



**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, December 15, 2016**

**5:30 PM**

**Council Chambers**

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**1. CALL TO ORDER**

Chair Hankins called the meeting to order 5:33 p.m.

**2. ROLL CALL**

**Present:** 2 - Chair Julie Hankins and Committee member Clark Gilman

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

**OTHERS PRESENT**

Community Planning and Development:

Director, Keith Stahley

Principal Planner, Tim Smith

Office Specialist/Minute Recorder, Stacey Rodell

Public Works:

Director, Rich Hoey

Engineering and Planning Manager, Eric Christensen

Water Resources Engineer, Diane Utter

Fire Department:

Chief Peterson

Deputy Chief Wright

Member of the public:

Roger Horn

**3. APPROVAL OF AGENDA**

There was an amendment to the agenda. Item 5.B was rescheduled to the next Land Use and Environment Committee (LUEC) meeting.

**The agenda was approved as amended.**

**4. APPROVAL OF MINUTES**

- 4.A** [16-1368](#) Approval of November 17, 2016 Land Use & Environment Committee Meeting Minutes

**The minutes were approved.**

## 5. COMMITTEE BUSINESS

### 5.A [16-1347](#) Annual Annexation Report

Mr. Smith presented the 2016 annual annexation report. He reviewed maps of the following study areas:

- Southeast - Yelm Highway (North & South)
- Southeast - Hewitt Lake
- Northeast - South Bay
- Northeast - Friendly Grove
- Northwest - Cooper Point

Mr. Smith provided information regarding utilities, fire districts, acreage, housing units, estimated population, assessed valuation and owner commitment percentages for each of the study areas.

The Community Planning and Development Department does not currently have adequate staffing in 2017 for a large annexation project. These annexation areas represent a starting point for the Committee to discuss the appropriate timing and priorities for a potential annexation.

**The report was received.**

### 5.B [16-1359](#) Code Enforcement Status Report

**The report was postponed and referred to the Land Use & Environment Committee.**

### 5.C [16-1314](#) Recommendation on Ordinance Amending Wastewater Regulations for Side Sewer Ownership

Ms. Utter presented information about a proposed ordinance amendment to wastewater regulations for side sewer ownership.

Current Olympia Municipal Code (OMC) 13.08.040 states:

The property owner is responsible for all costs and expense incidental to the installation, connection and maintenance of a side sewer, including that portion within the city right-of-way or utility easement. The City shall not be liable for any damages or costs incurred by reason of blockage or deterioration of a side sewer, up to and including its connection with the public sewer main.

Issues with the current code have been:

- Repairs of side sewers in the right-of-way can be:
  - Difficult to locate
  - Deep
  - Below pavement
  - Near other utilities

- Expensive
- Frequently results in extended disputes between the City and property owners regarding responsibility.
- It is costly both in staff time and in the time that passes from the identification of a needed repair to its completion.
- Failing side sewers occasionally result in releases of sewage creating potential health risks.
- Failing side sewers often result in soil material being introduced into the sewer system and occasionally result in minor sink holes.
- Failing side sewers occasionally result in infiltration of groundwater resulting in reduced sewer conveyance and treatment plant capacity.
- The use of trenchless technologies (e.g. horizontal boring) increasingly results in conflicts between private franchise utilities and side sewers within the right-of-way.

Proposed amendment:

- Change the regulations so the City owns and maintains side sewers in the right-of-way with the following conditions:
  - Only when a cleanout exists or is installed at the right-of-way line.
  - Property owners will be responsible for removal of blockages.
- Change the regulations so the City owns all connections to the sewer main regardless of the existence of a cleanout.

Financial impact:

- Hard to determine because there are costs and cost savings.
- Staff estimates 1-2 repairs per year, based on permits, but it could be higher.
- The City will become responsible for about 6% more sewer pipe than it now owns.
- Staff recommends \$25,000 be added to CFP starting in 2018 to cover repairs. (This is 6% of the current repair budget.)

**The Committee unanimously approved to recommend City Council adopt the Ordinance amending wastewater regulations for side sewer ownership (OMC 13.08 and EDDS Chapter 7).**

## 6. REPORTS AND UPDATES

Mr. Stahley reported some agenda items for 2017 LUEC meetings:

- Action Plan implementation
- Downtown Strategy recommendations
- Infill housing
- Design Review update
- Sign code update
- Update of the West Bay Park Master Plan
- Low Impact Development (LID) progress review

Mr. Stahley will work with the Committee Chair on a work plan for 2017 after City Council has its retreat in January 2017.

Committee member Gilman requested the Planning Commission's time and expertise be utilized as much as possible.

**7. ADJOURNMENT**

The meeting adjourned at 6:52 p.m.