



MEMORANDUM

TO: Olympia Planning Commission (OPC) – Chair Greg Quetin, Vice-Chair Daniel Garcia, Commissioner Tammy Adams, Commissioner Raphael Garcia, Commissioner Jessica Grubb, Commissioner Zainab Nejati, Commissioner Shawna Mershon, Commissioner Aaron Sauerhoff, and Commissioner Jason Taellious

FROM: Joyce Phillips, Long Range Planning Manager

DATE: September 12, 2025

SUBJECT: Middle Housing Code Amendments - Request a specific provision be included in the OPC Recommendation

The original draft of the Middle Housing Code Amendments was issued in January 2025. The public hearing drafts were issued in June and August, primarily to address public comments or to add clarification. I only recently became aware of the fact that the state passed new legislation in the 2025 session that includes additional requirements for prominent notes to be placed on the face Unit Lot Subdivision plat maps. There is still time to add these state requirements to the local code amendments.

Statutory additions to RCW 58.17.060(3) for unit lot subdivisions:

- (a) These procedures shall include, at a minimum, the requirement that prominent informational notes be placed on the unit lot subdivision's plat, and recorded in the county or counties in which such land is located, to acknowledge each of the following:
- (i) Approval of the design and layout of the unit lot's housing development project was granted based on detailed review of that specified project, as a whole, on the parent lot, including specific reference to the applicable permit or file number for that specified project;
 - (ii) Subsequent subdivision actions, additions, or modifications to the unit lot housing development project's structures may not create or increase any nonconformity of the parent lot as a whole, and shall conform to the approved unit lot housing development project or to the land use and development standards in effect at the time of the proposed actions, additions, or modifications;
 - (iii) If a structure or portion of a structure within the unit lot housing development project has been damaged or destroyed, any repair, reconstruction, or replacement of any structure shall conform to the approved unit lot housing development project or to the land use and development standards in effect at the time the proposed repair, reconstruction, or replacement project's permit application becomes vested; and
 - (iv) Additional development or redevelopment of the individual unit lots may be limited as a result of the application of development standards to the parent lot.

Staff Request

Staff requests that the Planning Commission include, in its recommendation to City Council, the following additions (shown in red underlined text) to the language proposed in OMC 17.33.010(G)(9), which is the last provision on the last page of the proposal (page 107). This request only includes a revision to reference state requirements. Requested modification to OMC 17.33.010(G)(9)

9. The final plat shall include the following informational notes prominently:
 - a. All applicable notes in RCW 58.17.060(3) and conditions of approval;
 - b. Unit lots may not be further subdivided.
 - c. Unit lots are not separate buildable lots independent of the parent lot; and
 - d. Replacement or remodeling of structure(s) or improvements (e.g. patios) on the unit lots, when within the footprint of development in place at the time of unit lot subdivision approval, is allowed, and
 - e. Tree removal or additional development on the individual unit lots, shall comply with conditions of approval and may be limited as a result of the application of development standards to the parent lot or other applicable regulations. Such applications shall be reviewed in consideration of the parent lot and its ability to continue to satisfy development standards.