Shaping our community together

CITY OF LACEY

LACEY CITY COUNCIL AGENDA

THURSDAY, JANUARY 20, 2022
6:00 P.M.
REMOTE ATTENDANCE

The Lacey City Council meeting will be conducted remotely. You may view the Council meeting by watching live using one of following platforms: Live Meetings, YouTube, Facebook, Thurston Community Media, Channel 3 with your local cable provider, or Zoom: https://us02web.zoom.us/webinar/register/WN_ZHBPmNipQs-KFD31F0lxgw

The public may listen to the meeting via telephone by dialing toll-free: **(888) 788-0099** or **(877) 853-5247** - when prompted enter Webinar ID **876 6129 3040**

CALL TO ORDER:

1. **PLEDGE OF ALLEGIANCE**

2. **APPROVAL OF AGENDA & CONSENT AGENDA ITEMS:***

   A. Council Meeting minutes of January 6, 2022

   B. A motion to approve payment of claims, wages, and transfers for December 30, 2021, through January 12, 2022.

**Items listed under the consent agenda are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

3. **PUBLIC RECOGNITION AND PRESENTATIONS:**

   A. Lacey Youth Council Report *(Ryen Hill)*
   B. Public Service Award to Erwin Vidallon *(Mayor Ryder)*
   C. Lacey Police Department Commendation *(Chief Almada)*
   D. Lacey Loves to Read Bookmark Winners *(Jeannette Sieler)*

4. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA:****

****VERBAL PUBLIC COMMENT**
Persons wishing to provide verbal public comment on items NOT on the agenda must preregister to speak at https://us02web.zoom.us/webinar/register/WN_ZHBPmNipQs-KFD31F0lxgw. *Instructions and access details will be provided once registration is complete. Registration for verbal public comment closes at 4:00 p.m. on January 20, 2022.*

****WRITTEN PUBLIC COMMENT**
Public comments may also be submitted by email to publiccomment@ci.lacey.wa.us. *Written comments will be provided to the City Council electronically prior to the meeting. Comments will not be addressed during the Council meeting; however, comments received will be added to the official record. The commenting period will close at 4:00 p.m. on January 20, 2022.*

5. PUBLIC HEARING:

6. PROCLAMATIONS:

A. Lacey Loves to Read *(Jeannette Sieler)*

B. Cynthia Pratt - Lacey Poet Laureate *(Cynthia Pratt)*

7. REFERRAL FROM PLANNING COMMISSION:

A. Ordinance No. 1612 - Housing Implementation Initiatives *(Ryan Andrews)*

8. REFERRAL FROM HEARINGS EXAMINER:

9. RESOLUTIONS:

10. ORDINANCES:

11. MAYOR'S REPORT:

A. Appoint Dave Weber to the Board of Parks Commissioners *(Mayor Ryder)*

B. Council Assignments to Intergovernmental Boards & Commissions *(Mayor Ryder)*

12. CITY MANAGER'S REPORT:

A. Award Contract for Lacey Museum & Cultural Center Demo *(Ashley Smith)*
B. Interlocal Agreement – Thurston Regional Climate Action Plan Phase 4 *(Grant Beck)*
C. Interlocal Agreement – Regional Building Electrification Cost Assessment Study *(Rick Walk)*

13. STANDING GENERAL COMMITTEE: A.

Utilities Committee (01.03.2022)

14. OTHER BUSINESS:

15. BOARDS, COMMISSIONS AND COMMITTEE REPORTS:

A. *Mayor Andy Ryder*:
1. Mayors' Forum
2. Thurston Chamber Shared Legislative Committee
3. Transportation Policy Board (TPB)

B. *Deputy Mayor Malcolm Miller*:
1. Lodging Tax Advisory Committee (LTAC)
2. Thurston County Coalition Against Trafficking (TCCAT)
3. Thurston Regional Planning Council (TRPC)
4. Thurston Thrives
5. Joint Animal Services Commission (JASCOM) *(Alternate)*

C. *Councilmember Carolyn Cox:*
1. Intercity Transit (IT)
2. Regional Housing Council
3. Olympia Region Clean Air Agency (ORCAA) (*Alternate)*
4. Climate Action Steering Committee *(Alternate)*

D. *Councilmember Lenny Greenstein:*
   1. Emergency Medical Services (EMS)
   2. TCOMM911
   3. LOTT Clean Water Alliance (*Alternate)*

E. *Councilmember Michael Steadman*:
   1. Community Action Council
   2. Nisqually River Council
   3. Thurston County Law & Justice

F. *Councilmember Ed Kunkel*:
   1. Economic Development Council (EDC)
   2. Lacey South Sound Chamber
   3. Olympia-Lacey-Tumwater Visitor & Convention Bureau (VCB)
   4. Solid Waste Advisory Committee (SWAC)

G. *Councilmember Robin Vazquez:*

16. ADJOURN

MINUTES OF A REGULAR MEETING OF THE LACEY CITY COUNCIL
THURSDAY, JANUARY 6, 2022
REMOTE ATTENDANCE

To hear Council's full discussion of a specific topic, or the complete meeting, watch the video-stream available on YouTube – https://youtu.be/jVJhpK2lAdw

CALL TO ORDER

Mayor Ryder called the meeting to order at 6:00 p.m.

1. PLEDGE OF ALLEGIANCE

Mayor Ryder led the Pledge of Allegiance.

Council Present:
Mayor Andy Ryder
Councilmember Carolyn Cox
Councilmember Lenny Greenstein
Councilmember Ed Kunkel
Councilmember Malcolm Miller
Councilmember Michael Steadman
Councilmember Robin Vazquez

Staff Present:
Scott Spence, City Manager
Robert Almada, Chief of Police
Scott Egger, Public Works Director
Shannon Kelley-Fong, Assistant City Manager
Dave Schneider, City Attorney
Rick Walk, Community & Economic Development Director
Troy Woo, Finance Director
Leialani Jensen, Acting Assistant Human Resources Director
Peter Brooks, Water Resources Manager
Scott Devlin, Public Works Operations Manager
Peri Edmonds, City Clerk

OATH OF OFFICE

A. **Administer Oath of Office to Councilmembers Andy Ryder, Michael Steadman, Carolyn Cox, and Robin Vazquez:** Dave Schneider, City Attorney, administered the Oath of Office in order of position number:

Councilmember Robin Vazquez (Position #4)
Councilmember Andy Ryder (Position #5)
Councilmember Michael Steadman (Position #6)
Councilmember Carolyn Cox (Position #7)

B. **Nomination and Election of Mayor:** Councilmember Ryder opened the nominations for the position of Mayor.

Councilmember Cox nominated Councilmember Ryder as Mayor.

Mayor Ryder closed the nominations for Mayor.

MAYOR RYDER CALLED FOR THE VOTE TO ELECT COUNCILMEMBER RYDER AS MAYOR. MOTION CARRIED.

C. **Administer Oath of Office to Mayor:** Dave Schneider, City Attorney, administered the oath of office to Mayor Ryder.

D. **Nomination and Election of Deputy Mayor:** Mayor Ryder opened the nominations for the position of Deputy Mayor.

Councilmember Kunkel nominated Councilmember Greenstein as Deputy Mayor.

Councilmember Cox nominated Councilmember Miller as Deputy Mayor.

Mayor Ryder closed the nominations for Deputy Mayor.

MAYOR RYDER CALLED FOR THE VOTE TO ELECT COUNCILMEMBER GREENSTEIN AS DEPUTY MAYOR. COUNCILMEMBERS KUNKEL AND GREENSTEIN VOTED IN FAVOR. MAYOR RYDER AND COUNCILMEMBERS COX, STEADMAN, MILLER, AND VAZQUEZ VOTED AGAINST. MOTION FAILED.

MAYOR RYDER CALLED FOR THOSE IN FAVOR TO ELECT COUNCILMEMBER MILLER AS DEPUTY MAYOR. THERE WERE SIX (6) AFFIRMATIVE VOTES. MAYOR RYDER AND COUNCILMEMBERS COX, GREENSTEIN, STEADMAN, MILLER, AND VAZQUEZ VOTED IN FAVOR. COUNCILMEMBER KUNKEL DID NOT VOTE. MOTION PASSED.

E. **Administer Oath of Office to Deputy Mayor:** Dave Schneider, City Attorney, administered the oath of office to Deputy Mayor Miller.

2. APPROVAL OF AGENDA AND CONSENT AGENDA

<u>Consent Agenda Items</u>:

A. Council Meeting minutes of December 2, 2021

B. Council Worksession minutes of December 9, 2021
C. Council Meeting minutes of December 16, 2021
D. A motion to approve payment of claims, wages, and transfers for December 11, 2021, through December 29, 2021
E. 2022 Federal Legislative Agenda Adoption

COUNCILMEMBER GREENSTEIN MOVED TO APPROVE THE AGENDA AND CONSENT AGENDA. COUNCILMEMBER KUNKEL SECONDED. MOTION CARRIED.

3. PUBLIC RECOGNITIONS AND PRESENTATIONS

4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Verbal Public Comments: The deadline to pre-register to speak was 3:00 p.m. the day of the meeting.

There were no public comments.

Written Public Comments: The deadline to submit written public comments was 12:00 p.m. the day of the meeting. Written comments are not addressed during the meeting; however, they are added to the official record.

One written public comment was received and forwarded to Council.

5. PUBLIC HEARING

6. PROCLAMATIONS

7. REFERRAL FROM PLANNING COMMISSION

8. REFERRAL FROM HEARINGS EXAMINER

9. RESOLUTIONS

A. **Resolution 1114 – Tolmie Park Estates ULID Petition:** Peter Brooks, Water Resources Manager, presented Resolution 1114. The resolution declares the intention to improve a certain area of land and establish a hearing date for formation of ULID 25.

COUNCILMEMBER VAZQUEZ MOVED TO APPROVE RESOLUTION 1114 RELATING TO TOLMIE PARK ESTATES ULID 25 PETITION. COUNCILMEMBER COX SECONDED. MOTION CARRIED.

10. ORDINANCES

A. **Ordinance 1611 – Amend LMC 4.52 Civil Service Commission:** Leialani Jensen, Acting Assistant Human Resources Director, presented Ordinance 1611. The ordinance authorizes the City Manager to appoint a temporary civil service secretary and/or chief examiner.

DEPUTY MAYOR MILLER MOVED TO APPROVE ORDINANCE 1611 AUTHORIZING THE CITY MANAGER TO APPOINT A TEMPORARY CIVIL SERVICE SECRETARY AND/OR CHIEF EXAMINER. COUNCILMEMBER KUNKEL SECONDED. MOTION CARRIED.

11. MAYOR'S REPORT

Mayor Ryder discussed virtual Council meetings and Council assignments to Intergovernmental Boards and Commissions.

12. CITY MANAGER'S REPORT

A. **Interlocal Agreement with Fire District #3:** Scott Devlin, Public Works Operations Manager, presented the Interlocal Agreement with Fire District #3 for confined space rescue. The agreement will provide confined space rescue services within the City limits of Lacey and the City's urban growth boundary.

COUNCILMEMBER GREENSTEIN MOVED TO AUTHORIZE THE CITY MANAGER TO SIGN THE INTERLOCAL AGREEMENT WITH LACEY FIRE DISTRICT #3 FOR CONFINED SPACE RESCUE. COUNCILMEMBER STEADMAN SECONDED. MOTION CARRIED.

Scott Spence, City Manager, briefed Council on the current flooding situation in Thurston County and the closure of Rainier Road at the train trestle.

13. STANDING COMMITTEES

14. OTHER BUSINESS

15. BOARDS, COMMISSIONS AND COMMITTEE REPORTS

A. Mayor Ryder
1. Mayor's Forum – no report
2. Thurston Chamber Shared Legislative Committee – no report
3. Transportation Policy Board – no report

B. Councilmember Cox
1. Regional Housing Council – no report
2. Intercity Transit – made report
3. Olympia Region Clean Area Agency (ORCAA) *(alternate)* – no report

Councilmember Cox is a member of the Climate Mitigation Steering Committee and requested the steering committee be added to Council meeting agendas to report on at future meetings. Mayor Ryder noted this will be discussed at the next Worksession.

C. Councilmember Greenstein
1. Emergency Medical Services (EMS) – no report
2. TCOMM911 – made report
3. LOTT Clean Water Alliance *(alternate)* – no report

D. Deputy Mayor Miller
   1. Thurston Regional Planning Council (TRPC) – no report
   2. Thurston Thrives – no report
   3. Lodging Tax Advisory Committee (LTAC) – no report
   4. Thurston County Coalition Against Trafficking (TCCAT) – no report
   5. Joint Animal Services Commission (JASCOM) *(alternate)* – no report

E. Councilmember Steadman
   1. Community Action Council – no report
   2. Nisqually River Council – no report
   3. Thurston County Law & Justice – no report

F. Councilmember Kunkel
   1. Olympia-Lacey-Tumwater Visitor & Convention Bureau (VCB) – no report
   2. Lacey South Sound Chamber – no report
   3. Economic Development Council (EDC) – no report
   4. Solid Waste Advisory Committee (SWAC) – no report

16. ADJOURN

Mayor Ryder adjourned the Meeting at 7:25 p.m.

MAYOR: ___________________________________

ATTESTED BY CITY CLERK: __________________

DATE APPROVED: ___________________________

LACEY CITY COUNCIL MEETING
January 20, 2022

SUBJECT: **Disbursement Approval**

RECOMMENDATION: **By motion, approve payment of claims, wages, and transfers.**

STAFF CONTACT: Troy Woo, Finance Director TW

ORIGINATED BY: Troy Woo, Finance Department

BACKGROUND:

The action requested of the City Council is by motion to approve payment of claims, wages and transfers for 12/30/2021 through 1/12/2022. The disbursements consist of the following:

Checks:	Week of	Beg. Check No.	End. Check No.	Amount
	12/31/2021	260870	261005	71,053.68
	*12/31/2021	261006	261006	131.64
	1/7/2022	261007	261120	6,106,113.07

Electronic Transfers:	Week of	Amount
	12/13/2021	24,906.88
	12/27/2021	89,812.00
	12/28/2021	147.00
	12/30/2021	55,057.63
	*12/30/2021	11,113.34
	*12/30/2021	18,862.69
	*12/30/2021	1,456,354.97
	12/31/2021	198,033.22
	12/31/2021	162.00
	1/6/2022	198.00
	1/7/2022	196,964.42
	1/10/2022	13,637.05
	1/10/2022	60.20
	1/10/2022	461.72
	1/10/2022	116.80

* Disbursements for employee out-of-pocket deductions and employee benefits.

Payroll:	Month Ended:	Wages
	*12/30/2021	1,584,872.42
	*12/30/2021	1,470.60

Significant Disbursements:

Vendor	Amount	Description
LOTT Wastewater Alliance	$4,901,137.06	ERU's/ LOTT Reserve Cap Fees
North Thurston Pub. Sch.	$ 794,454.29	Impact Fees
Puget Sound Energy	$ 252,106.47	Utilities
T Bailey, Inc.	$ 121,914.94	Hawks Prairie Sister Standpipe

* Disbursements for employee out-of-pocket deductions and employee benefits.

CITY OF LACEY
Official Proclamation

WHEREAS, *literacy is a top school and community concern and is integral to success in school, business, and daily living*; and

WHEREAS, *providing opportunities for citizens of all ages to discuss the cultural and literary merits of common reading will help create a culture of "20 minutes a day" family literacy and civic pride in Lacey*; and

WHEREAS, *a community-wide reading program such as "Lacey Loves to Read" month will support both students and community members in understanding the power of writing and literacy in their lives* ; and

WHEREAS, *a partnership between North Thurston Public Schools, the City of Lacey and the Lacey Timberland Regional Library has made this program possible* and

WHEREAS, *reading literature that explores diversity, global and social issues can help increase tolerance and unity within a community*; and

WHEREAS, *reading informs us, empowers us and teaches us the lessons of history*; and

WHEREAS, *Lacey citizens can read and discuss a variety of works by award-winning author Brandon Mull, who will visit our community February 16 through 17, 2022.*

NOW, THEREFORE, I, Andy Ryder, Mayor of the City of Lacey, on behalf of the Lacey City Council, do hereby proclaim February 2022, as

Lacey Loves to Read Month

in the City of Lacey and encourage citizens of all ages to acknowledge and celebrate the importance of reading and to discuss works by author Brandon Mull.

Mayor Andy Ryder
January 20, 2022

CITY OF LACEY

Official Proclamation

WHEREAS, poetry is the artful expression of human thought and feeling; and

WHEREAS, poetry manifests the power and beauty of language; and

WHEREAS, the appreciation of poetry nourishes the human spirit; and

WHEREAS, poetry is a literary art form capable of exploring the deepest sorrow and the loftiest aspiration; and

WHEREAS, a poet laureate cultivates the practice of writing, reading and appreciation of poetry through example and encouragement; and

WHEREAS, the first poet laureate was crowned in 1315 after the classical age and poet laureates throughout history have taken initiative to encourage reading, writing and love of poetry across the globe; and

WHEREAS, Cynthia Pratt is a founding member of the Olympia Poetry Network, a published poet and author deserving of the initial honor to be named Poet Laureate;

NOW, THEREFORE, I, Andy Ryder, Mayor of the City of Lacey, on behalf of the City Council, do hereby proclaim,

Cynthia Pratt

to be the first Poet Laureate for the City and I encourage all community members to embrace the art of poetry and invite the Poet Laureate to share poetry with the City Council once a year during the month of April to promote National Poetry Month.

Mayor Andy Ryder
January 20, 2022

LACEY CITY COUNCIL MEETING
January 20, 2022

SUBJECT:	**Housing Implementation Initiatives**
RECOMMENDATION:	**Adopt an ordinance amending the Lacey Municipal Code to implement recommendations of the Affordable Housing Strategy and Housing Action Plan.**
STAFF CONTACT:	Scott Spence, City Manager SS Rick Walk, Community and Economic Development Director RW Ryan Andrews, Planning Manager RA
ORIGINATED BY:	Community and Economic Development Department
ATTACHMENTS:	1. Proposed Ordinance No. 1612
FISCAL NOTE:	Expansion of the fee waiver and multi-family tax exemption programs will impact revenues depending on the number of projects that utilize the programs.
PRIOR REVIEW:	December 9, 2021 Work Session

BACKGROUND:

With adoption of the Affordable Housing Strategy and Housing Action Plan, the next step is to begin to implement the recommendations within the plans. There are three major initiatives to begin implementation that are considered in this ordinance: the Low Density Zone Consolidation, fee waiver program, and Multi-Family Tax Exemption extension.

Low Density Zone Consolidation

A high priority action item identified in the City of Lacey's Affordable Housing Strategy is the reduction in lot sizes and widths in the existing Low Density 0-4 zoning district. Doing this will effectively increase density minimums in existing neighborhoods and will ultimately increase the diversity of housing stock in the zone. The following is from Action #7 in the Strategy:

“Reducing minimum lot sizes, lot widths, and density minimums will help increase density in older, central neighborhoods, which are near utilities, transit lines, services, and jobs. Currently the lowest density zoning is 0-4 dwelling units per acre. This is primarily in the older, established neighborhoods, but also in the Urban Growth Area, with very few vacant parcels left. For example, this would allow for more duplexes in low-density neighborhoods.”

To accomplish this, the Planning Commission is recommending approval of an amendment to consolidate two existing zoning districts (Low Density 0-4 and Low Density 3-6) into one zone. This new consolidated Low Density Residential zone utilizes the existing Low Density 3-6 zoning standards. Therefore, for those properties currently zoned Low Density 3-6, density standards will not change. Those properties currently zoned Low Density 0-4 will now be allowed to develop at up to 6 units per acre with reduced lot sizes. The revisions will also amend the zoning map and Comprehensive Plan which will require a Comprehensive Plan amendment to be completed in 2022.

In addition to the consolidation of the two zones, the following outlines the other major changes:

- Allowing up to six units per acre throughout all low density residential areas. This would allow limited subdivision of larger parcels (those that are generally 10,000 square feet or more) in existing neighborhoods.
- Allow a duplex or triplex on an existing lot of record and allow existing homes to be converted to duplexes or triplexes without meeting underlying density requirements.
- Potential removal of the allowance for unplatted lots of less than one acre to be subdivided into as many lots as the minimum lot size would allow.
- Potential removal of vested lot statute for maximum building coverage of 50%.

The Planning Commission conducted a public hearing on the draft amendments on October 15th, 2019. Notice of the public hearing was mailed directly to over 2,300 property owners that own property greater than 10,000 square feet in size, are within the existing LD 0-4 zone, and are adjacent or connected to sewer.

<u>Quality of Life</u>

The largest volume of comments received by the Planning Commission were related to quality of life issues—specifically the fear of neighborhood change and the pace associated with this change. The comments received were that people bought their home within a single-detached neighborhood and expect it to continue that way.

Staff researched this issue and was not able to find any definitive case studies or any other documented information on what could be expected related to pace of neighborhood change, however, an article was located from the Sightline Institute that documents a neighborhood in Portland where duplexes, triplexes, and fourplexes have been legal in a low-density neighborhood for nearly 40 years. Over those nearly 40 years, the neighborhood of about 200 low-density residential buildings has increased by 20 homes.

In the last 20 years, Lacey has developed with primarily single-detached structures on greenfield sites. Today there are no large parcels available for this style of development. For the next 20 years, the Lacey city limits are expected to grow by an additional 6,000 residents according to estimates prepared by Thurston Regional Planning Council. That means that the city will have to accommodate this growth within our existing neighborhoods through infill and redevelopment. If those 6,000 new residents are averaged over 20 years, Lacey will grow by an average of 300 residents per year. If these residents are spread throughout the entirety of the city's existing neighborhoods, then there would not be a notable increase in the pace of change.

Traffic and Parking

A primary concern received in many of the comments was that duplexes or triplexes may cause traffic issues in existing neighborhoods. According to the Institute of Transportation Engineers (ITE) Manual, a single-detached residence generates .99 PM peak hour (between 4 and 6 p.m.) trip. Comparatively, a duplex generates .56 trips per unit for a total of 1.12 PM peak hour trip (a negligible increase over the single-detached home) and a triplex also generates .56 trips per unit for a total of 1.68 PM peak hour trip. The volume of traffic trips is not enough to make any marked increase within neighborhoods.

Since most new duplexes and triplexes will be located in generally older neighborhoods, it is important to consider the walking and biking infrastructure. The streets in older neighborhoods lack sidewalks and are little more than a 20-foot asphalt strip. In accordance with the City of Lacey's Development Guidelines and Public Works Standards, triplex units are required to install sidewalks or sign a deferral agreement that requires the property owner to install sidewalks at such time the City does a project to install sidewalks along the frontage. The Planning Commission is recommending that these requirements also apply to duplexes and townhomes as well.

An additional concern raised at the hearing and related to transportation is parking. Lacey's parking requirements are consistent with other neighboring jurisdictions with the amount of off-street parking required. The current requirements for the amount of off-street parking is two spaces for each single-detached unit, two spaces for each townhome or duplex unit, and 1.5 spaces per triplex unit. Concerns were also raised that in older neighborhoods, these types of homes would promote more parking on the shoulder of the street.

Trees

For all residential development applications, tree planting and/or retention is required. That means that when a development application is submitted, the applicant must demonstrate in their plans where existing trees are located, if they meet required tree ratios according to lot size and if they do not meet the tree ratio, the numbers and species of trees to be installed. The city's required tree ratio for a development proposal is 4 trees per 5,000 square feet of lot area. This means that if a typical larger lot was to develop, regardless of housing type (single-detached, duplex, townhome, or triplex) that they would have to retain or replant to reach the requirement of 8 trees on their lot.

Compatibility

To ensure that duplex and triplex units are compatible with existing neighborhoods, all units are required to comply with the design review provisions in LMC 14.23.073. This section requires duplexes and triplexes to meet the same design review requirements as new single-detached residential units and requires compatibility with the existing neighborhood. While the City cannot regulate the quality of construction, the City can regulate aesthetics and ensure that projects comply with building codes.

Existing regulations require that these structures not only be required to meet the requirements of single-family detached structures, but also meet neighborhood compatibility requirements. These additional compatibility requirements include design treatments to ensure a duplex or triplex is complementary to single family units in the subdivision including building orientation, roof breaks, and modulation of facades.

Property Values

Property values was also brought up as an area of concern during the public hearing. Some members of the public had concerns that this would decrease the value of their existing single-detached home while others had the opposite claim that this would increase home values. Attached is a document that contains specific studies around the country on property values. The findings of the majority of the studies were that property values increased as a result of these types of regulations to allow modest home choices like duplexes and triplexes in existing neighborhoods.

Additional information is also provided from the Thurston County Assessor's Office on property values across various housing types. In 2019 the assessed value of single-detached homes rose year-over-year by 4.82%. Additionally, units termed "multi-family" which are duplexes and triplexes rose at an even greater rate at 8.70% year-over-year. Post-recession residential property values across Thurston County are rising at a significant rate.

Several individuals spoke about the increase in property taxes. When residential assessments rise, this doesn't always correspond to a rise in property taxes. According to information on the Thurston County Assessor's Office website:

"Property tax increases are generally caused by a combination of factors. For instance, when taxing districts ask for more money (that is, increase their budgets), property owners will pay more tax. Most districts set their budgets by a vote of their legislative body that may authorize increases up to their statutory or levy rate limits. This usually results in increased taxes.

Taxes can also go up when voters approve special purpose levies for community services such as school district maintenance and operation levies, building bonds, bonds for school buses, or bonds for fire trucks.

Taxes may increase when a new house is constructed on a previously vacant lot, or when a property previously receiving an exemption (such as a senior/disabled person exemption program) is sold and becomes fully taxable.

Taxes for an individual property owner may also increase when the value of their property increases at rates faster than other properties in their area of the county."

Planning Commission Recommendation

After over nine months of consideration, at their meeting on December 17, 2019, the Planning Commission voted 6 to 2 to recommend approval of Low Density zone consolidation and associated amendments to the City Council. The Planning Commission weighed the public testimony received, the information received throughout the process, and developed an extensive record that supports the amendments.

To support the amendments, during the 2019 legislative session, the Washington State Legislature passed Engrossed Second Substitute House Bill 1923 which the governor has signed into law. E2SHB 1923 contains a variety of incentives and programs to address affordable housing. The legislation specifically encourages cities to authorize at least one duplex, triplex, or courtyard apartment on each parcel in one or more zoning districts that permits single-family residences unless a city documents a specific infrastructure or physical constraint that would make this requirement unfeasible. The legislation also specifically states that the regulations to allow duplexes and triplexes in single-detached zones would not be subject to administrative or judicial appeals. Essentially this means that, if adopted, the regulations would be final and not appealable after adoption by the City Council. In addition, during the 2020 legislative session the Washington State Legislature passed Substitute House Bill 2343 that expanded on E2SHB1923 and added to the list of planning actions that cities are encouraged to take to increase residential building capacity, among other directives and clarifications to support increasing the housing supply in Washington.

Fee Waiver

A priority action item identified in the City of Lacey's Affordable Housing Strategy is expanding the program that waives fees for non-profits building low-income housing also to private sector builders that build low-income housing. LMC 1.20 currently authorizes the City Manager to waive certain development fees for community based housing development organizations, Habitat for Humanity and the Boys and Girls Club of Thurston County. The fees eligible to be waived include building, mechanical, plumbing, electrical, plan check and water meter fees. The City Manager is authorized to also defer wastewater connection and general discharge fees for certain affordable housing development projects.

Just as the City reduces fees for community based housing development organizations, the City Council could also authorize the City Manager to waive fees for private sector developers building low-income units. (Affordable Housing Strategy Action 6).

Amending LMC 1.20 to expand the waiver and deferral of certain fees to all developers would be an optional program a developer could choose to pursue. The success of the program depends on the actual demand by those in the development community who would utilize it, targeting the appropriate income range, placement of qualifying households in the units, management of the units, and adequate resources for City administration and oversight of the program.

The following are the elements of the proposed fee waiver program:

- A developer may request a fee waiver or deferral for each unit that provides housing for households making 80% of area median income (AMI).
- Units receiving a waiver shall only be leased to qualifying households in perpetuity.
- If the property owner would like to remove units from the program, all waived fees would be paid to the City at the value of the year the units are no longer available to qualifying households.
- The developer would be required to enter into a partnership with a non-profit for leasing and management of the units designated for those with qualifying incomes.
- An annual report would be provided to the City verifying occupants of all units where fees have been waived are meeting the income qualifications.

In 2020, staff conducted outreach to various interest groups including the Thurston Chamber and Olympia Master Builders. The purpose of the outreach was to gain any feedback on the proposed program as well as gauge interest. At that point, the builder/developer representatives were not interested in pursuing projects that would utilize a fee waiver. The main comment received was from the membership of the Olympia Master Builders who wanted assurance that permit fees for typical building/development proposals would not increase as a result of waiving fees for low-income proposals.

Extension of the Multi-Family Tax Exemption

The Multi-Family Tax Exemption regulations (LMC 3.64) were approved by the City Council in 2014 after the adoption of the Woodland District Strategic Plan. The Woodland District Strategic Plan identified the adoption of the program as a way to increase the viability of residential projects specifically within the Woodland District. The regulations specifically exempt a multi-family project of 20 units or larger from the payment of property taxes for the residential portion of a structure for 8 years if the project is market rate and up to 12 years if the project provides a minimum of 20% of units to households making 80% or less of the area median income.

When the regulations were passed in 2014, it contained a clause where the program would sunset after 10 years unless specifically extended by the City Council. A recommendation of the recently completed Lacey Midtown Market Analysis is to extend the program given that it has a significant positive impact on the economics of redevelopment and given that there is a very limited window for future projects to take advantage of the program given development timelines. The proposed modifications to the Lacey Municipal Code will extend the program until December 31, 2034.

ADVANTAGES:

1. The housing implementation initiatives will support a community need for more affordable
   housing.

DISADVANTAGES:

1. None identified.

ORDINANCE NO. 1612

CITY OF LACEY

AN ORDINANCE RELATED TO THE CITY'S HOUSING IMPLEMENTATION INITIATIVES, REPEALING CHAPTER 16.12, AMENDING SECTIONS 16.13.010, 16.13.020, 16.13.035, 16.13.050, 16.09.010, 16.40.050, 16.41.050, 16.61.030, 16.61.040, 16.62.020, 16.62.030, 16.67.050, 14.23.073, 1.20.020, AND 3.64.120, AMENDING TABLE 16T-13, ADDING NEW SECTIONS 1.20.040, 1.20.050, 1.20.060, 1.20.070, AND 1.20.080, ALL TO THE LACEY MUNICIPAL CODE AND APPROVING A SUMMARY FOR PUBLICATION.

WHEREAS, the City's Affordable Housing Strategy and Housing Action Plan contain recommendations pertaining to Low Density Zone Consolidation, the Fee Waiver Program, and Multi-Family Tax Exemptions; and

WHEREAS, A high priority action item identified in the City of Lacey's Affordable Housing Strategy is the reduction in lot sizes and widths in the existing Low Density 0-4 zoning district; and

WHEREAS, The Planning Commission conducted multiple meetings over a nine-month period and developed draft amendments to consolidate two existing zoning districts (Low Density 0-4 and Low Density 3-6) into a single zone; and

WHEREAS, the proposed new consolidated Low Density Residential zone would utilize the existing Low Density 3-6 zoning standards; and

WHEREAS, The Planning Commission held a public hearing and received public comments on the draft amendments on October 15, 2019; and

WHEREAS, After consideration of the public testimony and all other information received and analyzed, on December 17, 2019 the Planning Commission voted 6-2 to recommend approval of the amendments; and

WHEREAS, the City Council finds that approval of the recommended amendments would be in the interest of the citizens of Lacey; and

WHEREAS, A priority action item identified in the City of Lacey's Affordable Housing Strategy is to expand the program that waives fees for non-profits building low-income housing to include private sector builders that build low-income housing; and

WHEREAS, Amending Chapter 1.20 LMC to allow waiver and deferral of certain fees to all developers would be an optional program a developer could choose to pursue for development of low-income housing units; and

WHEREAS, the City Council finds that expansion of the program that waives fees for building low-income housing would be in the interest of the citizens of Lacey; and

WHEREAS, in 2014, the City Council adopted the Multi-Family Tax Exemption, to be effective for 10 years; and

WHEREAS, a recent analysis by city staff has found that the exemption has had a significant positive impact; and

WHEREAS, staff have recommended an amendment to the Lacey Municipal Code to extend the lifespan of the exemption; and

WHEREAS, the City Council finds that extension of the multi-family tax exemption would be in the interest of the citizens of Lacey.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, AS FOLLOWS:

<u>Section 1.</u> Chapter 16.12 of the Lacey Municipal Code is hereby repealed.

<u>Section 2</u>. Section 16.13.010 of the Lacey Municipal Code is hereby amended as follows:

16.13.010 Intent.

It is the intent of this chapter to:

A. Enhance the residential quality of the city by providing a high standard of development for ~~single-family~~ residential ~~areas of low density~~;

~~B. Designate certain areas in which single family structures on individual lots are the dominant type of dwelling unit;~~

~~C. Provide designated areas in which certain minimum and maximum densities apply to promote the efficient use of land;~~

B~~D~~. Allow a broad range of ~~low density~~housing options ~~from three to six units per acre to provide a range of single family land use options including innovative smaller lot uses such as Z-lot concepts~~;

~~E~~C. Guide residential development to those areas where:

1. Public sewers are in place prior to residential building construction, or
2. Sewers can be extended, or
3. New technology in the processing of domestic sewerage makes residential development in unsewered areas environmentally acceptable;

~~F~~D. Guide development of residential areas in such manner as to encourage and plan for the availability of public services and community facilities such as utilities, police and fire protection, streets, schools, parks and recreation;

~~G~~E. Guide development in such a manner as to provide protection between noncompatible uses.

Section 3. Section 16.13.020 of the Lacey Municipal Code is hereby amended as follows:

16.13.020 Permitted uses.

A. Specific types permitted in the low density residential district:

1. Single-family detached structures on individual lots with a density of not ~~less than three nor~~ more than six units per acre~~. For unplatted parcels of less than one acre, properties may be divided into the maximum number of lots the minimum lot size will permit pursuant to LMC 16.13.035~~. Single-family detached structures are subject to the design criteria established in LMC 14.23.072;

2. Cottage housing developments as provided in Chapter 16.62 LMC and subject to the design criteria in LMC 14.23.072;

3. Planned residential developments as provided in Chapter 16.60 LMC;

4. Townhouse developments as provided in Chapter 16.61 LMC;

5. ~~A limited percentage (up to five percent of total lots) of two and three family units, as noted on particular lots on the plat~~ Duplexes and triplexes on individual lots, provided design requirements of ~~Chapter 14.23~~ LMC 14.23.073 are satisfied. ~~Duplex and triplex units should not be placed adjacent to one another, but scattered throughout the development~~;

6. Housing for people with functional disabilities.

B. Other or related uses permitted:

1. Accessory buildings or structures clearly incidental to the residential use of the lot, such as buildings or structures for storage of personal property (including boats, recreational vehicles, etc.), or for the pursuit of avocational interests; or structures

designed for and related to recreational needs of the residents of a residential complex. All such buildings or structures over sixteen feet in height shall comply with the design requirements of LMC 14.23.071;

2. Urban agricultural uses as permitted and limited under Chapter 16.21 LMC;

3. Home occupations as provided in Chapter 16.69 LMC;

4. Accessory dwelling as defined in LMC 16.06.055;

5. Conditional uses as provided in Chapter 16.66 LMC;

6. The keeping of common household animals or pets, provided that their keeping does not constitute a nuisance or hazard to the peace, health and welfare of the community in general and neighbors in particular;

7. Family day care homes as provided in Chapter 16.65 LMC.

Section 4. Section 16.13.035 of the Lacey Municipal Code is hereby amended as follows:

16.13.035 Densities and infill.

Densities ~~may range from not less than three to no more than~~shall not exceed six units per acre, provided that duplexes or triplexes either created by remodeling an existing single-family dwelling or constructed on an existing vacant lot of record are not subject to the maximum density limits. ~~For unplatted parcels of less than one acre, properties may be divided into the maximum number of lots the minimum lot size will permit. Provided said lot has infrastructure available to it to support the lots being created and provided created lots are not less than the average lot size of adjacent developed lots.~~ Every detached single family dwelling, with the exception of an accessory dwelling meeting the requirements of LMC

16.06.055 and every duplex or triplex, shall be located on its own lot. Creation of said lot shall meet all requirements of LMC Title 15 the Lacey subdivision and short subdivision code.

Section 5. Section 16.13.050 of the Lacey Municipal Code is hereby amended as follows:

16.13.050 Lot area.

A. The size and shape of ~~single-family detached~~ lots shall be as follows, provided they adhere to the density requirements:

1. Minimum lot area, four thousand five hundred square feet where alleys are utilized; five thousand square feet where alleys are not provided.

2. Minimum lot width, forty feet where alleys are utilized, fifty feet where alleys are not provided. In the case of infill lots, the street frontage shall also be forty feet when alleys are utilized and fifty feet if alleys are not utilized.

3. Minimum front yard:

Sixteen feet.

In addition, setbacks are encouraged to be staggered as provided in LMC 15.12.080(F) for the purpose of modulating the streetscape and providing more convenient opportunities for offsetting windows for privacy of individual homes and other desired design outcomes.

Garages facing the street, twenty feet.

On front yard flanking streets, ten feet.

Unenclosed porches may project up to six feet into the front yard, provided the porches are at least forty-eight square feet in area with no dimension less than six feet.

4. Minimum side yards:

Minimum on one side, five feet.

Minimum total both sides, ten feet.

5. Alternative lot configurations may be approved provided they comply with all of the following:

a. Other applicable standards in this chapter.

b. Design criteria in LMC 14.23.072, particularly LMC 14.23.072(L).

c. The design results in a superior land division layout considering its functionality and character with particular consideration given to privacy for individual lots, pedestrian access and convenience, and the design of public and/or private open space opportunities and natural features.

6. Minimum rear yard, ~~twenty~~ fifteen feet provided garages may be within three feet of the rear yard line, alley easement or paved surface when adjacent to an alley.

B. Lots intended for attached single-family development shall be reviewed and approved through a subdivision, townhouse, or PRD process where the concept is identified and the project is reviewed and approved subject to design requirements of LMC 14.23.080.

C. Development of lots not on sewer. Areas without sewer must be developed in a manner that maintains long-term potential to achieve minimum required densities and efficient provision of sewer once sewer becomes available. Areas developing without sewer must meet the following requirements:

1. The health department must review and approve plans for alternative sewage disposal.

2. Lots must be clustered in a configuration that results in urban size lots with one large reserve lot for future development.

3. Clustered lots must be between five thousand and ten thousand eight hundred ninety square feet.

4. Excluding the reserve parcel, clustered lots must meet density requirements of LMC 16.13.035.

5. Subdivisions and short subdivisions must have a statement on the face of the plat or short plat that when sewer becomes available to the area clustered lots shall hook up to sewer at each lot owner’s expense. Such requirement shall also be provided for in protective covenants.

D. Other lot standards:

1. Minimum usable open space:

Where alleys are utilized, lots shall provide a contiguous open space equivalent to ten percent of the lot size. Specific open space requirements:

Shall feature minimum dimensions of fifteen feet on all sides, provided one side may be reduced to ten feet by the site plan review committee if it determines the space is designed with features that make it more inviting, private and usable. Design for reduction of the minimum dimension must include at least two of the following techniques:

a. A pergola or other architectural feature with landscaping;

b. An improved patio area with features for associated use such as sitting or barbeque;

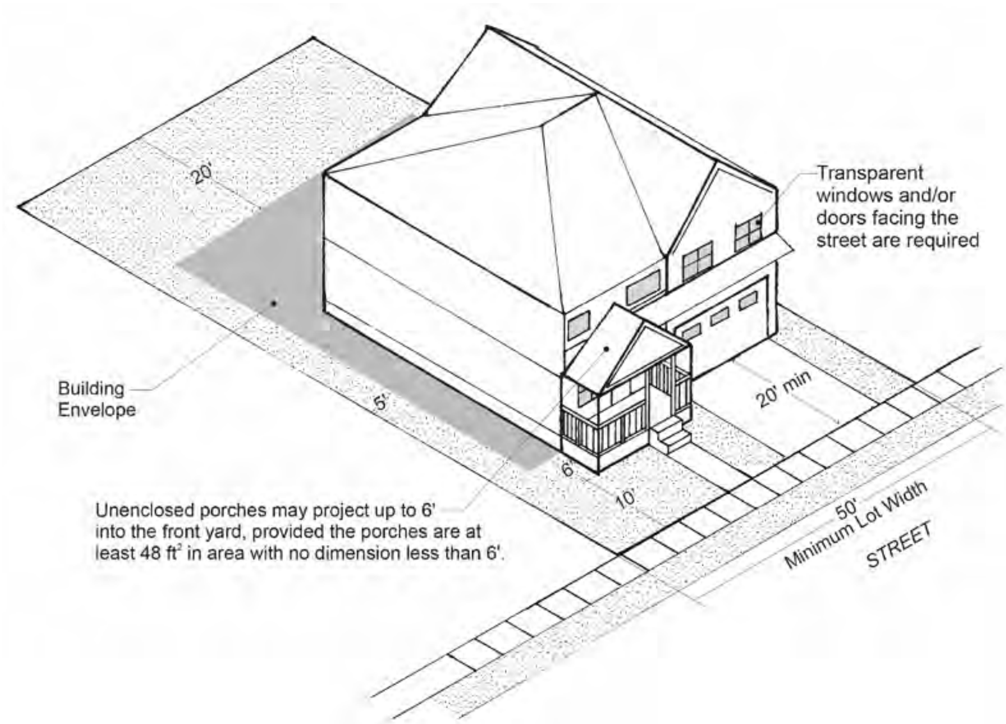
c. Other design features and improvements that add to the usability, privacy and desirability of the private space.

As an example, a forty-five-hundred-square-foot lot would require a contiguous open space of at least four hundred fifty square feet, or approximately fifteen feet by thirty feet in area for a standard dimension, or ten feet by forty-five feet if the dimension is reduced and design features added.

Such open space shall not be located within the front yard.

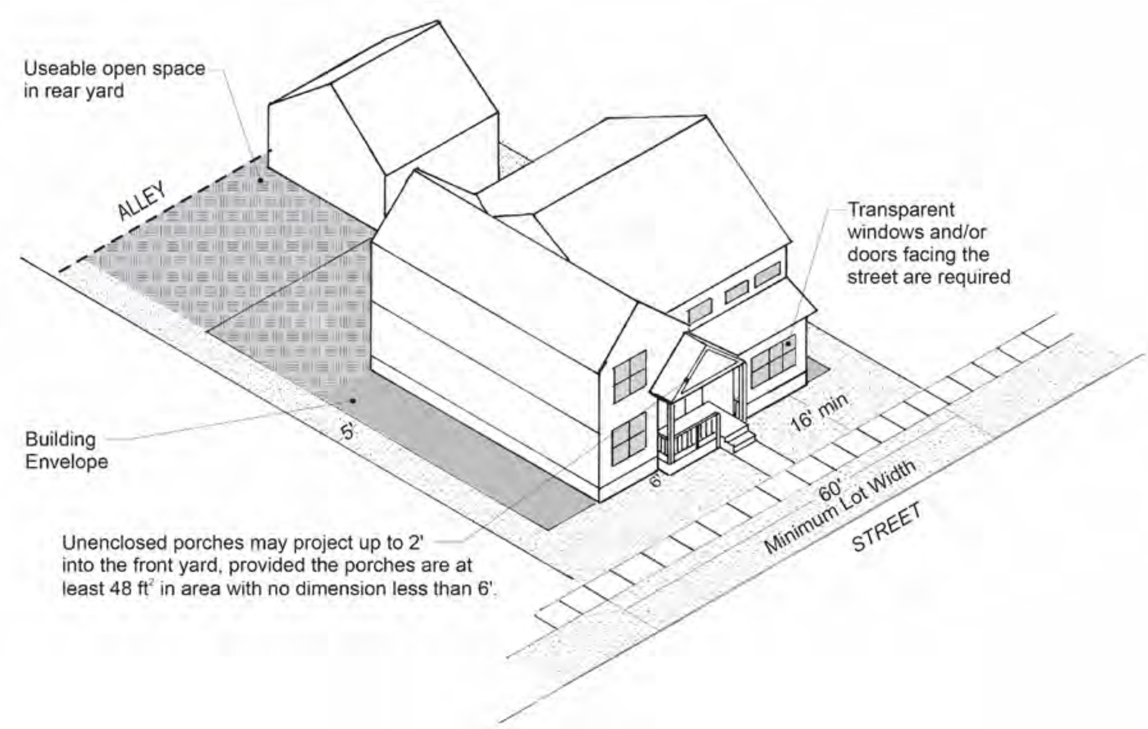
For duplexes and triplexes, each dwelling unit must have direct access to its own usable open space. (See Tables 16T-75 and 16T-76.)

Table 16T-75



Minimum standards for front-loaded lots in the Low Density Residential ~~(3-6)~~ District.

Table 16T-76



Minimum standards for alley-loaded lots in the Low Density Residential ~~(3-6)~~ District.

2. Maximum building area coverage, fifty percent. ~~Undeveloped lots vested prior to May 15, 2008, shall be exempted from this standard provided they meet minimum usable open space requirements herein.~~

3. Maximum development coverage, sixty-five percent. Side and rear yard patios are exempt from development coverage restrictions provided the paving material used is considered a pervious pavement by the city of Lacey's public works department.

4. Maximum height:

Main building and accessory dwelling, twenty-five feet; thirty-five feet where the roof pitch is at least four feet vertical to twelve feet horizontal.

Townhouses, thirty feet; thirty-five feet where the roof pitch is at least four feet vertical to twelve feet horizontal.

Accessory building, shall be limited to the height of the primary building, provided structures over sixteen feet in height shall require design review. Design shall demonstrate a compatibility with the primary structure and shall not dominate the site visually.

An additional two feet in height is permitted for structures with green roofs occupying at least fifty percent of the area of the roof.

5. Accessory buildings. ~~All a~~Accessory buildings ~~must~~ shall comply with the current building setbacks as stated in this chapter; provided, however, if the accessory building is less than two hundred square feet, the following setbacks are permitted:

Front yard, ~~fifteen~~ sixteen feet.

Side yard, five feet.

Rear yard, three feet.

6. Accessory dwelling units: All attached accessory dwelling units shall comply with the setback requirements contained in this chapter; provided, however, minimum setbacks for single-story detached accessory dwelling units shall be as follows:

Front yard, sixteen feet.

Side yard, five feet.

Rear yard, five feet.

Front yard flanking streets, ten feet.

If the detached accessory dwelling unit is more than a single story, minimum setbacks shall be as follows:

Front yard, sixteen feet.

Side yard, ten feet.

Rear yard, ten feet.

Front yard flanking streets, ten feet.

Section 6. Section 16.09.010 of the Lacey Municipal Code is hereby amended as follows:

16.09.010 Land use or zoning districts established.

To carry out the purpose of this title, the city is divided into the following districts: Agricultural, McAllister Springs Geologically Sensitive Area Residential District, Low-Density Residential~~ 0-4, Low Density Residential 3-6~~, Lacey Historical Neighborhood, Moderate-Density Residential, High-Density Residential, Mixed Use Moderate Density Corridor, Mixed Use High Density Corridor, Hawks Prairie District, Village Center, Neighborhood Commercial, Community Commercial, General Commercial, Central Business Districts 4-7, Saint Martin's University, Woodland District, Community Office, Light Industrial/Commercial, Light Industrial, Industrial, Mineral Extraction, Open Space/Institutional, Cemetery, Environmentally Sensitive Areas (overlay), Limited Zone (overlay), Planned Industrial Park Development (overlay).

Section 7. Section 16.40.050 of the Lacey Municipal Code is hereby amended as follows:

16.40.050 Site requirements.

Minimum site requirements shall be as follows:

A. Lot area, twenty thousand square feet.

B. Lot width, one hundred feet.

C. Side yard setback, fifteen feet.

D. Rear yard setback, twenty-five feet.

E. Front yard setback, twenty feet.

F. Buildings of more than two hundred thousand square feet shall meet the requirements of LMC 16.40.052.

G. Wherever there are multiple buildings on the same lot, a minimum separation distance, meeting the requirements of LMC 14.23.083, shall be maintained between such buildings.

H. When adjacent to a residential zoned property (LD ~~0-4, LD 3-6~~ MD, or HD), or an open space institutional zoned property (OSI), the minimum yard setback adjacent to the residential or open space institutional zone shall be fifty feet.

I. Truck bay doors and/or loading or unloading areas shall not face residential zoned property (LD ~~04, LD 3-6~~, MD or HD), if within two hundred fifty feet of said zones, unless separated by the placement of a building without bay doors and/or loading or unloading areas facing the residential zone.

Section 8. Section 16.41.050 of the Lacey Municipal Code is hereby amended as follows:

16.41.050 Site requirements.

Minimum requirements shall be as follows:

A. Minimum Lot Size. The lot size shall be sufficient to accommodate the use(s) and requirements of the Lacey Municipal Code and Development Guidelines and Public Works Standards;

B. Setbacks.

1. Front Yard. The front yard shall be a minimum of fifteen feet.

2. Yard Area on Flanking Street or Corner Lot. The yard area on a corner lot shall be the same as the front yard under subsection (B)(1) of this section.

3. Side Yards. The side yards shall be a minimum of fifteen feet.

4. Rear Yards. The rear yards shall be a minimum of fifteen feet.

5. Setbacks required by this section may be waived by the site plan review committee pursuant to the policies of this chapter.

C. Transitional Buffer. When adjacent to residential zones (LD~~ 0-4, LD 3-6~~, MD, or HD) and where parking areas, truck bay doors and or loading or unloading areas face the residential use, a yard of not less than fifty feet shall be provided. Where placement of a building without bay doors and/or loading or unloading areas face the residential zone, standard yard requirements apply; provided, that the requirements of LMC 16.80.050(B) are met for Type 1 landscaping.

D. Height Limitation. Building heights are limited to sixty feet.

Section 9. Section 16.61.030 of the Lacey Municipal Code is hereby amended as follows:

16.61.030 Where permitted.

Townhouse developments may be permitted in the following land use districts, consistent with the development standards in this chapter:

A. Low Density ~~3-6~~ Residential District;

B. Moderate Density Residential District;

C. High Density Residential District.

Section 10. Section 16.61.040 of the Lacey Municipal Code is hereby amended as follows:

16.61.040 Development standards.

A. Density. The density of the underlying zone governs unless a density increase is granted as provided in this chapter.

B. Density Increase. The city may approve an increase in the dwelling unit density of up to fifteen percent in the Low Density ~~3-6~~ District, twenty percent in the Moderate Density District and twenty-five percent in the High Density District, rounded up to the nearest whole number; provided, that four of the five following environmental and recreational amenities are implemented:

1. Develop and equip significant recreational areas within the common open space with such features as, but not limited to, swimming pools, tennis courts, bike or pedestrian path systems, children's play areas.
2. Substantial retention of natural ground cover, bushes and trees.
3. Vegetated LID facilities are included in the design and serve as a visual amenity.
4. Provide significant access to a lake, river, stream or other natural water body.
5. Provide substantial and exceptional landscaping treatment either as an adjunct to or in natural landscaping beyond the minimum required.

C. Lot Area and Width of Each Townhouse Unit. Townhouse units may either be condominiumized, provided the city has adopted an ordinance providing this option, or subdivided into individual lots. Lot configurations shall be governed by density, setbacks, open space, and other requirements and guidelines herein.

D. Height. The maximum height of any townhouse shall not exceed that allowed in the district in which the development is located.

E. Right-of-Way Setback. Right-of-way setbacks shall be the same as those specified in the applicable zoning district.

F. Rear Yard Requirements. For front loaded units, the minimum rear yard requirement shall be fifteen feet to the rear property line. Townhouses with a rear load may have garages within three feet of the rear lot line or paved alley.

G. Private Yard Area. Every lot containing a townhouse must provide a private yard of at least three hundred square feet. Acceptable private yard space may include landscaped front or rear yards, porches, balconies, and rooftop decks (where designed to accommodate outdoor pedestrian uses). Up to fifty percent of the required private yard area can be included as additional common open space provided for the applicable townhouse group. Such common open space must be above and beyond minimum open space requirements of LMC 15.12.120.

H. Side Yard Requirements. The minimum side yard requirement shall be the same as the underlying zone.

I. Maximum number of townhouses in one building: Six.

J. Minimum Distances Between Townhouse Groups. No portion of a townhouse, accessory structure or other building type in or related to one group or cluster of contiguous townhouses shall be nearer than twenty feet to any portion of a townhouse or accessory structure of another townhouse building or cluster.

K. Access. When the only driveway is from the street, each pair of units must share a common curb cut. Alternative configurations may be considered through the design review process, provided they mitigate negative safety, visual, and compatibility impacts.

L. Design. Townhouses are subject to design criteria established in LMC 14.23.080.

M. Conversion. Conversion of existing structures to a townhouse project will be permitted provided all townhouse development standards as outlined in this section can be satisfied.

(See Table 16T-84)

Section 11. Section 16.62.020 of the Lacey Municipal Code is hereby amended as follows:

16.62.020 Where permitted.

Cottage housing development shall be permitted in the following land use districts, consistent with the development standards in this chapter:

A. Low Density Residential ~~3-6~~ District.

B. Moderate Density Residential District.

C. High Density Residential District.

D. Cottage housing developments are intended to be integrated with other housing types. Specifically, no more than five clusters of cottages are permitted in any individual development, except for large developments where cottages represent less than twenty five percent of the total number of dwelling unit.

Section 12. Section 16.62.030 of the Lacey Municipal Code is hereby amended as follows:

16.62.030 Development standards.

A. Density. The density of the underlying zone governs unless a density increase is granted as provided in this chapter.

B. Density Increase in the Low Density Residential ~~(3-6)~~ and Moderate Density Residential Districts. The city may allow two cottage units for each regular dwelling unit allowed under existing standards in the Low Density Residential ~~(3-6)~~ and Moderate Density Residential Districts.

C. Maximum Gross Floor Area. The maximum allowed gross floor area is one thousand two hundred square feet per dwelling. The maximum gross floor area for the ground floor or main floor is eight hundred square feet per dwelling.

D. Platting. A cottage development may be completed through a subdivision plat, short plat, or condominium provided the city has adopted an ordinance providing this option.

E. Design. Cottages are subject to the design criteria in LMC 14.23.072. Where there are conflicts between LMC 14.23.072 and the standards in this chapter, the standards herein shall apply.

F. Minimum Common Space. The minimum common space required is three hundred square feet per dwelling. The common open space shall be configured so that at a minimum:

1. The common open space abuts fifty percent of the cottages in a cottage housing development.
2. Cottages are oriented around at least two sides of the common open space.
3. Cottages are oriented around the open space with an entry facing the common open space.
4. Cottages should be within sixty feet walking distance of the common open space.
5. Area required to meet minimum private open space, setback, and parking requirements may not be used in the calculations for common open space.

6. Common open space shall be accessible to all cottage residents in the applicable cluster and maintained by the development's homeowners association.

G. Minimum Private Open Space. The minimum private open space required is two hundred square feet per dwelling. Required open space shall be adjacent to each dwelling unit and for the exclusive use of the cottage resident(s). The private space shall be:

1. Usable (not on a steep slope).

2. Oriented toward the common open space as much as possible.

3. No less than eight feet in dimension on any side. A desirable configuration for this private open space is an area between the dwelling unit and the common open space, similar to what's shown in the examples in Table 16T-85.

H. Facades and Porches.

1. Cottages facing the common open space or common pathway must feature a roofed porch at least eighty square feet in size with a minimum dimension of eight feet on any side.

2. Cottages fronting on a street shall provide a covered entry feature with a minimum dimension of six feet by six feet facing the street. This is in addition to the porch requirement, where the cottage is adjacent to a common open space or pathway.

3. All facades facing common open space, pathways, and streets shall comply with architectural details and windows and transparency design criteria specified in LMC 14.23.072(C) and (I), respectively.

I. Maximum Height for Cottages.

1. The maximum height for cottages with a minimum roof slope of six feet vertical to twelve feet horizontal is twenty-five feet. All parts of the roof above eighteen feet shall be pitched.

2. The maximum height for cottages with a roof slope less than six feet vertical to twelve feet horizontal is eighteen feet.

3. The maximum height for all accessory structures is eighteen feet.

J. Setbacks. The setback requirements are the same as the other residential uses in the underlying zone.

K. Minimum Distance Separating Structures. The minimum required distance separating structures (including accessory structures) is ten feet.

L. Parking Requirements.

1. The required number of parking spaces is an optional minimum of one space and a maximum of one and one-half spaces per dwelling.

2. Parking shall be located on the same property as the cottage development.

3. Parking and vehicular areas shall be screened from public streets and adjacent residential uses by landscaping or architectural screens. The illustration in Table 16T-85 provides a good example of screening with columnar trees separating the driveway from the adjacent property.

4. Parking shall be located in clusters of not more than five adjoining uncovered spaces (except where parking areas are adjacent to an alley or vegetated LID facilities).

5. Parking is prohibited in front and interior yard setback areas. The top illustration and photo in Table 16T-85 provide good examples of parking location.

6. All detached parking structures shall have a pitched roof design.

7. Garages may be attached to individual cottages provided all other design standards have been met and the footprint of the ground floor, including the garage, does not exceed one thousand square feet. Such garages shall be located away from common open spaces to the extent possible.

8. At least fifty percent of the required parking spaces shall be enclosed. Such structures shall be designed consistent with the cottage architecture. This includes similar building materials, rooflines, and detailing.

M. Utility Elements. Utility meters and heating/cooling/ventilation equipment shall be located/designed to minimize visual impacts from the street and common areas.

N. Existing Nonconforming Structure and Accessory Dwelling Units.

1. On a lot to be used for a cottage housing development, an existing detached single-family residential structure, which may be nonconforming with respect to the standards of this chapter, shall be permitted to remain, provided the house and any accessory structures are not enlarged and the development meets the standards herein. The existing dwelling shall be included in determining the allowable density for the site.

2. For any cottage development containing an existing house and an accessory dwelling unit, the accessory dwelling unit shall be counted as a cottage for the purposes of determining allowable density for the site.

O. Clustering Groups. Developments shall contain a minimum of four and a maximum of twelve dwellings located in a cluster group to encourage a sense of community among the residents. A development site may contain more than one cluster.

P. Cottage housing developments are subject to design review requirements of Chapter 14.23 LMC.

Q. The city desires to form partnerships with nonprofit housing authorities and the private development community in promoting infill, providing affordable housing and achieving GMA smart growth and livable city objectives. To provide for innovation and creativity in achieving housing and livable city objectives of the Plan, flexibility may be permitted where a specific cottage project furthers the Plan's objectives, but zoning code requirements would prevent the project, make it less effective in implementing the Plan's intent, or act as a barrier to implementation of the Plan's vision. The city may waive said code provisions under the following conditions:

1. The city and the private/public partners believe the subject project meets community objectives of smart growth, livable city and sustainability as identified in the city Comprehensive Land Use Plan;
2. Design of the project gives significant attention to place making and functionality that will enhance the livability of the neighborhood in which it is located, as identified in the Comprehensive Land Use Plan and/or the applicable neighborhood plan;
3. Design includes energy conservation features that promote sustainability goals as identified in the Comprehensive Land Use Plan and/or other plans developed to promote energy conservation and sustainability;
4. The project addresses target demographics or specific community housing need as identified in the Comprehensive Land Use Plan's Housing Element and/or the applicable neighborhood plan;

5. Based upon a determination by the director, the proposed project design will better implement objectives of the Comprehensive Land Use Plan.

Section 13. Section 16.67.050 of the Lacey Municipal Code is hereby amended as follows:

16.67.050 Sensitive land uses.

The following uses, properties and zones are considered sensitive as referenced in LMC 16.67.030:

A. Property used for public and private schools;

B. Property used for public parks;

C. Property used for public libraries;

D. Property used for state-certified day care;

E. Property used for community teen centers;

F. Property used for churches, cemeteries or other religious facilities or institutions;

G. Property used for residential and lodging uses and property zoned primarily for residential uses, including LD~~ 0-4, LD 3-6~~, MD, and HD zones;

H. Property used for organizations, associations, facilities and businesses which provide, as a substantial portion of their activities, function or business, the provision of services to children and/or youth, so that the premises of the organization, facility or business would have children and youth in attendance or at the location during a predominant portion of the operational hours of an adult entertainment facility.

Section 14. Table 16T-13 of the Lacey Municipal Code is hereby amended as follows:

Use	Unit Measure	Optional Min	Max	Required Bicycle Parking Spaces
BUSINESS PARK				
General business park[1]	Per 1,000 square feet	2	4	See offices
COMMERCIAL				
Banks	Per 1,000 gross square feet	2	3	See offices
Billiard halls	Per table	1	2	1 per 20 auto stalls. Minimum of 4
Bowling alleys	Per alley	3	5	1 per 20 auto stalls. Minimum of 4
Commercial recreation	Per 1,000 square feet	3	5	1 per 20 auto stalls. Minimum of 4
Daycare, preschools, nursery schools	Per teacher plus one drop-off loading area per 7 students	0.5	1	1 per 25 auto stalls. Minimum of 1
Hotels, motels	Per room or suite	1	2	See retail
Medical offices	Per 1,000 square feet of GFA	2	4	See offices
Mini storage	Per 100 units or a minimum of 3 spaces plus 2 for permanent on-site managers	1		None
Mortuaries, funeral homes	Per 4 seats	1	2	None
Neighborhood commercial shopping area	Per 1,000 square feet	1	2	See retail
Office building	Per 1,000 square feet of GFA			1 per 15 auto stalls. Minimum of 2
	• With on-site customer service	2	4	

Use	Unit Measure	Optional Min	Max	Required Bicycle Parking Spaces
	• Without on-site customer service	1.5	3	
Regional shopping centers, food and drug stores	Per 1,000 square feet of GFA	3	6	See retail
Restaurants	Per 100 square feet of dining area	1	4	See retail
Retail	Per 1,000 gross square feet	3	6	1 per 20 auto stalls. Minimum of 2
Retail in mixed use development[2]	Per 1,000 gross square feet	2	4	See retail
Service stations (mini marts are retail uses)	Per employee plus per service bay	0.5	1	None
INDUSTRIAL				
General industrial	Greatest number of employees on a single shift plus one square foot of parking for each square foot of display area plus one space for each vehicle owned, leased or operated by the company	0.5	1	See offices
Warehouse	Per 1,000 square feet of GFA plus	1		None
	Per 400 square feet of GFA used for office or display area	1		
INSTITUTIONAL				
Convalescent facilities, nursing homes	Per 2 patient beds	1	3	See offices

Use	Unit Measure	Optional Min	Max	Required Bicycle Parking Spaces
Hospital	Per bed	0.5	1	See offices
Libraries	Per 200 square feet of GFA	0.5	1	1 per 20 auto stalls. Minimum of 2
Schools, elementary and junior high	Per classroom and office	1	1.5	1 per classroom
Schools, senior high	Per classroom and office plus per each 5 students of designated capacity	1	2	1 per five auto stalls. Minimum of 2
PLACES OF ASSEMBLY				
Places of assembly without fixed seats	Per 1,000 square feet of GFA[3]	10	11	1 per 25 auto stalls. Minimum of 2
Places of worship	Per 4 seats	1	2	1 per 40 auto stalls. Minimum of 4
Stadiums, auditoriums, gymnasiums, theaters[4]	Per 4 seats of the permitted assembly occupants.	1	1.5	1 per 25 auto stalls. Minimum of 4
RESIDENTIAL				
Accessory dwelling unit	Per dwelling unit	1		None
Single-family	Per dwelling unit	2[6]		None
Duplexes and Triplexes	Per dwelling unit	2		None
Multifamily structures greater than three units	Per dwelling unit	1.5		1 per 10 auto stalls. 2 minimum per building
Manufactured home subdivision	Per dwelling unit	2		None
Manufactured home parks[5]	Per dwelling unit	1.5		None

Use	Unit Measure	Optional Min	Max	Required Bicycle Parking Spaces
Rooming houses, lodging houses, bachelor or efficiency units	Per occupant	1	3	None
Senior citizen apartments	Per 3 dwelling units	1	2	See multifamily

[1] When calculating need, a lower ratio of five-tenths per one thousand square feet of GFA can be justified when a covenant is attached to the property that limits the occupancy load to ninety-five percent of the parking stalls available. In addition, the SPRC may authorize a parking ratio up to five spaces per one thousand square feet of GFA if the need can be demonstrated.

[2] If retail space in a mixed-use development exceeds forty percent of the gross floor area of the development, the retail use parking requirements of this section apply to the entire space.

[3] Gross square feet does not include enclosed or covered areas used for off-street parking or loading, mechanical floor areas or covered public spaces.

[4] School and/or public facility parking spaces may be used provided the facilities are on the same or contiguous parcels within three hundred feet of the theater or auditorium.

[5] In manufactured home parks, the parking spaces in excess of one per manufactured home may be grouped in shared parking areas.

[6] For single-family residential development, a minimum of two parking spaces is required.

The following notes apply to all of the above uses:

• Minimum automobile spaces listed in the table are optional guidelines provided in LMC 16.72.030(D)(1)(c) (optional minimum guidelines). Minimum parking spaces for bike parking are mandatory.

• Parking ratios for mixed use development projects shall be determined by calculating the percentage of GFA by use multiplied by the appropriate parking ratio for each use plus a five percent parking reduction for two uses, ten percent parking reduction for three uses and fifteen percent parking reduction for four or more uses.

• Parking spaces provided as part of the above/below grade parking amenity identified in Table 14T-12 shall be exempt from all maximum parking requirements.

• All major employers or major worksites, as defined by RCW 70.94.524, shall designate at least five percent of auto spaces as carpool spaces. These spaces must be located as close to the main employee entrance as possible and shall be called out on the site plan.

• Where adjacent roads are designed for on-street parking and approved by the public works director, parking credit may be given for on-street parking.

Section 15. Section 14.23.073 of the Lacey Municipal Code is hereby amended as follows:

14.23.073 Design Criteria For Duplexes And Triplexes In Areas Predominantly Built Out With Single-Family Detached Structures.

To locate duplex and triplex units in areas developed with single-family structures will be controversial because of perceptions that rental units could potentially devalue traditional single-family units. One way to allay these perceptions is to provide duplex and triplex units that blend in with the environment. This can enrich the architectural standards and appearance of the surrounding subdivision or neighborhood. To do this, special guidelines are needed to promote outstanding design and quality of such units.

A. Similarity to Single-Family Detached Structures. To accomplish this, duplex and triplex units in single-family residential areas shall comply with the design criteria for detached single-family dwellings in LMC 14.23.072 unless otherwise noted below. (See Table 14T-39.)

B. Supplemental Design Criteria. Where there is a conflict with the detached single-family design criteria set forth in LMC 14.23.072, the design criteria herein shall apply.

1. Entry Design.

    a. Use either a single entry providing access to multiple units with appearance of a single entry to a single-family house or separate distinct covered entries;

    b. For duplexes located on street corners, entries shall be provided on different sides of the structure so only one entry is visible from any one street.

2. Location of Garages. Garages for each of the units shall be separated from one another by living units of one or more of the units, except where designed with adjacent single or tandem garages. No more than two single or tandem garages may be placed in a row.

3. Architectural Variety. When reviewing developments with multiple adjacent duplexes, each duplex structure shall be reviewed as an individual home or building in terms of compliance with LMC 14.23.072(J).

C. Design Option. Duplexes and triplexes can either be designed to look like one single-family house (containing one distinct entry) or designed to look like two or three distinct dwelling units (each with their own individual covered entry). Both design options shall utilize complementary design elements as described in subsection D of this section.

D. Complementary Design. Units shall have a design that provides significant architectural interest and is complementary to single-family units in the subdivision. A number of techniques can be used to achieve architectural interest:

1. Roof breaks, use of dormers, masonry chimneys;
2. Modulation of facades and fenestration;
3. Use of balconies, decks and porches.

E. Landscaping. Utilize native and drought-tolerant landscaping and/or vegetated LID facilities that complement the architecture of the unit.

F. Privacy Standards.

1. Window Placement. Placement of windows shall consider privacy so residents from one unit to the next cannot look directly into another unit.

2. Location and orientation of dwelling units shall consider privacy.

3. Side Yard Screening Options. All developments shall utilize one of the following screening methods in side yards:

a. Provide Type I, II, or III landscaping (as defined in LMC 16.80.050) between adjacent homes.

b. Provide solid wood fence or masonry wall, or combination of wood and masonry, six feet in height and located along the property line.

c. Provide a zero-lot line configuration or other similar treatment whereby one side of a home does not feature transparent windows or other openings and thus maximizing privacy on the side yard of the adjacent dwelling unit.

d. Other treatments that meet the intent of the criteria as approved by the director. Examples can include lower fencing and/or reduced or alternative landscaping treatments. (See Table 14T-28.)

G. Frontage improvements. Duplexes and triplexes shall comply with the street frontage improvement requirements of Chapter 4B of the Development Guidelines and Public Works Standards.

Section 16. Section 1.20.020 of the Lacey Municipal Code is hereby amended as follows:

1.20.020 Council policy regarding the waiver of building permit and other construction-related fees for community~~-based~~ housing development organizations, Habitat for Humanity, and Boys and Girls Club of Thurston County projects.

The city manager is authorized, in accordance with the standards and conditions set forth in that certain council policy entitled "Waiver of Building Permit and Construction-Related Fees," to waive the fees that otherwise would be required under the Lacey Fee Schedule adopted by resolution of the city council and the following provisions of the Lacey Municipal Code for community housing development organizations that meet the requirements set by the

U.S. Department of Housing and Urban Development (HUD), Habitat for Humanity, and Boys and Girls Club of Thurston County projects:

A. "Water Meter Only" and "Construction Water" - LMC 13.32.010.

B. Building Permit Fee - Chapter 14.04 LMC.

C. Mechanical Permit Fee - Chapter 14.05 LMC.

D. Plumbing Permit Fee - Chapter 14.06 LMC.

E. Electrical Permit Fee - Chapter 14.13 LMC.

F. Plan check fees in conjunction with the permits listed above.

G. Transportation Mitigation Fee - Chapter 14.21 LMC.

Section 17. There is hereby added to the Lacey Municipal Code a new section, 1.20.040, as follows:

1.20.040 Waiver of building permit and other construction-related fees for affordable housing projects.

The City Manager is hereby authorized to waive the following fees for affordable housing projects that otherwise would be required under the Lacey Fee Schedule adopted by resolution of the City Council and the provisions of the Lacey Municipal Code:

A. "Water Meter Only" and "Construction Water" - LMC 13.32.010.

B. Building Permit Fee - Chapter 14.04 LMC.

C. Mechanical Permit Fee - Chapter 14.05 LMC.

D. Plumbing Permit Fee - Chapter 14.06 LMC.

E. Electrical Permit Fee - Chapter 14.13 LMC.

F. Plan check fees in conjunction with the permits listed above.

G. Transportation Mitigation Fee - Chapter 14.21 LMC.

Section 18. There is hereby added to the Lacey Municipal Code a new section, 1.20.050, as follows:

1.20.050 Project eligibility.

A proposed project must meet the following requirements for consideration of a waiver of fees identified in Lacey Municipal Code 1.20.040:

A. Location. The project must be located within the Lacey corporate limits.

B. Proposed Completion Date. The construction of housing units granted a waiver shall be completed within two years from the date of approval of the application.

C. Minimum Percentage. A minimum of 10 percent of the total number of proposed units within a development that is granted a waiver shall be designated affordable under section 1.20.050 (F).

D. Other Regulations. Units granted a waiver shall comply with all applicable Federal, State, and local affordability standards.

E. Targeted Area Median Income. Proposed affordable housing units shall be rented or sold to individuals with an area median income of 80% or less as established by the most recent Department of Housing and Urban Development calculation for the Olympia-Tumwater WA Metropolitan Statistical Area.

F. The applicant agrees the units granted a waiver will remain designated for those with an area median income of 80% or less as established by LMC 1.20.050(E) in perpetuity. This classification shall be established through restrictive covenants, deed restrictions, or other binding affordability agreement approved by the City. These affordability covenants or deed restrictions must be in place as a written agreement that is recorded with the deed of the property and limits transfer of the property to another qualified household. The covenants or deed restrictions will apply permanently.

G. An agency designated by the City shall monitor compliance of the affordability requirements established by LMC 1.20.050(F) for units granted waivers.

Section 19. There is hereby added to the Lacey Municipal Code a new section, 1.20.060, as follows:

1.20.060 Administration.

A. Fee waiver grantees shall be required to provide a certified written annual report to the City of Lacey and the designated agency demonstrating continued compliance with affordable housing requirements as well as reporting occupancy and vacancy statistics of the affordable housing units.

B. If an applicant is planning to utilize a third-party entity to provide and manage the affordable units, the applicant and the third party must enter into an agreement that clarifies the management, use and oversight of the affordable components. This agreement is in addition to a deed restriction and/or affordability covenant.

C. The affordable units shall be distributed proportionally throughout the development, appropriately designed and integrated with the market-rate units, and, as feasible, contain the same number of bedrooms as the market-rate units. Thirty percent (30%) of affordable units must be delivered in the first phase (where applicable) and the remainder of the units must be delivered proportionally based on the development build-out and phasing.

D. The waiving of fees will only apply to the affordable units within a development. The City will not waive fees for market-rate units.

Section 20. There is hereby added to the Lacey Municipal Code a new section, 1.20.070, as follows:

1.20.070 Application review.

A. The City Manager may certify as eligible an application which is determined to comply with the requirements of this chapter. A decision to approve or deny an application shall be made within ninety (90) calendar days of receipt of a complete application.

B. Approval. The City Manager may approve the application upon the finding that:

1. The proposed project is or will be, at the time of completion, in conformance with all local plans and regulations that apply at the time the application is approved; and

2. The applicant has complied with all standards and guidelines adopted by the city under this ordinance.

C. The City Manager shall issue a written decision on issuance of a waiver to the applicant.

D. Availability of Waivers. The City of Lacey is limited in the number of waivers distributed each year. The number of waivers available shall be limited to 50 units per year. These waivers will be distributed on a first come, first served basis.

Section 21. There is hereby added to the Lacey Municipal Code a new section, 1.20.080, as follows:

1.20.080 Cancellation of project.

A. If the designated agency determines the applicant is not in compliance with the terms of this chapter, the waiver of fees will be canceled. This cancellation may occur in conjunction with the annual review or at any other time when noncompliance has been determined. If a cancellation of fees occurs, the current owner of the unit will be required to reimburse the City all waived fees adjusted annually for inflation.

B. If the developer or property owner wishes to terminate their waiver of fees, they must provide thirty (30) days' written notice to the City Manager. Upon cancellation, reimbursement shall be made to the City for all waived fees adjusted annually for inflation.

C. Notice and Appeal. Upon determining that a waiver of fees is to be canceled, the City Manager shall notify the property owner by mail, return receipt requested. The property owner may appeal the determination by filing a notice of appeal with the City Manager within thirty (30) calendar days, specifying the factual and legal basis for the appeal. The Hearings Examiner will conduct a hearing at which all affected parties may be heard and all competent evidence received. The Hearings Examiner will affirm, modify, or repeal the decision to cancel the exemption based on the evidence received. Any appeal of the Hearings Examiner's decision shall be to Thurston County Superior Court.

Section 22. Section 3.64.120 of the Lacey Municipal Code is hereby amended as follows:

3.64.120 Effective period.

This chapter shall remain in effect through December 31, ~~2024~~2034, and shall automatically expire after that date unless, prior to that date, the city council takes action to extend the same.

Section 23. SEVERABILITY. If any section, sentence, clause or phrase of this ordinance should be held to be invalid by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 24. CORRECTIONS. The City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 25. The Summary attached hereto is hereby approved for publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF LACEY, WASHINGTON, at a regularly-called meeting thereof, held this 20th day of January, 2022.

CITY COUNCIL

By:______________________
Mayor

Approved as to form:

____
City Attorney

Attest:

____
City Clerk

SUMMARY FOR PUBLICATION

ORDINANCE NO. 1612

CITY OF LACEY

The City Council of the City of Lacey, Washington, passed on January 20, 2022, Ordinance No. 1612, entitled "AN ORDINANCE RELATED TO THE CITY'S HOUSING IMPLEMENTATION INITIATIVES, REPEALING CHAPTER 16.12, AMENDING SECTIONS 16.13.010, 16.13.020, 16.13.035, 16.13.050, 16.09.010, 16.40.050, 16.41.050, 16.61.030, 16.61.040, 16.62.020, 16.62.030, 16.67.050, 14.23.073, 1.20.020, AND 3.64.120, AMENDING TABLE 16T-13, ADDING NEW SECTIONS 1.20.040, 1.20.050, 1.20.060, 1.20.070, AND 1.20.080, ALL TO THE LACEY MUNICIPAL CODE AND APPROVING A SUMMARY FOR PUBLICATION."

The main points of the Ordinance are described as follows:

1. The Ordinance repeals Chapter 16.12 of the Lacey Municipal Code related to Low-Density District (0-4).

2. The Ordinance amends sections of the Lacey Municipal Code related to Low-Density District (3-6).

3. The Ordinance amends Chapter 1.20 of the Lacey Municipal Code related to waiver and deferral of fees for building of low-income housing.

4. The Ordinance amends Chapter 3.64 of the Lacey Municipal Code related to the multi-family tax exemption.

5. The Ordinance approves this Summary for Publication.

A copy of the full text of this Ordinance will be mailed without charge to any person requesting the same from the City of Lacey.

Published: January 24, 2022.

2022 COUNCIL ASSIGNMENTS *Edited 1-14-2022*

COUNCIL COMMITTEE	DATE / TIME	STAFF CONTACT	LOCATION	CURRENT CHAIR	MEMBERS
Community Relations & Public Affairs	1st Monday - 11:00 a.m.	Peri Edmonds 360-486-8704	Temporarily Meeting Remotely	**Steadman**	**Cox Greenstein Steadman**
Finance & Economic Development	4th Tuesday – 8:30 a.m.			**Ryder**	**Greenstein Miller Ryder**
General Government & Public Safety	4th Tuesday – 9:30 a.m.			**TBA**	**Greenstein Kunkel Ryder**
Land Use & Environment	4th Tuesday – 10:30 a.m.			**Cox**	**Cox Kunkel Vazquez**
Transportation	1st Tuesday – 11:00 a.m..			**Miller**	**Miller Steadman Vazquez**
Utilities	1st Monday – 12:00 p.m.			**Kunkel**	**Cox Kunkel Steadman**

INTERGOVERNMENTAL BOARDS & COMMISSIONS	DATE / TIME	STAFF CONTACT	LOCATION	DELEGATE	ALTERNATE
Climate Action Steering Committee	4th Monday 3:00 p.m. – 5:00 p.m.	Allison Osterberg 360-741-2513	2411 Chandler Court SW Olympia, WA 98502	**Cox**	**Vazquez**
Community Action Council	4th Wednesday 5:30 p.m. No meeting Nov. or Aug.	Ali Tope 360.438.1100 (x1132)	3020 Willamette Drive NE Lacey, WA 98503	**Steadman**	**Kunkel**
Economic Development Council	4th Wednesday 12:00 p.m. – 1:30 p.m.	Michael Cade 360.754.6320	4220 6th Avenue SE Lacey, WA 98503	**Miller**	**Kunkel**
Emergency Medical Services	3rd Wednesday 3:30 p.m. – 5:00 p.m.	Sandra Bush 360.704.2784	2703 Pacific Ave SE Olympia, WA 98501	**Greenstein**	**Steadman**
Intercity Transit Authority	1st & 3rd Wednesday 5:30 p.m.	Pat Messmer 360.705.5860	526 Pattison SE Olympia, WA 98501	**Vazquez**	**Cox**
Joint Animal Services Commission	1st Monday 5:30 p.m.	Sarah Hock 360.352.2510	Lacey City Hall Executive Boardroom	**Kunkel**	**Miller**
LOTT Clean Water Alliance	2nd Wednesday 5:30 p.m.	Maegen McAuliffe 360.664.2333 x5701	500 Adams Street NE Olympia, WA 98501	**Cox**	**Vazquez**
Mayors' Forum	1st Friday 12:00 p.m. – 2:00 p.m.	Nicole Williams 360.438.2620	Rotates each month	**Ryder**	**Miller**
Olympia-Lacey-Tumwater Visitor & Convention Bureau	3rd Tuesday 3:00 p.m. - 5:00 p.m.	Jeff Bowe 360.704.7544	Various Locations	**Kunkel**	**Miller**
Olympic Region Clean Air Agency	2nd Wednesday 10:00 a.m.	Debbie Moody 360.539.7610	2940 Limited Lane NW Olympia, WA 98502	**Vazquez**	**Cox**
Regional Housing Council	3rd Thursday 4:30 p.m.	Nicole Boyes 510-910-1119	Zoom Webinar	**Ryder**	**Cox**
Solid Waste Advisory Committee	1st Wednesday 10:00 a.m. – 11:30 a.m.	Amanda Romero 360.867.2282	9605 Tilley Road South Olympia, WA 98512	**Kunkel**	**Greenstein**
TCOMM 911	1st Wednesday 3:30 p.m.	Bre Skaggs 360.704.2729	2703 Pacific Ave SE, Rm. 119 Olympia, WA 98501	**Greenstein**	**Steadman**
Thurston County Law & Justice Council	January 20, April 21, July 21, October 20 4:30 p.m. – 6:00 p.m.	Mia Pagnotta 360.786.5868	2000 Lakeridge Drive Building 1, Room 280 Olympia, WA 98502	**Steadman**	**Greenstein**
Thurston Regional Planning Council	1st Friday 8:30 a.m. (except Jan & July, 2nd Fri)	Burlina Lucas 360.956.7823	2411 Chandler Court SW Olympia WA 98502	**Miller**	**Vazquez**
Thurston Thrives	3rd Monday 3:00 p.m. – 5:00 p.m.	Krosbie Carter 360.357.3362	809 Legion Way SE Olympia, WA 98501	**Miller**	**Vazquez**
Transportation Policy Board	2nd Wednesday 7:00 a.m.	Burlina Lucas 360.956.7823	2411 Chandler Court SW Olympia WA 98502	**Ryder**	**Steadman**

AD HOC COMMITTEES	DATE / TIME	STAFF CONTACT	LOCATION	DELEGATE	ALTERNATE
Law Enforcement Officers & Firefighters (LEOFF)	AS NEEDED	Jeni Schaefer 360.486.8728	Executive Boardroom	**Greenstein**	**Steadman**
Lodging Tax Advisory Committee (LTAC)		Nicole Williams 360.438.2620	Council Chambers	**Miller**	**Kunkel**
Thurston Chamber Shared Legislative Committee		Dave Schaffert 360.357.3362	TBD	**Ryder**	**N/A**
Thurston County Coalition Against Trafficking (TCCAT)		Mary Shockman 360.259.7704	Executive Boardroom	**Miller**	**Kunkel Vazquez**
Lacey South Sound Chamber		Blake Knoblauch 360.491.4141	TBD	**Kunkel**	**Steadman**
Lacey Youth Council		Kelly Adams 360.412.2892	Council Chambers	**Ryder**	**Vazquez**

LACEY CITY COUNCIL MEETING
January 20, 2022

SUBJECT: **Lacey Museum & Cultural Center Project – BP1 Demo**

RECOMMENDATION: **Motion to award Lacey Contract Number PW 2019-41 to Swofford Excavating from Washougal, Washington in the amount of $307,414.46.**

STAFF CONTACT: Scott Spence, City Manager
Scott Egger, P.E., Public Works Director
Jennifer Burbidge, Parks, Culture & Recreation Director
Tyson Poeckh, P.E., Ph.D., Project Administrator
Ashley Smith, P.E., Capital Projects Engineer

ORIGINATED BY: Public Works Department

ATTACHMENTS:
1. Bid Summary Sheet
2. Project Site Map

FISCAL NOTE: Funding is provided through source fund 301.0101.514.6004, BF5700. The contract value is $307,414.46. Grant funds available following consultant construction administration services total $527,310.00, requiring no additional funds.

This project is in partnership with Washington State Historical Society and expenditures will be reimbursed via Heritage Capital Projects Grant #23-21.

The Museum & Cultural Center project is not listed as a 2022 Capital Fund project. Funds are intended to be used for cash flow only prior to grant reimbursement, and a budget amendment will be needed.

PRIOR REVIEW: Historical Commission has reviewed this project at most of their monthly meetings during 2020 and 2021. Lacey City Council reviewed this project at the February 6, 2020, and August 8, 2020 City Council Worksessions and the May 28, 2020, City Council Meeting. Most recently, Lacey City Council was updated regarding this project at the March 11, 2021, joint City Council / Historical Commission Worksession and the January 13, 2022, City Council Worksession.

BACKGROUND:

Award of this contract will complete Phase 3 of the new Lacey Museum & Cultural Center project. Phase 1 was finished with completion of the Lebanon Street extension, parking lot installation, train playground installation and then construction of the Lacey Depot in 2020. Phase 2, design for the new museum building and site, was completed in 2021.

Phase 3, or current phase of the new Lacey Museum & Cultural Center project, will bring the site to a pre-development state and will include site demolition, grading and other work as outlined in the bid documents. Temporary power will be supplied to the Lacey Depot during Phase 3. This contract provides for demolition of the existing warehouse building and attached office space for the purpose of preparing the site for Phase 4 of the project; construction of the new Lacey Museum & Cultural Center with new parking lots under a separate bid package (BP2).

The project was advertised for three weeks and bids were opened January 6, 2022. Ten (10) bids were received. The 10 bids ranged from a low of $307,414.46 to a high of $533,325.00. Swofford Excavating of Washougal, Washington, submitted the lowest responsible bid at $307,414.46. The Engineer’s Estimate is $464,403.00. A Bid Summary Sheet is included below.

Swofford Excavating is qualified and capable of performing the work. Start date of the project is anticipated to be in February and there are 80 working days allotted. The project is expected to be complete in June 2022.

ADVANTAGES:

1. Work will return the site to a pre-development status, in preparation for construction of the future Museum & Cultural Center.
2. Site will be used for food truck plaza and other allowable events during the interim.

DISADVANTAGES:

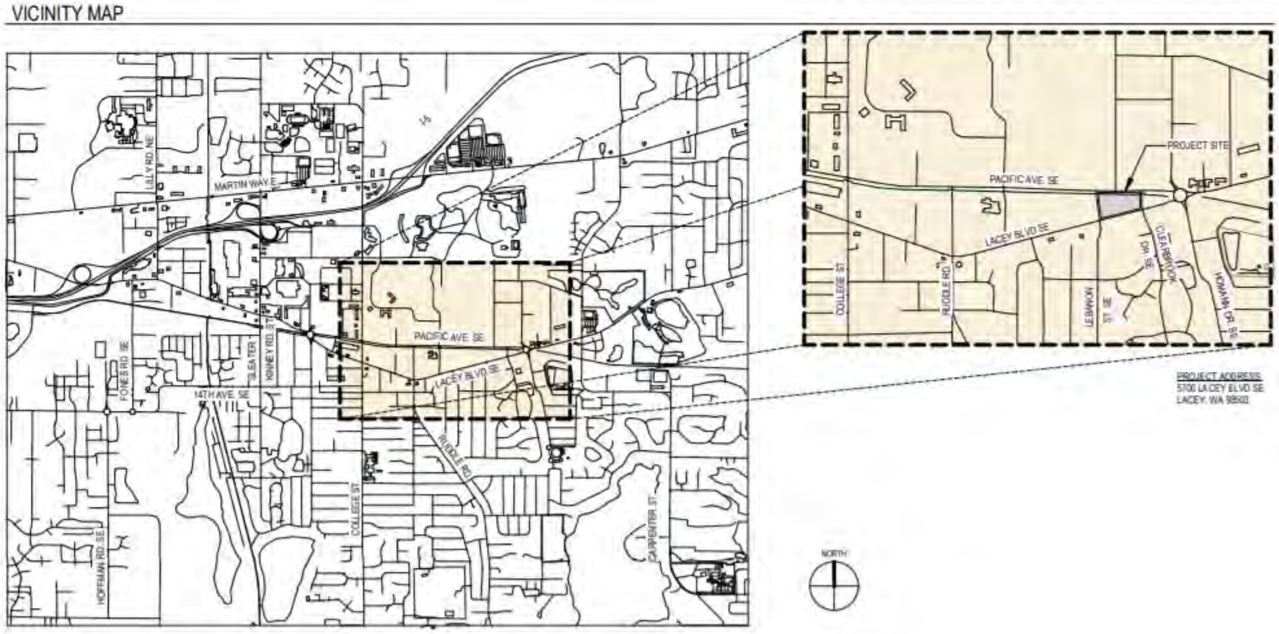
1. None noted.

1/10/2022

Museum Cultural Center - BP1 Demo
PW 2019-41

CONTRACTOR	LOCATION	BID	POS.
Swofford Excavating	Washougal	$307,414.46	1
Advance Environmental Inc	Olympia	$343,516.00	2
Hanson Excavation LLC	Shelton	$367,961.43	3
3 Kings Enviornmental	Battle Ground	$468,296.55	4
Brumfield Construction, Inc	Aberdeen	$472,826.80	5
Northwest Cascade, Inc.	Puyallup	$479,724.47	6
Construct, Inc.	Tumwater	$485,736.00	7
Sita Enterprises	Graham	$529,616.34	8
Rognlin's, Inc.	Aberdeen	$533,325.00	9
~~DP Excavation~~	~~Graham~~	~~REJECTED~~	

VICINITY MAP



LACEY CITY COUNCIL WORKSESSION
January 20, 2022

SUBJECT:	**Climate Mitigation Plan – Phase 4 Interlocal Agreement**
RECOMMENDATION:	**Authorize the City Manager to Execute the Interlocal Agreement between the City of Lacey, City of Olympia, City of Tumwater, Thurston County, and Thurston Regional Planning Council for Implementation of the Thurston Climate Mitigation Plan**
STAFF CONTACT:	Scott Spence, City Manager Rick Walk, Community and Economic Development Director Grant Beck, Planning & Development Services Manager
ORIGINATED BY:	Community and Economic Development Department
ATTACHMENTS:	1. Interlocal Agreement 2. Proposed 2022 Scope of Work
FISCAL NOTE:	Phase 1 cost totaled $5,000 Phase 2 cost totaled $43,750 Phase 3 cost estimated $47,184 Phase 4 2022 cost proposed $60,662
PRIOR REVIEW:	January 21, 2021, City Council Meeting December 10, 2020, City Council Worksession September 3, 2020, City Council Worksession September 1, 2020, Planning Commission June 23, 2020, General Government Committee December 12, 2019, City Council Worksession October 1, 2019, Planning Commission October 11, 2018, City Council Meeting September 20, 2018, City Council Worksession June 21,2018, City Council Worksession April 12, 2018, City Council Meeting March 15, 2018, City Council Worksession

BACKGROUND:

The City Council signed an interlocal agreement with Thurston County, Olympia, and Tumwater in April 2018 to begin the process to develop region wide climate action goals and policies through a Regional Climate Mitigation Plan.

Phase 1 (ILA approved by the City Council on April 12, 2019) focused on assessing existing policies and targets of each jurisdiction for gaps and consistencies, recommending a regional emissions target, identifying implemented mitigation actions undertaken by each jurisdiction to date, and recommended regional emissions reduction targets.

The recommended targets were adopted July 12, 2019. The targets are as follows:

- Achieve a 45% reduction of 2015 greenhouse gas levels by 2030.
- Achieve an 85% reduction of 2015 greenhouse gas levels by 2050.

Phase 2 (ILA approved by Council on October 11, 2018) furthered the efforts by development of the Thurston Climate Mitigation Plan; the final plan being issued after on December 20, 2020.

This process included the establishment of a steering committee and charter, a list of potential strategies and actions, which were incorporated into the final document after extensive public participation.

Phase 3 (ILA approved by Council on January 21, 2021) began the process of developing strategies and action plans to implement the Thurston Climate Action Plan. The Committee identified existing programs that implement the goals of the Action Plan and identified new actions and programs which could be taken and established to implement the goals of the Action Plan.

The primary deliverable for Phase 3 included preparing governance documents for long term regional implementation of the Action Plan. This resulted in the Phase 4 ILA and 2022 work program. Another deliverable is the preparation of white papers that provide significant background information such as cost, benefits, barriers, and opportunities for some of the top implementation possibilities. These will be presented to the Committee in January or February after the Committee received briefs last year from subject matter experts and stakeholders.

Next Steps:

Phase 4 will continue regional implementation of the Thurston Climate Action Plan. The proposed ILA for Phase 4 creates an ongoing framework for supporting regional climate action implementation.

The Steering Committee, comprised of elected officials from all the participating jurisdictions, have developed a 2022 work program to continue the implementation process. The total budget for 2022 is $242,648 with Lacey's share being $60,662.

The Committee will also develop a work program and proposed budget for the following year. The ILA does not create an ongoing financial commitment as participation is contingent upon the appropriation of funds by the legislative authority of each jurisdiction to complete the following years work program. If no such appropriation is made by a jurisdiction, that party is no longer part of the ILA, with notice to the other parties.

ADVANTAGES:

1. Long range targets based on the most current science and methodology for emissions reductions keep the City on a path to mitigating climate change for future generations.

2. Regional and local approaches are key to achieving a coordinated and collaborative response to climate mitigation.

DISADVANTAGES:

1. Implementation of the Thurston Climate Action Plan requires significant and on-going investment at both the regional and jurisdiction levels.

2. The proposed ILA does not negate the need for local investment in resources to implement the Action Plan policies locally.

3. Successful implementation of the Climate Action Plan is dependent upon full participation from the community to change current practices and habits to meet targeted carbon reduction goals.

Interlocal Agreement between Thurston County, City of Lacey, City of Olympia, City of Tumwater, and Thurston Regional Planning Council for Implementation of the Thurston Climate Mitigation Plan

THIS AGREEMENT ("Agreement") is made and entered into as of the date of the last signature below (which is the "effective date") by and between: the City of Lacey, a Washington municipal corporation ("Lacey"); the City of Olympia, a Washington municipal corporation ("Olympia"); the City of Tumwater, a Washington municipal corporation ("Tumwater"); Thurston County, a Washington municipal corporation ("County"); and, the Thurston Regional Planning Council, a state-designated council of governments and regional transportation planning organization ("TRPC"), collectively referred to herein as "the Parties" and individually as "Party."

WHEREAS, RCW 39.34.010 permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner pursuant to forms of governmental organization that will accord best with geographic, economic, populations, and other factors influencing the needs and development of local communities; and

WHEREAS, pursuant to RCW 39.34.080, each Party is authorized to contract with any one or more other public agencies to perform any governmental service, activity, or undertaking which each public agency entering into the contract is authorized by law to perform; provided, that such contract is authorized by the governing body of each Party to the contract and sets forth its purposes, powers, rights, objectives, and responsibilities of the contracting parties; and

WHEREAS, the Parties understand that human activities, especially combustion of fossil fuels, are leading to increased levels of carbon dioxide and other greenhouse gases in the atmosphere that are altering the climate, resulting in such impacts as reduced snowpack, ocean acidification, sea level rise, increased flooding, summer droughts, loss of habitat, and increased forest fires; and

WHEREAS, these environmental impacts of climate change create economic and public health impacts, and disproportionately impact the most vulnerable and marginalized populations, and the Parties are greatly concerned over all these impacts on the Thurston County region and their respective communities; and

WHEREAS, the Parties have each adopted a resolution with a common emissions baseline and targets to reduce communitywide emissions 45% below 2015 levels by 2030 and 85% below 2015 levels by 2050; and

WHEREAS, the County and cities in 2021 each adopted a resolution accepting the *Thurston Climate Mitigation Plan (2020)* as a framework to guide future action addressing local sources of greenhouse gas emissions that contribute to global climate change; and

WHEREAS, the Parties believe that regionally coordinated implementation of the *Thurston Climate Mitigation Plan* is essential to the most efficient and effective deployment of the plan's actions; and

WHEREAS, the County and cities wish to contract with TRPC, given TRPC's mission and staff expertise, to support and coordinate regional efforts to implement the *Thurston Climate Mitigation Plan*.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

I. <u>Purpose and Goals of Agreement</u>

The purpose of this Agreement is to support regionally coordinated implementation of the *Thurston Climate Mitigation Plan* and achieve the following goals:

- To maintain momentum for local climate action.
- To develop efficient regional solutions for reducing sources of greenhouse gases in ways that support all partner jurisdictions.
- To provide accountability on progress toward achieving regional climate targets.
- To build public awareness of and engagement in climate mitigation activities across the region.

II. <u>Roles</u>

i. **Jurisdiction Parties.** Jurisdiction Parties are defined as Thurston County and the cities of Lacey, Olympia, and Tumwater. Jurisdiction Parties are responsible for administration of this Agreement and for oversight and decision-making authority over tasks under this Agreement.

ii. **Program Coordinator.** Thurston Regional Planning Council will serve as the Program Coordinator for this Agreement on behalf of the Parties. The Program Coordinator will collect and manage funds devoted to the purposes set forth in this Agreement, for the period in which funds are to be expended.

III. <u>Annual Work Program</u>

The Jurisdiction Parties will approve an annual work program and budget to achieve the purpose and goals of the Agreement. The work program will include, but is not limited to, the following tasks:

i. **Oversight and Coordination Committees**. To maintain momentum for local climate action and coordinate implementation of climate mitigation activities, the Parties agree to convene the following committees:

   a. A **Climate Action Steering Committee** ("the Steering Committee") whose membership consists of policymaker representation from each of the Jurisdiction Parties and a representative from the Climate Advisory Workgroup (established pursuant to Section IV A, below) who has a non-decision-making role. The role of the Steering Committee is to provide continued coordinated leadership to build local capacity for climate mitigation action. The Steering Committee is an advisory body to the Jurisdiction Parties. The Parties do not delegate jurisdictional decision authority to the Steering Committee. The charge of the Steering Committee is to:

      i. Review and approve an annual Work Program that identifies regional priorities for the upcoming year.
      ii. Review progress toward achieving emissions targets.

iii. Discuss and coordinate on opportunities for regional collaboration, including legislative priorities, funding, and public private partnerships.
iv. Review and approve any proposed changes to TCMP strategy, based on emerging information.
v. Where needed, convene issue-specific working groups on an ad-hoc basis to provide targeted input on implementation activities.
vi. Provide financial oversight for activities funded through this Agreement.
vii. Review and approve memoranda of understanding, letters of support, and other agreements deemed necessary to achieve work items identified in the Annual Work Program.

b. A **Multijurisdictional Staff Team** ("MST") whose membership consists of staff from each of the Parties. The role of the MST is to provide staff coordination and technical support for climate mitigation implementation. The charge of the MST is to:
i. Develop an Annual Work Program and budget that identifies regional priorities for the upcoming year to be reviewed by the Climate Advisory Committee and the Steering Committee.
ii. Assist in development and review of an annual implementation progress report.
iii. Share information on implementation activities.
iv. Discuss and coordinate on opportunities for regional collaboration, including funding.
v. Identify and recommend changes to TCMP strategy, based on emerging information.
vi. Identify items that require discussion or decisions by the Steering Committee.

ii. **Regional Priorities.** To develop efficient regional solutions for reducing sources of greenhouse gases in ways that support all partner jurisdictions, the Parties will develop an annual list of regional initiatives to be included in the Annual Work Program, in addition to other standing tasks.

a. The list of annual initiatives will be developed by MST, reviewed by Climate Advisory Workgroup, and approved by the Steering Committee.
b. Annual initiatives may include regional actions from the Thurston Climate Mitigation Program or other work products needed to achieve the plan's intent (i.e., guidance, research, technical assistance, model policy, legislation).
c. Annual initiatives may be led by one of the Parties, a specified regional partner, or the Parties may choose to contract for professional services from a qualified vendor or contractor.
d. The Steering Committee may approve a Request for Qualifications or Request for Proposals (RFQ/RFP) to secure vendors or consultants needed to accomplish any initiative, and shall interview one or more applicants and make an appointment, provided sufficient funds are available. The Steering Committee may designate a subcommittee to oversee this review process. The Program Coordinator will administer the process to select vendors or

consultants and will serve as the contracting agency, unless another entity is designated by the Steering Committee.

e. The Steering Committee or individual Parties may partner with other entities to leverage expertise needed to efficiently complete regional initiatives, including other local jurisdictions, community partners, and nongovernmental organizations.

iii. **Monitoring and Assessment.** To provide accountability on progress toward achieving regional climate targets, the Parties shall develop and maintain a monitoring and assessment program that tracks and reports on climate mitigation activities and outcomes.

iv. **Public Outreach.** To build public awareness of and engagement in climate mitigation activities across the region, the Parties agree to coordinate public outreach activities, including through the following tasks:

a. Convene a **Climate Advisory Workgroup** whose membership consists of up to 15 interested stakeholders, appointed by the Steering Committee, representing a variety of perspectives on climate mitigation actions, such as: local government agencies and utilities with a role in climate mitigation implementation; climate, environmental, community design, and growth management advocates, residential and commercial developers/builders; residential and commercial rental property owners/managers, nonprofit housing providers; youth; tribal representatives; and Puget Sound Energy. The role of the Climate Advisory Workgroup is to provide community perspectives and input on climate mitigation progress and priorities. The charge of the Climate Advisory Workgroup is to:

i. Participate in Steering Committee meetings as an ex-officio, non-voting member. The ex-officio spot will be filled by different Workgroup members, on a rotating basis.

ii. Review and suggest priorities for the Annual Work Program.

iii. Review specific proposals under consideration by the Steering Committee.

iv. Review the annual report.

v. Other tasks as requested by the Steering Committee.

IV. Funding and In-kind Commitment

i. **Annual Work Plan Budget**. The Steering Committee shall establish and maintain an annual budget related to carrying out this Agreement as part of the Annual Work Program.

ii. **Annual Base Funding.** Each Party shall contribute an equal share of funds sufficient for the estimated costs of the Annual Work Program Budget. The Annual Work Plan and Budget for the first year of the Agreement is included as Exhibit A. Subsequent annual work plans and budgets will be developed and approved on or before the anniversary of the adoption of the first year's work plan.

iii. **Additional Funding.** Any Party may choose to contribute additional funding, above and beyond the Annual Base Funding amount required for the Annual Work Program, subject to the approval of its governing body and the requirements of the applicable fund source, but such contribution does not obligate other Parties to contribute funding in addition to the Annual Base Funding amount.

iv. **In-kind Commitment.** Each Jurisdiction Party shall allocate in-kind staff time of at minimum 0.25 FTE/year to implement this Agreement. In-kind staff support includes, but is not limited to:

a. Staff participation in the Multijurisdictional Staff Team, including development of Annual Work Program
b. Completion of periodic status reporting and review of annual report
c. Attendance at Steering Committee meetings
d. Support from jurisdictional staff with specific expertise (i.e., planning, transportation, water resources, etc.)
e. Support from jurisdictional public information officers and other communications staff in public communication, outreach, and gathering public opinion through jurisdictional newsletters, mailing lists, social and print media, and other jurisdictional tools and contacts.

v. **Future Appropriations.** The Parties represent that funds for service provision under this Agreement have been appropriated and are available. To the extent that such service provision requires future appropriations beyond current appropriation authority, the obligations of each Party are contingent upon the appropriation of funds by that Party's legislative authority to complete the activities described herein. If no such appropriation is made, the Agreement shall terminate as to that Party, provided the Party provides notice of termination per Section VIII prior to the adoption of that year's Annual Work Plan.

vi. **Excess Funds.** Any funds not used in any given year may be considered for use in the execution of the following year's Annual Work Program. Any funds not used before the expiration or termination of the Agreement will be refunded to the Parties, on a proportional basis based on initial contributions.

V. <u>Indemnification and Insurance</u>

Each Party shall defend, indemnify, and hold the other parties, their officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including reasonable attorney fees, arising out of or in connection with the indemnifying Party's performance of this Agreement, including injuries and damages caused by the negligence of the indemnifying Party's officers, officials, and employees.

Each Party shall maintain liability insurance; this may be fulfilled by a Party's membership and coverage in Washington Cities Insurance Authority (WCIA), a self-insured municipal insurance pool.

VI. <u>No Separate Legal Entity Created; No Real or Personal Property to be Acquired or Held</u>

This Agreement creates no separate legal entity. No real or personal property will be acquired or held as part of carrying out this Agreement. To the extent any Party furnishes property for purposes of carrying out this Agreement, such property must be returned to that Party upon termination of this Agreement, or upon that Party's withdrawal from this Agreement.

VII. <u>Duration of Agreement</u>

This Agreement is effective on the effective date and terminates three years from the effective date, unless earlier terminated as provided in Section VIII, below. The Parties may choose to renew this agreement for additional periods.

VIII. Amendment of Agreement

This Agreement may be amended or terminated upon mutual agreement of the Parties. The Parties may amend this Agreement to allow other entities to participate in Thurston Climate Mitigation Plan implementation. As a prerequisite for joining the Agreement, new parties must adopt Phase 1's common emissions-reduction targets and prepare a climate mitigation implementation strategy for that entity that is consistent with the Thurston Climate Mitigation Plan. Each new jurisdiction joining this Agreement is responsible for an equal share of the costs of this Agreement, beginning from the date of that jurisdiction's joining.

A Party may withdraw from this Agreement upon 60 days written notice to the remaining Parties, and there is no reimbursement to the withdrawing Party upon withdrawal. This Agreement automatically terminates when only one Party remains.

IX. Interpretation and Venue

This Agreement is governed by the laws of the State of Washington as to interpretation and performance. Venue for enforcement of any provision of this Agreement, or for any lawsuit arising out of or relating to this Agreement, is the Superior Court of Thurston County.

X. Entire Agreement

This Agreement sets forth all terms and conditions agreed upon by the Parties and supersedes any and all prior agreements oral or otherwise with respect to the specific subject matter addressed herein.

XI. Recording

Prior to its entry into force, Thurston County shall file this Agreement with the Thurston County Auditor's Office.

XII. Counterparts

This Agreement may be executed in counterparts, and all such counterparts once so executed together must be deemed to constitute one final agreement, as if one document had been signed by all Parties, and each such counterpart, upon execution and delivery, must be deemed a complete original, binding on the parties. A faxed or email copy of an original signature must be deemed to have the same force and effect as the original signature.

XIII. Rights

This Agreement is between the signatory Parties only and does not create any third-party rights.

XIV. Notice

Any notice required under this Agreement must be to the party at the address listed below and it becomes effective five business days following the date of deposit with the United States Postal Service.

THURSTON COUNTY

Attn: Josh Cummings, Community Planning and Economic Development Director
Re: Climate Plan Implementation
2000 Lakeridge Dr. SW
Olympia, WA 98502

CITY OF OLYMPIA
Attn: Pamela Braff, Climate Program Manager
Re: Climate Plan Implementation
P.O. Box 1967
Olympia, WA 98507-1967

CITY OF LACEY
Attn: Rick Walk, Community Development Director
Re: Climate Plan Implementation
420 College Street SE
Lacey, WA 98503

CITY OF TUMWATER
Attn: Brad Medrud, Planning Manager
Re: Climate Plan Implementation
555 Israel Road SW
Tumwater, WA 98501

THURSTON REGIONAL PLANNING COUNCIL
Attn: Allison Osterberg, Senior Planner
Re: Climate Plan Implementation
2411 Chandler Court SW
Olympia, WA 98502

[Signatures are affixed to next page.]

This Agreement is hereby entered into between the Parties

GOVERNMENT AGENCY EXECUTIVE	**APPROVED AS TO FORM**
CITY OF LACEY 420 College Street SE Lacey, WA 98503 ______________________________ **Scott Spence,** **City Manager Date**	**CITY OF LACEY** 420 College Street SE Lacey, WA 98503 ______________________________ **David Schneider, City Attorney Date**
CITY OF OLYMPIA 601 4th Ave East Olympia, WA 98501 ______________________________ **Steven J. (Jay) Burney,** **City Manager Date**	**CITY OF OLYMPIA** 601 4th Ave East Olympia, WA 98501 ______________________________ **Michael Young, Deputy City Attorney** **Date**
CITY OF TUMWATER 555 Israel Road SW Tumwater, WA 98501 ______________________________ **Debbie Sullivan,** **Mayor Date**	**CITY OF TUMWATER** 555 Israel Road SW Tumwater, WA 98501 ______________________________ **Karen Kirkpatrick, City Attorney Date**
THURSTON COUNTY 2000 Lakeridge Drive SW Olympia, WA 98502 ______________________________ **Ramiro Chavez,** **County Manager Date**	**THURSTON COUNTY** 2000 Lakeridge Drive SW Olympia, WA 98502 ______________________________ **Jon Tunheim, Prosecuting Attorney Date**
THURSTON REGIONAL PLANNING COUNCIL 2411 Chandler Ct SW Olympia, WA 98502 ______________________________ **Marc Daily, Date** **Executive Director**	

#	Task Title	Description	TCMP Actions Addressed	Lead	3-Year Cost Estimate	Outside Funding	2022 Budget Request	Notes
TOTAL 2022 Climate Mitigation Work Program							**$242,648**	
Per Partner - 2022 Climate Mitigation Work Program							**$60,662**	
Standing Tasks								
1	Oversight & Coordination Committees	Convene the Climate Action Steering Committee and Multijurisdictional Staff Team	G5 Strategy G5.5 – legislative agenda	TRPC	$180,150	$0	$58,773	See TRPC scope of work for task details
2	Regional Priorities Process	Develop an annual list of regional initiatives to be included in the 2023 work program and oversee completion of those initiatives.	various	TRPC	$286,910	$0	$68,788	See TRPC scope of work for task details, but excludes Policy Research item (Item D - Financing Strategy) descibed below.
3	Monitoring & Assessment	Develop and maintain a monitoring and assessment program that tracks and reports on climate mitigation activities and outcomes.	G4.1 – emission inventory G4.2 – performance measures	TRPC	$184,690	$0	$49,961	See TRPC scope of work for task details
4	Public Outreach	Coordinate public outreach activities, including by convening a Climate Advisory Workgroup.	G1 Strategy	TRPC	$118,100	$0	$42,786	See TRPC scope of work for task details
Subtotal - Standing Tasks					**$769,850**	**$0**	**$220,308**	
Per Partner - Standing Tasks					$192,463	$0	$55,077	

#	Task Title	Description	TCMP Actions Addressed	Lead	3-Year Cost Estimate	Outside Funding	2022 Budget Request	Notes
2022 Regional Priorities								
A	Energy Efficiency Program Design	Design and launch Phase 1 of a community-wide residential energy efficiency program, based on recommendations from policy white papers.	B1 strategies, B3.1 – energy education	TRPC	TBD	$37,500	$0	TRPC will administer seed funds provided by Thurston County, and identify outside funding sources and/or partnerships needed to accomplish next steps based on recommendations from policy white paper.
B	Building Electrification Cost Assessment	Develop a regional assessment of costs to build and operate all-electric housing, commercial development, and mixed-use development.	B6.1 – natural gas to electric conversions, B6.2 – electric appliances in new construction, B6.4 – natural gas transition	Olympia	$30,475	$30,475	$0	Olympia will hire a consultant for this work. Cost to be shared by Olympia, Tumwater, and Thurston County. Results will be reported back to full Steering Committee.
C	Carbon Sequestration Program Design	Design and launch Phase 1 of a regional carbon sequestration program, based on recommendations from policy white paper.	A2.1 – regenerative agriculture, A5.1 – reforestation & afforestation program, A7.3 – prairie preservation	TRPC	TBD	$0	$0	TRPC will work within existing funds to identify outside funding sources and/or partnerships needed to accomplish next steps from recommendations from policy white paper.
D	Financing Strategy	Research options for creating a dedicated, shared regional fund for climate mitigation work.	various	TRPC	$22,340	$0	$22,340	See TRPC scope of work for task details
Subtotal - Regional Priorities					**TBD**		**$22,340**	
Per Partner - Regional Priorities							**$5,585**	
TOTAL 2022 Climate Mitigation Work Program							**$242,648**	
Per Partner - 2022 Climate Mitigation Work Program							**$60,662**	

LACEY CITY COUNCIL WORKSESSION
January 20, 2022

SUBJECT:	**ILA to fund Regional Building Electrification Cost Study**
RECOMMENDATION:	**Authorize the City Manager to sign an Interlocal Agreement to proportionate fund a regional study to identify and assess the cost implications of requiring new construction to be 100% electrical energy reliant.**
STAFF CONTACT:	Scott Spence, City Manager Rick Walk, Community and Economic Development Director Grant Beck, Planning & Development Services Manager
ORIGINATED BY:	Community and Economic Development Department
ATTACHMENTS:	1. Draft Interlocal Agreement 2. Draft Scope of Work - EcoNorthwest 3. Climate Action StrategyTable
FISCAL NOTE:	Total study cost totals $30,476. City of Lacey's proportionate share of total cost is $7,619. Lacey's proportionate share would be funded from the 2022 Climate Action Implementation budget fund.
PRIOR REVIEW:	None

BACKGROUND:

On September 21, 2021, the Lacey City Council adopted the Thurston Climate Mitigation Plan (TMCP) and incorporated the plan into the City of Lacey Comprehensive Plan. The TCMP identifies a large number of actions and strategies that the partner jurisdictions of Lacey, Olympia, Tumwater and Thurston County can take either locally or through regional coordination to reduce the region's carbon footprint. The various actions and strategies are organized into the following focus areas: Buildings and Energy; Transportation and Land Use; Water and Waste; Agriculture and Forests; and finally, Cross-Cutting strategies.

In addition to implementing the actions within the TCMP the City Council identified as local priorities, Community and Economic Development staff are also working with the regional Climate Action Steering Committee to coordinate and consider regionally supported actions.

A specific strategy in the TCMP considered a potential for regional coordination is strategy B6.2 and B6.4 within the Buildings and Energy category. Strategy B6.2 focuses on the transition to all electrical sourced appliances in residential and commercial construction. The specific action to be considered is for local municipal codes be amended to require electrical appliances and systems in new development. Strategy B6.4 focuses on prohibiting connection to natural gas in new buildings.

Throughout the development of the TCMP both at the regional level and Lacey's review process a lot of questions and concerns were raised about this strategy. In summary, the conversion to all electric energy is considered to having a large influence on reducing the region's carbon footprint. The 2018 assessment of Thurston County sources of greenhouse gas emissions identified approximately 59% were from buildings and energy. However, in the same conversation questions were raised related to the financial implications of requiring all electricity appliances only in new construction of homes, businesses and mixed-use establishments in Thurston County. To date there has not been any analysis or data providing information on what the actionable development and operational cost implications would be if a jurisdiction started to implement this strategy.

The purpose of the draft Interlocal Agreement for the Development of a Regional Building Electrification Cost Assessment is for the regional partners to jointly fund a study to specifically look at the financial implications of implementing strategy B6.2. The intent of the regional building electrification cost study is to provide data and analysis to each of the respective Councils and Commissions of each jurisdiction in order to be better informed on any future action to implement or not to implement this particular TCMP strategy. The focus of the study would be to address the following questions:

- Will requiring building electrification rather than fuel-powered appliances (such as stoves, air circulation, and water heaters) for new construction change the costs associated with building housing, commercial development, or mixed-use development in Thurston County?

- What range of utility cost savings or additions would be possible from using electric appliances rather than fuel-powered appliance counterparts for new residential, commercial, or mixed -use development in Thurston County?

The building electrification cost impact study is estimated to cost $30,476 to complete. If all four partners, Lacey, Olympia, Tumwater and Thurston County, participate through the ILA the partner proportionate share would total $7,619. If a partner decides to not participate, the study will still move forward and the proportionate share will increase based on the number of participants.

The City of Olympia will manage the contract with the consultant. The participating partners will attend the monthly project meetings, provide any necessary data or information to the consultant and provide one round of review and feedback on the draft analysis results prior to finalizing the study. The anticipated timeline for the study is five to seven months to complete once an Interlocal Agreement is executed, and the consultant is given a notice to proceed. Participating in the study will allow proactive participation in the development of the analysis and a better understanding of the final product to inform the Council.

The purpose of the briefing is to provide an overview of the ILA, the purpose of the study, process timeline and answer Council questions prior to Council taking action on the proposed Interlocal Agreement.

ADVANTAGES:

1. Authorizing the City Manager to sign the Interlocal Agreement to participate in the regional building electrification cost study will continue to support regional coordination of the Thurston Climate Action Plan and implementing strategies.

2. Developing a study of the financial implications of requiring all new construction to incorporate electrical appliances for powering heating, cooking, and water heaters and banning natural gas connections in new buildings will provide additional data and analysis to better inform Councilmembers before Council action on the strategy.

3. If a participant, Community and Economic Development staff will have the opportunity proactively participate in the development of the study through attending project meetings, providing data and information and opportunity to review and provide feedback on a draft study before finalizing.

DISADVANTAGES:

1. Participating in the development of the study will commit limited Community and Economic development staff resources. However, this project will be for approximately 7-month period and will be incorporated into the Department's TCMP implantation program.

2. Authorizing the City Manager to sign the ILA will commit the City to contribute $7,619 in funding. However, this amount is not significant and funding is budgeted for 2022 for climate action implementation.

Interlocal Agreement
Between Thurston County and the Cities of Lacey, Olympia, and Tumwater
for the Development of a Regional Building Electrification Cost Assessment

THIS AGREEMENT ("Agreement") is made and entered into as of the date of the last signature below (which is the "effective date") by and between the City of Lacey, a Washington municipal corporation ("Lacey"); the City of Olympia, a Washington municipal corporation ("Olympia"); the City of Tumwater, a Washington municipal corporation ("Tumwater"); and Thurston County, a Washington municipal corporation ("County"), collectively referred to herein as "the Parties" and individually as "Party."

WHEREAS, RCW 39.34.010 permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner pursuant to forms of governmental organization that will accord best with geographic, economic, populations, and other factors influencing the needs and development of local communities; and

WHEREAS, pursuant to RCW 39.34.080, each Party is authorized to contract with any one or more other public agencies to perform any governmental service, activity, or undertaking which each public agency entering into the contract is authorized by law to perform; provided, that such contract is authorized by the governing body of each Party to the contract and sets forth its purposes, powers, rights, objectives, and responsibilities of the contracting parties; and

WHEREAS, the Parties understand that human activities, especially combustion of fossil fuels, are leading to increased levels of carbon dioxide and other greenhouse gases in the atmosphere that are altering the climate, resulting in such impacts as reduced snowpack, ocean acidification, sea level rise, increased flooding, summer droughts, loss of habitat, and increased forest fires; and

WHEREAS, these environmental impacts of climate change create economic and public health impacts, and disproportionately impact the most vulnerable and marginalized populations, and the Parties are greatly concerned over all these impacts on the Thurston County region and their respective communities; and

WHEREAS, the Parties have each adopted a resolution with a common emissions baseline and targets to reduce communitywide emissions 45% below 2015 levels by 2030 and 85% below 2015 levels by 2050; and

WHEREAS, the Parties have each adopted a resolution accepting the *Thurston Climate Mitigation Plan (2020)* as a framework to guide future action addressing local sources of greenhouse gas emissions that contribute to global climate change; and

WHEREAS, the *Thurston Climate Mitigation Plan* identifies building electrification as one of the most important strategies to achieve substantial reductions in local greenhouse gas emissions; and

WHEREAS, the Parties believe that regionally coordinated implementation of the *Thurston Climate Mitigation Plan* is essential to the most efficient and effective deployment of the plan's actions; and

WHEREAS, the Parties wish to contract with ECONorthwest, given ECONorthwest's staff expertise, to evaluate the costs associated with building and operating all-electric housing, commercial development, and mixed-used development in Thurston County;

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

I. **<u>Purpose and Goals of Agreement</u>**

The purpose of this Agreement is to conduct a regionally coordinated building electrification cost assessment to support the implementation of the Thurston Climate Mitigation Plan. The assessment will evaluate the financial implications (including development and operation costs) associated with constructing new homes, businesses, and mixed-use establishments in Thurston County that integrate electric infrastructure, instead of gas-powered appliances, for cooking, space heating, and water heating.

II. **<u>Services Provided by Olympia</u>**

Olympia will act as the Lead Agency of behalf of the Parties in administering the Consultant Agreement with ECONorthwest. Olympia will submit invoices to each Party for their share of the Consultant's costs.

A description of the services to be performed by Olympia is set forth in Exhibit A Scope of Work, attached hereto, and incorporated herein by reference.

Olympia shall be responsible to monitor the actions of the Consultant, and if ECONorthwest fails to comply with an applicable term or condition of their contract, Olympia shall take appropriate actions to ensure ECONorthwest complies with the fiscal conditions of the contract.

Olympia shall pay ECONorthwest for services rendered in the month following the actual delivery of the work and will remit payment within thirty (30) days from the date of receipt of invoice.

No payment shall be made for any work performed by ECONorthwest, except for work identified and set forth in this Agreement and exhibit incorporated by reference into this Agreement.

III. **<u>Services Provided by Lacey</u>**

A description of the services to be performed by Lacey is set forth below:

1. Lacey shall pay Olympia $7,619 upon delivery of the final analysis results and memorandum; and

2. Lacey shall attend a project Kickoff Meeting, facilitated by ECONorthwest, provide any necessary data or planning documents as discussed at the meeting, and approve the project schedule prepared by ECONorthwest following the meeting; and

3. Lacey shall attend monthly project team meetings, facilitated by ECONorthwest, and provide timely input and support to guide the project as needed; and

4. Lacey shall provide guidance on the specific strategies and policies that ECONorthwest should analyze, prior to beginning work on evaluating strategy implications; and

5. Lacey shall provide one round of review on the draft analysis results from ECONorthwest.

IV. <u>Services Provided by Tumwater</u>

A description of the services to be performed by Tumwater is set forth below:

1. Tumwater shall pay Olympia $7,619 upon delivery of the final analysis results and memorandum; and

2. Tumwater shall attend a project Kickoff Meeting, facilitated by ECONorthwest, provide any necessary data or planning documents as discussed at the meeting, and approve the project schedule prepared by ECONorthwest following the meeting; and

3. Tumwater shall attend monthly project team meetings, facilitated by ECONorthwest, and provide timely input and support to guide the project as needed; and

4. Tumwater shall provide guidance on the specific strategies and policies that ECONorthwest should analyze, prior to beginning work on evaluating strategy implications; and

5. Tumwater shall provide one round of review on the draft analysis results from ECONorthwest.

V. <u>Services Provided by Thurston County</u>

A description of the services to be performed by Thurston County is set forth below:

1. Thurston County shall pay Olympia $7,619 upon delivery of the final analysis results and memorandum; and

2. Thurston County shall attend a project Kickoff Meeting, facilitated by ECONorthwest, provide any necessary data or planning documents as discussed at the meeting, and approve the project schedule prepared by ECONorthwest following the meeting; and

3. Thurston County shall attend monthly project team meetings, facilitated by ECONorthwest, and provide timely input and support to guide the project as needed; and

4. Thurston County shall provide guidance on the specific strategies and policies that ECONorthwest should analyze, prior to beginning work on evaluating strategy implications; and

5. Thurston County shall provide one round of review on the draft analysis results from ECONorthwest.

VI. <u>Indemnification and Insurance</u>

Each Party shall defend, indemnify, and hold the other parties, their officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits, including reasonable attorney fees, arising out of or in connection with the indemnifying Party's performance of this Agreement, including injuries and damages caused by the negligence of the indemnifying Party's officers, officials, and employees.

Each Party shall maintain liability insurance; this may be fulfilled by a Party's membership and coverage in Washington Cities Insurance Authority (WCIA), a self-insured municipal insurance pool, or another recognized self-insured municipal risk pool.

No Separate Legal Entity Created; No Real or Personal Property to be Acquired or Held
This Agreement creates no separate legal entity. No real or personal property will be acquired or held as part of carrying out this Agreement. To the extent any Party furnishes property for purposes of carrying out this Agreement, such property must be returned to that Party upon termination of this Agreement, or upon that Party's withdrawal from this Agreement.

VII. Relationship of the Parties
The employees or agents of each Party who are engaged in the performance of this Agreement shall continue to be employees or agents of that Party and shall not be considered for any purpose to be employees or agents of the other Party. This Agreement is for the benefit of the Parties, and no third-party beneficiary relationship is intended.

VIII. Duration of Agreement
This Agreement shall terminate on December 31, 2022, unless earlier terminated as provided in Section XI, below.

IX. Amendment of Agreement
This Agreement may be amended only by written agreement by all Parties and executed in accordance with chapter 39.34 RCW.

X. Termination of Agreement
This Agreement may be terminated upon mutual agreement of the Parties. Any party may withdraw upon thirty (30) days written notice to the other Parties.

XI. Interpretation and Venue
This Agreement is governed by the laws of the State of Washington as to interpretation and performance. Venue for enforcement of any provision of this Agreement, or for any lawsuit arising out of or relating to this Agreement, is the Superior Court of Thurston County.

XII. Entire Agreement
This Agreement sets forth all terms and conditions agreed upon by the Parties and supersedes all prior agreements oral or otherwise with respect to the specific subject matter addressed herein.

XIII. Recording
Prior to its entry into force, Thurston County shall file this Agreement with the Thurston County Auditor's Office.

XIV. Counterparts

This Agreement may be executed in counterparts, and all such counterparts once so executed together must be deemed to constitute one final agreement, as if one document had been signed by all Parties, and each such counterpart, upon execution and delivery, must be deemed a complete original, binding on the parties. A faxed or email copy of an original signature must be deemed to have the same force and effect as the original signature. A Party may sign by digital or electronic signature, which signature shall be effective as permitted by law.

XV. Rights

This Agreement is between the signatory Parties only and does not create any third-party rights.

XVI. Notice

Any notice required under this Agreement must be to the party at the address listed below and it becomes effective five business days following the date of deposit with the United States Postal Service.

THURSTON COUNTY
Attn: Josh Cummings, Community Planning and Economic Development Director
Re: Climate Plan Implementation
Thurston County
2000 Lakeridge Dr. SW
Olympia, WA 98502

CITY OF OLYMPIA
Attn: Pamela Braff, Climate Program Manager
Re: Climate Plan Implementation
City of Olympia
P.O. Box 1967
Olympia, WA 98507-1967

CITY OF LACEY
Attn: Rick Walk, Community Development Director
Re: Climate Plan Implementation
City of Lacey
420 College Street SE
Lacey, WA 98503

CITY OF TUMWATER
Attn: Brad Medrud, Planning Manager
Re: Climate Plan Implementation
City of Tumwater
555 Israel Road SW
Tumwater, WA 98501

XVII. Waiver

A failure by a Party to exercise its rights under this Agreement shall not preclude that Party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the Party and attached to the original Agreement.

XVIII. Severability

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

XIX. Records Retention and Audit

During the progress of the work and for a period not less than six (6) years from the completion of the tasks set forth herein, the records and accounts pertaining to the work and accounting therefore are to be kept available for inspection by any Party and the Federal and State Government and copies of all records, accounts, documents, or other data pertaining to the work will be furnished upon request. If any litigation, claim, or audit is commenced, the records and accounts along with supporting documentation shall be retained until all litigation, claim, or audit finding has been resolved even though such litigation, claim, or audit continues past the six-year retention period.

[The remainder of this page is left intentionally blank. Signatures follow on next page.]

This Agreement is hereby entered into between the Parties, and it shall take effect on the date of the last authorizing signature affixed hereto:

GOVERNMENT AGENCY EXECUTIVE	**APPROVED AS TO FORM**
CITY OF LACEY 420 College Street SE Lacey, WA 98503 ______________________________________ **Scott Spence, City Manager Date**	**CITY OF LACEY** 420 College Street SE Lacey, WA 98503 ______________________________________ **David Schneider, City Attorney**
CITY OF OLYMPIA 601 4th Ave East Olympia, WA 98501 ______________________________________ **Steven J. (Jay) Burney, City Manager Date**	**CITY OF OLYMPIA** 601 4th Ave East Olympia, WA 98501 ______________________________________ **Mark Barber, City Attorney**
CITY OF TUMWATER 555 Israel Road SW Tumwater, WA 98501 ______________________________________ **Debbie Sullivan, Mayor Date**	**CITY OF TUMWATER** 555 Israel Road SW Tumwater, WA 98501 ______________________________________ **Karen Kirkpatrick, City Attorney**
THURSTON COUNTY 2000 Lakeridge Drive SW Olympia, WA 98502 ______________________________________ **Ramiro Chavez, County Manager Date**	**THURSTON COUNTY** 2000 Lakeridge Drive SW Olympia, WA 98502 ______________________________________ **Jon Tunheim, Prosecuting Attorney**

DATE: August 20, 2021
TO: Housing and Economic Development, City of Olympia
FROM: Lorelei Juntunen, Jennifer Cannon, Michelle Anderson, ECONorthwest Project Team
SUBJECT: *DRAFT* Scope of Work Assisting the City of Olympia by Evaluating Key Climate Change Strategies (ECO #2717)

Introduction and Project Understanding

The purpose of this document is to clarify the ECONorthwest project team's role and task responsibilities associated with the evaluation of a new policy requiring building electrification for new construction. This policy is undergoing consideration and development as a part of the regional Thurston Climate Mitigation planning initiative.

The Thurston Climate Mitigation Plan is a multijurisdictional climate mitigation plan offering a collaborative framework for climate mitigation that is supported by four partners including the cities of Lacey, Olympia, and Tumwater, and Thurston County. Approved in 2020, the climate mitigation plan outlines various communitywide strategies, actions, and implementation measures that aim to reduce regional greenhouse gas emissions (GHG) 45 percent below 2015 levels by 2030 and 85 percent below 2015 levels by 2050. This ensures that average temperatures do not rise more than two degrees Celsius (3.6° F). One of the main strategies in this plan (Strategy B6, Convert to cleaner fuel sources) calls for the "greening" of the electrical grid in support of the achievement of climate targets. A key assessed action for this strategy calls for municipal code changes that would require the installation of electric appliances in new construction (B6.2).[1]

Electrifying buildings (or building decarbonization) involves using electric appliances instead of fossil fuel to cook, heat indoor spaces, and power water heaters.[2] This measure can reduce GHG emissions from buildings while also yielding co-benefits associated with improved indoor air quality and health. The 2018 assessment of Thurston County inventorying sources of GHG emissions estimated that the largest source of emissions is from built environment sources – in fact, approximately 59 percent of GHG emissions were from these sources. Consequently,

[1] Assessed actions B6.1 and B6.4 focus on existing construction by supporting the gradual conversion of carbon intensive fuel powered appliances to cleaner fuel sources (i.e., renewable energy and electricity) and the transition from relying on natural gas by phasing out new natural gas connections. As described in the plan, households relying on natural gas as their prime source of heat encompass approximately 32 percent of the total households in Thurston County (most are in unincorporated Thurston County) and 45 percent of the total households in the City of Lacey (U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates).

[2] Building electrification is supported through the integration of heat pumps which use electricity to redistribute air and heat to where it is needed throughout a building along with the use of electric ranges or induction cooktops for cooking. In comparison to natural-gas, electrical-powered heat pumps can be over three times more energy-efficient, and this efficiency could be augmented with new technological advancements involving artificial intelligence. Around 30 U.S. cities and counties, mostly in California, have passed ordinances to encourage or mandate all-electric buildings in new construction. Source: GTM, 2020, https://www.greentechmedia.com/articles/read/so-what-exactly-is-building-electrification.

actions identifying ways to reduce emissions from buildings are crucial for more effectively meeting targets.

As with any policy decision, the implementation of policies can result in costs, benefits, unequal burdens for different communities, and tradeoffs between different community goals such as a tradeoff in supporting the production of new and more diverse affordable housing versus reducing GHG emissions from new housing. These tradeoffs should be proactively anticipated and assessed to help inform decisions and craft strategies to support feasible implementation, community goals, and equitable outcomes.[3]

The overarching rationale for this work is to support Thurston County communities with policy development associated with climate change mitigation by evaluating the property owner financial implications (including development and operation costs) associated with constructing new homes, businesses, or mixed-use establishments that integrate building electrification infrastructure instead of conventional gas-powered appliances. ECONorthwest's work is focused on addressing two questions:

1) Will requiring building electrification rather than fuel-powered appliances (such as stoves, air circulation, and water heaters) for new construction change the costs associated with building housing, commercial development, or mixed-use development in Thurston County?
2) What range of utility cost savings or additions would be possible from using electric appliances rather than fuel-powered appliance counterparts for new residential, commercial, or mixed-use development in Thurston County?

The following section outlines the proposed project approach for this work. We acknowledge that a minority of projects follow their original scope of work from start to the end of the project; thus, flexibility is needed to pivot efforts to meet the needs of a client. We can shift our efforts so long as they stay within the intent and budgetary scale of the original contract. Requested task work that is outside of these bounds will be considered work that is contingent upon a redefined scope of work and an expanded budget.

A. Project Approach for Scope of Work

ECONorthwest's scope of work is separated into three tasks. These tasks are cumulative and will build on one another, but the depth of each can be discussed further with the client. Added to those tasks is Task 0, which includes a kickoff meeting and ongoing project management.

Task 0 – Project Management and Project Kickoff Meeting

This kickoff meeting will establish project goals, parameters, and identify potential challenges. In addition, we will discuss the project tasks, schedule, and logistics (such as key contacts) at this meeting and will get a head start scheduling any other big, full-team meetings well in

[3] Another important principal for the regional climate mitigation plan is to promote the delivery of an equitable approach to mitigating climate change.

advance. Our scope of work and budget assume that this Kickoff Meeting is virtual and will not require travel. ECONorthwest will also provide ongoing project management to keep the client and consultant team apprised of all aspects of the project as it progresses. This ongoing project management will include the following:

- ECONorthwest will organize, facilitate, and conduct virtual project team meetings with the City at around a monthly basis.
- ECONorthwest will prepare and submit project updates as agreed-upon in the kickoff meeting, describing our accomplishments, next steps, and budget to-date, as well as any schedule, budget, or content-related issues.
- ECONorthwest will develop and monitor a project schedule that includes tasks, dependencies, and milestones. We anticipate this schedule will be prepared after the Kickoff Meeting and approved by the City.

Deliverables: An agreed-upon project work plan and schedule (potentially including minor revisions to this scope of work), communicated in email as a follow up to the meeting.

City of Olympia Role: Attend the project Kickoff Meeting; provide any necessary data or planning documents as discussed at the meeting.

Task 1 – Method Development

The purpose of this first task is to complete a targeted literature review, develop a method, and acquire data.

ECONorthwest will carry out targeted research (including a focused literature review and a few interviews) to develop a framework of core cost considerations for building electrification that effectively addresses client needs. This initial research will help the team contextualize the unique local circumstances and validate methods to improve the reliability of the results (such as anticipating electricity infrastructure capacity challenges and costs).[4] This step is needed to ensure the team develops reasonable assumptions based on up-to-date information available from utilities and triangulated with literature to ultimately, provide reliable utility cost estimates not dependent on the use of an energy pricing model.

The overall goal of the method is to provide information on the cost implications associated with imposing building electrification requirements for new construction in comparison to baseline costs associated with not requiring building electrification. Two types of costs will be assessed including the costs associated with constructing developments with electrification appliances and related infrastructure and secondly, the cost changes related to utility payments.

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[4] A key goal for this step is to provide background information about the concern regarding the electric power system not having enough capacity (even with planned resource additions) to handle increased load and demand which can be helpful for comprehending the preferred timing for implementing policy changes (source).

Construction Cost Assumptions

For the first cost assessment pertaining to construction, the consultant team will analyze costs associated with constructing new single-family and multi-family homes, businesses, or mixed-use establishments. This analysis is expected to include an assessment of market feasibility for different types of new construction that will include example development prototypes located throughout the broad study area including the cities of Olympia, Tumwater, and Lacy and unincorporated Thurston County. The purpose of this analysis is to examine the financial repercussions associated with building electrification policy changes. This analysis will help detect issues associated with supporting affordable housing production and new commercial or mixed-use development. The financial feasibility will be tested for a range of different single family (this includes single family attached homes such as townhomes and duplexes) and multifamily development types such as stacked flats, and podium construction. The project team will also evaluate a range of commercial uses such as stand-alone office and retail product that is reflective of the scale and construction types observed in the broader Thurston County area.

Why is market feasibility important?

Constructing housing can be costly and risky. Getting funding to build new housing requires lenders and investors to be fairly confident they will earn enough financial return to justify the risks. Economic or market feasibility is generally assessed by comparing the expected revenues (home sales or net income from rents) against the costs of development. If a development is not feasible, it will not be built. While some of the factors that determine market feasibility are outside a jurisdiction's direct control (e.g., labor and materials costs, interest rates, market rents), local jurisdictions can influence fees, zoning, and other regulations that can have a substantial impact on whether development works or not.

To understand the impact the various policies, ECONorthwest will create an analysis model that employs the same financial considerations a real estate developer would use to determine if a proposed development is financially feasible. These financial calculations are referred to as a *pro forma* model. A pro forma considers the size of the building allowed by zoning and the revenue that building can deliver (from rents and sales prices) relative to the costs of constructing and operating the building. ECONorthwest will run a pro forma model on example developments (or *prototypes*) that are reflective of the types and scales of development in the Thurston County area. As a part of this effort, ECONorthwest will need to ground truth development costs and assumptions by interviewing a range of local developers.

Utilities Cost Assumptions

The second type of cost estimate needed for the method is associated with evaluating electric utility cost changes (increases or savings) from building operations. The impact of the operating costs will vary depending on whether the new buildings are rented or owned, and if rented, if those costs are passed onto the tenant or paid by the owner. Interviews with local utility stakeholders likely would be needed to gain their input on developing reasonable assumptions and a method that encounters the range of cost shifts (during this step the possibility of scenarios could be explored).

Guidance on Policy Options and Study Area

The City will provide guidance on the specific strategies and policies that the consultant team should analyze. In addition, the study area(s) for the analysis and the utility cost structure model will be confirmed. We will work closely with the City to develop the framework for the evaluation and will use an approach to incorporate perspectives from those directly affected by the issue we are studying. Doing this will help build a foundation of understanding of what will be analyzed as a part of Task 2 work.

Deliverables: Draft summary (document and/or presentation) describing the methods and analytical approach.

City's Role: The City will provide the project team relevant data and analysis guidance and plans/reports that should be reviewed prior to evaluating strategy implications. The City will provide guidance on the specific strategies and policies that the consultant team should analyze.

Task 2 – Evaluation of Strategy Options, Draft Results

Task 2 takes the above information further by evaluating development and operations costs associated with different development types. The method developed during task 1 will be operationalized to provide initial draft results. A discussion of the initial results will be provided to explain the findings and outline considerations and next steps. These initial results will be shared with the client team internally to solicit feedback helpful for finalizing the evaluation results. We recommend presenting preliminary results to the internal project team to discuss results, considerations, and gain feedback.

Deliverables: Draft analysis results and presentation.

City's Role: The client will provide feedback on the initial results. The project manager from the City will consolidate all comments from all agency sources into a single document that maintains the format of the original draft and they will reconcile conflicting comments they receive during this review process.

Task 3 – Final Evaluation Results and Memorandum

Based on the results of Task 2, this task will consist of refining the draft results to finalize the findings based on feedback and additional review. We will work with City/project staff to identify and effectively communicate any trade-offs (such as equity implications), considerations, and next steps associated with the finalized results. The memo will include a discussion of the results and the associated implications, considerations for policy development and implementation, along with trade-offs.

Deliverables: Refined analysis results and final memorandum detailing evaluation results.

City's Role: The City will provide timely input and support to guide the project as needed; provide one round of review on the draft results report that includes one set of consolidated, non-conflicting edits to be incorporated into the final memorandum.

B. Budget and Schedule

We anticipate completing all work within around five to seven months following the Notice to Proceed and propose billing on a time-and-materials basis not to exceed $30,475.

Line Item	Task 0 Project Management	Task 1 Method Development	Task 2 Analysis, Draft Results	Task 3 Final Results	TOTALS $
Labor Expenses					
ECONorthwest	$4,940	$7,325	$12,080	$6,130	$30,475
Total Labor	$4,940	$7,325	$12,080	$6,130	$30,475
Non-Labor Expenses					$0
TOTAL BUDGET	**$4,940**	**$7,325**	**$12,080**	**$6,130**	**$30,475**

The overall schedule is anticipated to take around five to seven months following the Notice to Proceed. The tasks follow a logical order including task dependencies. Task 0 includes a project kick-off meeting which will be planned for a date following the Notice to Proceed. The rest of the tasks will occur sequentially following the kick-off meeting. The project management meetings will be aligned with deliverables to ensure that we efficiently use project meetings to review deliverables and next steps.

Appendix 10.3. Communitywide Actions List

Thurston Climate Mitigation Plan
Climate Actions Menu

As of: **7/2/2020**

KEY	
B	Buildings & Energy actions
T	Transportation & Land Use actions
W	Water & Waste actions
A	Agriculture & Forests actions
G	Cross-cutting actions
Action ID#	Unique identifier for each strategy and action
short name	1-3 word description of action
description	1-2 sentences describing action - see box for example of a well-defined action description. Additional details beyond 1-2 sentences can be included in "other notes"
source	person/entity that suggested or plan that provided the action
date added	The date that the action was added to the menu
implementor	agency or organization that could lead the action
potential partner	agency or organization that could participate in implementing the action
target stakeholders	groups affected by the action
opportunities	existing programs, partnerships, funding sources, legislation, regulations, or other resources that exist to support the action
barriers	potential obstacles to implementing the action, such as regulation, lack of expertise, lack of will, knowledge gaps, etc. Cost will be considered at a later step in the process, and should not be listed as a barrier at this stage.

This list of strategies and actions was developed by Thurston Regional Planning Council and Cascadia Consulting Group, with input from the Sector Focus Groups and Climate Advisory Workgroup of the Thurston Climate Mitigation Plan.

Example of a well-defined climate action

B Focus Area: BUILDINGS & ENERGY

Strategies:

- **B.1: Reduce energy use in residential buildings.**
- **B.2: Reduce energy use in existing commercial/industrial buildings.**
- **B.3: Reduce energy use across building types.**
- **B.4: Reduce energy use in new or redevelopment.**
- **B.5: Increase the production of local renewable energy.**
- **B.6: Convert to cleaner fuel sources.**
- **B.7: Address building and energy goals across sectors.**

Action ID#	short name	description	source	date added	implementor	potential partners	target stakeholders	opportunities	barriers
B.1: Reduce energy use in residential buildings.									
B1.1	residential energy performance ratings	Require energy performance ratings and disclosures for homes at time of sale, lease, or rent so that owners, tenants, and prospective buyers are informed before making purchasing or rental decisions.	Cascadia Consulting	Aug. '19	State and Local government	Realtors	realtors; home owners; low-income; rural communities	Emphasize benefits like higher resale value and lower maintence costs for property owners/ landlords.	
B1.2	residential energy audits	Develop and adopt policies that require residential properties to undertake an energy audit at the time of sale or during a substantial remodel. Work with financial institutions to develop mortgage products that incorporate audited energy efficiency recommendations.	Adaptation Plan	Jan '19	State and Local government	remodeling professionals, PSE, energy auditors, real estate professionals	realtors; home owners; low-income; rural communities	Review similar policy applied in Berkeley, CA and Portland, OR A potential model for Thurston County: The nonprofit Enhabit (enhabit.org), which grew out of a City effort, works with homeowners and partners to score home energy efficiency and advise on upgrades.	What is the percentage turnover of residential homes in the region annually? People who are already interested in this program are participating. What education and outreach? Short-term home owners are harder to convince to make investments in property.
B1.3	residential energy retrofit program	Partner with energy audit providers and loan providers to establish and market residential energy efficiency and weatherization retrofit programs, with a focus on low-income residents, low-interest loans, and post audit follow-through.	Cascadia Consulting	Aug. '19	Non-profit	energy auditors	Realtors; home owners; renewable energy companies; small business; lenders	Review/bring back Thurston Energy - a program that was once run by the Economic Development Council (EDC) providing free or subsidized energy efficiency audits and offering free or subsidized retrofits	
B1.4	rental housing EE incentives	Provide property tax breaks for landlords who install energy conservation measures in rental housing.	Cascadia Consulting/B Focus Group #1	Aug. '19	Local/state government	Landlords, property managers, renters	Realtors; landlords, property managers, renters		
B1.5	property tax credit	Create a property tax credit for property owners who participate in energy efficiency.	B Focus Group #1	Sep-19	Local/state government				
B1.6	rental housing EE baseline	Pass an ordinance to require rental units to meet baseline levels of energy efficiency and make more stringent over time.	Cascadia Consulting	Aug. '19	Local government	Landlords, property managers, renters	low-income communities; landlords, property managers, renters		PSE: Washington recently implemented a new building code and we now have one of the most progressive in the country. I'm concerned that, anything that increases the cost of housing amidst a housing crisis is going to be both counter-productive and nearly impossible to implement.
B1.7	residential utility outreach	Expand utility outreach to residential electricity customers about the benefits of clean and efficient energy technologies/practices and available rebates and bill credits for efficient appliances and equipment. Focus on neighborhoods with older buildings and create group packages for efficiency upgrades, if possible.	Adaptation Plan	Jan '19	PSE	Local government, equipment vendors, remodeling contractors, non profits	residents	Community action campaign	How do we get people to participate in programs/ offers that already exist?
B1.8	landlord education	Educate landlords on options and benefits for improved energy efficiency.	B Focus Group #1	Sep-19	Local government	nonprofit, property management companies			
B.2: Reduce energy use in existing commercial/industrial buildings.									
B2.1	commercial energy benchmarking & disclosure	Require energy performance ratings for commercial structures be disclosed so that owners, tenants, and prospective buyers are informed before making purchasing or rental decisions.	Cascadia Consulting	Aug. '19	state and Local government		realtors (commercial)		
B2.2	commercial energy audits	Develop and adopt policies that require commercial properties to undertake an energy audit at the time of sale or during a substantial remodel.	Adaptation Plan	Jan '19	State and Local government		construction companies/ contractors; realtors (commercial)	Review similar policy applied in Berkeley, CA	
B2.3	LED lighting	Install LED lighting in public-sector buildings and infrastructure (e.g., street lights, traffic signals).	TRPC	Note 1	Local government				
B2.4	commercial lights-out	Introduce a "lights-out" policy that encourages businesses to turn off their signs and other lights at night when they are closed.	Lacey CR2 plan	Jan '19	Local government				
B2.5	commercial utility outreach	Expand utility outreach to commercial power customers about the benefits of clean and efficient energy technologies and practices.	Adaptation Plan	Jan '19	PSE			Incentives and penalties associated with House Bill 12587 (2019 Session) - $1/square foot penalty after 2026 when requirement kicks in	If EE and conservation are successful, utilities operators business model affected. Need to plan for potential obsolescence of utility companies and implications
B2.6	cool roofs	Create an incentive program for the installation of reflective roofs on commercial buildings to reduce building energy consumption and the urban heat island effect.	Adaptation Plan	Jan '19	Local government			See Denver, CO program: https://www.denvergov.org/content/denvergov/en/denver-development-services/commercial-projects/green-roof-initiative.html Incentives and penalities associated with House Bill 12587 (2019 Session) - $1/square foot penalty after 2026 when requirement kicks in.	
B2.7	commercial utility rebates	Offer additional utility rebates or bill credits to encourage businesses to buy and install energy-efficient appliances and equipment.	Adaptation Plan	Jan '19	PSE			Incentives and penalities associated with House Bill 12587 (2019 Session) - $1/square foot penalty after 2026 when requirement kicks in	Upfront investment needed, no cash to follow through with offers.
B2.8	performance standard	Set energy efficiency performance standards for commercial buildings with gross floor areas smaller than 50,000 square feet.	B Focus Group #1	Sep-19	Local government		construction companies/ contractors; realtors (commercial)		Could this be done on a local level, or would it need to be done through State Building Code Council? PSE: Washington recently implemented a new building code and we now have one of the most progressive in the country. I'm concerned that, anything that increases the cost of housing amidst a housing crisis is going to be both counter-productive and nearly impossible to implement.
B2.9	municipal building retrofits	Continue to identify and implement priority energy efficiency improvements in municipal buildings.	CAW	Oct-19	Local government				
B2.10	energy project grants	Secure grant funding for high-profile, innovative energy efficiency and/or technology projects on commercial buildings in the county.	CAW	Oct-19	Commercial property owners				
B.3: Reduce energy use across building types.									
B3.1	energy education	Provide educational resources and technical assistance to industry professionals, building owners and managers on all aspects of energy efficient building design, retrofits, and operations for new and existing buildings.	CAW	Oct-19	Local government	Nonprofits, colleges			

B3.2	efficiency rebate	Adopt "energy efficiency as a service" utility rebate model to direct energy savings to building owners who bear the costs of energy efficiency retrofits.	CAW	Oct-19	UTC, PSE				
B3.3	PACE	Assess whether PACE is still desirable and, if so, how local and state policymakers could pursue a legislative solution or state constitutional amendment to develop a PACE program.	TRPC-ST Plan	Jan '19	State government				
B3.4	exemplary buildings	Create a Zero-Energy Building Challenge by partnering with public, private, non-profit and faith-based organizations. Facilitate rapid deployment and public awareness of high-profile demonstration buildings.	CAW	Oct-19	Local government	Public and private organizations			
B3.5	green building tracking	Develop data methodology to monitor use and impacts of green building incentives, to inform future incentives and develop recommendations for policy or programs.	CAW	Oct-19	TRPC				
B.4: Reduce energy use in new or redevelopment.									
B4.1	green construction code	Adopt the International Green Construction Code (IgCC).	TRPC	Note 1	State government	local government, building code inspectors, OMB			
B4.2	green building tracking	Develop data methodology to monitor use and impacts of green building incentives, to inform future incentives and develop recommendations for policy or programs.	Adaptation Plan	Jan '19	TRPC			Mandate energy efficent performance standards at point of sale (carrot & stick) Develop ways to regulate and require implementation then reward and incentivize participation	Adapatation of the existing building code, motivations for participants? Landlords- split incentives between owner and renter? New buildings are not reflecting these goals/ outcomes. E.g. no solar, no energy efficency shift.
B4.3	commercial EE recognition	Create program that recognizes energy efficiency leadership in new construction.	B Focus Group #1	Sep-19	Local government		construction companies/ contractors	Brussels, Belgium exemplary building program/initiative	
B4.4	green municipal buildings	Require that new local government facilities (e.g., the new Olympia City Hall and LOTT building) demonstrate green building technologies and practices.	TRPC	Jan '19	Local government		construction companies/ contractors	provide education though city and state implementation, and lead by example.The proposed new Thurston County courthouse is a good opportunity. Making the proposed facility a living laboratory would be consistent with TC Resolution 14395, passed in 2010.	
B4.5	grid-connected appliances	Require smart appliances in new construction, especially water heaters that control timing of demand.	TRPC	Jan '19	Local government		construction companies/ contractors; realtors	Review existing programs in Seattle and Shoreline	Need to differentiate between strategies for residential and strategies for commerical.
B4.6	multifamily submetering	Require submetering for new multifamily buildings so residents can track energy use.	B Focus Group #1	Sep-19	Local government		construction companies/ contractors	Could operate similar to Open Space tax program	
B4.7	multifamily energy measures	Develop and advertise a business case financial model for multi-family developers to take energy efficiency and renewable energy measures.	CAW	Oct-19	Local government		construction companies/ contractors	See Shift Zero Policy Toolkit	
B4.9	permit counter technical assistance	Hire or contract with dedicated green building specialists to provide technical assistance through the permitting and development process.	Rich Hoey	Aug '19	Local government		construction companies/ contractors; realtors	Review existing program in Tacoma	
B4.11	grid-connected appliances	Require smart appliances in new construction, especially water heaters that control timing of demand.	B Focus Group #1	Sep-19	Local government		construction companies/ contractors; realtors		
B4.12	multifamily submetering	Require submetering for new multifamily buildings so residents can track energy use.	B Focus Group #1	Sep-19	Local government		construction companies/ contractors		
B4.13	multifamily energy measures	Develop and advertise a business case financial model for multi-family developers to take energy efficiency and renewable energy measures.	CAW	Oct-19	Local government		construction companies/ contractors		
B4.14	state building code	Advocate for stricter energy efficiency requirements in state building code.	CAW	Oct-19	Local government		construction companies/ contractors		
B.5: Increase the production of local renewable energy.									
B5.1	clean energy bonds/levy	Sell municipal bonds or create a local tax levy for local clean energy projects.		Note 1	Local government			www.cleanenergyfinance.org; See Portland Clean Energy Fund	
B5.2	feed-in tariffs	Offer feed-in tariffs to incentivize solar projects.		Jan '19	State				
B5.3	municipal building solar	Install solar photovoltaics on all available and feasible municipal sites, including building rooftops, city hall, schools, police and fire stations, community centers, municipal water pump sites, and transit depots.	Cascadia Consulting	Aug '19	Local government			Olympia's McAllister well site could be a location to consider	
B5.4	net metering production incentive	Increase incentive ratio for connecting residential solar from 1:1 to 2:1.	Thurston Thrives/B Focus Group #1	Jan '19	State, UTC	PSE	renewable energy companies	Program currently exists through PSE - is there a way to expand it or increase incentives?	
B5.5	solSmart	Pursue SolSmart designations and adopt solar friendly practices.	Rich Hoey	Aug '19	Local government	Olympia Community Solar			
B5.6	utility-scale renewables	Promote Thurston County as a location to build more utility-scale renewable energy projects such as solar and wind farms. Support locally owned/operated renewable energy companies.	Adaptation Plan	Jan '19	Local government	Chamber of Commerce, EDC	renewable energy companies	Community energy authority/ community agragate modeling? This provides momentum and reduces costs through bulk procurement. Community action plan. PSE - There IS a requirment to move towards EE standards	Need-opportunity conundrum > Highest need for energy comes when there is no solar available, and wind is typically low at night = highest period of need. Must make incentives related to the value of the property and cost of upgrades.
B5.7	electric infrastructure for renewables	Expand and retrofit the region's energy distribution, monitoring, and storage infrastructure to support more on-site renewable energy generation.	Adaptation Plan	Jan '19	PSE; UTC?		renewable energy companies		
B5.8	solar-ready	Amend local development code to require solar-ready construction for all building types.	B Focus Group #1	Sep-19	Local government		renewable energy companies; construction companies/ contractors	See City of Lacey's adopted code.	
B5.9	on-bill financing	Provide additional utility incentives such as on-bill financing to support energy efficiency and renewable energy investments on buildings.	Adaptation Plan	Jan '19	PSE				Cart before the horse- people are excited about incentives but infrstructure is not workable. Need to fix existing problems before incentives of energy use reduction can be implemented.
B5.10	group purchasing	Develop/support a city-sponsored group solar purchasing program.	CAW	Oct-19	Local government, community solar company	SPARK NW, Olympia Community Solar	renewable energy companies		
B5.11	solar zoning	Review and amend zoning and development regulations where necessary to allow utility or community solar generation facilities less than 20 megawatts.	CAW	Oct-19	Local government		renewable energy companies	Brussels, Belgium exemplary building program/initiative	
B5.12	neighborhood grants	Fund the creation of low barrier grant opportunities for neighborhood clean energy and energy efficiency projects.	CAW	Oct-19	Local government	PSE	renewable energy companies; low income communities; rural communities	provide education though city and state implementation, and lead by example.The proposed new Thurston County courthouse is a good opportunity. Making the proposed facility a living laboratory would be consistent with TC Resolution 14395, passed in 2010.	
B5.13	shore power	Develop shore power to improve air quality, reduce GHG emissions, improve local economy by serving the growing needs of local boat and ship customers.	T Focus Group #1	Sep-19	Port of Olympia			Review existing programs in Seattle and Shoreline	Need to differentiate between strategies for residential and strategies for commerical.
B.6: Convert to cleaner fuel sources.									
B6.1	natural gas to electric appliances	Educate business owners and residents on the options for electric appliances and the benefit of pairing electrification with the installation of renewable energy.	Cascadia Consulting/B Focus Group #1	Aug '19	Local government				

B6.2	electric appliances in new construction	Update municipal code to require electric appliances in new construction.	Cascadia Consulting	Aug '19	Local government		construction companies/ contractors;		
B6.3	heat pumps	Investigate options and costs for using geothermal heat pumps for heating and cooling.	Lacey CR2 plan	Note 1	Local government				
B6.4	natural gas ban	Ban all new natural gas connections in new buildings.	CAW	Oct-19	Local government		construction companies/ contractors		
B6.5	natural gas fee	Create a utility fee for natural gas use.	CAW	Oct-19	PSE, UTC?		low-income communities	Use to fund electrification or other programs.	
B6.6	demand pricing	Adjust fee scale to charge higher rates during high use times of day.	B Focus Group #1	Sep-19	State, UTC	PSE	low-income communities		
B6.7	utility advocacy	Add as a high priority to municipality's legislative agenda - State and Utilities and Transportation Commission in implementing SB 5116, which requires a shift to clean electricity.	CAW	Oct-19	Local government				
B6.8	Clean energy	Local government adopt and communicate policy statements and positions with the State Electeds that call for rapid conversion to clean energy in the power supply that serves Thurston County.			Local government	Solar Installers of Washington (WASEIA)			
B.7: Address building and energy goals across sectors.									
B7.1	workforce development	Create and support opportunities to link clean energy companies with vocational training facilities.	TRPC-ST Plan	Jan '19	Worksource; local governments	PacMountain (Chamber of Commerce)	renewable energy companies; workforce development		
B7.2	public power	Transition to a publicly owned power utility district.	Public Survey		PUD			Greater local control over power infrastructure and decisions	Large start-up and transition costs to purchase and develop power infrastructure. Undercuts PSE's ability to meet statewide energy goals.
B7.3	climate impact fee	Evaluate and, if feasible, implement a regional climate impact fee on new development to fund regional climate mitigation projects and programs.			Local government		construction companies/ contractors		
B7.4	embodied carbon	Create incentives to increase the use of less carbon intensive building materials (mass timber, reduced concrete).	B Focus Group #1	Sep-19	Local government		construction companies/ contractors		

T Focus Area: TRANSPORTATION & LAND USE

Strategies:

T1: Set land use policies that increase urban density to support efficient transportation networks.
T2: Increase efficiency of the transportation system.
T3: Increase the adoption of electric vehicles, and the infrastructure to support electric vehicles.
T4: Increase the use of public transit.
T5: Increase use of active forms of travel and more efficient commuting modes.
T6: Support regional mass transportation connections.

Action ID#	short name	description	source	date added	implementor	potential partners	target stakeholders	opportunities	barriers
T1: Set land use policies that increase urban density to support efficient transportation networks.									
T1.1	coordinated long term planning- future infill	Coordinate long-term plans with transit agencies to project where increased density would support more transit corridors. Then change zoning/density that would support new transit corridors and variety of household incomes. Promote long-term equity and healthy communities by developing incentives such as density bonuses for development where a percentage of the units will be permanently affordable for household incomes.			Local government/ transit agencies	TRPC	low income	`	
T1.2	middle-density housing	Reevaluate and change zoning as needed to allow for a range of housing types to promote social economic integration of housing near the region's urban centers or moderate-density zones. Promote long-term equity and healthy communities by developing incentives such as density bonuses for development where a percentage of the units will be permanently affordable for household incomes that can no longer afford to live in these areas.	TRPC	Note 1	Local government		Construction companies/ contractors; low-income communities		First/ last mile
T1.3	Eco districts	Identify potential Eco districts to advance innovative district-scale urban development, sustainability, and neighborhood equity. Then make necessary code/zoning changes to support their development and set ambitious performance outcomes to ensure their long-term success.	Thurston Thrives	Jan '19	Local government		Construction companies/ contractors	Current pilot project in downtown Olympia: http://ecodistrict.fertileground.org/	
T1.4	20-minute neighborhoods	Increase the number of 20-minute neighborhoods (walkable environment, destinations that support a range of basic living needs and a residential density). Identify key infrastructure components needed to grow the number of 20-minute neighborhoods, then change zoning and codes if needed and coordinate with other jurisdictions to make public investments where necessary.	Cascadia Consulting	Aug '19	Local government		Construction companies/ contractors; rural communities; low-income communities; communities of color		
T1.6	climate-aware UGB	Amend county wide planning policies to require analysis of climate impacts, the costs to mitigate those impacts, and the costs to ensure efficient transit (e.g., public transit services) to inform future Urban Growth Area expansions and Annexations of current UGA. Then weigh those costs and impacts with opportunities and investment needed to accommodate people and business within annexed areas and approved UGAs.	T Focus Group #1	Sep-19	TRPC/UGM Subcommittee	Cities, County	rural communities		
T1.9	ADUs	Amend development codes to allow for attached and detached ADU's in urban residential areas.	T Focus Group #1	Sep-19	Local government				
T1.10	Multifamily Tax Exemption (MFTE)	Expand Multifamily Tax Exemption Programs to increase residential development where services exist, and consider extending exemption timeframes.	T Focus Group #1	Sep-19	Local government		construction companies/ contractors; realtors; low-income communities; communities of color		
T1.11	land use efficiency	Set integrated goals to consider network efficiency in land use decisions, including how density in certain areas supports transit, increases efficiency of utility service, and other support facilities. Consider VMT in identifying locations for large employment facilities.	T Focus Group #1	Sep-19	TRPC		rural communities	see comment	

T1.12	corridor-centered development	Increase residential and mixed use development along designated transit corridors with monetary incentives such as tax incentives and improved fee structures. Determine impact fees and connection charges that, if reduced or waived, would generate denser development where transit and other services already exist.	T Focus Group #1	Sep-19	Local government		construction companies/ contractors; realtors; low-income communities; rural communities	Create tax incentives	
T1.13	downtown development	Work with developers and investors to identify barriers to new investment and reinvestment projects of residential and commercial in urban centers. Then develop and implement policy changes and incentive programs in response.	T Focus Group #1	Sep-19	Local government		construction companies/ contractors; realtors		
T1.14	development VMT caps	Require caps on VMT or vehicle trips for development on Olympia's Capitol Campus and other public development near clustered government offices.	T Focus Group #1	Sep-19	State	Olympia, Tumwater, Lacey	rural communities; low-income communities; communities of color	Leverage city location	
T1.15	land use emissions	Revaluate emissions tracking data for land use to ensure accuracy and tracking changes and to inform future regulatory policy in land use.	Cascadia Consulting	Aug '19	TRPC			Review King County's approach to including in their inventory.	
T2: Increase efficiency of the transportation system.									
T2.1	traffic analysis	Incorporate greenhouse gas emissions calculations into traffic impact analyses to identify land use proposals that have the potential to generate a substantial positive impact on the region.	TRPC-ST Plan	Jan '19	Local government				
T2.2	congestion mitigation	Develop congestion mitigation programs to increase transportation efficiency, reduce delay, and reduce emissions such as signalization coordination improvements along with application of speed harmonization techniques (ex. reevaluate speed limits, roundabouts vs signalized intersection, street connectivity). Added benefits are decrease idling time (pollution) and improve fuel efficiency (cost savings to driver).	Cascadia Consulting	Aug '19	Local government			see comment	
T2.3	reduce idling	Work with the State and/or region to enacted legislation to minimize vehicle idling for GHG reductions, improved air quality and increased fuel efficiency. Coordinate with public agencies and private companies that transport people and materials to develop and enact internal policies that reduce idle time.	Thurston Thrives	Jan '19	Association of Washington Cities			see comment Work with local businesses such as gas stations, grocery pick up, and drive thru's to educate, sign and promote voluntary idle reduction programs for customers. Motivate private entities by showing a potential reduction in fuel expense. Improve air quality for vulnerable populations such as children (school bus) and disabled/elderly (paratransit).	Hard to enforce. See comment
T2.3	transportation efficiency service	Create and fund a transportation efficiency service for local residents that gives an assessment of a households current transportation costs, shows cost saving potential by using cleaner forms of transportation, connection with vendors and financing as needed, and follows to see if changes were adopted by household.	TCAT	1-Oct	Local governments		low-income communities; rural communities/those who work outside; realtors;		
T2.4	vehicle efficiency outreach	Develop educational campaigns about benefits (reduced GHG emission, increase fuel efficiency, safety) of properly inflated tires, including signage at gas stations and local businesses and partnering with schools.	Cascadia Consulting	Aug '19	Local government				
T2.7	carpooling	Work regionally to increase the HOV and HOT lanes available during peak times for car shares and carpools to reduce single occupancy trips.	Lacey CR2 plan/T Focus Group #1	Jan '19	TRPC, DOT	local governments,	rural communities; those who work outside		Coordinating multipul partners. Addition of lanes increase more hard scape.
T2.8	reduced parking requirements	Reduce the cost of development by reducing parking requirements for new residential and mixed use development along transit corridors and in urban centers. Could allow substitution of care share programs.	Cascadia Consulting	Aug '19	Local government				
T2.9	congestion pricing	Explore congestion pricing between Thurston and Pierce counties along I-5 during peak hours to improve mobility by reducing traffic congestion, reduce greenhouse gas emissions, and create a more equitable transportation system. Target revenues to projects that enhance system efficiency.	TRPC-ST Plan	Jan '19	TRPC, DOT			Learn from Seattle who has published a phase one report on their congestion pricing study.	
T2.12	Eco driving education	Include awareness of fuel economy through driving techniques in curriculum for new drivers to reduce GHG emissions and develop long term habits.	T Focus Group #1	Sep-19	State Department of Licensing				
T2.15	TMAs	Mitigate traffic congestion and reduce GHGs by providing government grant dollars to Transportation Management Associations (TMAs) to provide membership-controlled transportation services in a range of areas including regional or city-wide service, along a specific corridor, or central business districts.	T Focus Group #1	Sep-19	Local government (public/private partnership)			Examples in other communities (Lloyd district example in Portland). Provides service that are not currently being met by existing transportation agencies. Commute Trip Reduction (CTR) may provide the framework.	
T2.16	Internal policy - decrease idle time	Coordinate with public agencies and private companies that transport people and materials to develop and enact internal policies that reduce idle time.			Local government				
T2.17	teleworking/flex work	Government agencies increase opportunities for employee teleworking options and staggering work days to reduce employees driving during peak traffic times.			Local and state government		workforce development	CTR programs	
T3: Increase the adoption of electric vehicles, and the infrastructure to support electric vehicles.									
T3.1	EV parking new construction	Require large commercial and residential buildings to dedicate a percentage of parking spots for electric vehicle charging.	TRPC (CALGreen)	Jan '19	Local government		construction companies/ contractors		
T3.2	free EV parking	Allow free parking for all electric vehicles at local government buildings and in city centers to encourage the adoption of all electric vehicles. Increase cost of parking for Non-EV vehicles.	Clean Technica and Greenway	Jan '19	Local government				
T3.3	solar parking lots	Work with utilities to develop installation of solar panels over surface parking spaces and structured parking garages to produce green energy for electric vehicles.	Thurston Thrives	Jan '19	Local government	PSE	renewable energy companies		

T3.4	EV charging retrofit	Partner with business and utilities to develop incentives and streamlined process to install EV charging infrastructure at large government and commercial facilities with low public transit and high personal vehicle utilization to access (e.g., the Great Wolf Lodge, St. Martins Pavilion, IT transit stations, rural gov buildings/services).	TRPC	Jan '19	Local government	Private installer			
T3.5	EV ready building code	Require all new residential construction be built EV ready. Create a simple and consistent residential charging station permitting process to reduce costs and time to development.	TRPC (CALGreen)	Jan '19	Local government		construction companies/ contractors; renewable energy companies; realtors	CALGreen drafted a model code, adapted from Lancaster, CA's municipal code. Model code: http://www.opr.ca.gov/docs/Example_Building_Codes.docx	
T3.7	EV integration	Reevaluate regulations and make necessary changes to ensure charging stations are able to be permitted in locations where they are needed.	TRPC-ST Plan	Jan '19	Local government			Several jurisdictions -- including Lacey (LMC Ch. 16.73) and Rainier (RMC Ch. 18.40) -- stipulate which zoning designations (including residential) allow electric vehicle charging stations. EV charging stations are permitted but not required.	
T3.8	public building EV infrastructure	Require new public facilities (buildings, park-and-rides, trailheads) have EV infrastructure. Ensure that the infrastructure is adequate to meet the growing number of electric vehicles.	TRPC-ST Plan	Jan '19	Local government		construction companies/ contractors; renewable energy companies		
T3.10	convert to EV fleets	Set policies and timetable for electrification of municipal and other governmental fleets. Require replacement of public fleets with cleaner, energy-efficient vehicles to reduce long term fuel costs, improve air quality and reduce greenhouse gas emissions.	Rich Hoey	Aug '19	Local government			see comment	
T3.11	EV education	Partner with environmental and other agencies to increase consumer awareness about EV options and incentives for use and purchase.	T Focus Group #1	Sep-19	Local government				
T3.12	gas station colocation	Require all new gas stations install EV stations and that current gas stations have low barriers (permitting, expense) to installing EV stations.	T Focus Group #1	Sep-19	Local government				
T3.14	EV mass purchase discounts	Create a group purchase program for residents to get deep discounts on EVs, other fuel efficient and alternative fuel vehicles.	CAW	Oct-19	Local government (public/private partnership)		low-income communities; rural communities/those who work outside		
T3.15	EV purchase incentives	Partner with car sale and lease dealerships to provide incentives for purchase of electric vehicles by Thurston County residents. Pilot with those neighborhoods, individuals with greatest VMT potential.	CAW	Oct-19	Local government (public/private partnership)				
T4: Increase the use of public transit.									
T4.1	increase transit	Increase local public transit routes/frequency with a focus on expanding transit service before and after traditional business hours and on weekends.	Thurston Thrives/ T Focus Group #1	Jan '19	Intercity Transit		low-income communities; rural communities/those who work outside; communities of color;	see comment	
T4.2	bus rapid transit	Expand rapid transit (ex. add transit only lanes in UGA or add express bus connections between South Sound cities), then develop funding mechanisms.	Rich Hoey/T Focus Group #1	Aug '19	Intercity Transit		low-income communities; rural communities/those who work outside; communities of color;		
T4.3	rural transit	Identify and implement first/last mile solutions for rural ridership (engage rural home owners associations for representation and feedback). Present this plan to TRPC with direction to explore pilot programs and secure funding sources.	Public comment/ T Focus Group #1	Aug '19	TRPC/RT		low-income communities; rural communities/those who work outside; communities of color;	Ruby Ride	
T4.4	fareless system/youth ride free	Develop a fareless system for public transit.	Rich Hoey	Aug '19	Intercity Transit		low-income communities		
T4.5	Sound Transit in Thurston County	Work with State Legislators and Governor's Office to identify opportunities and funding to expand Sound Transit to Thurston County.	TCAP	Jan '19	State				
T4.7	public transit ease	Create a partnership of transit providers and agree to a common goal of having an integrated navigation and payment system. Then work together to make an action plan.	Cascadia Consulting	Aug '19	TRPC				
T4.8	alternative fuel buses	Transition area transit services to 100% renewable energy.	Cascadia Consulting	Aug '19	Intercity Transit/IT		renewable energy companies		
T4.9	fed-compliant alternatives analysis	Work with the State partners and elected officials to understand future plans for mass transit. Secure funding in the State budget to conduct an alternatives analysis to determine what types of high capacity transit the region may be able to support in the future what funding mechanisms are available.	TRPC-ST Plan	Jan '19	TRPC				
T4.10	rider education/benefits	Maintain and expand a regional online page that lists all the mode shift education efforts and employer benefits opportunies (Thurston Here-To-There). Include a comments section for suggestions to further transit education and ridership.	T Focus Group #1	Sep-19	TRPC			- Cost of trip -> trip changing	
T4.13	park & ride	Work with transit providers to explore expansion of park & rides and park & pools.	T Focus Group #1	Sep-19	Intercity Transit				
T4.14	transit & schools	Work with school and transit providers to understand if there is a likely partnership to coordinate routes with transit start and top times.	T Focus Group #1	Sep-19	Intercity Transit				
T4.15	promote transit benefits	Work with employers and transit agencies to develop ways to incentivize employee ridership (ex. rebates for employees who give up use of employer parking facilities).			TRPC		workforce development		
T5: Increase use of active forms of travel and more efficient commuting modes.									
T5.1	walk/bike infrastructure	Coordinate cities of Thurston Counties Master Bicycle and Pedestrian plans into a large regional plan to expand walking and biking infrastructure, including separated and protected opportunities. Coordinate efforts to maximize funding mechanisms and opportunities.	Thurston Thrives	Jan '19	TRPC		rural communities/those who work outside		
T5.2	barriers to transportation alternatives	Develop a regional inventory to identify gaps in connectivity for safe cycling and walking. Then develop a strategy to prioritize projects and a plan for funding.	Cascadia Consulting	Aug '19	TRPC				
T5.3	biking to work	Require municipal and large employers to provide a shower and/or changing area for employees to facilitate biking to work, and secure/dry bike parking. Provide financial incentives for employer-sponsored bicycle programs.	Cascadia Consulting	Aug '19	Local government				

T5.4	school drop-off alternative modes	Maintain and expand a walking/biking incentive program with safety education for families.	Cascadia Consulting	Aug '19	School Districts	Intercity Transit	low-income communities; rural communities/those who work outside		
T5.6	park & pool	Require covered and safe bike storage at carpooling and pick up locations.	T Focus Group #1	Sep-19	Local governments				
T5.7	urban bikeshare	Pilot and, if successful, implement a bike/scooter share program.	TRPC	Jan '19	Capitol City Bikes? / private third-party				
T5.11	car-free zones	Reevaluate long term plans and update to prioritize pedestrians and people riding bikes. Set goals for mode shift and plans on how to achieve those goals like developing car-free corridors in commercial and mixed use areas to encourage mode shift.	T Focus Group #1	Sep-19	Local government		low-income communities; rural communities/those who work outside; communities of color		
T5.12	bike/transit	Coordinate a meeting with bicycle advocacy groups and transit agencies to explore barriers (ex. limited bike storage on bus). Prioritize solutions and develop plan to reduce barriers.	T Focus Group #1	Sep-19	TRPC	Local governments, advocacy groups	communities of color; low-income communities		
T5.13	telecommuting infrastructure	Develop grants and provide financial resources for installation of infrastructure necessary to support telecommuting.	G Focus Group #1	Sep-19	Local government/TRPC				
T6: Support regional mass transportation connections.									
T6.1	Olympia-Seattle rail	Update plans to prioritize commuter rail connection between Olympia and Seattle. Work with State partners to develop a plan and find other partners that have similar vision to coordinate with.	T Focus Group #1	Sep-19	State?				
T6.2	Olympia ferry service	Provide ferry service between Olympia and Seattle. Work with State partners to develop a plan and work with other partners that have similar vision.	T Focus Group #1	Sep-19	Washington State?				

W Focus Area: WATER & WASTE

Strategies:

W1: Increase the efficiency of water infrastructure + wastewater
W2: Reduce water consumption
W3: Reduce emissions from wastewater treatment operations
W4: Divert more solid waste from landfills
W5: Generate energy from waste sources
W6: Reduce consumption of carbon-intensive goods and services
W7: Reduce emissions of solid waste operations

Action ID#	short name	description	source	date added	implementor	potential partners	target stakeholders	opportunities	barriers
W1: Increase the efficiency of water infrastructure + wastewater									
W1.1	municipal energy efficiency	Conduct efficiency improvements to municipal water and sewage treatment systems. Prioritize components that consume the most energy and have high GHG emissions.	Adaptation Plan	Jan '19	Local government, PSE, LOTT, Thurston PUD, (Lead depends on system operator)			Olympia has completed an energy audit of its water infrastructure - tracks water loss and has looked at motor efficiency. Currently buys Green Power through PSE. LOTT has also conducted an energy audit, and is making investments in efficiency upgrades (see note).	energy audit
W1.2	public water systems	Prioritize efficiency improvements to public water systems (Group A and Group B). Prioritize components that consume the most energy and have high GHG emissions.	TRPC	Aug-19	Thurston PUD, Lacey, Olympia, Tumwater			Streamflow Restoration funding	New pumps aren't always more efficient Need to ensure redundancy, so will need a traditional backup, even if switch to solar or other renewable power (could use rechargeable batteries as a power source)
W1.3	rural wells	Provide a low interest loan program to encourage the use of efficient technology when permitting wells to serve new rural development.	TRPC		Thurston County		lenders; construction companies/ contractors		
W1.4	gravity sewer	Study the energy efficiency and cost impacts of gravity sewers versus STEP systems. As needed, introduce programs, regulations, and/or incentive programs.	WW Focus Group Meeting #1	Aug '19	Lacey, Olympia, Tumwater			gravity effluent easier to treat	
W1.5	lifecycle costs	Assess the energy use or energy savings of wastewater-related projects, and other lifecycle costs. Make analysis available to decision-makers.	WW Focus Group Meeting #1	Aug '19	Local government, Thurston PUD, LOTT			LOTT does this already.	
W2: Reduce water consumption									
W2.1	municipal water ordinance	Develop a mandatory municipal water conservation ordinance.	Lacey CR2 plan	Jan '19	Local government		construction companies/ contractors		
W2.2	water audits	Conduct water audits of city and county facilities to determine prioritization of capital improvements.	Ashland Climate & Energy Action Plan	Aug '19	Local government				Look at plumbing fixtures in municipal buildings
W2.3	water conservation outreach	Expand water conservation outreach and incentive programs for residents and businesses through new funding sources (ex. grants) and partnerships.	Ashland Climate & Energy Action Plan	Aug '19	Local government			Low return on investment.	
W2.4	permitting	Review and update building code to ensure most efficient water practices and technologies are applied to new development.	TRPC	Aug '19	Local government		construction companies/ contractors	Challenging for commercial b/c tenant changes.	
W2.5	rural conservation	Provide technical assistance for rural "exempt" wells to conserve water.	Art Starry, Thurston County Environmental Health	Aug '19	Thurston County, TCD		rural communities		
W2.6	agricultural water use	Evaluate agricultural water use and develop a program to buy back or reclaim excess capacity.	Art Starry, Thurston County Environmental Health	Aug '19	Local government		farmers/ ranchers		
W2.7	low-water landscaping	Require water landscaping conservation practices for new development.	Art Starry, Thurston County Environmental Health/WW Focus Group Meeting #1	Aug '19	Local government		construction companies/ contractors		
W2.8	integrated incentives	Integrate City incentives for water and wastewater reductions with other aligned incentive programs (ex. PSE rebates for washing machines and dishwater energy savings) to encourage broader usage and conservation.	Thad Curtz	Sept '19	Local government				
W2.9	tiered rates	Study effectiveness and strategies for conservation with tiered rating structures for water and sewer, and if proven, apply new rate structures.	Thad Curtz	Sept '19	Local government		Most (all?) utilities		

W2.10	water reuse	Develop a water reuse program for water conservation on site. Provide technical assistance and incentives, such as free rain barrels, to gather water and use on site (e.g., rain barrels for irrigation).	WW Focus Group Meeting #1	Aug '19	LOTT, local government				
W2.10b	reclaimed water	Expand the use of reclaimed water, especially where needed for irrigation.			LOTT				
W2.11	watering schedule	Institute mandatory watering schedule that limits irrigation to certain days.	WW Focus Group Meeting #1	Aug '19	Local government		farmers/ ranchers; rural communities; realtors	Lacey has a current program	
W2.12	high users	Identify greatest water users and provide targeted technical outreach and support to reduce water consumption.	WW Focus Group Meeting #1	Aug '19	Local government, LOTT				
W2.13	combined sewer	Separate combined sewer and stormwater system. Start with feasibility study and follow through on findings.	WW Focus Group Meeting #1	Aug '19	Olympia, LOTT				Extra infrastructure
W2.15	renter incentives	Develop and offer incentives for water conservation targeted to renters and multifamily residential units.	WW Focus Group Meeting #1	Aug '19	Local government		construction companies/ contractors; realtors		
W2.16	metering	Use metering to inform water consumers about their use compared to others on their utility bill. Provide technical assistance and education to higher users on ways to conserve water and improve household/business efficiencies.	WW Focus Group Meeting #1	Aug '19	Local government				
W2.17	gray water use	Require use of gray water in new residential and commercial buildings. Start with feasibility study and change building codes based on results.	CAW	Oct '19	Local government	DOH			Would require DOH approval.
W2.18	HOA watering outreach	Provide education and technical assistance to HOAs related to revising covenants that may be causing increase water consumption and/or prohibiting energy savings (ex. lawns must be irrigated and green, no water barrels).	Public Survey		Local government		realtors		
W2.19	well conversion to public systems	Provide technical assistance to rural "exempt" well owners to convert to public water systems when service connections are available.			Thurston County, PUD		farmers/ ranchers; rural communities		
W3: Reduce emissions from wastewater treatment operations									
W3.1	nitrous oxide capture	Research and implement nitrous oxide mitigation strategies and strategies to avoid or reduce nitrous oxide emissions. Present findings and cost vs benefits analysis to policy makers to determine what changes should be made.	WW Focus Group Meeting #1	Aug '19	LOTT				
W3.2	methane capture	Capture methane from wastewater operations and use to generate power to run systems. Begin by researching cost-effective methods and identifying funding sources to implement.	WW Focus Group Meeting #1	Aug '19	LOTT				
W3.3	hydrogen power	Investigate and determine if hydrogen power is a cost effective alternative energy source for operations, including technical vehicles, or for distribution and if so, identify funding source to implement.	WW Focus Group Meeting #1	Aug '19	LOTT				
W4: Divert more solid waste from landfills									
W4.1	residential composting	Expand residential programs for composting and recycling food waste.	Thurston Thrives	Jan '19	Local government			TC waste is being converted into renewable natural gas (RNG)	Expensive to construct, and hard to find available space. Air quality implications to burning waste, what are emissions in burning?
W4.2	commercial composting	Expand commercial programs for composting food waste. Start by identifying funding and partners.	WW Focus Group Meeting #1	Aug '19	Local government			Thurston County Restaurant Rescue program	
W4.4	waste audits	Provide waste audits for business owners and education on practices that decrease waste (ex. compost, recycling, reuse).	Cascadia Consulting	Aug '19	Local government				
W4.5	gleaning	Expand gleaning programs and recovery and use of edible yet unwanted foods from restaurants, grocery stores, and schools.	Thurston Thrives/AF Focus Group #1	Jan '19	Thurston County Food Bank				
W4.7	deconstruction ordinance	Develop a building deconstruction ordinance, with requirements for deconstruction, reporting, inspections, and compliance tools.	Thad Curtz	Sept '19	Local government		construction companies/ contractors	Examples at: https://sustainableconsumption.usdn.org/initiatives-list/encouraging-and-mandating-building-deconstruction Also Portland's ordinance at: https://www.portlandoregon.gov/bps/68520	
W4.8	fruit teams	Partner with food banks and neighborhoods to harvest fruit from urban fruit trees.	Thad Curtz	Sept '19	Food Bank		food banks	Portland's Fruit Tree Project (https://www.portlandfruit.org/) or Seattle's City Fruit (https://www.cityfruit.org/join-us/about-us)	
W4.9	organics collection	Require food waste pickup at residential and commercial buildings to reduce landfill methane. Compliment with an ordinance that restricts compostables from going into the garbage and has a fining structure to enforce.	Thad Curtz	Sept '19	Local government		food bank; realtors	Seattle has an existing program. "Seattle Municipal Code (SMC) sections 21.36.082 and 21.36.083 require that residents and businesses do not put food scraps, compostable paper, yard waste, and recyclables in their garbage. .... Seattle Public Utilities (SPU) gives warning notices for garbage containers that contain recyclables or compostables. For each warning, the property will receive a tag on the container and a notice will be mailed to the account. After 2 warnings, properties may receive a $50 fee on their waste bill for recyclables in the garbage.	
W4.10	waste less food program	Expand the TC Public Works "Waste Less Food" program.			Thurston County				Increasing education/outreach and programming drives up consumer rates, which decentivizes participation
W4.11	regional recycling	Conduct an analysis of how a regional recycling facility could build local markets for recyclable materials. Develop a cost vs benefits analysis and present to policy makers.	WW Focus Group #1	Aug '19	Thurston County, EDC,			Longview Paper Mill - takes all mixed grade paper	
W5: Generate energy from waste sources									
W5.1	waste-to-energy	Research the opportunities to generate additional energy from waste products (e.g., woody biomass and sewage) in Thurston County to reduce fossil fuel consumption and present to policy makers for consideration.	Adaptation Plan	Jan '19	Colleges, WSUx		renewable energy companies (?)	TC waste is being converted into renewable natural gas (RNG)	Expensive to construct, and hard to find available space. Air quality implications to burning waste, what are emissions in burning?
W5.2	heat exchange	Research the feasibility of heat exchange potential of embedded energy in wastewater and/or reclaimed water and present to policy makers for consideration.	Rich Hoey	Aug '19	LOTT			Similar to district heating idea.	
W5.3	kinetic energy	Research the feasibility of utilizing kinetic energy from transport of water and wastewater through piping networks and present to policy makers for consideration.	Art Starry, Thurston County Environmental Health	Aug '19	Thurston County				
W5.4	FOG waste	Research feasibility of program to digest Food, Oils, and Grease (FOG) and/or commercial food waste at LOTT to recover energy and increase methane production and present to policy makers for consideration.	Thad Curtz/WW Focus Group #1	Sept '19	LOTT	local restaurants, local schools			

W5.5	dry anaerobic digesters	Evaluate feasibility of a dry anaerobic digester with associated combined heat and power facility to process organics and agricultural waste locally. Present findings to appropriate policy makers for their consideration.	Thad Curtz/WW Focus Group #1	Sept '19	Thurston County		renewable energy companies; farmers/ ranchers		
W6: Reduce consumption of carbon-intensive goods and services									
W6.1	consumption emissions education	Develop an education program about consumption-based emissions and simple ways to track and reduce consumption-based emissions for residents of Thurston County.	Ashland Climate & Energy Action Plan	Jan '19	Local government				
W6.2	meat reduction	Develop awards/recognition programs for restaurants that encourage plant-rich diet that reduce meat consumption.	Thurston Thrives	Jan '19	Local government				
W6.3	collaborative consumption	Develop a awards/recognition programs for "collaborative consumption" community projects like tool libraries and repair cafes, through mini-grant programs to encourage their use and new projects.	Cascadia Consulting	Aug '19	Local government		low-income communities; communities of color; rural communities		
W6.4	environmentally preferable purchasing policy	Local governments require departments, agencies, consultants and contractors to use recycled products whenever possible and not cost prohibitive.	Cascadia Consulting	Aug '19	Local government		construction companies/ contractors		
W6.5	product stewardship	Support state-level product stewardship legislation that requires producers to be involved in end-of- product-life management, either through product design changes (e.g. compostable snack bags), investing in take back programs , or placing a fee on the sale of products to support diversion.	Cascadia Consulting	Aug '19	State government				
W6.6	supply chain	Provide free technical assistance to local businesses in reducing the carbon intensity of their supply chains.	Multnomah County Climate Action Plan		Local government				
W6.7	water fill stations	Require all government-owned water fountains be replaced with water bottle filling stations at end of life and all new construction requires water bottle filling stations.	Cascadia Consulting	Aug '19	Local government				
W6.8	reusable takeout	Amend health code to allow reusable take out containers.	WW Focus Group #1	Aug '19	Department of Health, Local government				
W6.9	single-use ban	Ban single use plastics (e.g. straws, water bottles)	WW Focus Group #1	Aug '19	Local government				consumer behavior
W7: Reduce emissions of solid waste operations									
W7.1	waste route efficiency	Partner with sanitation companies to evaluate the GHG reduction potential of utilizing one side for street pickup and present to policy makers for consideration.	Thad Curtz	Sept '19	Local government			Technology exists: Hybrid trucks and powered by CNG. Currently done by Olympia; is this done by other providers?	
W7.2	waste service areas	Mandate that areas served redundantly by municipalities and private waste collection are eliminated, such as the Tumwater/Olympia border south of the high school, by trading service areas	Thad Curtz	Sept '19	Local government				
W7.3	garbage fleet electrification	Electrify garbage truck fleet. Start by developing plan for municipal and private waste collectors that includes financing options.	Thad Curtz	Sept '19	Local government			Seattle's new BYD EV rear-loader https://arstechnica.com/cars/2019/05/seattle-makes-history-with-electric-garbage-truck/ Volvo EV garbage truck https://www.motorauthority.com/news/1116920_volvo-introduces-electric-delivery-garbage-truck-with-186-mile-range Mack EV garbage truck https://www.greencarreports.com/news/1123352_mack-plans-to-send-electric-trucks-to-the-garbage-dump	

A Focus Area: AGRICULTURE & FORESTS

Strategies:

A1: Reduce emissions from agricultural practices.
A2: Support agricultural practices that sequester carbon.
A3: Support production of less carbon-intensive agricultural products, and local food markets.
A4: Preserve existing trees, forest lands, and open space.
A5: Manage forests to sequester carbon.
A6: Reduce emissions from the urban landscape.
A7: Increase carbon sequestration in marine ecosystems.

Action ID#	short name	description	source	date added	implementor	potential partners	target stakeholders	opportunities	barriers
A1: Reduce emissions from agricultural practices.									
A1.1	manure management	Provide education and incentives (grants, loans, technical assistance) to support manure management that reduces methane and nitrous oxide emissions (ex. covered manure storage facilities, manure application practices).	Cascadia Consulting	Aug '19	TCD, WSUx		Farmers/ranchers; rural communities	Existing outreach program through the Thurston Conservation District	Funding for staff and BMP implementation
A1.2	nutrient management	Provide education and incentives (e.g., grants, loans, technical assistance) reduce nitrous oxide emissions when managing fertilizer.	TRPC	Aug '19	TCD		Farmers/ranchers; rural communities		Funding for staff and BMP implementation
A1.3	waste-to-energy	Conduct a feasibility study on small-scale energy production (ex. capture and combustion of methane, anaerobic digestion, biofuel and biogas production), then identify partners, programs and incentives to develop across TC.	TRPC	Aug '19	WSUx		Farmers/ranchers		
A1.4	water use	Develop an incentive program (e.g., technical assistance) to improve the efficiency of agriculture irrigation systems. Identify grant funding.	TRPC	Aug '19	TCD		Farmers/ranchers; rural communities	Drought grant funding through Washington State Conservation Commission	Funding for staff and BMP implementation
A1.5	BMP audits	Develop and incorporate mandatory sustainability audits into conservation/farm plans. Develop program and identify funding reduce energy use and promote best management practices (BMPs).	Cascadia Consulting/ TRPC	Aug '19	TCD		Farmers/ranchers	Washington State Conservation Commission (WSCC) cost-share; build on existing checklists and processes	Funding for staff and BMP implementation

A1.6	feed additives	Provide education to promote methane-reducing livestock feed additives (ex. seaweed derivatives). Make cost effective by partnering with local vendors and consumers to develop a bulk purchase program.	AF Focus Group #1	Aug '19	TCD		Farmers/ranchers		
A2: Support agricultural practices that sequester carbon.									
A2.1	regenerative agriculture	Expand regenerative agricultural practices (ex. low-till, no-till education programs) among farmers that aim for a "whole farm" approach. Provide education on how to increase organic matter content and water retention in soils within urban and agricultural settings.	TRPC	Aug '19	TCD, WSUx	TESC POP program, St Martins	Farmers/ranchers; rural communities	Pilot programs with incentives for farmers; Expand regenerative Ag training programs at insitutions of higher learning to support a new generation of famers that use regenerative agricultural production practices. Existing Equipment rental programs through TCD	Funding for staff and BMP implementation; financial risk for trying new practices or expanding;
A2.3	biochar	Thurston EDC, Port Authority and TCD partner to explore feasibility of biochar enterprise in Thurston County to promote amending soils with biochar.	TRPC	Aug '19	TCD/EDC/Port Authority		Farmers/ranchers		
A2.4	soil carbon research	Fund/support regional soil carbon sequestration research to encourage adoption of region-specific conservation farming practices that store carbon.	WSU	Jan '19	WSUx		Farmers/ranchers		
A2.5	silvopasture	Develop education programs and incentives to encourage farmers to incorporate tree planting on farms (e.g., silvoculture, silvopasture, agroforestry, tree cropping).	AF Focus Group Meeting #1	Aug '19	TCD		Farmers/ranchers		
A3: Support production of less carbon-intensive agricultural products, and local food markets.									
A3.1	farmland preservation	Support farmland preservation through land use policies and financial incentives (e.g., conservation easements) to maintain production capacity and increase self-sufficiency.	AF Focus Group meeting #1	Aug '19	Thurston County	SSFSN	Farmers/ranchers		Economics that lead to conversion of farmland to development
A3.2	food system assessments	Encourage growth of local markets through market research and assessment of our ability to feed ourselves from regionally-produced foods.	AF Focus Group meeting #1	Aug '19	TESC, WSUx	TEDC, WSUx, Senior Svs South Sound/ SSFSN	Farmers/ranchers		Lack of understanding of current capacity to meet local market needs
A3.3	processing and distribution hub	Develop a hub to process and distribute regionally-grown agricultural products to local markets (including restaurants, supermarkets, jails, schools, colleges, and hospitals).	AF Focus Group meeting #1	Aug '19	TEDC	WSUx, SSFSN Infrastructure/Processing WIT, EDC	Farmers/ranchers	Regional food can be price competitive, existing EDC programs	Distribution is inefficient locally with many small famrs spread out
A3.5	institutional markets	Explore local policy and financial incentives to increase the percentage of regionally produced foods purchased by cafeterias in government and municipal institutions.	AF Focus Group meeting #1	Aug '19	State and Local governments, school districts	EDC	Farmers/ranchers; rural communities	Existing EDC programs, WSDA grants to food banks to purchase and contract wit	more research needed
A3.6	SNAP access	Publicize federal nutrition incentive programs that aim to support small and mid-sized farms, such as SNAP, FMPP, LFPP, and FINI grant.	AF Focus Group meeting #1	Aug '19	Local governments	WA-DOH, Olympia FM, WSUx SNAP program	Farmers/ranchers		
A3.7	hemp production	Develop an economic development plan for attracting industrial hemp production as a way to create local jobs and sequester carbon.	Public comment	Aug '19	EDC, local governments		Farmers/ranchers	Soil testing program	
A3.8	woody crops	Provide technical assistance to help residents, businesses, and the agricultural community grow woody perennial crops that help conserve water, store carbon, and provide other ecosystem services.	Adaptation Plan	Jan '19	Residents, agricultural community, TCD		Farmers/ranchers		
A4: Preserve existing trees, forest lands, and open space.									
A4.1	natural area preservation	Identify and establish a range of diverse, stable, long--term funding sources for the acquisition, restoration, and preservation of prime natural areas.	Cascadia Consulting	Aug '19	Thurston County	land trusts, TCD		Many such programs exist: Conservation Futures, FarmLink, CREP, salmon recovery funding, federal grants, etc. TCD forest planting programs	Lack of consistent Conservation Futures funding leaves a gap of local match funding that dampens ability of Thurston County land trusts (CLT, NLT, SSCFLT) to get funding for projects. Any program should be additional or build on existing programs, new program could take away from what limited funding is there.
A4.2	working land preservation	Identify or develop local funding sources for agricultural and forestry conservation easements. This could include creating a system for bundling small monetary contributions to invest in collective conservation easement or land purchases.	Cascadia Consulting	Aug '19	Thurston County	land trusts, TCD	Farmers/ranchers	Voluntary Stewardship Program, Sentinel Landscape Partnership, Regional Conservation Partnership Program	Lack of consistent Conservation Futures funding leaves a gap of local match funding that dampens ability of Thurston County land trusts (CLT, NLT, SSCFLT) to get funding for projects. Difficult to enforce restrictions through successive landowners
A4.3	tree codes	Review and revise local development regulations to require the carbon sequestration value of existing trees be considered in regulatory requirements like site plan review.	TRPC	Aug '19	Local government				
A4.4	clearing limits	Add clearing limits (usually expressed as percentage) for large lot development in county and city zoning codes.	AF Focus Group meeting #1	Aug '19	Local government		Farmers/ranchers; construction companies/ contractors		
A4.5	stream buffers	Update permitting requirements to increase the required stream buffer size to increase carbon sequestration.	AF Focus Group meeting #1	Aug '19	Local government		Farmers/ranchers	collaborate with salmon preservation efforts	
A4.6	code enforcement	Increase monitoring and enforcement of City and County zoning and other regulations that preserve sensitive areas.	AF Focus Group meeting #1	Aug '19	Local government				
A4.7	clustered development	Incentivize cluster development, such as giving a 10-25% density bonus, to preserve more open space.	WSU	Jan '19	Local government		Construction companies/contractors		
A5: Manage forests to sequester carbon.									
A5.1	reforestation & afforestation program	Develop a coordinated reforestation/afforestation program. Begin by identifying priority areas where reforestation and afforestation may have carbon reduction benefits.	Thurston Thrives	Jan '19	Local government, USFS	TCD (Forest RCPP)			
A5.2	community forests	Expand extent of community forests that consider carbon sequestration in their management goals.	TRPC	Aug '19	3rd Party nonprofit, Thurston County			Opportunity to learn from existing Nisqually Community Forest	Require extensive up front work with community to develop vision and plan - funding would be needed for up front costs.
A5.3	long-rotation timber	Mandate that timber companies lengthen the rotation of timber harvesting in Thurston County as part of their permits.	TRPC	Jan '19	Thurston County, DNR	Weyerhauser	Farmers/ranchers		Need to change the way carbon credits are awarded
A5.4	ecosystem services monetization	Expand market-based approaches for ecosystem services such as carbon credit trading.	WSU	Jan '19	TESC				credits must be valuable enough for commercial forester to buy in
A5.5	species mix	As part of an educational/technical assistance program, promote species mixes for reforestation or aforestation that result in high-density carbon sequestration.	AF Focus Group meeting #1		DNR, NW Natural Resource Group				
A5.6	small forester education	Deploy an educational program for smaller foresters to increase understanding of carbon sequestration, emphasizing the better performance of mature rather than young trees.	AF Focus Group meeting #1		NW Natural Resource Group				
A5.7	legislative efforts	Lobby Washington State legislature in support of bills that positively affect carbon balance on state-managed lands.	AF Focus Group meeting #1		Local government, TCAT				

A5.8	slash-to-biochar	Seek grant funding to process slash to biochar and apply in forestry or agricultural settings.	AF Focus Group meeting #1		WSU extension commercial				
A5.9	slash-to-fuel	Seek grant funding to explore the feasibility of utilizing slash as fuel in forestry equipment at scale commercially.	AF Focus Group meeting #1		WSU extension commercial				
A5.10	laminated timber	Increase allowances for laminated timber in building code.	AF Focus Group meeting #1		Local governments				
A5.11	carbon in the CAO	Authorize carbon as a justification for critical areas ordinance protection.	AF Focus Group meeting #1		Thurston County, Department of Commerce				
A6: Reduce emissions from the urban landscape.									
A6.1	low-maintenance landscaping	Provide marketing and education campaign promoting the planting of low-maintenance landscaping to encourage more vegetation and tree canopy.	Adaptation Plan	Jan '19	Local governments	Thurston Conservation District		TCD and other Native Plant Sales	
A6.2	street tree plan	Create a comprehensive street tree plan and/or planting guide that prioritizes goals for carbon sequestration, climate change resiliency, and other equitably distributed co-benefits. Plan should include minimum stocking standards for street trees.	Cascadia Consulting	Aug '19	Local governments	Thurston Conservation District			
A6.3	urban tree canopy incentive program	Develop partnership with organizations that offer financial incentives for expanding tree canopy in exchange for carbon credits purchased by businesses and other institutions.	Adaptation Plan	Jan '19	Local governments	nonprofits, neighborhoods, residents, property owners, K-12, Thurston Conservation District	Construction companies/contractors (?)	City Forest Credits in Seattle (https://www.cityforestcredits.org/) leading an effort to not just get more urban tree cover but create incentives for it. Could be an avenue that municipalities can use to at least make the effort break even? Seattle Free Tree Program Nature Conservancy Tree Planting Grants	
A6.4	tree protection	Revaluate municipal tree protection ordinances based on a review of national best practices.	AF Focus Group meeting #1		Local governments		Construction companies/contractors (?)		
A6.5	municipally-controlled canopy	Maximize tree canopy on City-owned or City-controlled land.	AF Focus Group meeting #1		Local governments				
A6.6	tree-aware zoning	Modify zoning setbacks and similar provisions designed to provide room for and encourage large trees.	AF Focus Group meeting #1		Local governments		Construction companies/contractors		
A6.7	adaptation	Educate City and County staff about low cost ways to adapt infrastructure to conform to the needs of growing trees, rather than removing the trees.	AF Focus Group meeting #1		Local governments				
A6.8	landscape regulation	Modify landscape development code requirements to direct the use of landscaping appropriate to the site that provides shade in summer/ sun in winter.			Local governments		Construction companies/contractors		
A6.9	Tree canopy ordinance	Develop a tree canopy ordinance that establishes a baseline for current urban canopy and sets goals for future canopy to increase cities' resilience. Combine direct cooling value (urban heat island mitigation) with carbon sequestration value when evaluating urban tree management.			Local governments		Construction companies/contractors		Low emission sector and regulatory action so medium to high impact.
A7: Increase carbon sequestration in marine ecosystems.									
A7.1	marine vegetation	Understand current efforts and develop a plan to enhance the protection of marine vegetation such as eelgrass to improve water quality, sequester, and improve fish habitat and survival.	Adaptation Plan	Jan '19	Thurston County, Puget Sound Partnership, DNR	nonprofits, neighborhoods, residents, agricultural community, property owners		Squaxin Island Tribe research/project in Oakland Bay; decisions around Capitol Lake; USGS	
A7.2	blue carbon	Research actions to implement blue carbon programs in Thurston County aimed at sequestering carbon through the conservation and restoration of coastal and marine ecosystems.	Public Survey		Thurston County, Puget Sound Partnership				

G Focus Area: CROSS-CUTTING (GENERAL)

Strategies:

G1: Conduct education and outreach across climate mitigation areas.
G2: Support a green local economy.
G3: Fund climate mitigation actions.
G4: Enhance monitoring and evaluation of climate mitigation measures and outcomes.
G5: Advocate for climate-mitigating state and federal policy.

Action ID#	short name	description	source	date added	implementor	potential partners	target stakeholders	opportunities	barriers
G1: Conduct education and outreach across climate mitigation areas.									
G1.1	educational website	Develop user-friendly website and outreach materials to educate residents of the health and cost benefits of reducing GHG emissions in their lives and homes and resources on how to do it.	Cascadia Consulting	Aug '19	Other community partner				
G1.2	consumption (COMBINE WITH G1.5)	Develop and run community based social marketing program to reduce consumption and inform consumers about options for reducing their carbon footprint.	Thad Curtz	Sept '19	Local governments/other community partner			Lower thermostats, buy more fuel efficient vehicles, buy less plastic containers, allow grass to grow longer or even die, stop washing sidewalks and driveways.	
G1.3	ClimeTime	Coordinate OSPI ClimeTime program with local government to bring youth into the feedback and planning process of developing climate mitigation programs and policy.	G Focus Group #1	Sep-19	OSPI/Local government				
G1.4	Career Connects	Set a target to increase the percentage of green jobs in the Career Connects WA program each year.	G Focus Group #1	Sep-19	State		workforce development		
G1.7	social research (COMBINE WITH G1.2)	Work with higher education institutions to research effective behavior change through marketing and educate. Use this information in developing campaigns to reduce high emissions GHGs.	G Focus Group #1	Sep-19	Higher education/Local government				
G1.9	staff training	Develop climate mitigation practices for government employees at work and require they be implemented. Set outcomes to measure effectiveness.	CAW	Oct-19	Local government				
G2: Support a green local economy.									
G2.1	clean energy economy	Set policy that requires recruitment and retention practices for clean energy economy companies.	TRPC	Jan '19	Local government, EDC		workforce development		
G2.2	sustainable businesses	Develop a green guide for area businesses and build award programs to reward implementation.	Cascadia Consulting	Aug '19	Local government, EDC, Cambers of Commerce				
G2.3	clean economy roundtables	Organize and facilitate roundtables with business leaders focused on clean economy strategies.	Cascadia Consulting	Aug '19	Local government				

G2.4	technical clearinghouse	Have TRPC or another entity function as a clearinghouse for government regulations roadblocks to clean technology development.	G Focus Group #1	Sep-19	TRPC				
G2.5	cleantech park	Develop a "cleantech" business park and provide incentives (tax, utility) for green business that co-locate.			Local government, Port		rural communities		
G2.6	training diversification	Work with the Workforce Training and Education Coordinating Board (WTB) to ensure a wide variety of green jobs is part of the workforce training.	G Focus Group #1	Sep-19	WTB/Local government		workforce development		
G2.7	jobs leadership	Provide technical assistance to local businesses to generate green jobs and practices.	G Focus Group #1	Sep-19	EDC				
G3: Fund climate mitigation actions.									
G3.1	tax benefits	Develop tax incentives for businesses that demonstrate GHG reductions in their production.	G Focus Group #1	Sep-19	Local government				
G3.2	cost-sharing	Develop an Office of Green Building to work with the business sector to partner in sharing costs and expertise.	G Focus Group #1	Sep-19	Local government, EDC				
G3.3	green energy bond	Develop a green energy bond providing a monetary incentive to tackle prominent social issues such as climate change and a movement to renewable sources of energy. Start by researching the feasibility and impact.	G Focus Group #1	Sep-19	Local government			San Diego's- green energy bond? - Could be a model for other public entities for energy retrofits	
G3.4	crowdsourcing	Develop and launch a crowdsourcing platform (like "The Gamechanger") that allows entrepreneurs to submit green proposals for policies and projects for local government and businesses and ideas to influence the future of energy and help to overcome a specific challenge.	G Focus Group #1	Sep-19	private entity				
G4: Enhance monitoring and evaluation of climate mitigation measures and outcomes.									
G4.1	emissions inventory	Prepare and publish an annual emissions inventory that tracks greenhouse gas emissions by jurisdiction and source category. Review and update emissions inventory methodology as necessary to address improvements to data or methodologies, improve consistency, incorporate changes to state or federal policies, or report on issues of local interest.	TCAT	Aug '19	TRPC, TCAT	Thurston County, Lacey, Olympia, Tumwater, TCAT, others		TCAT has been producing regular emissions inventories using a comparable EPA methodology, and has past data entered into ClearPath.	
G4.2	performance measures	Develop community GHG reduction goals and performance measures. Regularly update and publicize for community to track their progress.			Local government, TCPC		low-income communities; communities of color; rural communities		
G4.3	other emission sources and sinks	Expand sources and sectors in future emissions inventories to inform future regulatory policy to reduce GHG emissions. Connected to actions T1.5 and W6.1, and sequestration actions.	Cascadia Consulting, TCAT	Aug '19	TRPC, TCAT			Review Cascadia and TCAT memos for suggestions on examples.	
G4.4	vulnerable populations	Develop a data and monitoring mechanism that is specific to marginalized groups and their needs related to climate change and climate reality (e.g., access to transportation, access to A/C, proximity to cooling centers) and develop a plan to address these vulnerabilities with solutions that help reduce GHG emissions.	Cascadia Consulting	Aug '19	TRPC		communities of color; low-income communities; rural communities		
G4.6	social cost of carbon	Develop and adopt policies that require the use of a "social cost of carbon measure" in zoning, development, construction, and transportation decisions.	TCAT	Oct-19	Local government				
G5: Advocate for climate-mitigating state and federal policy.									
G5.1	UTC presence	Track, monitor and share information about Washington Utilities and Transportation Commission (UTC) meeting and actively recruit residents to give feedback and attend meetings to support bold GHG emission policy.	G Focus Group #1	Sep-19	NGOS				
G5.2	solar-ready building code	Add as a high priority to municipality's legislative agenda - State-level amendments to State building code requiring solar-ready construction. Work with other cities to add this to the Association of Washington Cities (AWC) priorities.	CAW	Oct-19	Local government/AWC		construction companies/ contractors; realtors		
G5.3	net-zero building code	Add as a high priority to municipality's legislative agenda - State Building Council and State Legislature to require net-zero energy use in all new buildings by the 2031 residential code cycle and amendments to State building code each 3-year cycle to meet that goal. Work with other cities to add this to the AWC priorities.	CAW	Oct-19	Local government/AWC		construction companies/ contractors; realtors		
G5.4	utility advocacy	Add as a high priority to municipality's legislative agenda - State and Utilities and Transportation Commission in implementing SB 5116, which requires a shift to clean electricity.	CAW	Oct-19	Local government		construction companies/ contractors; realtors; renewable energy companies		
G5.5	legislative agenda	Prioritize combating climate change in the municipality's legislative agenda each year. Instruct municipal lobbyist to track and report on climate bills, and to advocate for those bills that will help reduce local emissions. Work with other cities to add this to the AWC priorities.	CAW	Oct-19	Local government				
G5.6	Clean energy	Local government adopt and communicate policy statements and positions with the State Electeds that call for rapid conversion to clean energy in the power supply that serves Thurston County.			Local government				

UTILITIES COMMITTEE MINUTES

JANUARY 3, 2022
12:00 P.M. – 12:49 P.M.
REMOTE ONLY

COUNCIL PRESENT: COUNCILMEMBERS KUNKEL (CHAIR), STEADMAN, AND MILLER

STAFF PRESENT: SCOTT SPENCE, SCOTT EGGER, ED ANDREWS, JUSTIN BELLIS, DOUG CHRISTENSON, PERI EDMONDS

ACTION: APPROVE UTILITIES COMMITTEE AGENDA
MOTION: MOTION MADE, SECONDED AND CARRIED BY COUNCILMEMBERS MILLER AND STEADMAN

UTILITY LOCATING UPDATE

STAFF: JUSTIN BELLIS, SENIOR WATER DISTRIBUTION TECH

ACTION: INFORMATION ONLY

Staff provided an update on the City's utility locating program. The Water Department has two full time employees who perform the utility locates for water, reclaimed water, sewer, stormwater, street/STEP electric, and fiber-optic lines. In 2021, the utility locators responded to 6,719 utility locate requests.

Upon completion of the utility locates, staff document all utilities that were located, the completion date, and the utility locator who performed the work. The information is updated on both the National Ticket Management System and an Access database maintained by the City.

STORMWATER DESIGN MANUAL UPDATE

STAFF: DOUG CHRISTENSON, WATER RESOURCES ENGINEER

ACTION: INFORMATION ONLY

Staff provided an update on the Stormwater Design Manual (SDM). The Washington Department of Ecology (Ecology) mandates local stormwater projects to implement regulatory updates in conformance with the 2019-2024 Western Washington NPDES Phase II Municipal Stormwater Permit and 2019 Stormwater Management Manual for Western Washington.

A virtual open house will be held in April 2022, followed by briefings to the Utility Committee and Planning Commission. The Planning Commission will hold a public hearing on May 3, 2022, and Council will consider adoption at the May 19, 2022, Council meeting.