



# Affordable Housing Emergency Declaration Permit Fee Grant Program

---

Jacinda Steltjes, Housing Division Manager

May 20, 2025



# Encouraging Affordable Housing Supply

*2016-2018: Missing Middle Initiative, challenged & delayed*

*2018: Impact Fee Exemptions (OMC 15.04.060)*

*2019: One Community Plan*

*2020: Housing Needs Assessment*

*2021: Housing Action Plan*

*2023-2025: Middle Housing, continued*

*2024-present: Affordable Housing Emergency Declaration*

*2024-present: Comprehensive Plan update, Housing Element*

# Affordable Housing Emergency Declaration

The ordinance reduces barriers to increasing affordable housing supply through six actions:

- Prioritize affordable housing projects in the permitting process;
- Dedicate CPED staff to assist developers;
- Waiver request process;
- IRS Section 1033 Tax Exchange transaction;
- Infrastructure Assistance Grant; and
- Permit Fee Grant

# Affordable Housing Emergency Declaration



ADDRESSING OLYMPIA'S AFFORDABLE  
**HOUSING EMERGENCY**

# Permit Fee Grant Funding Strategy

- 1) Maintain fund balance between \$500,000 and \$700,000.
- 2) Seed the program with \$500,000 from the Economic Development Fund.
- 3) Additional funding would be generated by investing up to 10% of net proceeds of any sale of City property\*



# Determining Fund Balance

Sum of TOTAL FEE	Fee Code Summary			
Project Name	OTHER	PERMIT FEE	PLAN REVIEW	Grand Total
The Landing (FSCSS)	\$ 1,593	\$ 157,388	\$ 98,432	\$ 257,414
Unity Commons (LIHI)		\$ 165,985	\$ 132,596	\$ 298,582
Lansdale Pointe		\$ 409,285	\$ 267,742	\$ 677,027
Lotus Court (LIHI)	\$ 547	\$ 111,383	\$ 96,340	\$ 208,269
Grand Total	\$ 2,140	\$ 844,041	\$ 595,111	\$ 1,441,291

The Landing, 62 units

Unity Commons, 65 units

Lansdale Pointe, 161 units

Lotus Court, 64 units

# Determining the Amount of Grant Funding Available by Project

Affordability Level	Baseline Percentage of Permit Fees Covered by Grant Program	Additional Percentage of Permit Fees Covered by Grant Program Based on Meeting Comprehensive Plan Goal(s)	Total Possible Percentage of Permit Fees Covered by Grant Program
Projects serving households with incomes up to 50% of Area Family Median Income	100	Not Applicable	100
Projects serving households with incomes between 51% and 80% of Area Family Median Income	50	50	100

# What Could be Supported by the Grant Program



**Left:** Low Income Housing Institute's Lotus Court

**Right:** Family Support Center of South Sound's The Landing

# City Council Options

1. Approve the Permit Fee Grant program funding proposal as presented.
2. Approve the Permit Fee Grant program funding proposal with modifications.
3. Do not approve the Permit Fee Grant program funding proposal.



# Jacinda Steltjes Housing Division Manager

---

[jsteltje@ci.olympia.wa.us](mailto:jsteltje@ci.olympia.wa.us)

360.790.5224

