

# Olympia Planning Commission

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August 6, 2018

Dear Mayor Selby and City Councilmembers:

The Olympia Planning Commission (OPC) is pleased to provide its recommendation on the code text amendments on Missing Middle Housing and a related recommendation about impact fees and general facilities charges.

The OPC conducted a public hearing on March 19, 2018 and considered over 1,000 pages of written public comments. Our review focused on the following issues:

- Are recommendations consistent with the Olympia Comprehensive Plan? (Review against individual goals and policies)
- Balancing various goals and policies within the Comprehensive Plan
- Effect of Missing Middle on “neighborhood character” and design
- Wide variety and breadth of public comments, both for and against
- Potential effect on real estate values
- Effect of Missing Middle on parking on City streets
- Potential of increasing “tear-downs” of existing housing and displacement of low-income renters
- Does Missing Middle address critical issues, such as affordability? (Who bears costs and benefits?)
- Do the recommendations address all of the constraints to building Missing Middle housing? What else could be done? (Additional approaches may be needed to meet existing demand for housing. Other solutions could include: Community Land Trusts, upzoning land in the urban growth area, grid development versus “subdivision” development.)

The Commission recommends approval of the staff recommendations as proposed, with the following modifications:

1. Eliminate recommendation of a study of stormwater general facilities charges to determine how duplex impacts compare with those of apartments, ADUs, and townhouses. During deliberations it became apparent that this recommendation is not needed as it is already being addressed administratively by Public Works.
2. Require one (1) off-street parking space for every four (4) units in a Single Room Occupancy building.
3. For duplexes, triplexes, fourplexes, courtyard apartments, and townhouses: Require one off-street parking space per unit, or one and one-half (1.5) spaces if on-street parking is not available.
4. Allow triplexes, fourplexes, and courtyard apartments in the Residential 4-8 (R 4-8) zoning district

within 300 feet of transit routes (in existence on a date as established by City Council) and commercial zoning.

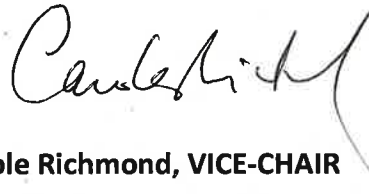
Given the numerous recommendations and perspectives of each Commissioner, it should be noted that there is *unanimous* consent on many of the recommendations, as well as *majority* consent on the recommendations by the Commission overall. To provide a more complete picture of the deliberations the Commission held, brief statements on a few issues are attached, representing the minority or dissenting opinions on those issues. Additional context of the Commission's discussion is provided by the attached summary of the discussion on each staff recommendation.

The Commission would like to thank the City Council for its patience during the months of briefings, public meetings, and deliberations. There were several issues to be discussed and worked through before issuing a recommendation.

Sincerely,



**Rad Cunningham, CHAIR**  
Olympia Planning Commission



**Carole Richmond, VICE-CHAIR**  
Olympia Planning Commission

### Minority Opinion: Study Methodology for Impact Fees and General Facilities Charges

Planning Commission Recommendation: Develop a methodology for calculating transportation and parks impact fees, and sewer general facilities charges, that reflects actual system-wide impacts of Missing Middle housing types.

In the aforementioned Missing Middle proposed changes, a research study commissioned from the City of Olympia is a prerequisite to the recommendations moving forward. However there is nothing noted in the request for these proposals about a required methodology for the studies and there is no mention of a need for an independently designed study completed with consideration of confirmation bias.

As an elected official/city staff it's rare to have all of the relevant data before making a decision. More often than not circumstances force individuals in public service to make a determination on a proposal with incomplete information, which leaves the municipal entity open to confirmation bias — meaning the public servant may pay attention to data that supports the proposal made and to dismiss or exclude the data that does not.

If the City of Olympia is commissioning a study to examine the impact of the aforementioned proposals, it must be a truly independent, peer reviewed study, completed by an entity outside of the city. It must also be completed by an entity that does not have financial bias towards the topic at hand. This is essential for reducing the likelihood of confirmation bias.

I believe a portion of the studies cited by the city in the past in support of The Missing Middle would not meet this threshold. However, if the City made an implicit effort to strive for this type of goal moving forward in its commissioned planning research, there would be better legal evidence for municipal statements that recommended proposals are evidenced based.

A further way to avoided confirmation bias is to commission a multi-factor independent study regarding what would happen if the aforementioned Missing Middle proposals made alternative or opposing recommendations. By gathering data that a public servant would need to defend alternative proposals/alternative views, and comparing this data with the data used to support the proposed changes in the Missing Middle, the likelihood of confirmation bias impacting a public servant's decision making would be greatly reduced and one's perspective may be much more informed after reviewing a larger amount of data.

In conclusion, confirmation bias can occur intentionally or unintentionally in the planning, data collection, analysis, and publication phases of commissioned research. Understanding the potential for this bias in research allows public servants to critically and independently review research presented to them and can help public servants to avoid making decisions which would be suboptimal or harmful to the community's planning.

Thank you for your consideration.

*Prepared by Jessica Blose, Planning Commissioner*

Minority Opinion: Owner Occupancy Requirement for Accessory Dwelling Units

Planning Commission Recommendation: Do not require property owner to live on the property on which an ADU is located.

I believe that City Council should delay ruling on this proposed change at this time. I am making this recommendation as I believe there will be a renewed public interest in this proposed change later in the 2018 Calendar year, as this proposed change may intersect strongly with the the topic of AirBNB style regulations. City Planning staff have reported that the topic of AirBNB regulations is a likely topic to come up to both the Planning Commission and City Council later in 2018/early 2019 and that this is topic that would require a public hearing. Due to this strong likelihood, I believe it may make more sense to bring up this proposed change at a future date.

Additionally, a delay in this particular recommended change could help mitigate perception from some members of the community that there has been a lack of community participation in the review of the Missing Middle proposals. A delay on a ruling for this proposed change could be tangible evidence of the city's commitment to both transparency and extensive community feedback in the consideration of this change.

*Prepared by Jessica Blose, Planning Commissioner*

### Minority Opinion: Zoning Districts Permitting Duplexes

Planning Commission Recommendation: Permit duplexes throughout R4-8 Zoning District.

Although I concur with much of the planning commission's recommendation on the Missing Middle, I respectfully dissent in regard to the commission's recommendation to expand allowable zoning for duplexes. Allowing zoning for duplexes across all residential zoning (R4-8 and R6-12) conflicts with several Comp Plan provisions that call for a more prescriptive approach. In particular, Policy PL16.11 "Require[s] that multi-family structures be located near a collector street with transit, or near an arterial street, or near a neighborhood center . . ." The majority's blanket approach to duplexes fails to address this mandate.

My colleagues interpret all references to "multi-family" in the Comp Plan as inapplicable to duplexes. However, this interpretation ignores the common and plain meaning of the term "multiple." And absent any definition in the Comp Plan to the contrary, there is no justification to depart from the clear dictionary definition. In fact, Washington State's Municipal Research Services Center provides a definition consistent with common meaning, describing "multi-family units" as "freestanding buildings composed of two or more separate living units . . ." See [http://www.ca-ilg.org/sites/main/files/file-attachments/2010\\_-\\_landuseglossary.pdf](http://www.ca-ilg.org/sites/main/files/file-attachments/2010_-_landuseglossary.pdf).

I would recommend either following the siting requirements for multi-family designations in the Comp Plan, or revising the Comp Plan to allow greater leniency for duplexes. But in my opinion, the majority's approach is misguided and lacks process. The City's planning commission is charged with assuring that the City acts consistently with its Comprehensive Plan, often considered to be the Plan's "safe-keepers." I would be remiss if I supported the majority's recommendation in regard to duplexes.

*Prepared by Travis Burns, Planning Commissioner*

## Minority Opinion: Parking for Accessory Dwelling Units

Planning Commission Recommendation: Remove requirement of additional parking space for ADU.

Dissenting argument: The concern about how and where people may park their vehicle often gets more debate than how and where people can live. The Planning Commission unanimously agreed that Accessory Dwelling Units should be allowed on every residential lot, provided all other standards are met, but failed to reach unanimity on removing the requirement for an additional parking space. The argument for requiring an additional parking space is based on 1) location, 2) occupancy and, 3) off-street parking limits.

- 1) Location: Since ADUs may be located on any residential lot in the City, again, providing all other standards are met, it means they may be located where no other means of transportation is available other than a City street. No safe pedestrian route or transit route may be available to the occupant. In that case, as in many for most residents, the only option for transportation is their vehicle. Space for that vehicle, if not dedicated, would likely be on-street, in the yard, in the boulevard or along the alley.
- 2) Occupancy: A publication by the American Planning Association lists the types of potential ADU occupants:  
*"For the home owner, ADUs provide the opportunity to offer an affordable and independent housing option to the owner's **grown son or daughter** just starting out or to an **elderly parent or two** who might need a helping hand nearby. The unit could also be leased to **unrelated individuals or newly established families**, which would provide the dual benefit of providing affordable housing to the ADU occupant and supplemental rental income to the owner."*<sup>i</sup>

In summary, people of all ages and abilities may live in an ADU. Donald Shoup, in his definitive book entitled *The High Cost of Free Parking* cites that "87 percent of all trips in the U.S. are now made by personal motor vehicles."<sup>ii</sup> This means that people own and use cars if that is their preference. Not requiring a dedicated parking space may incentivize people to choose other transportation options, but a good number will still own a vehicle.

- 3) Off-street parking limits: The City now requires two parking spaces per single family residence, but older homes often do not conform to this requirement and may have only one or none. It is likely if there is dedicated off-street parking available for the ADU occupant, their vehicle would be parked in that space. As many existing residences do not have the two required parking spaces, or already occupy those two spaces, none would be available to the ADU occupant. The solution is to park the car wherever space is available. As stated in paragraph 1), this may mean on-street, which would contribute to congestion along the street; in the yard, which would be unsightly; in the boulevard, blocking sidewalks or pedestrian pathways; or along the alley, possibly obstructing alley access. **City Council might consider amending the recommendation to require one parking space per ADU if there are not already two off-street parking spaces available.**

For these reasons, two of the Planning Commissioners chose to vote against removing the requirement for parking.

*Prepared by Candis Millar, AICP, Planning Commissioner*

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<sup>i</sup> *Accessory Dwelling Units; PAS QuickNotes 19, 2009, prepared by APA research staff with contributions from Elisa L. Paster and Evan D. Fieldman, associates at the Paul Hastings law firm.*

<sup>ii</sup> *The High Cost of Free Parking; Shoup, Donald, 2005, American Planning Association, Routledge*



# Individual Recommendations ~ OPC Review

As part of its deliberations on the Missing Middle Housing recommendations, the Planning Commissioners have elected to review each recommendation in light of the Comprehensive Plan. This review sheet is meant to help the Commission narrow in on the recommendations where further comment and consideration is warranted.

## Accessory Dwelling Units (ADUs)

Rec #	Current Regulation	Proposed Change	Purpose of Change
ADU-1	One ADU allowed per residential lot	No change	NA

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur.*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

Rec #	Current Regulation	Proposed Change	Purpose of Change
ADU-2	Maximum height for any accessory structure (other than the primary house) is 16 feet.	Increase maximum height for accessory structures to 24 feet. (includes detached ADUs)	Allows for ADU to be located above a garage, shed or other accessory structure.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur.*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Potential concern about accessory structure possibly being taller than primary structure. Neighborhood character/Design Review.*

Rec #	Current Regulation	Proposed Change	Purpose of Change
ADU-3	Maximum size of ADU is 800 sq. ft., and it can be no more than 40% of the primary residence and ADU combined; or 66-2/3% of primary residence alone.	Maintain maximum ADU size of 800 sq. ft. but remove additional size requirements related to primary residence size.	Allows up to 800 sq. ft. ADU when primary structure is less than 1200 sq. ft. Clarifies requirement.



Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur.*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

Rec #	Current Regulation	Proposed Change	Purpose of Change
ADU-4	Property owner must live on-site as his/her primary residence.	Remove requirement	Difficult to enforce. Provides greater flexibility for property owners to construct ADUs, which may increase availability of this housing type

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Ehlers, Millar, Baxter, Richmond, Cunningham*

*Do Not Concur: Blose*

*Unsure: Azegami, Adams*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Commissioner Blose: Concern about future sales, home value. Two units may raise value, how does that affect affordability in the neighborhood?*

*Commissioner Richmond: Income provides affordability for owner, which I support. But concern these properties will end up in the hands of investors. Goal is for it to be affordable and available.*

*Commissioner Adams: Keeping our area nice. Can there be a cap on the number of them somehow? Maybe only 20% in a set neighborhood could have ADUS.*

*Commissioner Baxter: Capping # of ADUs in a neighborhood might increase the value because they are limited. Institutional investors would really go for those then. It kind of already is an issue. Don't want to limit them to the extent that they become more valuable.*

*Commissioner Azegami: Could they be required to be owned by a person rather than an entity? (L Bauer – Check with city attorney).*

Rec #	Current Regulation	Proposed Change	Purpose of Change
ADU-5a	Primary single-family residence must provide two off-street parking spaces. One additional space is required for an ADU.	Remove requirement of additional parking space for ADU.	Provides greater flexibility and potentially decreased cost for property owners to construct ADUs, which may increase availability of this housing type.



Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Baxter, Ehlers, Azegami, Cunningham, Richmond*

*Do Not Concur: Millar, Blose, Adams*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Commissioner Blose: Concern about parking for duplexes being different. Depends on how many homes in that neighborhood have ADUs, too. PL 1.6.9*

*Commissioner Millar: Agree with Commissioner Blose. Consistency of parking requirements with duplexes. People will park – many will still have cars that need to park somewhere. Can there be a variance for this requirement? Could there be a waiver requirement for some cases?*

*Commissioner Adams: We need to keep the parking requirement.*

*Commissioner Azegami: Like this one. Not everyone does have a car.*

*Commissioner Cunningham: Agree with Commissioner Azegami. Could still have off street parking but not required in this case. Comp plan goal to decrease dependency on cars.*

*Commissioner Baxter: Agree about the comp plan. Don't want to preclude building an ADU due to lack of parking. Waiver? May still be one family.*

Rec #	Current Regulation	Proposed Change	Purpose of Change
ADU-5b	Primary single-family residence must provide two off-street parking spaces. One additional space is required for an ADU.	If a garage is converted to an ADU, and the garage had provided the 2 <sup>nd</sup> parking space for primary residence, allow requirement for 2 <sup>nd</sup> parking space to be waived with consideration of on-street parking availability.	Provides greater flexibility and potentially decreased cost for property owners to construct ADUs, which may increase availability of this housing type.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Somewhat dependent on ADU 5a.*

*Concur:*

*Do Not Concur:*

*Unsure:*

Rec #	Current Regulation	Proposed Change	Purpose of Change
ADU-6	Minimum size requirement for a manufactured home is 860 sq. ft.	Remove minimum size requirement for a manufactured home.	Allows manufactured homes to be used as ADUs if less than 800 sq. ft., potentially decreasing cost and increasing availability of ADUs.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Baxter, Ehlers, Blose, Millar, Azegami, Cunningham, Richmond,  
 Unsure: Adams*

## Cottage Housing

Rec #	Current Regulation	Proposed Change	Purpose of Change
COT-1	A cottage housing development must include at least one courtyard or common open space area. Between 4 and 12 <i>detached</i> dwelling units shall be located on each courtyard, occupying at least two sides of the courtyard.	No change, except allow any two dwelling units to be attached.	Provides increased flexibility in site layout.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: All*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

Rec #	Current Regulation	Proposed Change	Purpose of Change
COT-2a	First story of each cottage, including a garage may not exceed 800 sq. ft. Maximum size each cottage is limited to 1600 sq. ft.	Change maximum first story size from 800 square feet including the garage to 1,000 square feet excluding the garage or carport.	Allows a larger size for one-story cottages; less boxy appearance for 2-story cottages; smaller overall size visually more appealing in combination with increased density bonus below.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Baxter, Millar, Ehlers, Blose, Azegami, Cunningham, Richmond, Adams*

*Do Not Concur:*

*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Neighborhood character and how it relates to design  
 Internal design and design in context of broader neighborhood*

Rec #	Current Regulation	Proposed Change	Purpose of Change
COT-2b	Maximum cottage size allowed is 1,600 square feet.	Change maximum cottage size to 1,250 square feet.	Provides greater consistency with neighboring cities.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Millar, Baxter, Ehlers, Blose, Cunningham, Richmond, Adams*

*Do Not Concur:*

*Unsure: Azegami*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Design – Not sure smaller would be less “boxy”*

Rec #	Current Regulation	Proposed Change	Purpose of Change
COT-3	Cottage housing developments are allowed a 20% density bonus.	Increase cottage housing density bonus from 20% to 50%.	Provides greater consistency with neighboring cities (which allow 100% bonus); increased opportunities for this housing type.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Millar, Baxter, Ehlers, Azegami, Cunningham, Richmond*

*Do Not Concur:*

*Unsure: Blose, Adams*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Density bonuses*

Rec #	Current Regulation	Proposed Change	Purpose of Change
COT-4	Frontage improvements and common areas constructed before buildings.	With approved site plan, allow phased construction of common areas and frontage improvements, and phased payment of impact fees and general facilities charges.	Provides greater flexibility in financing cottage developments, which may increase availability of this housing type.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Baxter, Millar, Ehlers, Azegami, Cunningham, Richmond, Adams*

*Do Not Concur:*

*Unsure: Blose*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

Rec #	Current Regulation	Proposed Change	Purpose of Change
COT-5a	Provide one off-street parking space per cottage, or 1.5 spaces per cottage if no on-street parking is available. 50% of parking must be in a shared parking lot.	No change to number of parking spaces required. Required parking allowed anywhere on-site.	Provides greater flexibility in site design and layout.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Millar, Baxter, Ehlers, Blose, Cunningham, Richmond, Adams*  
*Do Not Concur:*  
*Unsure: Azegami*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

Rec #	Current Regulation	Proposed Change	Purpose of Change
COT-5b	Provide one off-street parking space per cottage, or 1.5 spaces per cottage if no on-street parking is available. 50% of parking must be in a shared parking lot.	Allow one off-street parking space per cottage to be provided in a garage or carport.	Allows parking to be located adjacent to each cottage. Could have direct connection to house.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Same as 5a.*  
*Concur:*  
*Do Not Concur:*  
*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

Rec #	Current Regulation	Proposed Change	Purpose of Change
COT-6	May allow a single connection to sewer main in street, with lateral connections to each cottage on-site.	Allow single connection to sewer main, with lateral connections to cottages on site.	Clarifies requirement. Provides decreased cost for sewer connections in some cases, which may increase availability of this housing type.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Baxter, Millar, Ehlers, Azegami, Cunningham, Richmond, Adams*



*Do Not Concur:*  
*Unsure: Blose*

**YES or NO:** I would like more discussion on this recommendation that considers the following issues:

## Courtyard Apartments

Rec #	Current Regulation	Proposed Change	Purpose of Change
CYA-1	Courtyard apartments not defined.	Create definition of courtyard apartments, including limitation of no more than 12 units around a single courtyard.	Create the opportunity to locate small courtyard apartments in larger areas of the City while limiting impact on neighborhoods.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Millar, Baxter, Ehlers, Blose, Azegami, Cunningham, Richmond*  
*Do Not Concur:*  
*Unsure: Adams*

**YES or NO:** I would like more discussion on this recommendation that considers the following issues:

*Neighborhood character in residential areas*

Rec #	Current Regulation	Proposed Change	Purpose of Change
CYA-2a	Apartments not currently permitted in R4-8 or R6-12 zoning districts (except triplexes and fourplexes in limited areas of R6-12).	Permit courtyard apartments in R6-12 zoning district.	Create the opportunity to locate courtyard apartments in more areas of the City.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*More info needed...*

*Concur: Millar, Richmond, Baxter, Ehlers, Azegami, Cunningham,*  
*Do Not Concur:*  
*Unsure: Blose, Adams*

**YES or NO:** I would like more discussion on this recommendation that considers the following issues:

*Concern about allowing apartments in single family residential neighborhoods*  
*Be consistent with where triplexes and fourplexes are allowed*

*Concern about transit proximity (L Bauer – Bring copies of maps that show transit routes and street classifications) – Curious about the routes themselves. Frequency and # of riders, etc. Focus on higher use routes perhaps.*

Rec #	Current Regulation	Proposed Change	Purpose of Change
CYA-2b	Apartments not currently permitted in R4-8 or R6-12 zoning districts (except triplexes and fourplexes in limited areas of R6-12).	Permit courtyard apartments in R4-8 zoning district if within 600' of transit route or commercial zoning district.	Create the opportunity to locate courtyard apartments in more areas of the City, when near transportation and services.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Azegami, Richmond (if distance is reduced to 300')*

*Do Not Concur: Millar, Adams*

*Unsure: Cunningham, Baxter, Ehlers, Blose*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Want more transit information.*

*Too broad, needs some refinement. Higher density...Don't like stripping out certain streets. More appropriate areas should be identified. Focus at nodes or intersections of arterials, or something more strategic.*

*Want to be able to visualize this a bit more. Don't know what questions to ask about this yet. Need a fairly large lot in order to do this.*

*How much demand where there be for this type of housing?*

Rec #	Current Regulation	Proposed Change	Purpose of Change
CYA-3a	Structures in R4-8 zoning district limited to two stories.	Limit courtyard apartments in R4-8 zoning district to one story.	Ensure visual impact to neighboring properties from courtyard apartment buildings is limited.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Millar, Baxter, Ehlers, Blose, Azegami, Cunningham, Richmond*

*Do Not Concur:*

*Unsure: Adams*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues: *I'd like to see a limit on how many could be done*



Rec #	Current Regulation	Proposed Change	Purpose of Change
CYA-3b	Structures in R6-12 zoning district limited to two stories, except three stories for triplexes and fourplexes.	Limit courtyard apartments in R6-12 zoning district to two stories.	Ensure visual impact to neighboring properties from courtyard apartment buildings is limited.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Millar, Baxter, Ehlers, Blose, Azegami, Richmond*

*Do Not Concur:*

*Unsure: Cunningham, Adams*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

Rec #	Current Regulation	Proposed Change	Purpose of Change
CYA-4	Apartment developments are subject to multi-family residential design guidelines.	Apply Infill Residential design guidelines to courtyard apartments in R4-8 and R6-12 zoning districts.	Infill guidelines focus on neighborhood compatibility; multi-family guidelines focus on larger-scale site issues.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Azegami, Baxter, Blose, Ehlers, Adams, Richmond, Cunningham, Millar*

*Do Not Concur:*

*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

## Duplexes

Rec #	Current Regulation	Proposed Change	Purpose of Change
DUP-1	New duplexes are not allowed in R4-8 zoning district.	Allow new duplexes in R4-8 zoning district.	Increase opportunity for this housing option in larger area of city.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Richmond, Blose, Baxter, Millar, Azegami, Adams, Cunningham*

*Do Not Concur: Burns*

*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Perhaps too big of a swath to be consistent with the comp plan (Look at description of Low Density Neighborhoods in Land Use and Urban Design chapter). What is considered "near" under this language?*

*Design needs to fit in with neighborhoods, character – is neighborhood character defined? Design Review criteria is important (see 18.175, OMC).*

*When well-built and well maintained the variety can be a good thing*

*Subarea planning may be an option*

*Infrastructure requirements*

*CC&Rs – codes, covenants, and restrictions – private restrictions*

Rec #	Current Regulation	Proposed Change	Purpose of Change
DUP-2	Minimum lot size for a duplex in R6-12 zoning district is 7,200 sq. ft. The minimum lot width for a duplex is 80 feet.	Minimum lot size & widths: R4-8: • Minimum lot width = 45 ft. • Duplex = 7,200 sq. ft. R6-12: • Minimum lot width = 40 ft. • Duplex = 6,000 sq. ft.	Allow more flexibility in site design and increase opportunity for this housing option on more lots.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Adams, Richmond, Cunningham, Azegami, Blöse, Burns, Baxter, Millar*

*Do Not Concur:*

*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Net density issues*

*Density applied at time of land division versus minimum lot size at the time of permit issuance.*

Rec #	Current Regulation	Proposed Change	Purpose of Change
DUP-3	A separate sewer connection to the sewer main is required for each unit in a duplex.	Allow single sewer connection for duplex building.	Reduces cost of sewer connections, which can provide more opportunities to build duplexes

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Baxter, Adams, Richmond, Cunningham, Azegami, Burns, Millar*

*Do Not Concur: Blöse*

*Unsure:*

**YES or NO:** I would like more discussion on this recommendation that considers the following issues:

*Provide an option – could still provide two connections if chosen. Up to property owner. Potential that problem in the pipe would impact both units.  
Hook up cost – based on size of pipe/meter? How does that relate to two connections?*

Rec #	Current Regulation	Proposed Change	Purpose of Change
DUP-4	Provide 2 off-street parking spaces per unit.	No change	NA

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Adams, Blose,*

*Do Not Concur: Millar, Azegami*

*Unsure: Richmond (but at least one), Cunningham, Burns, Baxter*

**YES or NO:** I would like more discussion on this recommendation that considers the following issues:

*Why aren't our parking requirements the same (e.g. ADUs, Cottages)? Maybe parking should be tied to the size of the unit?*

*Market can address the number of parking stalls the same way it can with the number of bedrooms. Parking can be an impediment to walkability.*

*Concern about Low Impact Development standards and how that could limit someone's ability to build a duplex because there is only room for 3 off street parking spaces (for example).*

## General Provisions

Rec #	Current Regulation	Proposed Change	Purpose of Change
GP-1a	In the R4-8 zoning district, a transferred development right must be purchased to build at a density of 7-8 units/acre, or between 4 and 4.99 units/acre.	Remove requirement for a transferred development right (TDR) in R4-8 zoning district.	Removing the cost to purchase a TDR to meet permitted density, and additional density bonus, provides slightly increased opportunities for building housing units.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Baxter, Ehlers, Azegami, Cunningham, Richmond*

*Do Not Concur:*

*Unsure: Blose, Adams*

**YES or NO:** I would like more discussion on this recommendation that considers the following issues:

*Commissioner Burns recused himself from this topic, as well as GP1b.  
Concern that we not rezone the areas where this would apply*

Rec #	Current Regulation	Proposed Change	Purpose of Change
GP-1b	In the R4-8 zoning district, a transferred development right must be purchased to build at a density of 7-8 units/acre, or between 4 and 4.99 units/acre.	Allow a density bonus of up to one unit/acre if a transferred development right (TDR) is purchased.	Provides slightly increased opportunities for building housing units.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Baxter, Ehlers, Azegami, Cunningham, Richmond  
Do Not Concur:  
Unsure: Blose, Adams*

**YES or NO:** I would like more discussion on this recommendation that considers the following issues:

*Commissioner Burns recused himself from this topic, as well as GP1a.*

Rec #	Current Regulation	Proposed Change	Purpose of Change
GP-2	Impact fees for transportation, parks and schools are calculated based on single-family houses, ADUs or multi-family buildings (2 or more units).	Conduct impact fee study to determine whether impacts vary with single-family house sizes.	If impact of smaller houses is less, decreased cost of impact fees may provide more of this type of housing.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Cunningham, Baxter, Ehlers, Azegami, Richmond, Adams, Burns  
Do Not Concur: Blose  
Unsure:*

**YES or NO:** I would like more discussion on this recommendation that considers the following issues:

*A couple with one child may live in an ADU, courtyard apartment, or a house of any size.  
Not sure national data would be helpful to Olympia  
Do this to assess the impacts and get the fees right*



Rec #	Current Regulation	Proposed Change	Purpose of Change
GP-3	General Facilities Charge (GFC) for sewer connection is based on an Equivalent Residential Unit (ERU). One ERU generally = a single-family house, regardless of its size. Townhouse, duplex and cottage units are charged as 1 ERU per unit; 3+ unit apartments are charged at 0.7 ERU per unit.	Conduct Sewer GFC study to determine whether impacts vary with the size of houses, townhouses, duplexes, and cottage units.	If impact is less, decreased cost of GFC may provide more of these types of housing.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Cunningham, Burns, Baxter, Ehlers, Azegami, Adams, Richmond*

*Do Not Concur:*

*Unsure: Blose*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

Rec #	Current Regulation	Proposed Change	Purpose of Change
GP-4	A portion of stormwater GFC is based on vehicular trips generated. Duplex units charged at same number of trips as single-family houses.	Conduct Stormwater GFC study to determine how duplex impacts compare with those of apartments, ADUs, and townhouse units.	If impact is less, decreased cost of GFC may provide more of this type of housing.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur:*

*Do Not Concur:*

*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*How does the number of parking spaces required relate to the number of vehicular trips? Institute of Traffic Engineers studies used. How will this impact the rate? The practice is to do this now – but it is not written in city code specifically. It probably won't make much of a change to the fee paid. There doesn't need to be a study. Table this for now.*

## Manufactured Homes

Rec #	Current Regulation	Proposed Change	Purpose of Change
MH-1	Manufactured homes must: be comprised of at least two sections, each at least 12' wide by 36' long; have pitched roof of shake, shingle, coated metal, or similar material have exterior siding commonly used on site-built houses	Remove size requirement.	Allows for smaller manufactured homes to be used as accessory dwelling units (ADUs); increases flexibility for this housing option to be used on more lots in the city.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Cunningham, Burns, Baxter, Ehlers, Blose, Azegami, Richmond, Adams*

*Do Not Concur:*

*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

Rec #	Current Regulation	Proposed Change	Purpose of Change
MH-2	Design standards for Infill Residential apply to manufactured homes located on lots of less than 5,000 sq. ft.	When used as an ADU, apply ADU design standards rather than infill design standards.	Provides consistency, so that same design standards are applied to all ADUs.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Adams, Richmond, Cunningham, Azegami, Blose, Ehlers, Baxter, Burns*

*Do Not Concur:*

*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

## Single Room Occupancy (SROs)

Rec #	Current Regulation	Proposed Change	Purpose of Change
SRO-1	SROs defined as having cooking facilities in room, with shared bathroom facilities.	Define SROs as having shared cooking or bathroom facilities, or shared bathroom and cooking facilities.	Clarify definition and provide flexibility in design for this type of housing.



Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Baxter, Azegami, Adams, Richmond, Cunningham, Blose, Ehlers, Burns*  
*Do Not Concur:*  
*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*There are a few of these in Olympia (in the downtown area).  
 Commissioner Adams concurs – for some areas*

Rec #	Current Regulation	Proposed Change	Purpose of Change
SRO-2	SROs permitted in downtown zoning districts, or as conditional uses in higher-intensity commercial districts.	Add SROs as a permitted use in R6-12 and higher-density residential zones.	Create the opportunity to locate SROs in larger areas of the City, particularly in areas where services are nearby.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Ehlers, Baxter, Blose, Azegami, Cunningham, Richmond, Adams*  
*Do Not Concur:*  
*Unsure: Burns*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Concern about design standards. Infill and Other Residential Design Standards would apply.*

Rec #	Current Regulation	Proposed Change	Purpose of Change
SRO-3	Where permitted, SROs must meet height restrictions within zoning district.	Limit SROs in R6-12 zoning district to two stories; apply existing building height limits in other residential districts.	Limit visual impact to neighboring properties from SRO buildings.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Azegami, Cunningham, Richmond, Ehlers, Baxter*  
*Do Not Concur:*  
*Unsure: Adams, Burns, Blose*

**YES or NO:** I would like more discussion on this recommendation that considers the following issues:

*35' is still 35' when looking at overall height of structures. Could conceivably still go up to 35 feet but by limiting the number of stories it isn't as likely. Could have tall ceiling heights. If we limit this are we treating everyone (by housing types) equally?*

Rec #	Current Regulation	Proposed Change	Purpose of Change
SRO-4	SROs are subject to multi-family residential design guidelines, as well as any other applicable design guidelines.	Apply infill residential design guidelines to SROs in R6-12 zoning districts.	Infill Residential design guidelines are focused on compatibility within a neighborhood.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Baxter, Ehlers, Blose, Azegami, Cunningham, Richmond, Adams, Burns*  
*Do Not Concur:*  
*Unsure:*

**YES or NO:** I would like more discussion on this recommendation that considers the following issues:

Rec #	Current Regulation	Proposed Change	Purpose of Change
SRO-5	SROs don't have specific parking requirements stated.	Clarify SRO units require one off-street parking space.	Clarifies SROs require same parking as studio apartments.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Adams, Blose,*  
*Do Not Concur: Azegami, Baxter & Cunningham (don't require off street parking for SROs), Ehlers & Richmond (only half a stall per unit)*  
*Unsure: Burns*

**YES or NO:** I would like more discussion on this recommendation that considers the following issues:

*This may be an excessive requirement – this may be first opportunity for housing and some of the occupants may not have cars. Consider allowing but not requiring. Consider requiring only 0.5 stalls per unit. Concern that a reduction here would increase on-street parking.*

## Tiny Houses

Rec #	Current Regulation	Proposed Change	Purpose of Change
TH-1	Tiny houses on trailers with wheels are permitted by the State as recreational vehicles. Permanent occupancy is not permitted.	No change. Regulation is under the authority of the State of Washington.	NA

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: All*

*Do Not Concur:*

*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*The key is to meet the building code. If that is achieved the city can permit it as a residence.*

Rec #	Current Regulation	Proposed Change	Purpose of Change
TH-2	Tiny houses may be permitted as single-family houses, accessory dwelling units or cottage housing if meet all applicable codes, including parking requirements.	Urge state to adopt Appendix V of new 2018 IBC for application to tiny houses.	Appendix V would increase flexibility in design of tiny houses, particularly with regard to sleeping lofts.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Baxter, Richmond, Adams, Cunningham, Azegami, Blose, Ehlers, Burns*

*Do Not Concur:*

*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*City should look at all potential adoptions of 2018 IBC.*

Rec #	Current Regulation	Proposed Change	Purpose of Change
TH-3	Single family residences are required to provide 2 off street parking spaces, regardless of the home size.	Reduce off-street parking requirement from 2 to 1 for houses that are less than 800 square feet in size.	Reduced parking requirement decreases cost and may provide more of this housing.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Baxter, Azegami (but philosophically opposed to parking requirements), Richmond, Ehlers, Cunningham, Burns, Adams*  
*Do Not Concur: Blose*  
*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Would like more similarity of parking standards across housing types. (A holistic view)*  
*Can build more if they choose to do so*

Rec #	Current Regulation	Proposed Change	Purpose of Change
TH-4	A group of tiny houses are allowed as conditional use in light industrial zoning district with shared community building.	Clarify that a group of tiny houses is also be permitted as co-housing in most residential zoning districts.	Provides clear option for tiny house communities.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Azegami, Cunningham, Adams, Baxter, Blose, Richmond, Ehlers*  
*Do Not Concur:*  
*Unsure: Burns*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

## Townhouses

Rec #	Current Regulation	Proposed Change	Purpose of Change
TWN-1	Maximum site area = 4 acres	No change	NA

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Adams, Richmond, Cunningham, Azegami, Blose, Ehlers, Baxter, Burns*  
*Do Not Concur:*  
*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:



Rec #	Current Regulation	Proposed Change	Purpose of Change
TWN-2	Maximum number of townhouse units allowed in each structure is 4.	Remove maximum number of townhouse units allowed per structure (now 4).	Allows the option of more units per structure - may reduce cost of multiple smaller buildings; provides more flexibility in site layout.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Ehlers, Azegami, Cunningham*  
*Do Not Concur: Adams, Burns, Richmond*  
*Unsure: Baxter, Blose*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Concern this may have unintended consequences.*  
*Seems like the number of allowed units should be more similar across the housing types.*  
*Still limited by lot width and design standards. What if adjoining lots are purchased and consolidated.*  
*Probably need some sort of cap.*

Rec #	Current Regulation	Proposed Change	Purpose of Change
TWN-3	Buildings with 1-2 units must provide a 5' side yard setback; while buildings with 3 or more units must provide a 10' side yard setback.	5' side yard setback for all townhouse buildings, except 10' on flanking streets.	Matches side yard setbacks for other allowed uses; provides flexibility in site layout.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Richmond, Burns, Ehlers*  
*Do Not Concur:*  
*Unsure: Baxter, Azegami, Cunningham, Adams, Blose*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

Rec #	Current Regulation	Proposed Change	Purpose of Change
TWN-4	Provide 2 off-street parking spaces per unit	No change	NA

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur:*  
*Do Not Concur:*  
*Unsure:*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*There will be a larger discussion about parking for these housing types.*

## Triplexes and Fourplexes

Rec #	Current Regulation	Proposed Change	Purpose of Change
T&F-1a	Triplexes and fourplexes are permitted in limited portions of R6-12 zoning district.	Permit triplexes and fourplexes throughout R6-12 zoning district.	Increase opportunity for this housing option in larger area of the city.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Azegami, Blöse, Baxter, Cunningham, Richmond*  
*Do Not Concur:*  
*Unsure: Burns, Ehlers, Adams*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Unsure this is consistent with the comp plan provisions – look forward to more conversation*

Rec #	Current Regulation	Proposed Change	Purpose of Change
T&F-1b	Triplexes and fourplexes are not allowed in R4-8 zoning district.	Permit triplexes and fourplexes in R4-8 zoning district if within 600 feet of transit route or commercial zoning district.	Increase opportunity for this housing option in larger area of the city.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Azegami*  
*Do Not Concur: Richmond (prefer shorter distance from transit – e.g. 300')*  
*Unsure: Blöse, Ehlers, Cunningham, Baxter, Adams, Burns*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

*Transit routes can and will change.*



*Look into specifying the type of road rather than current transit routes.*

*What other factors could/should be considered?*

*What about limiting it to when within 300 feet rather than 600 feet.*

*Concern about proximity to roads that carry more traffic in general – due to health and air quality issues for those who live close to those roads.*

*Comprehensive Plan language should be considered in more detail – moderate density includes language about proximity to bus routes and major streets.*

*What is the average density in certain areas compared to what is really built there compared to allowed zoning density. Maybe bring a couple of examples. (at least one for every zone we are looking at – lot, block, maybe even neighborhood)*

Rec #	Current Regulation	Proposed Change	Purpose of Change
T&F-2	Minimum lot size in R6-12 zoning district is different for different housing types: Triplexes = 7,200 sq. ft. Fourplexes = 9,600 sq. ft. Minimum lot width for Triplexes & fourplexes is 80'.	Minimum lot size & widths: R4-8: • Minimum lot width = 45 ft. • Triplex = 9,600 sq. ft. • Fourplex = 13,000 sq. ft. R6-12: • Minimum lot width = 40 ft. • Triplex = 7,200 sq. ft. • Fourplex = 9,600 sq. ft.	Allow more flexibility in site design and increase opportunity for this housing option on more lots.

Based upon my review, I generally **CONCUR** or **DO NOT CONCUR** with this recommendation, or I am **UNSURE** about it (circle one).

*Concur: Burns, Baxter, Ehlers, Azegami, Cunningham, Richmond*

*Do Not Concur:*

*Unsure: Blose, Adams*

**YES** or **NO**: I would like more discussion on this recommendation that considers the following issues:

