



Meeting Agenda

Land Use & Environment Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Thursday, July 21, 2016

5:30 PM

Council Chambers

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

- 3.A [16-0871](#) Approval of June 9, 2016 Land Use and Environment Committee Meeting Minutes

Attachments: [Minutes](#)

4. COMMITTEE BUSINESS

- 4.A [16-0834](#) Update on SmartGov Rollout

- 4.B [16-0520](#) Briefing on Complete Streets Funding Study (Multimodal Concurrency)

- 4.C [16-0835](#) Welcome Center Status Report and Update

- 4.D [16-0832](#) Flood Protection Ordinance Update

Attachments: [16NAVD_Buildings with FEMA NFIP designations](#)
[16NAVD_Buildings Elev 16' downtown depth map](#)

5. REPORTS AND UPDATES

- 5.A [16-0781](#) Status Reports and Updates

6. ADJOURNMENT

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

Land Use & Environment Committee
**Approval of June 9, 2016 Land Use and
Environment Committee Meeting Minutes**

Agenda Date: 7/21/2016
Agenda Item Number: 3.A
File Number: 16-0871

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

Title

Approval of June 9, 2016 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, June 9, 2016

5:30 PM

Council Chambers

1. CALL TO ORDER

Chair Hankins called the meeting to order at 5:35 p.m.

2. ROLL CALL

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

OTHERS PRESENT

City Manager, Steve Hall
Community Planning and Development Director, Keith Stahley
Deputy Director, Leonard Bauer
Associates from Providence St. Peter Hospital: Michelle James, Tj LaRocque and Sue Beal
Assistant Fire Chief, Greg Wright
Managing Director at ACR Business Consulting, Aaron Rodriguez

APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

- 3.A** [16-0720](#) Approval of May 19, 2016 Land Use & Environment Committee Meeting Minutes

The minutes were approved.

4. COMMITTEE BUSINESS

- 4.A** [16-0679](#) Update on Proposed Community Care Facility

Providence St. Peter associates provided an update on the proposed Community Care Facility to be located in Downtown Olympia:

- Final numbers stating the tenant costs of the building will be known by Friday June 17, 2016
- Hope to have the building open by September of 2016
- Hours of operation are anticipated to be within a 12 hours window (weekends)

included) - however not all services provided will be available that entire time, i.e. the building will be open from 7:00 a.m. to 7:00 p.m.

- The facility is not intended to be a warming center or day center

Public Comment:

- Judy Bardin asked how much of the services will be professional and how much will be volunteers. Providence answered: most all of the services will be professional. They will have enough coverage with professional services that they will not be reliant on volunteers.
- Roger Horn asked about state and county grants or funding. Providence responded stating that they are applying for any help they can get. They are also focusing on partnerships that will enable the Community Center to be sustainable.
- Rachel Newmann inquired about the housing aspect of the facility. Providence responded by stating that they do not work with the housing side of services directly so they are unable to speak to detail.

The information was received.

4.B [16-0682](#) Discussion of a Coordinated Response to Homelessness

The City wishes to hire Aaron Rodriguez, Managing Director at ACR Business Consulting, to help coordinate response to the homelessness issue in the Downtown area. Mr. Rodriguez is supporting the County's process to update the Thurston County 10 Year Housing Plan, making him well positioned to assist the City in efforts to manage homelessness and its effects Downtown. His tasks would include designing a coordinated methodology and approach to homelessness. The City would then decide how to best implement the methods and approach.

Public Comment:

- Roger Horn asked if this study would dramatically change the homeless census and the way it is done. Mr. Rodriguez responded with saying ideally, yes.
- Steve Langer praised the coordination efforts taking place.
- Rachel Newmann inquired about the definition of homeless. Mr. Rodriguez responded that the definition of homeless has a wide range.
- Judy Bardin asked, is there any thought given to pilot testing questions? Mr. Rodriguez replied; engaging conversations with those who have a professional level of expertise with formulating these types of questions will put us on the right track.

The discussion was recommended for approval and referred to City Council.

4.C [16-0698](#) Update on Olympia's Action Plan

Mr. Bauer provided an overview of the Draft Action Plan.

The Draft Action Plan was recommended for approval and referred to the City Council.

4.D [16-0683](#) Status Reports and Updates

Mr. Stahley indicated upcoming meeting topics for LUEC July 21, 2016:

- SmartGov Report
- Complete Streets Funding Study - multi-modal currency effort status report
- Welcome Center Update

The report was received.

5. **ADJOURNMENT**

The meeting was adjourned at 7:44 p.m.



Land Use & Environment Committee

Update on SmartGov Rollout

Agenda Date: 7/21/2016
Agenda Item Number: 4.A
File Number: 16-0834

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

Title

Update on SmartGov Rollout

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive the update. Briefing only. No action requested.

Report

Issue:

Whether to receive an update on Community Planning and Development's new SmartGov software roll out.

Staff Contact:

Karen Kenneson, Business Manager, Community Planning and Development, 360.753.8277

Presenter:

Karen Kenneson, Business Manager

Background and Analysis:

SmartGov is the new community development cloud-based web solution that has replaced the Community Services module of Sungard's HTE. SmartGov streamlines land use, building permit, inspection and code enforcement processes and brings Community Planning and Development's (CP&D) technology into the modern era. CP&D went live with SmartGov on June 20, 2016.

Features that will be discussed:

- Cloud based
- Inspection app
- GIS-based
- LEAN
- Customer account-based online inspection portal
- Reporting

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

- Enhanced communications with customers
- Phase 2: Online portal for geographic information, permit applications and payments - coming Fall 2016

Neighborhood/Community Interests:

SmartGov brings streamlined processes that improve performance and increase customer satisfaction. Customers now have a single login to access all of their inspection requests and results. Phase 2, the public portal, (coming later this year) will allow customers to access land use, permitting and code enforcement records online and interact with CP&D geographically in a map-based environment.

Options:

Report only.

Financial Impact:

Annual hosting fees for SmartGov are \$47,491, which will be paid in part by development fees. There are sufficient funds to cover this cost.

Attachments:

None.



Land Use & Environment Committee

Briefing on Complete Streets Funding Study (Multimodal Concurrency)

Agenda Date: 7/21/2016
Agenda Item Number: 4.B
File Number: 16-0520

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

Title

Briefing on Complete Streets Funding Study (Multimodal Concurrency)

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive the information. Briefing only. No action requested.

Report

Issue:

Whether to receive a briefing on the Complete Streets Funding Study scoping process.

Staff Contact:

Sophie Stimson, Senior Planner, Public Works Transportation, 360.753.8497

Presenter(s):

Sophie Stimson, Senior Planner, Public Works Transportation
Don Samdahl, Principal, Fehr & Peers

Background and Analysis:

Cities in Washington are required to build new transportation infrastructure “concurrent” with new development. Concurrency programs evaluate how much growth will come to a community and what street improvements will be needed to manage the new trips. These improvements are intended to lessen congestion. They may include street widening and improving intersections. The City collects Transportation Impact Fees from new development to pay for these improvements.

The community is interested in revising our concurrency program to be multimodal; to include improvements for walking, biking and transit. A multimodal concurrency program would add capacity to our street system for all modes of transportation. With a multimodal concurrency program, the City could use impact fees to build improvements for walking, biking and transit. Many cities in Washington have implemented such programs.

The City worked with the consulting firm of Fehr & Peers from March to July 2016 to scope a new program. A working group of citizens and key stakeholders met three times to provide input in this scoping process.

Staff will give an overview of the scoping process and outline an approach to revising our concurrency program to become a multimodal concurrency program. Following this committee briefing, staff will provide a similar briefing to the Finance Committee in August. A discussion with the full Council is planned in September.

Neighborhood/Community Interests (if known):

Members of the Olympia Planning Commission and Bicycle and Pedestrian Advisory Committee are supportive of building a multimodal concurrency program.

Options:

None provided. Briefing only.

Financial Impact:

None

Attachments:

None



Land Use & Environment Committee

Welcome Center Status Report and Update

Agenda Date: 7/21/2016
Agenda Item Number: 4.C
File Number: 16-0835

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

Title

Welcome Center Status Report and Update

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive the update. Briefing only; No action requested.

Report

Issue:

Whether to discuss the Downtown Welcome Center including highlights of performance measures and key objectives as they pertain to desired outcomes of the Welcome Center.

Staff Contact:

Mark Rentfrow, Downtown Liaison, Community Planning and Development, 360.570.3798

Presenter(s):

Mark Rentfrow: Downtown Liaison, City of Olympia

Sharon Holley: Program Manager, Downtown Ambassadors, Capitol Recovery Center

Background and Analysis:

The City of Olympia in partnership with Capitol Recovery Center opened the doors of the Downtown Welcome Center in April of 2015. The Welcome Center serves as a point of contact and information for visitors to Downtown Olympia as well as for citizens in need of social and health services in the area.

Hours of Operation:

- The Downtown Welcome Center currently operates 3 days week (and is looking to add a fourth day) .
- Winter Hours 10-4 F- Sun. During the summer, hours are expanded on Friday and Saturday (10AM -5 PM)
- Additional support from Ambassadors is provided until 6 PM on Tuesday - Saturday

Welcome Center volunteer hours:

Volunteers staff the Welcome Center during all open hours of operation, usually in teams of two or three. The shifts are generally 3 hours each.

Welcome Center visitors:

From January through the end of June 2016 the Welcome center has welcomed:

- 57 international visitors (with more arriving every week!)
- 97 Out of state visitors
- 1188 local contacts

Role of partners:

The welcome Center has many great partners in the ODA, the PBIA and the Visitors and Convention Bureau (VCB). Each organization promotes the benefits of the Downtown Welcome Center in the course of their daily engagements. Additional efforts are being undertaken to continue to raise awareness about the Welcome Center, its volunteer program, and the benefits it provides to the community Downtown and County Wide.

Neighborhood/Community Interests (if known):

The Downtown Welcome Center provides visitor information and timely updates for community events. It provides a vital point of contact for many of Thurston County's street dependent population residing in or around Downtown Olympia. The Welcome Center is also the base of operation for the Clean Team, responsible for keeping Downtown Olympia's streets and alleys free of human waste and other debris.

Financial Impact:

The Downtown Welcome Center is funded through a variety of sources including (but not limited to) The City of Olympia, The PBIA, The ODA, The VCB and Capitol Recovery Center. The annual operational cost for the Welcome Center including rent, utilities, insurance and other miscellaneous expenses is approximately \$24,000 annually.



Land Use & Environment Committee

Flood Protection Ordinance Update

Agenda Date: 7/21/2016
Agenda Item Number: 4.D
File Number: 16-0832

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

Title

Flood Protection Ordinance Update

Recommended Action:

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive the briefing and provide guidance for recommendation to the City Council to approve adoption of the Flood Damage Prevention Ordinance revisions as published by FEMA including additional Sea Level Rise regulations protecting buildings up to 16 feet elevation.

Report

Issue:

Whether to provide guidance on revisions to OMC, Chapter 16.70 Flood Damage Prevention for the City of Olympia including the addition of new OMC regulations related to Sea Level Rise for buildings in the designated downtown area providing protection of buildings through elevation to a maximum 16' elevation.

Staff Contact:

Todd Cunningham, Building Official, Community Planning & Development,
Tcunning@ci.olympia.wa.us <<mailto:Tcunning@ci.olympia.wa.us>>, 360.753.8486

Presenter(s):

Todd Cunningham, Building Official, tcunning@ci.olympia.wa.us
<<mailto:tcunning@ci.olympia.wa.us>>, 360.753.8486

Background and Analysis:

The briefing covers revisions to the existing Flood Damage Prevention Ordinance; Olympia Municipal Code Chapter 16.70 adding updates to the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRM) for the City of Olympia as revised by FEMA's National Flood Insurance Program including an introduction of new language to OMC Chapter 16 regulating flood damage protection for Sea Level Rise (SLR). The proposal, if passed, would require flood-proofing compliance 2' above the lowest "base flood elevation" as mapped by FEMA up to a maximum elevation of 16'.

The Federal Emergency Management Agency (FEMA) established flood hazard areas of the City of Olympia are subject to periodic inundation which can result in property damage, loss of property, creation of health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare of the city.

Downtown Olympia has a history of nuisance flooding during heavy storms, high winds and tidal events. In order to participate in the National Flood Insurance Program (NFIP); the City is required to comply with regulations for flood damage prevention including preparing an ordinance to address flood damage prevention revisions as determined by FEMA studies. Pursuant to the National Flood Insurance Act of 1968 and in accordance with the Flood Disaster Protection Act of 1973, the Federal Emergency Management Agency performed a study and analysis of frequently flooded and flood prone areas of Thurston County establishing newly revised elevation maps related to flood damage protection. Through this study; FEMA determined that modifications to the current Flood Insurance Rate Maps (FIRM) were needed; these new maps will become effective as of September 1, 2016 and must be adopted by the City of Olympia in order for the City to remain a member of the NFIP.

Additionally, over the long-term is the concern of Sea Level Rise (SLR) and the potential to increase flooding in downtown Olympia based on climate and sea level changes. While it remains difficult to predict the level or timing of SLR, the City continues to increase its understanding of Olympia-specific implications. City Council has been briefed on the subject of SLR and continues to evaluate the need for such regulations.

These SLR regulations are a first step in providing for some level of protection addressing SLR now while Olympia continues to address the implications of SLR in the long-term as climate change scientific analysis predicts. In order to protect existing public and private assets a long-term engineering, operational and capital facility solutions will need to be developed. This work is planned for 2017 and will result in a SLR Master Plan.

Currently Olympia is vulnerable to flooding during relatively short-term periods in the winter months which result in, one or two-hour long flooding events. Generally, these events are predictable allowing us to prepare for them. City staff closely monitors weather events reacting to flood hazards as they occur. As SLR is expected to increase; the City will need to continue efforts in addressing flooding impacts caused or exacerbated by these flooding events.

Pursuant to the National Flood Insurance Program and the City of Olympia's involvement in the program; Olympia must adopt these revisions to the published Flood Insurance Rate Maps prior to the effective date. The importance to our community involvement in the NFIP is in the ability of our citizens and businesses to purchase flood insurance through the NFIP; the Federal Government makes this insurance available to member communities.

A community that does not participate, doesn't comply with or withdraws from the program faces the following sanctions:

1. No resident will be able to purchase a flood insurance policy.

2. Existing flood insurance policies will not be renewed.
3. No Federal grants or loans for development may be made in identified flood hazard areas under programs administered by Federal agencies such as HUD, EPA, and Small Business Administration (SBA);
4. No Federal disaster assistance may be provided to repair insurable buildings located in identified flood hazard areas for damage caused by a flood.
5. No Federal mortgage insurance or loan guarantees may be provided in identified flood hazard areas, this includes policies written by FHA, VA, and others.
6. Federally insured or regulated lending institutions, such as banks and credit unions, must notify applicants seeking loans for insurable buildings in flood hazard areas that there is a flood hazard and that the property is not eligible for Federal disaster relief.

Community/Neighborhood Interests:

As part of the flood damage prevention ordinance including the development of a specific Sea Level Rise elevation of 16'; staff has reached out to various construction community groups such as the Olympia Master Builders, Architects and Citizens in order to provide an understanding of what changes are being revised or proposed to the subject of flood damage prevention and sea level rise. Olympia Master Builders invited staff to their Government Affairs Committee meeting on 6-30-2016 where the City's Building Official provided a presentation to the members related to flood requirements and sea level rise provisions. Planning staff continues to be actively engaged with the participants of the downtown strategy meetings where discussion of flood prevention and sea level rise continues to be an active discussion item with our development community.

Options:

The purpose of this briefing is to provide an overview of the revisions FEMA has set forth in their analysis and to introduce sea level rise provisions to the OMC and ask for the committees support with a recommendation to place these items on the consent calendar of a future City Council meeting.

Option 1. Move to recommend approval of the revised flood protection ordinance and forward to City Council for their consideration.

Option 2. Provide feedback and direction to City Staff regarding amendments or additional research or background information needed.

Financial Impact:

The associated fiscal impact is included in department budget for 2016.

Attachments:

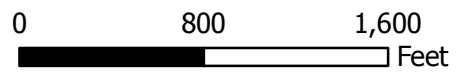
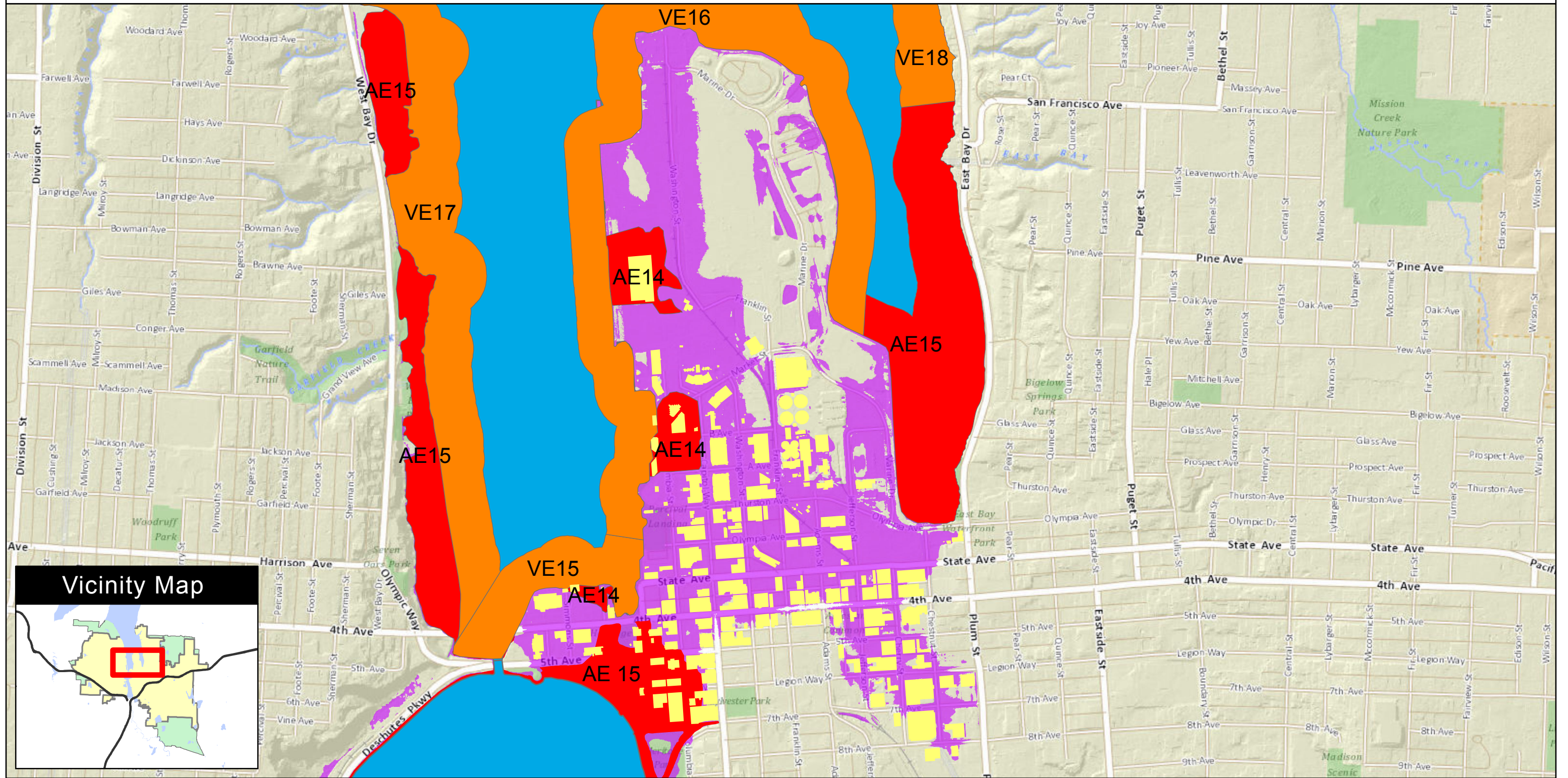
Revised Federal Insurance Rate Map with FEMA designations.

Sea Level Rise 16' impact depth map.



Extents of Inundation at 16 foot NAVD88

With FEMA Flood Hazard Areas



Legend

- Buildings Impacted
- 16 foot NAVD88 Inundation
- VE - 1% chance flooding with velocity
- AE - 1% chance flooding

This map is intended for 11x17" landscape printing.

The City of Olympia and its personnel cannot assure the accuracy, completeness, reliability, or suitability of this information for any particular purpose. The parcels, right-of-ways, utilities and structures depicted hereon are based on record information and aerial photos only. It is recommended the recipient and user field verify all information prior to use. The use of this data for purposes other than those for which they were created may yield inaccurate or misleading results. The recipient may not assert any proprietary rights to this information. The City of Olympia and its personnel neither accept or assume liability or responsibility, whatsoever, for any activity involving this information with respect to lost profits, lost savings or any other consequential damages.

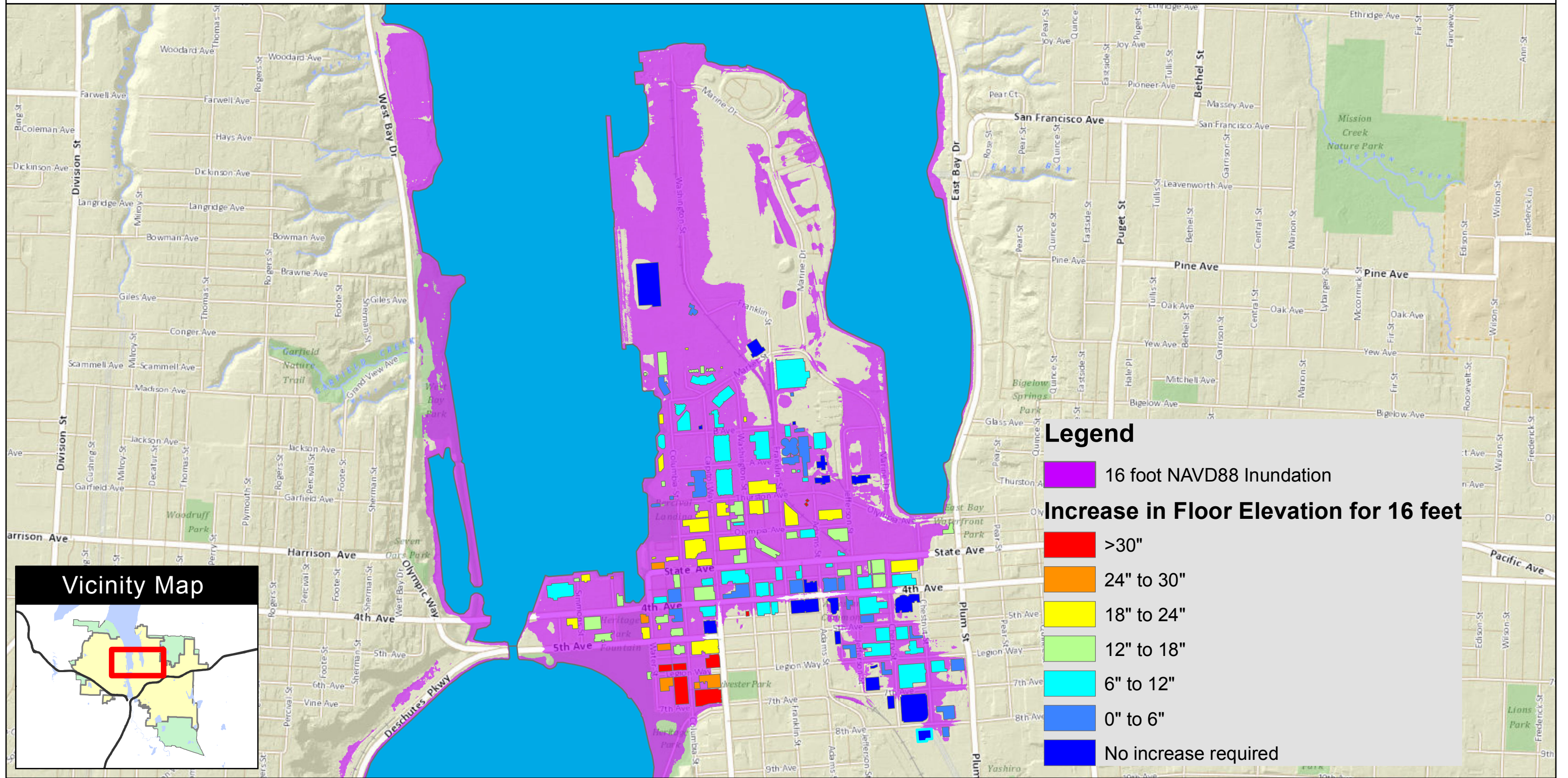


Map printed 3/29/2016
 For more information, please contact:
 Name, Title
 Email
 (360) Phone.

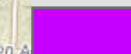





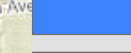



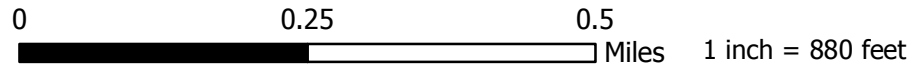
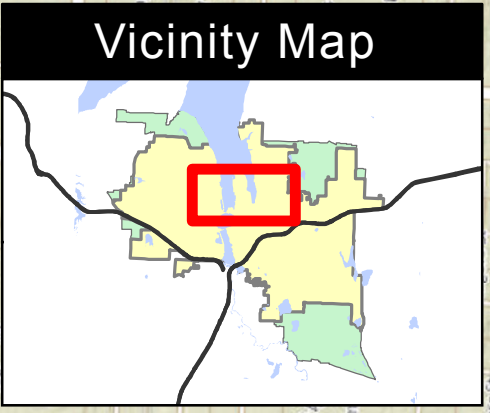
Floor Elevations Above Adjacent Grades

To achieve 16 feet NAVD88



Legend

-  16 foot NAVD88 Inundation
- Increase in Floor Elevation for 16 feet**
-  >30"
-  24" to 30"
-  18" to 24"
-  12" to 18"
-  6" to 12"
-  0" to 6"
-  No increase required



Map printed 4/1/2016
 For more information, please contact:
 Name, Title
 Email
 (360) Phone.

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Land Use & Environment Committee

Status Reports and Updates

Agenda Date: 7/21/2016
Agenda Item Number: 5.A
File Number: 16-0781

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

Title

Status Reports and Updates

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive the update. Briefing only; no action required.

Report

Issue:

Update the Committee on issues, projects and programs of interest to the Committee and provide a status report on upcoming agenda items.

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:

Provide the Committee with a brief update on issues, projects and programs of interest to the Committee and provide a status report on upcoming agenda items.

Options:

Receive status report and update.

Financial Impact:

None

Attachments:

None