



**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, May 19, 2016**

**5:30 PM**

**Council Chambers**

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**1. CALL TO ORDER**

Chair Hankins called the meeting to order at 5:30 p.m.

**2. ROLL CALL**

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

**OTHERS PRESENT**

Assistant City Manager Jay Burney  
Community Planning and Development Director, Keith Stahley  
Deputy Director, Leonard Bauer  
Building Official, Todd Cunningham  
Senior Planner, Linda Bentley  
Public Works Director, Rich Hoey  
City Engineer, Fran Eide  
Assistant City Engineer, Steve Sperr  
Olympia Fire Department - Assistant Chief, Robert Bradley  
Olympia Northeast Neighborhood Alliance (ONNA) Sub-area A Chair, Mike Dixel

**APPROVAL OF AGENDA**

**The agenda was approved.**

**3. APPROVAL OF MINUTES**

- 3.A**     [16-0625](#)     Approval of April 21, 2016 Land Use & Environment Committee Meeting Minutes

**The minutes were approved.**

**4. COMMITTEE BUSINESS**

- 4.A**     [16-0519](#)     2016 Engineering Design and Development Standards (EDDS) Update

Mr. Sperr presented an update. The Engineering Design and Development Standards (EDDS) guide the design and construction of transportation, drinking water, reclaimed water, sewer, storm water, and solid waste collection systems. They are

also the technical interpretation of the City's Comprehensive Plan and various utility master plans. The City Engineer is responsible for approving and administering the EDDS.

The EDDS are updated annually to address:

- Changes in the Comprehensive Plan, utility plans, Municipal Code or policy
- Changes in equipment and materials
- Improvements in technology
- Correction of mistakes found in text and standard drawings

This year, besides clarifying text and standard drawing notes and updating changes in equipment and materials, the update will address several policies in the Comprehensive Plan related to:

- ADA ramps
- Franchise utilities
- Street trees
- Commercial Streets

Public Comment - Karen Messmer, representing the Olympia Safe Streets campaign, spoke in favor of updating the EDDS in relation to the ADA ramps and franchise utilities. She spoke about utility companies making cuts in roadways and sidewalks, leaving uneven surfaces, resulting in unsafe travel for bicyclists and pedestrians.

**The proposed recommendations were unanimously approved and referred to the full City Council for approval.**

**4.B**      [16-0613](#)      Briefing on Olympia Northeast Neighborhood Alliance (ONNA)  
Sub-area A Plan

Ms. Bentley and Mr. Dixel presented a status update regarding Sub-area A Plan. The 2014 City of Olympia Comprehensive Plan allows for and encourages a grassroots process whereby local residents, businesses, and community organizations work together in partnership with the City to help shape how neighborhoods grow and develop. This process, known as Sub-area planning, gives neighborhoods the chance to collaborate with the City to help shape their future development in alignment with neighborhood priorities, while remaining consistent with the City's Comprehensive Plan.

Sub-area A is comprised of five recognized neighborhood associations in northeast Olympia - Bigelow Neighborhood Association (BNA), Bigelow Highlands NA (BHNA), East Bay Drive NA (EBDNA), Northeast NA (NENA), and the Upper Eastside NA (UENA). Representatives from these associations met regularly in 2014 to discuss how Sub-area planning could be an effective tool to shape their community. Subsequently, the Olympia Coalition of Neighborhood Associations (CNA) chose the Sub-area A planning team to pilot the first Sub-area plan.

In February 2015 the sub-area planning team requested City Council's recognition of

the team's "intent to proceed." In July 2015 City Council sent a response letter recognizing the Sub-area A planning effort and setting forth expectations for the completed plan and ways in which the planning effort should be a collaboration between the sub-area citizens and the City. Each of the five neighborhood associations in Sub-area A has communicated the concept of subarea planning to its members.

The Sub-area A planning team, in conjunction with City staff, has also:

- Started writing their draft Sub-area A plan
- Developed preliminary goals and action steps
- Changed name to Olympia Northeast Neighborhood Alliance (ONNA)
- Developed a website: <http://www.olyonna.com>
- Created an area demographic profile
- Designed a survey and a notification post card which was mailed to all residents and owners in the sub-area
- Collated and analyzed the survey results

**The information was received.**

**4.C**      [16-0608](#)      Briefing on 2015 State Adopted Building Codes for the City of Olympia

Mr. Cunningham and Mr. Bradley gave a briefing on 2015 State adopted Building codes for the City of Olympia. Every three years, the construction code writing organizations update their respective technical and administrative codes. Revised Code of Washington (RCW) Section 19.27 requires that jurisdictions within the State of Washington adopt certain Building, Plumbing, Mechanical, Fire, Energy and Electrical Codes as required by the Washington State Building Codes Council (SBCC). These Codes have been published and are scheduled for implementation on July 1, 2016.

State Building Codes adopted as of July 1, 2016:

- 2015 International Building Code with statewide amendments
- ICC/ANSI A117.1-09, Accessible and Usable Buildings and Facilities, with statewide amendments
- 2015 International Residential Code with statewide amendments
- 2015 International Mechanical Code (IMC) with statewide amendments
- 2015 International Fuel Gas Code with statewide amendments (part of the IMC adoption)
- 2014 Liquefied Petroleum Gas Code (NFPA 58)
- 2015 National Fuel Gas Code (NFPA 54) (for LP Gas installation only)
- 2015 International Fire Code with statewide amendments
- 2015 Uniform Plumbing Code with statewide amendments
- 2015 International Energy Conservation Code/Washington State Energy Code
- 2015 International Existing Building Code with statewide amendments found in the IBC
- 2015 International Swimming Pool and Spa code

City of Olympia Amendments:

- Mostly cleanup of old code language
- Fire sprinkler requirements will remain in place
- Revision to the International Property Maintenance Code (IPMC) - Current Olympia Municipal Code edition is 2006; we are updating to the 2015 IPMC

**The proposed recommendations were referred to the full City Council for approval.**

**4.D**     [16-0556](#)     Status Reports and Updates

Mr. Stahley indicated upcoming meeting topics for:

LUEC June 9, 2016:

- Community Care Facility coordinated response to homelessness
- Action Plan update

Mr. Bauer informed the Committee of an upcoming June 7, 2016 City Council meeting agenda item - Resolution for Growth Management Act Compliance.

**The report was completed.**

**5.     ADJOURNMENT**

The meeting was adjourned at 7:29 p.m.