

# Agenda

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## ENVIRONMENTAL SERVICES COMMISSION MEETING

450 - 110th Avenue NE (City Hall)  
Conference Room 1E-113  
Thursday 6:30PM  
September 19, 2013  
Regular Meeting

	<u>Page No.</u>	<u>Action</u>
1. Call to Order – Brad Helland, Chair		
2. Oral Communications Note: Three-minute limit per person, maximum of three persons for each side of topic. Additional presentation may be heard at Agenda Item 8.		
3. Approval of Agenda *	1	X
4. Approval of Minutes * <ul style="list-style-type: none"><li>• July 11, 2013</li></ul>	2 - 9	X
5. Reports & Summaries <ul style="list-style-type: none"><li>• Update on 2014 Solid Waste Contract Vendor Selection #</li><li>• Shoreline Master Plan *</li></ul>	10-11	
Information <ul style="list-style-type: none"><li>• Council Calendar *</li><li>• ESC Calendar *</li></ul>	12-13 14-15	
Presentations <ul style="list-style-type: none"><li>• City Comprehensive Plan Update *</li><li>• Sewer Lake Line Report *</li></ul>	16 – 23 24	
6. New Business		
7. Director's Office Report		
8. Continued Oral Communications		
9. Adjournment		

\* Materials included in packet

# Materials separate from packet

Wheelchair accessible. American Sign Language (ASL) interpretation available upon request by calling (425) 452-6466 (v) at least 48 hours in advance. Assistance for the hearing-impaired: Dial 711.



**CITY OF BELLEVUE  
ENVIRONMENTAL SERVICES COMMISSION  
MEETING MINUTES**

Thursday  
July 11, 2013  
7:15 p.m.

Conference Room 1E-113  
Bellevue City Hall  
Bellevue, Washington

**COMMISSIONERS PRESENT:** Chair Helland, Vice Chair Swenson; Commissioners Cowan, Wang, and Weller

**COMMISSIONERS ABSENT:** Mach, Morin

**OTHERS PRESENT:** Deputy Director Bob Mulvey, Pam Maloney, Phyllis Varner and Paul Bucich

**MINUTES TAKER:** Laurie Hugdahl

**1. CALL TO ORDER:**

The meeting was called to order by Chair Helland at 7:20 p.m. Deputy Director Mulvey announced that Paul Weller would be leaving the ESC as he was moving out of Bellevue. Deputy Director Mulvey presented him with a plaque of appreciation for his service and a cake.

**2. ORAL COMMUNICATIONS - None**

**3. APPROVAL OF AGENDA**

**Motion made by Commissioner Swenson, seconded by Commissioner Wang, to approve the agenda. Motion passed unanimously (5-0).**

Commissioner Wang commented that the intention of holding this meeting was to relieve the load from September and October, but it appeared that the agendas for those meetings don't look any lighter. Deputy Director Mulvey explained that staff had a hard time trying to find items that were ready to bring to the ESC this early. Pam Maloney put a rush on part of her Comprehensive Plan discussion, so she will be presenting that tonight.

**4. APPROVAL OF MINUTES**

June 6, 2013 Regular Meeting Minutes

Commissioner Wang asked who Nicolas Matz was. Ms. Maloney explained that he was the Senior Planner for Planning and Community Development who was at the last meeting. Commissioner Wang requested that all staff be listed in attendees. Chair Helland agreed and suggested specifying who is from city staff and what department, especially on pages 4 and 7.

**Motion made by Commissioner Cowan, seconded by Commissioner Swenson, to approve the minutes as amended. Motion passed unanimously (5-0).**

## **5. REPORTS AND SUMMARIES**

### Information

- Council Calendar

Deputy Director Mulvey pointed out that the July meeting has Storm Trenchless Repair and the PSA w/Jacobs for Wilburton Capacity Improvements. In August the Solid Waste Collection Contract will be reviewed. Staff will be presenting the findings of their RFP solicitation and the apparent successful vendors. Chair Helland asked if the review is completed. Deputy Director Mulvey gave an update on the process to date. He explained that the review is underway right now. The RFPs have been received and a couple different committees are reviewing these. Eventually the committees will come up with a final ranking which will be taken to the Council. Chair Helland asked if the Commission will be involved in this process. Deputy Director Mulvey replied that staff will be bringing the performance review to the Commission in November. He does not think the contract will be coming to the ESC prior to the Council, but he offered to provide a briefing following the Council meeting. Commissioner Wang said he was under the impression that the contract would be brought back to the Commission prior to submitting it to Council. Deputy Director Mulvey indicated he would look into it to see if it would be coming back to the Commission prior to the Council. Chair Helland suggested that Council might want the advice of the ESC on the contract. Vice Chair Swenson pointed out that the ESC doesn't look at other contracts; why would they look at this one? Chair Helland noted that this contract is for a very long-term. Commissioner Wang added that the ESC has been involved in many discussions regarding this contract. Chair Helland pointed to the magnitude, the length of the contract, and the fact that it touches all of the residents in Bellevue as the reasons he felt it might be useful for the ESC to look at it. Vice Chair Swenson wondered if this was really in the purview of the ESC. Deputy Director Mulvey noted that there was a directive from the Council for the ESC to review the initial contract. He did not know why this particular contract was singled out. He indicated he would follow up to see whether the Council wants the ESC to review it prior to them. Chair Helland pointed out that the Council is reviewing it August 5, so the ESC would have to review it in the interim.

- ESC Calendar

Deputy Director Mulvey pointed out that there is still a full agenda over the next several months although staff has done their best to lighten it up. The Comprehensive Plan Update will be on the agenda for the next several meetings.

Chair Helland asked about the status of the Shoreline Master Plan. Deputy Director Mulvey noted that the DOE had issued a letter saying that they had several concerns about the content of the Plan and strongly encouraged the City to revisit some of those items. He was not certain of the current status.

## Presentations

- City Comprehensive Plan Update

Utilities Water Resources Planning Manager Pam Maloney reminded the Council that in June she had introduced the City Comprehensive Plan last December, and then came in June to talk more specifically about the Commission's role moving forward with the update. Tonight we will continue review of the Utilities, Element of the Comprehensive Plan. Discussion of the Capital Facilities and Environmental Elements will take place in the fall. Before that, however, staff want to share an issue that will impact all of the Comp Plan Update, as well as other city codes and plans.

Phyllis Varner, NPDES Permit Coordinator, and Paul Bucich, Storm Water Policy & Technical Advisor, discussed how the new NPDES permit will affect the Comprehensive Plan update. Ms. Varner explained that municipalities are required to make low impact development (LID) the preferred and commonly used approach to site development.

There are two new requirements intended to achieve this LID goal:

1. Amend development code and standards to adopt the new 2012 Ecology Stormwater Manual, LID reference documents and vesting requirements, and
2. Conduct a review and revision process of citywide land use policies, codes and standards to minimize impervious surfaces and native vegetation loss. The process will be similar to the “Integrating LID into Local Codes” guidebook. Ecology did not set compliance metrics for this requirement.

Ms. Varner explained that staff is currently developing a process to review land use codes and standards. Master Builders and business reps will be consulted. The city's Project Manager (still to be named) will work with staff from multiple City departments. Phyllis and Paul Bucich will facilitate and serve as technical permit experts. The City Attorney's office will advise. The opportunities to minimize impervious surfaces and native vegetation loss in city codes and standards will be brought before commissions and boards for recommendation to City Council. Since the Comprehensive Plan Update is already underway, that will be an early focus.

Chair Helland asked about estimated dates when some of these steps will be done. Ms. Varner replied that the first steps will be happening in 2014. One early step is an analysis opportunity of the City's codes. Chair Helland asked where the subject matter experts for LID come into the process. Ms. Varner said that would occur with her, Paul Bucich, and the consultants. Mr. Bucich

pointed out that a lot of city staff have already gone through LID training. The outside consultant will do an Opportunities Evaluation to see where the city can improve LID opportunities. From there staff will evaluate how to proceed.

Ms. Varner reviewed examples of ways to minimize impervious surfaces and native vegetation loss as provided by the Department of Ecology. She also referred to a list she provided of some of the codes and standards that will be reviewed in this effort. She and Paul Bucich have done an initial assessment of the three elements of the Comprehensive Plan that the ESC will be reviewing. Their assessment is that the Comprehensive Plan is very close to where the City needs it to be for the permit. The majority of their comments are expected to be in the Environmental Element where the majority of the LID policies are already found. She reviewed some of these policies listed on the handout she provided. Ms. Varner stated that she and Paul Bucich will continue working with Pam Maloney on the Comprehensive Plan Update as utility staff conduct a more thorough staff review.

Commissioner Wang referred to the example code revisions listed on the first page of the handout and asked how reducing street lane widths could be done. Mr. Bucich noted that this is why the Fire Department, Transportation Department, and others are part of the team. These example code revisions are generic ones that everyone is considering. It may end up that the streets in Bellevue are as narrow as they can be. The permit condition is that the City makes a good faith effort to look through all the codes and provisions with the community to see what fits with Bellevue. The good news is there is no metric for the city to meet; the bad news that there is no metric to meet. Chair Helland asked if there are other stakeholders such as businesses that need to be involved or would be useful to include. Ms. Varner noted that staff has not defined the whole process internally, but this is something to consider. Chair Helland referred to the chart and asked if the Project Manager ought to be a utilities person. Ms. Varner explained that there are also land use, zoning, and transportation codes to consider.

Vice Chair Swenson asked how advocacy groups that might have a particular position, such as environmental groups, might interface with this process in a rational way. For example, 108<sup>th</sup> Street dead-ends at 24<sup>th</sup>, and basically is not very useful. He suggested that it might be possible to add a great deal of green space alongside it and that there might be many more opportunities like that around the City. Vice Chair Swenson discussed the relationship between street widths and speeds and congestion of traffic. He asked if there might be an opportunity to bring in outside resources to encourage the City to reconsider what could be done. Ms. Varner discussed the need to look at street standards and the details to see if redesign could be an option. If it isn't, the City could consider ways the standards could possibly be revised to allow different options. Mr. Bucich added that Comprehensive Plan policy identifies reduction of impervious surface as a goal. After staff look at policies, they have to look at codes and regulations to see how this is being implemented. He noted that this permit is primarily focused on new development and redevelopment. It will not be used as an avenue to have a conversation about narrowing down existing city streets, but it will inform decisions about new or

redeveloping streets because of the guiding policies of reducing the impervious roadways and using low-impact development alternatives. The green streets approach fits very well with the LID philosophy. There may be an opportunity through the Transportation Plan to identify a need to reduce the width of the roadways in order to comply with the reduction in impervious surface and LID. Road redesign could occur when the money becomes available and when there is another reason for the existing roads to be reconstructed.

Vice Chair Swenson asked if the City has the ability now to use any money to incentivize changes that may be helpful in getting development or redevelopment of small plats or single-family homes to incentivize LID. He thought that in some cities funds are directed to developers and homeowners to do that. Mr. Bucich noted that this is a challenge. A lot of people have tried to figure out how to incentivize LID over the last ten years, but not many have been successful. He reviewed some of the methods that other municipalities have tried, but noted that right now the DOE manual is pretty prescriptive for having to use LID techniques.

Commissioner Weller commented on developments where the developer is required to do a chunk of the sidewalk only in front of their piece of property even when there are no other sidewalks around. He recommended that mitigation fees be pooled until there is enough to do a significant piece of work. Mr. Bucich explained that staff is very constrained on how impact fees can be used because it has to be directly related to the impact of the development.

Chair Helland asked if there is grant money available for pursuing LID technology. Mr. Bucich stated that there has been money distributed by Ecology in order to make LID more common, but a lot of that is being used for things such as educational material or testing facilities. When staff examined how the grants had been used, they discovered that it wasn't used for many actual projects. Chair Helland asked if it would be possible to use grant funding to incentivize projects in order to get things built and see how it works. Mr. Bucich indicated that it would be possible. Chair Helland recommended that this be considered. He said he would like to hear more about the process when it is ready for more discussion.

Vice Chair Swenson discussed issues regarding inertia related to new regulations. He would like to see the City take a leap in the process to allow new thinking to come forward because there is so much to be gained by it. Mr. Bucich replied that Ecology is asking cities to question their assumptions on how land development and codes are done. That being said, there are physical limitations on LID. The City has to be careful to be aware of those limitations so they don't build perceived infrastructure that is doomed to fail.

Commissioner Wang referred back to Vice Chair Swenson's comments about the dead-end street. He noted that Public Works would normally not recommend a dead-end street, but instead have a cul-de-sac. He thought that narrowing the street would create issues related to safety and traffic flow.

Mr. Bucich noted that the design standards have evolved over time for valid reasons. One cannot assume that you can throw the standards out and start over when there are 100 years of engineering and decisions behind everything we have. Chair Helland stated that it is important to understand what the reasons are and what might have changed in the environment. Mr. Bucich concurred.

Vice Chair Swenson commented on statistics about the safest pedestrian-oriented cities in the United States which are places like Pittsburgh, San Francisco, and Boston. These streets are congested, but are some of the safest for pedestrians. Because they were not designed by engineers, cars simply cannot drive as fast on them, and the result is far fewer pedestrian fatalities.

### Utilities Element

Pam Maloney emphasized that the goal tonight and for ongoing staff review is to identify policy gaps or policies that are obsolete or inconsistent, rather than crafting new policies, language. Utilities staff is looking at the Utilities Element concurrent with the ESC's review of it tonight. The Utilities Element policies focus on city-managed and non-city-managed utilities. Non-city-managed utilities are things like power, gas, and telecommunications. Nicolas Matz, Senior Planner for Planning and Community Development, is coordinating review with those agencies to make sure their planning is compliant with the City's growth projections. Our focus tonight will be on city-managed Utilities, although comments about our policies are welcome.

Vice Chair Swenson referred to the R.C.W. requirements for the Utilities Element and noted that it seems like it pretty much fits the bill as it is. Ms. Maloney concurred. She said that the Comp Plan policies will continue to point to the Utility System Plans to meet the detailed state requirements. Vice Chair Swenson suggested that there are opportunities within the Utilities Element to incorporate language furthering the intent dealing with LID.

Commissioner Wang asked about considering undergrounding utilities for aesthetic reasons. Ms. Maloney noted that if utilities are undergrounded there are concerns about having watermains going on top of them. She also discussed complications related to rain gardens on top of water mains. Vice Chair Swenson noted that it could also be looked at from a different perspective. If AC pipes need to be replaced, it opens up possibilities for relocating them, providing opportunities to do different things with the surface.

Ms. Maloney reviewed the Utilities Element General Utility System Policies. She noted that there are several references to potential annexation areas that could be modified since there is very little area left to annex. She also recommended including something about smart asset management for

utilities. Commissioner Wang referred to some outdated maps. Ms. Maloney explained that all the maps would be updated. Chair Helland stated that he had reviewed the document, and it looks good to him.

Vice Chair Swenson commented that there can be immense change with developments such as new homes going into a neighborhood. Ms. Maloney concurred and noted that over 100 years the whole city will eventually redevelop. Chair Swenson remarked that some of the old strip shopping centers are areas that could be prime for redevelopment. Ms. Maloney noted that this would be a land use element issue. Utilities staff is working with other departments to make sure LID is considered in those areas. Vice Chair Swenson stressed the importance of education about LID.

Chair Helland suggested consolidating policies and adding some clarifying language.

### Sewer Policies

Continuing review of Utilities Element policies, Ms. Maloney noted that there are only two Sewer Utility policies. The first requires sewer connections in new development unless otherwise allowed. She noted there are also subarea land use policies, such as Bridle Trails, that say they prefer not to have sewer. Chair Helland asked if there is any compelling reason to steer people away from septic systems and if there have been any studies to see if there are any connections with contamination of water bodies. Ms. Maloney stated that the City hasn't done any studies related to contamination. She noted that the second sewer policy is to allow existing single family homes with septic systems to continue to utilize septic systems, providing there are not health or environmental problems.

Commissioner Wang asked if there are any large developments on septic. Ms. Maloney noted that other than Bridle Trails, there is not much. Within Bridle Trails there is one 60-acre parcel across from the golf course that is undeveloped, (not septic or sewer.)

Ms. Maloney suggested it would be appropriate to see a policy that speaks to the broader mission of the Wastewater Utility.

Chair Helland pointed out that there is no policy regarding monitoring septic systems. Ms. Maloney stated that this is the responsibility of King County Public Health. She stated that the City does not have a policy to monitor or count septic systems. She noted that the City relies on neighbors to report suspected problems that might affect surface water quality.

Commissioner Weller suggested a general policy about using appropriate design standards.

### Storm and Surface Water Policies

Ms. Maloney stated that there are four Storm and Surface Water Policies. Staff will look at those with regard to LID NPDES language.

### Water Utility

Ms. Maloney said she thought that this one was pretty straightforward. She agreed to return with staff-recommended policy changes for ESC's review in the fall.

**6. NEW BUSINESS - None**

### **7. DIRECTOR'S OFFICE REPORT**

Deputy Director Mulvey stated that from this point on, the ESC meetings will now be on the third Thursdays. There is currently an advertisement out for Paul Weller's replacement. There was some discussion about the process for interviews. Chair Helland spoke in support of more than one person interviewing the candidate. Deputy Director Mulvey said he would look into this. Vice Chair Swenson recommended that a female candidate be considered.

**8. CONTINUED ORAL COMMUNICATIONS - None**

### **9. ADJOURNMENT**

The meeting was adjourned at 8:50 p.m.



# MEMORANDUM

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Action  
 Discussion  
 Information

**DATE:** Sept. 19, 2013  
**TO:** Environmental Services Commission (ESC)  
**FROM:** Kit Paulsen, Watershed Planning Team Supervisor  
**SUBJECT:** Shoreline Master Program (SMP) Update

## Action Required at this Time

No action is required.

## Summary

On July 15<sup>th</sup>, the City Council reviewed options and agreed on a two-prong strategy for finalizing the city's Shoreline Master Program (SMP) update and submittal to the state Department of Ecology for final review and approval. The SMP is required by state law, which provides a regulatory framework for managing shorelines in Washington. Local SMPs must be consistent with Ecology guidelines.

The council directed city staff to work with Ecology on the content of the Planning Commission's recommendations and possibly narrow the range of issues that need to be resolved from Ecology's preliminary review of the draft recommendations. Ecology has notified the City that it cannot comment fully on some key issues until the City completes a Cumulative Impact Analysis. The Cumulative Impact Analysis describes anticipated shoreline development and assesses cumulative impacts of such development on ecological functions over the long term.

Councilmembers also directed staff to begin work to complete the Cumulative Impact Analysis, SEPA checklist and other materials to be ready to move the SMP for submittal to Ecology.

The council plans to fully review and discuss the SMP update during a study session later this year. A general overview of the entire PCD work program, including the SMP, was scheduled for September 9<sup>th</sup>. Results from discussions with Ecology will go to the Council in October.

## Background

### **Shoreline Master Program**

The Shoreline Management Act, enacted in 1972, establishing state priorities for shoreline uses over local interests. The Act was established to protect shoreline environments, promote

responsible development, and improve public access. Local Shoreline Master Programs are reviewed and adopted by the State Department of Ecology and become part of the State Shoreline Master Program.

The Shoreline Master Program is composed of four major components: Shoreline Inventory and Classifications, Land Use Policies, Regulations, and a Shoreline Restoration Plan. The shoreline inventory establishes the current status of the shoreline development and ecology. Policies reflect the goals and intent of the local plan. The regulations establish the development rules to achieve the policies, while the Restoration Plan identifies potential opportunities to improve the shorelines, but is not an implementation requirement.

### **Next Steps**

**September** Development Services staff will provide Council an overview of their 2013-2014 work program, including tasks necessary to submit the Shoreline Master Program to Ecology for approval.

**October** Development Services staff will provide Council an overview of discussions with Ecology about the content of Ecology's preliminary review of the Planning Commission recommended draft SMP.

**Unscheduled** Council will review and provide direction on outstanding issues raised by Ecology preliminary review.

Cumulative Impact Analysis, SEPA process

# 2013 Council Calendar

**September 13**

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## September

**16** SS: New NPDES Municipal SW Permit Presentation (Paul/Phyllis)

**23** RI: King conservation District Task Force Update (Alison)  
 RI: Regional Solid Waste Transfer Station Review Update (Alison)  
 RI: Cascade Water Alliance Update (Alison/Chuck Clarke)

## October

**7** Consent: Motion to Award AC Water Main Replacement (2013) - Phase 3 (Regan)  
 Consent: Motion to Award PRV Replacement (2013) - (Regan)  
 Tentative - Regional Solid Waste Transfer Station Review Update (Alison/KC Staff)

**21** Consent: Motion to Award Sanitary Sewer (2013) Phase 1 (Regan)

## November

**18** AutoCAD to GIS Migration Contract (Margaret)

**March 14**

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Key:

Agenda item description – **Consent:** Waste Reduction & Recycling Grant

**Assistant Director's Name or designated staff** that will

be available to attend Mayor's meeting

**Staff Name** – material content expert

2013 Pending Council

Bellevue/Redmond Consolidation of Sewer Agreements

# 2013 Environmental Services Commission Calendar

September 13

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December 13

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## September

- 19** City Comprehensive Plan Update (Pam)  
Sewer Lakeline Report (Regan/Jay)  
Shoreline Master Plan (Kit/Bob)  
Update on 2014 Solid Waste Contract Vendor Selection (Lucy/Susan)

## October

- 17** City Comp Plan Update (Pam)  
Wastewater System Plan - Provide Draft Plan (Pam/Doug)  
Water Cost of Service Study (Lucy)  
West Side Storage Project (Regan/Paul)

## November

- 21** 2013 Solid Waste Contract Performance Review (Lucy/Susan)  
Phantom/Larsen Lakes Drainage Investigation (Paul)  
Tentative - City Comp Plan Update (Pam)  
Wastewater System Plan - Open House 1 hour before regular meeting (Pam/Doug)  
Wastewater System Plan Discuss/Respond to questions about draft plan (Pam/Doug)  
Water Rate Design (Lucy)

## December

- 19** Draft NPDES 2014 Stormwater Mgmt. Program (Paul/Phyllis)  
Tentative - City Comp Plan Update (Pam)  
Tentative - Water System Plan Update - Introduce Policies (Pam/Doug)  
Tentative - West Side Storage Project (Regan/Paul)

## January

- 16** Waste Water System Plan - ESC Recommendation to Council for Adoption of Draft Plan (Pam/Doug)

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August 14

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**Pending – ESC:**

Status Reports on the following issue will be made when there are significant development:

*Nothing pending at this time.*



**DATE:** September 4, 2013

**TO:** Environmental Services Commission

**From:** Pamela J. Maloney, Water Resources Planning Manager, Utilities  
425-452-4625 [pmaloney@bellevuewa.gov](mailto:pmaloney@bellevuewa.gov)

**SUBJECT:** Comprehensive Plan Update: Recommended Policy changes to the Utilities, Capital Facilities, and Environmental Elements of the City's Comprehensive Plan

In June staff provided an overview of the update of the City's Comprehensive Plan (CPU). Commissioners were encouraged to review existing Comprehensive Plan (CP) Policies that have a nexus with Utility operations. In July, staff invited early Commission input and discussion about the Utilities Element.

Staff completed internal review of the CP elements most closely aligned with Utilities business lines. Recommended changes are summarized in the attached table. Three types of changes are proposed:

- **NEW:** Proposed new policy content where policy direction does not exist
- **MODIFY:** Update *existing policy language* to make it current with today's practices or industry standards
- **DELETE:** Policies that are obsolete or no longer needed.

Proposed changes focus on revisions to the *content* of the policies, rather than crafting new policy language. The proposed changes are likely not controversial, but rather are proposed for clarity or accuracy. **Changes that we believe to be particularly significant or substantive are highlighted yellow. Staff will focus on those at the September ESC meeting.**

Commissioners are invited to review the proposed changes and identify any other requested policy changes based on their own review of the Elements. (Printed copies were provided in June; or see <http://www.bellevuewa.gov/pdf/PCD/06.UtilitiesElement2008.pdf>.)

### Next Steps

We look forward to working collaboratively with the Environmental Services Commission to review CP policies, which impact all Bellevue utility customers. ESC- and staff-suggested changes will be provided to the inter-departmental CPU team. This discussion can be continued until the October ESC meeting, if the Commission prefers additional time.

The CPU team will develop proposed policy language and general updates to the non-policy portions of the Elements for review by the Planning Commission over the next several months. Proposed policy language (from the PC) will be provided to stakeholders, including the ESC, for their review in 2014, prior to submittal to the City Council.



**2013 Comprehensive Plan Update**  
**Utilities Recommended Policy Changes**  
 As Presented to ESC September 19, 2013

<b>Utilities Element</b>				
<b>Policy #</b>	<b>Existing Policy or New Topic</b>	<b>Proposed Change</b>	<b>Why?</b>	<b>ESC OK?</b>
<b>General Utility System Policies UT-1 to UT-6</b>				
NEW	Asset Management – general	Add policy language in support of asset management. Stress cost effective management of systems over their lifetime, including planning for renewal and replacement, balancing risk, and maintaining levels of service. For city-managed utilities, add guidance to forecast future asset capital and operations/maintenance costs, so that customer rates can be established to fully fund ownership costs in an equitable manner across generations.	There are currently no policies about asset management in the Comp Plan. Proposal would add general language about support for comprehensive asset management approach.	
NEW	Asset Management – risk	Add a policy requiring management of city-managed utility assets in a manner to reduce the likelihood of public safety impacts, property and environmental damage, and business/social disruption due to asset failure.	There are currently no policies about asset management in the Comp Plan. Proposed language recognizes the risk management element of asset management.	
NEW	Support for Emerging Technology	Add policy language recognizing and supporting emerging technologies which support sustainability that are appropriate and viable. (Examples: smart buildings using water recycling, wastewater treatment techniques such as membrane treatment technologies) and stormwater management (LID) techniques that allow them to lessen their demand to the utility grid, or even to be 'off the grid'.  Add policy support for providing education about the	There is virtually no mention of emerging technologies in the CP now. Policy would affirm city should be supportive of credible proposals to manage water and wastewater use efficiently, and mitigate stormwater innovatively, on site.  NPDES Compliance	

		benefits of these technologies, in particular Low Impact Development.	
NEW	Utility System Plan Updates	Add policy direction for development and periodic updating of functional utility plans (aka Utility System Plans) that forecast system capacity and deficiency for at least a 20 year planning horizon.	Would provide policy support that long range planning is appropriate and necessary.
NEW	Utility System Plan Content	Add policy direction that functional system plans for water, wastewater and storm water should contain system management and operational policies, levels of service, and consider the impact of changing weather patterns.	Clarity. Alerts CP audience that system plans contain policies and level of service information specific to each utility, in addition to those broad policies stated in the CP.
NEW	Low Impact Development	Add policy support for “Considering LID principles to minimize impervious surfaces and native vegetation loss on all infrastructure improvement projects.”	NPDES Compliance
<b>Intergovernmental Relations and Coordination UT-7 to UT-10</b>			
UT 7	<i>Extend water and sewer utility service to unserved areas of the utility service area, including extensions into potential annexation areas, if the city’s costs are reimbursed and provided that service will be extended only upon annexation to the city, or if extensions are consistent with local and regional land use and utility comprehensive plans.</i>	Add language to clarify that sub-area policies may modify utility extension requirements for specific geographic areas. (e.g. Bridle Trails BT-33 and Newcastle NC-61)	Clarity. Alerts reader that subarea policy may impact broad policy for specific geographic areas.
UT 8	<i>Recover all costs, including overhead costs, related to the extension of services, as well as the costs to maintain and operate these systems.</i>	Move this policy about cost recovery of extensions to the “General Utility System” section	Relocating policy to more logical place; No substantive change proposed.
NEW	Emergency Preparedness -- Coordination	Add policy endorsing coordinated emergency preparedness and response with local and regional utility partners. (Example: WAWARN)	Inter-agency coordination for emergency preparedness and response is critical to utility service delivery following an event, but CP is currently silent on this topic.
<b>Solid Waste Policies UT-14 to UT-21</b>			
NEW	Solid Waste Mission	Add a broad policy statement that fully captures the	There is currently no umbrella policy directing the

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		Solid Waste Utility mission to provide a convenient, efficient, environmentally-friendly and unobtrusive solid waste collection system.	City to implement a solid waste program.	
<b>Sewer Utility Policies UT-20 to UT-21</b>				
NEW	Wastewater Utility Mission	Add a broad policy statement that captures the utility's wastewater mission: "Provide a reliable wastewater disposal system that ensures a public health and safety, and protects the environment."	There is currently no umbrella policy directing the city to implement a wastewater system.	
<b>Storm and Surface Water Policies UT-22 to UT-25</b>				
UT 22	<i>Participate in regional watershed based efforts with the goals of achieving local watershed health and addressing Endangered Species Act issues, and strive to manage the city's storm and surface water system within a system wide, watershed based context.</i>	Separate this into two policies. 1) The first part of the sentence is a complete policy, with a period after "Endangered Species Act". Change second "watershed" term to "drainage basin".  2) Revise the second part of the sentence to read something like "Strive to manage the storm and surface water drainage system with a comprehensive and holistic approach."	Clarity: The two ideas are somewhat independent, so two policies would add clarity. Clarity: Change from 'Watershed' to "drainage basin" provides consistency with NPDES permit terminology, to avoid confusion.  Clarity. Dropping the word 'city's' would better convey that the storm system is comprised of both public and private elements. The changed words avoid confusion and conflict with the language of the NPDES permit.	
UT 23	<i>Manage the storm and surface water system in Bellevue to maintain a hydrologic balance in order to prevent property damage, protect water quality, provide for the safety and enjoyment of citizens, and preserve and enhance habitat and sensitive areas.</i>	Update this umbrella policy to capture stormwater utility's mission of "Provide a storm and surface water system that controls damage from storms, protects surface water quality, supports fish and wildlife habitat, and protects the environment."	Clarity. Update language to be consistent with the storm and surface water utility mission.	
UT 24	<i>Enforce surface water controls to protect surface water quality.</i>	Delete Policy	Policy was originally written for surface water protection from leaking underground storage tanks. Surface water quality is now broadly protected by local, state and federal regulations.	
UT 25	<i>Educate the public on water quality issues.</i>	Update policy language to recognize need for water quality education specifically about low impact development, pollution prevention, aquatic habitat, and	Brings policy up to date by adding specificity about which issues that affect WQ should be the focus of public education efforts.	

		public engagement.	
<b>Water Utility Policies UT-26 to UT-31</b>			
UT 26	<i>Ensure a cost-effective water supply that meets the needs of the City of Bellevue</i>	Expand this policy to fully capture the water utility mission to “Provide a reliable supply of safe, secure, high quality drinking water that meets all the community’s water needs in an environmentally responsible manner.”	Revised umbrella policy would better align with water utility mission.
UT 27	<i>Provide a water supply that meets all federal drinking water quality standards.</i>	Revise policy to compel meeting all federal <u>and state</u> drinking water quality standards.	Recognizes that there are federal AND state drinking water quality standards.
<b>Non City Managed Utilities</b>			
NEW	Support for Emerging Technologies by non-city-managed utilities	Gap: Add policy language to support technology that could enhance the provision of municipal utility services, such as high capacity wireless internet that would support automated meter reading.	To add policy in support of new technologies that would benefit Utilities’ service delivery.
NEW	Priority to recovering power for the water/wastewater system	Gap: Add policy requiring that electrical utilities give priority to restoring power to utility lifeline services (water and sewer facilities), during power outages.	Supports restoration of utility lifelines following power outages, over other users.
UT 34	<i>Require effective and timely coordination of all public and private utility trenching activities.</i>	Expand this policy to require coordination beyond just trenching, such as for culvert replacements, and utility facility conflict resolution.	Policy support to leverage continued or enhanced coordination

## Capital Facilities Element

Policy	Existing Policy or New Topic	Proposed Change	Why?	ESC OK?
CF 1	<i>Ensure that necessary capital facilities are provided within a reasonable time of the occurrence of impacts resulting there from.</i>	Currently written very awkwardly and doesn't make much sense. For Utilities capital facilities (and possibly others), revise to indicate that Utility facilities should be in place, or have provision for providing extension (public and/or developer funding) to accommodate planned growth.	Clarity	
CF 5	<i>Use adopted LOS, operating criteria, or performance standards to evaluate capital facility needs.</i>	Add language that points to Utility System Plans (functional plans) for LOS specific to each system	Alerts CP audience that system plans contain policies specific to each utility in addition to those shown in the CP.	

Environment Element				
Policy	Existing Policy or New Topic	Proposed Change	Why?	ESC OK?
<b>Environmental Stewardship Policies EN-1 to EN-31</b>				
EN 5	<i>Reduce waste, reuse and recycle materials, and dispose of all wastes in a safe and responsible manner</i>	Rewrite to target increased waste prevention, reuse, recycling, and the use of recycled-content materials and products. Promote the use of products and materials that require less resource to create and use and that are recyclable at the end of their useful lives. Keep the part about disposing of all wastes in a safe and responsible manner.	To make the policy more comprehensive by adding prevention and specifying support for recycled-content materials and products.	
EN 27	<i>Implement the citywide use of low impact development techniques and green building practices that provide benefits to critical areas functions.</i>	Drop the last clause “that provide benefits to critical areas functions”.	The phrase inappropriately limits the application of LID techniques, inconsistent with NPDES permit.	
NEW	Aquatic Habitat	Add a new policy directing that the City should be the steward of information relative to aquatic habitat on public and private property, and should develop a plan leading to overall habitat improvements throughout the City.	Would add flexibility to prioritize and implement projects wherever they will provide the most benefit, without obliging or mandating any defined level of investment.	
NEW	Space for Recyclables	Add a policy that requires developers to plan for adequate space for recycling a variety of materials (recyclables and organic materials to be source-separated and when collected for recycling)	Resolve an ongoing problem that has not been addressed through code modification.	
<b>Water Resources Policies EN 32 to EN 43</b>				
GOALS	<i>Open surface water’s beneficial uses are, in order of priority:</i> <ul style="list-style-type: none"> <li>a. Natural resources preservation;</li> <li>b. Fish and wildlife habitat and water quality;</li> <li>c. Storm water conveyance;</li> <li>d. Recreation, culture and education; and</li> <li>e. Aesthetics.</li> </ul>	Recommend removing prioritization.	Adds flexibility for the City	

EN 33	<i>Maintain surface water quality, defined as meeting federal and state standards and restore surface water that has become degraded, to the maximum extent practicable.</i>	Revise to acknowledge the non-point nature of pollution in surface water runoff, and to encourage the establishment of realistic goals consistent with state and federal requirements.	NPDES clarity. As written this policy implies that the city can maintain surface water quality that meets federal and state standards.
EN 36	<i>Retrofit public storm drainage systems and prioritize investments where there is a significant potential for restoring surface water quality important to preserving or enhancing aquatic life.</i>	Add “riparian and” after “aquatic”.	To more fully capture the in-stream and land-living fish and wildlife dependent on healthy surface water quality
EN 38	<i>Restore and protect the biological health and diversity of the Lake Washington and Lake Sammamish watersheds in Bellevue’s jurisdiction.</i>	Change “watersheds” to “basins.”	Consistency: Current regional terminology now uses “watershed” to designate WRIAs, rather than referring to lake drainages as this policy did.
EN 39	<i>Restrict the runoff rate, volume, and quality to predevelopment levels for all new development and redevelopment.</i>	Delete this policy.	Stormwater runoff control is completely regulated by local and state prescriptive requirements, captured in Storm Code, Utility Engineering Standards, and other city development regulations.
<b>Earth Resources and Geologic Hazards Policies EN 44 to EN 58</b>			
EN 46	<i>Prepare geologic maps of the city, in conjunction with regional geologic mapping efforts.</i>	Replace “prepare” with “maintain”	Clarity. Would more accurately reflect ongoing need to keep current the geologic maps the city already has.
<b>Fish and Wildlife Habitat Conservation Areas Policies EN 59 to EN 77</b>			
EN 62	<i>Prohibit creating new fish passage barriers and remove existing artificial fish passage barriers in accordance with applicable state law regarding water crossing structures.</i>	Strike the last few words “regarding water crossing structures”.	Clarity. The term “water crossing structures” is confusing. The policy is complete without it.





## MEMORANDUM

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Action  
 Discussion  
 Information

**DATE:** September 19, 2013

**TO:** Environmental Services Commission (ESC)

**FROM:** Jay Hummel, PE  
Senior Engineer, Utilities Engineering

**SUBJECT:** Sewer Lake Line Condition Assessment, Lake Washington—Phase 1

**Action Required at this Time**

No action is required.

**Background**

Engineering Design staff will give a brief presentation on the Sewer Lake Line Condition Assessment, Lake Washington—Phase 1 final report. The objective of this presentation is to inform the Environmental Services Commission of the outcome of the recent condition assessment conducted by the Utility Department under the Sewer Lake Line Replacement CIP program (CIP Plan No. S-58). This presentation provides a brief background on the sewer lake line system in Lake Washington, the scope of work that was completed including the test results of pipe sampling that was done, and the plan for additional work under Phase 2 slated to begin in 2014. The presentation will also discuss the need for a long-term plan to develop a ranking/prioritization of eventual pipe replacements and rehabilitation, scheduling, and budgeting.