Neighborhood/Community Interests (if known):**

More than 120 people have commented to City staff on the Bike Corridor pilot project. The comments have been overwhelmingly positive.

**Options:**

N/A

**Financial Impact:**

The pilot project cost \$347,000 which was composed of \$277,000 in Bike Program Funds (CIP funds), and \$70,000 in parking funds.

**Attachments:**

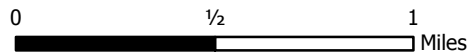
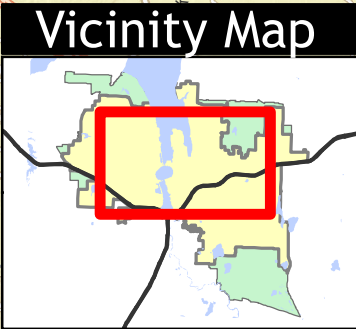
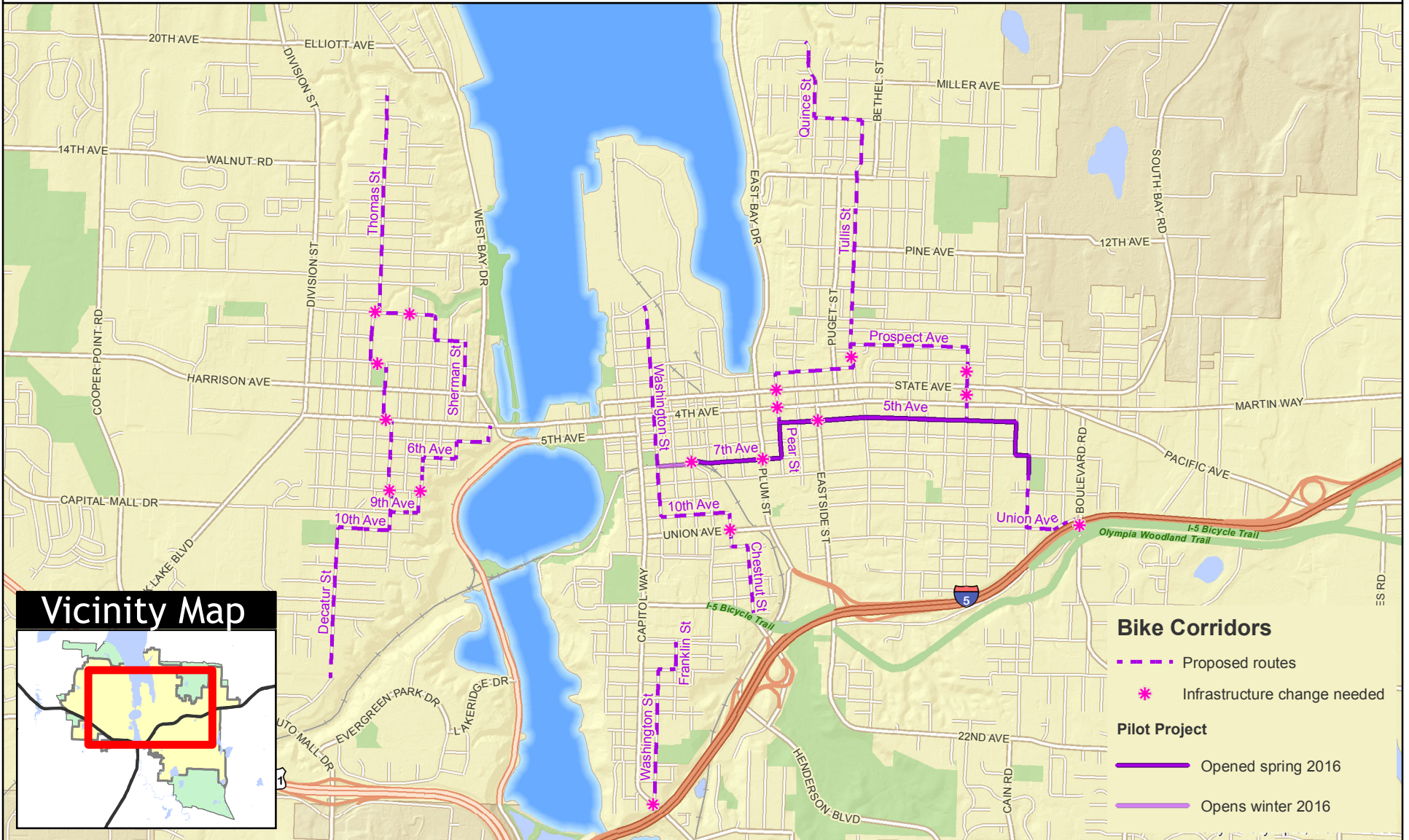
Bicycle Corridors map





# Bike Corridors

## Pilot Project & Potential Future Routes



Map printed 8/12/2016  
 For more information, please contact:  
 Michelle Swanson, AICP, Senior Program Specialist  
 mswanson@ci.olympia.wa.us  
 360.753.8575

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## Land Use & Environment Committee

### Sign Code Update Public Participation Plan

**Agenda Date:** 9/15/2016  
**Agenda Item Number:** 5.B  
**File Number:** 16-0981

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**Type:** discussion **Version:** 1 **Status:** In Committee

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#### **Title**

Sign Code Update Public Participation Plan

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee.

##### **City Manager Recommendation:**

Discuss the draft public participation plan for the sign code update and provide guidance. No action requested.

#### **Report**

##### **Issue:**

Whether to discuss on the draft public participation plan for the sign code update.

##### **Staff Contact:**

Joyce Phillips, Senior Planner, Community Planning and Development, 360.570.3722

##### **Presenter(s):**

Joyce Phillips, Senior Planner, Community Planning and Development

#### **Background and Analysis:**

The City of Olympia has not updated its sign code in several years. The existing sign code can be confusing to understand by businesses and the public, and can be challenging to administer for city staff. The Community Planning and Development (CP&D) Department had been considering updating the sign code for several years in order to increase clarity.

In June 2015, the United States Supreme Court issued a decision related to temporary signs in the Reed et al v. Town of Gilbert, Arizona (Reed v. Gilbert) case, which provided direction to cities, towns, and counties regarding regulation of signs, particularly for temporary signs, in regard to content and freedom of speech. Because of the Supreme Court ruling it is imperative that the City of Olympia update or rewrite its sign code. In addition, there have been changes in the sign industry and newer types of signs are becoming more common. The City of Olympia should consider these signs and determine how to address them.

The updated sign code will be streamlined and simplified and will address related court cases. A Request for Proposals has been issued for a consultant with expertise to assist City staff on certain aspects of the sign code update.

**Neighborhood/Community Interests (if known):**

Sign codes usually include a wide variety of interests, some of which are summarized here. Businesses often want ample and clearly visible signs to direct customers to their store or office. They may want opportunities to increase signs for events such as grand openings, new management, sales, or the like. Businesses also want the sign code to treat businesses equally so that their competitors have the same rules to follow. Additionally, businesses located near the city boundary do not want businesses in close proximity to them, but in different jurisdictions, to have an advantage over them because of more lenient sign codes.

The public often wants adequate signage in order to find the businesses they seek. However, some people are concerned about too much signage (sign clutter), sign quality, sign content, and placement. Certain types of signs such as sandwich board signs or projecting signs require certain standards be in place to ensure adequate space is maintained to allow for safe passage of people on sidewalks.

Other interests include safety measures, such as ensuring signs are structurally sound and meet building and electrical code requirements, are placed outside of sight-distance needs for drivers and bicyclists to provide for safe turning movements, and that the signs do not potentially confuse or distract people by appearing to be traffic signs or signs with movement.

**Options:**

N/A

**Financial Impact:**

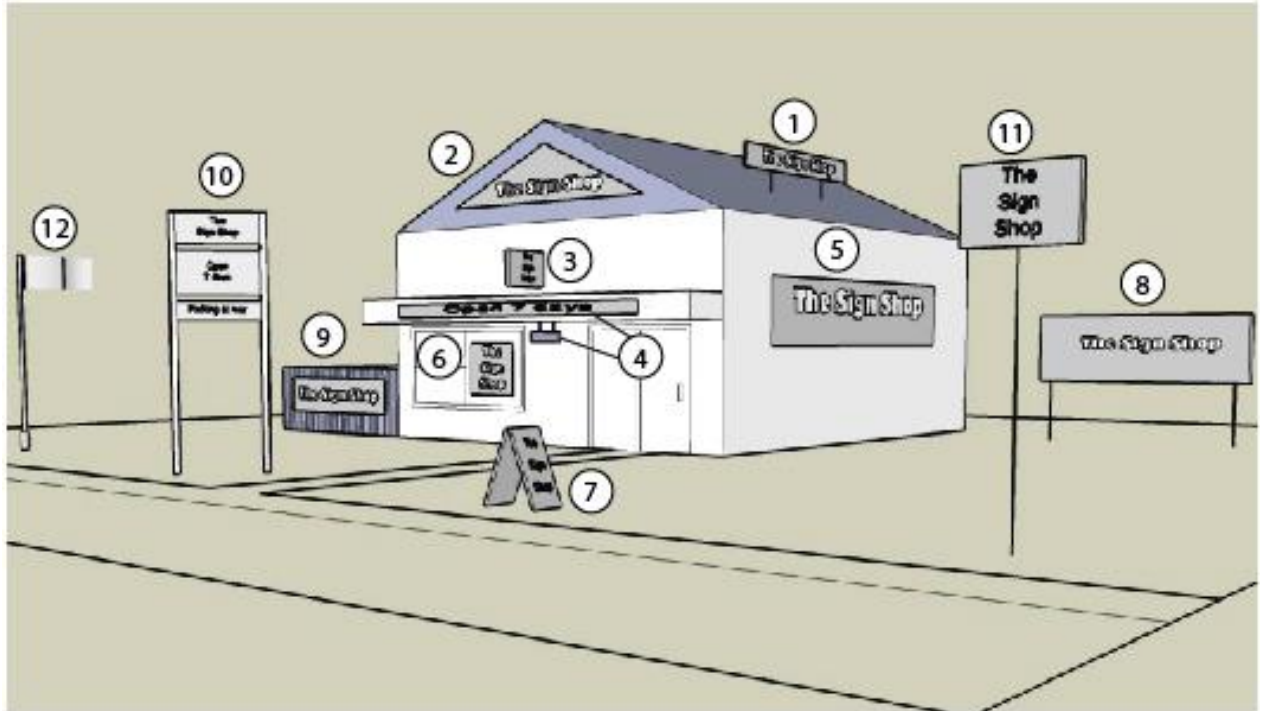
This planning process fits within the existing budget and staff resources of the Community Planning and Development Department.

**Attachments:**

Public Participation Plan  
Project Webpage

# Olympia Sign Code Update

## *Public Participation Plan*



City of Olympia  
Community Planning & Development  
601 4<sup>th</sup> Avenue East | Olympia, WA 98501  
PO Box 1967 | Olympia, WA 98507-1967

## Background

The City of Olympia has not updated its sign code in several years. The existing sign code can be confusing to understand by businesses and the public, and can be challenging to administer for city staff. The Community Planning & Development (CP&D) Department had been considering updating the sign code for several years in order to increase clarity.

In June 2015, the United States Supreme Court issued a [decision](#) related to temporary signs in the Reed et al v. Town of Gilbert, Arizona (Reed v. Gilbert) case, which provided direction to cities, towns, and counties regarding regulation of signs, particularly for temporary signs, in regard to content and freedom of speech. Because of the Supreme Court ruling it is imperative that the City of Olympia update or rewrite its sign code. In addition, there have been changes in the sign industry and newer types of signs are becoming more common. The City of Olympia should consider these signs and determine how to address them.

The updated sign code will be streamlined and simplified and will address related court cases.

## Timeline

CP&D has incorporated development of a new sign code into its work plan for 2016 and into 2017. This work is anticipated to begin in September 2016 and conclude within 9-12 months. The timeline will incorporate input from residents, businesses, and stakeholders.

## Public Participation Plan

Public engagement is an integral part of this planning process. Active engagement is needed from all interested parties including residents, businesses, and sign companies. City staff is proposing the follow outreach methods:

### Advisory Committees

Two advisory committees will be convened. A technical advisory committee (TAC) will consist of people representing a wide variety of interests (e.g. the sign industry, businesses (big, small, and minority owned), realtors, the building department, Design Review Board, and the Coalition of Neighborhood Associations). A policy advisory committee (PAC) will focus on the policy direction of the revised sign code update and consist of members of the Planning and Heritage Commissions, the Design Review Board, faith based organizations, automobile retailers, and others (e.g. neighborhood association representatives, community members, the Economic Development Council, Chamber of Commerce, Olympia Downtown Association, and West Olympia Business Association). There may be opportunities to involve participation of students or staff from The Evergreen State College and South Puget Sound Community College. Actual committee membership will be based upon interest and availability of the organizations.

## **Public Meetings**

There will be multiple public meetings to share progress and accept feedback during the sign code development process.

## **Comment Forms**

Comment forms will be available at public meetings. Other opportunities to obtain input will be considered, such as conducting a survey using social media or through Oly Speaks.

## **Webpage**

The webpage will contain information about the sign code development process, timeline, opportunities to get involved or provide comments, and materials related to the work being conducted.

## **Planning Commission & Other Advisory Committees**

Community Planning & Development staff anticipate bringing a draft Sign Code to the Olympia Planning Commission in the spring of 2017. The Commission may have briefings on the proposal in March or April.

CP&D staff may provide briefings or seek feedback from other City of Olympia Advisory Committees, such as the Heritage Commission, for portions of the proposed sign code.

The Planning Commission will hold a public hearing on the proposal before making a recommendation to City Council.

## **City Council Committees**

CP&D staff will provide periodic briefings to City Council Land Use and Environment Committee throughout the process.

## **City Council**

The Olympia Planning Commission will make a recommendation to the City Council on the Sign Code Update. The Council may hold an additional public hearing on it but is not required to do so. It is anticipated that Council will make a decision regarding the Sign Code Update as early as summer 2017.

## **How to get Involved**

For more information on how to get involved, please contact Joyce Phillips, Senior Planner, at 360-570-3722 or [jphillip@ci.olympia.wa.us](mailto:jphillip@ci.olympia.wa.us).

Information is available on the city website at: [www.olympiawa.gov/SignCode](http://www.olympiawa.gov/SignCode)

Sign Code Revisions - Project Schedule and Outreach Plan	2016				2017								
	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
<b>Project Steps</b>													
1. Assemble Project Team	■												
2. Understand General Topics to Address	■												
3. Review Existing Codes and Standards		■											
4. Amend Existing Codes and Develop New Codes			■										
5. Public Review & Adoption Process					■								
6. Ensure Successful Implementation									■				
<b>Outreach Tools</b>													
Project Webpage	●	●	●	●	●	●	●	●	●	●	●	●	●
Project e-newsletter or Social Media		●			●			●		●			
Oly Speaks Survey			●										
Utility Bill Insert		●											
Project Display- Second Floor Permitting Area											●		
Technical and Policy Advisory Committees			●		●	●	●	●	●	●			
Land Use & Environment Committee	●				●		●		●				
Planning Commission			●			●		●	●				
Heritage Commission			●										
Design Review Board			●			●							
Coalition of Neighborhood Associations		●				●							
City Council					●				●	●			
Citywide	●												
Advisory Committees	●												
Interested Parties	●												
Decision-makers & Advisory Committees	●												

[Home](#) » [City Services](#) » [Building Permits-Land Use](#) » [Sign Code](#)

## Sign Code

### Featured Links

→ [View the current Sign Code](#)

### Navigation

[Building Permits-Land Use](#)

→ [Construction Codes](#)

### Why Update the Sign Code?

The City of Olympia has not updated its sign code in several years. The [existing sign code](#) can be confusing to understand by businesses and the public, and can be challenging to administer for city staff.

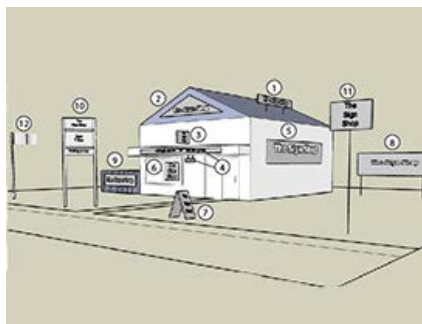
The updated sign code will be streamlined and simplified to increase clarity and will address related court cases.

There have also been many changes in the sign industry over the last several years and newer types of signs are becoming more common. The City will consider these signs and determine how to address them.

In addition, because of a recent Supreme Court ruling regarding temporary signs, it is imperative that the City update or rewrite its sign code.

[About the court ruling...](#)

In June 2015, the United States Supreme Court issued a [decision](#) related to temporary signs in the Reed et al v. Town of Gilbert, Arizona (Reed v. Gilbert) case, which provided direction to cities, towns, and counties regarding regulation of signs, particularly for temporary signs, in regard to content and freedom of speech.



### Update Timeline

CP&D has incorporated development of a new sign code into its work plan for 2016 and into 2017. This work is anticipated to begin in September 2016 and conclude within 9-12 months. The timeline will incorporate input from residents, businesses, and stakeholders.

### Public Participation

Public engagement is an integral part of this planning process. Active engagement is needed from all interested parties including residents, businesses, and sign companies. City staff is proposing the follow outreach methods:

#### [Advisory Committees](#)

Two advisory committees will be convened.

1. A technical advisory committee (TAC) will consist of people representing a wide variety of interests (e.g. the sign industry, businesses (big, small, and minority owned), realtors, the building department, Design Review Board, and the Coalition of Neighborhood Associations).
2. A policy advisory committee (PAC) will focus on the policy direction of the revised sign code update and consist of members of the Planning and Heritage Commissions, the Design Review Board, faith based organizations, automobile retailers, and others (e.g. neighborhood association representatives, community members, the Economic Development Council, Chamber of Commerce, Olympia Downtown Association, and West Olympia Business Association).

There may be opportunities to involve participation of students or staff from The Evergreen State College and South Puget Sound Community College. Actual committee membership will be based upon interest and availability of the organizations.

#### [Public Meetings](#)

There will be multiple public meetings to share progress and accept feedback during the sign code development process. Meeting details will be posted on this web page when they are

**Building Code**  
VIEW THE CITY'S CONSTRUCTION CODES AND POLICIES

**EDDS**  
ENGINEERING DESIGN & DEVELOPMENT STANDARDS

**Plans in Progress**  
LEARN MORE ABOUT THE CITY'S LONG-RANGE PLANNING EFFORTS

### City Calendar

- 09/07** - 09:00 a.m.  
[No Site Plan Review Committee](#)
- 09/07** - 09:30 a.m.  
[Volunteer Work Party](#)
- 09/07** - 6:30 p.m.  
[MEETING CANCELLED Downtown Strategy Stakeholders Work Group](#)
- 09/08** - 4:00 p.m.  
[Arts Commission Special Meeting/Retreat](#)
- 09/08** - 6:00 p.m.  
[Parking Business Improvement Area \(PBIA\) Annual Meeting](#)

→ [View full calendar...](#)

### City Updates

#### SHARE YOUR THOUGHTS ON FUTURE BIKE CORRIDORS.

Learn more about Olympia's first bike corridor, take a survey, and draw your own route ideas in our [Bike Corridors Story Map](#).

**GREAT YARDS GET TOGETHER.** Come to this FREE family-friendly event for great yard care demonstrations, expert advice, live music, kids activities and more! Saturday, September 10, 10am-2pm, at Heritage Park. [More...](#)

**POET LAUREATE.** Apply now to become Olympia's first Poet Laureate. Deadline is 5pm on Friday, September 30. [More...](#)

**APPLY NOW FOR 2017 TOURISM FUNDING.** Non profit and government agencies that provided tourism services or operate tourism facilities are eligible to apply. Application deadline is 4:00 p.m. on Wednesday, September 21, 2016. [More...](#)

**CUSTOMER SERVICE SURVEY.** Have you contacted Public Works Customer Service in the past year? Take [this survey](#) and tell us how we did!

**LEAD INFORMATION -**



available.

[Planning Commission & Other Advisory Committees](#)

CP&D staff anticipate bringing a draft Sign Code to the Olympia Planning Commission in the spring of 2017. The Commission may have briefings on the proposal in March or April.

CP&D staff may provide briefings or seek feedback from other City of Olympia Advisory Committees, such as the Heritage Commission, for portions of the proposed sign code.

The Planning Commission will hold a public hearing on the proposal before making a recommendation to City Council.

[City Council Committees](#)

CP&D staff will provide periodic briefings to City Council Committees throughout the process.

[City Council](#)

The Olympia Planning Commission will make a recommendation to the City Council on the Sign Code Update. The Council may hold an additional public hearing on it but is not required to do so. It is anticipated that Council will make a decision regarding the Sign Code Update as early as summer 2017.

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### Questions?

Contact Joyce Phillips at 360.570.3722 or [jphillip@ci.olympia.wa.us](mailto:jphillip@ci.olympia.wa.us)

#### OLYMPIA'S WATER QUALITY.

In the midst of recent news stories about lead and water quality, we have compiled some helpful information about Olympia's water system, our quality control measures and how you can keep your water safe at home. [More...](#)

#### 2017-2022 PRELIMINARY CAPITAL FACILITIES PLAN.

The [2017-2022 Preliminary Capital Facilities Plan](#) is now available to view online. For more information on Olympia's Budget process or how you can be involved please see our [Budget 365 page](#)

#### US 101/WEST OLYMPIA

**ACCESS PROJECT.** Learn about the recommended highway ramp additions on US-101 at West Olympia. [More...](#)

#### OLYMPIA MUNICIPAL CODE.

Quick link to codes and standards including [Olympia Municipal Code](#). [📄](#)

#### MEETINGS. [Agenda and Minutes](#)

[📄](#) for City Council and most advisory committees.

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## Land Use & Environment Committee

### 2016 EDDS Update

**Agenda Date:** 9/15/2016  
**Agenda Item Number:** 5.C  
**File Number:** 16-0760

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**Type:** information   **Version:** 1   **Status:** In Committee

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**Title**

2016 EDDS Update

**Recommended Action**

**Committee Recommendation:**

Not referred to a committee.

**Recommended Action**

**City Manager Recommendation:**

Move to forward the proposed 2016 Engineering Design and Development Standards (EDDS) Update to City Council and schedule a public hearing to receive public comment.

**Report**

**Issue:**

Whether to recommend that the proposed 2016 Update to the EDDS move to public hearing before City Council.

**Staff Contact:**

Steve Sperr, P.E., Assistant City Engineer, Public Works Engineering, 360.753.8739

**Presenter(s):**

Steve Sperr, P.E., Assistant City Engineer, Public Works Engineering

**Background and Analysis:**

The Engineering Design and Development Standards (EDDS) guide the design and construction of transportation, drinking water, reclaimed water, sewer, storm water, and solid waste collection systems. They are also the technical interpretation of the City's Comprehensive Plan and various utility master plans. The City Engineer is responsible for approving and administering the EDDS.

On May 19, staff briefed the Land Use and Environment Committee on 51 proposed topics to address in this year's Update to the EDDS. That briefing included an overview of the EDDS, highlights of proposed changes, the public involvement and communication plan, followed by a discussion. On June 21, a similar presentation was made to the full City Council.

Since those briefings, staff has developed, and continues to develop, draft language and drawing

changes to address this year's topics. Staff has also begun the process of reaching out to interested parties by contacting them directly and providing the entire list of proposed changes on the City's website. Staff will also be providing more specific information on the proposed changes to both the Utility Advisory Committee and the Bicycle & Pedestrian Advisory Committee.

The Land Use and Environment Committee will receive a briefing on the proposed changes as well as an update to the current schedule.

**Neighborhood/Community Interests (if known):**

Updated EDDS will ensure utility and transportation systems, as well as solid waste improvements constructed meet the most current standards. Updates will also continue to move us toward the City's Comprehensive Plan Action Plan goal of providing Sustainable Infrastructure.

To date, the City has received only a few comments, primarily on the transportation and private utility-related changes. Staff is working with several stakeholders on these topics. More information will be provided on the current status of these discussions during the presentation.

**Options:**

Option 1: Recommend that the proposed updates move to public hearing before City Council. After the hearing, Council could approve an Ordinance updating the EDDS. This option allows the EDDS to be updated per the current schedule.

Option 2: Do not recommend that the proposed EDDS updates move to public hearing. Delaying adoption could result in potential conflicts with City standards or the Olympia Municipal Code.

Option 3: Make additional edits or request specific changes to the 2016 Update, and recommend that the proposed updates move to public hearing before City Council. This option clarifies proposed changes, while keeping the 2016 Update on schedule.

**Financial Impact:**

Most of the proposed changes should not result in notable increases to the costs of private development or public work projects. However, a few, such as requiring structural soil for street trees, and requiring ADA ramp improvements on a more consistent basis, will cost more to developers and private utilities. Staff will provide more information regarding costs associated with these items as part of the presentation.

**Attachments:**

1. EDDS webpage
2. List of 2016 EDDS topics

[Home](#) » [City Services](#) » [Building Permits-Land Use](#) » [Engineering Design and Development Standards](#)

## Engineering Design and Development Standards (EDDS)


### Featured Links


- [Current EDDS](#) 
- [EDDS Deviation Request Form](#) 

### Navigation

- [Building Permits-Land Use](#)
- [Construction Codes](#)

### Designing Olympia's Future

The [Engineering Design and Development Standards \(EDDS\)](#)  are the technical standards used by the City and private developers to design and construct drinking water, reclaimed water, sewer, transportation, stormwater, and solid waste collection systems. The City has a process for requesting a deviation from these standards. [Here is the Deviation form.](#)

The EDDS are updated annually after a public hearing and upon City Council approval. The 2015 EDDS update was adopted by City Council on December 1 and became effective December 8, 2015. The City's [Code Publishing site](#)  hosts the current EDDS, as well as previous versions of the EDDS that may apply to some vested private development projects.



### 2016 EDDS Update

On June 21, the City Council approved the [list of topics](#) to be addressed in 2016. See the schedule below for more information.

[Schedule for updating the EDDS in 2016](#)

### Don't see a topic you think should be addressed or updated?

[Fill out this form to revise or update the EDDS.](#) Submit it to Fran Eide, City Engineer, at [feide@ci.olympia.wa.us](mailto:feide@ci.olympia.wa.us). The EDDS are reviewed and updated every year starting in January. Your request will be recorded and considered for the next update.

### Questions?

Contact Steve Sperr, P.E., at **360.753.8739** or [sperr@ci.olympia.wa.us](mailto:sperr@ci.olympia.wa.us).

**Construction Map** 

GET INFORMATION ABOUT CONSTRUCTION PROJECTS IN OLYMPIA

 **OlyProjects**

GET CONSTRUCTION PROJECT UPDATES ON TWITTER



**Building Code**

VIEW THE CITY'S CONSTRUCTION CODES AND POLICIES




### City Calendar

- 09/07** - 09:00 a.m.  
[No Site Plan Review Committee](#)
- 09/07** - 09:30 a.m.  
[Volunteer Work Party](#)
- 09/07** - 6:30 p.m.  
[MEETING CANCELLED Downtown Strategy Stakeholders Work Group](#)
- 09/08** - 4:00 p.m.  
[Arts Commission Special Meeting/Retreat](#)
- 09/08** - 6:00 p.m.  
[Parking Business Improvement Area \(PBIA\) Annual Meeting](#)

→ [View full calendar...](#)

### City Updates

#### SHARE YOUR THOUGHTS ON FUTURE BIKE CORRIDORS.

Learn more about Olympia's first bike corridor, take a survey, and draw your own route ideas in our [Bike Corridors Story Map](#) .

#### GREAT YARDS GET TOGETHER.


Come to this FREE family-friendly event for great yard care demonstrations, expert advice, live music, kids activities and more! Saturday, September 10, 10am-2pm, at Heritage Park. [More...](#) 

**POET LAUREATE.** Apply now to become Olympia's first Poet Laureate. Deadline is 5pm on Friday, September 30. [More...](#)

#### APPLY NOW FOR 2017 TOURISM FUNDING.

Non profit and government agencies that provided tourism services or operate tourism facilities are eligible to apply. Application deadline is 4:00 p.m. on Wednesday, September 21, 2016. [More...](#)

#### CUSTOMER SERVICE SURVEY.

Have you contacted Public Works Customer Service in the past year? Take [this survey](#)  and tell us how we did!

**LEAD INFORMATION -**

**OLYMPIA'S WATER QUALITY.**

In the midst of recent news stories about lead and water quality, we have compiled some helpful information about Olympia's water system, our quality control measures and how you can keep your water safe at home. [More...](#)

**2017-2022 PRELIMINARY CAPITAL FACILITIES PLAN.**

The [2017-2022 Preliminary Capital Facilities Plan](#) is now available to view online. For more information on Olympia's Budget process or how you can be involved please see our [Budget 365 page](#)

**US 101/WEST OLYMPIA**

**ACCESS PROJECT.** Learn about the recommended highway ramp additions on US-101 at West Olympia. [More...](#)

**OLYMPIA MUNICIPAL CODE.**

Quick link to codes and standards including [Olympia Municipal Code](#).  
[📄](#)

**MEETINGS.** [Agenda and Minutes](#)

[📄](#) for City Council and most advisory committees.

[back to top...](#)

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## 2016 EDDS Topics - August 31, 2016

EDDS #	Topic	Requested Change and Why	Location in EDDS, OMC, etc.	Submitted By	Notes/Stakeholder Comments
<b>SUBSTANTIVE CHANGES</b>					
1	ADA Requirements	Clarify when ADA ramps are required as part of Streetside Frontage Improvements or utility work, and when existing ones need to be replaced.	2.040, 2.020, 2.070, 3.110	Sophie Stimson, Dave Smith	See list of Future Issues for Frontage Improvements as they relate to Comp Plan Policy PT15.1.
2	Franchise (Private) Utilities (carryover from 2015)	Revise the Franchise Utilities section, as it is out of date and omits some requirements. Address as many of the Comp Plan Policies related to Private Utilities as practicable. Address pavement restoration.	2.060, 4B.175, 4B.195	Fran Eide & Safe Streets Campaign	Comp Plan Policies PU 3.6, 15.1, 15.5, 16.1, 16.3, 16.4, 17.1.
3	Commercial Streets (carryover from 2015)	(1) Clarify what "zoned for commercial land use" means in 4B.03 and how it is applied, and (2) Address when a street is the boundary between two different zones, one commercial and one not.	Ch. 4, 4B.030	Sophie Stimson	
4	Street Trees (carryover from 2015)	Need to address: (1) structural soil specs, (2) tree roots damaging sidewalks,	4H.100, Drawing 4-49; OMC 12.44	Sophie Stimson, Dave Smith, Fran Eide	Related to Comp Plan Policy PN3.5; see also Future Issues.
<b>OTHER CHANGES</b>					
5	Use of term "Stormwater"	Ensure consistent use of term "stormwater" instead of storm sewer, storm main, storm line, storm drainage, etc.	All	Eric Christensen	
6	Applicability of EDDS	Clarify where the EDDS is applicable, to include easements and some infrastructure outside of the ROW; add reference to solid waste and reclaimed water.	1.030, 2.010, 3.020	Steve Sperr	
7	Bonding of Work	Clarify bonding requirements throughout the EDDS. Clarify scenarios, if any, for which deferral of streetside improvements can be bonded.	1.130, 2.030.F, 2.070, at.al.; OMC 17.44.020	Steve Sperr	Coordinate with Bonding For Minor Improvements as part of Final Plat issue.
8	Telecommunication Facilities on Water Reservoirs	Standardize & regulate the installation and maintenance of cellular antennas on reservoirs, using as a basis the policy/standards being developed by G&O for the Log Cabin Reservoir.	2.050, 6.400, Appendix 2 in Ch.6	Andy Haub	
9	Traffic Impact Analysis	Clarify when a TIA is required, what standards to go by and what types of improvements are required by the results of a TIA.	Chapters 2 and 4; OMC 15.20.060	Fran Eide, Steve Sperr	Add "Olympia's TIA Guidelines" as an Appendix to Chapter 4.
10	Safe Walking Routes	Clarify wording in section 2.040(B)(18).	2.040.B.18	Todd Stamm	
11	General Notes	Update and revise the General Notes standard drawing, clarifying requirements and removing conflicting language.	Drawing 3-1	Ned Holman, Steve Sperr, Ladd Cluff	
12	Submittals for Private Development Work	Consider requiring submittals for certain types of construction (e.g. pervious concrete sidewalk and driveways) and/or materials to be used, for work on public facilities and infrastructure constructed by private development.	Chapter 3	Fran Eide and Steve Sperr	
13	Parks, Arts and Recreation Plan	Reference "the most recent version of the Parks, Arts and Recreation Plan" in the list of referenced Plans in Section 3.010 of the EDDS.	3.01	Steve Sperr	
14	Record Drawings	Adjust standards to reflect current issues. Update OMC 17.44.030 to reflect current standards.	3.065, OMC 17.44.030	Steve Sperr	
15	Easements	Clarify how to determine easement widths when > 20' standard width is needed. Confirm consistency with Drainage Manual.	3.100	Steve Sperr	
16	Roof Drains to Street Gutters	Investigate and determine whether tightline discharge of building roof drains to street gutters should be allowed or regulated by the EDDS.	Chapters 4 and 5	Steve Sperr	
17	Sump Pumps to Street Gutters	Investigate and determine whether tightline discharge of sump pumps in basement (and other low areas) to street gutters should be allowed or regulated by the EDDS.	Chapters 4 and 5	Steve Sperr	
18	Low Impact Development (LID)	Minor, miscellaneous changes to Chapters 4, 5, 9 and perhaps others to address errata and minor issues related to implementation of LID standards that were overlooked or missed during the LID Code Revisions process earlier this year.	Chapters 4, 5, 9	Steve Sperr and Jake Lund	
19	Class B Asphalt	Remove references to Class B asphalt, which is no longer a standard type of asphalt.	Chapter 4 (e.g. 4B.170)	Rolland Ireland	
20	Testing Requirements	Update the material and compaction testing requirements, to be consistent with WSDOT.	4B.200, 4H.040, other sections and/or Chapters?	Rolland Ireland	
21	Illumination	Review mounting heights, spacing and other requirements for Street Lights. Confirm whether "City of Olympia Streetlight Installation Guidelines" is still being used.	4F	Steve Sperr	

EDDS #	Topic	Requested Change and Why	Location in EDDS, OMC, etc.	Submitted By	Notes/Stakeholder Comments
22	Transportation-Related Special Provisions	Update Appendix 5 of Chapter 4 to reflect changes made in the 2016 WSDOT Standard Specifications.	Appendix 5 of Ch. 4	Rolland Ireland	
23	Hammerhead Detail	Review minimum dimensions and other requirement of the Temporary "T" (i.e."Hammerhead") elements of standard detail 4-5.	Drawing 4-5	Chuck Dower	
24	Bedding and Backfill	Revised and/or clarify pipe zone bedding specification (see WSDOT 9-03.12(3)) and drawing 4-8, to decrease size of crushed rock that can be used. Need to clarify backfill spec as well?	Drawing 4-8; specs in various Chapters	Steve Sperr	
25	Utilities Location Schematic	Review Standard Drawing details, and consider adding additional pipe separation info. Add reference to this Drawing in other Chapters.	Drawing 4-44	Steve Sperr	
26	Street Sign Base Detail	Increase the volume and configuration of the concrete base for street signs, to address increased wind forces from larger signs.	Drawing 4-45	Brian Philamulee	
27	Traffic Control Plans	Add some standard plans to replace the WSDOT ones that we can't use anymore.	Ch. 4 Drawings	Steve Sperr	
28	Stomwater Pond Sign	Add a standard detail into Chapter 5 showing the required information to be included on the sign, as well as where and when it is required.	Chapter 5	Jeremy Graham	
29	Polypropylene pipe	Allow its use for stormwater pipe, and consider allowing its use for sewer pipe. Consider model toxics ordinance regarding PVC pipe as part of this topic.	Chapters 5 and 7	Fran Eide	
30	Pipe sag tolerances & videotaping pipe inspections	Clarify requirements and definition of maximum sag tolerance in sewer and storm sewer pipes. Also revise wording to reflect who should be doing the video inspections and under what standard (see OSPs).	Chapters 5 and 7	Steve Sperr	
31	Underground Detention Systems	Consider pros and cons of allowing certain types of underground stormwater detention systems, depending on location (under parking lots, e.g.).	Chapter 5	Jake Lund	
32	Model Numbers	Check referenced model numbers for water valves, etc. to confirm they are still current	Chapter 6	Ernie Klimek	
33	Toning Wire	Require connection points for toning wire every 500', to avoid loss of signal in longer sections of pipe - i.e. water main and sewer force main.	6.030.D, 7C.030	Ladd Cluff	
34	Sampling Station	Revise specifications to reflect the new standard sampling station, Eclipse #8-SS.	6.105, Drawing 6-18	Meliss Maxfield	
35	Water Conservation	Add wording regarding irrigation systems not watering sidewalks and streets.	6.140	Ned Holman and Meliss Maxfield	
36	Groundwater Monitoring Wells	Edit language in 6.300 to make it consistent with Critical Areas Ordinance in OMC 18.32.	6.300, Drawing 6-27	Donna Buxton	
37	Maximum Sewer Depth	Consider limiting the depth of gravity sewer main and manholes to ___ feet, for maintenance reasons.	Chapter 7	Diane Utter	
38	Saddle Manholes	Update section on saddle manholes, including bypass pumping, and add a standard drawing.	7B.050	Fran Eide	
39	Inside Drop Manholes	Clarify when it can be used, and clean up Standard Drawing.	7B.050, Drawing 7-4A	Fran & Steve	
40	Force Main Drain	Consider deleting requirement for drain, and add requirement for pigging equipment.	7C.060	Steve Sperr	
41	Lift Station Start-up documents	Add the Lift Station Inspection Checklist and S&L Product Start-Up Report forms as Appendices.	Ch7. Appendices	Tom Swartout	
42	OMC 12.02	Revise OMC 12.02 to reflect current name of EDDS, not "Olympia Development Standards" or "Development Guidelines and Public Works Standards".	OMC 12.02, 17.48.020; others?	Steve Sperr	
43	OMC 12.08	Revise to reflect current name of WSDOT Standard Specifications.	OMC 12.08	Steve Sperr	
44	OMC 12.20 (carryover from 2015)	Revise OMC 12.20, titled Street Excavations, to be consistent with the EDDS, as some sections are outdated and/or conflict with the EDDS. Address "no-cut Ordinance" issues here?	OMC 12.20, 4B.175 &180, 6.170	Steve Sperr	More complex than originally thoughty; address in 2016
45	Clear Site Triangle in OMC Title 18	Update the definition of Clear Site Triangle in 18.02.180 Definitions, revise the description in 18.40.060B, and replace Figure 40-1 in 18.40.060B. To be consistent with 2015 changes to Clear Site Triangle info in EDDS Ch.4.	OMC 18.02.180, 18.40.060B	Steve Sperr	
46	Parking Lot Design	Update reference in OMC Chapter 18.38 Parking and Loading to address paving and stormwater design standards located in the EDDS Chapter 4 and the City's Drainage Manual	OMC 18.38.220, Chapters 4 (4H.110) and 5	Steve Sperr	See also Parking Lots Future Topic below.
47	Completeness Checklists	Modify applicable Application Content List in OMC Chapter 18.77 as necessary to ensure that changes to the EDDS in 2016 that effect CPD permit applications are also covered under 18.77	OMC 18.77	Steve Sperr	

EDDS #	Topic	Requested Change and Why	Location in EDDS, OMC, etc.	Submitted By	Notes/Stakeholder Comments
<b>HOLD FOR FUTURE CONSIDERATION</b>					
1	Street Connectivity	Set up special Deviation Request requirements, consistent with Comprehensive Plan Goal GT5 and Policy PT5.2, that require the proponent to address specific issues identified in the Comp Plan related to connectivity. Also consider (1) alternative alignments in environmentally sensitive/critical areas, (2) new criteria for examining new street connections, and (3) identifying safety issues and funding solutions to such issues related to newly connected streets.	1.050		Comp Plan Policies PT5.1, 5.2 & 5.4
2	Streetside (Frontage) Improvements (carryover from 2015)	Clarify when they are required, what is required, and intent to achieve sidewalk and planter strip widths on Arterials in Urban Corridors. Clarify when "streetside" vs. utility extensions are required. Consider stronger language for when sidewalk and other ped-related improvements in urban corridors are required (Comp Plan Policy PT15.1).	2.040, 2.020, 2.070, 3.110		Comp Plan Policy PT15.1
3	Alleys (carryover from 2015)	Revise Alley requirement in section 2.040B to be consistent with updated Comp Plan. Revise the current concrete strip standard for residential alleys, as it has not been installed in over 15 years.	2.040.B, Ch.4 Table 2, Drawings 4-4A,B		Deferred until decision is made to discuss when to require alleys for new construction. Comp Plan Policies PT3.4-3.6.
4	Private Utility Easements (carryover from 2015)	Revise requirements for private utility easements, to address when they are required, allowing for adjustment of width based on zoning, etc.	2.050.E		Initiated in 2015; deferred to 2017 due to complicated regulations & need to address utility concerns.
5	LED Streetlights (carryover from 2015)	Revisit lower LED color temperature range for streetlights.	4F.020		Ongoing research and discussion.
6	Parking Lots (carryover from 2015)	(1) Clarify wording in paragraph 3 of the Parking Lot section 4H110. (2) Revise parking lot connection requirements to address connecting adjacent parking lots in 4I.090. (3) Clarify EDDS role in parking lot design/layout, approval and inspection, vs. CP&D inOMC ____?.	4H.110, 4I.090, OMC ____.		Comprehensive Plan issue.
7	Planter Strips (carryover from 2015)	Add standard for planter strip landscaping, addressing (1) number and type of plants, (2) species and diversity of trees, and (3) placement and replacement of trees.	4H		Issue is linked to volume of soil required for plants and trees. Comp Plan Policy PN3.5
8	Traffic Calming	Consider adding some criteria for determining when/if/where to use, especially for RLI Collectors and Local Access Streets.	Ch. 4, Ch. 9		Also, "Install or allow traffic calming..." is stated in Comp Plan Policy PT2.6.
9	Electric Vehicle Charging Stations	Support the use of electric vehicles by encouraging and/or requiring charging stations for larger commercial and residential developments.			Comp Plan Policy PN8.5
10	Fiber Optics Conduit	Establish standards for a City-owned fiber optics conduit system, once policies and regulations regarding such a system are established by City Council action.			Comp Plan Policy PU22
11	Modified Street Designs	Focus on a particular mode instead of "complete streets". Provides direction for master plans.			Comp Plan Policy PT1.13
12	Block Sizing for Aterials	Change current standard of 750 feet to 500 feet, per Comp Plan.			Comp Plan Policy PT4.1
13	Bus Corridors	Designate bus corridors, whih influences transporation investments.			Comp Plan Polcies PT14.3,17.4-17.6, 17.8
14	Bike Boulevards/Corridors	Establish standards for bike corridors, using 2016 Bike Corridor pilot project as template.			Comp Plan Policy PT25.4
15	Pedestrian Crossing Islands	Make islands large enough for families cycling together.			Comp Plan Policy PT25.5





## Land Use & Environment Committee

### Update on Regional Septic Conversion Strategy

**Agenda Date:** 9/15/2016  
**Agenda Item Number:** 5.D  
**File Number:** 16-0761

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**Type:** information **Version:** 1 **Status:** In Committee

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#### **Title**

Update on Regional Septic Conversion Strategy

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee.

##### **City Manager Recommendation:**

Receive the update. Briefing; No action requested.

#### **Report**

##### **Issue:**

Whether to receive an update on the regional septic conversion strategy.

##### **Staff Contact:**

Andy Haub, P.E., Water Resources Director, Public Works, 360.753.8475

##### **Presenter(s):**

Andy Haub, P.E., Water Resources Director

#### **Background and Analysis:**

The Cities of Lacey, Tumwater, Olympia, and Thurston County are working on a strategy to help connect onsite septic systems (OSS) within the urban growth area to municipal sewer. City staff will provide an update on the regional work effort as well as Olympia's ongoing Septic-to-Sewer Program.

The 16,000 OSS in use by residents of the three local cities and their urban growth areas pose a threat to public and environment health. However, converting to municipal sewer systems is challenging. Approximately 1,980 septic systems are within the City limits. Another 2,180 are located in Olympia's urban growth area.

In April 2016, City Council directed staff to continue work on a regional conversion strategy. Over the past few months, we have met with Lacey, Tumwater, and Thurston County staff to better define the strategy and our respective roles. While many questions remain, the strategy will focus on regional coordination and local implementation. The strategy will acknowledge the unique dynamics in each

jurisdiction.

In August, the Mayors of the three Cities sent a letter to the Thurston County Commissioners requesting their support for the strategy and the City's approach (see attached letter).

Meanwhile, the City of Olympia continues to support OSS conversions through the Septic-to-Sewer Program. Additionally, Olympia restricts the installation of new onsite systems to very limited circumstances. Olympia encourages and financially supports conversions:

- Seven properties converted from septic to sewer in 2016 to date. Olympia's average since 2009 is 13 systems per year.
- Later this year, residents will be able to pay their City general facility charge and LOTT capacity development charge over time.
- Funding is available to construct a limited number of city-financed sewer extensions in future years.
- Olympia sends postcards to remind septic system owners to inspect and pump their OSS. We mail postcards to about one-third of OSS owners each year.

Next steps with the regional strategy include continued discussion with the County Commissioners and scoping a public education campaign. The campaign will help explain the risks of urban OSS and the potential conversion strategies.

**Neighborhood/Community Interests (if known):**

Onsite septic systems have public and environmental health implications for our community. Converting onsite systems to municipal sewer is complex and costly.

**Options:**

N/A.

**Financial Impact:**

None at this time. The Wastewater Utility currently funds these work efforts. However, increased public education and/or conversion work would have financial impacts for both the Utility and septic system owners.

**Attachment(s):**

Letter from Mayors



August 10, 2016

Thurston County Board of Commissioners  
Thurston County Courthouse  
Building One, Room 269  
2000 Lakeridge Drive SW, Olympia, WA 98502-1045

Dear Thurston County Commissioners,

We, the undersigned Mayors of Tumwater, Olympia, and Lacey, on behalf of our city councils are writing to request your assistance to help our communities further protect our drinking water and sensitive water resources from septic systems at urban densities. As far back as 1987, the proliferation and continued use of septic systems in the urban areas was identified as a real risk for our growing communities:

*“Recent groundwater contamination occurrences and lake quality degradation that is occurring in the Five Lakes area suggest that the regional assimilation capacity for onsite disposal systems may be reaching its limit in selected areas. ...the continued use of on-site waste disposal for existing uses and new developments without mitigation threatens the public health in the urban area.” (LOTT Urban Area Wastewater Management Plan Summary, October 1987)*

It has been almost 30 years and no significant action has yet been taken to address septic concerns in our region. That has been changing in recent years.

As you are aware, Thurston County, the three cities, and the LOTT Clean Water Alliance have been researching the benefits of converting legacy urban density neighborhoods served by septic systems to city sewer. There have been two “Septic Summits” to brief the elected officials of the cities and county on the research findings. After the second summit, staff from each of the cities discussed the topic with their mayors and councils. The cities agreed that it is appropriate for each of them to engage in multi-decade projects which will convert most if not all residential parcels now served by septic systems to service by city sewer.

There are many compelling reasons for undertaking these efforts. They include;

- All three cities rely on groundwater for drinking water. Proactive measures taken today will reduce the cost burden for future generations of finding new water sources and constructing expensive water treatment facilities. Septic systems (which would be addressed through the cities’ programs) were not designed to remove nitrogen from wastewater, and even functioning systems contribute nitrogen<sup>1</sup>. There is

evidence of degrading water quality in shallow groundwater and surface water in our region to which septic systems are likely contributors.

- Each year some of the legacy septic systems in the region fail. Some failures go unnoticed, as the effluent does not pond to the surface but enters the groundwater below the system. When property owners discover a failure they find that replacing septic systems is costly and sometimes impossible.
- Many of the septic systems in urban areas were permitted as a temporary measure until sewer became available and do not meet current septic system standards, especially in regards to density.
- Collecting, cleaning, and reusing the wastewater which currently passes into the ground via septic systems can augment our finite municipal water supplies.

For the cities to each develop successful programs for septic to sewer conversion, we respectfully request the following items of support from Thurston County;

1. Confirm that urban density communities served by septic systems in the cities and urban growth areas pose a significant risk to public health and conversion is necessary to protect public health and our surface water and ground water resources.
2. Pass a resolution or write a letter confirming you support our efforts to convert high risk urban density communities served by septic systems to sewer.
3. Take the lead on the outreach program related to the harmful effects of septic systems in the urban area. This is in recognition of the Department of Health's expertise with septic systems. The cities will partner with Thurston County on outreach related to the regional conversion plan.
4. Work to ensure the cities have the authority to require a parcel owner in the UGA to connect to sewer under specific conditions.
5. Work to ensure that any city wishing to charge a sewer availability fee has the authority to do so.

Sincerely,



Andy Ryder  
Mayor  
City of Lacey



Cheryl Selby  
Mayor  
City of Olympia



Pete Kmet  
Mayor  
City of Tumwater

1. Roberts, Mindy, Anise Ahmed, Greg Pelletier, and David Osterberg. Deschutes River, Capitol Lake, and Budd Inlet Temperature, Fecal Coliform Bacteria, Dissolved Oxygen, PH, and Fine Sediment TMDL Technical Report: Water Quality Study Findings. Publication no. 12-03-008