



City of Olympia

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360-753-8447

Meeting Minutes Land Use & Environment Committee

Thursday, May 23, 2013

5:30 PM

Council Chambers

1. ROLL CALL

Present: 2 - Chair Steve Langer and Committee Member Julie Hankins

Excused: 1 - Committee Member Jeannine Roe

OTHERS PRESENT

Staff:

City Manager Steve Hall, Assistant City Manager Jay Burney, Parks and Recreation Director Linda Oestreich, Parks and Recreation Planning and Program Supervisor Dave Okerlund, Parks and Recreation Planning and Program Supervisor Scott River, Public Works Line of Business Director Debbie Sullivan, Public Works Engineering and Planning Supervisor Andy Haub, Planning Manager Todd Stamm, Public Works Senior Program Specialist Donna Buxton, Downtown Liaison Brian Wilson

Guests:

Program Manager of the Downtown Ambassador Program Rob Richards

2. CALL TO ORDER

Chair Langer called the meeting to order at 5:35 p.m. He noted Committee Member Roe was ill and would not be in attendance.

3. APPROVAL OF MINUTES

- 3.A** [13-0354](#) Approval of April 11, 2013 Land Use and Environment Committee Meeting Minutes

Committee Member Hankins moved, seconded by Chair Langer, to approve the minutes. The motion carried by the following vote:

Aye: 2 - Chair Langer and Committee Member Hankins

Excused: 1 - Committee Member Roe

4. COMMITTEE BUSINESS

- 4.A** [13-0382](#) Artesian Court Draft Concept Design

Ms. Oestreich provided an overview of the park planning process, noting that the process began in the Fall of 2011 and Parks became the lead during the Fall of 2012.

Mr. Okerlund presented a revised concept plan for the proposed Artesian Park. The revised concept is based on the input and recommendation of the Parks and Recreation Advisory Committee as well as the Site Plan Review Committee. As presented, the concept plan included entrance bollards, a canopy-covered performance stage, bike racks, an area designated for food vendors, etc. The full array of design features is available on the attachment submitted to the Committee (now available on the web site).

Ms. Sullivan presented a proposal for fleet parking in the southeast corner of the lot that will include charging stations for electric vehicles. Early estimates for the development of the parking area range around \$250,000, but the City will be looking for grant funding.

Mr. Okerlund stated the current budget for the project - not including parking - is \$153,000. He said the project will need to go to Design Review as soon as possible after the Council meeting on June 11.

Ms. Oestreich indicated a great deal of work has gone into developing an operations plan for the park that is integrated and coordinated with businesses, parks maintenance, and law enforcement.

Mr. River presented information regarding vendors in the park. A big issue for vendors is the requirement that they have access to a hot water washing station. This will require a partnership with neighboring businesses.

Chair Langer asked whether the City will be able to help with the hot water requirement and Mr. River responded that this is something the vendors will have to address themselves.

Ms. Oestreich and Mr. Okerlund presented the outline and issues related to establishing a temporary use at the proposed park site for the upcoming summer.

Committee Member Hankins expressed concern that the City needs a plan to change behaviors in the area and agreed that a temporary use of the site for parking might help.

Chair Langer noted one aspect of the concept plan he would like to see reconsidered is the barrier between the artesian well and food carts area. He said he would like this to be open as soon as possible. Ms. Oestreich agreed to look into it.

Ms. Raquel Mannam addressed the Committee on behalf of the adjacent property owner, located at 421 4th Avenue. Ms. Mannam made some suggestions regarding the proposed orientation of the food carts, stage use, etc. Ms. Mannam stated the property owner is interested in working with the City to successfully implement the proposed park, and also has an interest in gaining access to a water line for his building.

After discussion concerning the possibility of a temporary use for the site, it was decided that the better use for the site until the park can be established is to

provide for smart parking for City employees.

4.B [13-0399](#) Draft 2013 Wastewater Management Plan

Mr. Haub presented an overview of the 2013 Wastewater Management Plan and noted key goals of the plan are to minimize capital investment, maximize operations, and work with other entities.

Key policies of the newly proposed plan are:

- No net increase in onsite septic systems (Objective 1B). Conversely, the 2007 Plan calls for a reduction in the number of septic systems over time. New septic systems in limited infill circumstances would be allowed under this Plan.
- Provide limited utility funding for sewer extensions associated with individual septic system conversions to public sewer systems (Strategy 1B3).
- Allow the payment of City sewer connection fees over time for septic conversions (Strategy 1B4).
- Allow the limited use of alternative sewer technologies, specifically grinder pumps, for new development (Strategy 1C1).
- Allow STEP sewer systems for septic conversions and limited infill development (Strategy 1C2).
- Initiate volume-based sewer rates for residential accounts (Strategy 3A1).

Mr. Haub said the proposed plan represents an opportunity to move from a flat rate for wastewater to a tiered structure that will reward conservation.

The current schedule for the proposed Plan is to go to the Planning Commission on June 17, 2013, then to the full Council later in the summer, and to hold a public hearing on the draft during the Fall of 2013.

4.C [13-0403](#) Comprehensive Plan Update - Council's Review and Deliberation Process

Mr. Stamm presented a proposed process for future Council deliberation based on the direction of the Committee at its March 28, 2013 meeting. He stated the objective is to provide for ample public involvement, give Council the information it will need to make well-informed decisions, and complete Council review by the end of 2013.

Mr. Stamm presented a process flowchart to the Committee outlining the milestones for review of the Comprehensive Plan. A key deliverable on the flowchart will be the delivery of the draft Comprehensive Plan to Council at a joint study session on June 11.

The following proposed timeline was presented to the Committee:

- June 11 - Joint meeting of Council and Planning Commission to discuss Commission's recommendation. All Commission members as of March 2013 are to be invited. Staff will provide an introductory 'History of Imagine Olympia.'
- Late June - 'Imagine Olympia' Comprehensive Plan Update record will be delivered to

Council. One paper copy in Council office plus compact discs for each Councilmember and interested members of public.

- Early July - Addendum to Final Supplemental Environmental Impact Statement (FSEIS) to be issued. The FSEIS analyzed the issues presented in the version of the Plan update that was issued in July of 2012, i.e., the version that was the subject of the Planning Commission's public hearings. The addendum will expand on that analysis by adding new information and addressing issues raised by the Commission's recommendation.
- Late July - Council briefings on selected subjects related to the Plan update, such as street connectivity and increasing residential densities. These briefings would be during regular Council meetings. Specific topics would be determined by Council in late June and, of course, will be limited by agenda time available.
- Late August - Council study session regarding Growth Management Act and Olympia Comprehensive Plan in general. This would be a televised and webcast meeting, probably with a guest speaker, to provide a foundation for later public outreach and deliberation.
- September - Councilmembers host a series of four public 'workshops.' (Specific dates to be selected by the Land Use and Environment Committee in July.) These informal opportunities to learn about and comment on the proposed Plan update would be held outside City Hall on the westside, and in the northeast, southeast, and downtown areas. The format would provide participation opportunities for both the general public and selected stakeholders, such as neighborhood associations. The downtown event would be citywide in scope. In addition to these four events, staff would be available to support and attend meetings arranged by others.
- October - Council 'check-in' point. To decide whether to seek more public input, other information or analysis, and/or proceed to formal public hearings. Public hearings and subsequent deliberation and decisions would follow when deemed appropriate by Council.

Mr. Stamm noted the proposed process differs somewhat from the Committee's previous suggestions because there is not a proposed "kickoff" event planned for June (due to conflicts with the Shoreline Master Program review process). Also, there is not a stakeholder roundtable proposed for July as was originally discussed. Instead, the stakeholder outreach will be accomplished in September when a series of Neighborhood Outreach events is planned.

Committee Member Hankins asked what the purpose of the June 11 joint meeting with the Planning Commission is. Planning Commission Chair Jerry Parker replied that the purpose is for individual Planning Commission members to present individual perspectives on the document being delivered to Council.

Committee Member Hankins stated she would like a "check-in" point with the Planning Commission at some future time as Council deliberates on the Comprehensive Plan.

The report was received.

4.D [13-0408](#) Reclaimed Water Ordinance - Proposed Changes

Ms. Buxton presented proposed changes in the City's reclaimed water ordinance. She noted the current version of the ordinance was written in 2005 and does not fully address subsequent advances made to reclaimed water use within the City. It also lacks consistency with the water ordinance (OMC 13.04) in such areas as cross-connection control and certain fees, rates, and charges. The proposed changes to the ordinance will close regulatory gaps, achieve consistency with the water ordinance, and incorporate new consumption charges and engineering fees.

Per the staff report, highlights of the proposed revisions include:

- Establishing charges for reclaimed water system construction and service.
- Prohibiting reclaimed water use outside city limits.
- Allowing established customers to convey reclaimed water to City-approved direct tenants.
- Mirroring drinking water cross-connection control requirements.
- Allowing indoor use of reclaimed water without backup potable supply, where backup water is unnecessary.
- Clarifying and expanding metering requirements.

The current schedule for adoption is as follows:

- Utility Advisory Committee - May 2
- Planning Commission - May 20 briefing, July 15 public hearing, August 5 deliberation
- Council Land Use and Environment Committee - May 23
- City Council - October 8 first reading, October 15 second reading (tentative dates)
- Additional review by legal staff for final approval as to form
- Stakeholder involvement

The report was received.

4.E [13-0400](#) ORAL REPORT: Update on Downtown Ambassador Program

Mr. Richards and Mr. Wilson reported on a recent trip to the City of Spokane to evaluate their Ambassador Program.

Some of their observations and "lessons learned" were as follows:

- The Clean Team and Ambassadors make themselves available for all big events. Olympia's program will begin doing more outreach as well.
- The trip reinforced the need for partnerships and interconnections between downtown associations. The lesson learned was the need for more outreach with stakeholders.

The Ambassador Program combined two positions to fund an "Ambassador Lead" as a key liaison position in the program. The new position increased the required minimum qualifications to include a B.A. and demonstrated communications abilities.

The Ambassadors will now be more identifiable and have a more professional appearance thanks to the contributions of the Parking Business Improvement Area (P.B.I.A), which has

funded uniforms.

Mr. Wilson stated that the RFP for future downtown parklets has been issued with a submission deadline of May 31.

The report was received.

5. ADJOURNMENT

The meeting adjourned at 8:05 p.m.

Next meeting is scheduled for June 27, 2013.