



# City of Olympia

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360-753-8447

## Meeting Agenda Land Use & Environment Committee

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Thursday, November 21, 2013

5:30 PM

Council Chambers

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1. **ROLL CALL**

2. **CALL TO ORDER**

3. **APPROVAL OF MINUTES**

- 3.A [13-0915](#) Approval of October 24, 2013 Land Use & Environment Committee Meeting Minutes

Attachments: [Minutes](#)

4. **COMMITTEE BUSINESS**

- 4.A [13-0946](#) Greenhouse Gas Inventory

- 4.B [13-0960](#) Downtown Project III

Attachments: [Past Downtown Project Phases](#)

- 4.C [13-0970](#) Land Use and Environment Committee Status Reports and Updates.

5. **ADJOURNMENT**

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## Meeting Minutes - Draft Land Use & Environment Committee

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**Thursday, October 24, 2013**

**5:30 PM**

**Council Chambers**

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### 1. ROLL CALL

**Present:** 3 - Chair Steve Langer, Committee Member Julie Hankins and Committee Member Jeannine Roe

### OTHERS PRESENT

#### STAFF PRESENT

Director Keith Stahley, Deputy Director Leonard Bauer, City Manager Steve Hall, Assistant City Manager Jay Burney, Associate Planner Stacey Ray

#### OTHERS PRESENT

Olympia Coalition of Neighborhood Associations (CNA) Chair Bob Jones and Vice Chair Phil Schulte

Planning Commission Chair Jerome Parker, Vice Chair Judy Bardin, Commissioners Roger Horn and Carole Richmond

### 2. CALL TO ORDER

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

### 3. APPROVAL OF MINUTES

- 3.A 13-0888** Approval of September 26, 2013 Land Use and Environment Committee Meeting Minutes

The minutes were approved.

### 4. COMMITTEE BUSINESS

- 4.A 13-0846** Subarea Planning

Mr. Bauer discussed work on the implementation strategy for the neighborhood/subarea planning and suggested the strategy be accepted as a guide for the pilot subarea planning process.

Mr. Jones discussed neighborhood association involvement and Coalition of Neighborhood Association (CNA) meetings.

Mr. Schulte discussed the action plan given to the Planning Commission a year ago. He said the implementation strategy is comprehensive and should entail a 2-year timeline. Public process will be integrated into the second half and it is crucially important not to short-cut the public process.

Discussion Included:

- Budget issues - no resources for this and most people are working. The advice given by Neighborhood Association is hiring a consultant.
- Approaching the process with no preconceived notions and ensuring a citizen driven process that includes voices that are not necessarily heard.
- Discussions must be inclusive.
- Kick off meetings to get the public interested and engaged.
- Working with the City and advisory committees.
- How the neighborhood associations will be in communication with the advisory committees.
- Request that the City be in touch with the committees and keep the Coalition informed.
- The Planning Commission will be involved with the neighborhood groups and will connect everything back to the Comprehensive Plan.
- Concern that the 2-year process is too long to keep residents engaged.
- It's critical to get the wider community involved, rather than only those residents who typically get involved.
- The subarea planning process empowers the Comprehensive Plan (CP) and must implement the CP insuring consistency.
- The 2-year timeline seems realistic.
- Suggestion to have the neighborhood associations canvas neighborhoods.
- Staff should check for compliance.
- Residents must communicate what they want to the City.
- Council must determine budgetary priorities and tensions will need to be worked out.
- Neighborhoods could be briefed by staff and this would contribute to a well-informed public.

**The Committee moved to recommend acceptance of the implementation strategy for neighborhood/subarea planning to the City Council. The motion was unanimously passed.**

**4.B 13-0841 Comprehensive Plan Implementation Strategy (“Action Plan”)**

Mr. Bauer gave a presentation on the annual baseline CP&D planning program. Ms. Ray talked about the Imagine Olympia implementation strategy. Staff distributed a

Comprehensive Plan update outlining how action in the comprehensive plan was achieved. Prior guidance from LUEC was presented. That feedback has led to a strategy for implementation. An example of a possible scenario using the value of environmental stewardship was mapped out and a handout was provided.

Discussion Included:

- Public contact and integration of feedback.
- Subarea planning as target aspect using short- and long-term prospects.
- Olyspeaks.
- Tools for implementing the plan.
- Neighborhood conversations.

**The discussion was completed.**

**4.C 13-0858 Low Barrier Shelters Zoning and Development Regulations**

Mr. Bauer spoke about the homeless system in Olympia and provided an overview on requirements for selected cities. He noted there is considerable variance and not many examples because few cities address the issue.

Discussion Included:

- Why cities and counties do not have regulations.
- Tacoma and Vancouver with the most specific criteria.
- More information on Tacoma.
- Saturation of areas.
- Pros and cons of defining codes.
- Integrated homeless service system.
- Initial robust public involvement much earlier to mitigate surprise.
- Gap analysis.
- Renaming the shelter “enhanced services”.
- High density of group homes developing in the Eastside neighborhood.
- R6 and R4 zoning can both exist on the same street.
- Gaps in municipal codes that do not distinguish between categories of homes.
- New definitions of men’s group homes.
- More certainty for shelter organizers.
- Further discussion will occur after staff provides more information on other city regulations.
- Reaching consensus with accurate vocabulary.
- Impact of regulations on services provided.

**The discussion was completed.**

**4.D 13-0889 Land Use Committee Status Reports and Updates (Alcohol**

Impact Area, Downtown Project II and Downtown Project III)

Report highlights included:

- Report submitted to the Alcohol Review Board
- Downtown project 3
- Clean Team staffing
- Mural projects for arts walk
- Expansion of walking patrol
- LEED bulb replacement benefits
- Downtown Branding
- Marketing and coordination
- Bench project
- Crime Prevention Through Environmental Design (CPTED)
- Ambassador Program

The reports were received.

**5. ADJOURNMENT**

The meeting was adjourned at 8:07 p.m.

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## Land Use & Environment Committee

### Greenhouse Gas Inventory

**Agenda Date: 11/21/2013**

**Agenda Number: 4.A**

**File Number: 13-0946**

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**File Type:** report

**Version:** 1

**Status:** In Committee

**..Title**

Greenhouse Gas Inventory

**..Recommended Action**

**Committee Recommendation:**

Informational only.

**City Manager Recommendation:**

N/A

**..Report**

**Issue:**

Understand the findings of a greenhouse gas inventory developed by the Thurston Climate Action Team.

**Presenter(s):**

Tom Crawford, Thurston Climate County Action Team  
Graeme Sackrison, Thurston Climate County Action Team

**Background and Analysis:**

The Thurston Climate Action Team recently completed a greenhouse gas inventory for all the jurisdictions in Thurston County. Tom Crawford and Graeme Sackrison of TCAT will present the findings, including data for the City of Olympia, and discuss TCAT's efforts to pursue a Regional Climate Action Plan.

Rich Hoey serves as the City's representative on the Energy Advisory Committee for the Thurston Climate County Action Team.

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## Land Use & Environment Committee

### Downtown Project III

**Agenda Date: 11/21/2013**

**Agenda Number: 4.B**

**File Number: 13-0960**

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**File Type:** discussion

**Version:** 1

**Status:** In Committee

**..Title**

Downtown Project III

**..Recommended Action**

N/A

**..Report**

**Issue:**

Downtown Project 2 activities are almost complete. Staff seeks recommendations for Downtown Project 3 priorities.

**Staff Contact:**

Brian Wilson, Downtown Liaison, Community Planning & Development, 360.570.3798

**Presenter(s):**

Brian Wilson, Downtown Liaison, Community Planning & Development

**Background and Analysis:**

In 2011, City Council created the Downtown Project, a multi-directional approach toward creating a clean and safe environment for all users of downtown. The Land Use and Environment Committee is the council committee taking lead on downtown project progress.

Thus far, there have been two phases of the downtown project. The most recent (Downtown Project II) encapsulated 23 separate projects varying in scope and size. These projects focused on four primary themes: Clean, Safe, Economic Development, and Placemaking (See attachment 1).

As 2013 comes to an end, staff will be looking for council and community members to provide their ideas for Downtown Project 3 projects. In addition, staff will present projects that are already on 2014 work plans regarding downtown revitalization.

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

Downtown Project 3 is a community effort. Many of the projects involve community partnerships to complete. Successful completion of these projects will assist in the creation of a safe and welcome environment for all users of downtown.

**Options:**

N/A

**Agenda Date: 11/21/2013**  
**Agenda Number: 4.B**  
**File Number: 13-0960**

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**Financial Impact:**

Varies depending on project.



# DOWNTOWN PROJECT PHASE II TASK LIST:

## 1. CLEAN:

- Expansion of Clean Team
- Downtown Olympia Graffiti Abatement Coordination
- Expansion of Downtown Pedestrian Recycling Program



## 2. SAFE:

- Expansion of Downtown Ambassadors
- Downtown Proactive Policing
- Coordinating Social Services
- Expanding Restroom Availability
- Alcohol Impact Area (AIA) Implementation
- Formalize Bars/Taverns BMP Review Guidelines
- Strengthen Downtown Neighborhood Association



## 3. ECONOMIC DEVELOPMENT:

- Downtown Marketing - "Telling our story"
- Parking Makeover
- Formation of Community Renewal Area
- Marketing Department of Fish & Wildlife Property
- Facilitating Housing Construction
- Council Gives Direction on Downtown Master Plan
- Washington Center for Performing Arts Repairs



## 4. PLACEMAKING:

- Artesian Court Design Council Presentation
- Alley Improvement Project Proposal
- Alley Naming Project
- Installation of more Parklets
- Installation of more Tree Benches
- Public Art Installation (PBIA Funded)





## DOWNTOWN PROJECT PHASE I TASK LIST:

- Establishment of the Downtown Ambassador Program
- Establishment of Best Management Practices for Bars/Taverns
- Establishment of an Alcohol Impact Area
- Installation of two parklets
- Art installation at Artesian Well
- Installation of two tree benches
- Survey of Downtown Users
- Review of Pedestrian Interference Ordinance



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## Land Use & Environment Committee

### Land Use and Environment Committee Status Reports and Updates.

**Agenda Date: 11/21/2013**

**Agenda Number: 4.C**

**File Number: 13-0970**

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**File Type:** report

**Version:** 2

**Status:** In Committee

**..Title**

Land Use and Environment Committee Status Reports and Updates.

**..Report**

**Issue:**

Provide the Land Use and Environment Committee with status report and updates.

**Staff Contact:**

Leonard Bauer, Deputy Community Planning and Development Director 360.753.8206

**Presenter(s):**

Leonard Bauer, Deputy Community Planning and Development Director  
Brian Wilson, Downtown Liaison

**Background and Analysis:**

Provide the committee with a status report and briefing on the Low Barrier Shelter zoning, Section 108 Loan Program, Community Renewal Area, Comp Plan update process, Subarea Planning, Downtown Project II, Downtown Ambassador Program, and the Alcohol Impact Area.

**Options:**

Status report and update.

**Financial Impact:**

None.