



Meeting Agenda

Land Use & Environment Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Thursday, February 15, 2018

5:30 PM

Council Chambers

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

- 4.A [18-0156](#) Approval of January 18, 2018 Land Use and Environment Committee Meeting Minutes

Attachments: [Minutes](#)

5. COMMITTEE BUSINESS

- 5.A [18-0134](#) Status Report on Downtown Sanitation Plan and Public Restroom Pilots

Attachments: [Best Practices Chart](#)

- 5.B [18-0140](#) Pavement Restoration Fee Update

- 5.C [18-0141](#) Consideration of Draft Land Use and Environment Committee 2018 Work Plan

Attachments: [Draft Land Use and Environment Committee 2018 Work Plan](#)

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 January 18, 2018 Land Use and
Environment Committee Meeting Minutes**

Agenda Date: 2/15/2018
Agenda Item Number: 4.A
File Number: 18-0156

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

Title

Approval of January 18, 2018 Land Use and Environment Committee Meeting Minutes



Meeting Minutes - Draft

Land Use & Environment Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Thursday, January 18, 2018

5:30 PM

Council Chambers

1. CALL TO ORDER

Chair Gilman called the meeting to order at 5:34 p.m.

2. ROLL CALL

Present: 3 - Chair Clark Gilman, Committee member Nathaniel Jones and Committee member Lisa Parshley

OTHERS PRESENT

Assistant City Manager Jay Burney
City Attorney Mark Barber
Community Planning and Development Staff:
Director Keith Stahley
Deputy Directory Leonard Bauer
Principal Planner Tim Smith
Public Works Environmental Services Staff:
Engineering and Planning Supervisor Joe Roush
Associate Planner Jesse Barham

3. APPROVAL OF AGENDA

The agenda was approved.

4. APPROVAL OF MINUTES

4.A [17-1305](#) Approval of November 16, 2017 Meeting Minutes

The minutes were approved.

4.B [18-0067](#) Approval of December 21, 2017 Land Use and Environment Committee Meeting Minutes

The minutes were approved.

5. COMMITTEE BUSINESS

5.A [18-0053](#) Draft Storm and Surface Water Plan

Mr. Roush and Mr. Barham presented the Draft Storm and Surface Water Plan via a

PowerPoint presentation. A copy of the presentation can be found in the meeting details on the City's website.

The Committee unanimously agreed to recommend approval and the forwarding of the Draft Storm and Surface Water Plan to Council for a briefing and public hearing.

5.B [18-0050](#) 2018 Work Program - Community Planning and Development

Mr. Bauer reviewed the 2018 Community Planning and Development Work Program.

The information was received.

5.C [18-0048](#) Annual Annexation Report

Mr. Smith provided an annual Annexation Report via a PowerPoint presentation. A copy of the presentation can be found in the meeting details on the City's website.

The Committee unanimously recommended staff return with additional annexation information for further discussion.

5.D [18-0054](#) Consideration of Draft Land Use and Environment Committee 2018 Work Plan

Mr. Stahley reviewed the draft Land Use and Environment Committee 2018 Work Plan. There will be further review of the Work Plan at the February meeting.

The information was discussed.

6. REPORTS AND UPDATES

Mr. Stahley reported the Hearing Examiner dismissed the appeal for the SEPA Determination for the Views on 5th project. The Hearing Examiner will be rendering a decision in the next few weeks.

7. ADJOURNMENT

The meeting adjourned at 7:27 p.m.



Land Use & Environment Committee

Status Report on Downtown Sanitation Plan and Public Restroom Pilots

Agenda Date: 2/15/2018
Agenda Item Number: 5.A
File Number: 18-0134

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

Title

Status Report on Downtown Sanitation Plan and Public Restroom Pilots

Recommended Action

Committee Recommendation:

Not referred to a committee

City Manager Recommendation:

Receive the briefing and provide any guidance. Move to forward a recommendation to City Council to remove the portable restroom located in the Olympia/Franklin lot and return the Percival West restroom to its normal operating schedule (completely closed in the winter, open the rest of the year from dawn to dusk.)

Report

Issue:

Whether to receive an update on the work completed to date on a Downtown Sanitation (downtown restrooms) Master Plan and the public restroom pilot project, and whether to move forward with the staff recommendation to remove the portable restroom located in the Olympia/Franklin lot and return the Percival West restroom to its normal operating schedule

Staff Contact:

Mark Rentfrow, Downtown Liaison, Community Planning and Development (CP&D) 360.570.3798
Amy Buckler, Senior Planner, CP&D, 360.570.5847

Presenter(s):

Amy Buckler, Senior Planner, CP&D
Mark Rentfrow, Downtown Liaison
Gary Franks, Parks Maintenance Manager
Adam Young, Young Architecture, City's consultant

Background and Analysis:

Olympia's Downtown Strategy calls for the City to locate public restrooms downtown as one of its clean and safe efforts, with the assumption this action would help to reduce the impact of human waste in public spaces. Accordingly, in 2017 the City hired Young Architecture (consultants with

experience siting restrooms in other communities) to help develop a master plan to identify best practices, needs, locations, timing and costs for potential future downtown restrooms. The City Council directed that the plan should consider restrooms for all, and specifically for people who are street dependent as well as visitors. Also in 2017, the City embarked on a pilot project to test the viability of 24-hour public restrooms in five locations.

Staff's presentation will cover:

- The Master Plan process so far,
- Results of research into existing conditions and needs,
- Best practices for siting, operating and designing public restrooms,
- Results from the pilot projects, including available data,
- Future locations of interest for public restrooms, and
- Preliminary next steps

Attached is a list of best practices for siting, operating and designing restrooms, which are derived from other cities and Olympia's experience. Public restrooms are commonly susceptible to abuse, and these best practices are intended to curb or mitigate negative behaviors so that clean, safe restrooms can be maintained for all. The attachment highlights where best practices were employed in each of the five pilot projects; during the briefing staff will provide more information about these practices and how employing them or not employing them has affected conditions in each of the pilots.

Conditions in Olympia/Franklin Lot and Percival West

Staff is requesting the Committee forward a recommendation to City Council to remove the portable restroom located in the Olympia/Franklin lot, and return the Percival West restroom to its normal operating schedule (completely closed in the winter, open the rest of the year from dawn to dusk.)

When compared to the best practices, we find these restrooms are located in less active places, and they are not sufficiently designed for 24-hour permanent use. Regularly recorded misuse of these restrooms presents unsafe conditions for our community, including:

- Drug dealing and drug using
- Prostitution
- Graffiti
- Vandalism
- Unsanitary conditions occurring on an almost daily/nightly basis despite a cleaning schedule (trash, biohazard deposits - vomit, feces, spit, blood)

At the briefing, staff will provide available data regarding restroom usage, human waste in the vicinity, needle counts, maintenance and operation schedules and costs.

Neighborhood/Community Interests (if known):

From business surveys, public outreach events at Sylvester Park, the Farmer's Market and an open house at City Hall, staff and consultants heard interest in providing public restrooms in order to serve people who are street dependent, as well as visitors, and as a possible means of reducing human waste in public spaces.

Options:

Receive the briefing and provide any guidance; also

- 1) Move to forward a recommendation to City Council to remove the portable restroom located in the Olympia/Franklin lot and return the Percival West restroom to its normal operating schedule (completely closed in the winter, open the rest of the year from dawn to dusk); or
- 2) Do not forward a recommendation to the City Council at this time.

Financial Impact:

Under current conditions, the annual cost of continuing to operate and maintain the:

- Olympia/Franklin portable restroom is \$29,100
- Percival West restroom is \$80,600

Attachments:

Best Practices Chart

Siting Public Restrooms Downtown

Draft. v Feb 1 2018

Best Practices		Legend		Pilots					Future Locations of Interest				
		✓	Best Practice	Fertile Grounds (closed Fall '17)	Olympia Franklin	Salvation Army	Percival West	Artesian Commons	Welcome Center	Heritage Park Fountain	Pedestrian Corridors (Capitol Way / 4th Ave)	Salvation Army	Sylvester Park
Location:													
1	Vicinity is highly activated (pedestrians, café, storefront shops)			--		✓							
2	Specific location is visible (eyes on the street, see and be seen)		✓	--		✓							
3	Adjacent to Pedestrian, bike, transit, vehicle corridors			✓		✓							
4	Access to utilities	✓	✓	✓	✓	✓							
5	Neighboring establishment as potential partner	--		✓		✓							
Operations:													
6	Attendant is present (or staff onsite)					--							
7	Frequent cleaning	--	--	--	--	✓							
8	Maintenance plan (contract)					✓							
9	Security (contract)												
10	Consistent hours	✓	✓	✓		✓							
Facility Design:													
11	Clear and direct path to the facility		✓	--	✓	✓							
12	Good lighting		--		✓	✓							
13	Security cameras				✓	✓							
14	Lower legs of occupants are visible, you can hear their voices					✓							
15	Sized for single occupant only	✓	✓	✓	✓	✓							
16	Surfaces allow easy cleaning and graffiti removal					✓							
17	Effective Needle disposal system					--	✓						
18	Locks (allow for authorized/ emergency access)				✓	✓							
19	Handwashing stations (sinks outside, sanitizer inside)					✓							
20	All gender	✓	✓	✓	✓	✓							
21	Accessible	✓	✓	✓	✓	✓							
22	Directional signage & wayfinding												

Other Important Considerations:

- **How might the project impact Downtown Strategy priorities?** (Foster a clean, safe & welcoming downtown for all; Enhance downtown's unique character & qualities; Set the stage for a mixed income neighborhood; Create multi-modal transportation choices; Support a vibrant business environment; Encourage private investment)
- **What is the level of stakeholder support?** (potential partners; neighboring establishments; downtown businesses and agencies; general public)
- **Do we have capacity to properly operate and maintain this restroom over the long-term?**
- **Are City departments involved in siting, operating and responding to potential incidents at this location well coordinated?** (Community Planning & Development, Parks, Public Works, Police, Fire)



Land Use & Environment Committee

Pavement Restoration Fee Update

Agenda Date: 2/15/2018
Agenda Item Number: 5.B
File Number: 18-0140

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

Title

Pavement Restoration Fee Update

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to forward the proposed pavement restoration fee to City Council for consideration.

Report

Issue:

Whether to recommend forwarding the proposed pavement restoration fee to City Council for consideration.

Staff Contact:

Fran Eide, P.E., City Engineer, Public Works Engineering, 360.753.8422.

Presenter(s):

Fran Eide, P.E., City Engineer, Public Works Engineering, 360.753.8422.

Background and Analysis:

On February 16, 2017, staff made a presentation to the Land Use and Environment Committee (LUEC), providing an update on the Pavement Restoration Fee as well as our annual meeting with the Private Utility representatives. Representatives of Puget Sound Energy and other private utilities expressed their appreciation for the work done to date and being at the table to shape the new fee.

As a result, we formed a Pavement Restoration Fee Coordination Committee (Committee). The Committee's purpose is to develop a policy and establish coordination procedures designed to reduce or eliminate instances of utility cuts into newly installed asphalt and chip seal treatments.

The Pavement Restoration Fee Coordination Committee met in November 2017. I provided an updated schedule for adoption of the new fee structure, as well as an update on the City's proposed 2018 construction projects.

With the help of Public Works, Community Planning and Development, and Information Technology staff, standard procedures were developed which will help us quickly and accurately process permits that include cutting pavement.

The following pavement restoration fee schedule, presented at the February 16, 2017 meeting, is recommended. The structure, consistent with neighboring cities, uses a base fee of \$25.00 per square foot or portion thereof and a five-year de-escalation.

Year 1 (new treatment):	5X base fee (or \$125.00 per square foot or portion thereof);
Year 2:	4X base fee (or \$100.00 per square foot or portion thereof);
Year 3:	3X base fee (or \$75.00 per square foot or portion thereof);
Year 4:	2X base fee (or \$50.00 per square foot or portion thereof);
Year 5:	1X base fee (or \$25.00 per square foot or portion thereof).

Neighborhood/Community Interests (if known):

Adopting a Pavement Restoration Fee will help ensure high quality street surfaces by minimizing pavement cuts.

The City will have a predictable process to help reduce instances of cuts in new pavement.

In addition, the proposed fee schedule is the same one being used in Tumwater and Lacey, providing consistency among the three jurisdictions.

Options:

1. Forward the proposed pavement restoration fee to City Council for consideration as follows: Revise Engineering Design and Development Standards (EDDS), Chapter 4 (Transportation), and Olympia Municipal Code (OMC) Titles 4 (*Fees and Fines*) and 12 (*Streets Sidewalks and Public Places*) to establish a pavement restoration fee schedule as follows:

Year 1 (new treatment):	5X base fee (or \$125.00 per square foot or portion thereof);
Year 2:	4X base fee (or \$100.00 per square foot or portion thereof);
Year 3:	3X base fee (or \$75.00 per square foot or portion thereof);
Year 4:	2X base fee (or \$50.00 per square foot or portion thereof);
Year 5:	1X base fee (or \$25.00 per square foot or portion thereof).

The overall pavement rating for City streets will improve. Any funds collected will be used to help address pavement repair.

2. Forward a modified pavement restoration fee to City Council for consideration. The revised pavement restoration fee schedule could include a different base fee and/or a modified de-escalation schedule and/or a flat fee, regardless of the pavement age.

The impact of establishing a modified pavement restoration fee schedule is that any benefit is delayed since staff must communicate the revised schedule with the Committee before gaining approval from the Council for implementation.

3. Do not establish a pavement restoration fee.

There will be no incentive for an applicant to avoid cutting into new pavement, resulting in an overall decline in pavement condition. There will be no additional funding to help restore street surfaces that fail prematurely.

Financial Impact:

If a pavement restoration fee is assessed, the applicant's fee will be calculated based upon the total square footage of the proposed trench cut. These funds will be used by Public Works Transportation to repair pavement.

Any pavement restoration fee that the City assesses to any private utility will be passed along to the consumer.

Attachments:

None



Land Use & Environment Committee

Consideration of Draft Land Use and Environment Committee 2018 Work Plan

Agenda Date: 2/15/2018
Agenda Item Number: 5.C
File Number: 18-0141

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

Title

Consideration of Draft Land Use and Environment Committee 2018 Work Plan

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Review the draft Land Use and Environment Committee 2018 Work Plan and forward to City Council with a recommendation to approve.

Report

Issue:

Whether to forward the draft Land Use and Environment Committee 2018 Work Plan to City Council with a recommendation to approve.

Staff Contact:

Keith Stahley, Director Community Planning and Development Department 360.753.8227

Presenter(s):

Keith Stahley, Director Community Planning and Development Department

Background and Analysis:

Each year all Council Committees prepare an annual work plan. These plans are approved by City Council and service as an outline for each committee's work throughout the year. The proposed Land Use and Environment Committee 2018 Work Plan includes the following items (items added since the January meeting are underlined):

1. Draft Storm and Surface Water Plan
2. Community Planning and Development (CPD) Work Plan Update
3. Annual Annexation Report
4. Review Land Use and Environment Committee (LUEC) 2018 Work Plan
5. Downtown Sanitation Plan
6. Pavement Restoration Fee

7. Review LUEC 2018 Work Plan
8. Missing Middle
9. Transportation Master Plan
10. Downtown Strategy Status Report
11. Multifamily Tax Exemption and Impact Fee Abatement
12. Alley and Right of Way Use
13. Sign Code Update
14. Small Cell Zoning Code Amendments
15. Downtown design guidelines
16. Parking Strategy Status Report and Phase II Implementation Plan
17. Regional Climate Action Plan
18. Short-term Rental Status Report
19. Parks and Open Space Zoning
20. Annual Comp Plan Amendments
21. Downtown Zoning Recommendations
22. Draft of the Eastside Subarea Plan
23. Downtown Strategy Status Report
24. Regional Climate Action Plan
25. Annual Annexation Status Report
26. 26 Code Enforcement Status Report
27. Annexation Plan Scope and Schedule
28. Impact Fee Abatement
29. Consider vulnerable renter protections
30. Engineering Design and Development Standards Update
31. Review Thurston County Joint Plan Update
32. Neighborhood Centers Implementation

In addition to these items the Land Use and Environment Committee includes status reports and updates on previously discussed topics or emerging issues that are of interest to the Committee and opportunities for public comment.

Staff requests the Committee forward to the proposed Land Use and Environment Committee 2018 Work Plan to City Council with a recommendation that they approve the plan.

Neighborhood/Community Interests:

The Land Use and Environment Committee's work plan will address issues throughout the City.

Options:

1. Approve the Draft Land Use and Environment Committee 2018 Work Plan and forward it to City Council for their consideration.
2. Amend the Draft Land Use and Environment Committee 2018 Work Plan and forward the amended work plan to the City Council for their consideration.
3. Provide feedback and direction to staff to revise the Draft Land Use and Environment Committee 2018 Work Plan and return to the Committee in March for additional discussion.

Financial Impact:

N/A

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

Attachments:

Draft Land Use and Environment Committee 2018 Work Plan

**LAND USE AND ENVIRONMENT COMMITTEE 2018 DRAFT WORK PLAN
(Last Updated 2/8/2018)**

Meetings are the third Thursday of the month starting at 5:30 PM unless otherwise noted.

Issue	Staff Responsible	Summary	Notes
January 18, 2018			
1. Draft Storm and Surface Water Plan	Andy Haub	Provide the Committee with an overview of the plan and a status report on the process.	
2. CPD Work Plan Update	Leonard	Provide the Committee and overview of the Department's work plan to determine interest in LUEC involvement in specific items.	Interest on the part of the Committee participation in the Neighborhood Centers item.
Annual Annexation Report	Tim Smith	Provide the Committee with a status report and receive feedback and direction on possible future annexations.	Return with a scope and schedule for developing a two part annexation report addressing Boulevard Road East and a phased incremental approach to remainder of the SE area. Include an assessment of infrastructure.
4. Review LUEC 2018 Work Plan	Keith Stahley	Review proposed 2018 Committee work plan	Return with an updated WP that includes a discussion of neighborhood centers and a review of the TC County Joint Plan.
5. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	Views on 5 th Examiner decision to dismiss the appeal.
February 15, 2018			

1. DT Sanitation Plan	Amy Buckler	Review draft of the Sanitation Plan with the committee and receive feedback and direction. The focus would be on findings from the restroom pilots and the decision making criteria we are using to select new locations, along with some preliminary ideas. We would also use this opportunity to ask for a referral to Council to remove the porta-potty at Olympia and Franklin. If it is imperative that we have much more solid recommendations for new locations then we will need a couple more months to work it out with PW.	
2. Pavement Restoration Fee	Fran Eide	Continuation of Feb 2017 discussion to receive a project status report.	
3. Review LUEC 2018 Work Plan	Keith Stahley	Review proposed 2018 Committee work plan and forward a recommendation to City Council for their approval.	
4. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
March 15, 2018			
1. Transportation Master Plan	Sophie Stimson	The Transportation Master Plan will define the long-term	

		development of the transportation system for all modes and the associated funding strategy. The plan will be used, in part, for the development and implementation of a multimodal concurrency program.	
2. Downtown Strategy Status Report	Amy Buckler	Provide the Committee with an overview of the DTS and a status report on steps towards it implementation.	
3. Annexation Plan Scope and Schedule	Tim Smith	Provide the committee with an review of the scope, schedule and cost for a two part annexation planning process.	
4. Status Reports and Updates	Keith Stahley	Provide the Committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
April 19, 2018			
1. Multi-family Tax Exemption Boundaries	Leonard Bauer	Review the MFTE Boundaries.	
2. Impact Fee Abatement	Keith Stahley	Consider how to proceed with options for impact fee abatement for affordable housing	
3. Alley and Right of Way Use	Rich Hoey	Provide the Committee with an overview of our alley and right of way use practices and receive feedback from the Committee on approaches to	

		addressing issues and conflicts related with this use.	
4. Sign Code Update	Joyce Phillips	Share draft of the sign code revisions with the Committee and receive feedback and direction.	
5. Small Cell Zoning Code Amendments	Paula Smith	Share draft Small Cell Zoning Code amendments and receive feedback and direction.	
6. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
May 17, 2018			
1. DT design guidelines	Amy Buckler	Provide the Committee with an overview of proposed changes to the design guidelines to implement the DTS.	
2. Parking Strategy Status Report and Phase II Implementation Plan	Karen Kenneson	Provide the Committee with a status report on the Phase I Parking Strategy Implementation and receive feedback and direction on the proposed Phase II.	
3. Regional Climate Action Plan	Rich Hoey	Provide Committee with a status report and receive feedback and direction.	
4. Short-term Rental Status Report	Stacey Ray	Share a proposed project scope, schedule and outreach/engagement plan with the Committee and receive feedback and direction.	

5. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
June 21, 2018			
1. Consider vulnerable renter protections	Keith Stahley	Provide a status report on the 2018 Legislative Session and consider next steps to address rental protections.	
1. Parks and Open Space Zoning	Joyce Phillips	Provide the Committee with options for creating a parks and recreation and an open space zoning district.	
2. Engineering Design and Development Standards Update	Steve Sperr	Provide a review of proposed and amendments and receive feedback and direction from the Committee.	
3. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
July 19, 2018			
2. Review Thurston County Joint Plan Update	Joyce Phillips	Provide a status report and overview of the update process and identify key issues for TC County consideration.	
3.			
4.			
5. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas	

		and a status report on any significant events associated with items previously discussed.	
August 16, 2018			
1. Annual Comp Plan Amendments	Joyce Phillips	Share status report and draft recommendations with the Committee for proposed Comp Plan amendments.	
2.			
3.			
4.			
5. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
September 20, 2018			
1. Downtown Zoning Recommendations	Amy Buckler	Provide a briefing on DT zoning options and receive feedback and direction.	
2. Draft of the Eastside Subarea Plan	Katie Pruit	Share draft of the Eastside Neighborhood Subarea Plan and receive feedback and direction.	
3. Neighborhood Centers Implementation	Leonard Bauer	Provide the Committee with a status report an overview of the Neighborhood Center planning process and receive feedback and direction.	
4.			
5. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any	

		significant events associated with items previously discussed.	
October 18, 2018			
1. Downtown Strategy Status Report	Amy Buckler	Provide the Committee with an overview of the DTS and a status report on steps towards it implementation.	
2. Regional Climate Action Plan	Rich Hoey	Provide Committee with a status report and receive feedback and direction	
3. Review Thurston County Joint Plan Update	Leonard Bauer	Provide the Committee with a status report and update on the TC County Joint Plan Update.	
4.			
5. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
November 15, 2018			
1. Annual Annexation Status Report	Tim Smith	Status report on the City of Olympia's Urban Growth Area and annexation possibilities within that area.	
2.			
3.			
4. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
December 20, 2018			

1. Annual Code Enforcement Status Report	Chris Grabowski	Provide the Committee with a status report on code enforcement activity for the year with a focus on the impact of the third COE.	
2.			
3.			
4. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	

Summary LUEC Work Plan Items for 2018	
1. Draft Storm and Surface Water Plan	2. Annexation Plan Scope and Schedule
3. CPD Work Plan Update	4. Impact Fee Abatement
5. Annual Annexation Report	6. Consider vulnerable renter protections
7. Review LUEC 2018 Work Plan	8. Engineering Design and Development Standards Update
9. DT Sanitation Plan	10. Review Thurston County Joint Plan Update
11. Pavement Restoration Fee	12. Neighborhood Centers Implementation
13. Review LUEC 2018 Work Plan	14. Code Enforcement Status Report
15. Missing Middle	16.
17. Transportation Master Plan	18.
19. Downtown Strategy Status Report	20.
21. MFTE and Impact Fee Abatement	22.
23. Alley and Right of Way Use	24.
25. Sign Code Update	26.
27. Small Cell Zoning Code Amendments	28.
29. DT design guidelines	30.
31. Parking Strategy Status Report and Phase II Implementation Plan	32.
33. Regional Climate Action Plan	34.
35. Short-term Rental Status Report	36.
37. Parks and Open Space Zoning	38.
39. Annual Comp Plan Amendments	40.
41. Downtown Zoning Recommendations	42.
43. Draft of the Eastside Subarea Plan	44.
45. Downtown Strategy Status Report	46.
47. Regional Climate Action Plan	48.
49. Annual Annexation Status Report	50.