



Meeting Agenda

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Joyce Phillips
360.570.3722

Monday, April 16, 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 [18-0370](#)** Approval of the April 2, 2018 Olympia Planning Commission Meeting Minutes

Attachments: [Draft OPC Minutes 04022018](#)

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.

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 [18-0374](#)** Missing Middle Housing Analysis - Deliberations

Attachments: [Missing Middle webpage](#)
[Future Land Use Designations and Zoning Districts](#)
[Resources Related to Housing Affordability](#)

Estimated time: 2 hours

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 May 7, 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 the April 2, 2018 Olympia Planning Commission Meeting Minutes

Agenda Date: 4/16/2018
Agenda Item Number: 3.A
File Number: 18-0370

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

Title

Approval of the April 2, 2018 Olympia Planning Commission Meeting Minutes



Meeting Minutes

Planning Commission

ATTACHMENT 1

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Joyce Phillips
360.570.3722

Monday, April 2, 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 Jessica Blose, Commissioner Travis Burns, Commissioner Paula Ehlers, Commissioner Candis Millar and Commissioner Carole Richmond

OTHERS PRESENT

City of Olympia Community Planning and Development Staff:

Leonard Bauer, Deputy Director
Amy Buckler, Downtown Programs Manager
Stacey Ray, Senior Planner
Joyce Phillips, Senior Planner

City of Olympia Public Works Staff:

Sophie Stimson, Senior Planner

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

[18-0319](#) Approval of the March 19, 2018 Olympia Planning Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. STAFF ANNOUNCEMENTS

Ms. Phillips provided brief announcements.

6. BUSINESS ITEMS

[18-0324](#) Transportation Master Plan

Ms. Stimson provided information on the development of the Transportation Master Plan. This information included the purpose of the plan, the plan elements, draft vision and goal statements, the anticipated schedule and the public engagement process. At the conclusion of open houses, this item will be brought back to the Planning Commission.

The information was received.

[18-0297](#) Downtown Strategy Update

Ms. Buckler provided an update on the implementation of the Downtown Strategy. The Commission discussed.

The report was received.

[18-0323](#) Missing Middle Housing Analysis - Deliberations

Mr. Bauer provided a brief overview of public comments received throughout the Missing Middle Housing process. The Commission discussed and identified next steps:

- Check compliance with the Comprehensive Plan.
- Identify recommendations that require more discussion.
- Discuss and develop a framework for evaluating all of those identified.

The deliberations will continue at the next meeting.

7. REPORTS

Commissioner Richmond provided a report on attending the Multiple Listing Service Breakfast as well as a West Bay Plan Public Art meeting.

Chair Cunningham provided a report on attending a General Government Committee meeting.

8. OTHER TOPICS - None

9. ADJOURNMENT

The meeting adjourned at 9:12 p.m.



Planning Commission

Missing Middle Housing Analysis - Deliberations

Agenda Date: 4/16/2018
Agenda Item Number: 6.A
File Number: 18-0374

Type: discussion Version: 1 Status: In Committee

Title

Missing Middle Housing Analysis - Deliberations

Recommended Action

Identify which of the Missing Middle staff recommendations to discuss further. For each of those recommendations, determine whether to direct staff to provide additional information or to provide additional alternatives to the draft recommendations.

Report

Issue:

Consider public comments on draft Missing Middle Housing code revisions, and recommendation to develop a methodology for impact fees and general facilities charges (GFCs). 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). 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, as stated in this excerpt from the Introduction section of the Comprehensive Plan:

At times, goals or policies may seem to be in conflict with each other. For example, a goal to increase density may seem to be in conflict with a goal to preserve open space. Or a goal to increase tree canopy may seem to be in conflict with a goal to increase solar energy access. Over the next 20 years, the complex challenges and opportunities we face as a community will often require us to strike a balance between different goals and policies to provide the best outcome for the community as a whole. Thus individual goals and policies should always be considered within the 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 (Attachment 2). 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 Planning Commission received numerous briefings on this project throughout 2017 and early 2018. Planning Commissioners served as chair and vice-chair of the Missing Middle Work Group that identified, examined and commented on issues related to Missing Middle housing at eight monthly meetings in 2017. Details of the Work Group's discussion, including issue papers with background on 14 of the primary issues they discussed, are accessible on the Missing Middle web page (Attachment 1). The Missing Middle web page also 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.

On March 20, 2018, an appeal of the DNS was filed by Olympians Opposing Missing Middle. The appeal will be considered by the Olympia Hearing Examiner at a date to be determined. Staff recommends the Planning Commission delay finalizing its recommendation on the Missing Middle draft recommendations to the City Council until the Hearing Examiner has issued a decision on this appeal.

At its April 2 meeting, Planning Commissioners agreed to individually review each staff recommendation and indicate if they would like the Commission to discuss it further. The Commission also requested some additional resources regarding the relationship of potentially increased density through Missing Middle housing with the affordability of housing to people with a wider variety of incomes. There is extensive research on this topic. To provide a few examples, a number of resources on the Missing Middle web page's left-hand column address this topic. Attachment 3 lists some additional resources on this topic. *(Please note that within each article are links to additional sources.)*

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 thirteen meetings with neighborhood associations and other organizations.

Options:

Identify which of the Missing Middle staff recommendations to discuss further. For each of those recommendations, determine whether to direct staff to provide additional information or to provide additional alternatives to the draft 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 numerous research studies, provided in the April 2 Planning Commission staff report.

Attachments:

Missing Middle web page
Future Land Use designations & zoning districts
Resources related to housing affordability

18.59.055 Consistency between the zoning map and the future land use map

C. Districts on the zoning map shall correspond to categories of the Future Land Use Map in accordance with the following table and be consistent with the purposes of each designation. Only those districts listed below are deemed to be consistent with the corresponding Future Land Use map designation, provided that zoning districts in locations enacted prior to January 1, 2015, may remain.

FUTURE LAND USE MAP DESIGNATION	ZONING DISTRICT(S)
Low Density Neighborhoods	Residential – 1 Unit per 5 Acres Residential Low Impact Residential – 4 Units per Acre Residential – 4 to 8 Units per Acre Residential – 6 to 12 Units per Acre (only when adjacent to similar or higher density zoning district)
Medium Density Neighborhoods	Residential Multifamily – 18 Units per Acre Residential Multifamily – 24 Units per Acre
Mixed Residential	Mixed Residential 7 – 13 Units per Acre Mixed Residential 10 – 18 Units per Acre
Neighborhood Centers	Neighborhood Retail Neighborhood Center District
Residential Mixed Use	Residential Mixed Use Urban Residential Urban Waterfront – Housing
Planned Developments	Planned Unit Developments Neighborhood Village District Community-Oriented Shopping Center Urban Village District
Professional Office & Multi-family Housing	Professional Office / Residential Multi-family
Urban Corridor	High-Density Corridor – 1 High-Density Corridor – 2 High-Density Corridor – 3 (only within area designated High Density Neighborhood Overlay) High-Density Corridor – 4 General Commercial Commercial Services – High Density Manufactured Housing Park

FUTURE LAND USE MAP DESIGNATION	ZONING DISTRICT(S)
	Mixed Residential 10 to 18 Units per Acre Residential Multifamily 18 Units per Acre Residential Multifamily 24 Units per Acre
Urban Waterfront	Urban Waterfront Urban Waterfront – Housing
Central Business District	Downtown Business
General Commerce	General Commercial Commercial Services – High Density
Auto Services	Auto Services
Medical Services	Medical Services
Light Industry	Light Industrial / Commercial
Industry	Industrial

Yes, You Can Build Your Way to Affordable Housing

<http://www.sightline.org/2017/09/21/yes-you-can-build-your-way-to-affordable-housing/>

<http://www.sightline.org/series/legalizing-inexpensive-housing/>

Bellevue's Affordable Housing Strategy

<http://mrsc.org/Home/Stay-Informed/MRSC-Insight/September-2017/Building-Consensus-for-Bellevue-s-Affordable-Housi.aspx>

Analysis of Policy Option in Bay Area

http://www.bayareaeconomy.org/files/pdf/BACEI_Housing_10_2016.pdf

Housing + Transportation Affordability Index

<https://htaindex.cnt.org/>

Understanding Small and Medium Multi-Family Housing

<http://www.enterprisecommunity.org/resources/understanding-small-and-medium-multifamily-housing-stock-19423>