



Meeting Agenda

Land Use & Environment Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Thursday, April 20, 2017

5:30 PM

Council Chambers

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

- 4.A [17-0433](#) Approval of March 16, 2017 Land Use and Environment Committee Meeting Minutes

Attachments: [Minutes](#)

5. COMMITTEE BUSINESS

- 5.A [17-0408](#) Downtown Sanitation Plan Recommendation

Attachments: [Sanitation Master Plan Scope](#)

[Sanitation Master Plan Proposal](#)

- 5.B [17-0350](#) Briefing on Downtown Zoning Recommendations

Attachments: [Proposed Updates](#)

[Zoning Map](#)

[Zoning map with character areas](#)

[DTS Overview](#)

- 5.C [17-0351](#) Briefing on State Environmental Policy Act (SEPA) Exemption Recommendations

Attachments: [SEPA background.1](#)

[Options for SEPA Flexibility](#)

- 5.D [17-0390](#) Water Street Redevelopment Area (WSRA) Update

Attachments: [WSRA Process Timeline](#)

6. REPORTS AND UPDATES

7. ADJOURNMENT

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the delivery of services and resources. If you require accommodation for your attendance at the City Council Committee meeting, please contact the Council's Secretary at 360.753-8244 at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.



City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

Land Use & Environment Committee

Approval of March 16, 2017 Land Use and Environment Committee Meeting Minutes

Agenda Date: 4/20/2017
Agenda Item Number: 4.A
File Number: 17-0433

Type: minutes **Version:** 1 **Status:** In Committee

Title

Approval of March 16, 2017 Land Use and Environment Committee Meeting Minutes



Meeting Minutes - Draft

Land Use & Environment Committee

City Hall
601 4th Avenue E
Olympia, WA 98501
Information: 360.753.8244

Thursday, March 16, 2017

5:30 PM

Council Chambers

1. CALL TO ORDER

Chair Hankins called the meeting to order at 5:33 p.m.

2. ROLL CALL

Present: 3 - Chair Julie Hankins, Committee member Clark Gilman and Committee member Nathaniel Jones

OTHERS PRESENT

City Manager Steve Hall
Community Planning and Development staff:
Director Keith Stahley
Deputy Director Leonard Bauer
Associate Line of Business Director Karen Kenneson
Senior Planner Joyce Phillips
Senior Planner Amy Buckler
Office Specialist/Minutes Recorder Stacey Rodell
Public Works Line of Business Director Debbie Sullivan

3. APPROVAL OF AGENDA

The agenda was approved.

4. APPROVAL OF MINUTES

- 4.A** [17-0221](#) Approval of February 16, 2017 Land Use and Environment Committee Meeting Minutes

The minutes were approved.

5. COMMITTEE BUSINESS

- 5.A** [17-0261](#) Parking Strategy Update

Ms. Kenneson provided a Parking Strategy update. She reviewed the following:

- Work so far
 - Build parking inventory
 - Advisory committee meetings (ongoing)
 - Existing conditions report and code audit

- Stakeholder interviews (ongoing)
- Postcard distribution
- Video
- Online survey - 2600 responses
- Field data collection
- Begin to build Park+ model
- What's next - Spring 2017
 - Compile data collection and survey results
 - Parking garage feasibility analysis
 - Public open house (late May)
 - Consultant prepare report and recommendations
 - Advisory committee meetings
 - Residential parking counts
 - Park+ model
- Early summer - June 2017
 - Draft report

Mr. Stahley explained Public Work's Debbie Sullivan would be joining this project in a project manager capacity.

The report was received.

5.B [17-0230](#) Sign Code Update Briefing

Ms. Phillips provided an update on the Sign Code revision progress. She reviewed the following via a PowerPoint presentation:

- Public participation plan
- Legal analysis - key findings, time, place, manner and emerging themes
- Policy focus areas
- Temporary signs
- Building mounted signs
- Next steps in the update process

The information was received.

5.C [17-0244](#) Urban Design Regulation Update

Ms. Buckler presented an overview on one of the first actions of the Downtown Strategy which is updating the City's Downtown Design Guidelines. She reviewed the following via a PowerPoint presentation:

- Basic Objectives
 - Simplify
 - Avoid vague language
 - Update illustrations
 - Address character areas
 - Integrate with other code provisions
 - Re-examine "pedestrian oriented streets"

- Address Historic District review
- Incorporate Crime Prevention Through Environmental Design (CPTED) principles
- Update mixed-use standards
- Add private open space requirements
- Incorporate view protection regulations
- Guideline Topics
 - Site planning
 - Site design
 - Building design

She also reviewed the next steps in the process and schedule for 2017 including the April 12, 2017 open house.

The Committee unanimously agreed to direct staff to proceed with the proposed timeline, technical work group and preliminary scope of work for updating the Downtown Design Guidelines.

6. REPORTS AND UPDATES

Mr. Stahley presented a handout to the Committee and discussed the work being done by the Heritage Commission and the consultant team downtown. They have been doing inventory work defining historic character features. The work may result in expanding the historic district, nominating additional properties to be added to the National Historic Register and possibly designating a new historic district. So far the character areas have been identified as: light industrial and automotive, warehouse and light industrial, commercial corridor and residential concentration areas. The consultant team and Ms. Sadlier, Historic Preservation Officer will be coming before the LUEC Committee in May to present the final results of the inventory project.

Mr. Bauer briefly discussed the upcoming Boundary Line Adjustment (BLA) code amendments that will be coming before Council in the near future.

Mr. Stahley presented information regarding a Downtown Public Restroom Master Plan which was requested at the Council Retreat. Mr. Stahley contacted the consulting firm Young Architecture LLC who provided a fee proposal for the Master Plan. He presented this fee proposal to the Committee to receive direction on further action of this Plan. The Committee was in unanimous support of staff moving forward with this Plan.

Mr. Stahley presented a brief update regarding Big Rock Capital and the purchase and sale agreement of the former Griswold's property.

Mr. Stahley provided an update regarding the Water Street Development Area.

The next Land Use and Environment Committee meeting will be on April 20, 2017.

7. ADJOURNMENT

The meeting adjourned at 7:03 p.m.



Land Use & Environment Committee

Downtown Sanitation Plan Recommendation

Agenda Date: 4/20/2017
Agenda Item Number: 5.A
File Number: 17-0408

Type: decision **Version:** 1 **Status:** In Committee

Title

Downtown Sanitation Plan Recommendation

Recommended Action

Committee Recommendation:

Not referred to a committee

City Manager Recommendation:

Move to recommend approval of funding for a Downtown Sanitation Master Plan Proposal and forward on the City Council.

Report

Issue:

Whether to recommend moving forward with a contract proposal to scope and create a Downtown Sanitation plan for Olympia

Staff Contact:

Mark Rentfrow, Downtown Liaison, Community Planning and Development: 360.570.3798

Presenter(s):

Mark Rentfrow, Downtown Liaison, Community Planning and Development: 360.570.3798

Background and Analysis:

At its retreat in January 2017, the City Council made a commitment to implement a Downtown Sanitation Plan as the next logical step before taking any more actions regarding public restrooms beyond the currently approved Portable Restroom pilot project. The City anticipates developing a plan that helps to address public sanitation in our downtown and includes recommendations on location, siting, type of facility and hours of operation for public restrooms. A preliminary cost estimate for each recommended site would also be part of the work. Recommendations should include best practices around facility operations and including use of Crime Prevention through Environmental Design (CPTED) principles.

This project would require at least two public meetings to gather information, a least two meetings with key stakeholders, at least two meetings with City Staff to gather information and get feedback and two meetings with City Council including a presentation of preliminary recommendations and

final recommendation.

Staff research revealed that Adam Young, an architect from Seattle has done extensive work with the City of Seattle parks department in assessing restroom use and design to minimize conflicts. Staff contacted Mr. Young and requested a preliminary proposal to develop a public sanitation master plan for Downtown Olympia. His proposal and a scope of work are attached.

Neighborhood/Community Interests (if known):

Human waste has become a public health issue on the streets of Downtown Olympia. In an effort to mediate the effects that an increase in human waste on streets has to pedestrians and Downtown businesses, the City Council approved a Portable Restroom pilot project to site portable restrooms at strategic locations throughout Downtown. Now that the portable restrooms have been sited, next steps must be taken to ensure that the actions the City takes are the most effective toward mitigating future instances of human waste on our streets and alleys.

Options:

- Approve referral to full Council for the proposed Downtown Sanitation Master Plan Proposal
- Modify the proposed Downtown Sanitation Master Plan Proposal as presented
- Don't approve referral to full Council for proposed Downtown Sanitation Master Plan Proposal

If the Committee does not wish to move forward with a referral for the Downtown Sanitation Master Plan, an alternate course of action should be considered.

Financial Impact:

Proposed cost for a Downtown the Sanitation Master Plan: \$41,850

Attachments:

Sanitation Master Plan Scope

Sanitation Master Plan Proposal

Scope of Work for:

**CITY OF OLYMPIA
Downtown Public Restroom Master Plan**

Project

The City of Olympia is interested in preparing a public restroom master for its downtown.

Goal

The goal is to develop a plan that helps to address public sanitation in the downtown area and provides recommendations on location, siting, type of facility and hours of operation for public restrooms.

Objectives

1. Planning:
 - a) Identify locations;
 - b) Type of facility;
 - c) Hours of Operation;
 - d) Preliminary cost estimate;
 - e) Best practices use of CPTED principles.

2. Meetings
 - a) Two public meetings
 - b) Two meetings with key stakeholders
 - c) Two meetings with City Staff
 - d) Two presentations with City Council, preliminary findings and final recommendation

Deliverables

1. Presentation Materials
2. Slides
3. Report:
 - a) Best practices;
 - b) Site plans, diagrams/photos showing locations, configurations;
 - c) Specifications including facility type, materials, fixtures, hours of operation;
 - d) Cost estimate;
 - e) Schedule.

Schedule

1. Master Planning from March through end of June of 2017.
2. Study complete in time for budget cycle process.
3. Construction 2018?

14 February 2017

Keith Stahley
The City of Olympia
Director Community Planning and Development Department
601 4th Ave E, Olympia, WA 98501

RE: City Of Olympia Downtown Public Restroom Master Plan

Dear Keith,

Thank you for requesting a fee proposal for the Master Plan for Public Restrooms in the City of Olympia downtown business district. We are very interested in this project, and feel that we have discovered and developed valuable information and expertise that could assist with your endeavors.

Attached is a breakdown of the fee proposal by task and consultant, as well as a contract and fee schedule for your review. The total fee is \$41,850 and includes fees and expenses. If this is more than the council is willing to spend on a Master Plan, there are ways the fee and scope of work can be adjusted to meet the budget.

The proposed fee assumes that field investigation and meetings will occur on the same day. If multiple meetings can be arranged to happen on the same day, travel expenses and time could be reduced. For the public events Site Workshop will participate, and that role could be reduced, if City of Olympia or Downtown Association support staffs are able to assist. Further, the reprographics are an estimate, and that could be reduced, if you have that in house capability.

The contract attached is our standard contract, though we typically use the municipality's standard contract on public works projects. Either way is fine, just let us know your preference.

The project goal is to develop a plan that helps to address public sanitation in the downtown area. Our research effort will review other cities that have planned or implemented similar projects and their results. We will provide recommendations and best practices for public restroom site locations, facility types, hours of operation, and key criteria for safety and achieving positive results.

We can meet the outlined project schedule with the master planning beginning in March and completion by the end of June in time for the budget cycle process. To meet this schedule we will need to work together to carefully plan meetings and required reviews in order to get on the various stakeholder calendars. We believe that our master plan will help to appropriate the funds needed

for construction to begin in 2018. We are a full service Architectural firm and can also assist with design and/or construction administration when that time comes.

Please contact me if you have any questions. We are looking forward to this opportunity and working with the City of Olympia.

Sincerely,

A handwritten signature in red ink, appearing to read 'Adam Young', with a stylized flourish at the end.

Adam Young
Principal Architect
cc: file.

CONSULTANT AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made and entered into effective this 14th day of February, 2017 between The City of Olympia of 601 4th Ave E, Olympia, WA 98501.
(Client Name) (Address)
hereinafter referred to as "Client" and Young Architecture LLC, of 110 NW Bowdoin Place, Seattle, Washington 98107, hereinafter referred to as "Consultant".

Whereas, the Client desires to engage the services of a Consultant to "Provide Consulting and Architectural planning services."

The Client and Consultant for mutual consideration hereinafter set forth, agree as follows:

I. OBJECTIVES AND SCOPE OF WORK

The Consultant agrees to perform certain consulting, design, and / or advisory services for the Client as follows:

The goal is to develop a plan that helps to address public sanitation in the downtown area and provides recommendations on location, siting, type of facility and hours of operation for public restrooms. See the attached Task & Fee Outline exhibit A.

II. PAYMENT

Client agrees to pay Consultant as compensation for these services as follows:

A fixed fee based on time and expense per the attached Task & Fee Outline, exhibit A, and per the attached Fee Schedule, exhibit B, for forty one thousand, eight hundred fifty dollars (\$41,850.00).

III. STANDARD PROVISIONS

The standard provisions set forth upon page 2 are incorporated into and made a part of this Agreement. Consultant and Client also agree to the following additional provisions:

No further provisions.

By Consultant



Name Adam M. Young
Title Principal Architect

By Client

Name Keith Stahley
Title The City of Olympia
Director Community Planning and Development Department

STANDARD PROVISIONS

A. PAYMENT

The Consultant's expenses relate to those costs incurred for the Client's project including, but not limited to, necessary transportation costs, meals and lodging, laboratory tests and analyses, computer services, telephone, printing, copying and binding charges. Reimbursement for these expenses shall be on the basis of 1.1 times actual charges when furnished by commercial sources and on the basis of usual commercial charges when furnished by Consultant. Mileage shall be at the Consultant's current rate.

Technical or professional services provided by an outside source will be billed at 1.1 times the invoice amount.

Monthly invoices will be issued by Consultant for all work performed under the terms of this Agreement. If hourly, invoices will be based on labor and expenses incurred. If lump sum, invoices will be based on the percentage of work completed. Invoices are due and payable within thirty (30) days of date of invoice. Failure by the Client to remit payment or progress payments within sixty (60) days of date of invoice shall be sufficient reason for Consultant to stop work on the project and/or withhold delivery of completed work until payment is received of past-due invoiced amounts, and any restart charges; and Consultant is satisfied further invoices will be paid within thirty (30) days of invoice. The Consultant may withhold delivery of any and all products until payment in full is received for said work.

The monthly invoices provided by the Consultant will outline the work performed to date and the charges for said work. In the event there is any dispute with regard to the invoice or billing by Client, such objection shall be forwarded in writing to Consultant within ten (10) days of the receipt of the invoice or the information contained in said invoice shall be conclusively presumed to be accurate and the Client agrees to pay according to its tenure.

The parties acknowledge and agree that any estimate of a total fee may not reflect the ultimate charges of Consultant. Each party recognizes the inherent difficulty in any predetermination of the amount of services required for a particular project.

If a retainer is received, it will be credited to the final invoice unless prior arrangement has been made between Client and Consultant.

Recognizing that factors beyond the control of the Consultant exist which require additional cost and effort of time, such as changing government regulations and procedures, permit and regulatory requirements, and level of analyses due to ever increasing standard of care and liability issues, the maximum amount of this contract may be increased an amount not to exceed five (5) percent per year upon documentation by the Consultant.

If at any time, present or future, the state or local government assesses a sale or use tax for any of the services performed by the Consultant and/or its subconsultants under this Agreement, the Client agrees to directly pay such taxes, or should Consultant pay such taxes directly, then the Client agrees to reimburse Consultant in full. Such reimbursement shall be additional to the amount(s) specified in the Payment, Section II of this Agreement.

B. EXTRA WORK

The Client may desire to have the Consultant perform work or render services other than those provided in Objectives and Scope of Work, Section I of this Agreement. This will be Extra Work. Work shall not proceed until so authorized by the Client. Payment for all Extra Work performed under this Agreement shall be on an hourly basis plus expenses in accordance with the attached or any subsequent Schedule of Billing Rates. Charges for outside services, expenses, and subconsultant work will be billed at 1.1 times the invoice amount.

If Extra Work should be requested by Client, such request shall be evidenced by a written supplement signed by Client authorizing the Extra Work. However, in the event that it is not practical for the parties to make a written supplement for the Extra Work, then the oral authorization of Client shall be sufficient to bind the Client to pay for Extra Work according to the Schedule of Billing Rates plus expenses.

C. TIME OF BEGINNING AND COMPLETION

Signing this form is authorization by the Client for the Consultant to proceed with the work.

D. DELAY OF PROJECT

If the project is delayed by any circumstance beyond the control of the Consultant for a period of thirty (30) days or longer during the progress of this work the contract amount will be increased by 10 percent or Ten Thousand Dollars (\$10,000), whichever is lesser, to cover the impact of archiving and restarting the work.

E. PROFESSIONAL STANDARDS

The Consultant shall be responsible, to the level of competency presently maintained by other practicing professionals in the same type of work in Consultant's community, for the professional and technical soundness, accuracy, and adequacy of all designs, drawings, specifications, and other work and materials furnished under this Agreement. The Consultant makes no other warranty, expressed or implied.

F. GOVERNING LAW AND VENUE

Unless otherwise provided, this Agreement shall be governed by the laws of the State of Washington. Unless otherwise agreed, venue for any action shall be King County, Washington.

G. SAFETY AND CONSTRUCTION

Consultant shall not be responsible for construction means, methods, techniques, sequences of procedures, or for safety precautions and programs in connection with the work performed by the contractor(s) and any subcontractors.

H. TERMINATION

Either the Client or the Consultant may terminate this Agreement by giving thirty (30) days written notice to the other party. In such event, Consultant shall forthwith be paid in full for all work authorized and performed prior to effective date of termination and all expenses incurred or committed to that cannot be canceled. If no notice of termination is given, relationships and obligations created by this Agreement shall be terminated upon completion of all applicable requirements of this Agreement.

Consultant also has the right to complete, at Clients' expense, the tasks and records Consultant considers necessary to protect its professional reputation. A termination charge may also be made to cover administrative and incidental costs related to the work.

I. LEGAL RELATIONS

Any dispute, controversy or claim arising out of or relating to this contract, or the breach, termination or invalidity thereof, shall be submitted for mediation prior to the commencement of other adjudicatory procedures.

This dispute resolution procedure shall be implemented in any matter by written notice given by any party to the other party or parties to this Agreement. The notice shall contain a statement of the nature of the dispute and the remedy sought. The parties shall make their principals available for a period of two (2) consecutive days during the thirty (30) days following the giving of notice of intent to mediate with the other parties in the dispute.

Unless agreed upon otherwise by the parties signatory to this contract, the location of the mediation shall be Seattle, Washington.

If a settlement is agreed upon through mediation, the parties may agree that the settlement be reduced to writing and that the mediator shall be deemed to be arbitrator for the sole purpose of signing that written settlement agreement which shall then have the same force and effect as an arbitral award.

In the event mediation falls, and legal action is brought by the Client or the Consultant against the other to enforce any of the obligations hereunder or arising out of any dispute concerning the terms and conditions hereby created, then the prevailing party shall be entitled to reasonable attorney's fees, costs and expenses incurred in any action brought by either party under the terms of this Agreement.

Any dispute, controversy or claim arising out of or relating to this contract, or the breach, termination or invalidity thereof shall be governed by the laws of the State of Washington.

The Client agrees to limit the Consultant's liability to the Client and to all construction contractors and subcontractors on the project, due to Consultant's professional negligent acts, errors or omissions such that the total aggregate liability of the Consultant to all those named shall not exceed the Consultant's total fee for services rendered on this project, or Fifty Thousand Dollars (\$50,000) whichever is lesser.

In the event the Client does not wish to limit the Consultant's liability, as stated, the Consultant will raise the limit to One Million Dollars (\$1,000,000) upon the Client's written request, provided the Client agrees to pay for this increase an additional consideration of five (5) percent of the total contract amount, or Five Hundred Dollars (\$500), whichever is greater.

J. COST ESTIMATES

Any cost estimates provided by the Consultant will be on a basis of experience and judgment, but since it has no control over market conditions or bidding procedures the Consultant cannot warrant that bids or ultimate construction costs will not vary from these cost estimates.

K. REUSE OF DOCUMENTS

All documents including reports, drawings and specifications prepared or furnished by the Consultant pursuant to this Agreement are instruments of service with respect to the project and the Consultant shall retain an ownership and property interest therein whether or not the project is completed. Such documents are not intended or represented to be suitable for use or reuse by the Client or others on the project, on extensions of the project, or on any other project without Consultant's participation. Any reuse without written verification or adaptation by the Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to the Consultant and the Client shall defend, indemnify and hold harmless the Consultant from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting there from. Any such verification or adaptation will entitle the Consultant to further compensation at rates to be agreed upon by the Client and the Consultant.

L. SEVERABILITY

If any term, condition or provision of this Agreement or the application to any circumstances is determined to be invalid or unenforceable to any extent, the remaining provisions of this Agreement shall not be affected, but shall instead remain valid and enforceable.

M. PUBLIC RECOGNITION

During development, construction, or upon completion of the project, the Consultant's name will be included on any public recognition/project identification display indicating design team, owners, and/or financiers.

N. COMPLETE AGREEMENT

This Agreement supersedes all verbal and other written understandings and agreements and constitutes the complete and final understanding between Client and Consultant.

End of Contract.

Task & Fee Outline exhibit A

The Fee is based on the following Design Services and INCLUDES the following:

Overall

Planning Services

Task 1 - Preliminary Recommendations				\$	18,000.00
Task 2 - Final Recommendations				\$	9,000.00
				\$	-
				\$	-
				\$	-
				\$	-

Total **\$ 27,000.00**

Subconsultant Services

Site Workshop	\$ 10,000	10%	\$	11,000.00
kwkstudy research and writing	\$ 2,000	10%	\$	2,200.00

Total **\$ 13,200.00**

Total Design Services \$ 40,200.00

Reprographics	\$ 750.00	10%	\$	825.00
Reimbursable Expenses	\$ 750.00	10%	\$	825.00

TOTAL SERVICES **\$ 41,850.00**

Exclusions:

- ADA Consulting
- Survey / Geotechnical Engineering / Civil Engineering / Structural Engineering
- Fire Alarm & Suppression Engineering
- Destructive Investigation
- Permit Fees / Special Testing and Inspections

The Scope of Work and Fee breakdown of tasks by phase:

Task 1 - Preliminary Recommendations

Description	Total
Investigation / Research	\$ 2,000.00
Review Documents	
Site Investigation	
Plan / GIS Review	
Plans	\$ 3,500.00
Specifications	\$ 500.00
Draft Report	\$ 6,000.00
Production	
Cost Estimates	
Presentations	\$ 6,000.00
Prepare Boards, Slides, Presentation	
Meet w/ Stakeholders, City Staff	
Public Presentation / Workshop	
City Council Presentation	
TOTALS -	\$18,000.00

Task 2 - Final Recommendations

Description	Total
Investigation / Research	\$ 500.00
Follow Up Review	
Site Investigation	
Plan / GIS Review	
Plans	\$ 1,500.00
Specifications	\$ 500.00
Draft Report	\$ 2,500.00
Production	
Cost Estimates	
Presentations	\$ 4,000.00
Prepare Boards, Slides, Presentation	
Meet w/ Stakeholders, City Staff	
Public Presentation / Workshop	
City Council Presentation	
TOTALS -	\$9,000.00

YOUNG | architecture LLC

110 NW Bowdoin Place
Seattle, WA 98107

206.852.1956
adam@young-architecture.com

FEE SCHEDULE

2017

Exhibit B

Principal /
Project Architect \$120 per hour

Drafting /
Document Production \$80 per hour

Administration \$55 per hour

REIMBURSABLE EXPENSES:

Permit Fees Price plus 10%

Mileage \$0.55 per mile

B/W Print / Copy \$0.10 each
Color \$0.50 each

Large Format Plot /
Copy Vendor price plus 10%

Consultants Price plus 10%

Material Samples Price plus 10%



Land Use & Environment Committee

Briefing on Downtown Zoning Recommendations

Agenda Date: 4/20/2017
Agenda Item Number: 5.B
File Number: 17-0350

Type: report **Version:** 1 **Status:** In Committee

Title

Briefing on Downtown Zoning Recommendations

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive the briefing. Discussion only. No action requested.

Report

Issue:

Whether to receive a briefing on Downtown Strategy recommendations regarding updates to Downtown zoning and development standards.

Staff Contact:

Amy Buckler, Senior Planner, Community Planning & Development, 360.753.8314

Presenter(s):

Amy Buckler, Senior Planner

Background and Analysis:

One of the first actions recommended in the Downtown Strategy (DTS) is to update Downtown zoning and development standards. This effort is anticipated to occur in 2017, pending adoption of the Downtown Strategy. Staff will review the recommended scope - a summary is **attached**.

As part of the process to form the DTS, the planning team compared current zoning and development standards with Downtown goals and character area concepts, and found these to be generally consistent. Most of Downtown is zoned as Downtown Business (DB) or Urban Waterfront (UW), both of which provide flexibility for a variety of land uses. **See attached zoning map.** In addition to recommending some minor updates and general housekeeping, the scope includes two main areas where changes could be made to be more consistent with the Downtown Strategy:

Consider an Art/Tech Overlay

The overlay would allow for uses desired in the Art/Tech area that are not desired in other parts of Downtown. This area encourages light industrial uses, such as artisan manufacturing/studios and microbreweries, distilleries and wineries. While these uses might fit throughout Downtown, the City may also want to consider limiting these or subsets of these uses to the Art/Tech area only, primarily to contain potential impacts, such as smell, noise or vibration. In addition, or perhaps as an alternative measure, the City may want to focus adaptive reuse incentives to encourage these types of uses within this area. The underlying zoning of DB and UW could provide a baseline of allowed uses and incentives also available in other areas, while the addition of a special overlay district could provide for unique opportunities and character development.

Consider Zoning in Southeast Neighborhood Area

Much of the Southeast Neighborhood Character Area is zoned Urban Residential (UR), which is intended to accommodate multifamily housing in an urban neighborhood close to activity, jobs and transit. While the zoning and the character area vision are generally aligned, the City should consider expanding the boundary of the UR zone to more fully encompass the SE neighborhood, along with changes to allow for more neighborhood serving commercial uses.

This area is also adjacent to the Capitol Campus and several parcels are owned by the State or are already occupied by commercial uses. Thus, it will be important to retain as much land as possible in residential use to maintain a critical mass of residences. At the same time, residents in the Southeast need better access to local commercial services.

Expanding the UR zone boundaries (avoiding land owned by the State) and allowing more small neighborhood-serving businesses on the ground floor of mixed use buildings would strengthen the urban residential nature of this area. Additionally, expanding home based business options might make live-work units more attractive. The City should also consider prohibiting new office uses here to prevent additional loss of residential properties.

Neighborhood/Community Interests (if known):

The recommended scope for zoning and development standard updates was developed as part of the extensive public process to form a Downtown Strategy.

Options:

Discussion only. No action requested.

Financial Impact:

Included in base budget.

Attachments:

Proposed Updates
Zoning map
Zoning map w/ character areas
DTS Overview

Summary of Proposed Downtown Zoning Changes

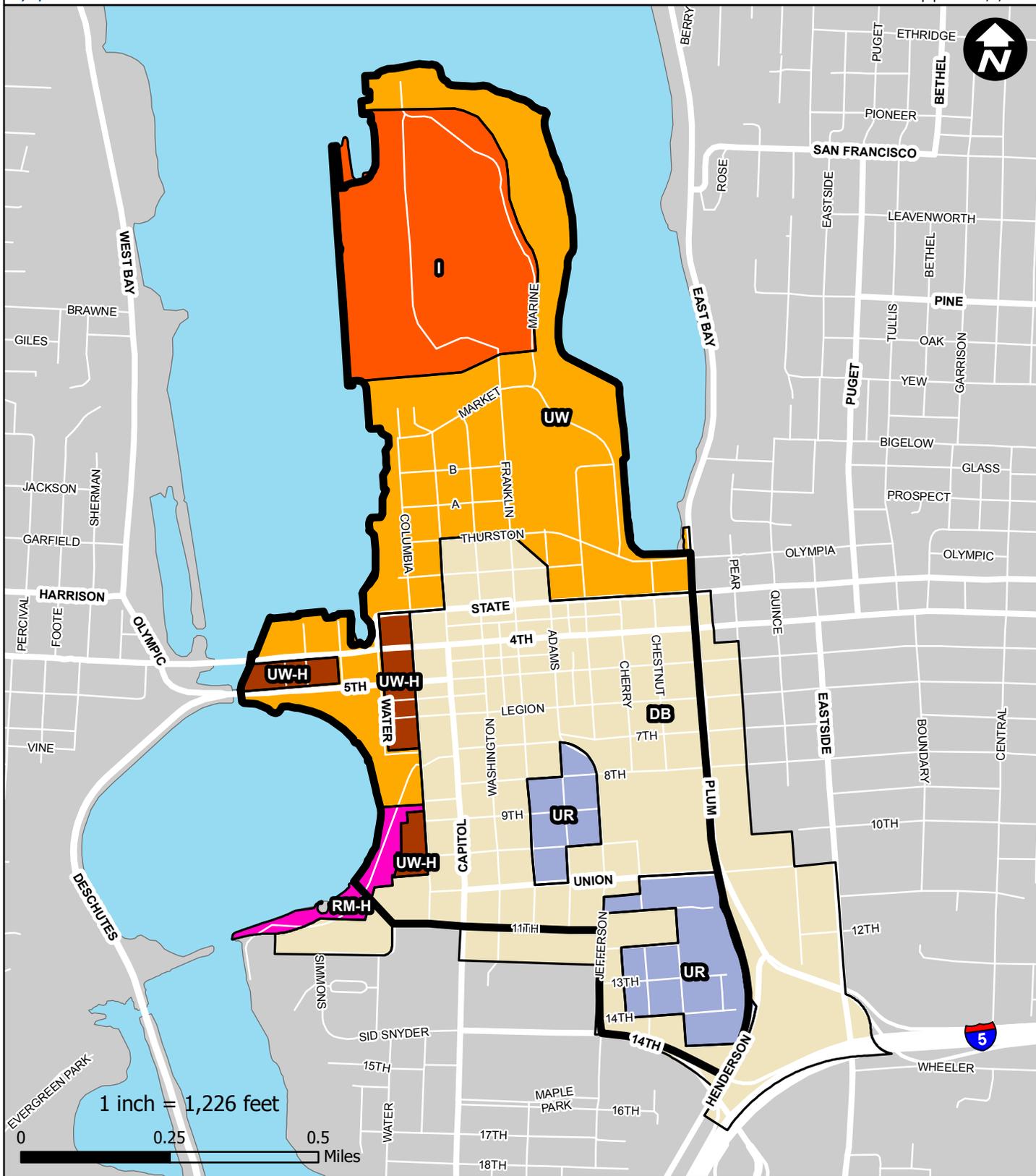
	Topic	Issue	Code Section
Part of 2017 Scope - Essential for implementing the Downtown Strategy	Clean-ups	Broken links, etc.	Various in 18.04 & 18.06
	Intent statements	Review for Downtown Business (DB) & Urban Waterfront (UW) zones; possibly update to better align with DTS	18.04.020, 18.06.020
	Use Table – Allowed and Conditional Uses	Consider moderate changes to the allowed use table – generally, the perceived changes are not likely to be controversial. May include addition of definitions for light industrial uses that are anticipated.	18.04.040 – UR 18.06.040- DB & UW 18.02 - Definitions
	Various minor updates to existing development standards	A variety of potential updates have been identified that generally require minimal analysis and are not likely to be controversial, though will involve meeting with stakeholders, regarding consideration of: <ul style="list-style-type: none"> • Making on-site treatment and storage for hazardous waste an accessory use only, rather than permitted use in the DB zone • Prohibiting Type 2 recycling facilities in the DB (already prohibited in UW) • Prohibiting new permanent surface parking lots in the UW and UR zones (already prohibited in the DB) • Allowed/prohibited locations for warehousing and wholesale sales • Number of slips allowed in marinas • Noise mitigation standards • The utility of existing lot size limits, setbacks and traffic mitigation for schools that require a conditional use permit and workshops for disabled people • Appropriate standards for retail space compartmentalization 	Various in 18.04 & 18.06
	Height bonuses	Per views recommendation, remove height bonuses on affecting properties	18.06.100
	Establish overlay for Art/Tech area	Consider the types of uses especially desired in this area, and what appropriate allowed uses and incentives should be relative to other areas of Downtown	18.02 18.06
	Update UR Zone	Consider changing the zoning boundary, allowed uses and development standards to better align with Southeast DT neighborhood area. (Need to consider how this affects other UR zoned areas in other parts of the city also.)	18.04 Various
Not part of current scope - Recommended future Effort	Evaluate Capitol Heights District (CHD)	The CHD aims to make the Capitol Campus a dominate feature in the landscape by establishing various height limits on a block by block basis within the area generally bound by Capitol Campus, 7 th Ave and Jefferson Ave. The planning team noted there are only a few existing views of the Dome within this area. While not a high priority relative to actions recommended in the Downtown Strategy, the purpose and effectiveness of this height district should be explored in the future. Consider the maximum allowed heights, including in very southeast corner where maximum height is 42'. This analysis should be informed by a future citywide views analysis that includes evaluation of the view of the Capitol Dome from I-5.	18.10.060



Downtown Olympia Zoning

Community Planning and Development

Map printed 4/3/2017



Downtown Zoning

- DB
- UW
- I
- UW-H
- RM-H
- Downtown Planning Boundary
- UR

This map is intended for 8.5x11" portrait printing.

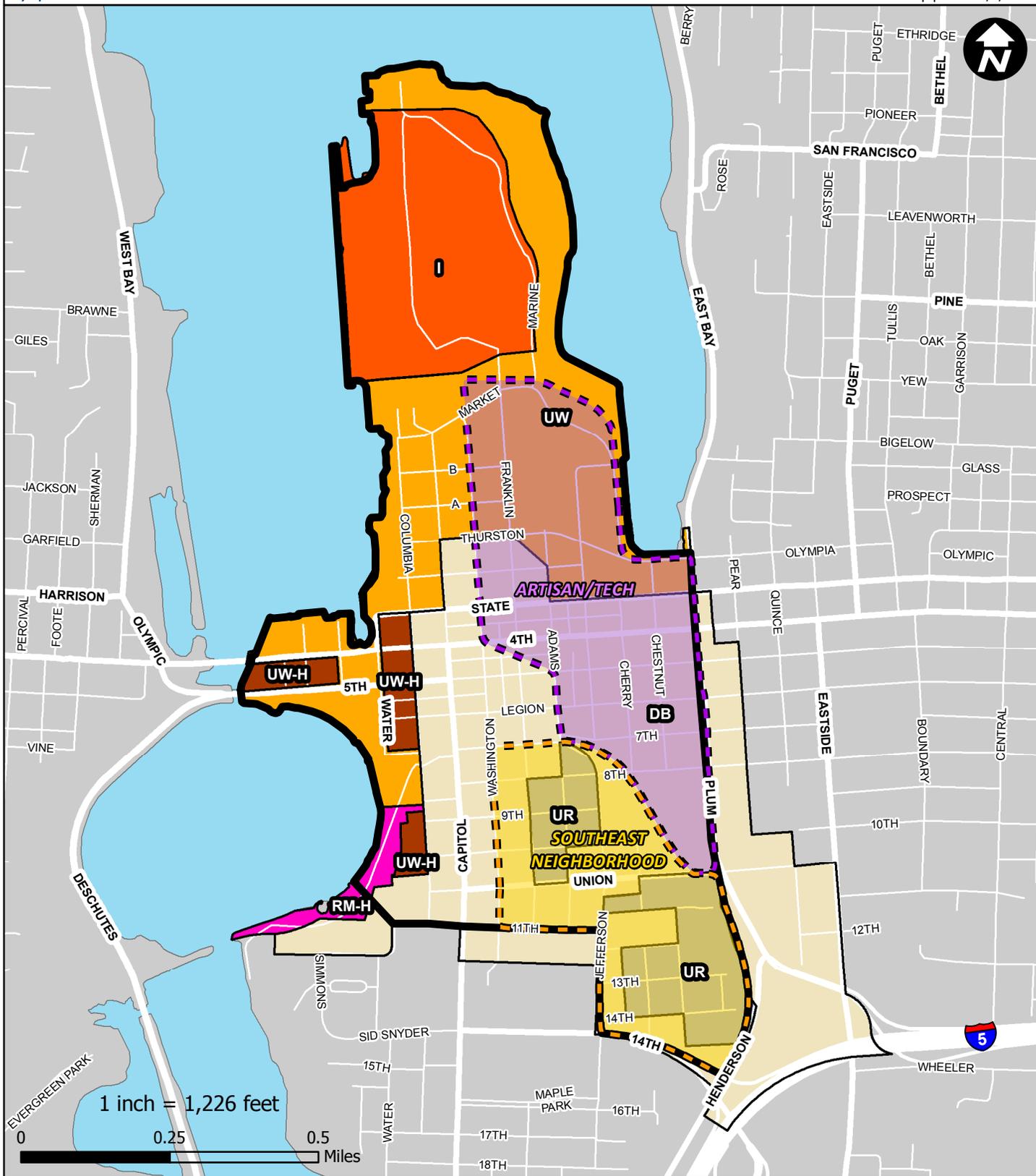
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Downtown Olympia Zoning

Community Planning and Development

Map printed 4/4/2017



Downtown Zoning

- DB
- I
- RM-H
- UR
- UW
- UW-H

Downtown Strategy Area

- Southeast Neighborhood
- Artisan/Tech
- Downtown Planning Boundary

This map is intended for 8.5x11" portrait printing.

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THE STRATEGY MEETS GOALS

Over 3,500 community members (from Olympia and other areas of the county) helped to shape the Downtown Strategy through workshops and online. Thanks to their time and effort, Olympia has a path forward for sustaining and improving Downtown. For a complete list of actions and background information, see the full Downtown Strategy at olympiawa.gov/dts (available December 2016). In the report, the actions are organized by the categories below—land use, transportation, housing, and community and economic development.

LAND USE

walkable urban center

TRANSPORTATION

multi-modal, attractive streets

HOUSING

livable, mixed income neighborhoods

COMMUNITY AND ECONOMIC DEVELOPMENT

healthy businesses and vibrant work/play environment

COMPREHENSIVE PLAN/CITYWIDE ACTION PLAN OUTCOMES FOR DOWNTOWN

Not only do the actions reflect community goals raised in this process, but they also work toward the Comprehensive Plan's vision for Downtown:

- 1 A vibrant, attractive urban destination
- 2 A safe and welcoming Downtown for all
- 3 A mix of urban housing options
- 4 A variety of businesses
- 5 Connections to our cultural and historic fabric
- 6 Engaging arts and entertainment experiences

PUBLIC PROCESS

Through five public workshops, four online surveys, nine Stakeholder Work Group meetings, multiple City Council and Land Use and Environment Committee briefings and discussions, and many meetings with targeted participants (e.g., social services and affordable housing providers, retailers, developers, architects, and arts and theater representatives), we are confident the Downtown Strategy represents community views.



We began the process by asking participants about their goals for downtown, including where and what types of residential and other development they would like to see.



Then we asked what actions would improve living, working, and visiting downtown.



Finally, we discussed specific strategies for meeting downtown goals, like tools for housing affordability and landmark views preservation.

The Downtown Strategy ties together many community conversations and reflects local values and goals.



Downtown Olympia is South Puget Sound's regional hub for economic and social activity. With eclectic shopping and dining, numerous arts and entertainment venues and a rich historic fabric, Downtown has much to offer. In addition, recent public and private investments totaling over \$180m have set the stage for a budding renaissance that is realizing numerous community goals.

However, Downtown faces some challenges—development uncertainties related to sea level rise and site contamination, a continuing need for inclusive residential opportunities and a vibrant business and retail environment, and homelessness and street dependency. The Downtown Strategy is the City's effort to address these concerns with a clear set of actions to sustain and improve downtown for its residents, workers, and visitors.

The Downtown Strategy's recommended actions will be impactful—by meeting multiple goals at once—and realistic in terms of resources and timing. It also focuses on preserving Olympia's unique qualities, like its waterfront and natural setting and eclectic and

historic character. Specifically, the actions forward the following themes identified early in the process:

- Waterfront and natural setting,
- Family friendly,
- Pedestrian and people-oriented public spaces,
- Walkable lifestyle,
- Vibrant, diverse economic center (reduce development uncertainties and encourage private investment),
- Environmentally conscious building and site design,
- Historic character preservation,
- Diversity of housing, and
- Safe and comfortable bicycle routes.

Many of the actions are already underway or are currently being initiated. The Downtown Strategy includes these efforts as well as a number of proposals that arose during the planning process. Inside are some of the key ideas that have emerged. As the display illustrates, some proposals are for downtown-wide programs while others are specific to the colored "character areas" identified on the map.



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Contact Amy Buckler, Senior Planner at 360.570.5847 or dts@ci.olympia.wa.us



DOWNTOWN STRATEGY ACTIONS

DOWNTOWN-WIDE

The recommended actions interrelate and address multiple goals simultaneously. For example, encouraging development that fits in its character area leads to a more beautiful and unique Downtown while also supporting a vibrant retail environment. Sample actions are provided below and to the right.

Evolve Downtown into an even more beautiful, safe, welcoming, and eclectic place:

- Update and simplify building and street development code and design guidelines based on Downtown's unique qualities (including views)
- Apply for an EPA brownfields assessment grant to remove uncertainty about contaminated sites

Ensure that people can get around by foot, bicycle, transit, and car with ease on attractive streets:

- Transform five street segments in the retail core to make the pedestrian experience spectacular
- Explore new and diverse funding options for sidewalk repair and street improvements
- Incorporate public art and directional signs/elements to cultivate character areas

Encourage private investment and a vibrant business and retail environment:

- Use a host of tools to encourage retail and development that fulfills Downtown goals
- Complete the Downtown Parking Strategy for more convenient, available parking to support local business and residential needs
- Complete an evening lighting audit to lead to safe and character-appropriate lighting for streets, alleys, and parking lots

Keep Downtown livable and accommodate a mix of incomes and lifestyles:

- Develop a comprehensive "Housing Strategy" that identifies affordability needs and goals, establishes a monitoring program, identifies tools to fill the housing gaps, and is backed up with policy and funding commitments
- Use incentives to retain existing and encourage new market rate and lower cost affordable housing
- Work with partners to form an Olympia Coordinated Homeless Strategy

WATERFRONT

- Complete and market the Olympia Waterfront Route (ped/bike trail)
- Form a Sea Level Response Plan
- Develop a plan for the isthmus
- With partners, develop an action plan to enhance and promote waterfront recreation activities

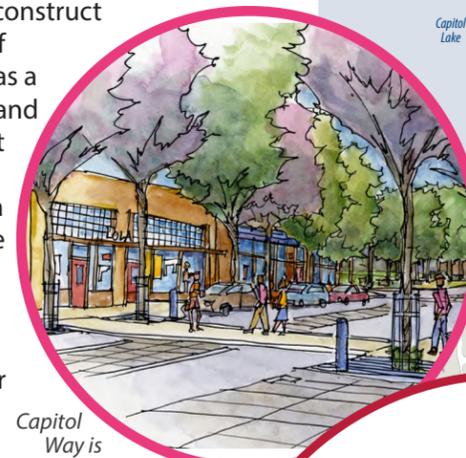
A beautiful pedestrian and bicycle trail—the Olympia Waterfront Route—highlights Olympia's unique qualities



CAPITOL TO MARKET

- Design and construct a segment of Legion Way as a landscaped and artistic street that easily converts to a car-free zone for festivals
- Improve Capitol Way, especially for pedestrians and transit
- Design and construct Franklin Ave to elegantly accommodate people, transit, and cars
- Improve Washington St for bicycles
- Implement a host of tools for supporting local retail

Capitol Way is enhanced as a multi-modal spine



Legion Ave paving and landscaping is more pedestrian and bicycle-friendly and ready for festivals

ARTISAN/TECH

- Encourage existing buildings to be adapted and reused rather than replaced over time
- Design and construct Jefferson St to add to the Art/Tech character, be greener, and be more pedestrian-friendly
- Encourage arts, science education, family entertainment, artisan manufacturing, brewing, distilling, culinary arts, etc.

Jefferson St gets street trees, existing buildings in the Art/Tech area are reused, and new buildings have an eclectic character



ENTERTAINMENT

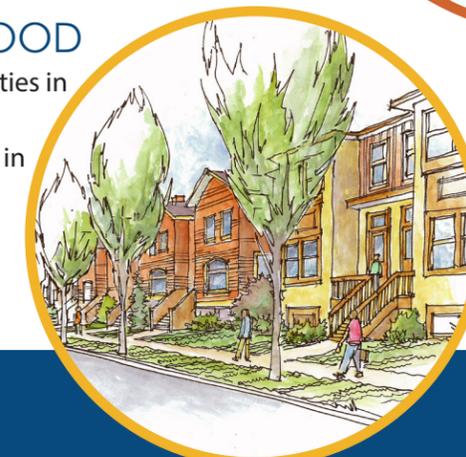
- Slow traffic at intersections along 4th Ave
- Develop a nightlife/safety plan
- Emphasize art features and entertainment activities

Blocks north and south of 4th Ave are lively at night



SE NEIGHBORHOOD

- Incorporate pedestrian amenities in new street standards
- Encourage local-serving retail in the area
- Explore park needs



New development includes a variety of housing types and transitions gracefully between new and old and large and small buildings





Land Use & Environment Committee

Briefing on State Environmental Policy Act (SEPA) Exemption Recommendations

Agenda Date: 4/20/2017
Agenda Item Number: 5.C
File Number: 17-0351

Type: discussion **Version:** 1 **Status:** In Committee

Title

Briefing on State Environmental Policy Act (SEPA) Exemption Recommendations

Recommended Action

Committee Recommendation:

The Planning Commission recommends adoption of the proposed Downtown Strategy, which includes an action to establish Downtown as a SEPA exemption area.

City Manager Recommendation:

Receive the briefing. Discussion only; No action requested.

Report

Issue:

Whether to discuss adoption of an action to establish Downtown as a SEPA exemption area.

Staff Contact:

Leonard Bauer, Deputy Director, Community Planning & Development, 360.753.8206

Presenter(s):

Leonard Bauer, Deputy Director
Amy Buckler, Senior Planner, CP&D

Background and Analysis:

During scoping for the Downtown Strategy (DTS), the Council's Land Use and Environment Committee considered options for providing State Environmental Policy Act (SEPA) flexibility in Downtown.

General background about SEPA is attached.
Options for providing SEPA flexibility is attached.

In 2015, the Committee recommended and the City Council adopted a scope for the DTS which included exploring increased SEPA exemption levels for minor construction projects and/or urban infill exemption levels. During 2016, the DTS planning team explored these options in light of Downtown goals, and recommend within the DTS the City establish Downtown as an SEPA Urban

Infill Exemption Area.

The purpose of exempting SEPA is to reduce duplicative process, not to reduce environmental risk assessment or mitigation. Environmental issues must still be addressed, but rather than relying on the SEPA process for this, environmental issues are addressed upfront in the development code. This helps to reduce uncertain development costs and permit review times, and is a way to incentivize development that meets community goals.

During scoping, the City Council decided not to complete a planned action Environment Impact Statement (EIS) for the entire Downtown. The reason was that a similar objective can be achieved by the other options.

SEPA Urban Infill Area

The State's SEPA statute (RCW 43.21C.229) allows for urban infill exemptions in order to encourage residential or mixed use development in urban areas where the density goals of the comprehensive plan are not being met. When an EIS has been prepared to analyze the development goals in the comprehensive plan (which is the case for Olympia), a city can exempt some or all of the following types of development from additional SEPA review:

- Stand-alone residential
- Mixed use residential/commercial
- Stand-alone commercial less than 65,000, excluding retail

The exemption would not apply to:

- Industrial uses
- Lands covered by water (in most cases)
- Projects where part of the proposal requires both exempt and non-exempt actions
- Some other very specific cases outlined under the SEPA statute

Gap Analysis

A first step was to identify any gaps in our environmental regulations where we have had to use SEPA in the past to address an environmental issue in Downtown. Subsequently, the City needs to establish regulations for those environmental issues for which SEPA was the sole method of addressing an issue.

The gap analysis revealed the City has often used SEPA to reiterate regulations that are required regardless of SEPA (e.g., remediating contaminated soil and groundwater, controlling dust at the construction site). The gap analysis also identified three areas that should be addressed by adopting new regulations before establishing a SEPA exemption:

- 1. Flood risk associated with sea level rise:** In the past, the City used SEPA to address flood risk due to sea level rise by requiring higher finished floor elevations in high risk areas of Downtown. To ensure this issue could still be addressed without SEPA, the City adopted increased flood-proofing standards in August of 2016.
- 2. Off-site traffic impact mitigation:** There may be areas where it is possible a large traffic

generating project could cause off-site traffic impacts needing to be mitigated through infrastructure improvements at the time of development (e.g., a traffic light.) To ensure this issue can still be addressed without SEPA, staff is exploring an appropriate size threshold - downtown projects larger than that threshold would require a traffic study to determine any needed improvements that would then be required.

- 3. Cultural resources:** Tribal nations tend to use SEPA notice as their trigger to comment on projects, and Downtown is of particular interest to tribes due to the historical and cultural significance of Downtown lands. Early in 2017, staff met with representatives of the Nisqually Tribe and State Department of Archaeology and Historic Preservation (DAHP) to discuss other available comment opportunities (e.g., at notice of application) and potential code revisions to address how concerns about development in historical or culturally significant areas should be addressed. Staff is currently in conversation with representatives from the Squaxin Tribe.

At the meeting, staff will provide an update to the Committee regarding the progress made on the above.

Neighborhood/Community Interests (if known):

The recommended action in the Downtown Strategy was shared with the public at open houses on Oct 29, 2016 and February 7, 2017, and the Planning Commission's public hearing on the DTS on February 27, 2017. So far there has been general support for the actions recommended in the DTS.

Options:

Discussion only. No action requested.

Financial Impact:

Included in base budget

Attachments:

SEPA Background
Options for SEPA Flexibility



What is SEPA?

Enacted by the Washington Legislature in 1971, the State Environmental Policy Act – commonly called SEPA – helps state and local agencies in Washington identify possible environmental impacts that could result from governmental decisions such as:

- Issuing permits for private projects such as an office building, grocery store, or apartment complex.
- Constructing public facilities like a new school, highway, or water pipeline.
- Adopting regulations, policies, or plans such as a county or city comprehensive plan, critical area ordinance, or state water quality regulation.

Using SEPA in Decision-Making

State and local agencies in Washington use SEPA to evaluate proposed decisions. Information learned through the review process can be used to:

- Change a proposal to reduce likely impacts.
- Apply conditions to or deny a proposal when adverse environmental impacts are identified.

Under SEPA, project proponents are usually asked to provide information about the proposal and its potential impacts on the environment. When a proponent has gathered and submitted enough information about their proposal, the lead agency can:

- Issue a determination of non-significance – also called a DNS – if it finds the proposal is unlikely to have a significant adverse environmental impact.
- Issue a mitigated determination of non-significance – or MDNS- concluding that identified significant impacts will be reduced to a level of non-significance through specific mitigated measures.
- Require an environmental impact statement – or an EIS – if the information indicates the proposal is likely to have a significant adverse environmental impact. An EIS needs to include:
 - An evaluation of alternatives to the proposal.
 - Measures that would reduce or eliminate likely environmental impacts.

The DNS, MDNS or EIS may be appealed by parties who participated in the review process. SEPA gives state and local agencies the authority to require conditions on permits to offset or mitigate any identified adverse environmental impacts. Federal and state court decisions make clear that any conditions imposed must be directly related and proportional to the impacts of the project.

Some Projects Can be Exempt

SEPA also gives local governments the option to allow some minor projects to be exempt from review. Other projects may be exempt if they are consistent with adopted plans that underwent SEPA review. Various options include:

- **Increased exemption levels** for minor construction projects (WAC 197-11-800(1)(c))
- **Urban infill exemption levels** (RCW 43.21C.229)
- **Planned Action – Environmental Impact Statement (EIS)** (RCW 43.21C.440)



Options Considered for SEPA Exemption in Olympia's Downtown

1. **Increased exemption levels for minor construction projects** (WAC 197-11-800(1)(c)) – The WA Department of Ecology has adopted rules to exempt permits for smaller-scale construction projects from SEPA review. Ecology recently amended those rules to provide cities and counties with the option to increase the exemption levels for certain types of projects that are consistent with an adopted comprehensive plan that underwent SEPA review.

For example, Olympia currently exempts projects that include construction of 9 dwelling units or less. The new rules allow the city to increase the exemption up to 30 single-family homes or 60 units of apartments or condominiums.

Example: Seattle has used this provision in five urban centers and urban villages, and in its Downtown, to tailor SEPA review thresholds to infill for those specific areas.

2. **Urban infill exemption levels** (RCW 43.21C.229) – This provision of the statute is intended to encourage residential or mixed use development in urban areas where the density goals of the comprehensive plan are not being met. When an EIS has been prepared to analyze the development goals in the comprehensive plan (which is the case for Olympia), a city can exempt some or all of the following types of development from additional SEPA review:
 - Residential
 - Mixed Use
 - Stand-alone Commercial up to 65,000 square feet (excluding retail)

Example: Kent has adopted an urban infill exemption ordinance for a portion of its Downtown to encourage residential and mixed use development.

3. **Planned Actions** (RCW 43.21C.440) – Cities and counties may prepare a detailed EIS in conjunction with a comprehensive plan or subarea plan that evaluates the environmental impacts of all the types of development proposed in the plan. Using the information in the EIS, the city/county adopts a “planned action” ordinance that identifies the conditions that each type of development must meet. When a project application is submitted that meets the conditions specified in the planned action ordinance, no additional SEPA review of that project is required.

Examples: A 2009 review of the results of ten cities’ planned actions:

<http://www.mrsc.org/artdocmisc/munkberg.pdf>.



BACKGROUND: Factors to Consider with SEPA Options

	Increased Exemption Levels for Minor Construction Projects	Urban Infill Exemption Levels	Planned Action
City can designate geographic area	Yes	Yes	Yes
Additional EIS required of city	No	No	Yes (typical cost \$150,000 - \$250,000)
Additional SEPA review for project permits	None for types of development designated by city, subject to state maximum thresholds	None for types of development designated by city	None, in most cases; city could define exceptions
Development types eligible for SEPA exemption	Residential, office, school, commercial, recreational, service, storage, parking; subject to state maximum thresholds	Residential, mixed-use, stand-alone commercial up to 65,000 square feet (retail excluded)	Defined by city in planned action ordinance; must have been analyzed in city's EIS
Results in pre-defined conditions for new development (i.e., predictability)	In city codes and development standards	In city codes and development standards	Detailed in planned action ordinance, in addition to city codes and development standards
Possibility of appeal of SEPA review	None for exempted types of development	None for exempted types of development	For EIS only; none for development projects that are consistent with planned action
Length of time remains in effect	No end date; effective until City Council action to discontinue	No end date; effective until City Council action to discontinue	Defined in planned action ordinance; typically 10-20 years
Reduced time and cost of permit process (for applicant and city)	Yes, for exempted types of development	Yes, for exempted types of development	Yes, for nearly all development



Land Use & Environment Committee

Water Street Redevelopment Area (WSRA) Update

Agenda Date: 4/20/2017
Agenda Item Number: 5.D
File Number: 17-0390

Type: discussion **Version:** 1 **Status:** In Committee

Title

Water Street Redevelopment Area (WSRA) Update

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive the update and provide guidance. Briefing only; no action requested.

Report

Issue:

Whether to receive a brief update of the Water Street Redevelopment Area (WSRA) scope of work and recent activity specific to Water Street and the surrounding area. WSRA partner, Walker John, Urban Olympia will review plans for the former Les Schwab property and discuss possibilities for next steps specific to the redevelopment of the WSRA. Staff seeks direction on possible next steps for the WSRA process.

Staff Contact:

Renée Sunde, Economic Development Director, Community Planning & Development Department,
360.753.8591

Presenter(s):

Renée Sunde, Economic Development Director
Keith Stahley, Director Community Planning and Development Department
Walker John, CEO Urban Olympia

Background and Analysis:

March 22, 2016 Council approved the Agreement and Scope of Work for Urban Design and Planning Services for the Water Street Redevelopment Area.

Below are the Key Components from the original Scope of Work:

1. Property Acquisition - Developer will begin dialogue with property owners to understand opportunities for possible assemblage.

2. Area Plan - Phase 1 will provide up to three alternatives and will include all properties in the WSRA. Phase II will include a “preferred alternative” for any property that Urban Olympia 5 controls or for which it intends to pursue through an Exclusive Negotiation Agreement (ENA)
3. Development Pro-Forma - The preferred alternative will include the preparation of a Predevelopment Cost Estimate.
4. Participation in Downtown Strategy will be ongoing through the pre-development phase.
5. City Review and Public participation to include regular meetings with Urban Olympia 5 team and to review on-going progress and deliverables and (3) Public Meetings.

On October 24, 2016 staff provided an update and review of the process timeline to the Community Economic Revitalization Committee (CERC) Committee. Walker John, Principal of Urban Olympia shared concept ideas and offered a recommendation for the site, based on limited property ownership interest.

Based on pending acquisitions of surrounding properties on the Isthmus and surrounding Percival Landing, the CERC Committee recommended that staff follow the progression of these acquisitions to understand associated impacts on the WSRA. The committee proposed reconnecting at the beginning of the New Year (2017), to better define next steps.

Today, several property acquisitions have been completed in the immediate vicinity that include the purchase of the former Capitol Center Building by developer Ken Brogan and purchase of the former Les Schwab site by Urban Olympia.

Increased interest from WSRA property owners, the planned redevelopment of several surrounding sites and recent dialogue surrounding the future of our community “Welcome Center” makes this update both relevant and timely.

Neighborhood/Community Interests (if known):

There is interest among neighbors and residents of Olympia as the Downtown Strategy moves towards Council adoption and as redevelopment and investment continues in our downtown core.

The 1.09 acre block identified as the WSRA plays a crucial role in linking community activity centers to the north and south in Percival Landing and Heritage Park as well as the east and west in the core of Downtown and adjacent to the fountain block.

Options:

1. Provide feedback and direction on the next steps in WSRA process.
2. Direct staff to coordinate a neighborhood outreach meeting to provide a community update, project overview and receive input about redevelopment options.

Financial Impact:

As outlined in the Development Agreement

1. Pre-Development Funding

The City will provide up to \$25,000 in predevelopment matching grant funding towards work completed for the Area Plan and \$10,000 offset cost for participation in the development of the

Downtown Strategy.

2. Update on funding invoiced for project to date

Attachments:

Exhibit A - WSRA Anticipated Process and Timeline

Exhibit A

Water Street Redevelopment Area Anticipated Process and Timeline

1. Approval of a Preliminary Development Agreement and Scope of Work March 22, 2016

This phase involves reviewing the selection team's recommendation with the CERC and City Council approval of the Preliminary Development Agreement and Scope of Work.

2. Preparation and Approval of an Area Plan March 22, 2016 to September 20, 2016

Responsibility of the development partner as detailed in the Agreement and Scope of Work including opportunities for public participation in the development of the Area Plan.

3. Adoption of Exclusive Negotiation Agreement September 20th to November 15th

If any property is to be sold the City may enter into an Exclusive Negotiation Agreement with the developer.

4. Adoption of a Final Development Agreement or Purchase and Sale Agreement (PSA) November 15th to December 13, 2016

Depending on the Area Plan this may require the city committing to a PSA or development agreement and possibly agreeing to take certain actions such as closing streets or alleys, purchasing property, developing parking, provision of parks or other steps identified in the Area Plan.

5. Adoption of a Community Renewal Area Plan December 13, 2016

Adoption of a Community Renewal Area Plan as provided in Chapter 35.81 of the Revised Code of Washington.

All times included herein are estimates the actual timing of the project will vary depending on scheduling, negotiations and other mitigating factors.