



City of Olympia

City Hall
601 4th Avenue E
Olympia, WA 98501

Meeting Minutes

Information: 360-753-8447

Land Use and Environment Committee

Thursday, June 21, 2012

5:30 PM

Council Chambers

Roll Call

Present: 2 - Chair Langer and Councilmember Hankins

Excused: 1 - Councilmember Roe

Staff Present

Community Planning and Development Director Keith Stahley, City Engineer Fran Eide, Downtown Liaison Brian Wilson, Technical Services Director Debbie Sullivan, Lieutenant Ray Holmes, Public Works Director Rich Hoey, Business Manager Karen Herald

Others Present

Karen Messmer, Olympia Safe Streets, Amy Tousley, Olympia Planning Commission

Call To Order

The meeting was called to order at 5:28 p.m. by Councilmember Langer.

1. Approve Agenda

Councilmember Langer recommended removing the Busking report from the agenda and to add discussion of the July 28th meeting regarding the Shoreline Master Program (SMP) update.

The agenda was approved unanimously.

2. Approve Minutes

2.A [12-0160](#) Approval of May 24, 2012 Land Use & Environment Committee Minutes

Attachments: [1. Minutes](#)

The minutes were approved as presented.

3. Committee Business

3.A [12-0106](#) Engineering Design and Development Standards Update (EDDS)

Attachments: [1. Summary of Changes](#)

City Engineer Fran Eide presented on the Engineering Design and Development Standards (EDDS) and started by explaining that the EDDS are the technical standards by which infrastructure is constructed in the City of Olympia. As the City Engineer, Fran is responsible for administering and overseeing these standards. Fran reviewed some recent deviation requests she received and explained the deviation process to point out that there is some flexibility within the EDDS. The current update process began in 2011 and comments were received from a variety of agencies and community members. An important part of the update includes typographical clarifications. She then highlighted some proposed changes including in-fill sidewalk options, street restoration standards for the Septic to Sewer program, updated LED standards for street lighting and updated construction standards for waste enclosures.

Fran outlined the next steps in the process: In June the Department of Commerce is reviewing the proposed EDDS updates for their 60 day required review. The next step is a public hearing before the City Council, in September. Assuming there are no substantive changes, the proposed EDDS will be adopted in September. Fran then opened it up for questions.

Councilmember Hankins asked if the pilot project for sidewalks was labor-intensive. Fran said it wasn't; they formed a team with CP&D and the homeowner, they met, identified an option and it was up to the homeowner to pursue the option. From a staff perspective it worked out quite well.

Councilmember Langer said that the homeowner was present and invited him to speak. Jerry Parker spoke about his experience with Fran and said it was excellent. He said he is quite satisfied and that Fran understood his concerns. The only problem he had with the process was the two year delay in getting decisions. He has two concerns on the infill provisions: 1. The City may want to look more closely at the fact that infill is only if the lot is undeveloped. There are a number of houses on the Westside that will be replaced in total but they are grandfathered in so there are no impact fees, sidewalks or infill compensation. He thinks we should look into applying the same standards. 2. The final provision that if none of the other options work a payment in lieu would be granted to the neighborhood association. He cautions against allocating City funds to neighborhood associations. He suggests it should be managed by a grant process with City purview. He also suggested that we consider alternative designs for neighborhood streets given the cost of sidewalks; sidewalks in lower intensity areas, including design elements. Straight-line sidewalks can be boring and meandering sidewalks can add amenity to a neighborhood. He said that people routinely walk dogs down the middle of some streets, such as Giles St. He doesn't think sidewalks are needed on every street. Given the budget deficit we should allocate funds wisely.

Karen Messmer spoke about Olympia Safe Streets campaign being involved in commenting on the EDDS. She said that staff has been very helpful and open, providing drafts and information. She met with Fran Eide and City Transportation Engineer Dave Smith and provided many comments from last year's EDDS and she is satisfied with the process.

Ms. Messmer outlined her issues: 1. The completion of stub streets in new developments when we require that stub streets be put in to connect to a new street or development and there is a sign that says "Future Neighborhood Collector". We often have a barrier and right on the other side there is another piece of asphalt when it could become a very useful bicycle and pedestrian connection. She recommends the

connectivity of these streets to the next neighborhood. She wants these completed as public pathways rather than through streets for vehicles. 2. There was a mixed bag in the language regarding who can approve deviations to the EDDS; that language has been cleaned up in the new version of the EDDS, and the City Engineer is responsible for approval or denial of deviations. There is not an open, public process for deviations. Ms. Messmer recommends the City use a formal process where a deviation application is submitted and interested parties are notified and there is a public meeting for discussion and comments. She thinks there should also be an appeal process for this. She has suggested language to add this to the EDDS. 3. The most important item that surfaced in this EDDS review is the supremacy of the comprehensive plan. The language in the EDDS says if there is a conflict, the EDDS supersede the comprehensive plan. This seems upside down and she has suggested language to change that, for the comprehensive plan to supersede the EDDS. This is confusing and she suggested we clarify the language. The EDDS are a part of the OMC and this dissonance should be cleared up.

Fran said that she and Ms. Messmer have discussed these issues and she said conversations will continue and process will evolve around that.

Councilmember Langer clarified that this was a briefing only and no decisions are needed to be made this evening. He stated there has been a consistent message from the Council that the comprehensive plan is the highest standard. Fran answered that the next update will come on the heels of the completion of the comprehensive plan update.

Councilmember Langer asked about the changes in pavement restoration requirements for the Septic to Sewer program, specifically what are the costs involved and what the standards would change. Fran answered that the changes speak to the restoration; how much patch must go down to restore the street after it is disturbed to connect to sewer. Instead of having to overlay half the street, as is in the current EDDS, the homeowner would only patch the trench. Fran said they have determined that it will not impact the quality of the repair and will lessen the financial impact to the homeowner, with the goal that more people will be able to connect to sewer. The road restoration cost would be cut by approximately 1/3.

Councilmember Langer said that LED lighting is more expensive up front but uses less energy and lasts a lot longer. He asked what the difference is in cost. Fran said it is about a 60% energy savings cost. The installation for a standard light is \$200, the same wattage for LED is \$400; however the standard life expectancy is 3-5 years and the LED life is 10 years. There is an 8-year payback to fully realize the savings.

Councilmember Hankins said that LED lights should go down in cost in the future due to the technology being new. Fran answered they expect the cost to go down and the cost is based on the number that we purchase at a time.

Public Works Director Rich Hoey commented that the City currently spends \$540,000 per year on power for street lights. He said the power savings of at least 60% is a substantial amount of potential savings. He said we are pursuing retrofit opportunities as this is the way to go. There is a slightly higher upfront cost to install the LED lights but there is a tremendous benefit to the City in the long run.

The report was received.

- Attachments:**
- [1. Current Busking Ordinance](#)
 - [2. Draft Info Flyer](#)
 - [3. Application Form](#)
 - [4. Email Comments](#)
 - [5. Council Meeting Public Comments](#)
 - [6. Letter to Businesses](#)

Councilmember Langer recommended removing the Busking report from the agenda and to add discussion of the July 28th meeting regarding the Shoreline Master Program (SMP) update.

3.C [12-0274](#) Status Reports and Updates - Oral Report

Community Planning and Development Director Keith Stahley gave a brief oral update on the following projects: Hazard tree work on Legion Way is done for the year; Parking strategic plan report study session on July 17; Urban agriculture will be postponed to 2013 due to the Planning Commission having a large workload this year. Councilmember Langer added that urban agriculture is an important initiative however we are not addressing the code changes right now due to the Planning Commission's focus on the comp plan.

Downtown Liaison Brian Wilson gave an update on the Downtown Project. The Artesian Well art project is complete. This was a great community event. People were vested in the artwork, it is fantastic. Keith said that not only did Artist Jennifer Kuhns do an excellent job on the artwork, but she donated many of her hours to the project. Our gratitude for her work is immense.

Councilmember Langer expressed his awe in the mosaic project. He said there was a problem with vandalism. Brian said that there was some minor vandalism, it could have just been people sitting on them before they were complete. There were a number of volunteers who came in to help Jennifer with the project and who were out there on overnight watches. One individual named Thor really took the project to heart and it was inspiring to see how this art project really became a community event. Brian plans a special recognition at Council in the future for Jennifer Kuhns.

Councilmember Hankins asked what has changed at the site since the art project was finished. Brian answered that he has spoken to a wide range of individuals in the area that they feel it is a welcoming space now, that they are comfortable bringing their kids there and they feel it is a safer space. It's gone a long way from being a pipe in the ground with a concrete barrier to a nice public space that everyone can enjoy.

Councilmember Langer asked what the City's plans are for eliminating some parking spots there. Keith Stahley responded that the Artesian project is what we will do after we finish the Placemaking project. We've set a great precedent in what we've done with the tile art project. At the July 17 study session, we will discuss using some parking special funds to do improvement work in our parking lots, including lighting, cleanup, etc.

Brian Wilson said we recently granted approval for a craft fair with booths to move from their Washington Street location to the Artesian Well Lot. Their July, August and September fairs will be moved to the Artesian Lot. People are starting to think of the

lot as not just a parking lot but as a public space. There will be an access point for pedestrians on the 4th Avenue side, but we will block that entrance from vehicles. There will be vehicular access on the 5th Avenue side of the lot for well users. Volunteers will be there to help people carry water containers the extra distance from parking to the well.

Councilmember Hankins asked if there will be any seating space brought in for the craft fairs. Brian said the Probation crew has completed one game table made from Legion Way trees. They have it on their list to create four more but they have been busy with the Justice Center dedication and they will be working on them soon.

Placemaking: Brian has been working with Public Works on ways to move the tree benches. They are going to install some in the 300 block of 4th Avenue E. He's spoken to neighboring business there and they are excited about it. This area is being revitalized with the remodel of the Cunningham building. This is a great way to further introduce the idea of placemaking to the City. It goes along with the RFPs that are currently out; the first one is Transforming our Public Spaces (TOPS) where seven areas were identified for placemaking improvements. The other RFP is for parklets. RFP submittals are due at the end of the month. The business owners with food service or coffee shops have been most interested in the parklets.

Downtown Ambassador Program: Brian recently visited Spokane to learn about their ambassador program. He was able to realize how big of an impact the ambassadors are making in their community by walking around with them. The ambassadors have made connections with business owners and everyone they meet on the street. The key to the success of the program is the ambassadors treating every single person with respect and be a welcoming information source, opening communication between street dependent individuals, business owners, and residents. These ambassadors are mediating and freeing up resources in the Police Department. They also noticed how clean downtown Spokane is. They have a clean team of individuals hitting the streets every day with brooms, picking up trash, and to assist people by giving directions, recommending restaurants, etc. Olympia's version of the program is similar; to have ambassadors and a clean team. Initially the clean team was going to go out at 6 a.m. but the intention is to make the clean team, the "seen" team so that they have the customer service elements to help people they meet during day hours when more people are out and about. 11:30 a.m. – 7:30 p.m. for the ambassadors and the clean team would be 10:30 a.m. – 1:30 p.m. Times are subject to change based on need. They are finalizing the scope of work and want to make sure a certain percentage of the workers are clients. In addition, CYS (Community Youth Services) has been supportive of this program and they are looking at some of their clients being involved in the clean teams. Public outreach has been started with business owners and social service leaders, and the response has been positive.

Councilmember Langer asked when the ambassadors will be out on the street. Brian answered that first we must get supplies and uniforms ready, and then open the recruitment process to recruit ambassadors. July 23rd is the goal date. Keith clarified that the clean team will be working first as the ambassadors will need training. Brian explained they will get customer service training, basic first aid skills, diversity training, and de-escalation training.

Sit/Lie Ordinance: Brian said there is an opportunity to start a conversation about the sit/lie ordinance with the public through the ambassador program. The goal is to get the ambassadors on the street before the ordinance goes into effect so they can begin

to educate people. Keith spoke about having some kind of conversation with the public and other City Departments and asked if the LUEC is interested. Councilmembers Langer and Hankins said yes, they would be interested. Keith said probably one or two times to sit down and meet in a casual setting; not a public hearing. This would be informational rather than decisions being made. Brian suggested a neutral meeting place, not in City Hall, where people feel comfortable speaking their mind. Invite the LUEC, social service agencies, and people that use the streets.

Alcohol Impact Area: The AIA task force has continued to meet and is in full data collection mode right now. This will go on for the next four months. They are collecting inventory data about what brands on the banned list are being carried, how the price points are changing. Brian and Lieutenant Bill Wilson will be looking at the beer can litter collection to do research near where the banned beverages are being sold. As of June 1st the Police Department has been collecting drinking data for the downtown core. When they encounter an inebriated person they collect location information.

Councilmember Langer asked if the paramedics were collecting this data as well. Lieutenant Ray Holmes answered that he has been tasked with this statistical data gathering. Right now just the Police Department is tracking this data, not the Fire Department. He said that most of this type of call for service is responded to by law enforcement as opposed to Fire. There will be a small margin of error but the focus is more of what is a nuisance in downtown that pertains to law enforcement. He clarified the data collected is capturing the number of incidents involving inebriated individuals; not what they had been drinking. Keith added that he did ask the Fire Chief for the data last year and was able to attain it quickly so he can get that data again if the Committee would like. Councilmember Langer said yes he would like the Fire data.

Best Management Practices for Bars and Taverns: Brian reported that the City has updated the list of bar and tavern owner names and numbers which will be distributed to all bars so they all have each others' information. We brought together the bar owners to improve communication between each other. If they have an incident at a particular bar, they now have ready access to the phone numbers of neighboring bars so they can give a heads up to others of potential incidents. When business licenses are up for renewal, we can connect with OPD to see what problems there may be in the area and discuss with the owners what we might be able to do to make improvements. Lt. Ray Holmes said that Commander Steve Nelson had been working on this project. Lt. Holmes has the list of business license expiration dates posted at his desk so he can keep track of their status.

Councilmember Langer iterated how helpful these oral updates are so they keep current on the status of what's happening.

Busking: Brian said it wasn't part of the original downtown project but due to public response we felt that it fit in well with it. There have been meetings with the public and review of the ordinance and there were no proposed changes to the ordinance, however there needed to be more information out there to the public. We put together a flyer with a map and the guidelines to make it clearer. We thought it was best to postpone roll out of this flyer and investigate further how the sit lie ordinance may affect the busking guidelines. Councilmember Langer said that we will continue to work with the Police Department to make sure that it is aligned correctly. The downtown project is all about making the pieces all fit together as a whole and be synergistic, leading to something great in our community.

The report was received.

3.D [12-0393](#)

July 28th SMP Meeting Structure - Oral Report

Keith Stahley began by saying that our intention is to put forward the process outline containing the absolute minimum process, and if Council has the capacity for more, we will be there to support it. We didn't want to do a public hearing where opposing viewpoints line up at the microphone but there is no opportunity for dialogue. We want to have a forum where there is dialogue, whether heard by individual Council members or collectively, opposed to a one-way conversation. We do have scheduled on July 10th under Other Business, an item where we will discuss this with the whole Council but wanted to get the Land Use Committee's ideas beforehand. Keith attended the West Olympia Business Association (WOBA) today and made a presentation on the comprehensive plan and the SMP. Attendees were interested in participating in the process, interested in the potential impacts to their properties and their businesses. There was some desire from the Council to continue the Planning Commission's role. Keith's recommendation is to let them go and not obligate them to any more discussions on this. The Planning Commission needs to turn their attention to the comprehensive plan. Some will want to continue work on the SMP voluntarily, however it shouldn't be mandatory. The meeting on the 28th is only the start, and there may be other meetings. Councilmember Hankins was interested in having another meeting before the draft is rolled out.

Amy Tousley suggested they should look at areas where the Planning Commission's voting was split. Some examples she gave are code related issues, non-conformancy, vegetation conservation and sea level rise.

Councilmembers Langer and Hankins continued to flesh out ideas of how the July 28th meeting would take shape, with input and comment from Keith and Amy Tousley.

Below is a summary of the consensus Councilmember Langer and Hankins reached:

- There should be specific, clear goals for the meeting(s) with clear determination not to redo work that has already been done by the Planning Commission. They agreed that helping competing interests work together and how they can make sure the environment doesn't lose were important points.*
- Start with an informational meeting giving a very brief overview of the fundamentals, including: vocabulary, the Shoreline Management Act, sea level rise, ownership patterns (public/private), conditions and buffers using visuals (such as maps with different layers showing structures and setbacks). Put a time limit on each topic, 10 or 20 minutes, to keep the overview brief. Allow time for public and Council questions, but limit discussion to questions only and leave comments regarding opinions for a future meeting. A facilitator would help limit discussion and encourage participation.*
- Come up with an interactive game or exercise to encourage hands on learning and participation.*
- A second meeting would dig more into the details and welcome public comment.*

Keith said he likes these ideas and thinks it is a very good approach for how City Council will get into this issue. Councilmember Hankins likes that it is an education process for the Council and the community. The community is anxious to tell the Council what they think. There hasn't been an opportunity for public input on the SMP since January of 2011. Councilmember Langer wants to make sure they address the recommendations that were made rather than starting from scratch. He welcomes public input but making sure the comments address the recommendations. Keith clarified the public input would be on the Planning Commission's draft. These would be

two separate meetings; the informational/educational one first regarding the content and then an opportunity for public comment. Councilmember Langer worries there is misconception out there about the SMP and he is concerned there is misinformation and proper framing and contextualizing what this is will help educate people and clear up these misconceptions.

Councilmember Langer suggested we start brainstorming interactive exercises. Keith said he will write up these ideas, put some framework around it and send it out to the Committee. Councilmember Langer wants the LUEC to present this plan to the Council.

The report was received.

4. Adjournment

The meeting was adjourned at 7:50 p.m.

Next meeting is scheduled for July 26, 2012 and includes: Wastewater Management Plan Updates (Andy Haub, Public Works), Shoreline Master Program Status Report (Cari Hornbein, CP&D).