



Meeting Agenda

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Stacey Ray
360.753.8046

Monday, June 4, 2018

6:30 PM

Room 207

1. CALL TO ORDER

Estimated time for items 1 through 5: 20 minutes

1.A ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.A [18-0538](#) Approval of May 21, 2018 Planning Commission Meeting Minutes

Attachments: [Draft Minutes](#)

4. PUBLIC COMMENT

During this portion of the meeting, citizens may address the Commission regarding items related to City business, including items on the Agenda. In order for the Committee or Commission to maintain impartiality and the appearance of fairness in upcoming matters and to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee or Commission in these two areas: (1) on agenda items for which the Committee or Commission either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days or for quasi-judicial review items for which there can be only one public hearing, or (2) where the speaker promotes or opposes a candidate for public office or a ballot measure. The Planning Commission is only accepting written comments on the Missing Middle Housing recommendations until it completes its deliberations.

5. STAFF ANNOUNCEMENTS

This agenda item is also an opportunity for Commissioners to ask staff about City or Planning Commission business.

6. BUSINESS ITEMS

6.A [18-0528](#) Small Cell Zoning Code Amendments

Attachments: [Staff Proposed Changes](#)
[Applicant Proposed Changes](#)
[Verizon Small Cell Illustrations](#)
[Stakeholder Comment- AT&T](#)

Estimated time: 30 minutes

6.B [18-0531](#) Missing Middle Housing Analysis - Deliberations

Attachments: [Missing Middle web page](#)
[Parking Provisions Existing and Proposed](#)
[Parking Provisions Other Jurisdictions](#)
[Missing Middle Permitted Uses](#)
[Property Value impacts - studies](#)
[Assessor's Office fact sheet](#)
[Written Public Comment](#)

Estimated time: 120 minutes

7. REPORTS

From Staff, Officers, and Commissioners, and regarding relevant topics.

8. OTHER TOPICS**9. ADJOURNMENT**

Approximately 9:30 p.m.

Upcoming Meetings

Next regular Commission meeting is June 18, 2018. See 'meeting details' in Legistar for list of other meetings and events related to Commission activities.

Accommodations

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Advisory Committee meeting, please contact the Advisory Committee staff liaison (contact number in the upper right corner of the agenda) 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

Planning Commission
Approval of May 21, 2018 Planning
Commission Meeting Minutes

Agenda Date: 6/4/2018
Agenda Item Number: 3.A
File Number: 18-0538

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

Title

Approval of May 21, 2018 Planning Commission Meeting Minutes



Meeting Minutes - Draft

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Stacey Ray
360.753.8046

Monday, May 21, 2018

6:30 PM

Room 207

1. CALL TO ORDER

Chair Cunningham called the meeting to order at 6:30 p.m.

1.A ROLL CALL

Present: 8 - Chair Rad Cunningham, Commissioner Tammy Adams, Commissioner Kento Azegami, Commissioner Joel Baxter, Commissioner Jessica Blose, Commissioner Travis Burns, Commissioner Paula Ehlers and Commissioner Carole Richmond

Excused: 1 - Commissioner Candi Millar

OTHERS PRESENT

City of Olympia Community and Development Planning staff:

Deputy Director Leonard Bauer
Senior Planner Joyce Phillips

City of Olympia Public Works:
Water Resources Engineering and Planning Supervisor Eric Christensen

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

3.A [18-0497](#) Approval of May 7, 2018 Planning Commission Meeting Minutes

Commissioner Ehlers noted that she was excused for the May 7, 2018 meeting. Subsequently, she did not vote for the evening's motion.

The minutes were approved as amended.

4. PUBLIC COMMENT - NONE

5. STAFF ANNOUNCEMENTS

Ms. Ray made announcements.

6. BUSINESS ITEMS**6.A [18-0498](#) Missing Middle Housing Analysis - Deliberations**

Mr. Bauer discussed and provided a handout regarding the definitions of low, medium and high density neighborhoods for reference and reviewed the parking provisions for various housing types.

Mr. Christenson addressed questions on drinking water, sewer connections, utilities and hookups.

The Commission continued their deliberations.

The discussion was completed.

7. REPORTS

Commissioner's reported on outside meetings attended.

8. OTHER TOPICS - NONE**9. ADJOURNMENT**

The meeting adjourned at 9:49 p.m.



Planning Commission

Small Cell Zoning Code Amendments

Agenda Date: 6/4/2018
Agenda Item Number: 6.A
File Number: 18-0528

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

Title

Small Cell Zoning Code Amendments

Recommended Action

Briefing and discussion of proposed text amendment, provide feedback to staff as needed.

Report

Issue:

Verizon Wireless has applied for a zoning code text amendment to update Olympia Municipal Code Chapter 18.44, Antennas and Wireless Communications Facilities, to address the siting of a new wireless technology called "Small Cell." Existing city regulations create challenges for locating small cell facilities that make them effective.

Staff Contact:

Tim Smith, Principal Planner, Community Planning and Development, Planning 360.570.3915
Paula Smith, Assistant Planner, Community Planning & Development, Planning 360.753.8596

Presenter(s):

Tim Smith, Principal Planner and Paula Smith, Assistant Planner

Background and Analysis:

The proliferation of personal wireless devices and the increase of data usage have resulted in an ever-increasing need for small cell technologies to enhance coverage. The Federal Communications Commission and the telecommunications industry have identified existing utility poles and public rights-of-way as resources for the deployment of small cells. Small cells improve speed and capacity for both telephonic and data transmission, as well as reduced gaps in coverage. Wireless providers are targeting the public right-of-way for their facilities for both 4G and future 5G expansion.

Small cell facility is defined in RCW 80.36.375(2) as a personal wireless services facility that meets both of the following qualifications:

(i) Each antenna is located inside an antenna enclosure of no more than three cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of no more than three cubic feet; and

(ii) Primary equipment enclosures are no larger than seventeen cubic feet in volume. The following associated equipment may be located outside the primary equipment enclosure and if so located, are not included in the calculation of equipment volume: Electric meter, concealment, telecom demarcation box, ground-based enclosures, battery back-up power systems, grounding equipment, power transfer switch, and cut-off switch.

Illustrative examples of small cell antennae and equipment enclosures are shown in Attachment 3.

In September of 2017, MRSC issued an article about “Preparing for Small Cell Deployments”. The article provided information about small cell and gave recommendations for cities to consider as they respond to requests for these types of cell facilities located in the public rights-of-way attached to utility poles.

City staff from Community Planning and Development, Public Works and other city departments have had multiple meetings over the past year with a variety of companies within the industry to discuss proposals for locating small cell technology within the City of Olympia.

Currently, the City of Olympia has standards in Chapter 18.44 Antenna and Wireless Communications that address “Right of Way Attached Wireless Facilities” and provides direction as to where these would be allowed and what the development standards are.

Small cell facilities would be allowed in most areas in the city but the standards are not ideal for small cell technology. The primary obstacle in the City’s zoning code to the siting of small cell facilities in the right of way is a requirement that wireless facilities be on a utility pole or electrical transmission tower at least 50 feet in height. This height standard was presumably adopted to address potential visual impacts associated with the older wireless technology that consisted of large antennae attached to the tops of poles. Small cell facilities are designed to have less impacts, and function best when located between 25 and 40 feet above the ground.

The text changes proposed by staff and the applicant focus specifically on the siting of small cell facilities in the public right of way. The City will likely consider a more comprehensive update to its wireless telecommunications regulations as a future work program item. The City of Tumwater is currently conducting a comprehensive update and has hired a consultant to work with the telecommunications industry and City staff to prepare a set of changes to bring forward to their Planning Commission. The work by Tumwater can serve as a starting point for making code revisions to City of Olympia regulations in the future that could lead to a similar approach between the two jurisdictions in the regulation of telecommunications facilities.

Neighborhood/Community Interests (if known):

Neighborhood concerns may include visual impacts. Neighborhood interest may include faster wireless service and additional capacity that small cell facilities will provide.

Options:

None

Financial Impact:

None

Attachments:

Staff Proposal

Applicant Proposal

Small Cell Facility Illustrations

Stakeholder Comment

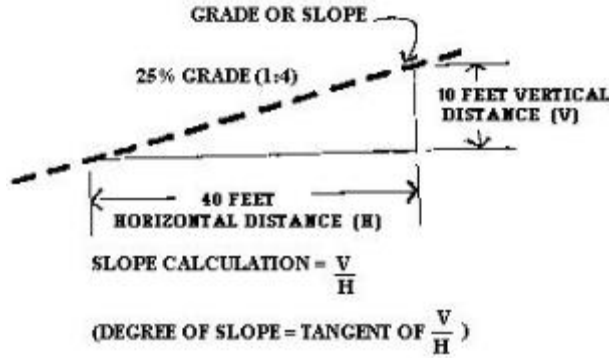


FIGURE 2-8

% GRADE	100	50	40	33.3	30	25	20	15	12	10	8	6
DEGREES	45	26.6	21.8	18.4	16.7	14	11.3	8.5	6.8	5.7	4.6	3.4
RATIO	1:1	2:1	2.5:1	3:1	3.3:1	4:1	5:1	6.7:1	8.3:1	10:1	12.5:1	16.7:1

Slope, Steep. An area which is equal to or in excess of 40 percent slope, or where the ground surface rises ten feet or more vertically within a horizontal distance of 25 feet. This can also include a slope of 15 to 39.9 percent if otherwise defined as a landslide hazard area.

Slope, Steep Toe, or Steep Top. A distinct topographic break in slope which separates slopes inclined less than forty (40%) percent from slopes equal to or greater than forty (40%) percent. Where no distinct break exists, this point shall be the limit of the area where the ground surface drops ten (10) feet or more vertically within a horizontal distance of twenty-five (25) feet.

Small Cell Wireless Facility. A wireless communication facility as described in RCW 80.36.375(2).

Small Lake. See OMC 18.32.505.

Small Lot Review. A Director review of proposed construction on undersized legal lots of record approved prior to June 19, 1995.

Small Lot Subdivision. See Subdivision, Short.

Soil and Vegetation Protection Area (SVPA). A separate tract of land, which may or may not be deeded as such, specifically set aside for the preservation of healthy soil and the preservation or planting of existing and/or native vegetation, well-adapted drought-tolerant vegetation, and trees. Stormwater retention/detention facilities, critical area buffers and other common areas may be considered SVPA's if they currently, or are improved to an extent where they can, support healthy soils and the growth of native vegetation or well-adapted drought-tolerant vegetation. The purpose of these areas for preserving healthy soils and preserving and/or planting native, or well-adapted drought-tolerant vegetation is stated on the face of the plat when applicable.

Sorority House. A building, occupied by unrelated female members of a private educational organization, which contains sleeping rooms, bathrooms, common rooms, and a central kitchen and dining room. (See Fraternity, Dormitory.)

Special Assessment District. A district with the power to levy taxes created by act, petition, or vote of property owners for a specific purpose.

Chapter 18.44

ANTENNAS AND WIRELESS COMMUNICATIONS FACILITIES

18.44.000 Chapter Contents

Sections:

- 18.44.020 Purpose and Intent.
- 18.44.040 Applicability - Types of Facilities and Actions.
- 18.44.060 Exempt Installations.
- 18.44.080 Siting Alternatives Hierarchy.
- 18.44.090 Permitted Wireless Communications Facilities by Zoning District.
- 18.44.100 Development Standards.
- 18.44.110 Approval Process.
- 18.44.120 Interference with Public Safety Communication.

(Ord. 6395 §1, 2006).

18.44.020 Purpose and Intent

The purposes and intent of this chapter are to:

- A. Promote the safety and general welfare of the public by regulating the siting of antennas and wireless communication facilities, to the extent allowed to local governments under federal law.
- B. Minimize the impacts of antennas and wireless communication facilities on surrounding areas by establishing standards for location, structural integrity, and compatibility.
- C. Encourage the location and collocation of wireless communication facilities on existing structures, thereby a) minimizing new visual, aesthetic, and public safety impacts, b) minimizing effects upon the natural environment and wildlife, and c) reducing the need for additional antenna support structures.
- D. Accommodate the growing need and demand for wireless communication services.
- E. Encourage coordination between site suppliers and wireless communication services providers.
- F. Establish predictable and balanced codes governing the construction and location of wireless communications facilities, within the confines of permissible local regulations.
- G. Establish review procedures to ensure that applications for wireless communications facilities are reviewed and acted upon within a reasonable period of time.
- H. Respond to the policies embodied in the Telecommunications Act of 1996 in such a manner as not to unreasonably discriminate between providers of functionally equivalent personal wireless services or to prohibit or have the effect of prohibiting personal wireless services.
- I. Emphasize concealed (stealth) technologies to protect the character of the City while meeting the demand for wireless communications services.
- J. Encourage the use of public lands, buildings, and structures as locations for wireless communication facilities, demonstrating concealed (stealth) technologies.
- K. Ensure consideration of and compatibility with the goals and objectives of the Comprehensive Plan for Olympia and the Olympia Growth Area.

(Ord. 6395 §1, 2006).

18.44.040 Applicability - Types of Facilities and Actions

Except as provided in Section 18.44.060 (Exempt Installations) and Chapter 18.46 (Eligible Wireless Communication Facilities Modifications), this chapter shall apply to the development activities including installation, construction, or modification of the following antennas and wireless communications facilities:

- A. Existing antenna support structures.
- B. Proposed antenna support structures.
- C. Public antenna support structures.
- D. Replacement of existing antenna support structures.
- E. Collocation on existing antenna support structures.
- F. Attached wireless communications facilities.
- G. Concealed wireless communications facilities.
- H. AM/FM/TV/HDTV broadcasting transmission facilities.
- I. Satellite earth stations that are over one meter (39.37 inches) in diameter in all residential districts and over two meters (78.74 inches) in all other zoning districts.

(Ord. 7001 §2, 2016; Ord. 6395 §1, 2006).

18.44.060 Exempt Installations

The following items are exempt from the provisions of this chapter; notwithstanding any other provisions contained in Title 18 OMC, the Unified Development Code.

- A. Amateur radio operator antennas.
- B. Satellite earth stations that are one meter (39.37 inches) or less in diameter in all residential districts and two meters (78.74 inches) or less in all other zoning districts.
- C. Government-owned wireless communications facilities, upon the declaration of a state of emergency by federal, state, or local government, and a written determination of public necessity by the City designee; except that such facilities must comply with all federal and state requirements. No wireless communications facility shall be exempt from the provisions of this chapter beyond the duration of the state of emergency.
- D. Temporary, commercial wireless communications facilities, upon the declaration of a state of emergency by federal, state, or local government, or determination of public necessity by the City and approved by the City; except that such facilities must comply with all federal and state requirements. Said wireless communications facilities may be exempt from the provisions of this chapter up to three (3) months after the duration of the state of emergency.
- E. Routine maintenance and repair of existing wireless communication facilities.
- F. Additional base station equipment associated with approved transmission equipment and placed within an approved equipment compound, provided the height of the additional base station equipment does not extend above the screening fence.

(Ord. 7001 §3, 2016; Ord. 6395 §1, 2006).

18.44.080 Siting Alternatives Hierarchy

A. Siting of a wireless communications facility (WCF) (as herein defined) shall be in accordance with Section 18.44.090, Permitted Wireless Communications Facilities by Zoning District, and with the following siting alternatives hierarchy:

1. Concealed Attached Wireless Communications Facility
 - a. On City-owned property or rights-of-way of the City so designated as City Property
 - b. On other publicly-owned property or ROW
 - c. On privately-owned property
2. Collocated or Combined on Existing Antenna Support Structure Facility
 - a. On City-owned property or rights-of-way of the City so designated as City Property
 - b. On other publicly-owned property or ROW
 - c. On privately-owned property
3. ROW-Attached Wireless Communications Facility Mounted on Existing Utility Pole, Electricity Transmission Tower, or Light Post
 - a. On City-owned property or rights-of-way of the City so designated as City Property
 - b. On other publicly-owned property or ROW
 - c. On privately-owned property
4. Concealed Freestanding Wireless Communications Facility
 - a. On City-owned property or rights-of-way of the City so designated as City Property
 - b. On other publicly-owned property or ROW
 - c. On privately-owned property
5. Non-concealed Attached Wireless Communications Facility
 - a. On City-owned property or rights-of-way of the City so designated as City Property
 - b. On other publicly-owned property or ROW
 - c. On privately-owned property
6. Non-concealed Freestanding Wireless Communications Facility
 - a. On City-owned property or rights-of-way of the City so designated as City Property
 - b. On other publicly-owned property or ROW
 - c. On privately-owned property

B. For attached, collocated or combined, or ROW attached WCFs, the order of ranking preference, highest to lowest, shall first be from 1a to 1c in alphabetical order, then likewise from 2a to 2c, 3a to 3c, and 5a to 5c. Where a lower ranked alternative is proposed, the applicant must file relevant information as indicated in the application requirements for wireless communications facilities including, but not limited to, an affidavit by a radio frequency engineer demonstrating that despite diligent efforts to adhere to the established hierarchy within the geographic

search area, higher ranked options are not technically feasible, practical or justified given the location of the proposed wireless communications facility.

C. Where a freestanding WCF is permitted, the order of ranking preference from highest to lowest shall first be from 4a to 4c in alphabetical order, then likewise from 6a to 6c. Where a lower ranked alternative is proposed, the applicant must file relevant information as indicated in the application requirements for wireless communications facilities including, but not limited to, the existing land uses of the subject and surrounding properties within 300 feet of the subject property, and an affidavit by a radio frequency engineer demonstrating that despite diligent efforts to adhere to the established hierarchy within the geographic search area, higher ranked options are not technically feasible, practical, or justified given the location of the proposed wireless communications facility.

D. This section shall not be interpreted to require applicants to locate on publicly owned sites when lease negotiation processes are prohibitively lengthy or expensive relative to those of the private sector. The applicant is considered justified in selecting a lower-ranked privately-owned property option if the local government fails to approve a memorandum of agreement or letter of intent to lease a specified publicly-owned site within one-hundred twenty (120) days of the application date, or if it is demonstrated that the proposed lease rate for the specified public-owned site significantly exceeds the market rate for comparable privately-owned sites.

(Ord. 6395 §1, 2006).

18.44.090 Permitted Wireless Communication Facilities by Zoning District

A. Generally: Table 44.01, Permitted Wireless Communication Facilities by Zoning District, identifies types of Wireless Communication Facilities which are permitted outright (P), subject to a Conditional Use Permit (C), or prohibited (N). Notwithstanding the provisions of Table 44.01, any Eligible Wireless Facilities Modification subject to Chapter 18.46 is permitted outright.

B. Historic districts and properties: Table 44.01 also identifies types of Wireless Communications Facilities permitted outright (P), subject to a Conditional Use Permit (C), or prohibited (N) in National Historic Districts, or on local, state, or Federal historic register properties, depending on the Zoning District Group (as defined within Table 44.01) wherein the site is located.

Table 44.01 PERMITTED WIRELESS COMMUNICATION FACILITIES BY ZONING DISTRICT

Zoning District Group	Antenna Element Replacement	CONCEALED		Collocated or Combined on Existing WCF	ROW Attached Structure** — 34.5 kV+	Mitigation of Existing WCF	Expanding Existing Antenna Array	NON-CONCEALED	
		Attached WCF	Freestanding WCF					Attached WCF	Freestanding WCF
Group 1. INDUSTRIAL ZONES (I, LI)									
	P	P	P	P	P	P	P	P	P
Group 2. COMMERCIAL ZONES (AS, CSH, DB, GC, HDC-3, HDC-4, MS, UC, UW)									
	P	P	P	P	P	P	P	C	N
Group 3. MIXED USE ZONES (PUD, PO/RM, RMU, UR, UW-H)									
	P	P	C	P	P	C	C	N	N
Group 4. NEIGHBORHOOD ZONES (COSC, HDC-1, HDC-2, MHP, MR 7-13, MR 10-18, NC, NR, NV, R1/5, R4, R4-8, R6-12, RLI, RM-18, RM24, RMH, UV)									
	P	C	C	C	C	C	C	N	N
NATIONAL HISTORIC DISTRICTS and LOCAL, STATE, OR FEDERAL REGISTER PROPERTIES									
Groups 1-3	P	C	C	C	C	C	C	N	N
Group 4	P	N	N	N	N	N	N	N	N
SITES WITHIN 300 FEET OF GROUP 4 – NEIGHBORHOOD ZONES									
Groups 1-3	P	C	C	C	C	C	C	N	N

P - Permitted C - Conditional Use Permit N- Not Permitted

* Notwithstanding the provisions of Table 44.01, any Eligible Wireless Facilities Modification subject to Chapter 18.46 is permitted outright.

**Small Cell Facilities attached to structures in the ROW are allowed as permitted uses except where listed as Not Permitted; provided such facilities shall have a Master Permit/Franchise approval per Chapter 11.02 OMC and have the approval of an administrative utility permit ensuring conformance with the applicable City Engineering Design and Development Standards (EDDS 2.060).

(Ord. 7001 §4, 2016; Ord. 6395 §1, 2006).

The Olympia Municipal Code is current through Ordinance 7123, passed December 19, 2017.

18.44.100 Development Standards

A. Generally.

1. **Applicability - Development Standards:** Unless otherwise specified within this chapter, all development standards of the zoning district within which the WCF is located shall apply. Where permitted as provided in Sections 18.44.090 (Permitted Wireless Communications Facilities by Zoning District) and 18.44.080 (Siting Alternatives Hierarchy), the following development standards apply to all new, mitigated, collocated, or combined wireless facility installations. Where any critical areas (see Chapter 18.32), historic (see Chapter 18.12) or scenic view areas (see Section 18.110.060) or corridor plans also apply, the most restrictive standards shall govern.
2. **Equipment cabinets:** Cabinets shall not be visible from public views. Cabinets may be provided within the principal building, behind a screen on a rooftop, or on the ground within the fenced-in and screened equipment compound.
3. **Fencing:** All equipment compounds shall be enclosed with a sight-obscuring wood/brick/masonry fence or wall. Fencing shall be subject to the requirements of Subsection 18.40.060(C) Fences/Hedges, Unified Development Code.
4. **Buffers:** Any WCF, located in any zone, that is proposed to be installed within three-hundred (300) feet of a neighborhood zone as categorized in Section 18.44.090 Permitted Wireless Communications Facilities by Zoning District shall be subject to the same Section 18.44.090 standards as if being located within a neighborhood zone.
5. **Landscaping Requirements:** Antenna support structures and WCF equipment compounds shall be subject to the requirements of Chapter 18.36 Landscaping and Screening.
6. **Signage:**
 - a. The only signage that is permitted upon a non-concealed antenna support structure, equipment cabinet, or fence shall be informational, and for the purpose of identifying the antenna support structure (such as ASR registration number), as well as the party responsible for the operation and maintenance of the facility, its current address and telephone number, security or safety signs, and property manager signs (if applicable).
 - b. Where signs are otherwise permitted, a WCF may be concealed inside such signage, provided that all applicable standards for both the signage and the concealed WCF are met.
7. **Lighting:**
 - a. Lighting on WCFs, if required by the Federal Aviation Administration (FAA), shall not exceed the FAA minimum standards. Any lighting required by the FAA must be of the minimum intensity and number of flashes per minute (i.e., the longest duration between flashes) allowable by the FAA to minimize the potential attraction to migratory birds. Dual lighting standards are required and strobe light standards are prohibited unless required by the FAA. The lights shall be oriented so as not to project directly onto surrounding residential property, consistent with FAA requirements.
 - b. Any security lighting for on-ground facilities and equipment shall be in compliance with Title 18 OMC, Unified Development Code.
 - c. Ground lighting used to respectfully illuminate the American flag on a concealed WCF flagpole shall be permitted subject to Title 18 OMC, Unified Development Code.
8. **Compliance with federal standards for interference protection:** Any applicant for facilities under this section shall certify that such proposed facility shall comply with all applicable federal regulations regarding interference protection.

9. Compliance with ANSI standards: In order to protect the public from excessive exposure to electromagnetic radiation, the WCF applicant shall certify through a written statement that the facility meets or exceeds current American National Standards Institute (ANSI) standards as adopted by the FCC.

10. Abandonment:

a. WCFs and the equipment compound shall be removed, at the owner's expense, within one hundred eighty days (180) days of cessation of use, unless the abandonment is associated with a replacement antenna structure, in which case the removal shall occur within one hundred eighty days (180) days of the installation of the replacement antenna structure.

b. An owner wishing to extend the time for removal or reactivation shall submit an application stating the reason for such extension. The City may extend the time for removal or reactivation up to ninety (90) additional days upon a showing of good cause. If the antenna support structure or antenna is not removed in a timely fashion, the City may give notice that it will contract for removal within sixty (60) days following written notice to the owner. Thereafter, the City may cause removal of the antenna support structure with costs being borne by the current WCF or land owner.

c. Upon removal of the WCF, the equipment compound and at ground foundations including two feet below ground level, the development area shall be returned to its natural state and topography and vegetation shall be consistent with the natural surroundings or consistent with the current use of the land at the time of removal. The cost of rehabilitation shall be borne by the current WCF or land owner.

B. Attached Wireless Communication Facilities.

1. Generally.

a. Height: The top of the attached WCF shall not be more than eighteen (18) feet above the existing or proposed building or structure.

b. Setbacks: An attached WCF and its equipment compound shall be subject to the setbacks of the underlying zoning district. Antennas may extend a maximum of twenty-four (24) inches into the setback. However no antenna or portion of any structure shall extend into any easement other than a utility easement.

c. Least visually obtrusive profile: Feed lines and antennas shall be designed to architecturally match the facade, roof, wall, or structure on which they are affixed so that they blend with the existing structural design, color, and texture. New antennas shall use the least visually obtrusive profile that will meet the network objectives of the desired coverage area. The visual obtrusiveness of the profile of an unobtrusive antenna or antenna array is ranked from least to most obtrusive as follows:

- i. Flush-mounted antenna or antenna array
- ii. Unconcealed single omni-directional (whip) antenna

2. Attached non-concealed WCFs.

a. Allowable locations: Shall only be allowed on a building, on existing non-concealed antenna support structures and, where the applicant has an agreement with the applicable utility or other authority that exercises jurisdiction over the subject right of way, on electrical distribution poles, transmission towers, and existing ball park light poles, greater than fifty (50) feet in height, subject to approval of the designated staff or other appropriate agency designee and/or the utility company.

b. Equipment compound or cabinets: Equipment compounds or cabinets for WCFs under this subsection shall be designed and located in such a manner as to not interfere with the subject right of way or its primary utilization.

3. ROW attached structures.

a. Allowable locations: Shall only be allowed where the applicant has an agreement with the applicable utility or other authority that exercises jurisdiction over the subject right of way, on ~~electrical-utility poles, and electricity transmission poles and towers carrying thirty four and one half kilovolts (34.5 kV) or greater, and greater than fifty (50) feet in height, and light posts,~~ subject to approval of the designated staff or other appropriate agency designee and/or the utility company; provided that small cell facilities are allowed on utility poles and electricity transmission towers less than fifty feet in height in addition to lights posts.

b. Equipment compound or cabinets: Equipment compounds or cabinets for WCFs under this subsection shall be designed, located, and screened or concealed in such a manner as to not interfere with the subject right of way or its primary utilization. Depending on site conditions, the review authority may require placement in an underground vault to provide for traffic safety, pedestrian access, or other right-of-way utilization requirements.

C. Freestanding Wireless Communication Facilities.

1. Generally.

a. Determination of need: No new or mitigated freestanding WCF shall be permitted unless the applicant demonstrates that no existing structure can reasonably accommodate the applicant's proposed use; or that use of such existing facilities would prohibit personal wireless services in the geographic search ring to be served by the proposed antenna support structure.

b. Designed for concealed collocation: All new or mitigated freestanding WCF shall be designed for maximum collocation installations.

c. Designed for non-concealed collocation: All new or mitigated freestanding WCFs up to 80 feet in height shall be engineered and constructed to accommodate no less than three (3) antenna arrays. All WCFs between eighty-one (81) feet and one hundred twenty (120) feet shall be engineered and constructed to accommodate no less than four (4) antenna arrays.

d. Least visually obtrusive profile: New freestanding antenna support structures shall be configured and located in a manner that shall minimize adverse effects including visual impacts on the landscape and adjacent properties. New freestanding WCFs shall be designed to match adjacent structures and landscapes with specific design considerations such as architectural designs, height, scale, color, and texture. New antennas shall use the least visually obtrusive profile that will meet the network objectives of the desired coverage area. See Section 18.44.100(B)(1)(c) for ranking of obtrusiveness of visual profiles.

e. Grading: Grading shall be minimized and limited only to the area necessary for the new WCF as approved by the Department of Community Planning and Development.

f. Safety: All support structures shall be certified to comply with the safety standards contained in the Electronics Industries Association /Telecommunications Industries Association (EIA/TIA) document 222-F, or current standard, "Structural Standards for Steel Antenna Towers and Supporting Structures," or current standard, as amended, by a Registered State of Washington Professional Engineer.

2. Freestanding concealed WCFs.

a. Height:

i. In all zoning districts where permitted, the maximum height shall be limited to one hundred twenty (120) feet.

ii. All height limits shall exclude lightning rods or lights required by the FAA that do not provide any support for antennas.

Verizon Wireless, LLC is applying for text amendments to the following sections of the Olympia Municipal Code:

- Permitted Wireless Communication Facilities by Zoning District, Section 18.44.090— Table 44.01 Permitted Wireless Communication Facilities By Zoning District.
- Development Standards, Section 18.44.100, B. Attached Wireless Communication Facilities, 3. ROW Attached Structures.
- Approval Process, Section 18.44.110, adding a new section 5.
- Definitions 18.02.180—adding definition of small cell facility.

These amendments are offered to address an absence of an appropriate permitting process for a new wireless technology known as small cell facilities.

What is a small cell and why are they needed?

Small cells are low profile wireless facilities designed to provide service in a limited geographic area. Small cells are fundamentally different from traditional wireless facilities because they involve much smaller equipment, are designed to be placed on existing infrastructure, and have much lower power and range. Small cells do not replace the need for traditional wireless facilities, but can provide broadband wireless services in high capacity or hard-to-reach areas.

Small cell facilities are sited on existing or replacement utility poles or light standards in the public right of way. The small cell facility typically consists of 1 or 2 two-foot tall antennas mounted at the top of the pole at a height of 25-40 feet. The antennas are either mounted close to the pole on mounting brackets, or in an antenna canister. Attached to the pole are also small radios, with a conduit for fiber and power running from the antennas to the radios. There is also a power disconnect switch, also mounted to the pole below the radios. A diagram of the components of a small cell facility on a utility pole is attached as Exhibit A.

The need for small cell facilities is driven by the tremendous increase in the use of smart phones and other wireless devices, and the resulting huge demand for additional data over the existing networks. Small cells can provide additional capacity to existing wireless networks by offloading some of the users and by having the small cell facilities closer to the end user than traditional towers.

A growing number of local households do not have landlines, relying on wireless devices alone for communication, email, video and 911 calls. The need for fast and reliable wireless service has never been greater and small cell facilities are a flexible solution to deliver that service where residents, businesses and visitors are using their phones and devices.

Comprehensive Plan

The proposed small cell amendments are consistent with and act to advance the following policies in the Olympia Comprehensive Plan:

PE4.9 Collaborate with public and private partners to finance infrastructure needed to develop targeted commercial, residential, industrial, and mixed-use areas (such as Downtown Investment Strategy Report opportunity areas and along Urban Corridors) with water, sewer, electricity, street, street frontage, public parking, telecommunications, or rail improvements, as needed and consistent with the Comprehensive Plan.

The wireless industry seeks to deploy this much needed infrastructure at no cost to the city.

PU15.3 Process permits and approvals for private utility facilities in a fair and timely manner, and in accordance with development regulations that foster predictability.

The Conditional Use review is intended to condition projects with significant impacts. Small cell facilities, placed on existing or replacement structures in the right of way have minimal impacts on surrounding properties and would be more appropriately processed as other utility attachments, through the building permit process.

PU17.1 Promote the co-location of new utility distribution and communication facilities when doing so is consistent with utility industry practices and national electrical and other codes.

Small cell facilities use utility distribution and transmission poles in a manner consistent with industry practice and national electric and other codes.

PU18.3 Encourage telecommunication utilities to use existing structures, such as existing towers and buildings, where a new installation will not conflict with height restrictions.

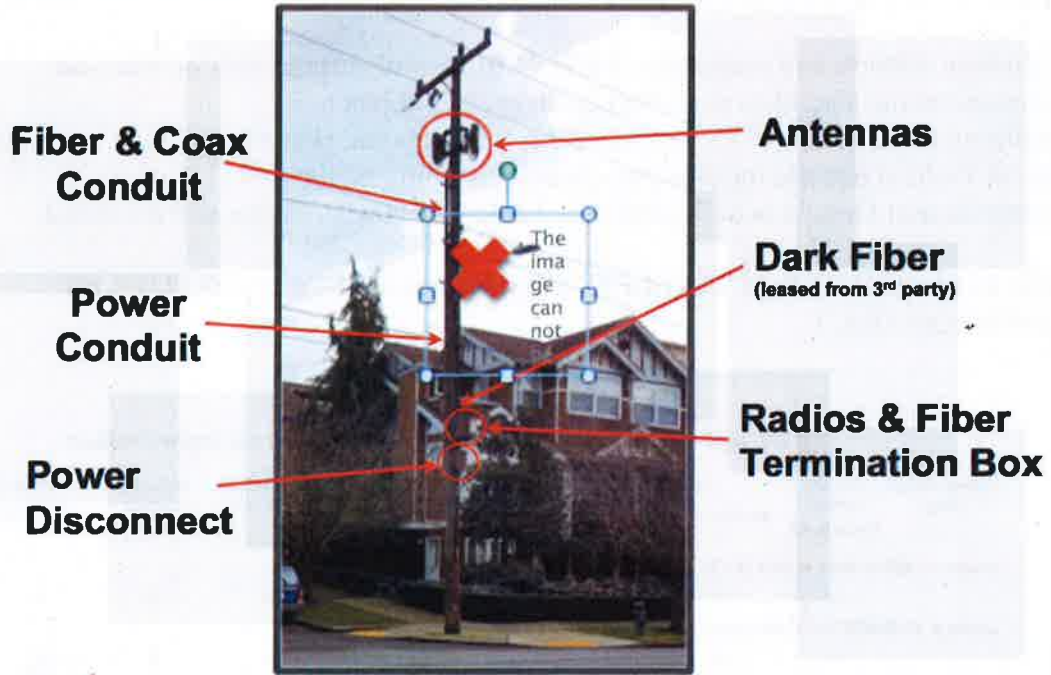
Small cell facilities are designed to be placed on existing or replacement structures in the right of way.

Conclusion

For the reasons stated above, Applicant Verizon Wireless respectfully requests that the City Council consider and adopt the proposed text amendments, set forth more fully in Exhibit B.

EXHIBIT A

Small Cell Components



verizon

EXHIBIT B

Chapter 18.44 ANTENNAS AND WIRELESS COMMUNICATIONS FACILITIES

18.44. 090 Permitted Wireless Communication Facilities by Zoning District

A. Generally: Table 44.01, Permitted Wireless Communication Facilities by Zoning District, identifies types of Wireless Communication Facilities which are permitted outright (P), subject to a Conditional Use Permit (C), or prohibited (N). Notwithstanding the provisions of Table 44.01, any Eligible Wireless Facilities Modification subject to Chapter 18.46 is permitted outright.

B. Historic districts and properties: Table 44.01 also identifies types of Wireless Communications Facilities permitted outright (P), subject to a Conditional Use Permit (C), or prohibited (N) in National Historic Districts, or on local, state, or Federal historic register properties, depending on the Zoning District Group (as defined within Table 44.01) wherein the site is located.

Table 44.01 PERMITTED WIRELESS COMMUNICATION FACILITIES BY ZONING DISTRICT

Zoning District Group	Antenna Element Replacement	CONCEALED		Collocated or Combined on Existing WCF	ROW Attached Structure ** 34.5 kV+	Mitigation of Existing WCF	Expanding Existing Antenna Array	NON-CONCEALED	
		Attached WCF	Freestanding WCF					Attached WCF	Freestanding WCF
Group 1. INDUSTRIAL ZONES (I, LI)									
	P	P	P	P	P	P	P	P	P
Group 2. COMMERCIAL ZONES (AS, CSH, DB, GC, HDC-3, HDC-4, MS, UC, UW)									
	P	P	P	P	P	P	P	C	N
Group 3. MIXED USE ZONES (PUD, PO/RM, RMU, UR, UW-H)									
	P	P	C	P	P	C	C	N	N
Group 4. NEIGHBORHOOD ZONES (COSC, HDC-1, HDC-2, MHP, MR 7-13, MR 10-18, NC, NR, NV, R1/5, R4, R4-8, R6-12, RLI, RM-18, RM24, RMH, UV)									
	P	C	C	C	C	C	C	N	N
NATIONAL HISTORIC DISTRICTS and LOCAL, STATE, OR FEDERAL REGISTER PROPERTIES									
Groups 1-3	P	C	C	C	C	C	C	N	N
Group 4	P	N	N	N	N	N	N	N	N
SITES WITHIN 300 FEET OF GROUP 4 - NEIGHBORHOOD ZONES									
Groups 1-3	P	C	C	C	C	C	C	N	N

* Notwithstanding the provisions of Table 44.01, any Eligible Wireless Facilities Modification subject to Chapter 18.46 is permitted outright.
 ** Small cell facilities attached to existing or replacement utility poles or towers, as outlined in Section 18.44.100.B.3, are permitted outright. New utility poles or towers for small cell facilities are subject to administrative review.

Note: Deleted from first row-ROW Attached Structure: 34.5 kV+

18.44.100 Development Standards

B. Attached Wireless Communication Facilities

3. ROW attached structures.

a. Allowable locations: Shall only be allowed where the applicant has an agreement with the applicable utility or other authority that exercises jurisdiction over the subject right of way, on existing or replacement electrical transmission or distribution poles with up to 15 feet of additional height, if needed to maintain required clearances and ~~towers carrying thirty-four and one-half kilovolts (34.5 kV) or greater, and greater than fifty (50) feet in height,~~ subject to approval of the designated staff or other appropriate agency designee and/or the utility company.

b. Equipment compound or cabinets: Equipment compounds or cabinets for WCFs under this subsection shall be designed, located, and screened or concealed in such a manner as to not interfere with the subject right of way or its primary utilization. ~~Depending on site conditions, the~~The review authority applicant may require ~~install equipment on the pole or placement~~ in an underground vault to provide for traffic safety, pedestrian access, or other right-of-way utilization requirements.

c. A single permit may be used for multiple small cell facilities spaced to provide wireless coverage in a contiguous area.

d. Small cell facilities attached to existing or replacement utility poles or towers are permitted outright. Small cells are only subject to approval via administrative review if their installation requires the construction of a new utility support structure.

18.44.110 Approval Process

All approvals are subject to the review processes outlined in Title 18 OMC, Unified Development Code. Additionally, in accordance with Table 44.01 in Section 18.44.090 Permitted Wireless Communications Facilities by Zoning District, the following approval process shall apply:

A. New WCFs and Antenna Element Replacements Not Subject to Chapter 18.46 (Eligible Wireless Communication Facilities Modifications).

1. Any application submitted pursuant to this section shall be reviewed by City staff for completeness. If any required item fails to be submitted, the application shall be deemed incomplete. Staff shall advise an applicant in writing within twenty (20) business days after submittal of an application regarding the completeness of the application. If the application is incomplete, such notice shall set forth the missing items or deficiencies in the application, which the applicant must correct and/or submit in order for the application to be deemed complete.

2. Within twenty (20) days of receiving a timely response from an interested potential co-applicant, the applicant shall inform the respondent and the City in writing as to whether or not the potential collocation or combining is acceptable and under what conditions. If the collocation or combining is not acceptable, then the applicant must provide the respondent and the City written justification as to why the collocation or combining is not feasible.

B. Supplemental Review. The City reserves the right to require a supplemental review for any type of WCF, subject to the following:

1. Due to the complexity of the methodology or analysis required to review an application for a wireless communication facility, the City will require a technical review by a third party expert approved by the City, the costs of which shall be borne by the applicant and be in addition to other applicable fees.

2. The applicant shall submit the required fee as published in the City's current fee schedule.

3. Based on the results of the expert review, the approving authority may require changes to the applicant's application or submittals.

4. The supplemental review may address any or all of the following:

- a. The accuracy and completeness of the application and accompanying documentation.
- b. The applicability of analysis techniques and methodologies.

- c. The validity of conclusions reached.
- d. Whether the proposed wireless communications facility complies with the applicable approval criteria set forth in this Chapter.
- e. Other items deemed by the City to be relevant to determining whether a proposed wireless communications facility complies with the provisions of the Olympia Municipal Code.

5. This section will not apply to applications to place small cell facilities on existing or replacement utility poles and/or, if the height of a replacement structure, including antennas, is no more than:

- (a) Fifteen feet (15') taller than the existing utility support structure; or
- (b) The minimum height necessary to provide the required safety clearances from transmission or distribution lines.

C. Post Construction Field Testing. Within thirty days of becoming fully operational, all facilities shall be field tested by a third party reviewer, at the applicant's expense, to confirm the theoretical computations of RF emissions.

18.02.180 Definitions

Small cell facility. A personal wireless services facility that meets both of the following qualifications:

- (i) Each antenna is located inside an antenna enclosure of no more than three cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of no more than three cubic feet; and
- (ii) Primary equipment enclosures are no larger than seventeen cubic feet in volume. The following associated equipment may be located outside the primary equipment enclosure and if so located, are not included in the calculation of equipment volume: Electric meter, concealment, telecomm demarcation box, ground-based enclosures, and battery back-up power.

Verizon Small Cell Program

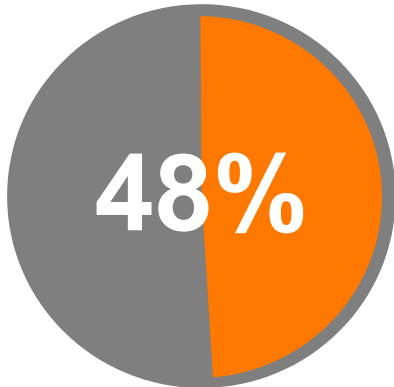
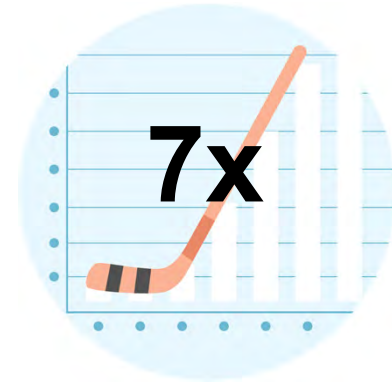
Olympia, WA



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Why the Need?

**2019 Projected U.S. Mobile
Data Usage Growth: 7X**



**48%+ American Households
Wireless-only**

**Average American Household:
13 Connected Devices**



What is The Impact of Insufficient Capacity?

Slow Data Speeds



Increased Video Buffering Times

Disruption to Video Calls



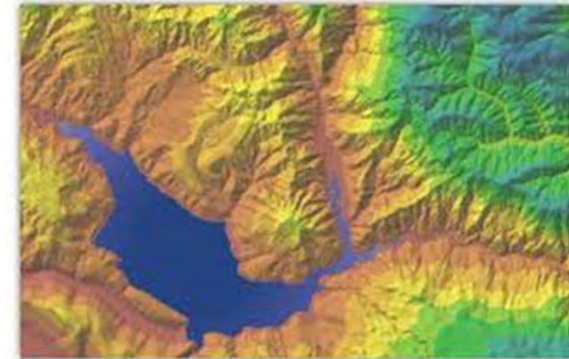
Dropped or Incomplete Calls

Connection Problems



Why Deploy Small Cell? Gaps in Coverage

Terrain Challenges

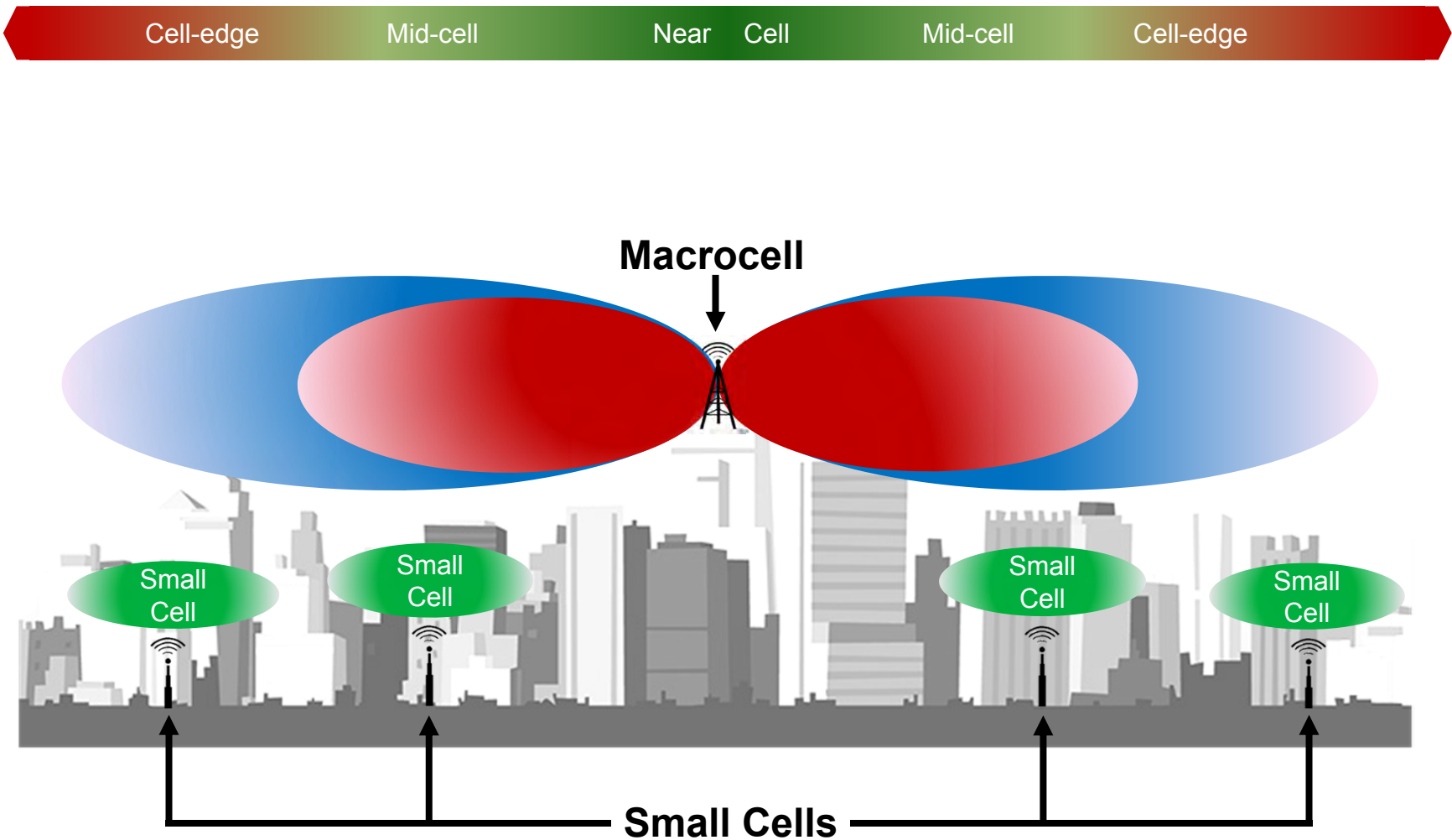


Tall Buildings

Large Residential Areas



What is a Small Cell?



Small Cell Components

Fiber & Coax
Conduit

Power
Conduit

Power
Disconnect

Antennas

Dark Fiber
(leased from 3rd party)

Radios & Fiber
Termination Box



Radios

Small
Form
Factor

AC
Power
≈ 100W bulb



Direct Fiber
Connections

2 Radio
Installation
(typically)

Specs

27" x 12" x 8"
~55 lbs.

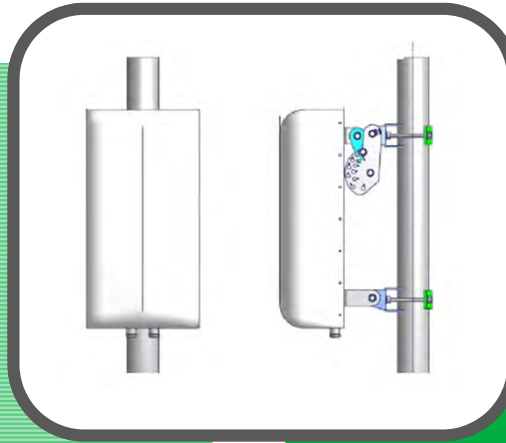


Antenna Options

Cylindrical

Height
~2 ft.

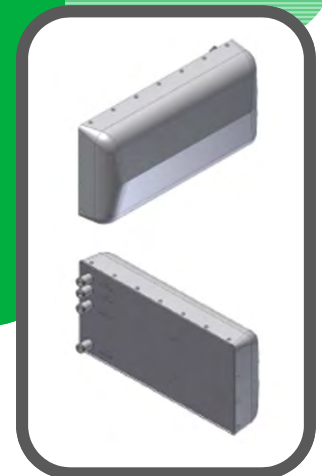
Diameter
~16 in.



Panel

Height
~2 ft.

Width
1 to 3 ft.



Proposed Projects



Cherberg Project

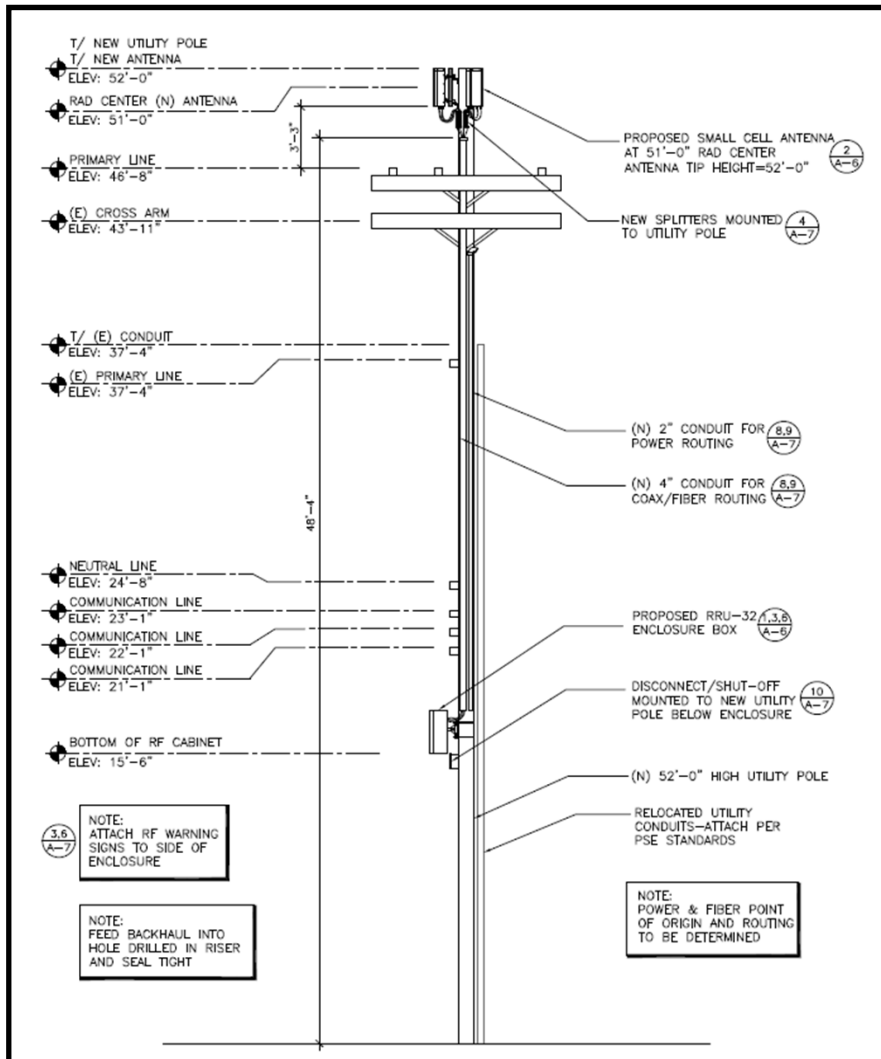
Two Nodes

PSE Poles

Ready for Submittal



Cherberg Project – Node 1



- (A) Antenna
Amphenol HTXCWW44513FxyO
24.0" H x 16.2" W
15.7 lbs
- (B) Microlab Low PIM Splitters
10" L (x4)
- (C) Proposed 52 ft. New Pole
- (D) Proposed 4" Coax Conduit
- (E) Proposed 2" Coax Conduit
- (F) MTC3788PRE2 RRU
28" H x 22" W x 12" D
Weight TBD
- (G) Disconnect Box

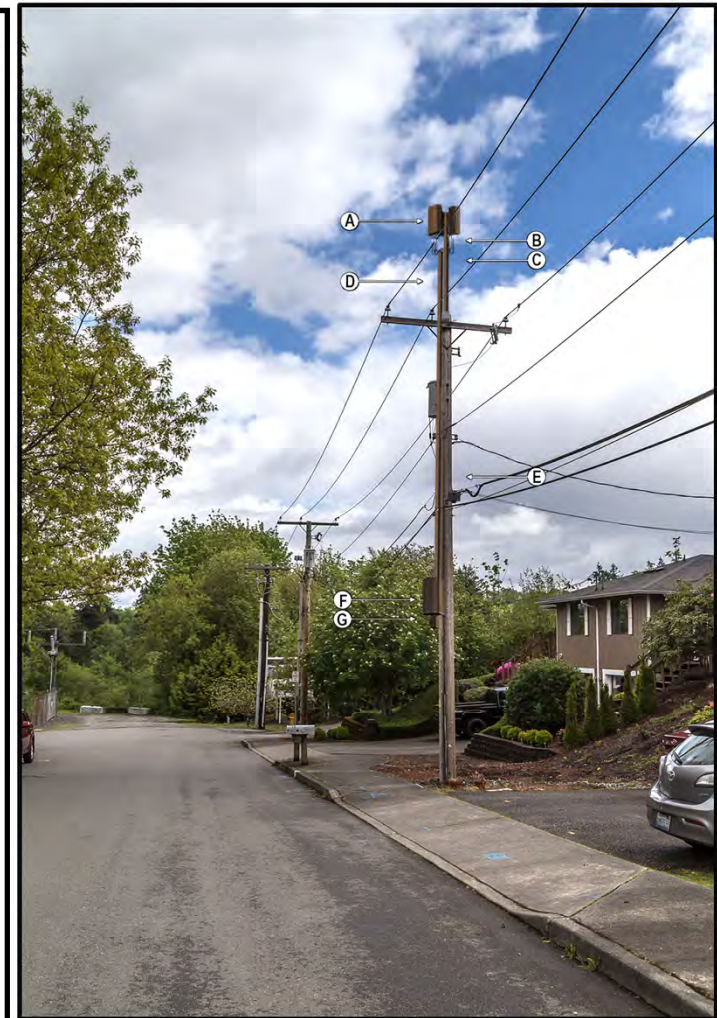
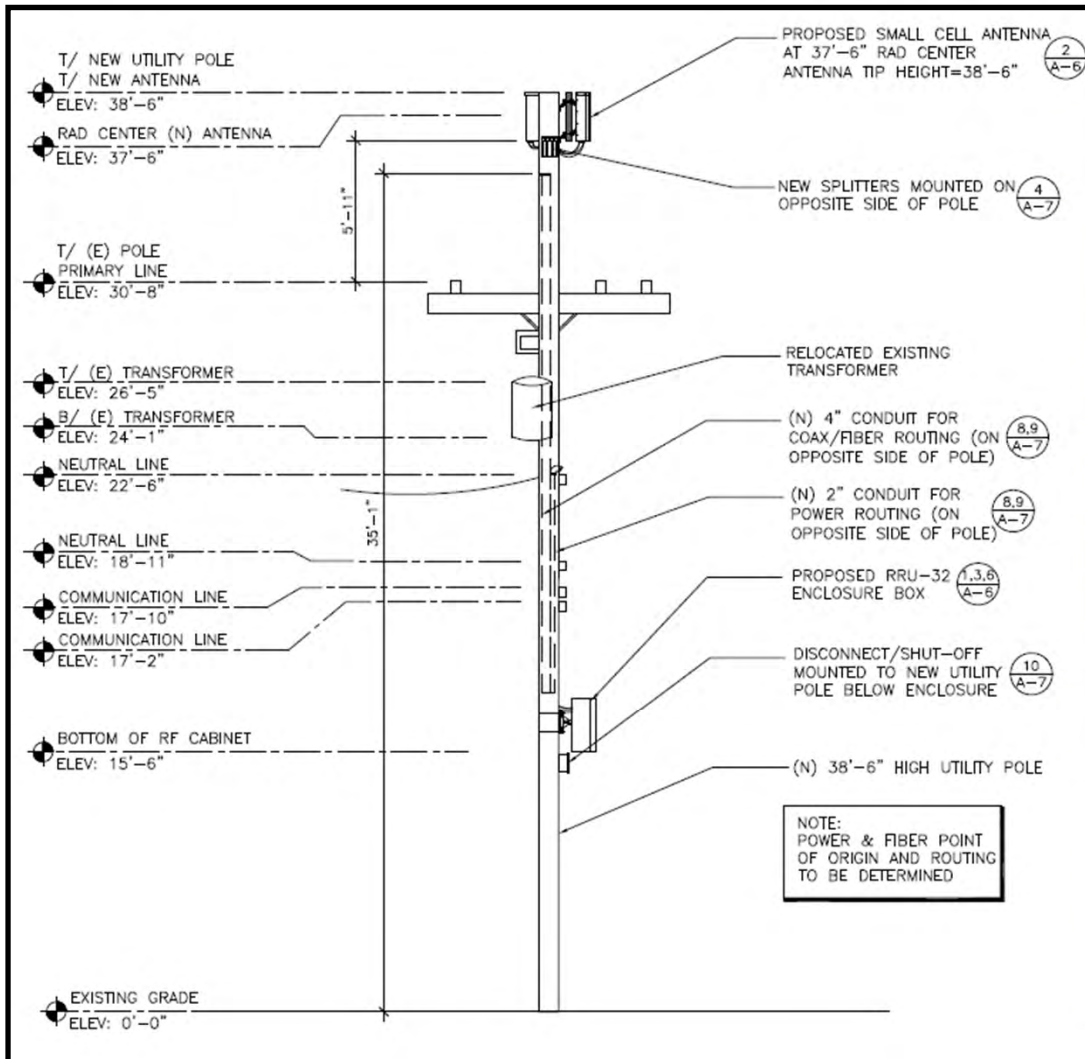


PROPOSED

TIM BRADLEY IMAGING



Cherberg Project – Node 2



PROPOSED

TIM BRADLEY IMAGING



Designs (similar to Cherberg)

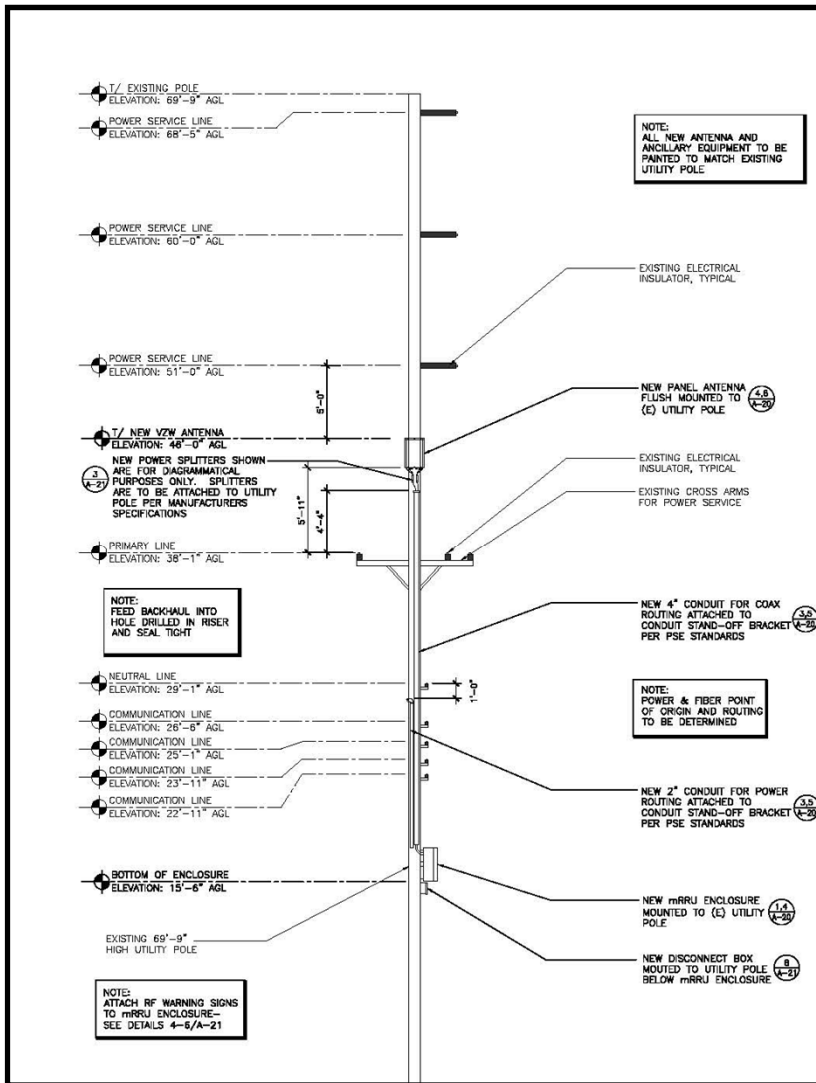


Panel

Canister



Designs (Transmission Poles)



- (A) Antenna
Amphenol HTXCWW44513FxyO
24.0" H x 16.2" W
15.7 lbs
- (B) Microlab Low PIM Splitters
10" L (x4)
- (C) Existing Pole
- (D) Proposed 4" Coax Conduit
- (E) Proposed 2" Coax Conduit
- (F) MTC3788PRE2 RRU
28" H x 22" W x 12" D
Weight TBD
- (G) Disconnect Box



PROPOSED

TIM BRADLEY IMAGING



Thank you.





May 17, 2018

Mr. Clark Gilman, Chair
Land Use and Environmental Committee
Olympia City Council
601 4th Avenue E.
Olympia, WA 98501

SENT VIA EMAIL: cgilman@ci.olympia.wa.us
lparshle@ci.olympia.wa.us
njones@ci.olympia.wa.us

Re: Small Cell Zoning Code Amendments
Agenda Item #6.C – File No. 18-0457

Dear Chair Gilman and Committee Members:

Thank you for providing this opportunity to comment on the Committee's consideration of pursuing amendments to Olympia's zoning ordinance to allow small cell wireless facilities in the rights-of-way. We submit these comments on behalf of AT&T.

AT&T supports Olympia's pursuit of a targeted code change to allow small cell facilities in the rights-of-way, and we look forward to working with staff to develop language to make such installations feasible.

Small cell facilities in Olympia's rights-of-way can help serve the community's ever increasing demands for wireless service. Small cell facilities have minimal visual impact and generally rely on infrastructure (such as utility and light poles) that is already part of the built environment. Due to these significant benefits, other communities have adopted measures to encourage small cell facilities and exempt them from land use review. Appropriate regulations for the City's rights-of-way can similarly guide the installation of small cell facilities and provide corresponding benefits to wireless users in Olympia.

In moving ahead, we ask that you consider that AT&T and other carriers are responding to a significant increase in demand for wireless services. For example:

May 17, 2018

Page 2

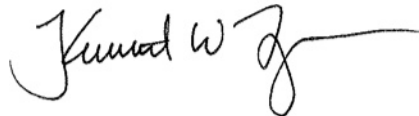
- Since 2007, AT&T has seen data usage on its network increase by 250,000 percent.¹
- Over half (52.5%) of American homes no longer use traditional landline telephone service and instead choose to be wireless only.²
- Nearly three-quarters of American adults aged 25–29 (73.3%) and aged 30-34 (74.4%) live in households with only wireless telephones.³

Furthermore, mobile communications are a critical tool for first responders in emergency situations. According to the Federal Communications Commission, nearly 70 percent of 911 calls are made from wireless phones and that percentage is expected to continue to grow.⁴

To meet the skyrocketing demand in residential areas, better serve businesses, and enhance public safety, carriers need viable options for siting new facilities in a way that will provide meaningful coverage and capacity and high-quality service. Small cell facilities can add much-needed capacity, and in some cases coverage, to targeted areas with minimal impacts to the community.

Thank you for your consideration of these comments. We look forward to working with the City on this matter going forward.

Very truly yours,



Ken Lyons
206.227.0020
ken.lyons@wirelesspolicy.com

cc: Tim Smith, Principal Planner
Paula Smith, Assistant Planner

¹ http://about.att.com/story/att_details_5g_evolution.html

² CDC Wireless Substitution: Early Release of Estimates from the National Health Interview Survey, January-June 2017 (released December 2017).

³ *Id.*

⁴ FCC 911 Wireless Services Consumer Guide <https://www.fcc.gov/consumers/guides/911-wireless-services>



Planning Commission

Missing Middle Housing Analysis - Deliberations

Agenda Date: 6/4/2018
Agenda Item Number: 6.B
File Number: 18-0531

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

Title

Missing Middle Housing Analysis - Deliberations

Recommended Action

Continue deliberations on the draft Missing Middle staff recommendations.

Report

Issue:

Consider public draft Missing Middle Housing staff recommendations. Which staff recommendations should be discussed further? What additional information is needed by the Commission to develop its recommendation to City Council on this matter? Should revisions or alternative approaches be considered?

Staff Contact:

Leonard Bauer, Deputy Director, Community Planning and Development, 360.753.8206
Joyce Phillips, Senior Planner, Community Planning and Development 360.570.3722

Presenter(s):

Leonard Bauer, Deputy Director, Community Planning and Development

Background and Analysis:

The term 'Missing Middle' refers to a range of multi-unit housing types that are compatible in scale with single-family homes. In other words, they provide 'middle' density housing. There have been relatively few of these types of housing constructed in Olympia (and nationwide) over the past 40 years compared to single-family homes - thus, they are referred to as 'missing.' Some examples of missing middle housing types include tiny houses, modular units, cottage homes, townhouses, duplexes, triplexes, fourplexes, small multi-family apartments, and accessory dwelling units.

The Missing Middle Housing Analysis has resulted in 43 staff-recommended revisions to the Olympia Municipal Code, and a recommendation to develop a methodology for impact fees and general facilities charges (GFCs). The draft recommendations can be found on the Missing Middle web page on the City's website (Attachment 1). Also on the web page is all background information and issue

papers considered in making the recommendations.

The recommendations directly implement several policies of the Olympia Comprehensive Plan. There are other policies in the Comprehensive Plan that also address issues directly or indirectly related to this project. The Plan calls for a balance of its goals and policies within context of the entire Plan.

The Comprehensive Plan's Land Use Chapter discusses low-, medium- and high-density neighborhoods. Corresponding zoning districts are defined in OMC 18.59.055.C. The Missing Middle analysis is focused on allowing for an appropriate variety of residential housing types in low-density neighborhoods and the corresponding zoning districts.

The Missing Middle analysis has reviewed existing city regulations - such as zoning, permit fees, development standards, utility connection charges, etc. - for potentially disproportionate effects on the ability to provide for a variety of housing types in the City's low-density, residentially zoned areas.

The Missing Middle web page (Attachment 1) contains detailed information on the review process, public outreach, draft recommendations and Determination of Non-Significance (DNS) issued February 27, 2018, under the State Environmental Policy Act.

At its May 21 meeting, Commissioners completed initial discussion of the 43 Missing Middle staff recommendations. Notes from deliberations to date indicate there are three topic areas for which there is not initial concurrence among Commissioners:

- 1) off-street parking requirements
- 2) permitted uses in specific zoning districts
- 3) limitations on townhouses per building.

While there are also other recommendations for which individual Commissioners expressed initial uncertainty, the Commission may want to first focus additional discussion on these three areas of non-concurrence.

Off-street parking

A summary of existing and proposed off-street parking requirements for residential uses is included in Attachment 2 to this staff report, revised as discussed at the May 21 meeting to reflect current application to residential uses not explicitly listed in City codes. Attachment 3 provides a comparison of Olympia's current off-street parking requirements with those of other jurisdictions. The current Olympia off-street parking requirements can be generally summarized as:

- 2 spaces per unit for single-family homes, duplexes, townhomes and manufactured homes
- 1.5 spaces per unit for apartment buildings of three or more units of one bedroom or more
- 1 space per unit for ADUs, cottage housing, studio apartments, and group living facilities

The Missing Middle staff recommendations propose two changes to these requirements: 1) remove the requirement of 1 space per unit for ADUs; and 2) reduce the requirement for single-family houses less than 800 square feet in size to 1 space per unit. An additional recommendation would provide for a potential waiver when ADU's are proposed as garage conversions for single-family houses in

which the garage currently serves as one of the two required off-street parking spaces for that house.

Permitted uses in zoning districts

Attachment 4 summarizes current and recommended housing types considered as permitted uses in the two primary low-density residential zoning districts, along with current and recommended minimum lot sizes for each. Data requested by Commissioners on existing densities in Olympia neighborhoods, and Missing Middle housing types in low, medium and high-density neighborhoods (as designated in the Olympia Comprehensive Plan) will be provided at the Commission's June 4 meeting.

Townhouse units per building

The existing Olympia Municipal Code requires that each townhouse structure in R4, R4-8 and portions of the R6-12 zoning districts contain no more than 4 individual dwelling units, and no more than one builder per townhouse structure (OMC 18.64.080.B). Staff recommends removing these requirements, to provide the opportunity for 'rowhouse-style' development consisting of multiple townhouses across the subdivided property. This would allow for structures that contain two, three, four, or more townhouse units in one structure (each on its own lot).

Neighborhood/Community Interests (if known):

The Missing Middle Housing Analysis has garnered significant community and neighborhood interest. There is a large e-mail list of interested parties, and the Coalition of Neighborhood Associations has had regular briefings and discussions monthly during 2017 and 2018. Staff have provided updates and taken comment at more than fourteen meetings with neighborhood associations and other organizations.

Options:

Continue deliberations on the draft Missing Middle staff recommendations.

Financial Impact:

The Missing Middle analysis is included as part of the adopted City budget. Draft recommendations may have long-term impacts to property tax revenues and infrastructure expenditures for the City.

Potential impacts to property values in low-density neighborhoods are addressed in research studies provided in Attachment 5. Information on how the Thurston County Assessor revalues properties is included in the Assessor's Office fact sheet in Attachment 6.

Attachments:

Missing Middle web page
Existing and proposed off-street parking requirements
Parking comparison with other jurisdictions
Existing and proposed housing types
Research on property value impacts
County Assessor's Office fact sheet
Written Public Comment

Parking Provisions ~ Existing & Proposed

May 24 2018

Minimum Off-Street Parking Requirements

Housing Type	Current Requirement	Proposed Requirement
Single Family Residence	2	2
Duplex (per unit)	2	2
Townhouse	2	2
Manufactured Home	2	2

Accessory Dwelling Unit (Up to 800 sq. ft.)	1	0
Tiny House* (Up to 800 sq. ft.)	2	1
Cottage (currently up to 1,600 sq. ft. each; proposed to reduce to 1,250 sq. ft. each)	1.0 (1.5 if on-street parking not available along frontage street)	1.0 (1.5 if on-street parking not available along frontage street)

Triplex & Fourplex (per unit)	1.5	1.5
Courtyard Apartment* (per unit)	1.5	1.5
Single Room Occupancy* (per unit)	1	1

Housing types that provide one to two units per structure typically provide 2 off street parking spaces per unit. Housing types that provide three or more units generally provide 1.5 off street parking spaces per unit. Smaller units or studio apartments generally provide 1 space per unit.

*Tiny Houses, Courtyard Apartments, and SROs are not addressed in the current parking code. The number of stalls shown as "current requirement" is how they would be treated under current provisions.

Parking Provisions ~ Other Jurisdictions

May 24 2018

Minimum Off-Street Parking Requirements, compiled from Missing Middle background issue papers

Jurisdiction/ Off-Street Parking Requirement	Each ADU	Each Cottage Housing Unit	Each Apartment Unit	Each Manufactured Home	SRO (per Bedroom)
Olympia	1	1 (1.5 where on-street parking NA)	1.5	2	1
Tumwater	1	2	1.5 per 1-2 bdrm units; 2 per 3+ bdrm units; + 1 guest space per every ten units	2	1 (plus 2 for operator)
Lacey	1	1 min.; 1.5 max.	1.5	2	1
Bremerton	1	2	≤ 1 bdrms = 1.5; 2 bdrms = 1.75; ≥ 3 bdrms = 2; MF in Center = 1	2	1 (plus 2 additional)
Vancouver, WA	1	1	1.5	1	1
Vancouver, BC	0	Requirements vary by district – includes max. # of spaces			
Seattle Different standards for MF with income criteria	1	1	1/unit or 1/each 2 small efficiency units	1	1 per 4 bedrooms
Portland, OR	0	1 / unit, except Single Room Occupancies exempt and in RH, where it is 0 / 1-3 units and 1 / 2 units for 4+ units			

Parking Provisions ~ Other Jurisdictions

Jurisdiction/Off-Street Parking Requirement	Tiny House (on foundation)	Each Town-house	Each Duplex Unit	Each Triplex Unit	Each Fourplex Unit	Studio Apt
Olympia	2	2	2	1.5	1.5	1
Tumwater	2	2	2	1.5 per 1-2 bdrm units; 2 per 3+ bdrm units; + 1 guest space per every ten units	1.5 per 1-2 bdrm units; 2 per 3+ bdrm units; + 1 guest space per every ten units	1
Lacey	2	2	2	1.5	1.5	
Bremerton	2	2	2	≤ 1 bdrms = 1.5; 2 bdrms = 1.75; ≥ 3 bdrms = 2; MF in Center = 1	≤ 1 bdrms = 1.5; 2 bdrms = 1.75; ≥ 3 bdrms = 2; MF in Center = 1	1
Vancouver, WA		1	1	1.5	1.5	
Vancouver, BC	Requirements vary by district – includes max. # of spaces					
Seattle Different standards for MF with income criteria		1		1/unit or 1/each 2 small efficiency units	1/unit or 1/each 2 small efficiency units	1/unit or 1/each 2 small efficiency units
Portland, OR	1 / unit, except Single Room Occupancies exempt and in RH, where it is 0 / 1-3 units and 1 / 2 units for 4+ units					

Permitted Missing Middle Housing Types

	Current Zoning Housing Types Permitted	Missing Middle Recommendations	
		Housing Types Permitted	Minimum Lot Sizes
R4-8	Single-Family Homes Accessory Dwelling Units Manufactured Homes Cottage housing (including Co-housing) Townhouses	Single-Family Homes Accessory Dwelling Units Manufactured Homes Cottage housing (including Co-housing) Townhouses Duplexes Triplexes & Fourplexes (near transit or commercial services) Courtyard Apartments (near transit or commercial services)	4,000 SF NA 4,000 SF 2,000 SF/unit 2,000 SF min./3,000 SF avg. 7,200 SF 9,600 SF & 13,000 SF 17,500 SF
R6-12	Single-Family Homes Accessory Dwelling Units Manufactured Homes Cottage housing (including Co-housing) Townhouses Duplexes Triplexes & Fourplexes (in limited areas)	Single-Family Homes Accessory Dwelling Units Manufactured Homes Cottage housing (including Co-housing) Townhouses Duplexes Triplexes & Fourplexes Courtyard Apartments Single-Room Occupancies	3,500 SF NA 3,500 SF 2,000 SF/unit 1,600 SF min./2,400 SF avg. 6,000 SF 7,200 SF & 9,600 SF 17,500 SF 17,500 SF

Black = Permitted by current zoning.

Blue = Proposed as permitted use.

Missing Middle Property Value Impacts

Joint Center for Housing Studies, Harvard University:

http://www.jchs.harvard.edu/sites/jchs.harvard.edu/files/rr07-14_obrinsky_stein.pdf

Center for Real Estate, MIT Masters Thesis:

<https://dspace.mit.edu/bitstream/handle/1721.1/32097/62119691-MIT.pdf?sequence=2>

Center for Real Estate Studies, MIT:

<https://community-wealth.org/sites/clone.community-wealth.org/files/downloads/paper-pollatowski-et-al.pdf>

University of Washington College of Built Environments:

<http://www.washington.edu/news/2012/06/26/research-suggests-denser-development-is-good-for-single-family-home-values/>

Center for Public Collaboration, University of Arkansas-Little Rock:

http://ualr.edu/publicaffairs/files/2016/06/lr_multifamily_report_final.pdf

City of River Falls, Wisconsin:

<http://www.rfcity.org/DocumentCenter/View/685>

Streets MN article – includes reference to seven empirical studies:

<https://streets.mn/2016/02/07/no-large-apartment-buildings-wont-devalue-your-home/>



THURSTON COUNTY ASSESSOR'S OFFICE

2017 PROPERTY VALUATION FACT SHEET

2017 RESULTS OF COUNTYWIDE REVALUATION

- The **assessed value of real property** in Thurston County increased by \$ 1.913 billion to **\$30.652 billion** countywide.
- If New Construction (\$167 million) had not been added to the 2017 assessment roll, the actual **increase in value** for real property would have been **\$ 1.746 billion**.

Median* Change in Residential Assessed Values (excluding new construction):

Overall Change	7.33%
Single Family Homes	7.22%
Condominiums	11.47%
Manufactured Homes in Courts	14.57%
Manufactured Homes & Land	13.49%
Vacant Land	2.55%

Median* Change in Commercial Assessed Values (excluding new construction):

Overall Change	4.29%
Apartments	0.81%
Multi-family (Duplexes – Fourplexes)	15.04%
Retail	1.64%
Restaurants	7.96%
Services	-7.71%
Offices	-2.81%
Lodging	-9.69%
Warehouses	-1.01%
Industrial	-1.99%
Vacant Land	24.8%

**Median* – a statistic meaning in the middle - with half above and half below a given number. Therefore, some owners will have a greater change in value and some owners will have a change that is less than the median.

OPTIONS FOR PROPERTY OWNERS

At the Assessors request, Thurston County Board of Commissioners extended the period for filing appeals from 30 to 60 days in the interest of giving taxpayers more time to resolve value related questions directly with the Assessor's Office. Visit our office in building 1 of the County Courthouse or call (360) 867-2200, 8:00am to 5:00pm Monday-Friday or check for information on our website at www.co.thurston.wa.us/assessor.

In the event you are unable to resolve your concern about your properties assessed value directly with our office, please direct APPEAL QUESTIONS as follows - Contact the Board of Equalization: Call (360) 786-5135 or Email: elderr@co.thurston.wa.us Appeal deadline is July 31, 2017. Petitions forms are available from the Boards website at www.co.thurston.wa.us/boe.



THURSTON COUNTY ASSESSOR'S OFFICE

2017 PROPERTY VALUATION FACT SHEET

BASIS FOR REVALUATION

The Assessor's Office is legally responsible for:

- Revaluing real property annually to market value
- Physically inspecting one-sixth of the real property parcels each year
- Maintaining a database of real property records

Changes in valuation for the Thurston County Assessment Roll were the result of:

- Increases in residential & commercial sale prices
- New construction & subdivision of land
- Condition and characteristic changes discovered during the inspections

IMPORTANT DATES FOR 2017 REVALUATION

Effective Assessed Value	January 1, 2017
Value Change Notices Mailed	Thursday, June 1, 2017
Appeal Deadline	Monday, July 31, 2017
2017 Property Tax Rates Set	December 31, 2017
2017 Property Taxes Due	April 30 and October 31, 2018

Assessments are based on the full market value of property as of January 1, 2017 for property taxes payable in 2018. Market Value is based on property sales trended to January 1, 2017. Market activity occurring during 2012 to 2017 is reflected in the 2017 Revaluation for property taxes due in 2018.

missingmiddle

From: shauna bittle <shaunabittle@yahoo.com>
Sent: Monday, May 21, 2018 9:48 PM
To: missingmiddle
Subject: missing middle supporting comments

(Here is a copy of an editorial I submitted to the Olympian on this topic. Thank you for your consideration.)

The conversation surrounding Olympia's proposed zoning code changes resonates with me as a former renter and current owner. In both positions, I have been the beneficiary of Missing Middle housing.

My husband and I moved to Olympia in 2012, hoping to buy a home and start a family. In the meantime, we were lucky to rent a unique duplex in an established west side neighborhood.

We were about to make an offer on a single-family home when we discovered I was pregnant. We couldn't afford both the mortgage and child care. We let the house go, believing we had lost our last chance to own. The Olympia housing market was quickly growing out of reach.

This changed when our landlord offered to sell us the building in which we lived. The lender allowed us to factor income from the other unit as part of our financing. Without that, we would not be homeowners today.

Now our duplex is key to both our housing and retirement security. As time goes by, we look forward not just to increased equity, but also to growing rental income from our second unit. There are a lot of small owners like us in Olympia: people relying on extra income while offering affordable housing to others. For us and our tenants, Missing Middle housing is a win/win.

The proposed changes would allow more people this kind of opportunity with duplexes, triplexes, backyard apartments, and more. Let's make housing in Olympia more attainable by approving the Missing Middle.

<http://www.theolympian.com/opinion/letters-to-the-editor/article209487674.html>

missingmiddle

From: Joyce Phillips
Sent: Wednesday, May 23, 2018 1:24 PM
To: missingmiddle
Subject: FW: Another Missing Middle letter: Building regulations cause gentrification

From: CityCouncil
Sent: Wednesday, May 23, 2018 1:19 PM
To: Dani Madrone <danimadrone@gmail.com>
Cc: Connie Cobb <ccobb@ci.olympia.wa.us>; Councilmembers <Councilmembers@ci.olympia.wa.us>; Jay Burney <jburney@ci.olympia.wa.us>; Joyce Phillips <jphillip@ci.olympia.wa.us>; Keith Stahley <kstahley@ci.olympia.wa.us>; Kellie Braseth <kbraseth@ci.olympia.wa.us>; Leonard Bauer <lbauer@ci.olympia.wa.us>; Steve Hall <shall@ci.olympia.wa.us>
Subject: RE: Another Missing Middle letter: Building regulations cause gentrification

Thank you for your comments. I will forward them on to all Councilmembers and appropriate staff.

Susan Grisham, Executive Assistant
 City of Olympia | P.O. Box 1967 | Olympia WA 98507
 360-753-8244 sgrisham@ci.olympia.wa.us

Please note all correspondence is subject to public disclosure.

From: Dani Madrone <danimadrone@gmail.com>
Sent: Wednesday, May 23, 2018 9:02 AM
To: CityCouncil <citycouncil@ci.olympia.wa.us>
Subject: Another Missing Middle letter: Building regulations cause gentrification

Dear Olympia City Council,

Here is yet another letter to the editor in support of the Missing Middle. This letter addresses how our current zoning restrictions has contributed to the rising cost of housing in Olympia.

Best,
 Dani Madrone
 360-485-6683

Building regulations cause gentrification

BY EMMETT O'CONNELL
 Olympia
 May 19, 2018 03:24 PM

Exclusionary zoning of Olympia neighborhoods has required that we build mostly single-family homes and has created an economically stratified city. If you're unable to afford a single-family home, your options are limited. You're most likely looking at an apartment in one of the high-density areas in east or west Olympia or you're moving out of town.

While this may not have been the intent of our building regulations, the impact over time has been the gentrification of our neighborhoods.

Through the 1970s, Olympia allowed the construction of Missing Middle housing throughout the city. If you see some multiplex housing in neighborhoods today, it was more than likely built in that era. There are only a few areas where duplexes are still allowed to be built and accessory dwelling units are allowed under stringent conditions. These are the most affordable housing units in our neighborhoods, especially compared to single-family homes.

It's scary to think that the most affordable options in many of our neighborhoods would not be allowed to be built today under current zoning.

The Missing Middle proposes to ease building codes so that we can build more housing that will cost less than a single-family home. It's unfortunate that we're in the current predicament that has allowed the cost of housing to skyrocket, and it's time to move beyond that with codes that make our neighborhoods more inclusive. The longer we wait, the worse conditions will become in Olympia.

missingmiddle

From: LN LN <gingerdog@live.com>
Sent: Wednesday, May 23, 2018 2:37 PM
To: missingmiddle
Subject: MM

Hello

One way to get more rental units without adding any new structures is by not allowing nightly rentals air b and b things in regular neighborhoods. they are we know not paying the taxes, it ruins the neighborhood bc those are NOT neighbors and most importantly it takes away housing. There are so many rentals by the night now in Olympia it is amazing!! If you stopped allowing that the hotels would get these people which is how it should be, and pay appropriate taxes. There are literally thousands and thousands of room rentals and/or ADU rentals and or ENTIRE house rentals by the night all over Olympia. I know of several just in my small little area.

Adding ADUs will not give MORE affordable housing. If you do not first put in rent controls you cannot control a free market. The only way to get affordable housing to SELL to buyers is to have it built as affordable housing to lower or middle income. That is a fact. New homes actually cost MORE to rent or buy than old ones and where I live in E Olympia there are tons of older homes. Building new ADUS and or knocking down structures to build NEW ones will literally INCREASE rental prices and increase selling prices!!! Not lower them! Allowing more housing it will just ruin our little bit of sun we get by having more buildings so close when many of us myself included live on a 6000 s1 ft lot and if they do that to the south of me i will get no sun! without rent control it will not create MORE affordable housing. People who live on their property NOW charge much more reasonable rents then those who invest. Allowing the owners to not live there makes money for investments and realtors and actually INCREASES RENTS!!! It is backwards! Look who is supporting MM, realtors, builders those who live OUTSIDE the areas affected by the MM proposals.

YES put high buildings in the downtown area, W oLym pia areas where it was designated, They have not done that. I have major drainage issues on clay soil if you allow more buildings around me i will be living in a lake, its already awful. How is it fair because i'm within 600 ft of a bus line, a bus that goes to YELM and comes so rarely I have literally NEVER seen a bus stop near my home in the 12 years I have lived here! Literally NOT once!

MM needs to slow down and inform people most of whom know nothing of the MM and if you are going to change neighborhoods, it is not fair/equitable to do it piece meal. So a neighbor a block or 1/2 block away NOT within the 600 ft of a bus doesn't have to be concerned about a high bldg on the lot next to them on the only side they get some sun, but I do 1/2 block away?

To allow a duplex on my south side on a 6000 sq ft lot (bc I'm within 600 ft of a bus line would ruin it for me) I've spent tens of thousands that you cannot see and I cannot get out of my house. The whole point in owning is so you have a some control, this would take all of that away! How is it reasonable someone 1/2 to 1 block away does NOT get affected by a change to your current MM proposals? That's preposterous!!!

Most people in Olympia do not know about MM! Only a handful do. This is crazy this is not a democracy forcing this upon those who have bought and put our heart/souls into our properties w/o informing all and letting all have a say.

Sorry this isn't well written, I'm very busy. Here are two good articles.

Investigative Reporting.

http://inthesetimes.com/features/yimbys_activists_san_fransico_housing_crisis.html

- The second is an opinion piece is much shorter
<https://www.seattletimes.com/opinion/all-of-seattles-neighborhoods-deserve-a-say-in-upzoning-upheaval/>

Thank you

Craig Geiger

Shayne Geiger

Ellen Dorfman

Olympia, WA

missingmiddle

From: Marco Rosaire Rossi <marcorosaire@gmail.com>
Sent: Wednesday, May 23, 2018 2:41 PM
To: missingmiddle
Subject: Please Support the Missing Middle

The United States is in an affordable housing crisis. According to the Joint Center for Housing Studies of Harvard University, just fewer than 40 million Americans pay more than 30% of their income in housing costs. This isn't surprising when considering how home prices have skyrocketed. In 1963, the median price of a home in the United States was \$18,000. If home prices kept up with the rate of inflation, an equivalent home today would have been worth approximately \$147,000. Instead, the median price of a home in the United States is more than double at \$323,000. Why the dramatic increase? Before leaving office, the Obama administration examined the problem. Their answer: overtime, restrictive zoning laws have created a housing shortage, pressuring the entire supply chain. A 2017 report from the National Low-Income Housing Coalition found no state in the nation had an adequate supply of affordable housing, and Washington State was one of the worst offenders. It is not only that people do not have access, it is that the housing just is not there. Zoning is a local issue. That means there is little the federal government can do. However, people in Olympia can act by ending restrictive zoning practices and supporting the Missing Middle plan. Failure to pass this plan will mean the city's housing shortage will continue. If housing in Olympia is to be seen as something more than a luxury for the wealthy, then it must be made accessible, affordable, and plentiful throughout the city.

-Marco Rosaire Rossi

Joyce Phillips

From: CityCouncil
Sent: Thursday, May 24, 2018 8:24 AM
To: Denise Pantelis
Cc: Connie Cobb; Councilmembers; Jay Burney; Joyce Phillips; Keith Stahley; Kellie Braseth; Leonard Bauer; Steve Hall
Subject: RE: MMH Code Changes
Attachments: Draft Code Revisions_ MMH recommendations_Comments from MMH workgroup me....pdf

Thank you for your comments. I will forward them on to all Councilmembers and appropriate staff.

Susan Grisham, Executive Assistant
City of Olympia | P.O. Box 1967 | Olympia WA 98507
360-753-8244 sgrisham@ci.olympia.wa.us

Please note all correspondence is subject to public disclosure.

From: Denise Pantelis <dpantelis27@gmail.com>
Sent: Wednesday, May 23, 2018 5:14 PM
To: CityCouncil <citycouncil@ci.olympia.wa.us>
Subject: MMH Code Changes

Dear Council Members,

Attached is .pdf document of the draft code changes for the Missing Middle Housing recommendations. It contains my comments. I hesitate sending such a large document for you to review, but the context for my comments is likely necessary. The good news is that despite the length of the document, my comments are relatively few. The best way to review this document is to scroll through the document and look for comments in the margin, there are about 34. That is less than the number of recommendations.

Words matter, particularly in a regulatory context. This seemed the most appropriate way to target my concerns. I hope that you will find the time to take a look. As a member of the Missing Middle Workgroup, I was afforded an opportunity to learn more about the issues than many.

I'm happy to clarify any comments upon request.

Thank you for your dedication and commitment.

Best regards,

Denise Pantelis
1702 Eskridge Blvd SE

Chapter 15.04

GENERAL PROVISIONS GOVERNING THE ASSESSMENT OF IMPACT FEES

15.04.000 Chapter Contents

Sections:

[15.04.010](#) Findings and authority.

[15.04.020](#) Definitions.

[15.04.030](#) Findings of concurrency.

[15.04.040](#) Assessment of impact fees.

[15.04.050](#) Independent Fee Calculations.

[15.04.060](#) Exemptions.

[15.04.070](#) Credits.

[15.04.080](#) Tax adjustments.

[15.04.090](#) Appeals.

[15.04.100](#) Establishment of impact fee accounts for parks and transportation.

[15.04.110](#) Authorization for the school interlocal agreement and the establishment of the school impact account.


[15.04.120](#) Refunds.

[15.04.130](#) Use of funds.

[15.04.140](#) Administrative guidelines.

[15.04.150](#) Review.

15.04.010 Findings and authority

The City Council of the City of Olympia (the "Council") hereby finds and determines that new growth and development, including but not limited to new residential, commercial, retail, office, and industrial development, in the City of Olympia will create additional demand and need for public facilities in the City of Olympia, and the Council finds that new growth and development should pay a proportionate share of the cost of new facilities needed to serve the new growth and development. The City of Olympia has conducted extensive studies documenting the procedures for measuring the impact of new developments on public facilities, has prepared the Parks Study and the Transportation Study and has reviewed the Schools Study prepared by the Olympia School District No. 111 ("District No. 111"), and hereby incorporates these studies into this title by reference. Therefore, pursuant to Chapter [82.02](#)  RCW, the Council adopts this title to assess impact fees for parks, transportation facilities, and schools.

The provisions of this title shall be liberally construed in order to carry out the purposes of the Council in establishing the impact fee program.

(Ord. 6607 §1, 2008; Ord. 6164 §1, 2001; Ord. 5490 §1, 1994).

15.04.020 Definitions

The following words and terms shall have the following meanings for the purposes of this title, unless the context clearly requires otherwise. Terms otherwise not defined herein shall be defined pursuant to RCW [82.02.090](#), or given their usual and customary meaning.

- A. "Act" means the Growth Management Act, as codified in RCW [36.70A](#), as now in existence or as hereafter amended.
- B. "Accessory Dwelling Unit" means a dwelling unit that has been added onto, created within, or separated from a single-family detached dwelling for use as a complete independent living unit with provisions for cooking, eating, sanitation, and sleeping.
- C. "Building Permit" means an official document or certification which is issued by the Building Official and which authorizes the construction, alteration, enlargement, conversion, reconstruction, remodeling, rehabilitation, erection, demolition, moving or repair of a building or structure.
- D. "Capital Facilities" means the facilities or improvements included in a capital budget.
- E. "Capital Facilities Plan" means the capital facilities plan element of a comprehensive plan adopted by the City of Olympia pursuant to Chapter [36.70A](#) RCW, and such plan as amended.
- F. "City" means the City of Olympia.
- G. "Council" means the City Council of the City of Olympia.
- H. "Concurrent" or "Concurrency" means that the improvements are in place at the time the impacts of development occur, or that the necessary financial commitments are in place, which shall include the impact fees anticipated to be generated by the development, to complete the improvements necessary to meet the specified standards of service defined in the Parks Study, the Transportation Study, and the Schools Study within six (6) years of the time the impacts of development occur.
- I. "County" means Thurston County.
- J. "Department" means the Department of Community Planning and Development.
- K. "Development Activity" means any construction, expansion, or change in the use of a building or structure that creates additional demand and need for public facilities.
- L. "Development Approval" means any written authorization from the City of Olympia which authorizes the commencement of a development activity.
- M. "Director" means the Director of the Department of Community Planning and Development or the Director's designee.
- N. "District No. 111" means the Olympia School District No. 111, Thurston County, Washington.

- O. "Downtown Impact Fee Payment Area" means all properties located within the downtown area, which is currently bounded by: Budd Inlet on the north; Budd Inlet and Capitol Lake on the west; along 14th Avenue extending between Capitol Lake and Capitol Way, then east on 14th Avenue extending to Interstate 5 on the south; Eastside Street on the east; and along Olympia Avenue in a westerly direction reconnecting with the Budd Inlet on the north, including properties owned by the Port of Olympia, as shown in Figure 15-04-1.
- P. "Dwelling Unit" means a single unit providing complete and independent living facilities for one or more persons, including permanent facilities for living, sleeping, eating, cooking, and sanitation needs.
- Q. "Elderly" means a person aged 62 or older.
- R. "Encumbered" means to reserve, set aside, or otherwise earmark the impact fees in order to pay for commitments, contractual obligations, or other liabilities incurred for public facilities.
- S. "Feepayer" is a person, corporation, partnership, an incorporated association, or any other similar entity, or department or bureau of any governmental entity or municipal corporation commencing a land development activity which creates the demand for additional capital facilities, and which requires the issuance of a building permit. "Feepayer" includes an applicant for an impact fee credit.
- T. "Gross Floor Area" means the total square footage of any building, structure, or use, including accessory uses.
- U. "Hearing Examiner" means the Examiner who acts on behalf of the Council in considering and applying land use regulatory codes as provided under Chapter [18.82](#) of the Olympia Municipal Code. Where appropriate, "Hearing Examiner" also refers to the office of the hearing examiner.
- V. "Impact fee" means a payment of money imposed by the City of Olympia on development activity pursuant to this title as a condition of granting development approval in order to pay for the public facilities needed to serve new growth and development. "Impact fee" does not include a reasonable permit fee, an application fee, the administrative fee for collecting and handling school impact fees, or the cost of reviewing independent fee calculations.
- W. "Impact Fee Account" or "Account" means the account(s) established for each type of public facility for which impact fees are collected. The Accounts shall be established pursuant to Sections [15.04.100](#) and [15.04.110](#) of this title, and comply with the requirements of RCW [82.02.070](#).
- X. "Independent Fee Calculation" means the park impact calculation, the school impact calculation, the transportation calculation, and/or economic documentation prepared by a feepayer, to support the assessment of an impact fee other than by the use of Schedules A, C and D of Chapter [15.16](#), or the calculations prepared by the Director or District No. 111 where none of the fee categories or fee amounts in the schedules in Chapter [15.16](#) accurately describe or capture the impacts of the new development on public facilities.
- Y. "Interest" means the average interest rate earned by the City of Olympia or District No. 111 with respect to school fees in the last fiscal year, if not otherwise defined.
- Z. "Interlocal Agreement" or "Agreement" means the school interlocal agreement by and between the City of Olympia and District No. 111 as authorized in Section [15.04.110](#) herein.

AA. "Occupancy Permit" means the permit issued by the City of Olympia where a development activity results in a change in use of a pre-existing structure.

BB. "Open Space" means for the purposes of this title undeveloped public land that is permanently protected from development (except for the development of trails or other passive public access or use).

CC. "Owner" means the owner of record of real property, or a person with an unrestricted written option to purchase property; provided that, if the real property is being purchased under a recorded real estate contract, the purchaser shall be considered the owner of the real property.

DD. "Parks" means parks, open space, and recreational facilities, including but not limited to ball fields, golf courses, athletic fields, soccer fields, swimming pools, tennis courts, volleyball courts, neighborhood parks, community parks, special use parks, trails, and open space.

EE. "Parks Study" means the City of Olympia Park Impact Fee Study dated October 2012, and as may be amended in the future.

FF. "Planned Residential Development" or "PRD" shall have the same meaning as set forth in Chapter [18.56](#) of the Olympia Municipal Code.

GG. "Project Improvements" mean site improvements and facilities that are planned and designed to provide service for a particular development or users of the project, and are not system improvements. No improvement or facility included in a capital facilities plan adopted by the Council shall be considered a project improvement.

HH. "Public Facilities" means the following capital facilities owned or operated by the City of Olympia or other governmental entities: (1) publicly owned parks, open space, and recreational facilities; (2) public streets, and roads; and (3) public school facilities.

II. "Residential" or "Residential Development" means all types of construction intended for human habitation. This shall include, but is not limited to, single-family, duplex, triplex, and other multifamily development.

JJ. "Schools Study" means the "Olympia School District - Rate Study for Impact Fees for School Facilities, 1994," and as may be amended in the future.

KK. "Senior Housing Development" means a residential development of 10 units or more that is occupied exclusively by residents 55 years of age or older. In order to qualify for the "Senior Development" impact fee rate, a restrictive covenant is required to be placed on the deed limiting the development to residents 55 years of age or older.

LL. "Single Room Occupancy Dwelling" means a housing type consisting of one room, ~~often with cooking facilities and~~ with ~~private or~~ shared bathroom facilities, and cooking facilities that are either in the room or shared.

MM. "Square Footage" means the square footage of the gross floor area of the development.

NN. "State" means the State of Washington.

OO. "System Improvements" means public facilities that are included in the City of Olympia's capital facilities plan and are designed to provide service to service areas within the community at large, in contrast to project improvements.

PP. "Transportation Study" means the City of Olympia Transportation Impact Fee Program Update dated December 2008, and as may be amended in the future.

(Ord. 6920 §1, 2014; Ord. 6886 §17, 2013; Ord. 6838 §2, 2012; Ord. 6649 §1, 2009; Ord. 6607 §1, 2008; Ord. 6516 §2, 2007; Ord. 6410 §1, 2006; Ord. 6224 §1, 2002; Ord. 6164 §1, 2001; Ord. 5785 §1, 1998; Ord. 5490 §2, 1994).

15.04.030 Findings of concurrency

A. Prior to approving proposed subdivisions, dedications, short plats, short subdivisions, planned residential developments, or binding site plans, the Council or administrative personnel shall make written findings that the public facilities which will be needed as a result of the new development, such as parks, recreation, open space, schools, and school grounds, will be provided concurrent with development. The concurrency requirement is satisfied if the improvements are in place at the time the impacts of development occur, or that the necessary financial commitments are in place, which shall include the impact fees anticipated to be generated by the development, to complete the improvements required to meet the specified standards of service defined in the Parks Study and the Schools Study within ten (10) years of the time that the impacts of development occur. Any combination of the following shall constitute the "necessary financial commitments" for the purposes of this title:

1. The City or District No. 111 has received voter approval of and/or has bonding authority;
2. The City or District No. 111 has received approval for federal, state or other funds;
3. The City or District No. 111 has received a secured commitment from a feepayer that the feepayer will construct the needed improvement(s) or facility and the City or District No. 111 has found such improvement(s) or facility to be acceptable and consistent with its capital facilities plan; and/or
4. The City or District No. 111 has other assured funding, including but not limited to impact fees which have been paid.

B. Compliance with this concurrency requirement shall be sufficient to satisfy the provisions of RCW [58.17.110](#), RCW [58.17.060](#), and the Act. The finding of concurrency shall be made at the time of preliminary plat or PRD approval or at the time of binding site plan approval.

C. The City shall not approve applications for preliminary plats, PRDs, or binding site plans, unless the City is able to make a finding of concurrency; provided that, if the feepayer opts to dedicate land, to provide improvements, and/or construction consistent with the requirements of Section 6 of this title governing credits, where appropriate, the City can make a finding of concurrency.

D. A finding of concurrency provided to the applicant at the time of preliminary plat or PRD approval, or at the time of binding site plan approval, shall be valid for a period of three (3) years from the date of receipt. If pursuant to law, an applicant requests an extension of the three-year period between the date of preliminary and final plat or PRD approval, the applicant shall be subject to a new concurrency determination prior to the granting of a request for an extension.

E. If any party for any reason is able to exempt itself from the operation of this title, the City reserves the right to review its land use plan in conjunction with its capital facilities plan in order to ensure concurrency. In the event that the impact fees that might have been paid would have been an integral part of the financing to ensure concurrency, the City reserves the right to deny approval for the development on these grounds.

(Ord. 6838 §3, 2012; Ord. 6607 §1, 2008; Ord. 5490 §3, 1994).

15.04.040 Assessment of impact fees

A. The City shall collect impact fees, based on the schedules in Chapter [15.16](#), or an independent fee calculation as provided for in Chapter 15.04.050, from any applicant seeking development approval from the City for any development activity within the City, where such development activity requires the issuance of a building or occupancy permit. This shall include, but is not limited to, the development of residential, commercial, retail, office, and industrial land, and includes the expansion of existing uses that creates a demand for additional public facilities, as well as a change in existing use that creates a demand for additional public facilities.

B. Applicants seeking development approval from the City for residential developments where the property is located outside the boundaries of District No. 111 shall not be required to pay the school impact fee set forth in Schedule C (Section [15.16.030](#)) of Appendix A (Chapter [15.16](#)).

C. Where a change in use triggers review under the State Environmental Policy Act or increases the trip generation by more than 5% or ten peak hour trips, whichever is less, the Director shall calculate a transportation impact fee based on the increases in the trip generation rate.

D. Impact fees shall be assessed at the time the complete building permit application is submitted for each unit in the development, using either the impact fee schedules then in effect or an independent fee calculation, at the election of the applicant and pursuant to the requirements set forth in Section [15.04.050](#). The City shall not accept an application for a building permit if final plat, PRD, or binding site plan approval is needed and has not yet been granted by the City. Furthermore, the City shall not accept an application for a building permit unless prior to submittal or concurrent with submittal, the feepayer submits complete applications for all other discretionary reviews needed, including, but not limited to, design review, the environmental determination, and the accompanying checklist.

E. Applicants that have been awarded credits prior to the submittal of the complete building permit application pursuant to Section [15.04.070](#), shall submit, along with the complete building permit application, a copy of the letter or certificate prepared by the Director pursuant to Section [15.04.070](#) setting forth the dollar amount of the credit awarded. Impact fees, as determined after the application of appropriate credits, shall be collected from the feepayer at the time the building permit is issued or prior to final building inspection as set forth in Subsection (H) below.

F. Where the impact fees imposed are determined by the square footage of the development, the impact fee shall be based on the size and type of structure proposed to be constructed on the property. If the final square footage of the development is in excess of the initial square footage set forth in the building permit, any difference will be adjusted at the time that a certificate of occupancy is issued or the time that the building is occupied, using the rate schedule in effect at that time of permit application.

G. Except as provided in subsection (H) below, the Department shall not issue a building permit unless and until the impact fees required by this Chapter, less any permitted exemptions, credits or deductions, have been paid.

H. Impact fee payments may be deferred until prior to the City conducting a final building inspection. All applicants and/or legal owners of the property upon which the development activity allowed by the building permit is to occur must sign an Impact Fee Deferral Agreement in a form acceptable by the City Attorney. The applicant will pay a \$50 administrative fee, along with fees necessary for recording the agreement in the office of the Thurston County Auditor.

In the event that the fees are not paid within the time provided in this subsection, the City shall institute foreclosure proceedings under the process set forth in Chapter [61.12](#) RCW, except as revised herein. The then-present owner shall also pay the City's reasonable attorney fees and costs incurred in the foreclosure process. Notwithstanding the foregoing, the City shall not commence foreclosure proceedings less than thirty (30) calendar days prior to providing written notification to the then-present owner of the property via certified mail with return receipt requested advising of its intent to commence foreclosure proceedings. If the then-present owner cures the default within the thirty-day cure period, no attorney fees and/or costs will be owed. In addition, the City retains its full authority to withhold inspections and to suspend, revoke or refuse to issue occupancy and other building permits and to commence enforcement actions due to non-payment of impact fees.

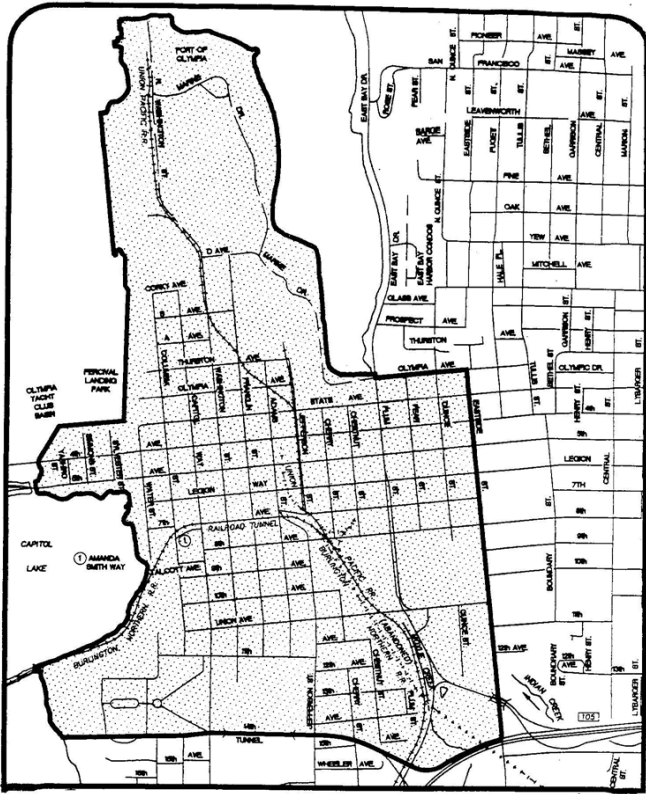


FIGURE 15-04-1

Downtown Deferred Impact Fee Payment Area

(Grey Shaded Area Only)

Note: This map is for illustrative purposes only.

For exact description of area, see Section 15.04.020 Definitions.

(Ord. 6941 §1, 2014; Ord. 6649 §2, 2009; Ord. 6607 §1, 2008; Ord. 6420 §6, 2006; 6302 §1, 2004; Ord. 6224 §2, 2002; Ord 6164 §1, 2001; Ord. 5785 §2, 1998; Ord. 5490 §4, 1994).

15.04.050 Independent fee calculations

A. If in the judgment of the Director, none of the fee categories or fee amounts set forth in Schedule A or D (Sections 15.16.010 or 15.16.040) accurately describe or capture the impacts of a new development

on parks or transportation facilities, the Department may prepare independent fee calculations and the Director may impose alternative fees on a specific development based on those calculations. The alternative fees and the calculations shall be set forth in writing and shall be mailed to the feepayer. For example, with respect to group homes, the fees imposed shall take into account the size and number of residents proposed to be housed in such group homes, and the Director shall determine the fees to be imposed based on the Director's judgment of the approximate equivalent number of residents that would be generated compared to single family dwelling units.

B. If District No. 111 believes in good faith that none of the fee categories or fee amounts set forth in Schedule C (Section [15.16.030](#)) accurately describe or capture the impacts of a new development on schools, District No. 111 may conduct independent fee calculations and submit such calculations to the Director. The Director may impose alternative fees on a specific development based on the calculations of District No. 111, or may impose alternative fees based on the calculations of the Department. The alternative fees and the calculations shall be set forth in writing and shall be mailed to the feepayer.

C. An applicant may elect to have impact fees determined according to Schedule A, B, or D (Sections [15.16.010](#) and [.040](#), respectively). If the applicant does so, s/he shall execute an agreement in a form satisfactory to the City Attorney waiving the applicant's right to an independent fee calculation provided for in this Section. In the alternative, if an applicant opts not to have the impact fees determined according to Schedule A or D (Sections [15.16.010](#) or [15.16.040](#)), the applicant may elect an independent fee calculation for the development activity for which a building permit is sought. In that event, the applicant may prepare and submit his/her own independent fee calculation, or may request that the City prepare an independent fee calculation. The applicant must make the election between fees calculated under Schedules A or D and an independent fee calculation prior to issuance of the building permit for the development. If the applicant elects to prepare his/her own independent fee calculation, the applicant must submit documentation showing the basis upon which the independent fee calculation was made.

D. An applicant may elect to have impact fees determined according to Schedule C (Section [15.16.030](#)). If the applicant does so, s/he shall execute an agreement in a form satisfactory to the City Attorney waiving the applicant's right to an independent fee calculation provided for in this Section. In the alternative, if an applicant opts not to have the impact fees determined according to Schedule C (Section [15.16.030](#)), the applicant may elect an independent fee calculation for the development activity for which a building permit is sought. In that event, the applicant may prepare and submit his/her own independent fee calculation, or may request that the City prepare an independent fee calculation. The applicant must make the election between fees calculated under Schedule C and an independent fee calculation prior to issuance of the building permit for the development. If the applicant elects to prepare its own independent fee calculation, the applicant must submit documentation showing the basis upon which the independent fee calculation was made. The Director shall provide District No. 111 an opportunity to review the independent fee calculation and provide an analysis to the Director concerning whether the independent fee calculation should be accepted, rejected, or accepted in part. The Director may adopt, reject, or adopt in part the independent fee calculation based on the analysis prepared by District No. 111, or may impose alternative fees based on the calculations of the Department, the feepayer's independent fee calculation, the specific characteristics of the development, and/or principles of fairness. The fees or alternative fees and the calculations shall be set

forth in writing and shall be mailed to the feepayer, and with respect to school impact fees, to the Superintendent or his/her designee of District No. 111.

E. Any applicant electing an independent fee calculation shall be required to pay the City of Olympia a fee to cover the cost of reviewing or preparing the independent fee calculation, as follows: If the applicant elects to submit his/her own independent fee calculation, the applicant shall pay to the City at the time of the independent fee calculation election a fee of five hundred dollars (\$500.00) plus a deposit of five hundred dollars (\$500.00) towards the City's actual costs incurred in reviewing the independent fee calculation. The applicant shall remit all remaining actual costs of the City's review of the independent fee calculation prior to and as a precondition of the City's issuance of the building permit. If the City's actual costs are lower than the deposit amount, the difference shall be remitted to the applicant. If the applicant elects to have the City prepare the independent fee calculation, the applicant shall pay to the City at the time of the independent fee calculation election a fee of five hundred dollars (\$500.00).

F. While there is a presumption that the calculations set forth in the Parks Study, the Schools Study, and the Transportation Study are valid, the Director shall consider the documentation submitted by the feepayer and the analysis prepared by District No. 111, but is not required to accept such documentation or analysis which the Director reasonably deems to be inaccurate or not reliable, and may modify or deny the request, or, in the alternative, require the feepayer or District No. 111 to submit additional or different documentation for consideration. The Director is authorized to adjust the impact fees on a case-by-case basis based on the independent fee calculation, the specific characteristics of the development, and/or principles of fairness. The Director's decision shall be set forth in writing and shall be mailed to the feepayer, and with respect to school impact fees, to the Superintendent or his/her designee of District No. 111.

G. Determinations made by the Director pursuant to this Section may be appealed to the office of the hearing examiner subject to the procedures set forth in OMC Chapter [18.75](#).

(Ord. 6607 §1, 2008; Ord. 6302 §2, 2004; Ord. 6164 §1, 2001).

15.04.060 Exemptions

A. The following shall be exempted from the payment of impact fees as follows:

1. Alteration of an existing nonresidential structure that does not expand the usable space or add any residential units shall be exempt from paying all impact fees;
2. Miscellaneous improvements, including, but not limited to, fences, walls, swimming pools, and signs shall be exempt from paying all impact fees;
3. Demolition or moving of a structure shall be exempt from paying all impact fees;
4. Expansion of an existing structure that results in the addition of one hundred twenty (120) square feet or less of gross floor area shall be exempt from paying all impact fees;
5. Replacement of a structure with a new structure of the same size and use at the same site or lot when such replacement occurs within seventy-two (72) months of the demolition or destruction of the prior structure shall be exempt from paying all impact fees. Replacement of a structure with a new

structure of the same size shall be interpreted to include any structure for which the gross square footage of the building will not be increased by more than one hundred twenty (120) square feet. Such replacements shall be exempt from the payment of park, transportation impact fees, and school impact fees; provided that, park, transportation, and school impact fees will be charged for any additional residential units that are created in the replacement and, transportation impact fees shall be charged for any additional gross floor area greater than one hundred twenty (120) square feet added in the replacement;

6. Any form of housing intended for and solely occupied by persons 62 years or older, including nursing homes and retirement centers, shall be exempt from the payment of school impact fees so long as those uses are maintained, and the necessary covenants or declaration of restrictions, in a form approved by the City Attorney and the School District attorney, required to ensure the maintenance of such uses, are recorded on the property;

7. The creation of an accessory dwelling unit shall be exempt from the payment of school impact fees and the creation of an accessory dwelling unit within an existing single family structure shall be exempt from the payment of park impact fees;

8. A single room occupancy dwelling shall be exempt from the payment of school impact fees;

9. A change in use where the increase in trip generation is less than the threshold stated in Section [15.04.040\(C\)](#), Assessment of Impact Fees shall be exempt from paying transportation impact fees; or

10. Any form of low-income housing occupied by households whose income when adjusted for size, is at or below 80 percent of the area median income, as annually adjusted by the U.S. Department of Housing and Urban Development shall be exempt from paying school impact fees provided that a covenant approved by the school district to assure continued use for low income housing is executed, and that the covenant is an obligation that runs with the land upon which the housing is located and is recorded against the title of the property.

11. Developments limited to residents who routinely receive assistance with activities of daily living such as, but not limited to, bathing, dressing, eating, personal hygiene, transferring, toileting, and mobility shall be exempt from paying park and school impact fees.

B. With respect to impact fees for parks and transportation, the Director shall be authorized to determine whether a particular development activity falls within an exemption identified in this Section, in any other Section, or under other applicable law. Determinations of the Director shall be in writing and shall be subject to the appeals procedures set forth in OMC Chapter [18.75](#).

C. With respect to school impact fees, requests for an exemption shall be directed to District No. 111. District No. 111 shall determine whether a particular development activity falls within an exemption identified in this Section, in any other Section, or under other applicable law. District No. 111 shall forward its determination to the Director in writing, and the Director may adopt the determination of District No. 111 and may exempt or decline to exempt a particular development activity, or the Director may make an alternative determination and set forth the rationale for the alternative determination. Determinations of the Director shall be in writing and shall be subject to the appeals procedures set forth in OMC Chapter [18.75](#).

(Ord. 6942 §3, 2014; Ord. 6920 §3, 2014; Ord. 6607 §1, 2008; Ord. 6342 §1, 2004; Ord. 6224 §3, 2002; Ord. 6164 §1, 2001; Ord. 5490 §5, 1994).

15.04.070 Credits

A. A feepayer can request that a credit or credits for park and/or transportation impact fees be granted for the total value of dedicated land, improvements, and/or construction provided by the feepayer if the land, improvements, and/or construction facility are identified in the capital facilities plan as projects providing capacity to serve new growth. The Director may make a finding that such land, improvements, and/or facility would serve the goals and objectives of the capital facilities plan. For park and transportation impact fees, the feepayer can also request a credit or credits for significant past tax payments. For each request for a credit or credits for significant past tax payments for park and transportation impact fees, the feepayer shall submit receipts and a calculation of past tax payments earmarked for or proratable to the projects that provide capacity to serve new growth in the capital facilities plan.

B. Where the dedicated land, improvements, and/or construction is for the benefit of District No. 111, the feepayer shall direct the request for a credit or credits to District No. 111. District No. 111 shall first determine the general suitability of the land, improvements, and/or construction for District purposes. Second, District No. 111 shall determine whether the land, improvements, and/or the facility constructed are included within the District's adopted capital facilities plan or the Board of Directors for District No. 111 may make the finding that such land, improvements, and/or facilities would serve the goals and objectives of the capital facilities plan of District No. 111. District No. 111 shall forward its determination to the Director, including cases where District No. 111 determines that the dedicated land, improvements, and/or construction are not suitable for District purposes. The Director may adopt the determination of District No. 111 and may award or decline to award a credit, or the Director may make an alternative determination and set forth in writing the rationale for the alternative determination.

C. For each request for a credit or credits, if appropriate, the Director shall select an appraiser or the feepayer may select an independent appraiser acceptable to the Director. The appraiser must be a Washington State Certified Appraiser or must possess other equivalent certification and shall not have a fiduciary or personal interest in the property being appraised. A description of the appraiser's certification shall be included with the appraisal, and the appraiser shall certify that he/she does not have a fiduciary or personal interest in the property being appraised.

D. The appraiser shall be directed to determine the total value of the dedicated land, improvements, and/or construction provided by the feepayer on a case-by-case basis.

E. Where the dedicated land, improvements, and/or construction is for the benefit of District No. 111 and District No. 111 has determined that the land, improvements, and/or construction would be suitable for District purposes, District No. 111 shall select an appraiser or the feepayer may select an independent appraiser acceptable to District No. 111. Such appraiser must meet and comply with the requirements set forth in subsection C above. The appraiser shall be directed to determine the value of the dedicated land, improvements, or construction provided by the feepayer on a case-by-case basis.

F. The feepayer shall pay for the cost of the appraisal or request that the cost of the appraisal be deducted from the credit which the Director may be providing to the feepayer, in the event that a credit is awarded.

G. After receiving the appraisal, or the determination of District No. 111, and where consistent with the requirements of this Section, the Director shall provide the applicant with a letter or certificate setting forth the dollar amount of the credit, the reason for the credit, the legal description of the site donated where applicable, and the legal description or other adequate description of the project or development to which the credit may be applied. The applicant must sign and date a duplicate copy of such letter or certificate indicating his/her agreement to the terms of the letter or certificate, and return such signed document to the Director before the impact fee credit will be awarded. The failure of the applicant to sign, date, and return such document within sixty (60) calendar days shall nullify the credit. The credit must be used within seventy-two (72) months of the award of the credit.

H. Any claim for credit must be made no later than twenty (20) calendar days after the submission of an application for a building permit.

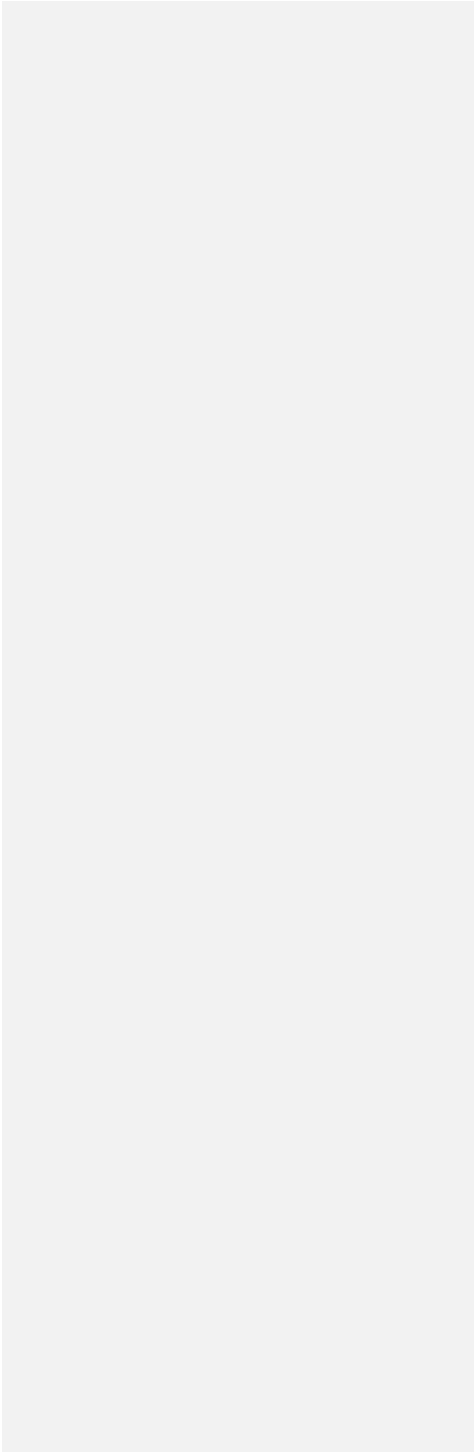
I. In no event shall the credit exceed the amount of the impact fees that would have been due for the proposed development activity.

J. No credit shall be given for project improvements.

K. Determinations made by the Director pursuant to this Section shall be subject to the appeals procedures set forth in OMC Chapter [18.75](#).

L. The fee payer may also apply for a credit for transportation demand management strategies. The Director shall determine the actual amount of the credit to be granted to a specific project for the transportation demand management strategies that the feepayer will implement. The Director may consider the possible impacts on adjacent residential parking when considering a request for credit. At the discretion of the Director, eligible projects may reduce transportation impact fees by the following amounts:

ACTION	TRANSPORTATION IMPACT FEE REDUCTION
Operational Improvements:	
Commercial development which would be occupied by employees subject to Commute Trip Reduction ordinance or evidence to voluntarily comply with Commute Trip Reduction ordinance.	2%
Physical Improvements:	
Installation of on-site sheltered bus stop, or bus stop within 1/4 mile of site with adequate walkways as determined by Transportation Division staff.	2%



ACTION	TRANSPORTATION IMPACT FEE REDUCTION
Installation of preferential carpool/vanpool parking facilities.	2%
Underbuild median parking requirements by at least 20%.	2%
Other:	
Other operational or physical Transportation Demand Management measures identified by the developer (with supporting documentation).	Up to 5% based upon peak hour trip reductions
Maximum Reduction	Up to 10%

The following guidelines define the conditions under which transportation demand management credits may be granted. The Director shall request documentation or other sureties to ensure the effectiveness and continuation of the impact of these credits.

OPERATIONAL

1. Applicants requesting credit because they will house employers subject to the Commute Trip Reduction (CTR) Act must provide a signed five-year lease or other evidence in a form approved by the City Attorney that obligates the occupants to reduce peak hour trips.

PHYSICAL

1. "Carpool/vanpool only" parking must be designated for a minimum of three spaces or 15% of the actual constructed parking area.

Transportation Impact Fee Reduction for Underbuilding Median Parking:

1. Any physical/operational improvements required by the City to reduce parking are not eligible for individual TIF reductions.
2. Physical/operational improvements being proposed above and beyond those required for parking reductions are eligible for TIF reductions.

*Plus other possible TDM credits as identified by the applicant which reduces single occupancy vehicle trips.

(Ord. 7052 §1, 2016; Ord. 6607 §1, 2008; Ord. 6224 §4, 2002; Ord. 6164 §1, 2001; Ord. 5490 §6, 1994).

15.04.080 Tax adjustments

Pursuant to and consistent with the requirements of RCW [82.02.060](#), the Parks Study, the Transportation Study, and the Schools Study have provided adjustments for future taxes to be paid by the new development which are earmarked or proratable to the same new public facilities which will serve the new development. The impact fee schedules in Appendix A (Chapter [15.16](#)) have reasonably adjusted for taxes and other revenue sources which are anticipated to be available to fund these public improvements.

(Ord. 6607 §1, 2008; Ord. 6224 §5, 2002; Ord. 6164 §1, 2001; Ord. 5490 §7, 1994).

15.04.090 Appeals

- A. Any feepayer may pay the impact fees imposed by this title under protest in order to obtain a building permit or occupancy permit. No appeal shall be permitted until the impact fees at issue have been paid.
- B. Appeals regarding the impact fees imposed on any development activity shall only be filed by the feepayer of the property where such development activity will occur, except as otherwise provided herein (See Subsection E).
- C. The feepayer must first file a request for review regarding impact fees with the Director, as provided herein:
1. The request shall be in writing on the form provided by the City;
 2. The request for review by the Director shall be filed no later than fourteen (14) calendar days after the feepayer pays the impact fees at issue;
 3. No administrative fee will be imposed for the request for review by the Director; and
 4. The Director shall issue a determination in writing.
- D. Determinations of the Director with respect to the applicability of the impact fees to a given development activity, the availability or value of a credit, or the Director's decision concerning the independent fee calculation, or any other determination which the Director is authorized to make pursuant to this title, can be appealed to the hearing examiner subject to the procedures set forth in OMC Chapter [18.75](#).
- E. If the Director makes a determination on an adjustment, credit, or independent fee calculation contrary to or inconsistent with the determination or analysis prepared by District No. 111, District No. 111 may appeal the Director's determination to the hearing examiner subject to the procedures set forth in OMC Chapter [18.75](#).

(Ord. 6607 §1, 2008; Ord. 6224 §6, 2002; Ord. 6164 §1, 2001; Ord. 5594 §16, 1996; 5570 §7, 1996; 5490 §8, 1994).

15.04.100 Establishment of impact fee accounts for parks and transportation

- A. Impact fee receipts shall be earmarked specifically and deposited in special interest-bearing accounts. The fees received shall be invested in a manner consistent with the investment policies of the City.
- B. There are hereby established two separate impact fee accounts for the fees collected pursuant to this title: the Parks Impact Account and the Transportation Impact Account. Funds withdrawn from these accounts must be used in accordance with the provisions of Section [15.04.130](#) of this title. Interest earned on the fees shall be retained in each of the accounts and expended for the purposes for which the impact fees were collected.

C. On an annual basis, the Financial Director shall provide a report to the Council on each of the two impact fee accounts showing the source and amount of all moneys collected, earned, or received, and the public improvements that were financed in whole or in part by impact fees.

D. Impact fees shall be expended or encumbered within six (6) years of receipt, unless the Council identifies in written findings extraordinary and compelling reason or reasons for the City to hold the fees beyond the six (6) year period. Under such circumstances, the Council shall establish the period of time within which the impact fees shall be expended or encumbered.

(Ord. 6607 §1, 2008; Ord. 6164 §1, 2001; Ord. 5490 §9, 1994).

15.04.110 Authorization for the school interlocal agreement and the establishment of the school impact account

A. The City Manager is authorized to execute, on behalf of the City, an interlocal agreement for the collection, expenditure, and reporting of school impact fees; provided that, such interlocal agreement complies with the provisions of this Section.

B. As a condition of the interlocal agreement, District No. 111 shall establish a School Impact Account with the Office of the Thurston County Treasurer, who serves as the Treasurer for District No. 111. The account shall be an interest-bearing account, and the school impact fees received shall be invested in a manner consistent with the investment policies of District No. 111.

C. For administrative convenience while processing the fee payments, school impact fees may be temporarily deposited in a City account, with interest earned retained by the City. As soon as practicable, the City shall transmit the school impact fees collected for District No. 111 to District No. 111. District No. 111 shall deposit the fees in the School Impact Account established by the District.

D. Funds withdrawn from the School Impact Account for District No. 111 must be used in accordance with the provisions of Section [15.04.130](#) of this title. The interest earned shall be retained in this account and expended for the purposes for which the school impact fees were collected.

E. On an annual basis, pursuant to the interlocal agreement, District No. 111 shall provide a report to the Council on the School Impact Account, showing the source and amount of all monies collected, earned, or received, and the public improvements that were financed in whole or in part by impact fees.

F. School impact fees shall be expended or encumbered within six (6) years of receipt, unless the Council identifies in written findings extraordinary and compelling reason or reasons for District No. 111 to hold the fees beyond the six (6) year period. Under such circumstances, the Council shall establish the period of time within which the impact fees shall be expended or encumbered, after consultation with District No. 111.

(Ord. 6607 §1, 2008; Ord. 6164 §1, 2001; Ord. 5490 §10, 1994).

15.04.120 Refunds

A. If the City or District No. 111 fails to expend or encumber the impact fees within ten (10) years of when the fees were paid, or where extraordinary or compelling reasons exist, such other time periods as established pursuant to Sections [15.04.100](#) or [15.04.110](#), the current owner of the property on which impact fees have been paid may receive a refund of such fees. In determining whether impact fees have

been expended or encumbered, impact fees shall be considered expended or encumbered on a first in, first out basis.

B. The City shall notify potential claimants by first class mail deposited with the United States Postal Service at the last known address of such claimants. The potential claimant must be the owner of the property for which the impact fee was paid.

C. Current owner(s) seeking a refund of impact fees must submit a written request for a refund of the fees to the Director and/or District No. 111 within one (1) year of the date the right to claim the refund arises or the date that notice is given, whichever is later.

D. Any impact fees for which no application for a refund has been made by the claimant within this one-year period shall be retained by the City or District No. 111 and expended on the appropriate public facilities. Claimants shall have no rights to a refund if not timely requested pursuant to Subsection [15.04.120\(C\)](#).

E. Refunds of impact fees under this Section shall include any interest earned on the impact fees by the City or District No. 111.

F. When the City seeks to terminate any or all components of the impact fee program, all unexpended or unencumbered funds from any terminated component or components, including interest earned, shall be refunded pursuant to this Section. Upon the finding that any or all fee requirements are to be terminated, the City shall place notice of such termination and the availability of refunds in a newspaper of general circulation at least two (2) times and shall notify all potential claimants by first class mail at the last known address of the claimants. All funds available for refund shall be retained for a period of one (1) year. At the end of one (1) year, any remaining funds shall be retained by the City, but must be expended for the appropriate public facilities. This notice requirement shall not apply if there are no unexpended or unencumbered balances within the account or accounts being terminated.

G. The City shall also refund to the current owner of property for which impact fees have been paid all impact fees paid, including interest earned on the impact fees, if the development activity for which the impact fees were imposed did not occur; provided that, if the City or District No. 111 has expended or encumbered the impact fees in good faith prior to the application for a refund, the Director or District No. 111 can decline to provide the refund. If within a period of three (3) years, the same or subsequent owner of the property proceeds with the same or substantially similar development activity, the owner can petition the Director or District No. 111 for an offset against the actual impact fee amounts paid. The petitioner must provide receipts of impact fees previously paid for a development of the same or substantially similar nature on the same property or some portion thereof. In the case of park or transportation impact fees, the Director shall determine whether to grant an offset, and the determinations of the Director may be appealed pursuant to the procedures in OMC Chapter [18.75](#). In the case of school impact fees, District No. 111 shall determine whether to grant an offset. District No. 111 shall forward its determination to the Director, and the Director may adopt the determination of District No. 111 and may grant or decline to grant an offset, or the Director may make an alternative determination and set forth the rationale for the alternative determination. Determinations of the Director shall be in writing and shall be subject to the appeals procedures set forth in OMC Chapter [18.75](#).

(Ord. 7087 §1, 2017; Ord. 6607 §1, 2008; Ord. 6224 §7, 2002; Ord. 6164 §1, 2001; Ord. 5490 §11, 1994).

15.04.130 Use of funds

A. Pursuant to this title, impact fees:

1. shall be used for public improvements that will reasonably benefit the new development; and
2. shall not be imposed to make up for deficiencies in public facilities serving existing developments; and
3. shall not be used for maintenance or operation.

B. With respect to parks facilities, impact fees may be spent for public improvements, including, but not limited to, planning for parks that will reasonably benefit the new development, land acquisition, site improvements, necessary off-site improvements, construction, engineering, architectural, permitting, financing, and administrative expenses, applicable impact fees or mitigation costs, and capital equipment pertaining to park facilities.

C. Transportation impact fees may be spent for public improvements, including, but not limited to, planning, land acquisition, right-of-way acquisition, site improvements, necessary off-site improvements, construction, engineering, architectural, permitting, financing, and administrative expenses, applicable impact fees, or mitigation costs, and any other expenses which can be capitalized pertaining to transportation improvements.

D. With respect to schools, impact fees may be spent for public improvements, including, but not limited to, school planning, land acquisition, site improvements, necessary off-site improvements, construction, engineering, architectural, permitting, financing, and administrative expenses, applicable impact fees or mitigation costs, capital equipment pertaining to educational facilities, and any other expenses which can be capitalized.

E. Impact fees may also be used to recoup public improvement costs previously incurred by the City or District No. 111 to the extent that new growth and development will be served by the previously constructed improvements or incurred costs.

F. In the event that bonds or similar debt instruments are or have been issued for the advanced provision of public improvements for which impact fees may be expended, impact fees may be used to pay debt service on such bonds or similar debt instruments to the extent that the facilities or improvements provided are consistent with the requirements of this Section and are used to serve the new development.

(Ord. 6607 §1, 2008; Ord. 6164 §1, 2001; Ord. 5490 §12, 1994).

15.04.140 Administrative guidelines

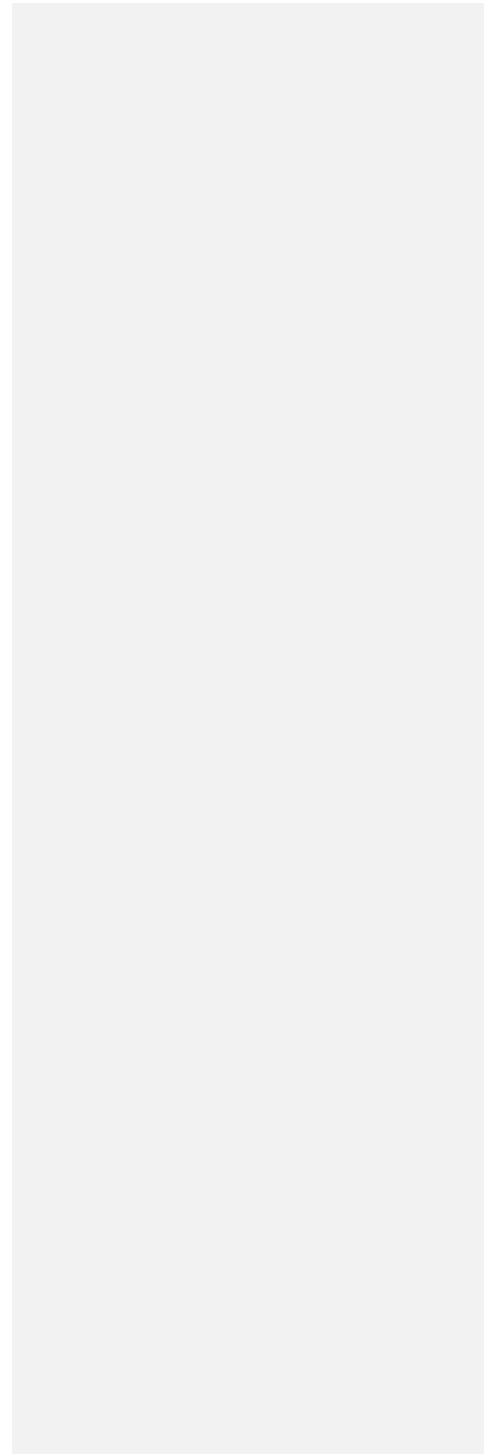
The Director shall be authorized to adopt forms, applications, brochures, and guidelines for the implementation of this title which may include the adoption of a procedures guide for impact fees.

(Ord. 6164 §1, 2001; Ord. 5490 §13, 1994).

15.04.150 Review

The fee schedules set forth in Chapter [15.16](#) shall be reviewed by the Council as it may deem necessary and appropriate in conjunction with the annual update of the capital facilities plan element of the City's comprehensive plan.

(Ord. 6164 §1, 2001; Ord. 5490 §14, 1994).



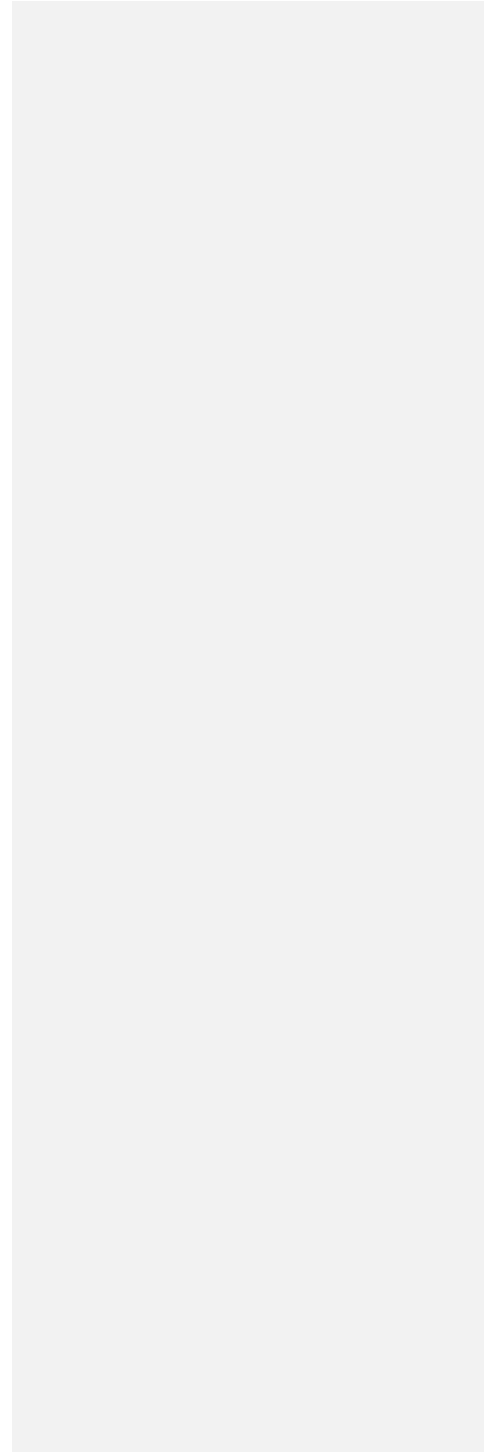
To address Density when Rounding Up and applying Density Bonuses for certain housing types:

18.02.080 Interpretations

- A. The Director of Community Planning and Development shall review and resolve any questions involving the proper interpretation or application of the provisions of this title and other city plans, codes, regulations and standards related to project permits that may be requested by any property owner, tenant, government officer, department, board, council or commission affected. The Director's decision shall be in keeping with the spirit and intent of this title and of the Comprehensive Plan.
- B. Classification of Use. Recognizing that there may be uses not specifically mentioned in this title, either because of advancing technology or any other reason, the Director may permit or condition such use if it is clearly evident that the use is in conformity with the designated principal uses of the district in which it is to be located. When there is doubt as to the proper classification of a use, the Director may refer the matter to the Hearing Examiner who shall rule on the matter.
- C. Record. A record shall be kept of all interpretations and rulings made by the Director, Hearing Examiner, and City Council; such decisions shall be used for future administration. The Hearing Examiner shall report decisions to the Planning Commission when it appears desirable and necessary to amend this title.
- D. Minimum Requirements. When interpreting and applying the regulations of this Development Code, its provisions shall be the minimum requirements, unless otherwise stated.
- E. Conflicts of Regulations. Except as otherwise specifically stated, where conflicts occur within this Development Code or between the provisions of this Development Code and the Building and Fire Codes, or other regulations of the City, the more restrictive shall apply. If any conflict between the zoning map and text of this title ensue, the text of this title shall prevail.
- F. Conflict with State Law. The provisions of this title shall not have the effect of authorizing any activities prohibited by State law or other ordinances of the City of Olympia.
- G. Official Zoning Map - Conflicts with Text. If any conflict between said map and text of this Article ensues, the text of this title shall prevail.
- H. Rounding of Quantities. Discrete physical measurements, including but not limited to, those not subject to fractional division, such as number of housing units or parking spaces, shall be rounded to the next higher whole number when the fraction is greater than .5, and to the next lower whole number when the fraction is equal to or less than .5, except as otherwise provided in this Development Code. When a density bonus is

provided for certain housing types, such as townhouses and cottage developments, the density bonus is applied to the whole number, after rounding up. If rounding down the fractional number will be used.

(Ord. 6273 §13, 2003; Ord. 5830 §22, 1998; Ord. 5714 §1, 1997; Ord. 5570 §21, 1995; Ord. 5517 §1, 1995).



18.02.180 Definitions

A. DEFINITIONS - SPECIFIC.

Abandon. To cease or suspend from developing or maintaining a building or use for a definite period of time.

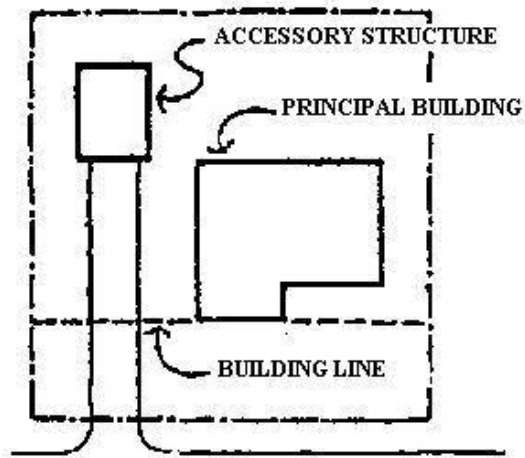
Abandoned Activity. A business or activity with no reported sales or activity for a period of twelve (12) months, except temporary closures for repairs, alterations, or other similar situations. Land and/or buildings not in use for such period are considered vacant and unoccupied and may be subject to review including land use approval prior to renewal of use.

Abutting. Two or more parcels or buildings sharing a common boundary of at least one point.

Access. Safe, adequate, and usable ingress/egress (entrance/exit) to a property or use.

Accessory Dwelling Unit. See Dwelling, Conventional.

Accessory Structure. A structure detached from the principal building located on the same lot and customarily incidental and subordinate to the principal building. Any part of the main building which shares a common wall and roof is considered a part of that building. A building or portion thereof is not considered attached if the attachment is by a covered breezeway. (See also Subordinate.)

**FIGURE 2-1**

Accessory Use. A use of land or a portion thereof customarily incidental and subordinate to the principal use of the land and located on the same lot with the principal use, such as: garage sales; merchandise displays outside of a business; community oriented outdoor activity associated with schools, churches, and other non-profit organizations; and temporary contractor offices on a construction site.

Action. A decision made by the review authority(s) on a land use application, including any findings, environmental determination and conditions of approval.

Adult Day Care Home. See Dwelling, Assisted Living.

Adult Entertainment.

a. Any exhibition, performance, or dance of any type conducted in a premises where such exhibition, performance, or dance involves a person who is unclothed or in such costume, attire, or clothing as to expose any portion of the female breast below the top of the areola or any portion of the pubic region, anus, buttocks, vulva, or genitals, or human male genitals in a discernibly turgid state, or wearing any device or covering exposed to view which simulates the appearance of any portion of the female breast below the top of the areola or any portion of the pubic region, anus, buttocks, vulva, or genitals, or human male genitals in a discernibly turgid state, even if completely opaquely covered; or

b. Any exhibition, performance, or dance of any type conducted in a premises where such exhibition, performance, or dance is distinguished or characterized by a predominant emphasis on the depiction, description, simulation of, or relation to, the following specified sexual activities:

i. Human genitals in a state of sexual stimulation or arousal;

ii. Acts of human masturbation, sexual intercourse, or sodomy; or

iii. Fondling or other erotic touching of human genitals, pubic region, buttocks or female breast; provided, adult entertainment and specifically the "depiction, description, simulation of, or relation to" sexual activities described above, shall not be construed to include any form of actual sexual conduct as defined in this section.

c. Any exhibition, performance, or dance intended to sexually stimulate any patron and conducted in a premises where such exhibition, performance, or dance is performed for, arranged with, or engaged in with fewer than all patrons on the premises at that time, with separate consideration paid, either directly or indirectly, for such performance exhibition or dance. For purposes of example and not limitation, such exhibitions, performances, or dances are commonly referred to as table dancing, couch dancing, taxi dancing, lap dancing, private dancing, or straddle dancing.

Adult-Oriented Business. Shall mean the following businesses:

- a. Adult arcade. An establishment containing any individual viewing areas or booths, where, for any form of consideration, including a membership fee, one or more still or motion picture projectors, slide projectors, or similar machines, or other image producing machines are used to show films, motion pictures, video cassettes, slides, or other photographic reproduction of sexual conduct, or adult entertainment.
- b. Adult cabaret. A night club, bar, restaurant, theater, or auditorium, or similar commercial establishment, whether or not alcoholic beverages are served, which presents adult entertainment.
- c. Adult motel. A hotel, motel, or similar commercial establishment which:
 - i. Offers sleeping accommodation to the public for any form of consideration and, as a significant purpose of its business, provides patrons with closed-circuit television transmissions, films, motion pictures, video cassettes, slides, or other photographic reproductions which are characterized by the depiction of or description of sexual conduct or adult entertainment and are not rated G, PG, PG-13, NC-13, NC-17, or R by the Motion Picture Association of America; or
 - ii. Offers a sleeping room for rent for a period of time that is less than ten (10) hours; or
 - iii. Allows a tenant or occupant of a sleeping room to sub rent the room for a period time that is less than ten (10) hours.
- d. Adult motion picture theater. A commercial establishment or drive-in theater where a significant portion of the films, motion pictures, video cassettes, slides, or similar photographic reproductions are characterized by the depiction or description of adult entertainment or sexual conduct and are not rated G, PG, PG-13, NC-13, NC-17, or R by the Motion Picture Association of America and are shown for any form of consideration.
- e. Adult book store. A business having as a significant portion of its volume of trade the display, barter, rental and/or sale of books, printed matter, video tapes, discs or cassettes, films, pictures or other material or paraphernalia distinguished or characterized by an emphasis on matters depicting, describing or relating to sexual conduct or adult entertainment, as defined herein. For purposes of this ordinance, "portion of its volume or trade" means that portion of the store's display space devoted to such material, or that portion of its gross receipts received from the sale of such material, whichever is greater.
- f. Other adult entertainment facility. Any commercial establishment to which any patron is invited or admitted and where adult entertainment is presented as a substantial part of the premises' activity, including but not limited to escort agencies, seminude or nude modeling studios, or similar establishments.

Affected Party. Any individual, partnership, corporation, association, or public or private organization of any character, significantly affected by or interested in an action before the Review Authority, including any party in a contested case.

Affordable Housing. Housing affordable to households with an income not greater than 80 percent of the median income for Thurston County as determined by the U.S. Department of Housing and Urban Development. Affordable housing should cost no more than 30 percent of gross household income (including utilities).

Agriculture. The use of land for farming, dairying, pasturing and grazing, horticulture, floriculture, viticulture, apiaries, animal and poultry husbandry, and accessory activities, including, but not limited to, storage, harvesting, feeding or maintenance of equipment and onsite sales of agricultural products, but excluding stockyards, slaughtering or commercial food processing.

Airport or Heliport. Any area of land or structure designated and set aside for the landing and taking off of any aircraft regulated by the Federal Aviation Administration.

Alley. A public or private way, at the rear or side of property, permanently reserved as a means of vehicular or pedestrian access to a property.

Alteration. Any change, addition or modification in construction or occupancy.

Amendment. The action whereby the content of this title is revised, including additions, deletions, or clarification of language, maps, or diagrams.

Amusement Activity. An indoor, covered or outdoor facility or building that contains various devices for entertainment, including coin or token-operated machines, rides, booths to conduct games or the sale of souvenir items.

Ancillary Structure, WCF. Any form of development associated with a wireless communications facility, including but not limited to: foundations, concrete slabs on grade, guy anchors, generators, and transmission cable supports; however, specifically excluding equipment cabinets.

Animals. Any living organism except a plant, fungus, virus, or bacterium. (See also Pet, Traditional.)

Animal Hospital. A place where animals or pets are given medical or surgical treatment and are cared for during the time of such treatment, including the accessory use of the premises as a kennel or a place where animals or pets are boarded for compensation.

Animal Kennel. See Kennel.

Animal Unit. One thousand pounds of live weight of any given livestock species or any combination of livestock species. For additional information, see the U.S. Department of Agriculture Natural Resource Conservation Service Animal Waste Field Handbook.

Antenna. Any apparatus designed for the transmitting and/or receiving of electromagnetic waves, including but not limited to: telephonic, radio or television communications. Types of elements include, but are not limited to: omni-directional (whip) antennas, sectionalized (panel) antennas, multi or single bay (FM and TV), yagi, or parabolic (dish) antennas.

Antenna Array. A single or group of antenna elements and associated mounting hardware, transmission lines, or other appurtenances which share a common attachment device such as a mounting frame or mounting support structure for the sole purpose of transmitting or receiving electromagnetic waves.

Antenna Element. Any antenna or antenna array.

Antenna Support Structure. A vertical projection composed of metal or other material with or without a foundation that is designed for the express purpose of accommodating antennas at a desired height. Antenna support structures do not include any device used to attach antennas to an existing building. Types of support structures include the following:

Guyed Structure. A style of antenna support structure consisting of a single truss assembly composed of sections with bracing incorporated. The sections are attached to each other, and the assembly is attached to a foundation and supported by a series of wires that are connected to anchors placed in the ground or on a building.

Lattice Structure. A tapered style of antenna support structure that consists of vertical and horizontal supports with multiple legs and cross bracing, and metal crossed strips or bars to support antennas.

Monopole Structure. A style of freestanding antenna support structure consisting of a single shaft usually composed of two or more hollow sections that are in turn attached to a foundation. This type of antenna support structure is designed to support itself without the use of guy wires or other stabilization devices. These facilities are mounted to a foundation that rests on or in the ground or on a building's roof.

Anti-Climbing Device. A piece or pieces of equipment, which are either attached to an antenna support structure, or which are freestanding and are designed to prevent people from climbing the structure. These devices may include but are not limited to fine mesh wrap around structure legs, "squirrel-cones," or other approved devices, but excluding the use of barbed or razor wire.

Apartment. See Dwelling, Conventional.

Apparel and Accessory Stores. Stores primarily engaged in selling new or used clothing, shoes, jewelry, and related articles for personal wear and adornment and stores which rent clothing such as costumes or formal wear.

Applicant. Owner(s) or lessee(s) of property, including their agent(s) who submit an application for development, including person(s) who have contracted to purchase property.

Arcade. A covered walk with shops along one side and a line of arches or columns on the other side.

Archaeological Sites. Any site or location of prehistoric or historic significance including, but not limited to, burial sites, camp sites, rock shelters, caves and their artifacts, implements and remains of preexisting native Americans.

Architectural Elements. Components that are part of a building, such as windows, doors, materials, details, and structural membrane.

Articulation. The giving of emphasis to architectural elements of a building (like windows, balconies, entries, etc.) that create a complementary pattern or rhythm, dividing large buildings into smaller identifiable pieces.

Ash, Incinerator. Particulate or solid residues resulting from the operation of incinerator or energy recovery facilities managing municipal solid waste, including solid waste from residential, commercial and industrial establishments, if the ash residues:

- a. Would otherwise be regulated as hazardous wastes under RCW [70.105](#); and
- b. Are not regulated as a hazardous waste under the Federal Resource Conservation and Recovery Act (RCRA), 42, U.S.C. Section 6910, et seq.

ASR. The Antenna Structure Registration Number as required by the FAA and FCC.

Attached Structure. Any structure that has an enclosed interior wall(s) and covered roof in common with another structure sufficient to constitute an occupiable room (i.e., seven feet wide or more). A structure connected to another structure only by a covered passageway is not considered attached. (See Detached Structure; note that structures conforming with neither definition must conform with requirements of this title for both types of structures.)

Auction. See Swap Meet.

Auditor. The Auditor of Thurston County, Washington.

Automobile Rental Agencies. This includes businesses primarily engaged in short-term rental or extended-term leasing of passenger cars, hearses, limousines, and the like, without drivers. Finance (equity or full-payout) leasing of automobiles is classified with Motor Vehicle Sales.

Automobile Wrecking. The wrecking, dismantling, or salvage of motor vehicles or trailers, or the storage of, sale of or recycling or disposal of dismantled, partly dismantled, or wrecked motor vehicles or their parts. (See also Junk or Salvage Facility.)

Awning. A structure affixed to a building which extends over windows, sidewalks or doors, principally as protection from sun and rain.

B. DEFINITIONS - SPECIFIC.

Bank. See Office, Bank.

Base Station. The electronic equipment utilized by the wireless providers for the transmission and reception of radio signals.

Bed and Breakfast House. See Dwelling, Transient Housing.

Berm. A mound or embankment of earth.

Bicycle, In Building Parking. A secure bicycle storage area located within a building where access is restricted to users only.

Bicycle Check-in Systems. A bicycle storage area providing long and short-term storage and which is managed by an attendant.

Bicycle Lockers. A box, cabinet or other storage device which individually protects a bicycle and its components, and which contains a see-thru window or view holes. Such lockers are typically coin operated, rented on a monthly basis or managed to ensure their proper use.

Bicycle, Limited Access Fenced in Areas. A restricted bicycle storage area that is protected from the weather and where access is supervised or limited to individual users.

Binding Site Plan. A drawing made and approved in accordance with the provisions of Title [17](#), Subdivision, and which contains inscriptions and attachments setting forth such appropriate limitations and conditions for the use of the land established by the city, and which contains provisions requiring any development to be in conformance with the site plan.

Bioengineering. The use of plant materials to stabilize and/or revegetate eroding stream channels and banks.

Blank Wall. Walls that meet the following criteria: A ground floor street wall or building wall or segment of a wall which is within 50 feet of the public rights-of-way and which is longer than 15 horizontal feet without having a ground level window door, or building facade modulation at least one foot in depth, or other architectural feature lying wholly or in part within that 15 feet length.

Block. Parcel(s) of land surrounded by public streets, highways, freeways, railroad rights-of-way, flood control channels, creeks, washes, rivers or unplatted acreage or any combination thereof.

Block Face. One complete side of a block, usually facing a public street.

Boarding Home. See Dwelling, Conventional.

Boat Sales and Rentals. A business primarily engaged in sales and/or rental of new and used motorboats, sailboats, and other watercraft. Businesses primarily engaged in the sale of supplies for recreational boating, such as sails, outboard motors, and marine hardware, are classified as Specialty Stores.

Boat Storage Facility. A facility meant to provide long-term shelter for watercraft and their accessories, e.g., canoes, sail boats, power boats, etc.; not including service, repair or sales.

Breakpoint Technology. The engineering design of a monopole wherein a specified point on the monopole is designed to have stresses concentrated so that the point is at least five percent more susceptible to failure than any other point along the monopole so that in the event of a structural failure of the monopole, the failure will occur at the breakpoint rather than at the base plate, anchor bolts, or any other point on the monopole.

Buffer. An area or distance from the critical area which is required for the continued maintenance, functioning, and/or structural stability of a critical area; or is necessary to minimize risk to the public.

Buildable Lot. A lot meeting all minimum requirements of size, shape, frontage, and sanitation contained in this Title and other ordinances of the city.

Building. A structure having a roof supported by columns or walls for the shelter, support or enclosure of persons, animals, or property of any kind.

Building Area. The net portion of the lot remaining after deducting all required setbacks, public rights-of-way, critical area buffers and other required open space from the gross area of the lot.

Building Coverage. See Coverage, Building.

Building Line. A line parallel with the structural foundation located on the inside border of the required yard.

Building, Main. The principal building on a lot or building site designed or used to accommodate the primary use to which the premises is devoted. When more than one building on the premise is designed or used for the primary use, each such building is considered a main building. [\(See also 18.40.060.A.1 OMC\)](#)

Building Materials, Garden and Farm Supplies Store. This includes businesses primarily engaged in selling products such as lumber and other building materials; paint; glass; wallpaper; hardware; nursery stock; lawn

and garden supplies including mowers and garden tractors; and farm supplies such as seeds, feeds, fertilizer, and farm tools. It includes such firms if they sell to the general public, even if they also sell to contractors; if they do not sell to the general public at all, they are classified as Wholesale Trade. Firms primarily selling plumbing, heating and air conditioning equipment, or electrical supplies are also classified as Wholesale Trade. Florists and other stores selling cut flowers and potted plants not grown on the premises are classified as Specialty Stores. (See also Greenhouse and Nursery.)

Building Site. A parcel of land occupied or intended to be occupied by a main building and its accessory buildings, together with all the open space and yards required by this Development Code.

C. DEFINITIONS - SPECIFIC.

Caliper. The American Association of Nurserymen standard trunk measurement of nursery stock. Caliper of the trunk shall be the trunk diameter measured six inches above the ground for up to and including four inch caliper size, and twelve inches above the ground for larger sizes.

Canopy. A permanent flat roof-like structure attached to and supported by a building, used principally as protection from sun and rain. The structure may or may not incorporate a sign.

Carport. A roofed structure providing space for the parking of motor vehicles, boats, recreational vehicles or other equipment, and enclosed on no more than three sides.

Cemetery. Property used for the interment of the dead.

Certificate of Appropriateness. A letter or other document stating that proposed changes will not adversely affect the historic characteristics of the property that contribute to its designation.

Certificate of Occupancy. A permit issued by the Community Planning and Development Department prior to occupancy of a structure when the structure is ready for occupancy.

Change of Occupancy. A change in the existing occupancy classification of a building, structure, or land, or portion thereof, as established and defined by the Uniform Building Code then in effect. Land use approval by appropriate authority and a certificate of occupancy issued by the building official may be required for any such change

Change of Use. Any use that substantially differs from the previous use of a building or land. If a particular land use is undefined by this Development Code, the most similar use listed in the Standard Industrial Classification (SIC) Manual shall be used. A change of ownership shall not be considered a change of use. (See also Thurston County Assessor SIC land use classifications.)

Child Day Care. The provision of supplemental parental care and supervision:

- a. For an unrelated child or children,
- b. On a regular basis,
- c. For less than 24 hours a day, and
- d. Under license by the Washington State Department of Social and Health Services.

As used in this Development Code, the term is not intended to include babysitting services of a casual, non-recurring nature or in the child's own home. Likewise, the term is not intended to include cooperative, reciprocative child care by a group of parents in their respective domiciles.

Child Care Home, Family. A facility in the residence of the licensee providing regular scheduled care for twelve or fewer children, within a birth through eleven-years-of-age range exclusively, for periods of less than 24 hours.

Child Day Care Center. A facility providing regularly scheduled care for a group of children one month of age through 12 years of age for periods less than 24 hours.

Church. A building or structure, or groups of buildings or structures, that by design and construction are primarily intended for conducting organized religious services and associated accessory uses, not to include bingo or games of chance, nor schools which exceed normal religious service hours.

City. The City of Olympia.

City Council. The duly elected Mayor and Council Members of the City of Olympia.

Clear Sight Triangle. A triangular-shaped portion of land at street intersections in which nothing is erected, placed, planted, or allowed to grow in such a manner as to limit or obstruct the vision of vehicle operators entering or exiting the intersection. (See also Chapter [18.40](#).)

Clearing. The destruction or removal of vegetation from a site by physical, mechanical, chemical, or other means, not including landscape maintenance or pruning consistent with accepted horticultural practices which does not impair the health or survival of trees and vegetation.

Clinic. A place for outpatient medical services to human patients.

Closed Record Appeal. An administrative appeal following an open record hearing on a project permit application when the appeal is on the record with no new evidence or information allowed to be submitted and only appeal argument allowed. [See RCW [36.70B.020](#) (1)].

Club. An association of persons (whether or not incorporated) organized for some common purpose, not including a group organized primarily to render a service customarily carried on as a business. Retail warehouse buying clubs are not included in this definition. (See also Health Club and Country Club.)

Clustered Subdivision. A subdivision development in which building lots are sized to conform to the "footprint" of the structures and placed closer together than conventional development (usually in groups or clusters). The remaining undeveloped land is generally preserved as open space and/or recreation land. Private development easements around the structures are permitted for private landscaping, pools, spas, yards, and similar uses.

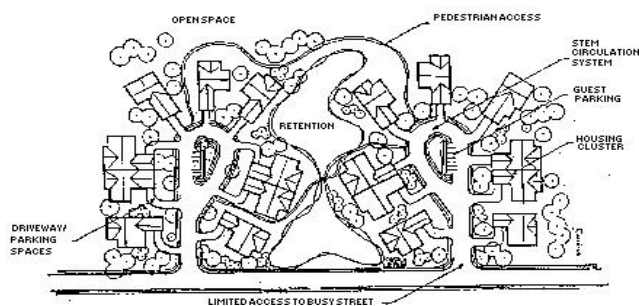


FIGURE 2-2

Cocktail Lounge. See Drinking Establishments.

Co-Housing. See Dwelling, Conventional.

Collocation. The practice of installing and operating multiple wireless carriers, service providers, and/or radio common carrier licensees on the same antenna support structure or attached wireless communication facility using different and separate antenna, feed lines and radio frequency generating equipment.

Combined Antenna. An antenna or an antenna array designed and utilized to provide services for more than one wireless provider for the same or similar type of services.

Commercial Vehicle. A vehicle customarily used as part of a business for the transportation of goods or people.

Commission. The Planning Commission of the City of Olympia.

Common Structure. A commonly owned structure intended for the common use of all residents of the development which meets the requirements of Section [18.04.060\(F\)\(1\)](#).

Community Clubhouse. A privately owned structure in which inhabitants of a neighborhood or subdivision, or members of a neighborhood association gather for meetings and other activities.

Community Park. An area intended for use by the community for active and/or passive recreation activities. Such parks may contain large areas such as lake fronts, parkways, forest areas, picnic areas, arts facilities and regulation size athletic fields designed for organized competitive sports such as softball, baseball or soccer.

Compensation. Types of compensation include, but are not limited to the following:

In-Kind. Replacement of a habitat type with substitute habitat whose characteristics closely approximate those destroyed or degraded by an allowable use or activity.

Off-Site. Replacement of a specific habitat type away from the site on which a habitat type has been impacted by an allowable use or activity.

On-Site. Replacement of a habitat type at or within 500 feet of the site on which the habitat type has been impacted by an allowable use or activity.

Out-of-Kind. Replacement of a habitat type with a substitute habitat type whose characteristics do not closely approximate those destroyed or degraded by an allowable use or activity.

Compensation Project. Actions necessary to replace project-induced losses to the functional values of a critical area, including land acquisition, planning, construction plans, monitoring and contingency actions.

Complete Application. A written application for a project permit which meets the procedural submission requirements of the City and is sufficient for continued processing even though additional information may be required or project modifications may subsequently occur. To be complete, an application must include all required information, elements, attachments and supplemental studies or reports as set forth in the applicable section of the Olympia Municipal Code and as described on the approved application form, including any environmental checklist required by OMC Chapter [14.04](#); all insufficient detail for the reviewing authority to determine whether or not such application conforms with applicable regulations and standards. An application including such information which does not conform or is inconsistent with such regulations and standards shall nonetheless be deemed complete. See RCW [36.70A.440](#).

Complete Application, Date of. The date upon which the City has received all necessary information, forms, and fees required for the City to issue a determination of completeness. The date of complete application may precede the date upon which such determination is issued.

Comprehensive Plan. The plan adopted by the City Council to guide the physical growth and improvement of the city, including any future amendments and revisions.

Conditional Use Permit. A discretionary permit granted under the provisions of this Development Code and which, when granted, authorizes a specific use to be made of a specific property, subject to compliance with all terms and conditions imposed on the permit.

Condominium. See Dwelling, Conventional.

Conference Center. A facility used for seminars, conventions, symposiums and similar uses, with meeting rooms and possibly food preparation and eating facilities.

Confidential Shelter. See Dwelling, Assisted Living.

Conforming Use. A land use consistent with the list of permitted uses for the district in which it is located, or otherwise designated as a conforming use in that district.

Congregate Care Senior Housing. See Dwelling, Assisted Living.

Consistency with Comprehensive Plan. Performance in accordance with and complying and conforming with state law and the Olympia Comprehensive Plan as determined by consideration of the type of land use, the level of development, infrastructure, and the character of the development. [See RCW [36.70B.040](#)].

Construction Permit. A building permit or engineering permit issued by the City of Olympia or other public agency authorizing specific physical alteration of land or alteration, installation, placement or creation of structures attached to land, including land covered by water.

Construction Permit, SEPA-exempt. A construction permit or license exempt from the threshold determination and environmental impact statement requirements of the State Environmental Policy Act, such as an electrical, mechanical, plumbing or single-family building permit, and installation permits for lateral utility lines.

Contiguous Land. Parcels adjoining and touching other land and having the same owner regardless of whether or not portions of the parcels have a separate tax lot numbers, were purchased at different times, lie in different sections, are different government lots or are separated from each other by private roads or private rights-of-way.

Contributing Historic Property. A property within a designated historic district listed as having enough historic significance to have been listed as a "contributing" property during the historic district approval process.

Convalescent Home. See Dwelling, Assisted Living.

Cornice. Any ornamental molding which protrudes along the top of a building.

Cottage Housing. See Dwelling, Conventional.

Country Club. A private or public membership facility designed for tennis, swim and other recreational activities except riding stables. Such uses and activities may be grouped around a clubhouse containing a restaurant, banquet and meeting room facilities. (See also Golf Course.)

County. Thurston County.

Courtyard. An open, unoccupied space, other than a yard, on the same lot with a building and bounded on two or more sides by the walls of a building.

Courtyard Apartment. See Dwelling, Conventional.

Covenant. See Restrictive Covenant.

Coverage, Building. The portion of a lot covered by the principal and accessory building floor area including all areas covered by a weather-tight roof, excluding two feet of eaves.

Coverage, Impervious. The area which is occupied or covered by all impervious surfaces including the total horizontal surface of all buildings, except two feet of eaves. (See Net Site Area and Impervious Surface definitions.)

Crematorium. A facility that uses heat or fire to reduce human or animal remains to ashes.

Creek. See Stream.

Crisis Intervention Service. A mental health agency that offers 24 hour counseling, instruction and referral to persons in critical situations. This service is provided by telephone only and not in-person. Crisis intervention services are defined and regulated in Chapter [275-56-350](#) of the Washington Administrative Code. Such facilities may be characterized by a need for location confidentiality. This is not defined as a Business Office nor a Government Office.

Critical Area. Any of the following areas and ecosystems:

- a. Wellhead Protection Areas,
- b. Important Habitats and Species,
- c. Streams,
- d. Wetlands and Ponds, and

e. Landslide Hazard Areas.

Critical Area Tract. An area containing a critical area and/or buffer and that is subject to a recorded critical area protection restriction. (See Tract)

Culvert. A conveyance device (e.g., concrete box, pipe) which conveys water under (usually across) a roadway or embankment.

D. DEFINITIONS - SPECIFIC.

Dangerous Waste. Any discarded, useless, unwanted or abandoned substances, including but not limited to certain pesticides, or any residues or containers of such substances which are disposed of in such quantity or concentration as to pose a substantial present or potential hazard to human health, wildlife, or the environment because such wastes or constituents or combinations of such wastes:

- a. Have short-lived, toxic properties that may cause death, injury or illness or have mutagenic, teratogenic or carcinogenic properties; or
- b. Are corrosive, explosive, flammable or may generate pressure through decomposition or other means. (See also Hazardous Waste, Extremely.)

Date of Filing. The date that a complete and accurate application is submitted and appropriate fees paid.

Days. Consecutive calendar days unless otherwise stated.

Decorative Grille Work. Grille work which through the use of material, geometric pattern, configuration, embellishment, or workmanship exceeds the normal functional requirements. Parallel vertical bars - resembling a jail cell pattern - are not considered decorative grille work.

Dedication. The deliberate appropriation of land by an owner(s) for any general and public uses, reserving to themselves no other rights than such as are compatible with the full exercise and enjoyment of the public uses to which the property is to be devoted. The intent to dedicate shall be evidenced by the owner by the presentment for filing of a final plat, short plat or binding site plan which shows the dedication thereon. Acceptance by the public shall be evidenced by written approval issued by the city of such document for filing with the County Auditor.

Deficiency, Application. The lack of an element or information which results in an application being deemed not complete, or which otherwise prevents meaningful review and rendering of a decision regarding the application. A deficiency includes an element or information which is absent, is inaccurate or in some other aspect does not conform with applicable regulations and standards, and supplemental information or studies required to review an application. Erroneous or misleading information intentionally included in an application shall constitute a deficiency.

Department. The City of Olympia Community Planning and Development Department.

Design. The planning and engineering of street alignments, grades and widths; drainage and sanitary facilities and utilities, including alignment and grades thereof; location and size of all required easements and rights-of-way; fire roads and fire breaks; lot size and configuration; vehicle access; grading; land to be dedicated for park or recreational purposes; building and other accessory physical requirements.

Design Review. The evaluation of a site, building, landscape design plan or sign program submitted to the Design Review Board or staff, which may approve or deny the plan in part, or make further design recommendations based upon adopted guidelines.

Design Review Board. A committee with a balance of design professionals (architecture, planning, engineering, landscape architecture) and citizens who are appointed by the City Council.

Detached. Any building or structure that does not have a wall and roof in common with any other building or structure and where exterior walls are separated by six feet or more. (See Attached Structures; note that structures conforming with neither definition must conform with the requirements of this title for both types of structures).

Determination of Completeness. A written determination by the director or fire chief or their respective designees that all required elements of an application have been received by the City. This determination initiates the statutory review period for the application, if any, and subject to certain exceptions, entitles the applicant to have the application considered and reviewed pursuant to the laws, regulations and standards in effect on the date the application was complete.

Development. The division of a parcel of land into two or more parcels; the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any structure; any mining, excavation, landfill, clearing or land disturbance; or any change of use or extension of the use of land. (See also Improvement.)

Development Area, WCF. The area occupied by a wireless communications facility including areas inside or under the following: an antenna support structure's framework, equipment cabinets, ancillary structures and access ways.

Development Code. A text incorporating areas of regulation more typically presented in separate zoning and subdivision ordinances and related chapters of the Municipal Code.

Development Coverage. Except where the context indicates otherwise, "development coverage" has the same meaning as impervious coverage.

Development Permit. Any land use permit which must be approved prior to the improvement and development of land or structures.

Director. The Director of the City of Olympia Community Planning and Development Department, and the Director's designees.

District or Zone. A specific area designated on the official zoning map of the city as one of the use districts as provided for in this title; such area is subject to all the requirements and regulations applicable to such district.

Dormitory. A residential structure intended principally for sleeping accommodations, where no individual kitchen facilities are provided, and which is related to an educational or public institution or is maintained and operated by a non-profit welfare organization.

Drinking Establishment. A business primarily engaged in the retail sale of alcoholic beverages for consumption on the premises, including night clubs, bars, and taverns. A lounge operated as part of a restaurant is considered to be accessory to the restaurant.

Drinking Water Protection Area. See OMC [18.32.205](#).

Drip Line. An imaginary ground line around a tree or building that defines the outermost limits of the tree canopy or building roof eave.

Drive-in Theater. An open lot devoted primarily to the showing of motion pictures.

Drive-Through Restaurant. See Restaurant, Drive-Through.

Dwelling Unit. See definition for single-family. Various types of housing or human shelter, which are listed below and categorized by use.

a. Dwelling, Conventional.

- i. Accessory Dwelling Unit. A dwelling unit that has been added onto, created within, or separated from a single-family detached dwelling for use as a complete independent living unit with provisions for living, sleeping, cooking, and sanitation ~~and sleeping~~.
- ii. Apartment. A dwelling within a structure designed and used for occupancy by three or more individual persons or families living independently of each other; provided that this definition does not. These structures do not include triplexes, fourplexes, courtyard apartments, or single-room occupancies where those are defined separately, ~~and other multi-unit configurations~~.
- iii. Boarding Home. Any home or institution, however named, which is advertised, announced or maintained for the express or implied purpose of providing board and domiciliary care to three or more aged persons not related by blood or marriage to the operator, under the provisions of Chapter [18.20](#) [RCW](#). It shall not include any home, institution or section thereof which is otherwise licensed

and regulated under the provisions of state law providing specifically for the licensing and regulation of such home, institution or section thereof. (See also Dwelling, Assisted Living.)

iv. Co-Housing. Co-housing developments consist of two or more dwelling units, one or more shared community structures (e.g., containing a meeting hall, dining hall/kitchen, community center, or day care) and perhaps a community garden, recreation area, or similar community oriented use.

v. Condominium. A development consisting of an undivided interest in common for a portion of a parcel coupled with a separate interest in space in a residential or commercial building on the parcel.

vi. Cottage Housing Development. Four or more small, ~~detached~~ dwelling units sharing a commonly owned courtyard/common area and parking area(s). Any two units within a cottage housing development may be attached as a duplex.

vii. Courtyard Apartment. Five to twelve (5-12) attached apartment units characterized by attached apartment units arranged on two or three sides of a central courtyard or lawn area.

~~viii~~vi. Duplex. One building containing two single-family dwelling units totally separated from each other by a one-hour fire wall or floor.

~~xvii~~vii. Fourplex. One building containing four single-family dwelling units totally separated from each other by a one-hour fire wall or floor.

~~ix~~vi. Guest House. Living quarters without kitchen facilities located on the same lot with a principal building and occupied for the sole use of members of the family, temporary guests, or persons permanently employed on the premises. (See also Accessory Dwelling Unit.)

ix. Manufactured Home. A single-family residence constructed after June 15, 1976, in accordance with state and federal requirements for manufactured homes, and installed in accordance with the U.S. Department of Housing and Urban Development (HUD) requirements for manufactured housing, and bearing the appropriate insignia indicating such compliance.

~~xj~~. Manufactured Home, Designated. A manufactured home constructed after June 15, 1976, in accordance with state and federal requirements for manufactured homes, and which meets the requirements of OMC 18.04.060.0.

~~xij~~. Manufactured Home, New. Any manufactured home required to be titled under Title 46 RCW, which has not been previously titled to a retail purchaser, and is not a "used mobile home" as defined in RCW 92.45.032 (2).

Commented [A1]: OMC 18.02.180 Section D, Item a "Dwelling, conventional" vii "Courtyard Apartment"

If you already have a duplex, and a large enough lot, can you add two or more small dwelling units around a courtyard and create a courtyard apartment? How would this sort of repurposing be approved and how would impact and hook-up fees be assessed?

Commented [A2]: OMC 18.02.180 Section D, Item a "Dwelling, conventional" xvii "Fourplex"
Fourplexes (and triplexes) were NOT explicitly presented as new housing types under MMH. Yet, it seems clear that as with courtyard apartments, these housing types were previously undefined in the OMC.

~~xiii.~~ Mobile Home. A single-family residence transportable in one or more sections, built on a permanent chassis, designed to be used as a permanent dwelling and constructed before June 15, 1976.

~~xiv.~~ Modular Home. A structure constructed in a factory and installed in accordance with the applicable Building Code and bearing the appropriate insignia indicating such compliance. This definition includes "pre-fabricated," "panelized" and "factory built" units.

~~xv.~~ Single-Family Dwelling. A single unit providing complete, independent living facilities for a family, including permanent provisions for living, sleeping, cooking and sanitation.

xvi. ~~Single-Room Occupancy. A housing type consisting of one room with cooking facilities and with shared bathroom facilities, and cooking facilities that are either in the room or shared. (See also Boarding Home, Lodging House and Bed and Breakfast.)~~

xvii. ~~Triplex. One building containing three single-family dwelling units totally separated from each other by a one-hour fire wall or floor.~~

xviii. Townhouse. A single-family dwelling unit which is part of a group of two or more such units separated by a completely independent structural wall (including utilities in separate walls), extending from the ground to the roof in accordance with the applicable Building Code and which has no doors, windows or other provisions for human passage or visibility through the wall. In certain zoning districts, such dwelling units are platted with common side and/or rear property lines between the structural walls. See Chapter [18.64](#).

b. Dwelling, Transient.

i. Bed and Breakfast. A dwelling for the purpose of providing lodging for travelers and guests for a period of less than two weeks for compensation and having at least one kitchen used to provide breakfast but no other meals. Such dwelling shall have no more than five such guest rooms for persons other than the immediate family of the operator occupying such dwelling. Any such dwelling having over five such guest rooms is a hotel.

ii. Hotel. Any building containing six or more guest rooms where lodging, with or without meals, is provided for compensation, and where no provisions are made for cooking in any individual room or suite.

iii. Lodging House. A dwelling having only one kitchen and used for the purpose of providing lodging, or lodging and meals, for compensation for no more than five persons other than the members of the immediate family of the operator occupying such dwelling. Any such dwelling having

Commented [A3]: OMC 18.02.180 Section D, Item a "Dwelling, conventional" xvi Single Room Occupancy

People seem to understand SRO's as a type of group home under the MMH, yet there is a separate definition of group homes under b. Dwelling, Transient. Question: is current occupancy of group homes in Olympia today truly transient, or are they occupied in much the same manner as would the SRO's?

How does this definition apply to short-term rentals (e.g., Air BnB, VRBO, etc. where guests are offered less than the whole house?)

Commented [A4]: OMC 18.02.180 Section D, Item a "Dwelling, conventional" xvii "Triplex"
See previous comment re: fourplexes.

over five such guests is considered a hotel. (See also Boarding Home.) [NOTE: A lodging house allows for an unlimited stay, unlike a Bed and Breakfast which is limited to two weeks.]

iv. Motel. Guest rooms or suites occupied on a transient basis often with most rooms gaining access from an exterior walkway. (See also Recreational Vehicle.)

v. Trailer House. See Recreational Vehicle.

c. Dwelling, Assisted Living.

i. Adult Day Care Home. A residence in which adults (at least 18 years in age) and who are not related to the caregiver stay for no more than 12 hours per day. Emergency medical care may be provided in such facilities, but not convalescent care. (See also Convalescent Home and Elder Care Home.)

ii. Convalescent Home. Any home, place, institution or facility which provides convalescent or chronic care, or both, for a period in excess of 24 consecutive hours for three or more patients not related by blood or marriage to the operator, who by reason of illness or infirmity, are unable properly to care for themselves. Such establishment shall be duly licensed by the State of Washington as a "nursing home" in accordance with the provisions of Chapter [18.51](#) RCW.

iii. Congregate Care Facilities. A building or complex of dwellings specifically designed for occupancy by senior citizens which provides for shared use of facilities, such as kitchens, dining areas, and recreation areas. Such complexes may also provide kitchens and dining space in individual dwelling units. Practical nursing care may be provided, but not nursing care as described in Section 18.04.100(S).

iv. Elder Care Home. An elder care home or adult family home in the primary residence of a person licensed pursuant to Chapter [70.128](#) RCW to provide personal care, room, and board for one to five adults (at least 18 years of age) who are not related to the caregiver. Home health care and limited nursing care (dispensing of medicine and emergency medical aid) may be provided, but not convalescent care. (See also Convalescent Home, and Boarding Home.)

v. Group Homes. A place of residence for the handicapped, physically or mentally disabled, developmentally disabled, homeless, or otherwise dependent persons. Group Homes are intended to provide residential facilities in a home-like environment. Such homes range from licensed establishments operated with 24 hour supervision to non-licensed facilities offering only shelter. They shall not include correctional facilities (except as authorized by Chapter [137-56](#) and [137-57](#) WAC for work/training release programs), nursing homes, Type III group care facilities, foster family homes, or adult family homes as defined by the Washington State Department of Social and health Services or its successor agency. Group homes include, but are not limited to the following:

(a) Confidential Shelters. Shelters for victims of domestic violence as defined and regulated in Chapter [70.123](#) RCW and Chapter [388-61A](#) WAC. Such facilities are characterized by a need for confidentiality.

(b) Home for the Disabled. A home or other facility which provides board and domiciliary care to individuals who, by reason of infirmity, require such care. An infirmity may be based on conditions including, but not limited to, physical handicap, mental illness, and other developmental disabilities. These group homes are a type of boarding home, as defined and regulated in Chapter [18.20](#) RCW. However, boarding homes serving the aged infirm are not included in this definition.

(c) Homeless Shelter. A facility offering lodging and/or emergency shelter to homeless individuals for an indefinite period of time and meeting the standards of Chapter [248-144](#) WAC.

(d) Group Home for Youth. Any home maintained and operated for the care of children on a 24 hour basis as defined and regulated in Chapter [388-73](#) WAC and Chapter [74.15](#) RCW.

(e) Group Home for Offenders. A home or other facility operated for housing and supervision of work/training release residents during their stay in a work/training release program as defined and regulated in Chapters [137-56](#) and [137-57](#) WAC.

vi. Hospice Care Center. Facilities licensed under Chapter [70.41](#) RCW which provide for the emotional and physical care of terminally ill patients. Such centers provide food, lodging, and palliative care on a full-time (24 hour) basis for two or more people, unrelated to the Center's operator, who are in the latter stages of a disease expected to cause death.

vii. Nursing Homes. See Convalescent Home.

viii. Rest Home. See Congregate Care.

E. DEFINITIONS - SPECIFIC.

Easement. A right of one owner of land to make lawful and beneficial use of the land of another, created by an express or implied agreement.

Easement, Conservation. The grant of a property right stipulating that the described land will remain in its current state, precluding future or additional development.

Easement, Scenic. An easement the purpose of which is to limit development in order to preserve or enhance a view or scenic area.

Elder Care. See Dwelling, Assisted Living.

Electric Vehicle Infrastructure. Structures, machinery, and equipment necessary and integral to support an electric vehicle, including battery charging stations, rapid charging stations, and battery exchange stations.

- a. "Battery charging station" means an electrical component assembly or cluster of component assemblies designed specifically to charge batteries within electric vehicles.
- b. "Battery exchange station" means a fully automated facility that will enable an electric vehicle with a swappable battery to enter a drive lane and exchange the depleted battery with a fully charged battery through a fully automated process.
- c. "Charging levels" means the standardized indicators of electrical force, or voltage, at which an electric vehicle's battery is recharged. The terms 1, 2, and 3 are the most common electric vehicle charging levels, and include the following specifications:
 - i. Level 1 is considered slow charging. Level 1 is present in homes and businesses and typically operates on a 15- or 20-amp breaker on a 120-volt Alternating Current (AC) circuit and standard outlet.
 - ii. Level 2 is considered medium charging. Typically, Level 2 is for home and public charging and operates on a 40-amp to 100-amp breaker on a 208 or 240-volt AC circuit.
 - iii. Level 3 is considered fast or rapid charging. Level 3 is primarily for commercial and public applications (e.g., taxi fleets and charging along freeways) and typically operates on a 60-amp or higher dedicated breaker on a 480-volt or higher three-phase circuit with special grounding equipment.
- d. "Electric vehicle" means any vehicle that operates, either partially or exclusively, on electrical energy from the grid, or an off-board source, that is stored on-board for motive purpose. "Electric vehicle" includes any one of the following: (1) a battery electric vehicle; (2) a plug-in hybrid electric vehicle; (3) a neighborhood electric vehicle; and (4) a medium-speed electric vehicle.

Emergency. An imminent threat to health, safety, or welfare, or an imminent risk of substantial damage to public or private property.

Emergency Housing. A temporary shelter usually in the form of a mobile home which is occupied only during the period of reconstruction of a dwelling following damage sustained by fire, explosion, act of nature or act of public enemy.

Emergency Repair. Work necessary to prevent destruction or dilapidation of real or personal property or structures immediately threatened or damaged by fire, flood, earthquake or other disaster.

Entertainment Event. Includes any festival, sporting event, celebration, circus, carnival, fair, or other similar event open to the public.

Equipment Cabinet, WCF. Any structure above the base flood elevation (including cabinets, shelters, pedestals, and other similar structures) used exclusively to contain radio or other equipment necessary for the transmission or reception of wireless communication signals.

Equipment Compound, WCF. The fenced area surrounding the ground-based wireless communication facility including the areas inside or under the following: an antenna support structure's framework and ancillary structures such as equipment necessary to operate the antenna on the WCF that is above the base flood elevation including: cabinets, shelters, pedestals, and other similar structures.

Entertainment (Live). Any act, play, revue, pantomime, scene, dance act, or song and dance act, or any combination thereof, performed by one or more persons, whether or not they are compensated for the performance.

Equipment - Light. Machinery which a person does not ride such as chain saws, wheelbarrows, and hand-held tools.

Equipment Rental Service, Commercial. A business which rents or leases equipment for personal or household use, including but not limited to power and hand tools, yard and garden equipment, or party supplies such as dishware, glassware, and folding tables and chairs. This does not include rental of furniture or appliances, which is classified under Furniture, Home Furnishings, and Appliance stores. It also does not include rental or leasing of portable toilets, heavy equipment like bulldozers, or similar services to the construction trades. These are classified as Light Industrial uses.

Essential Public Facilities. Public facilities and privately owned or operated facilities serving a public purpose which are typically difficult to site. They include, but are not limited to, airports; state educational facilities; state or regional transportation facilities; prisons, jails, and other correctional facilities; solid waste handling facilities; inpatient facilities such as group homes and mental health facilities; sewage treatment facilities; and communication towers and antennas.

Examiner. The Hearing Examiner of the City of Olympia.

Excavation. Any digging, scooping or other method of removing earth material.

Ex Parte Communication. Any written or oral communication made outside of a public hearing and not included in the public record.

F. DEFINITIONS - SPECIFIC.

FAA. The Federal Aviation Administration.

Facade. The vertical side or sides of a building facing city streets or pedestrian plazas.

Family. An individual, or two or more persons related by blood, or marriage, or a group of not more than six persons (excluding servants) who are not related by blood or marriage, living together in a dwelling unit or a foster family home, or an adult family home, as defined under Washington State law or administrative code.

Farmers Market. See Swap Meet.

FCC. The Federal Communications Commission.

Feed Lines. Cables used as the interconnecting media between the transmission/receiving base station and the antenna of a WCF.

Fence. A physical barrier used to prevent entrance or exit, or to mark a boundary.

Filling or Fill. Any depositing or stockpiling of earth materials.

Final Approval. The final official action taken by the Review Authority on a proposed subdivision, short subdivision, binding site plan, large lot subdivision, dedication, or other application requiring City approval.

Flashing Sign. See Sign, Animated.

Flea Market. See Swap Meet.

Flood Hazard Area. Those lands having a one percent or greater chance of flooding in any one year.

Floor Area. See Gross Floor Area.

Floor Area Ratio (FAR). The ratio of floor area permitted on a zoning lot to the size of the lot. 1:1 means a one story building can cover the entire buildable area of the lot, except in the Urban Waterfront Housing District, 1 FAR of commercial is allowed, while the remainder of the building (up to the allowed zoning height) must be residential.

Flush-Mounted Antenna. Any antenna or antenna array attached directly to the face of the support structure or building such that no portion of the antenna extends above the height of the support structure or building. Where a maximum flush-mounting distance is given, that distance shall be measured from the outside edge of the support structure or building to the inside edge of the antenna.

Food Stores. Stores primarily engaged in selling food and beverages for home preparation and consumption. It includes grocery stores; meat and fish markets, including freezer provisioners; fruit and vegetable markets; candy, nut, and confectionery stores; dairy products stores; retail bakeries; wine and beer shops; liquor stores;

and miscellaneous stores specializing in items such as spices, coffee, or health foods. As an accessory use, a food store may also sell prepared products for on-site or off-site consumption.

Fraternity House. A building which is occupied by unrelated members of a private educational organization, and which contains sleeping rooms, bathrooms, common rooms, and a central kitchen and dining room. (See Dormitory.)

Fraternal Organization. A group of people formally organized for a common interest, usually cultural, religious, or entertainment, with regular meetings, rituals, and formal written membership requirements. [NOTE: This is not a Fraternity.]

Front Wall. The wall of a structure nearest to the street upon which the structure faces, excluding cornices, canopies, eaves, or any other architectural embellishments.

Front Yard. See Yard, Front.

Frontage. The side(s) of a lot abutting a public rights-of-way.

Frontage Improvements. See Improvements.

Functions, beneficial functions or functions and values. The beneficial roles served by critical areas including, but not limited to: water quality protection and enhancement; fish and wildlife habitat; food chain support; flood storage, conveyance and attenuation, groundwater recharge and discharge; erosion control; wave attenuation; historical and archaeological value protection; and aesthetic value and recreation.

Funeral Parlors and Mortuaries. Businesses primarily engaged in conducting funerals and preparing the dead for burial, but not including crematoriums.

Furniture, Home Furnishings, and Appliance Stores. Businesses primarily engaged in the retail sale of goods used for furnishing the home, such as furniture, floor coverings, draperies, lighting fixtures, woodstoves, domestic cookstoves, refrigerators, and other household electrical and gas appliances. This category also includes rental of furniture, appliances, and the like. Consumer electronics such as televisions, stereo equipment, and personal computers are classified under Specialty Stores. Mini-computers and mainframe computers are classified under Office Supplies and Equipment Stores. (See also Specialty Stores.)

G. DEFINITIONS - SPECIFIC.

Gambling Establishment. A business primarily engaged in Class E and F (fee-charged and enhanced card room activities) and house-banked card games and similar activities as defined and regulated by the Washington State Gambling Commission.

Garage. An enclosed detached or attached accessory building which is primarily used for the parking of vehicles. (See also Parking Facility.)

Garage, Commercial. A structure, or portion thereof, used primarily for the parking and storage of motor vehicles and available to the general public. (See also Parking Facility, Commercial.)

Garage, Private. Any building or portion thereof accessory to, or within, the principal building, and which is used or intended to be used by persons residing on the premises for the storage or parking of motor vehicles, boats and other permitted uses. (See also Carport.)

Gas Station. See Service Station.

General Merchandise Stores. Stores which sell a number of lines of merchandise in one store, such as department stores, warehouse buying clubs, variety stores, country general stores, drug stores, and the like. A store which primarily sells only prescription and over-the-counter drugs is defined as a Pharmacy.

Geographic Search Ring. An area designated by a wireless provider or operator for a new base station, produced in accordance with generally accepted principles of wireless engineering.

Geologist. A person who has earned a degree in geology from an accredited college or university, or a person who has equivalent educational training and has experience as a practicing geologist.

Geotechnical engineer. A practicing, geotechnical/civil engineer licensed as a professional civil engineer with the State of Washington who has at least four years of professional employment as a geotechnical engineer evaluating landslides.

Golf Course. A private or public facility with extensive outdoor grounds designed for playing golf (typically 9 or 18 holes). Accessory uses may include a clubhouse, tennis and swim activities, and a driving range, but not to include riding stables. (See also Country Club).

Grade. The finished ground level adjoining the building at the exterior walls.

Grade Plane. A reference plane representing the average of the finished ground level adjoining the building at all exterior walls. Where the finished ground level slopes away from the exterior walls, the reference plane shall be established by the lowest points within the area between the building and the lot line or, where the lot line is more than six feet from the building between the structure and a point six feet from the building.

Grading. Any excavating or filling of earth materials or any combination thereof.

Greenhouse. A building whose roof and sides are made largely of glass or other transparent or translucent material and in which the temperature and humidity may be regulated for the cultivation of delicate or out-of-season plants for sale or personal enjoyment. (See also Nursery.)

Grocery Store. A subcategory of food store which is primarily engaged in the retail sale of a wide variety of fresh foods, packaged foods and household supplies for preparation and consumption in the home. Commonly known as a supermarket, grocery store, or minimarket, this type of store sells such goods as tea, coffee, spices, sugar, flour and packaged foods; fresh and/or frozen fruits and vegetables; fresh and/or prepared meats, fish, and poultry; domestic cleaning products and paper goods; and miscellaneous small items for home use. See also "food store." A store which also sells a wide variety of non-grocery items (such as automotive supplies, consumer electronics, hardware, building materials, apparel, sporting goods or the like) as a major part of its sales (i.e., 30 percent or more of its display area) is classified as a "general merchandise store."

Gross Acreage. The total area within the lot lines of a lot or parcel of land before public streets, easements or other areas to be dedicated or reserved for public use are deducted from such lot or parcel.

Gross Floor Area. The area included within the surrounding exterior finished wall surface of a building or portion thereof, exclusive of courtyards.

Ground Area. See Gross Acreage.

Ground Cover. A variety of grasses or other low growing plants often cultivated to reduce soil and wind erosion.

Groundwater. Water in a saturated zone or stratum beneath the surface of land or below a surface water body.

Group Home. See Dwelling, Assisted Living.

Guest House. See Dwelling, Conventional.

H. DEFINITIONS - SPECIFIC.

Handoff Candidate. A wireless communication facility that receives call transference from another wireless facility, usually located in an adjacent first "tier" surrounding the initial wireless facility.

Hard Surface. An impervious surface, a permeable pavement, or a vegetated roof, in contrast with vegetated permeable soils.

Hazardous Materials. Those materials which are acutely toxic, ignitable, corrosive, reactive, persistent, carcinogenic, or which leach hazardous constituents, as described in Chapter [173-303](#) WAC. Examples include, but are not limited to, pesticides, acids, paint strippers and antifreeze.

Hazardous Waste. Those wastes which are acutely toxic, ignitable, corrosive, reactive, persistent, carcinogenic, or which leach hazardous constituents or are specifically listed as hazardous waste, as described in Chapter [173-303](#) WAC. Examples include, but are not limited to, pesticides, acids, paint strippers and antifreeze.

Hazardous Waste, Extremely. Any dangerous waste which:

a. Will persist in a hazardous form for several years or more at a disposal site and which in its persistent form:

i. Presents a significant environmental hazard and may be concentrated by living organisms through a food chain or may affect the genetic makeup of man or wildlife, and/or

ii. Is highly toxic to man or wildlife;

b. Is disposed of at a disposal site in such quantities as would present an extreme hazard to people or the environment. (See also Ash, Incinerator and Off-Site Treatment and Storage Facility.)

Health Fitness Centers and Dance Studios. Health clubs, aerobics centers, athletic clubs and gymnasiums, indoor tennis and swim clubs, handball and racquetball clubs, weight-reducing centers, dance studios, and other businesses primarily engaged in indoor health and recreation activities, whether on a membership basis or for the general public. (See also Commercial Recreation, Golf Courses, Country Clubs, and Riding Stables.)

Health Officer. That person of the Thurston County Health Department described as such in Chapter of [70.05](#) RCW or a duly authorized representative.

Hearing Examiner. See Examiner.

Hedge. A row of shrubs or low-branching trees planted close together that forms a sight-obscuring or obstructing barrier below seven feet above the ground.

Height, Building. The vertical distance from grade plane to the average height of the highest roof surface.

Herbicide. Any substance used to kill plants, especially weeds.

Heritage Commission. A commission charged with historic planning and preservation, consisting of members appointed by the City Council.

Heritage Register or Register. The listing of properties having special historic significance and is listed on the Olympia Heritage Register, and including listings on the Washington Heritage Register, or National Register of Historic Places.

Heritage Review Committee. A sub-committee of the Heritage Commission charged with reviewing proposed changes to properties on the Heritage Register or within a historic district, and with making recommendations on permit approval to the Building Official.

Historic Building. A building listed on the Olympia Heritage Register, the National Register of Historic Places and/or the Washington Heritage Register.

Historic District. A geographically defined area containing buildings, structures, sites, objects and spaces linked historically through location, design, setting, materials, workmanship, feeling, and/or association. The significance of a district is the product of the sense of time and place in history that its individual components collectively convey. This sense may relate to developments during one period or through several periods in history.

Historic House Museum. A home owned by a public or registered nonprofit organization that has been placed on the National, local or State Register of Historic Places, and which is open to the public.

Historic Preservation Officer, Preservation Officer. The person designated by the Director to respond to requests for review and information relating to historic preservation and to be the primary staff liaison to work with the Heritage Commission.

Historic Resources. Any building, structure, object, district, area, or site that is significant in the history, architecture, archaeology or culture of this city, state, or nation, as identified by the Olympia Heritage Register, Washington Heritage Register, or the National Register of Historic Places.

Historic Site. A place where a significant event or pattern of events occurred. It may be the location of prehistoric or historic occupation or activities that may be marked by physical remains; or the site may be the symbolic focus of a significant event or pattern of events that may not have been actively occupied. A site may be the location of a ruined or now nonexistent building, structure, or object if the location itself possesses historic, cultural, or archaeological significance.

Historic Sites (Registered). Those buildings, structures, districts, sites and objects which are on the City Heritage Register or the State or National Register of Historic Places. (See also Archaeological Sites.)

Home Occupation. A commercial use within a residential dwelling unit which is clearly incidental and accessory to the residential use of the property and complies with applicable provisions of this Title.

Hospice Care Center. See Dwelling, Assisted Living.

Hospital. A medical institution or facility within an integrated campus setting for the purpose of diagnosis, care, and treatment of human illness, including surgery, long-term and emergency medical treatment. (See also Office, Medical.)

Hotel. See Dwelling, Transient.

Human Scale. The size or proportion of a building element or space, or an article of furniture, relative to the structural or functional dimensions of the human body. For example, a brick is approximately the size of a human hand.

Hydric Soil. A hydric soil is a soil that formed under conditions of saturation, flooding, or ponding long enough during the growing season to develop anaerobic conditions in the upper part. (USDA - NRCS 1995, Federal Register, 7/13/94, Vol. 59, No. 133, pp 35680-83). Hydric soils that occur in areas having positive indicators of hydrophytic vegetation and wetland hydrology are wetland soils, as defined by the Washington State Wetlands Identification and Delineation Manual (1997), Ecology Publication #96-94, as amended or revised.

I. DEFINITIONS - SPECIFIC.

Impervious Surface. A non-vegetated surface area which either prevents or retards the entry of water into the soil mantle as under natural conditions prior to development. A non-vegetated surface area which causes water to run off the surface in greater quantities or at an increased rate of flow from the flow present under natural conditions prior to development. Common impervious surfaces include, but are not limited to, roof tops, walkways, patios, driveways, parking lots or storage areas, concrete or asphalt paving, gravel roads, gravel parking lots, gravel pathways, packed earthen materials, and oiled, macadam or other surfaces which similarly impede the natural infiltration of stormwater.

Important Habitat. See OMC [18.32.305](#).

Important Riparian Area. See OMC [18.32.405](#).

Important Species. See OMC [18.32.305](#).

Improvements. Any act which improves the value of public, real and personal property, or which is necessary as a condition of development, including but not limited to: streets and roads complying with the development standards and specifications adopted by the city; public utility and pedestrian facilities; street lights; landscape features; sewer and water lines; bridge structures; storm drainage facilities; and traffic control devices as are required to be installed as a part of subdivision, short subdivision, large lot subdivision, binding site plan, or commercial development. (See also Development.)

Incentives. A motivation or stimulus provided by government for public purposes, including but not limited to: compensation, rights or privileges or combination thereof which the City Council, or other local, state or federal public body or agency, by virtue of applicable present or future legislation, may be authorized to grant or obtain for the owner(s) of properties. Examples of economic incentives include but are not limited to tax relief, bonus densities, conditional use permits, rezones, street vacations, planned unit developments, transfer of development rights, facade easements, gifts, preferential leasing policies, private or public grants-in-aid, beneficial placement of public improvements, or amenities, or the like.

Industry, Heavy. The basic processing and manufacturing of materials or products predominately from extracted or raw materials, or a use engaged in storage of, or manufacturing processes using flammable or explosive materials, or storage or manufacturing processes that potentially involve hazardous or commonly recognized offensive conditions. This may include either Group F (factory and industrial) or Group H (hazardous) occupancies (types of buildings) under the Uniform Building Code. Other occupancies, such as Group M (mercantile) or Group S (storage), are allowed.

Industry, Light. A use engaged in the basic processing and manufacturing of materials or products predominantly from previously prepared materials or finished products or parts, including processing, fabrication, assembly, treatment, packaging, incidental storage, sales, and distribution of such products, but excluding basic processing of raw materials, except for food products. This also includes maintenance and service facilities for motor vehicle passenger transportation, such as for taxi fleets, public transit fleets, or school bus fleets. This may include Group F (factory and industrial)--but not Group H (hazardous)--occupancies (types of buildings) under the Uniform Building Code. Other occupancies, such as Group B (business) or Group S (storage), are allowed.

Infill Development. New development that occurs on vacant lots within areas already developed.

Inpatient Facility. A state-licensed facility providing board and room on a 24 hour per day basis as part of a treatment program for alcoholism, drug addiction, or other chemical dependency. The term includes shelters for qualified indigent alcoholics and/or drug addicts placed by chemical dependency assessment centers.

Interdisciplinary Team. A group of technical experts from the City of Olympia, other consulted agencies, and tribes which advises the Department on a specific development application.

J. DEFINITIONS - SPECIFIC.

Joint Review Committee. The committee comprised of representatives from the Heritage Commission and Design Review Board.

Junk Yard or Salvage Facility. Primary or accessory use of structures and/or land for storage, recycling, dismantling and/or selling of cast-off, unused, scrap or salvage material of any sort.

K. DEFINITIONS - SPECIFIC.

Kennel. Any site where four or more dogs, cats, or other small animals over the age of four months are kept, whether such keeping is for pleasure, profit, breeding, or exhibiting, including places where said animals are boarded, kept for sale, or hire.

Kitchen. Any room or area, all or part of which is designed and/or used for storage, refrigeration, cooking and the preparation of food.

L. DEFINITIONS – SPECIFIC.

Lake. A naturally existing or artificially created body of standing water greater than twenty (20) acres in size. Lakes include reservoirs which exist on a year-round basis and occur in a depression of land or expanded part of a stream. A lake is bounded by the ordinary high water mark or the extension of the elevation of the lake's ordinary high water mark within the stream, where the stream enters the lake. All lakes meet the criteria of RCW Chapter [90.58](#) (Shoreline Management Act) and have been inventoried as "Shorelines of the State" found in the Shoreline Master Program, OMC [18.20](#).

Land Use Approval. A written approval or permit issued by the Director or Hearing Examiner, or designee thereof, finding that a proposed project is consistent with applicable plans, regulations and standards and authorizing the recipient to make use of property in a certain manner. The land use approval consolidates various non-construction permit reviews of a project such as design review, environmental review, zoning conformance, and site plan review. Land Use Approval is a permit which does not directly authorize construction or improvements to real estate, but which is a necessary and required precursor to authorization of such construction or improvement. Land Use Approval includes, but is not limited to, applications for review and approval of a preliminary or final subdivision, short plat, binding site plan, conceptual or detailed master planned development, planned residential development, conceptual design review, site plan review, conditional use permit, variance, shoreline development permit, or other such reviews pertaining to land use.

Land Use Approval, Administrative. A Land Use Approval which may be issued by an authorized official or body, usually the Director, without an open record predecision hearing.

Land Use Approval, Quasi-Judicial. A Land Use Approval issued by an authorized official or body, usually the Hearing Examiner, following an open record predecision hearing.

Landscape Plan. A component of a site development plan on which is shown: proposed landscape species (number, spacing, size at time of planting, and plant details); proposals for protection of existing vegetation during and after construction; proposed treatment of hard and soft surfaces; proposed decorative features; grade changes; buffers and screening devices; and any other information that can reasonably be required in order that an informed decision can be made by the approving authority.

Landscape Structure. A fence, wall, trellis, statue or other landscape and ornamental object.

Landscaping. An area devoted to or developed and maintained predominantly with native or non-native plant materials including lawn, groundcover, trees, shrubs, and other plant materials; and also including accessory decorative outdoor landscape elements such as ornamental pools, fountains, paved or decorated surfaces (excluding driveways, parking, loading, or storage areas), and sculptural elements.

Landslide. Episodic down-slope movement of a mass of soil or rock that includes but is not limited to rockfalls, slumps, mudflows, earthflows and snow avalanches.

Large Lot Subdivision. The division of land into lots or tracts, each of which is 1/128 of a section of land or larger, or five acres or larger if the land is not capable of description as a fraction of a section of land.

Laundry and Laundry Pick-up Agency. An enterprise where articles of clothing, linen, etc. are washed, including self-service laundries as well as those where customers drop off articles to be laundered either on or off the premises, or dry-cleaned off the premises only. This includes diaper services, but not the following, which are classified as Light Industrial uses: dry-cleaning plants, linen supply services, carpet and upholstery cleaning plants, and industrial launderers.

Legal Lot of Record. A lot of a subdivision plat or binding site plan or a parcel of land described in a deed either of which is officially recorded to create a separate unit of property, provided that such plat, site plan, or deed shall accord with applicable local, state or federal law on the date created. Separate descriptions of adjoining parcels within a single deed shall not necessarily constitute separate legal lots of record.

Local Improvement. A public improvement for the benefit of property owners provided to a specific area that benefits that area and that is usually paid for, at least in part, by a special assessment.

Lodging House. See Dwelling, Transient.

Lot. Lands having fixed boundaries, being of sufficient area and dimension to meet minimum zoning requirements for width and area. The term shall also include tracts and parcels. Lot classifications are as follows:

- a. Lot, Corner. A lot that abuts two (2) or more intersecting streets.
- b. Lot, Flag or Panhandle. A lot with less than thirty (30) feet of street frontage which is typically connected to a public or private street by a narrow driveway. A lot where access is only provided by a private easement is not a flag lot.
- c. Lot, Interior. A lot that has frontage on one public or private street only, or is provided access by a private easement.
- d. Lot, Through. A lot that fronts on two (2) parallel or nearly parallel streets that do not intersect at the boundaries of the lot.

e. Lot, Wedge-shaped. A lot with a street frontage which is no more than half as wide as the lot's width at the rear property line, as depicted in Figure 2-5b.

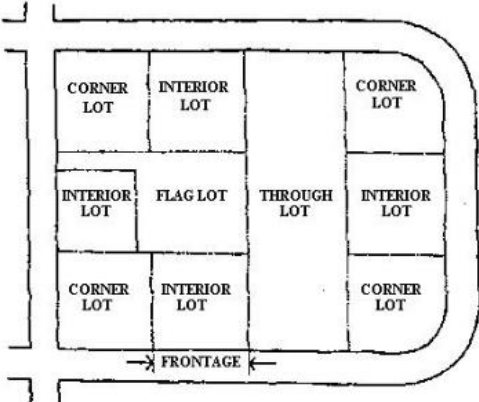
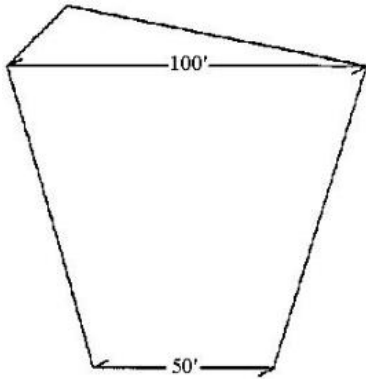


FIGURE 2-5

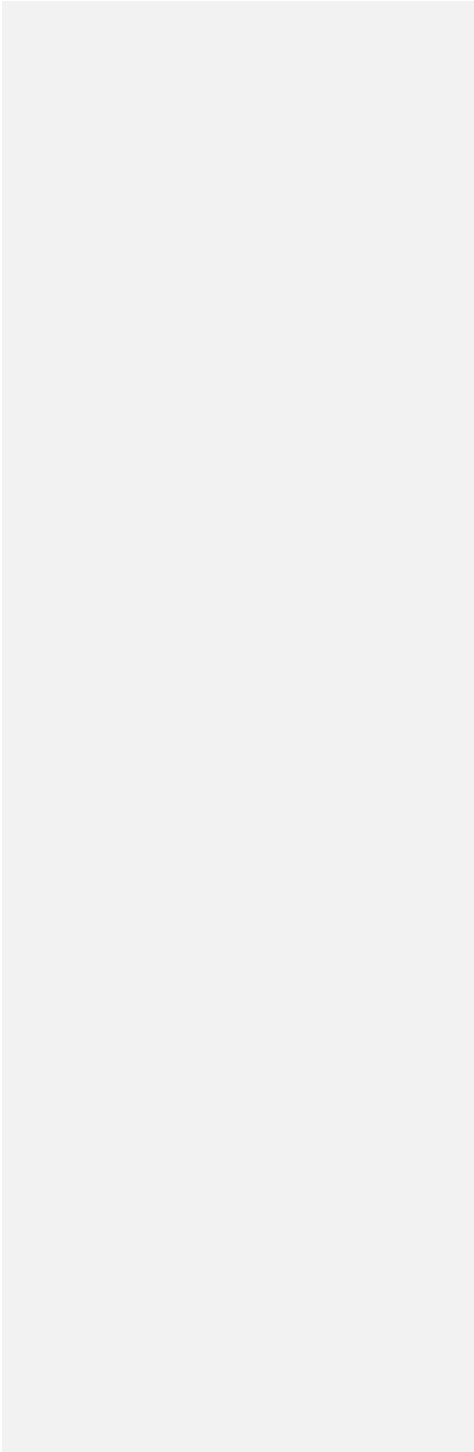


Example of a Wedge-Shaped Lot

FIGURE 2-5b

Lot Frontage. See Frontage.

Lot Line. A line dividing one lot from another lot or from a street rights-of-way or alley. (See also Property Line.)



Lot of Record. A lot, the plat, or deed to which is officially recorded as a unit of property and is described by metes and bounds.

Lot, Substandard. A parcel of land that is less than the minimum area or minimum dimensions required in the zone in which the lot is located. (See also Minimum Lot Size, Undersized Lots in development standards.)

Lot Width. The straight line distance measured between side lot lines parallel to the front setback line. (See also Section [18.04.080\(G\)\(1\)](#) and Table 4.04.)

Low Income Housing. See Affordable Housing.

M. DEFINITIONS - SPECIFIC.

Main Building. See Building, [Maintenance](#).

Management Plan. See Specific or Management Plan.

Manufactured Home. See Dwelling, Conventional.

Marina/Boat Launching Facility. A facility for storing, servicing, fueling, berthing, launching and securing boats, which may include eating, sleeping, and retail facilities for owners, crews, and guests.

Marquee. A permanent covered structure, attached to and supported by a building, which protrudes outward.

Mean Sea Level Datum. The published mean sea level datum established by the U.S. Coast and Geodetic Survey (National Geodetic Survey).

Median. A paved or planted area separating a street or highway into two or more lanes of opposite direction of travel.

Mental Health Facility. A private or public hospital, sanitarium, or other similar place which is licensed or operated under RCW [71.12](#) or RCW [72.23](#), and whose primary business is to receive or care for mentally ill or mentally incompetent persons.

Micro Brewery. A combination retail, wholesale and manufacturing business that brews and serves beer and/or food.

Ministorage. A building or group of buildings which may contain manager living quarters, office and individual, compartmentalized self-storage units, stalls, or lockers which are rented or leased for the storage of household or business goods, supplies or materials.

Mitigation. Methods used to alleviate or lessen the impact of development, including avoiding, minimizing, or compensating for adverse critical area impacts. Mitigation includes, but is not limited to, the following:

- a. Compensatory. The replacement of probable project-induced critical area losses including, but not limited to, restoration, creation or enhancement.
- b. Creation. A type of mitigation performed to intentionally establish a critical area (e.g. wetland) at a site where it does not currently exist.
- c. Enhancement. A type of mitigation performed to improve the condition of existing degraded critical areas (e.g. wetlands) so that the functions they provide are of a higher quality.
- d. Restoration. A type of mitigation performed to reestablish a critical area (e.g. wetland), or the functional characteristic and processes which have been lost by alterations, activities or catastrophic events within an area which no longer meets the definition of a critical area (e.g. wetland).

Mitigation, WCF. A modification of an existing antenna support structure to increase the height, or to improve its integrity, by replacing or removing one or several antenna support structure(s) located in proximity to a proposed new antenna support structure in order to encourage compliance with this ordinance or improve aesthetics or functionality of the overall wireless network.

Mixed Use Development. The development of a parcel or structure with two or more different land uses, such as a combination of residential, office, manufacturing, retail, public, or entertainment in a single or physically integrated group of structures.

Mobile Home. See Dwelling, Conventional.

Mobile, Manufactured and Modular Housing Sales. The sale of new or used mobile, manufactured, or modular housing. Sale of recreational vehicles and motor homes is classified under Motor Vehicle Sales.

Mobile Vendor. A vendor that sells food, goods or services from a non-permanent location, and that is unrelated to the primary use of the property and readily movable at all times. (Does not include accessory uses, uses listed under a Festival and Event permit, busking, or uses such as ice cream or home delivery trucks that operate in constant motion within the street.)

Model Home. A home or homes used for the purpose of advertising various floor plans and styles of architecture found within a residential subdivision. Model homes are usually located on-site and are occupied only by a sales representative.

Modular Home. See Dwelling, Conventional.

Modulation. The measured proportional inflexion (stepping back and stepping forward) of a building facade.

Monitoring. The collection and analysis of data by various methods for the purposes of understanding and documenting changes in systems and features. "Monitoring" includes gathering baseline data, evaluating the impacts of development proposals on the biological, hydrologic and geologic elements of such systems and assessing the performance of required mitigation measures.

Motel. See Dwelling, Transient.

Motor Vehicle Dealer. A business engaged in the buying, selling, exchanging, or otherwise dealing in motor vehicle sales and service at an established place of business (see motor vehicle sales).

Motor Vehicle Franchise. One or more agreements, whether oral or written, between a manufacturer and a new motor vehicle dealer, under which the new motor vehicle dealer is authorized to sell, service, and repair new motor vehicles, parts, and accessories under a common name, trade name, trademark, or service mark of the manufacturer. "Franchise" includes an oral or written contract and includes a dealer agreement, either expressed or implied, between a manufacturer and a new motor vehicle dealer that purports to fix the legal rights and liabilities between the parties and under which (a) the dealer is granted the right to purchase and resell motor vehicles manufactured, distributed, or imported by the manufacturer; (b) the dealer's business is associated with the trademark, trade name, commercial symbol, or advertisement designating the franchisor or the products distributed by the manufacturer; and (c) the dealer's business relies on the manufacturer for a continued supply of motor vehicles, parts, and accessories.

Motor Vehicle Sales. A business primarily engaged in the sale of new and used autos, trucks, motorcycles, recreational vehicles, utility trailers, aircraft, snowmobiles, and the like.

Motor Vehicle Supply Stores. Auto supply stores, tire dealers, and the like. Firms which salvage used parts from inoperable vehicles are classified as Junk Yards and Salvage Facilities. Businesses primarily engaged in both selling and installing such automotive parts as mufflers and brakes are classified as Service Stations.

N. DEFINITIONS - SPECIFIC.

National Register of Historic Places. The national listing of properties deemed significant because of their documented importance to our history and architectural, engineering or cultural heritage, as administered by the Department of the Interior under the National Historic Preservation Act of 1966.

Native Vegetation. Vegetation comprised of plant species, other than noxious weeds, that are indigenous to the coastal region of the Pacific Northwest and which reasonably could have been expected to naturally occur on the site.

Neighborhood Association. A group of people organized for the purpose of considering and acting upon any of a broad range of issues affecting the livability and quality of their neighborhood. A neighborhood association

may be "recognized" by the City if it meets the minimum standards and applicable guidelines adopted by the City in Chapter [18.86](#) OMC.

Net Site Area. The total area within the lot lines of a lot or parcel of land after public street rights-of-way or other areas to be dedicated or reserved for public use are deducted from such lot or parcel.

Nonconforming Building or Structure. A building or structure or portion thereof which was lawfully erected or altered and maintained, but because of the application of this title no longer conforms to the yard, height or area requirements of the use district in which it is located.

Nonconforming Lot. A lot which does not conform with the provisions of this Title or Subdivision Code.


Nonconforming Use. An activity in a structure or on a tract of land that was legally established, but because of the application of this title no longer conforms to the use regulations of the district in which it is located.

Nonprofit Institutions. A charitable organization formed and devoted to performing public service or to further private benevolent endeavors.

Non-Profit Physical Facilities. Facilities for physical education activities such as sports or health fitness, which are owned and operated by a non-profit organization.

Normal Maintenance. Those usual acts to prevent a decline, lapse or cessation from a lawfully established condition.

Normal Repair. To restore a development to a state comparable to its original condition within a reasonable period after decay or partial destruction, except where repair involves a near or total replacement which is not common practice or causes substantial adverse effects to the environment.

Notice of Application. A written notice that a complete project permit application has been received by the City, including, at minimum, the date of application, the date of the notice of completeness of the application, the date of the notice of application, a description of the proposed project, a list of permits requested by the applicant, a list of any studies requested by the City, identification of other permits known to be required for the project but not requested by the applicant, identification of existing environmental documents evaluating the proposal, the location where the application and any studies can be reviewed, a statement of the public comment period, a statement of the right of any person to comment on the application, receive notice of and participate in any hearing, request a copy of the decision once made, and of any appeal rights, the date, time, place, and type of any hearing scheduled at the date of the notice, a statement of the preliminary determination of those development regulations that will be used for project impact mitigation, a statement of whether an environmental impact statement will be required and a statement of any preliminary determination of consistency with plans and regulations of the City. [See RCW [36.70B.110](#) .

Notice of Decision. A written notice of the City's decision on a project permit application, including a statement of any SEPA threshold determination and any administrative appeals procedures.

Noxious Weed Control. Those activities subject to review or action by the Thurston County Noxious Weed Board under RCW [17.10](#).

Number. See Rounding of Quantities.

Nursery. Land or greenhouses used to raise flowers, shrubs, and plants for retail or wholesale. (See also Greenhouse.)

Nursing Home. See Convalescent Home, under Dwelling, Assisted Living.

O. DEFINITIONS - SPECIFIC.

Object. A thing of functional, aesthetic, cultural, historical, or scientific value that may be, by nature or design, movable yet related to a specific setting or environment.

Off-Site Treatment and Storage Facility. A facility that treats or stores hazardous wastes or special incinerator ash generated on properties other than the property on which the off-site facility is located. (See also current edition of "Zoning Guidelines for Hazardous Waste Treatment and Storage Facilities," prepared by the Solid and Hazardous Waste Program of the State Department of Ecology.)

Office. A building or portion thereof which is primarily used to transact the administrative or professional activities of a business. Such uses include, but are not limited to: medical (excluding veterinary), dental, chiropractic, optometric, legal, banking, insurance, real estate, security brokers, administrative, public, contractors, consultants, corporate, or manufacturers' offices. (See also Home Occupation.)

Office, Bank. Banks, savings and loans, credit unions, and other depository institutions.

Office, Business. The offices of real estate agencies, mortgage brokers, advertising agencies, credit agencies, mailing services and postal substations, employment agencies, insurance agencies, membership organizations except fraternal organizations, accountants, attorneys, security brokers, financial advisors, architects, engineers, surveyors, tax preparation services, computer software development, and other similar business services. This may also include the administrative offices for businesses whose primary activity may be construction, manufacturing, utility services, or some other non-office use conducted elsewhere.

Office, Government. The legislative, administrative, service delivery, or judicial offices of local, state, or federal agencies. It also includes federal post offices where mail processing takes place for local delivery. It does not include government land uses such as maintenance facilities for government-owned trucks, busses, or heavy equipment which are a Light Industrial use.

Office, Medical. This includes the offices of doctors, dentists, chiropractors, optometrists, and other health practitioners providing outpatient care. It also includes medical and dental laboratories, blood banks, and the like.

Office Supplies and Equipment Stores. Stores selling office products such as stationery, legal forms, writing implements, typewriters, computers, copiers, office furniture, and the like.

Office Uses, General. A room or group of rooms used for conducting the affairs of a business and generally furnished with desks, tables, files, and communication equipment.

Office, Veterinary/Clinic. A place where animals are given medical care and the boarding of animals is limited to short-term care incidental to the hospital use. (See also Animal Hospital.)

Olympia Coordinate System. The horizontal ground scale coordinate system referenced to the Washington Coordinate System as established by the City Public Works Department.

On-Site. Located on the same lot that is the subject of an application for development.

On-Site Treatment and Storage Facility. A facility that treats or stores hazardous wastes generated on the same property, see current edition of "Zoning Guidelines for Hazardous Waste Treatment and Storage Facilities," prepared by the Solid and Hazardous Waste Program of the State Department of Ecology.

Open Record Hearing. A hearing conducted by a single hearing body or officer that creates the City's record through testimony and submission of evidence and information under procedures prescribed by this Title. [See RCW [36.70B.020](#) (3)].

Open Record Appeal Hearing. A form of open record hearing held on request in response to a notice of decision when no open record predecision hearing was held on the project permit. [See RCW [36.70B.020](#) (3)].

Open Record Predecision Hearing. A form of open record hearing held prior to the City's decision on a project permit. [See RCW [36.70B.020](#) (3)].

Open Space, Common. Land within or related to a development, not individually owned or dedicated for public use, that is designed and intended for the common use or enjoyment of the residents and may include such complementary structures and improvements as are necessary and appropriate.

Open Space, Public. Undeveloped public land that is permanently set aside (as opposed to regulated) to protect the special natural character of a particular location. Open space may include, but is not limited to wetlands; wetland buffers; creek, stream or river corridors; forested areas; ravines, bluffs or other geologically hazardous areas; and undeveloped areas within parks.

Ordinary High Water Mark (OHWM). (Also referred to as Ordinary High Water Line OHWL) Per WAC [220-660-030](#), the mark on the shores of all waters that will be found by examining the bed and banks and ascertaining where the presence and action of waters are so common and usual and so long continued in ordinary years, as to mark upon the soil or vegetation a character distinct from that of the abutting upland, provided that in any area where the ordinary high water line cannot be found, the ordinary high water line adjoining saltwater shall be the line of mean higher high water, and the ordinary high water line adjoining freshwater shall be the elevation of the mean annual flood. OHWM is used to determine the location of standard buffer widths of streams as required under OMC [18.32.435\(C\)](#).

Ordinary Repair and Maintenance. Work for which a permit issued by the City is not required by law, and where the purpose and effect of such work is to prevent or correct any deterioration or decay of or damage to the real property or structure appurtenant thereto and to restore the same, as nearly as may be practicable, to the condition prior to the occurrence of such deterioration, decay or damage.

Outdoor Storage. The keeping of any goods, junk, material, merchandise, or vehicles in the same place for more than 24 consecutive hours.

Over Water. Location above the surface of the water, including placement of buildings on piling or floats.

Overlay Zone. A zoning district or specific plan that encompasses one or more underlying zones or areas and which imposes requirements in addition to those required by the underlying zone. (See also Overlay Districts in Article III.)

Owner of Property. The fee simple owner of real property according to Thurston County Auditor records.

P. DEFINITIONS - SPECIFIC.

Parcel. A parcel of land under one ownership that has been legally subdivided or combined and is shown as a single parcel on the most recent equalized assessment roll.

Park, Neighborhood. An area suited for passive and/or active family activities and play which may include facilities such as picnic table and shelters, barbecue pits, playground equipment, basketball backboards, small sized playfields, volleyball courts and tennis courts. Neighborhood parks can serve an urban design as well as recreational function and are a core feature of neighborhood centers.

Park, Public. A park, playground, swimming pool, beach, pier, reservoir, golf course or athletic field which is under the control, operation or management of the city, county, state, or federal government.

Parking, Combined. Two or more land uses or a multi-tenant building which merge parking needs to gain a higher efficiency in vehicular and pedestrian circulation.

Parking Facility or Lot. A land area, building or structure that is devoted primarily to the temporary parking or storage of vehicles for which a fee may or may not be charged, and where no service or repairs of any kind are furnished.

Parking Facility, Commercial. A parking facility available to the general public, for which a fee is charged on an hourly, daily, weekly, monthly, or other similar basis.

Parking, Shared. Two or more land uses or a multi-tenant building which merge parking needs based on different operating hours to gain a higher efficiency in vehicular and pedestrian circulation, economize space, reduce impervious surface and provide a superior grouping of building(s).

Parking Space. An area which is primarily intended for the temporary storage of vehicles and which meets the design requirements of this code.

Party of Record. The applicant and any person who prior to a decision has requested notice of the decision or submitted substantive comments on an application.

Passive Recreation. See Recreation, Passive.

Pedestrian-Oriented Business. A commercial enterprise whose customers commonly arrive at a business on foot, or whose signage, advertising, window display and entry ways are oriented toward pedestrian traffic. Pedestrian-oriented business may include restaurants, retail shops, personal service businesses, travel services, banks, (except drive-through windows), and similar establishments.

Pedestrian Plaza. An area between a building and a public street which promotes visual and pedestrian access onto the site and which provides pedestrian-oriented amenities and landscaping to enhance the public's use of the space for activities such as resting, gathering, reading and picnicking.

Pedestrian Street. Street devoted to uses and amenities which stimulate and reinforce pedestrian activities and visually interesting features at the pedestrian level. Uses are typically sidewalk oriented and physically and visually accessed by pedestrians from the sidewalks, are open during established shopping hours, generate walk-in pedestrian clientele and contribute to a high level of pedestrian activity. Such uses include, but are not limited to, retail shops, restaurants, personal services, day care facilities, banks, travel agencies, cinemas, theaters, amusement establishments, galleries, museums, public display spaces, drug stores, shoe repair shops, floral shops, hair shops, department stores, small hardware stores, and apparel shops. Visually interesting features include, but are not limited to, sculptures, display cases, landscaping, vendor stalls and carts, and architectural detailing.

Percolation. The downward flow or infiltration of water through the pores or spaces of rock or soil. (See also Impervious Surface.)

Performance Guarantee. A financial guarantee acceptable to the City Attorney to ensure all improvements, facilities, or work required by this ordinance will be completed in compliance with this ordinance, regulations, and approved plans and specifications.

Perimeter. The boundaries or borders of a lot, tract, or parcel of land.

Permeable pavement. Pervious concrete, porous asphalt, permeable pavers or other forms of pervious or porous paving material intended to allow passage of water through the pavement section. It often includes an aggregate base that provides structural support and acts as a stormwater reservoir.

Permitted Use. A use allowed by law in a use district and subject to the provisions applicable in that district.

Person. Any individual, firm, co-partnership, joint venture, association, social club, fraternal organization, company, joint stock association, corporation, estate, trust, organization, business, business trust, public agency, school district, state or its political subdivisions or instrumentalities, syndicate or any group or combination thereof, acting as a unit, including any trustee, receiver or assignee.

Personal Services. A business primarily engaged in providing services generally involving the maintenance of the human body, or other services to one's person or household pets. Such businesses include, but are not limited to, barber and beauty shops, photographic studios, tanning parlors, massage practitioners, pet grooming, and obedience training. This does not include Medical Offices, Kennels or Veterinary Clinics. (See also Health Fitness Centers and Dance Studios.)

Personal Wireless Service. Commercial mobile services, unlicensed wireless services, and common carrier wireless exchange access services, as defined in the Telecommunications Act of 1996 and [47 U.S.C. 332](#) and future amendments thereof.

Pervious Surface. A surface material that allows stormwater to infiltrate into the ground. Examples include lawn, landscape, pasture, native vegetation areas, and permeable pavements.

Pesticide. Any chemical that is used to kill pests, especially insects and rodents.

Pet, Traditional. Animals which can be house-broken, walked on a leash, are frequently, but not necessarily, housed within the residence, or as a class judged neither obnoxious nor to pose a public safety or health threat. Traditional pet birds include song birds and parrots.

Pharmacies and Medical Supply Stores. Businesses primarily engaged in the sale of prescription and over-the-counter drugs, plus perhaps vitamins, first-aid supplies, and other health-related products. It also includes firms primarily engaged in the sale of medical equipment such as orthopedic or prosthetic devices, or equipment for home health testing. Pharmacies which also sell a wide variety of other types of merchandise, such as beauty products, camera equipment, small consumer electronics, giftware, food items, greeting cards,

toys, housewares, and/or cleaning supplies are commonly known as "drug stores," and are classified as General Merchandise Stores.

Pigeons, Performing and Racing. Pigeons which are raised and used in the sport, hobby or competition of performing or racing; which require being released for freedom of flight for purposes of training, maintaining physical conditioning or competitive performance; and which are identified by a leg band containing the name or initials of the owner, or with an identification or registration number stamped on said band. Specifically included in this category are flying tippers, tumblers, rollers and homing or racing pigeons.

Plat. A map or representation of a subdivision, showing thereon the division of a tract or parcel of land into lots, blocks, streets and alleys or other divisions or dedications.

Plat, Final. The final drawing or map of a subdivision and dedication, prepared for recordation with the County Auditor and containing all elements and requirements set forth in RCW Chapter [58.17](#) and in the City of Olympia Subdivision Ordinance.

Plat, Preliminary. A drawing of a proposed subdivision showing the general layout of streets and alleys, lots, blocks and other elements of a subdivision consistent with the requirements of this code. The preliminary plat furnishes a basis for approval or disapproval of a general layout for a subdivision.

Plat, Preliminary Approval. The official action approving a proposed division of land, normally subject to the installation of improvements or fulfillment of conditions prior to final approval.

Plat, Short. The map or representation of a short subdivision containing all pertinent information required by Title [17](#), [18](#) and other applicable ordinances.

Portable Classroom. An accessory building/structure used for public, private or parochial education, and located on the same site as the principal building of instruction.

Principal Use. The primary or predominant use of any lot, building or structure.

Printing, Commercial. This includes shops specializing in printing small jobs for business clients or the general public, such as photocopying, offset printing, or screen printing of documents, announcements, business cards, or the like. This also may include blueprinting, computer plotting, and similar business services. These shops may engage in typesetting, photoengraving, plate-making, and other printing functions incidental to their primary activity; however, if they are primarily engaged in these functions as a service to other printing businesses, they are classified under Industrial Printing. Businesses which print books, magazines, newspapers, or other periodicals for others are classified under Industrial Printing.

Printing, Industrial. Businesses which print books, magazines, newspapers, or other periodicals for others. It also includes printers of maps, posters, and the like; makers of business forms, looseleaf binders, and the like;

and service industries for the printing trade, such as engraving, typesetting, photoengraving, electrotyping and stereotyping, lithographic platemaking, and related services.

Private School. See School, Private.

Private Utility. A privately owned enterprise that provides the public with electricity, gas, heat, steam, communication, transportation, water, sewage and garbage collection or other similar public services.

Prohibited Use. A use that is not permitted in a zoning or land use district.

Project. A change in occupancy or modification or improvement of real estate, whether done by clearing, grading, or structure creation or modification in any manner requiring approval, licensing, or permitting by the City of Olympia.

Project Permit. Any land use or environmental permit or license required from the city for a project action, such as a building permit, preliminary or final plat approval, binding site plan approval, conditional use approval, shoreline substantial development permit, land use approval or a site specific rezone authorized by the Olympia Comprehensive Plan. Adoption or amendment of a comprehensive or other municipal plan, subarea plan, or development regulation or imposition of impact or other fee is not a project permit. [See RCW [36.70B.020](#) (4)].

Project Permit Application. A formal written request to the City for a project permit on forms approved by the City Council.

Property Line. Any line bounding the ownership of a parcel of land.

a. Front property line. Any property line separating any parcel of land from the street rights-of-way. In case of a corner lot, the owner of such lot may elect any property line abutting on a street as the front property line, provided such choice, in the opinion of the Building Official, will not be detrimental to the existing or future development of adjacent properties. In case of a through lot, both property lines abutting on a street are front property lines. In the case of a lot not abutting a street, the front property line is that line nearest to and roughly parallel with a street, provided that the Building Official may approve an alternative front line if it will not be detrimental to existing and future development.

b. Rear property line. Any property line that does not qualify as a front or side property line.

c. Side property line. Any property lines that intersect the front property line. These lines may intersect at any angle and be of any length. (See also Yards.)

Public Access (Shoreline). The physical ability of the general public to reach and touch the water's edge and/or the ability to have a view of the water from upland locations. There are a variety of types of public access

including picnic areas, pathways and trails (including handicapped accessible), floats and docks, promenades, viewing towers, bridges, boat launches, street ends, ingress and egress, parking, and others.

Public Art. Expressionistic forms, either man-made or natural, which are located for community view on private or public property.

Public Building. Any building, structure, facility, or complex used by the general public, whether constructed by any state, county, or municipal government agency or instrumentality or any private individual, partnership, association, or corporation, including, but not limited to, assembly buildings, such as auditoriums, libraries, public eating places, schools, and theaters; business buildings, such as offices; and factories and industrial buildings.

Public Facility. Land, buildings or structures operated by a municipal or other governmental agency to provide local protective, social, recreational, cultural, or mass transportation services directly to the general public. This includes police and fire stations, libraries, recreation facilities, bus transfer stations and park-and-ride lots. It also includes public land or buildings devoted solely to the storage of equipment and materials. It does not include facilities whose primary purpose is to provide administrative or judicial services, except as they may be incidental to the defined use, nor parking lots that are accessory to uses that would otherwise not be allowed in the underlying zone.

Public Hearing. A meeting announced and advertised in advance and open to the public, with the public given an opportunity to talk and participate.

Public Meeting. An informal meeting, hearing, workshop or other public gathering of people to obtain comments from the public or other agencies on a proposed project permit prior to the City's decision on the permit application. A public meeting may include a design review board meeting, a neighborhood association meeting, or a scoping meeting on a draft environmental impact statement. A public meeting is distinct from and does not include an open record hearing. [See RCW [36.70B.020](#) (5)].

Public Notice. The advertisement of a public hearing or meeting in a newspaper of general circulation, or through other media such as site posting and direct mailing, indicating the time, place, and nature of the public hearing.

Public Project of Significant Importance. See OMC [18.66.090](#).

Public Safety Communications Equipment. All communications equipment utilized by a public entity for the purpose of ensuring the safety of the citizens of the City and operating within the frequency range of 700 MHz and 1,000 MHz and any future spectrum allocations at the direction of the FCC.

Public Services. Fire protection and suppression, law enforcement, public health, education, recreation, environmental protection and other governmental services.

Public Use Area. An outdoor portion of a property that is dedicated to public use and which contains one or more of the following elements: benches, tables, lawns, public art, gardens, exercise or play equipment, or similar improvements or features. These elements are to provide the public with recreational activities in addition to the right to traverse or stand in this area.

Public Utility. An organization or government agency which provides the public with electricity, gas, heat, steam, communication, transportation, water, sewage or garbage collection or other essential public services.

Publishing. Businesses which publish and print on their premises books, magazines, newspapers, or other periodicals. If such establishments do not perform printing on their premises, they are classified as Business Offices.

Q. DEFINITIONS - SPECIFIC.

Quarry. A place where rock, ore, stone and similar materials are excavated and/or processed for sale or for off-site use.

Queue Lane. Area for temporary waiting of vehicles while obtaining a service or other activity such as drive-up windows.

R. DEFINITIONS - SPECIFIC.

Radio Frequency Emissions. Any electromagnetic radiation or other communications signal emitted from an antenna or antenna-related equipment on the ground, antenna support structure, building, or other vertical projection.

Radio, Television, or Communication Tower. A vertical structure that is intended to send or receive radio, or other wireless communications and to serve more than one user or an enterprise whose principal business is such communications. See Antenna.

Ravine. A narrow gorge that normally contains steep slopes and is deeper than ten (10) vertical feet as measured from the lowest point of the valley to the top of the slope.

Rear Yard. See Yard, Rear.

Reasonable Alternative. An activity that could feasibly attain or approximate a proposal's objectives, but with less environmental impact or decreased level of environmental degradation.

Recreation, Active. Leisure-time activities, usually of a formal nature and often performed with others, requiring equipment and taking place at prescribed places, sites, or fields.

Recreation, Commercial. A facility operated as a business which is designed and equipped for leisure-time activities such as theaters, bowling alleys, museums, aquariums, public and private recreational concessions, miniature golf, archery ranges, and amusement activities such as coin or token-operated machines, rides, or booths to conduct games. (See also Health Fitness Centers and Dance Studios, Golf Courses, Country Clubs, and Riding Stables.)

Recreation, Passive. Activities that involve relatively inactive or less energetic activities, such as walking, sitting, picnicking, card games, chess, checkers, or similar table games and activities which may involve educating the user.

Recreation Facility. A place designed and equipped for the purpose of sports and leisure-time activities.

Recreational Vehicle. A vehicle towed or self-propelled on its own chassis or attached to the chassis of another vehicle and designed or used for recreational or sporting purposes. The term recreational vehicle includes, but is not limited to, travel trailers, pick-up campers, camping trailers, motor coach homes, converted trucks or buses, boats and boat trailers, and all terrain vehicles.

Recreational Vehicle Park. Any lot or parcel of land upon which two or more recreational vehicles sites are located, established, or maintained as temporary living quarters for recreation or vacation purposes.

Recycling. The process by which waste products are collected and reduced to raw materials and transformed into new products.

Recycling Facility. A facility for the collection and/or sorting and storage of recyclable materials generated from domestic or small business sources, such as bottles, cans, paper, cardboard, aluminum, and plastics. This definition does not include facilities for the processing of recyclable materials, which are classified as an industrial use. Recycling facilities are further divided into two categories: Type I Recycling Facilities include bins or other temporary or permanent facilities for the collection of small quantities of recyclable materials to be sorted and/or processed elsewhere. A Type I facility may be accessory to a primary use, such as a recycling bin at a grocery store parking lot. Type II Recycling Facilities include facilities primarily dedicated to the collection, sorting, or purchase and resale of recyclable materials.

Remodel. The alteration, restoration, reconstruction, addition to, structural modification, change of existing building footprint or internal floor plan that requires city approval or the issuance of any City permit.

Rental, Residence. The temporary rental of a single-family home for personal social events such as a wedding reception, private party or similar activity. (See also Temporary Uses.)

Replat. The further division of lots or the relocation of lot lines of any lot or lots within a subdivision previously approved and recorded according to law; or the alteration of any streets or the establishment of any new

streets within any such subdivision, but not including conveyances, made so as to combine existing lots by deed or other instruction.

Restaurant. A use providing preparation and retail sale of food and beverages, including coffee shops, sandwich shops, ice cream parlors, fast food take-out, espresso stands, and similar uses. A restaurant may include licensed "on-site" provision of alcoholic beverages for consumption on the premises when accessory to such food service. A "drive-in" restaurant is one where all or a significant portion of the consumption takes place or is designed to take place with the patrons remaining in their vehicles while on the premises. A "drive-through" restaurant is one which has one or more drive-through lanes for ordering and dispensing of food and beverages to patrons remaining in their vehicles, for consumption off the premises.

Restoration. Measures taken to restore an altered or damaged natural feature including:

- a. Active steps taken to restore damaged wetlands, streams, protected habitat, or their buffers to the functioning condition that existed prior to an unauthorized alteration; and
- b. Actions performed to reestablish structural and functional characteristics of the critical area that have been lost by alteration, past management activities, or catastrophic events.

Restrictive Covenant. A restriction on the use of land usually set forth in the deed. [NOTE: Restrictive covenants usually run with the land and are binding upon subsequent owners of the property. However, some restrictive covenants run for specific periods of time.]

Retail Trade. The selling of goods or merchandise to the general public for personal, business, or household consumption. The retail sales establishment is usually a place of business and is engaged in activity to attract the general public to buy goods. The establishment may also buy and receive goods. Retail sales includes services related to the retail goods. The establishment may process, repair, manufacture, and wholesale some of the products, such as jewelry, baked goods, beverages, apparel, pottery, or consumer electronics, but such processing, repair, or manufacturing must be associated with retail activities, be limited to rear or upper floor areas in the same building, and emit no loud noise or noxious odor. See Industry, Light.

Revision of Application, Minor. A change or correction by an applicant of a proposed project, either voluntarily or to conform with applicable standards and requirements, that does not, in the opinion of the Director, constitute a substantial change requiring reinitialization of the review process and period.

Revision of Application, Substantial. A change or correction by an applicant of a proposed project, either initiated voluntarily by the applicant or to conform with applicable standards and requirements, that in the opinion of the Director requires a new review process and period. For example, a change in a proposal which, as a result of changes in the proposed land use, substantially greater floor area or number of residential units, or substantial relocation of uses or structures, or the like, probably would result in significantly different impacts to the environment, upon public services or facilities, or to neighboring properties or land uses.

Review Authority. A person, committee, commission or council responsible for review and final action on a land use or development entitlement or permit.

Revolving Sign. See Sign, Animated.

Rezone. A change in the land use classification of a specific area to another use classification.

Right-of-Way - Improved. All of the right of way where any portion of it is used for motor vehicle travel.

Rights-of-Way. The right of one to use or pass over the property of another.

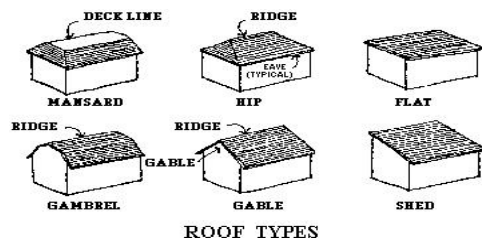


FIGURE 2-6

Roof. The outside top covering of a building.

Rooming House. See Lodging House.

ROW. Rights-of-ways of public easements, roadways, streets, or other so defined public access locations.

Rummage Sale. An occasional or periodic market held in an open area or structure which is sponsored by schools, places of worship or other nonprofit organizations.

Run With The Land. A covenant, benefit or restriction of the use of land binding on present and future owners of the property.

S. DEFINITIONS – SPECIFIC.

Salmonid. A member of the fish family salmonidae, such as chinook, coho, chum, sockeye and pink salmon, rainbow, steelhead, cutthroat salmon, brown trout, bull trout, Brook and Dolly Varden char, kokanee and whitefish.

Sanitary Landfill. A site for solid waste (garbage) disposal.

Satellite Earth Station. A single or group of parabolic (or dish) antennas that are mounted to a support device that may be a pole or truss assembly attached to a foundation in the ground, or in some other configuration. A satellite earth station may include the associated separate equipment cabinets necessary for the transmission or reception of wireless communications signals with satellites.

Scale, Architectural. The perceived height and bulk of a building relative to that of neighboring buildings. A building's perceived height and bulk may be reduced by modulating facades.

Scenic Vistas. Those areas which provide, for significant numbers of people, outstanding views from public rights-of-way of Mt. Rainier, the Olympic Mountains, Budd Inlet, the Black Hills, the Capitol Building, and Capitol Lake or its surrounding hillsides.

School. An institution of learning, whether public or private, which offers instruction in those courses of study required by the Washington Education Code or which is maintained pursuant to standards required by the State Board of Education. This definition includes a nursery school, kindergarten, elementary school, junior high school, senior high school or any special institution of education, but it does not include a vocational or professional institution of higher education, including a community or junior college, college, or university.

Screening. A continuous fence or wall supplemented with landscaping, or an evergreen hedge or combination thereof, that effectively provides a sight-obscuring and sound-absorbing buffer around the property it encloses, and is broken only for access drives and walks.

Sculptured Building Top. A building top which has:

- a. Reduced floor area on the upper floors; and
- b. A distinctive roof form such as pitched roof, hip roof, dome, chateau roof, tower, turret, pediment, dormers, or other distinctive forms. Roofline embellishments such as medallions, statuary, cornices, brackets, finials, or similar ornament would not be considered sculptured building tops; and
- c. Upper floors which are set back from the street wall.

Secretary of the Interior's Standards for the Treatment of Historic Properties, The (as amended). Guidelines adopted by the Secretary of the Department of the Interior to guide the rehabilitation, restoration or reconstruction of a historic property.

Section of Land. Measured 640 acres, one square mile, or 1/36 of a township.

Secure Community Transition Facility. A residential facility for persons civilly committed and conditionally released from a total confinement facility operated by the Secretary of Washington Social and Health Services or under contract with the Secretary pursuant to RCW [71.09.020](#) (10) as described in RCW [71.09.250](#). All

secure community transition facilities located within the City of Olympia shall conform with Olympia Municipal Code Subsection [18.08.080\(E\)](#).

Seep. A spot where groundwater oozes to the surface. A small spring.

Service and Repair Shop. An establishment providing major repair and/or maintenance of motor vehicles, equipment or major appliances, including, but not limited to: mechanical repair, replacement of parts, body repair, painting, engine overhaul, or other major repair or maintenance, including operations which may require open flame or welding.

Service Stations. Businesses which sell gasoline or alternative vehicle fuels, and/or which may perform minor vehicle maintenance or repair, and/or wash cars. "Minor maintenance or repair" is limited to the exchange of parts and maintenance requiring no open flame or welding. Service stations include self-service gas stations, full-service gas stations, diesel fueling stations, oil change and lubrication shops, auto detailing shops, and car washes. Businesses which provide major repair work such as engine overhauls, vehicle painting, or body repair are classified as Service and Repair Shops.

Servicing of Personal Apparel and Equipment. A business primarily engaged in the upkeep of personal or small household belongings. Such businesses include, but are not limited to: tailors, locksmiths, piano tuners, or businesses which repair shoes, cameras, small appliances, or consumer electronics.

Setback. The distance between the building and any lot line. See specific zone district for allowed projections into setback areas and point of measurement. (See also Yard.)

Setback Line. An imaginary line that establishes the required minimum distance from any lot line and defines the area where the principal structure must be erected. (See also Building Line, Yard, and Lot.)

Sewer. Any pipe or conduit used to collect and carry away sewage and sometimes stormwater runoff from the generating source to a treatment plant.

Sexual conduct.

- a. Sexual intercourse within its ordinary meaning, occurring upon any penetration, however slight; or
- b. Any penetration of the vagina or anus, however slight, by an object; or
- c. Any contact between persons involving the sex organs of one person and the mouth or anus of another; or
- d. Masturbation, manual or instrumental, of oneself or of one person by another; or

- e. Direct touching of the sex organs or anus, whether clothed or unclothed, of oneself or of one person by another; or
- f. Flagellation or torture in the context of a sexual relationship; or
- g. Sodomy.

Shopping Center. A commercial development with unenclosed pedestrian walks in which there are a number of separate commercial activities, with accessory shared facilities such as parking, and which is designed to provide a single area which the public can obtain varied products and services. Shopping centers are typically characterized by at least one large retail "anchor" store.

Shopping Mall. A shopping center with stores on one or both sides of a covered and enclosed pedestrian walkway.

Sidewalk. A paved, surfaced, or leveled area, paralleling and usually separated from the street and normally used as a pedestrian walkway.

Sign. Any object, device, display, or structure, or part thereof, situated outdoors or indoors, which is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means. Such means may include words, letters, figures, design, movement, symbols, fixtures, colors, illumination, or projected images.

Sign, Abandoned. Any sign which:

- a. Is located on property which becomes vacant and unoccupied for a period of 12 consecutive months or more (excepting legal off-premise signs), or
- b. Relates to any occupant or business unrelated to the present occupant or their business (excepting legal off-premise signs), or
- c. Pertains to a time, event or purpose which no longer applies.

Sign, Animated. A sign with action or motion (including those that flash, oscillate or revolve) or one that involves color changes, illustrations or messages. This does not include wind activated elements such as flags or banners; nor does it include public service signs (such as time and temperature signs).

Sign Area. The entire background of a sign upon which advertising could be placed (counting all faces), including the frame but not other supporting structure, except that the area of advertising affixed directly to, or painted on a building without any background, other than the building, shall be the area contained in the smallest geometric figure enclosing all portions of the sign message (i.e., all letters, numbers, graphics, etc.).

Sign Awning. A sign which is on an awning. Awning signs are a type of building mounted sign.

Sign, Billboard. A rigidly assembled outdoor sign permanently affixed to the ground or permanently attached to a building or other permanent structure, unrelated to any use or activity on the property on which the sign is located, but not including directional signs as defined herein.

Sign, Building Mounted. A permanent sign which is attached to, or erected against or painted on, any exterior wall, fascia, or window of a building or structure. For the purpose of this Title, signs which shall be considered building mounted signs, include flush mounted signs, signs on marquees and awnings, projecting signs, and signs erected on the side of a mansard roof provided the sign does not project above the uppermost roof line or flashing.

Sign, Business Directory. A type of development identification sign which lists the names of the individual uses in a development.

Sign, Changeable Copy. See Sign, Readerboard.

Signs, Channel Letters. A flush mounted wall sign that consists of individual letters or characters not bound together in one complete structure. Channel Letter signs are signs in which each letter or character is mounted individually within its own area, with the total area of individual letters or characters comprising the sign.

Sign, Ground. A ground supported sign which is no greater than twelve (12) feet in height above grade.

Sign, Development Identification. A freestanding or building mounted sign which identifies the name of a development. For the purpose of sign standards, a development consists of multiple building complexes such as shopping malls, industrial and business parks, residential subdivision developments, and multiple occupancy buildings.

Sign, Directional. A sign designed solely to guide or direct pedestrian or vehicular traffic to an area, place or convenience.

Sign, Flashing. See Sign, Animated.

Sign, Flush-Mounted. A type of building mounted sign which and is attached to, or erected against any exterior wall or fascia of a building or structure, with the exposed face of the sign parallel to the plane of the wall.

Sign, Freestanding. A permanent sign supported by one or more uprights, poles or braces in or upon the ground. For the purposes of this Title, freestanding signs include pole signs and signs otherwise known as ground signs or monument signs.

Sign Height. The vertical distance from ground level to the top of the sign.

Sign, Identification. A pole or ground sign which identifies the name of a shopping center.

Sign, Inflatable. Balloons or other gas-filled figures. For purposes of this section, inflatable signs shall be treated as temporary signs.

Sign, Marquee. Any sign which forms part or is integrated into a marquee or canopy and which does not extend horizontally beyond the limits of such marquee or canopy.

Sign, Monument. See Sign, Freestanding.

Sign, Non-conforming. Any sign existing at the time of this Ordinance which does meet the provisions of Title [18](#).

Sign, On-Premises. A sign which carries advertisement related to a lawful use of the premises on which it is located, including signs indicating the business transacted, services rendered, goods sold or produced on the premises, name of business, name of the person, firm or corporation occupying the premises.

Sign, Out-of-Date. Signs for which the event, time, or purpose no longer applies.

Sign, Pole. A ground supported sign which is no less than twelve (12) and no greater than thirty (30) feet in height above grade.

Sign, Political. A sign for the purpose of advertising a candidate or candidates for public elective office, or a political party, or which promotes a position on a public or ballot issue.

Sign, Portable (Mobile). A sign made of any material which by its design is readily movable and which is not permanently affixed to the ground, a structure or a building.

Sign, Projecting. A sign which projects 12 inches or more from a building and is supported by a wall or structure.

Sign, Public Service. A sign which provides a service to the public (such as indicating the current time and temperature or a community bulletin board) but which includes no advertising other than the name of the sponsoring organization.

Sign, Readerboard. A sign with characters or letters that can be manually changed without altering the face of the sign. Electronic signs are not readerboards for the purposes of this Title, but are animated signs.

Sign, Revolving. See Sign, Animated.

Sign, Roof. A sign erected upon or above a roof or parapet of a building or structure. A sign shall be considered a building mounted sign if it is erected on the side of a mansard roof and does not project above the uppermost roof line or flashing.

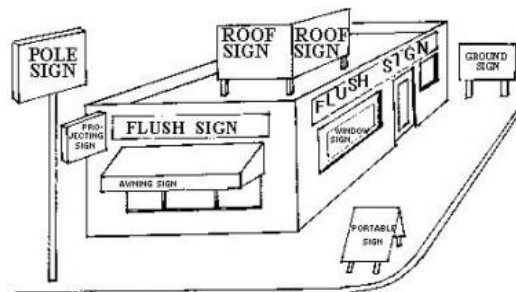
Sign, Sandwich Board Sidewalk Sign. A type of portable sign.

Sign, Structural Alteration. Any change or modification in the supporting members of the structure, such as the pole, cabinet, footing/foundation. Exceptions are new paint, rewiring, or face change.

Sign Structure. Any structure which supports or is capable of supporting any sign. A sign structure may be a single pole and may be an integral part of the building.

Sign, Temporary. Any sign, banner, pennant, valance or advertising display intended to be displayed for only a limited period of time.

Sign, Window. A sign permanently painted on or mounted to an exterior window (e.g., a neon sign). Window



signs are a type of building mounted sign.

FIGURE 2-7

Significant. When used in the context of historic significance: A property which helps in the understanding of the history of the local area, state or nation (whichever is applicable) by illuminating the local, state-wide or nation-wide impact of the events or persons associated with the property, or its architectural type or style or information potential. The local area can include the City of Olympia, Thurston County, the region of Puget Sound or Southwest Washington, or a modest geographic or cultural area, such as a neighborhood. Local significance may apply to a property that illustrates a theme that is important to one or more localities; state significance to a theme important to the history of the state; and national significance to property of exceptional value in representing or illustrating an important theme in the history of the nation.

Single-Family Dwelling. See Dwelling, Conventional.

Single-Room Occupancy (SRO). See Dwelling, Conventional.

Site Plan. The development plan which shows the existing and proposed conditions of the lot, including topography, vegetation, drainage, flood plains, walkways; means of ingress and egress; circulation; utility services; structures and buildings; signs and lighting; berms, buffers, and screening devices; surrounding development; and any other information that reasonably may be required in order that an informed decision can be made by the reviewing authority.

Site Plan Review Committee. A technical development review group comprised of representatives from the Department of Community Planning and Development, the Fire Department and the Public Works Department, who provide technical assistance to the CP&D Director or his/her designee on land use issues. At a minimum this includes the Building Official, Planner, City Engineer, Fire Chief, and SEPA official, or their appointed designees.

Slope. The deviation of a surface from the horizontal, usually expressed in percent or degrees. (See also Grade.)

[NOTE: Percentage of slope is calculated by dividing the vertical distance by the horizontal distance times one-hundred (100).]

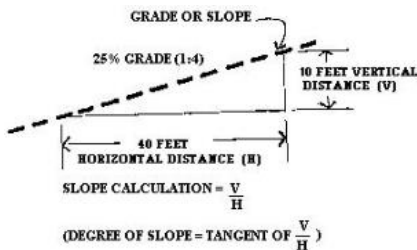


FIGURE 2-8

% GRADE	100	50	40	33.3	30	25	20	15	12	10	8	6
DEGREES	45	26.6	21.8	18.4	16.7	14	11.3	8.5	6.8	5.7	4.6	3.4
RATIO	1:1	2:1	2.5:1	3:1	3.3:1	4:1	5:1	6.7:1	8.3:1	10:1	12.5:1	16.7:1

Slope, Steep. An area which is equal to or in excess of 40 percent slope, or where the ground surface rises ten feet or more vertically within a horizontal distance of 25 feet. This can also include a slope of 15 to 39.9 percent if otherwise defined as a landslide hazard area.

Slope, Steep Toe, or Steep Top. A distinct topographic break in slope which separates slopes inclined less than forty (40%) percent from slopes equal to or greater than forty (40%) percent. Where no distinct break exists,

this point shall be the limit of the area where the ground surface drops ten (10) feet or more vertically within a horizontal distance of twenty-five (25) feet.

Small Lake. See OMC [18.32.505](#).

Small Lot Review. A Director review of proposed construction on undersized legal lots of record approved prior to June 19, 1995.

Small Lot Subdivision. See Subdivision, Short.

Soil and Vegetation Protection Area (SVPA). A separate tract of land, which may or may not be deeded as such, specifically set aside for the preservation of healthy soil and the preservation or planting of existing and/or native vegetation, well-adapted drought-tolerant vegetation, and trees. Stormwater retention/detention facilities, critical area buffers and other common areas may be considered SVPA's if they currently, or are improved to an extent where they can, support healthy soils and the growth of native vegetation or well-adapted drought-tolerant vegetation. The purpose of these areas for preserving healthy soils and preserving and/or planting native, or well-adapted drought-tolerant vegetation is stated on the face of the plat when applicable.

Sorority House. A building, occupied by unrelated female members of a private educational organization, which contains sleeping rooms, bathrooms, common rooms, and a central kitchen and dining room. (See Fraternity, Dormitory.)

Special Assessment District. A district with the power to levy taxes created by act, petition, or vote of property owners for a specific purpose.

Special Valuation for Historic Properties, Special Valuation. The process, pursuant to Chapter [84.26](#) Revised Code of Washington (RCW) and Chapter [3.60](#) OMC, under which the tax basis of an eligible, rehabilitated historic property may be reduced by the actual incurred cost of the rehabilitation for a period of up to ten years.

Specialty Stores. Stores selling antiques, sporting goods and bicycles, marine supplies, glassware and chinaware, books, videos (including rentals), music, cards and stationery, jewelry, toys, hobby supplies, cameras, gifts and souvenirs, sewing supplies, flowers, tobacco products, newspapers and magazines, art and art supplies, pets and pet supplies, religious supplies, consumer electronics, personal computers, or other miscellaneous goods. It also includes second-hand stores and pawnshops.

Specific or Management Plan. A plan consisting of text, maps, and other documents and exhibits regulating development within an area of special interest or which contains unique land use and development problems.

Spot Zoning. Rezoning of a lot or parcel of land to benefit an owner for a use incompatible with surrounding land uses and that does not further the comprehensive plan. [NOTE: Spot zoning is usually invalid when all the following factors are present: (1) a small parcel of land is singled out for special and privileged treatment; (2) the singling out is not in the public interest but only for the benefit of the land owner; and (3) the action is not in accord with a comprehensive plan.]

Stables, Riding. A structure providing shelter for horses, mules or ponies which are boarded for compensation. This may include arenas, tracks, and other facilities for equestrian activities either for members of a private club or for the general public. This may also include accessory facilities such as a clubhouse.

Stable, Private. An accessory structure providing shelter for horses or ponies, for use by occupants of the premises.

Staff. Permanent or temporarily employed personnel of the City of Olympia, Washington.

Stepback. Additional setbacks of upper building floor levels.

Storage. Placement or retention of goods, materials and/or personal property in one location for more than 24 consecutive hours.

Stormwater Facility. A constructed stormwater system component, including but not limited to a detention, retention, sediment, or constructed wetland basin or pond, generally installed at the ground surface.

Stormwater Retention/Detention Basin. A facility, either above-ground or underground, that temporarily stores stormwater prior to its release to the ground (retention facility), to a surface water (detention facility), or some combination of the two. [NOTE: Retention basins differ from detention basins in that the latter are temporary storage areas. Retention basins have the potential for water recreation and water-oriented landscaping since the water may remain. Both types of basins provide for controlled release of the stored water and groundwater recharge.]

Story. That portion of a building included between the upper surface of a floor and the upper surface of the floor or roof next above.

Story Above Grade. Any story having its finished floor surface entirely above grade, except that a basement shall be considered as a story above grade where the finished surface of the floor above the basement is: more than six feet above grade plane, more than six feet above the finished ground level for more than 50% of the total building perimeter, or more than 12 feet above the finished ground level at any point.

Story First. The lowest above grade story in a building, except that a floor level in a building having only one floor shall be classified as a first story, provided such floor level is not more than four feet below grade, as

defined herein, for more than 50 percent of the total perimeter, or more than eight feet below grade, as defined herein, at any point.

Stream. See OMC [18.32.405](#).

Stream Corridor. Any river, stream, pond, lake, or wetland, together with adjacent upland areas that support vegetation adjacent to the water's edge.

Street. A public or private rights-of-way which affords a primary means of vehicular access to abutting property.

Street, Arterial. An arterial street provides an efficient direct route for long-distance travel within the region and between different parts of the city. Streets connecting freeway interchanges to commercial concentrations are classified as arterials. Traffic on arterials is given preference at intersections, and some access control may be considered in order to maintain capacity to carry high volumes of traffic.

Street Cul-De-Sac. A street with a single common ingress and egress and with a circular turnaround at the end.

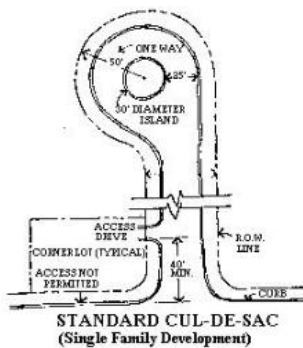


FIGURE 2-9

Street Frontage. The area between any lot lines which intersect, or area of a lot which directly abuts, the boundary of a public or private street rights-of-way.

Street Furniture. Constructed, above-ground objects, such as outdoor seating, kiosks, bus shelters, sculpture, tree grids, trash receptacles, fountains, and telephone booths, that have the potential for enlivening and giving variety to streets, sidewalks, plazas, and other outdoor spaces open to, and used by, the public.

Street, Local Access. A street which provides access to abutting land uses and serves to carry local traffic to a collector.

Street, Major Collector. A street that provides connections between the arterial and concentrations of residential and commercial land uses. The amount of through traffic is less than an arterial, and there is more service to abutting land uses. Traffic flow is given preference over lesser streets.

Street, Neighborhood Collector. A street which distributes and collects traffic within a neighborhood and provides a connection to an arterial or major collector. Neighborhood collectors serve local traffic, provide access to abutting land uses, and do not carry through traffic. Their design is compatible with residential and commercial neighborhood centers.

Street, Private. A street that has not been accepted for maintenance and public ownership by the City of Olympia or other government entity. This does not include private driveways or access easements.

Street Wall. A building wall that faces or is parallel to the street frontage.

Streetscape. The visual character of a street as determined by various elements such as structures, greenery, open space, and view.

Structure. An edifice or building of any kind which is built or constructed, or any piece of work artificially built up or composed of parts joined together in some definite manner.

Structured Parking. A building or a portion of a building used for the parking of motor vehicles.

Subdivider. A person who undertakes the subdividing of land.

Subdivision. The division or redivision of land into ten or more lots, tracts, parcels, sites or divisions, any of which are less than five acres in area, for the purpose of sale, lease or transfer of ownership. (See also Subdivision, Short.)

Subdivision Cluster. See Cluster Subdivision.

Subdivision, Large Lot. The division of land into lots or tracts, each of which is 1/128 of a section of land or larger, or five acres or larger, if the land is not capable of description as a fraction of a section of land. For purposes of computing the size of any lot under this section which borders on a street, the lot size shall be expanded to include that area which would be bounded by the centerline of the street and the side lot lines of the lot running perpendicular to such centerline.

Subdivision, Short. The division or redivision of land into nine or fewer lots, tracts, parcels, sites or divisions for the purpose of transfer of ownership, sale or lease.

Subordinate. A supplementary use to a permitted primary or principal use.

Substantial Improvement. Any extension, repair, reconstruction, or other improvement of a property, the cost of which equals or exceeds fifty (50) percent of the fair market value of a property either before the improvement is started or, if the property has been damaged and is being restored, before the damage occurred.

Surface water. A body of water open to the atmosphere and subject to surface runoff.

Swap Meet. Any outdoor place, location, or activity where new or used goods or secondhand personal property is offered for sale or exchange to the general public by a multitude of individual licensed vendors, usually in compartmentalized spaces; and, where a fee may be charged to prospective buyers for admission, or a fee may be charged for the privilege of offering or displaying such merchandise. The term swap meet is interchangeable with and applicable to: flea markets, auctions, open air markets, farmers markets, or other similarly named or labeled activities; but the term does not include the usual supermarket or department store retail operations.

T. DEFINITIONS - SPECIFIC.

Temporary Use. A use established for a specified period of time, with the intent to discontinue the use at the end of the designated time period.

Theater. A building or part of a building devoted to showing motion pictures or for dramatic, dance, musical, or other live performances.

Time-of-travel. The time required for ground water to move through the water bearing zone from a specific point to a well.

Townhouse. See Dwelling, Conventional.

Toxic Substance. See Hazardous Materials or Hazardous Waste.

Tract. An area, parcel, site, piece of land or property. (See also Lot and Critical Area Tract.)

Traffic Impact Study. A report analyzing anticipated traffic flow conditions with and without proposed development. [NOTE: The report includes an analysis of mitigation measures and a calculation of fair share financial contributions.]

Trail. A paved or unpaved surface for pedestrian and/or bicycle commuting or recreational use, which may include sidewalks. Trails may be located parallel to an improved street, within a single development; or may inter-connect different areas by an off-street route.

Transfer of Development Right Sending Zone. The area designated by Thurston County from which development rights can be transferred.

Transferable Development Right. An interest in real property which is the difference between the existing use of a parcel and its potential development use expressed in residential units per acre. This right is made severable from the parcel to which the interest is appurtenant and transferable to another parcel of land for development and use in accordance with applicable regulations.

Transient. A continuous period of two weeks or less.

Transportation Demand Management. Strategies aimed at reducing the number of motor vehicle trips, shortening trip lengths, and changing the timing of trips to non-peak hours. [NOTE: These strategies encourage the use of mass transit, car pools, van pools, bicycling, and walking and typically focus on the home-to-work commute. They also include efforts to provide housing close to jobs to shorten trip lengths. These strategies often require the joint cooperation of developers, employers, and local governments.]

Transportation Demand Management Plan. A system of actions and timetables to alleviate traffic problems through improved management of motor vehicle trip demand. (See also Transportation Demand Management.)

Tree. A self-supporting perennial woody plant characterized by one main stem or trunk of at least six inches diameter at breast height, or a multi-stemmed trunk system with a definite crown, maturing at a height of at least six feet above ground level.

Trip. A single or one-way motor vehicle movement either to or from a subject property within a study area.

Truck, Trailer, and Recreational Vehicle Rental. Businesses primarily engaged in short-term rental or extended-term leasing of trucks, truck-tractors, semi-trailers, moving vans, utility trailers, recreational vehicles, and the like. Finance (equity or full-payout) leasing of trucks, trailers, and recreational vehicles is classified with Motor Vehicle Sales.

U. DEFINITIONS - SPECIFIC.

Unavoidable and necessary impacts. Those impacts to critical areas that may result when a person proposing to alter such an area has demonstrated that no alternative exists for the proposed project.

Unusual Uses. Undefined land uses or activities resulting from advancing technology.

Upland. The area above and landward of the ordinary high water mark.

Use. The purpose, type and extent for which land or a building is arranged, designed, or intended, or for which either land or a structure is occupied or maintained.

Utility Facility. The physical infrastructure used by private and public utilities to provide service to their customers, e.g., lines, equipment, substations, pump station, and appurtenances. (See also Private Utility and Public Utility.)

Utility Line, Service or Distribution. Any utility line that extends from a main line and terminates at a building or structure.

Utility Line, Stormwater. A constructed stormwater system component, including but not limited to:

1. A ditch, swale, or similar component installed at ground surface, generally in a linear fashion with clearing and grading limited to 15 feet or less of lateral extent from the centerline;
2. A pipe, culvert, or similar component installed underground, generally in a linear fashion with clearing and grading limited to 15 feet or less of lateral extent from the centerline; or
3. A vault, manhole, catch basin/storm drain, or similar component, which:
 - a. Is installed underground,
 - b. Is connected to one of the above-listed components, and
 - c. Results in clearing and grading no more extensive than described above.

Utility Line, Transmission or Main. Any public or private utility line that provides service to numerous commercial, residential, public and/or industrial land uses.

V. DEFINITIONS - SPECIFIC.

Variance. A modification of the terms of this title that may be granted because of the unusual shape, exceptional topographic conditions or other extraordinary situation or condition in connection with a specific piece of property, where the literal enforcement of this title would involve practical difficulties and cause undue hardship unnecessary to carry out the spirit and intent of this title.

Vegetated Roof. A roof designed and constructed to support, and that does support, living vegetation with at least three inches of engineered soil.

Vegetation - Hydrophytic. Vascular plant life and mosses which grow in water or on a substrate that is at least periodically deficient in oxygen as a result of excessive water content as described in the Federal Manual for Identifying and Delineating Jurisdictional Wetlands,(1989) as amended or revised.

Vegetation - Native. Plants species which have adapted over thousands of years to the weather, soil, and topography of Thurston County, Washington.

Vehicle. A device capable of being moved upon a public highway and in, upon, or by which persons or property are or may be transported or drawn upon a public highway, including automobiles, trucks, buses, motorcycles,

trailers, and the like. The term includes bicycles, but does not include other devices moved by human or animal power (e.g., skateboards or horse-drawn wagons), nor devices used exclusively upon stationary rails or tracks.

Veterinary Clinic. See Office, Veterinary/Clinic.

View Corridor. An area at ground level providing views of the waterfront and other landforms of significance, unobstructed by permanent structures between a public street and the preserved. (See also Easement, Scenic.)

Village Center. That portion of an urban village, neighborhood village, or community oriented shopping center which is occupied by commercial, commercial/residential mixed uses, and associated uses such as parking or a village green or park.

W. DEFINITIONS - SPECIFIC.

Waiver of a Certificate of Appropriateness, Waiver. A letter or other document which allows the building or zoning official to issue a permit for demolition.

Warehouse. A building primarily used for storage and distribution of products, equipment, or materials, which are not available for retail sale on the premises. "Warehousing" is the associated activity. Compare Mini-storage.

Welding and Fabrication. A business engaged in stamping or shaping pieces of metal which are then connected by heat until molten and fused, in order to manufacture, service, or repair sheet metal products.

Well-Adapted Drought-Tolerant Vegetation. Vegetation that is well adapted to current and anticipated environmental conditions in this region, and are not invasive.

Wellhead Protection Area. See OMC [18.32.205](#).

Wet pond. An artificial water body with a permanent water surface dug as a part of a surface water management system.

Wetland, habitat types or wetland types. Descriptive classes of the wetlands taxonomic classification system of the United States Fish and Wildlife Service (Cowardin, et al 1978). These habitat types can include emergent, scrub-shrub or forested wetlands.

Emergent. A wetland with at least thirty (30) percent of the surface area covered by erect, rooted, herbaceous vegetation as the uppermost vegetative stratum.

Forested. A wetland with at least twenty (20) percent of the surface area covered by woody vegetation greater than twenty (20) feet in height.

Scrub-shrub. A wetland with at least thirty (30) percent of its surface area covered by woody vegetation less than twenty (20) feet in height as the uppermost stratum.

Wetlands. See OMC [18.32.505](#).

Wetlands, Isolated. Those regulated wetlands which:

- a. Are outside of and not contiguous to any one hundred (100)-year floodplain of a lake, river or stream; and
- b. Have no contiguous hydric soil between the wetland and any surface water.

Wetlands Mitigation Bank. A site where wetlands are restored, created, enhanced, or in exceptional circumstances, preserved expressly for the purpose of providing compensatory mitigation in advance of authorized impacts to similar resources.

Wetland - Mosaic. A wetland where each patch of wetland is less than one (1) acre; and each patch is less than one hundred (100) ft apart, on the average; and the areas delineated as vegetated wetland are more than fifty percent (50%) of the total area of the wetlands and the uplands together, or wetlands, open water, and river bars, all as defined in the Washington State Wetland Rating System for Western Washington(2004) as amended or revised.

Wholesale Sales or Trade. Establishments or places of business primarily engaged in selling merchandise to retailers.

Wildlife blind. A structure no larger than two hundred (200) square feet used for the observation of wildlife.

Wireless Communication Facility (WCF). Any staffed or unstaffed location for the transmission and/or reception of radio frequency signals, or other wireless communications, and usually consisting of an antenna or group of antennas, transmission cables, and equipment cabinets, and may include an antenna support structure. The following developments shall be deemed a WCF: developments containing new, mitigated, or existing antenna support structures, public antenna support structures, replacement antenna support structures, collocation on existing antenna support structures, attached wireless communications facilities, concealed wireless communication facilities, and non-concealed wireless communication facilities. Excluded from the definition are: non-commercial amateur radio, amateur ham radio and citizen band antennas, satellite earth stations and antenna support structures, and antennas and/or antenna arrays for AM/FM/TV/HDTV broadcasting transmission facilities.

Specific types of WCFs include:

Attached WCF. An antenna or antenna array that is secured to an existing building or structure other than an antenna support structure - including light standards, transmission towers, utility poles, or the like - together with a) any accompanying pole or device which attaches it to the building or

structure, b) transmission cables, and c) an equipment cabinet, which may be located either on the roof or inside/outside of the building or structure. An attached wireless communications facility is considered to be an accessory use to the existing principal use on a site. (See also Freestanding WCF.)

Concealed WCF, sometimes referred to as a stealth or camouflaged facility. A WCF, ancillary structure, or WCF equipment compound that is not readily identifiable as such, and is designed to be aesthetically compatible with existing and proposed building(s) and uses on a site. There are two types of concealed WCFs: 1) attached and 2) freestanding. 1) Examples of concealed attached facilities include, but are not limited to the following: painted antenna and feed lines to match the color of a building or structure, faux windows, dormers or other architectural features that blend with an existing or proposed building or structure. 2) Concealed freestanding WCFs usually have a secondary, obvious function which may be, but is not limited to the following: church steeple, windmill, bell tower, clock tower, light standard, flagpole with or without a flag, or tree. (See also Non-concealed WCF.)

Freestanding WCF. Any staffed or unstaffed location for the transmission and/or reception of radio frequency signals, or other wireless communications, and usually consisting of an antenna or group of antennas, feed lines, and equipment cabinets, and may include an antenna support structure. A freestanding wireless communication facility includes, but is not limited to the following: guyed, lattice, or monopole antenna support structures. (See also Attached WCF.)

Non-concealed WCF. A wireless communication facility that is readily identifiable as such and can be either freestanding or attached. (See also Concealed WCF.)

ROW Attached Structure. A special case of an attached WCF, this is defined as a pole or other structure primarily used as an electrical transmission support structure for electrical, telephone, cable, or other wired services that can be or has been configured to support the antenna(s) and feedlines of one or more wireless service providers for use as a WCF.

Wireless Communications. Any personal wireless service, which includes but is not limited to: cellular, personal communication services (PCS), specialized mobile radio (SMR), enhanced specialized mobile radio (ESMR), and unlicensed spectrum services utilizing devices described in Part 15 of the FCC rules and regulations (e.g., wireless internet services and paging).

Wireless Telecommunications Master Plan. A plan developed to enforce applicable development standards, state statutes, and federal regulations related to the deployment of wireless telecommunications infrastructure.

Workshops for Disabled People. Sheltered workshops and facilities which provide disabled people with opportunities for training, recreation, and/or employment. This may include assembly of products or any other activity allowed as a permitted use in the district.

X. DEFINITIONS - SPECIFIC.

Xeriscape. A landscape design which conserves water through creative landscaping. Principles of xeriscape design include reduction of turf areas and increased use of groundcover; grouping of plants with similar water needs; soil improvements to increase moisture and decrease evaporation; and use of drought tolerant plant materials.

Y. DEFINITIONS - SPECIFIC.

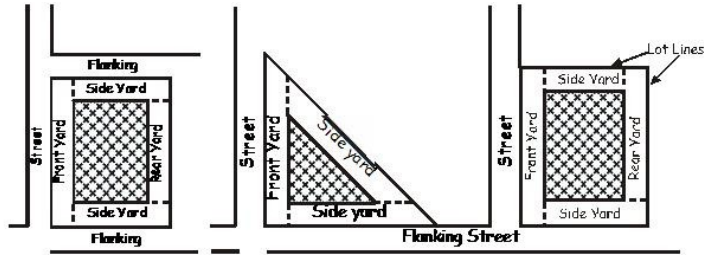
Yard. An open space on a parcel of land, other than a court, unobstructed and unoccupied from the ground upward, except for projections permitted by this code.

- a. Front yard. A yard extending across the full width of the building site, having at no point less than the minimum required distance between the front property line and the building line.
- b. Rear yard. A yard extending from one side property line to the other, except in the case of a corner building site when the rear yard shall extend from the interior side property line to the opposite side yard.
- c. Side yard. A yard extending from the front yard to the rear yard, except in the case of a corner building site when the side yard on the flanking street shall extend to the rear property line. [NOTE: See Figure 2-10 for yard examples.]

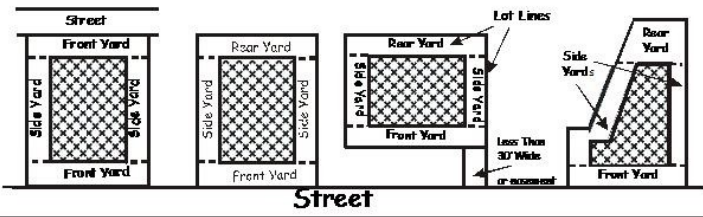
Year. Three hundred and sixty-five days in a normal year, or 366 in a leap year.

Z. DEFINITIONS - SPECIFIC.

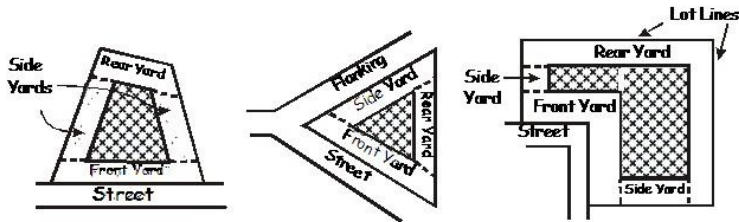
Zero Lot. A lot designed in such a manner that one (1) or more sides of the structure may rest directly on or near a side lot line.



CORNER LOT EXAMPLES



INTERIOR LOT EXAMPLES



**ODD-SHAPED LOT EXAMPLES
REQUIRED YARDS**

 **Building (Zoning) Envelope (Two Dimensional)**

FIGURE 2-10

Chapter 18.04
RESIDENTIAL DISTRICTS

18.04.000 Chapter Contents

Sections:

- [18.04.020](#) Purposes.
- [18.04.040](#) Permitted, conditional, and prohibited uses.
- [18.04.060](#) Residential districts' use standards.
- [18.04.080](#) Residential districts' development standards.
- [18.04.090](#) Additional regulations.

18.04.020 Purposes

A. The general purposes of the residential districts contained in this chapter are as follows:

1. To provide a sustainable residential development pattern for future generations.
2. To encourage development of attractive residential areas that provide a sense of community and contain a variety of housing types to accommodate different lifestyles and household sizes.
3. To maintain or improve the character, appearance, and livability of established neighborhoods by protecting them from incompatible uses, excessive noise, illumination, glare, odor, and similar significant nuisances.
4. To establish a compact growth pattern to efficiently use the remaining developable land; enable cost effective extension and maintenance of utilities, streets and mass transit; and enable development of affordable housing.
5. To enable community residents to reside and work within walking or bicycling distance of mass transit, employment centers, and businesses offering needed goods and services in order to reduce traffic congestion, energy consumption, and air pollution.
6. To provide for development of neighborhoods with attractive, well connected streets, sidewalks, and trails that enable convenient, direct access to neighborhood centers, parks, and transit stops.
7. To ensure adequate light, air, and readily accessible open space for each dwelling unit in order to maintain public health, safety, and welfare
8. To ensure the compatibility of dissimilar adjoining land uses.
9. To protect or enhance the character of historic structures and areas.



Commented [A5]: OMC 18.04.020 Section A,7
The increased height limits and decreased set back requirements pose the potential to decrease the amount of sunlight on adjacent properties. In this region of the country where sunlight deprivation is a health concern, keeping height limits in proportion to existing neighboring structures and increased set back requirements or building placement requirements are needed to prevent casting shadows onto adjacent properties.

Commented [A6]: OMC 18.04.020 Section A 8
When does property development that is leased become a commercial property and thus a land use different from residential?

10. To provide residential areas of sufficient size and density to accommodate the city's projected population growth, consistent with Section [36.70A.110](#), RCW.

11. To preserve or enhance environmental quality and protect ground water used as a public water source from contamination.

12. To minimize the potential for significant flooding and allow recharge of ground water.

13. To allow innovative approaches for providing housing, consistent with the policies of the Comprehensive Plan.

14. To ensure that development without municipal utilities is at a density and in a configuration that enables cost effective urban density development when municipal utilities become available.

B. The additional purposes of each individual residential district are as follows:

1. Residential - 1 Unit Per 5 Acres. This designation provides for low-density residential development in designated sensitive drainage basins in a manner that protects aquatic habitat from degradation.

2. Residential Low Impact (RLI). To accommodate some residential development within sensitive drainage basis at densities averaging from two (2) to four (4) units per acre, provided that the development configuration avoids stormwater and aquatic habitat impacts.

3. Residential - 4 Units per Acre (R-4 and R-4CB). To accommodate residential development in areas sensitive to stormwater runoff in a manner and at a density (up to four (4) units per acre) that avoids stormwater related problems (e.g., flooding and degradation of environmentally Critical Areas).

4. Residential 4-8 Units per Acre (R 4-8). To accommodate single-family houses and townhouses at densities ranging from a minimum of four (4) units per acre to a maximum of eight (8) units per acre; to allow sufficient residential density to facilitate effective mass transit service; and to help maintain the character of established neighborhoods.

5. Residential 6-12 Units per Acre (R 6-12). To accommodate single-family houses, duplexes and townhouses, at densities between six (6) and twelve (12) units per acre, in locations with frequent mass transit service (existing or planned). This includes areas along or near (e.g., within one-fourth (1/4) mile) arterial and major collector streets. Parcels located in the High Density Corridor Transition Area are allowed triplex and fourplex housing types (18.04.060(FF)).

Commented [A7]: OMC 18.04.020 Section A 11
Are residential areas that rely on wells protected under this item from further density and development?

What about areas still served by septic and not city sewer?

Commented [A8]: OMC 18.04.020 Section A 12
What about those residential areas that currently experience flooding, sewage problems, etc. from inadequate groundwater recharge?

Commented [A9]: OMC 18.04.020 Section A 13
"Providing" housing sounds like housing other than at market rates. "Innovative approaches" just seems intentionally broad.

Commented [A10]: OMC 18.04.020 Section B, Items 4 & 5

Why isn't this portion of the code being updated to reflect the additional housing types proposed under MMH? Both definitions (R4-8 and R6-12) here are changing to add additional housing types. For consistency, the additional allowable housing types should be included here. (18.04 B 4 and 5).

6. **Mixed Residential 7-13 Units per Acre (MR 7-13).** To accommodate a compatible mixture of houses, duplexes, townhouses, and apartments in integrated developments with densities averaging between seven (7) and thirteen (13) units per acre; to provide a broad range of housing opportunities; to provide a variety of housing types and styles; and to provide for development with a density and configuration that facilitates effective and efficient mass transit service. This district generally consists of parcels along arterial or collector streets of sufficient size to enable development of a variety of housing types.



7. **Mixed Residential 10-18 Units per Acre (MR 10-18).** To accommodate a compatible mixture of single-family and multifamily dwellings in integrated developments close to major shopping and/or employment areas (at densities averaging between ten (10) and eighteen (18) units per acre); to provide a variety of housing types and styles; to provide for development with a density and configuration that facilitates effective and efficient mass transit service; to provide opportunities for people to live close to work and shopping in order to reduce the number and length of automobile trips; and to enable provision of affordable housing.

8. **Residential Multifamily - 18 Units per Acre (RM-18).** To accommodate predominantly multifamily housing, at an average maximum density of eighteen (18) units per acre, along or near (e.g., one-fourth (¼) mile) arterial or major collector streets where such development can be arranged and designed to be compatible with adjoining uses; to provide for development with a density and configuration that facilitates effective and efficient mass transit service; and to enable provision of affordable housing.

9. **Residential Multifamily - 24 Units per Acre (RM-24).** To accommodate predominantly multifamily housing, at an average maximum density of twenty-four (24) units per acre, in locations close (e.g., one-fourth (¼) mile) to major employment and/or shopping areas; to provide for development with a density and configuration that facilitates effective and efficient mass transit service; and to enable provision of affordable housing.

10. **Residential Multifamily - High Rise (RMH).** To accommodate multifamily housing in multistory structures near the State Capitol Campus; to provide opportunities for people to live close to work, shopping, services and a major mass transit hub; to create a desirable living environment for residents of the district; and to ensure that new high rise buildings incorporate features which reduce their perceived scale and allow sunlight to reach street level.

11. **Residential Mixed Use (RMU).** To accommodate attractive, high-density housing, pedestrian oriented commercial and mixed-use development which reinforces downtown's historic character; to provide for coordinated pedestrian

Commented [A11]: OMC 18.04.020 Section B, Item 6. Another way to achieve Missing Middle would be to rezone areas of R4-8 and R6-12 to Mixed Residential. No wonder so many have called MM a rezone! Please consider changing the zoning of R areas to MR only where lots are within a 10-minute walk radius of proposed neighborhood centers and/or commercial centers. This sort of selective and intentional re-zoning of a limited portion of residential areas can better achieve the aims of the comprehensive plan than wholesale adoption of the Missing Middle Housing recommendations.

amenities; to preserve viable downtown housing; to enable businesses to locate within walking distance of residences and offices; to provide a transition between commercial and residential districts; and to require new high rise buildings to incorporate features which reduce their perceived scale and allow sunlight to reach street level.

12. Urban Residential (UR). To accommodate multifamily housing in multistory structures in or near the State Capitol Campus; downtown, High Density Corridor, or other activity center areas; to provide opportunities for people to live close to work, shopping, and services; to help achieve City density goals, to create or maintain a desirable urban living environment for residents of the district; and to ensure that new urban residential buildings incorporate features which encourage walking and add interest to the urban environment.

13. Manufactured Housing Park (MHP). To accommodate mobile homes and manufactured housing in mobile/manufactured housing parks; to accommodate manufactured housing on individual lots; to accommodate single-family houses, duplexes and townhouses, at densities between five (5) and twelve (12) units per acre, in locations with frequent mass transit service (existing or planned). This includes areas along or near (e.g., within one-fourth (1/4) mile) arterial and major collector streets.

(Ord. 6594 §4, 2008; Ord. 6517 §7, 2007; Ord. 6404 §1, 2006; Ord. 6323 §2, 2004; Ord. 6140 §16, 2001; Ord. 5661 §6, 1996; Ord. 5517 §1, 1995).

missingmiddle

From: Jeanne Miller <jamiller_studio@hotmail.com>
Sent: Thursday, May 24, 2018 6:06 PM
To: missingmiddle
Subject: The non-missing "missing middle." Please do not destroy the character of our long-established neighborhoods.

Someone else said it better than I could, so here it is:

Dear Olympia Planning Commission,

Thank you for the opportunity to provide feedback from a constituent perspective regarding your efforts to implement "Missing Middle" zoning changes. While I appreciate your hard work on this matter, I am deeply concerned about this process proceeding without further consideration and stakeholder input.

I have been a member of this community for approximately 12 years, have owned two homes during that time, and am happily raising my family in this great city. One of the many things I love about Olympia is our sense of community and the involvement of its well-informed citizens. That's why I was so shocked to find out about this initiative and its inexplicably rapid pace of adoption. It only came to my attention because a concerned individual knocked on doors in my neighborhood to encourage local residents to learn more.

The population growth projections highlight the need for additional housing in Thurston County. We are all aware of the escalating home prices and the competitiveness that accompanies a robust housing market. For those of us who survived the long, painful recession and waited many years for this same market to recover (so we could still sell at a loss), this is a welcome upswing.

Although I fully agree that affordable housing options need to be developed, I am not yet convinced that the "Missing Middle" zoning changes are the answer. There is no guarantee that housing options generated under this proposal will indeed be more affordable. In fact, in many of the case examples provided, the price per square foot would actually be significantly higher as there is a premium for high design and upgrades. I could not be more in favor of high quality, well-designed housing options. However, the old adage, "you can have it good, fast, or cheap...pick two" applies here.

Additionally, the focus of "Missing Middle" is infill zoning. Olympia's established neighborhoods are a result of carefully planned, restrained growth using the current zoning standards. I can't help but feel as if there is a rush to implement these changes without full consideration of the possible unintended consequences. The character and quality of our neighborhoods could be dramatically altered with little to no recourse.

Property values for hardworking taxpayers could be adversely affected. As you know, everyone purchasing a home has a due diligence period to research important factors such as zoning codes for the property under contract in addition to those adjacent to it. For example, when my husband and I were in the process of purchase our current home, we carefully evaluated all of the properties in our neighborhood to confirm that they were R-4-8 to ensure that reasonable growth could be sustained throughout our time of our ownership. We intentionally chose a neighborhood with larger lots and open spacing so that the houses are not right on top of each other. Our property's purchase price absolutely reflected this. By changing the rules on existing infill properties, you would effectively create a bait and switch. Any home adjacent to ours could potentially be sold, torn down, and replaced with a large multi-family housing unit with nearly non-existent setbacks from the property line. We would have absolutely no say or course of action to stop such development. Our property values (for which we already paid a hefty premium) could plummet as a result. Where is the fairness in that?

To be clear, I am not another "NIMBY" elitist to be written off. I am a social worker, have worked in healthcare and social services for 20 years, and have dedicated my entire career to social justice and fighting inequality. I am profoundly sensitive to the needs of lower and middle income individuals and families. I personally grew up in extreme poverty beyond what most could even imagine. I was a first generation college graduate and have had to work incredibly hard for absolutely everything I have. Against all odds, I eventually achieved the American dream, undeterred by unspeakable setbacks, and could not be happier that it has happened in this great city of Olympia. Olympia will never be the same if this zoning change is implemented.

Contrary to what one might assume from my stated concerns, I am actually a huge proponent of high density housing. Urban and suburban sprawl have far-reaching environmental and socioeconomic consequences that need to be addressed. Thurston County has many examples of wonderfully designed high density communities. In fact, my first home in Thurston County was a perfect example of how this can be done really well (i.e., Kensington by Rob Rice in SE Lacey). It was a truly walkable and bikeable neighborhood with direct access to amenities such as the Chehalis Western Trail, multiple parks including Rainier Vista and William A. Bush Park, retail establishments like Rite Aid and Lowes, restaurants such as Hopjacks and Mod Pizza, multiple grocery stores, and highly affordable housing at many different price points (with a good mix of owner and renter occupied single family homes in one neighborhood, duplexes in an adjacent neighborhood, and apartments tastefully integrated in between). The ability to shop, go out to eat, get coffee, go to the dentist, workout at the gym, service the car, get a haircut, mail a package, and take the dog to the park within such a tight radius represents a remarkably sustainable lifestyle that should be emulated. Previously undeveloped land was turned into something spectacular. The resulting work of multiple developers working in concert with each other helped meet the needs of our rapidly growing community (and undoubtedly made those developers a healthy profit for their thoughtful efforts). All of this was accomplished without the proposed "Missing Middle" zoning standards.

Before we irrevocably alter the character and livability of established neighborhoods, why not focus our development efforts on the ample undeveloped land available for purchase throughout Thurston County? What prevents us from focusing instead on developing model neighborhoods that embody smart, sustainable urban planning principles? Also, with the extensive urban blight throughout Downtown Olympia, could we not better harness our collective energy on the redevelopment of severely neglected properties to create a true downtown core that residents and visitors alike would be excited to explore?

In contrast with Lacey and Tumwater, Olympia has historically been notoriously anti-development, much to its own detriment. That is what is so confusing about this particular initiative being pushed so hard, so fast without thorough consideration of the far-reaching consequences or adequate stakeholder input. I implore you to please reconsider your current course of action, pause, slow this process down, make an effort to adequately inform and engage those who will be impacted, and reflect on whether this model is truly the right direction for our beautiful city. The future of Olympia depends on it.

Thank you for your time and consideration.

Most sincerely,

Your Neighbor

Jeanne Miller
Olympia, WA

Joyce Phillips

From: Joyce Phillips
Sent: Tuesday, May 29, 2018 11:10 AM
To: missingmiddle
Subject: FW: Missing Middle Data
Attachments: OPC 52118.pdf; 1428 4th Avenue E.pdf; 18.04.080 UnitsAcre 529.pdf

From: Jay Elder <jayelder@comcast.net>
Sent: Tuesday, May 29, 2018 10:58 AM
To: Joyce Phillips <jphillip@ci.olympia.wa.us>
Subject: Missing Middle Data

Joyce, Could you please relay these to Planning Commission members?

Thanks,

Jay

Appendix A

Appendix B

5/29/18

Jay Elder
 1018 Olympia Avenue NE
 Olympia, WA 98506
 360-888-7292
jayelder@comcast.net

Olympia Planning Commission Members
 Olympia City Hall
 601 4th Avenue East
 Olympia, WA 98501

Dear OPC Members,

Below, I would like to show that:

- The Olympia Comprehensive Plan does not support Missing Middle, on balance
 - The City has not inspired confidence in its execution of design review
 - The TRPC Capacity Assessment has not accurately predicted the effect MM will have on demolitions of properties
 - Olympia's housing needs aren't met by MM.
1. Five Comp Plan provisions have been cited on the MM web page to support MM. Only one actually recommends blending multifamily housing into neighborhoods (PL 16.10).
- <http://olympiawa.gov/city-government/codes-plans-and-standards/missing-middle.aspx>
- PL16.2 Adopt zoning that allows a wide variety of compatible housing types and densities.
[See 16.5 and 16.10 comments below](#)
 - PL16.5 Support affordable housing throughout the community by minimizing regulatory review risks, time and costs and removing unnecessary barriers to housing, by permitting small dwelling units accessory to single-family housing, and by allowing a mix of housing types.
[This is already allowed with ADUs, tiny houses, cottages, manufactured homes, townhouses](#)
 - PL16.9 In all residential areas, allow small cottages and townhouses, and one accessory housing unit per home -- all subject to siting, design and parking requirements that ensure neighborhood character is maintained.
[See 16.5 answer above](#)
 - PL16.10 Require effective, but not unreasonably expensive, building designs and landscaping to blend multi-family housing into neighborhoods.
[It is impossible to "blend" fourplexes, triplexes and 12-unit townhouses, cottage developments and courtyard apartments into single-family neighborhoods](#)

- **PS3.1 Promote a variety of residential densities and housing types so that housing can be available in a broad range of costs**

Olympia is lacking in inventory of all housing types (even single-family), but the greatest crisis is in the supply of affordable rental units. According to

<https://www.zillow.com/research/zillow-group-report-2016-13279/#rentercharacter>,

on the west coast, most renters want to live in apartment buildings, followed by single-family homes. Apartment buildings (and large townhouses, triplexes and fourplexes) are best placed in our nodes, along permanent, frequently-serviced, transit routes.

2. On the other hand, many Comp Plan provisions specifically prohibit the process used in creating the MM plan, and/or certain aspects of MM development

PP5.1 Work with neighborhoods to identify the priorities, assets and challenges of designated sub-area(s), as well as provide information to increase understanding of land-use decision-making processes and the existing plans and regulations that could affect them.

The MM plan was created by the Planning Department, to be imposed wholesale on residential neighborhoods, without taking into account their priorities, preferences or assets. No neighborhood input was solicited in creating the plan. No sub-areas groups were contacted. Instead residents have only been allowed to react to the plan.

PL1.2 Focus development in locations that will enhance the community and have capacity and efficient supporting services, and where adverse environmental impacts can be avoided or minimized.

No evaluation was made of the capacity of neighborhoods' sewer, water, street, sidewalk and other facilities, when prescribing the new MM housing types (triplexes, fourplexes, 12-unit townhouses, cottage developments and courtyard apartments)

PL3.2 Preserve those elements of the community which are unique to Olympia or which exemplify its heritage.

PL3.5 Encourage development that is compatible with historic buildings and neighborhood character, and that includes complementary design elements such as mass, scale, materials, setting, and setbacks.

PL3.6 Plan for land uses that are compatible with and conducive to continued preservation of historic neighborhoods and properties; and promote and provide for the early identification and resolution of conflicts between the preservation of historic resources and competing land uses.

MM turns established, healthy, residential areas into commercial zones, allowing 3 - 12 unit buildings in parts of historic districts, and in renovated neighborhoods where houses were built mainly before 1930. By waiving any requirement for a landlord to be

on the property, MM opens the door to absentee landlords and investment groups to build whatever brings the most profit, without regard to the mass, scale, materials, setting and setbacks.

-
- PL3.8 Encourage preservation and discourage demolitions or partial demolitions of intact historic structures. Community beauty is combined with unique neighborhood identities.**
- PL5.5 Provide incentives and assistance for preserving, restoring, redeveloping and using historic buildings, districts, neighborhoods, streets, structures, objects and sites.**
- PL5.7 Recognize the value of historic preservation as part of the effort to maintain an affordable housing stock.**
- PL6.2 The design review process should recognize differences in the city with the objective of maintaining or improving the character and livability of each area or neighborhood.**
- PL6.4 Require multi-family housing to incorporate architectural forms and features common to nearby housing; to include porches, balconies, bay windows and similar details; to have entries oriented to streets or a courtyard, and include accessible open space; and to be reduced in size near lower density residential districts.**
- PL20.1 Require development in established neighborhoods to be of a type, scale, orientation, and design that maintains or improves the character, aesthetic quality, and livability of the neighborhood.**

By changing the rules to enable investment property, MM allows investors to out-compete those families who might buy these houses to live in. As the ability to make income on a property increases, so does the per-square-foot value of the property. A point will be reached where well-maintained historic properties will be torn down to be replaced with higher-income-generating, more expensive units. ([See Appendix A](#))

In the meantime, design review will be carried out only by the Planning Department for any MM development (triplex, fourplex, townhouse, courtyard apartments) in R-12 or less zones. **Find this on pages 269-270 of Draft Code Revisions (18.100.090 A and B).**

An example of past Planning Department design review decisions is shown below. Note the degree of compatibility with regard to mass, scale, materials, setting, and setbacks



-
- PL11.1 Encourage increasing the intensity and diversity of development in existing commercial areas by mixing commercial and multi-family development along with entertainment and cultural centers in a way that will reduce reliance on cars and enable people to work, shop, recreate and reside in the same area.**
- PL11.2 Provide incentives for housing in commercial districts near transit stops.**
- PL11.3 Work with developers to identify commercial areas for infill and redevelopment, to remove unnecessary barriers to this type of development, and to provide the infrastructure needed for intensive commercial and mixed use development.**
- PL14.2 Concentrate housing into three high-density Neighborhoods: Downtown Olympia, Pacific/ Martin/Lilly Triangle; and the area surrounding Capital Mall. Commercial uses directly serve high-density neighborhoods and allow people to meet their daily needs without traveling outside their neighborhood. High-density neighborhoods are highly walkable. At least one-quarter of the forecasted growth is planned for downtown Olympia.**

Why are we not putting the larger MM housing in the nodes with permanent, frequent transit, before putting them in existing neighborhoods?

- PL14.3 Preserve and enhance the character of existing established Low-density Neighborhoods. Disallow medium or high-density development in existing Low-density Neighborhood areas except for Neighborhood Centers.**

In the Land Use and Urban Design section of the Comp Plan, low-density neighborhoods are defined as single-family residential, with up to 12 units per acre.

In the MM Draft Code Revisions on page 140, 189.04.080, 1b says that

The maximum housing densities specified in Table 4.04 shall not apply on lots 10,000 square feet or less for townhomes, nor on lots 1/2-acre or less for duplexes, triplexes, fourplexes, and courtyard apartments in the R4-8 and R6-12 zoning districts; however, the minimum lot sizes in Table 4.04 shall still apply.

According to these calculations, based on minimum lot sizes, (see Appendix B)

On a 10,000 square foot parcel,

townhomes could reach 15 units/acre in R-4-8 zones, and 20 units/acre in R-6-12 zones

On a half-acre (21780 square foot) parcel,

<u>Duplexes</u>	could reach 12 units/acre in R-4-8T, and 16units/acre in R-6-12 zones
<u>Triplexes</u>	could reach 12 units/acre in R-4-8, and 18 units/acre in R-6-12 zones
<u>Fourplexes</u>	could reach 16 units/acre in R-4-8 zones <u>and</u> R-6-12 zones
<u>Courtyard Apartments</u>	It's not clear that Courtyard Apartments could <u>not</u> reach 24 units/acre in R-4-8 zones, and 48 units/acre in R-6-12 zones

In summary, MM has only one Comp Plan provision to specifically recommend putting multi-family housing in existing neighborhoods, and 20 provisions, which specifically discourage or prohibit MM proposals.

3. The 1/19/18 TRPC Missing Middle residential Capacity Assessment, pages 1 and 4, predicts that demolitions of houses will be a minor problem, will happen mainly to cheap houses, and the properties will not likely be redeveloped. During about half the years this data was taken, was the biggest recession since 1929. It was also taken in neighborhoods, which didn't allow triplexes, fourplexes and 12 -unit townhouses, cottage developments and townhouses.

In Appendix A is a current example of a \$500,000, half-acre property, having 3 intact historic buildings, on 4th Avenue East. The plan is to raze all three buildings and build a tall modern building. This kind of building does belong on an urban corridor. My point is that, with new MM rules, if a property in a residential neighborhood has the potential to generate more income, all existing properties are in danger of demolition. This brings a loss of well-maintained historic houses, neighborhood character, a valid housing option, and quality of life.

4. Although MM has never identified the goals, which might bring about its creation, other than one Comp Plan provision mentioned earlier, there are some definite housing problems in Olympia, which should give rise to new policy.

A. Over a third of Olympians can't afford the average 1-bedroom apartment. And Olympia needs more variety in types of units that can be rented.

Many Olympians, who support MM, do so based on the misconception that it will create affordable housing. MM doesn't even claim this.

Many ill-informed MM supporters believe that MM will make tiny houses and ADUs possible, thinking they aren't possible now. They are.

As mentioned above, MM is more likely to increase housing costs even faster than we have seen recently, based on increased commercial speculation. This trend has been shown in town after town on the west coast.

A requirement/incentive motivating multi-family developers to include a percentage of lower-cost units in their buildings would aid affordability.

The Zillow study, mentioned earlier, shows most west coast renters want to rent

apartments and single-family houses. If we are to increase affordable (cheaper) housing, we need to build mainly apartments, which are smaller, part of a large building (for economy of scale), and on a permanent transit line (nodes). For those renters who really want to live in a residential neighborhood and enjoy the assets it offers, reducing fees required to build ADUs and cottages will help, as will allowing duplexes, which are a size more compatible with residential houses.

B. Suburban sprawl continues. Stopping it is largely unrelated to MM in Olympia. Single-family houses are still in demand and that's why they are still built. Unless prevented by a county law, they will continue to be built over farmland. The Zillow study finds that most home-owners are older (baby boomers). The Suburbanstats site, drawing on Census data, found 15% of Olympians are 65 and over in 2017.

<https://suburbanstats.org/population/washington/how-many-people-live-in-olympia>

Many of these people will be selling their houses in the next decade, and if Olympia's near-downtown single-family neighborhoods retain their livable assets, this will prevent another ring of suburban single-family houses from being built. Under-utilized single-family houses is a temporary problem in Olympia. We should not destroy this asset.

C. We need people to live near transit and infrastructure. There are bus lines in Olympia, which are located on arterials and feeder streets. Some bus routes are relatively infrequent, and perhaps non-permanent, yet allowing larger multi-family housing along these major streets, and in Neighborhood Centers, is a good idea. The scale, decor, and noise level is already different than in a single-family residential area.

In a residential neighborhoods, even a block away from an arterial, the atmosphere is very different: unique character, quieter, smaller buildings, less-trafficked streets, open space, air and views. These areas should accommodate housing no larger than a duplex. Most residential housing is 25 feet tall or less.

I believe the larger MM housing should only be allowed on main streets, not one or two blocks into surrounding R-4-8 and R-6-12 residential areas. Preserve a popular living option near town: denser, yet still largely single-family residential neighborhoods.

D. Many single-family house are in configurations that are not easily retrofitted to densification. To reduce car trips and make existing neighborhoods more walkable, Neighborhood Centers and services should be revisited and sited in these suburbs. the Comp Plan recommends this.

Well you've heard enough. please consider picking and choosing among various MM provisions, or even consider a do-over, where policy is made in order to solve housing problems we actually have in Olympia.

Thank You,

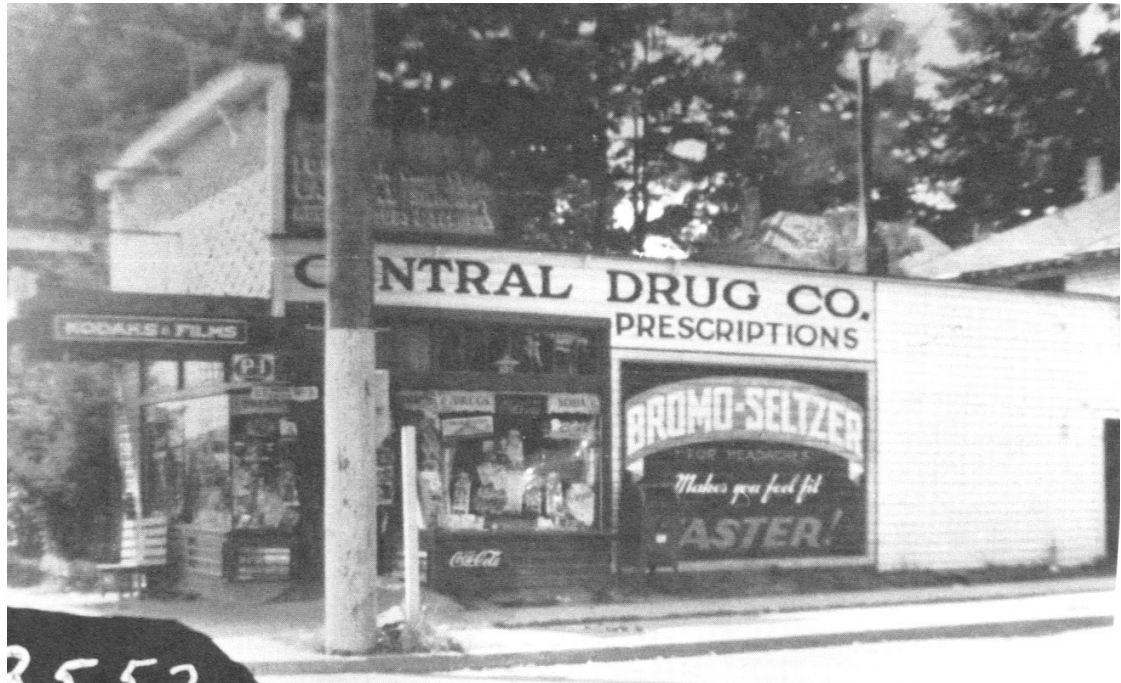
Jay Elder

1428 4th Avenue East in Olympia, Washington

From “Working Man’s Hill”, by Rebecca Christie, 2001, pages 106 - 110

On the NW corner of 4th Avenue NE and Central St, built in 1925 by Bill Fuller, this building housed Central Drug Co, operated by George Gunstone, from 1929 - 1963.

Picture taken
in 1939



Picture taken
in 2018

Other houses on the 1428 4th Avenue E property in 2018

This half-acre property is currently assessed at \$499,900 (<http://tcproperty.co.thurston.wa.us/propsql/basic.asp?pn=49500200500#> at Thurston County Assessor site).

In a Site Plan Review Committee presubmission conference held tomorrow (5/30/18) a proposal will be made to demolish these buildings and replace them with a 6-story modern building. Although this is appropriate on an urban corridor, it shows that tear-downs are very possible for historic properties, which are preserved and valuable.

Maximum Units per Acre according to OMC 18.04.080 1. b. Orange cells highlight actual densities used.

Housing Type	Bonus	Minimum Lot Size		Parcel Size (sf)	Housing Type/Parcel		Housing Type/Parcel (rounded)		Housing Type/Acre (rounded) including bonus		Units/Acre (18.04.080)		Units/Acre (no 18.04.080)		Unit/Acre: 70% of Limit (rounded)	
		R-4-8	R-6-12		R-4-8	R-6-12	R-4-8	R-6-12	R-4-8	R-6-12	R-4-8	R-6-12	R-4-8	R-6-12	R-4-8	R-6-12
Townhomes (1 unit)	15%	3000	2400	10000	3.33	4.17	3	4	15	20	15	20	9	14	11	14
Duplexes (2 units)	0%	7200	6000	10000	1.39	1.67	1	2	4	9	8	18	8	12	6	8
Triplexes (3 units)	0%	9600	7200	10000	1.04	1.39	1	1	4	4	12	12	8	12	6	8
Fourplexes (4 units)	0%	13000	9600	10000	0.77	1.04	0	1	0	4	0	16	0	12	0	8
Courtyard Apts (12 units)	0%	17500	13000	10000	0.57	0.77	0	0	0	0	0	0	0	0	0	0

Housing Type	Bonus	Minimum Lot Size		Parcel Size (sf)	Housing Type/Parcel		Housing Type/Parcel (rounded)		Housing Type/Acre (rounded) including bonus		Units/Acre (18.04.080)		Units/Acre (no 18.04.080)		Unit/Acre: 70% of Limit (rounded)	
		R-4-8	R-6-12		R-4-8	R-6-12	R-4-8	R-6-12	R-4-8	R-6-12	R-4-8	R-6-12	R-4-8	R-6-12	R-4-8	R-6-12
Townhomes (1 unit)	15%	3000	2400	21780	7.26	9.08	7	9	16	21	16	21	9	14	6	10
Duplexes (2 units)	0%	7200	6000	21780	3.03	3.63	3	4	6	8	12	16	8	12	8	11
Triplexes (3 units)	0%	9600	7200	21780	2.27	3.03	2	3	4	6	12	18	9	12	8	13
Fourplexes (4 units)	0%	13000	9600	21780	1.68	2.27	2	2	4	4	16	16	12	12	11	11
Courtyard Apts (12 units)	0%	17500	13000	21780	1.24	1.68	1	2	2	4	24	48	12	24	17	34

Rounding to nearest 1 Rounding to nearest 1 If max densities don't apply Normal MM limits Multiply by .7
 Yellow text = over limit

b. The maximum housing densities specified in Table 4.04 shall not apply on lots 10,000 square feet or less for townhomes, nor on lots 1/2-acre or less for duplexes, triplexes, fourplexes, and courtyard apartments in the R4-8 and R6-12 zoning districts; however, the minimum lot sizes in Table 4.04 shall still apply. (See also OMC 18.64.080.B)