



# City of Olympia

City Hall  
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Olympia, WA 98501

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## Meeting Minutes Land Use & Environment Committee

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**Thursday, December 5, 2013**

**5:30 PM**

**Council Chambers**

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### 1. ROLL CALL

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

**Excused:** 1 - Committee Member Jeannine Roe

### OTHERS PRESENT

Staff Present:

Community Planning and Development Director Keith Stahley, Community Planning and Development Deputy Director Leonard Bauer, City Manager Steve Hall, Assistant City Manager Jay Burney, Public Works Director of Transportation Mark Russell, Downtown Liaison Brian Wilson

Guests Present:

City of Olympia Mayor Steven Bauxbaum, Puget Sound Energy (PSE) representatives Brian McConaughy and Jim Kennedy, Port of Olympia Senior Manager of Business Development Mike Reid, Planning Commission (PC) Chair Jerome Parker and PC Vice Chair Judy Bardin

### 2. CALL TO ORDER

Chair Langer called the meeting to order at 5:31 p.m.

### 3. APPROVAL OF MINUTES - None

### 4. COMMITTEE BUSINESS

#### 4.A [13-0996](#) LED Streetlight Conversion of PSE Owned Lights

Mr. Russell gave a presentation outlining the LED streetlight project. All City-owned streetlights are currently being converted to LED technology through a Department of Enterprise Services energy savings performance contract. The City received a \$500,000 energy efficiency grant from the Department of Commerce and a \$369,661 conservation grant from PSE to help fund this project.

Discussion included:

- Connection with alleyway project
- Funding sources
- Referring to the Finance Committee

**The report was received.**

**4.B**     [13-0997](#)     Port of Olympia Proposed State Environmental Policy Act Planned Action

Mr. Bauer discussed the invitation to the City to partner with the Port of Olympia to explore a SEPA planned action for the remaining undeveloped Port-owned properties in downtown Olympia.

Mr. Reid outlined the Port's approach to the development process. He discussed the recent report provided to the City of Olympia by EcoNorthwest.

Discussion included:

- Case studies support community involvement
- The Port's plan for a public engagement process and citizen input
- Thurston Regional Planning Council (TRPC) assistance
- Formalizing the relationship between the Port, the City and TRPC
- Viable southern end proposals using a holistic plan that is cohesive for all Port districts
- Complexity of currently defined boundaries
- Shoreline stabilization
- Staff recommendations
- Environmental benefits of oversight at the administrative level

**Chair Langer moved, seconded by Committee Member Hankins, to forward a recommendation to the Council to direct staff, as a 2014 work plan priority, to support the Port of Olympia's efforts to initiate a Planned Action for its undeveloped downtown properties.**

**4.C**     [13-1009](#)     2014 Planning Project Prioritization

Mr. Bauer briefed the Committee on the three-year work program which details ongoing responsibilities and discretionary projects. He presented estimates of staff allocation needs for each project.

The Committee discussed annual baseline considerations and Community Development Block Grant (CDBG) Program considerations.

**The report was received.**

**4.D**     [13-1000](#)     Community Renewal Area Plan/Downtown Master Plan Relationship

Mr. Stahley presented information about other Washington cities, their CRA approaches and downtown master plans. He outlined the differences and similarities between CRA and Downtown Master Plan.

Discussion included:

- CRA Ad Hoc Committee's approach to bringing in the Citizen Advisory Committee and continued public involvement
- Integrating elements that overlap and challenges in accessing how and when they do
- CRA as an exercise in realizing the Comprehensive Plan and quality development
- Concerns about resources and attracting private financing
- Criteria for choosing projects and the focus of the Ad Hoc Committee
- Partnership with the Port to alleviate potential environmental damage
- Design charette for the Downtown Master Plan to focus on agreement in a long term successful process
- Public frustration regarding areas that have not changed and CRA as an important tool for addressing that
- Thinking comprehensively about using multiple planning tools
- Importance of an urban designer's involvement
- Critical transportation infrastructure
- Focus of feasibility study
- Public mandate for responsible planning for the isthmus

**The discussion was completed.**

**4.E**     [13-1001](#)     The Downtown Project -- Year End Report and Next Steps

Mr. Wilson reported on the progress and successes of DP2 projects, and presented the projects on the DP3 work plan.

Discussion included:

- Importance of Crime Prevention Through Environmental Design (CPTED) analysis
- Police department lead on bars/tavern owners' league meetings
- The creation of a downtown group with representatives from all stakeholders
- Possibility for a drug free zone
- Inclusion of Heritage Committee member input for historic consideration

**The Committee agreed to recommend moving forward with the DP3 work plan.**

## **ANNOUNCEMENTS**

Chair Langer made the following announcements:

The Olympia Toy Run will occur on Saturday, December 6, 2013.

Groundbreaking for the completion of the Chehalis Trail will be on Saturday, December 6, 2013.

## **5. ADJOURNMENT**

The meeting adjourned at 7:48 p.m.