



# Meeting Agenda

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Tuesday, January 22, 2019**

**7:00 PM**

**Council Chambers**

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**1. ROLL CALL**

**1.A ANNOUNCEMENTS**

**1.B APPROVAL OF AGENDA**

**2. SPECIAL RECOGNITION - None**

**3. PUBLIC COMMENT**

*(Estimated Time: 0-30 Minutes) (Sign-up Sheets are provided in the Foyer.)*

*During this portion of the meeting, citizens may address the City Council regarding items related to City business, including items on the Agenda. In order for the City Council 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 Council in these three areas: (1) on agenda items for which the City Council either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days, or (2) where the public testimony may implicate a matter on which the City Council will be required to act in a quasi-judicial capacity, or (3) where the speaker promotes or opposes a candidate for public office or a ballot measure.*

*Individual comments are limited to three (3) minutes or less. In order to hear as many people as possible during the 30-minutes set aside for Public Communication, the City Council will refrain from commenting on individual remarks until all public comment has been taken. The City Council will allow for additional public comment to be taken at the end of the meeting for those who signed up at the beginning of the meeting and did not get an opportunity to speak during the allotted 30-minutes.*

**COUNCIL RESPONSE TO PUBLIC COMMUNICATION (Optional)**

**4. CONSENT CALENDAR**

*(Items of a Routine Nature)*

**4.A [19-0094](#) Approval of January 15, 2019 Study Session Meeting Minutes**

**Attachments: [Minutes](#)**

**4.B [19-0095](#) Approval of January 15, 2019 City Council Meeting Minutes**

**Attachments: [Minutes](#)**

**4.C [19-0089](#) Approval of 2019 Council Meeting Calendar and Intergovernmental and Committee Assignments**

**Attachments:** [2019 Calendar](#)  
[Assignments](#)

- 4.D [19-0012](#) Advancement of the 2019 Comprehensive Plan Amendment - Initial Screening

**Attachments:** [Olympia Municipal Code 18.59 - Olympia Comprehensive Plan Amendment Process](#)  
[Review and Evaluation](#)  
[Application](#)

#### 4. SECOND READINGS (Ordinances) - None

#### 4. FIRST READINGS (Ordinances)

- 4.E [19-0091](#) Approval of an Ordinance Extending the Term of the Cable Television Franchise with Comcast of Washington IV, Inc.

**Attachments:** [Ordinance](#)

#### 5. PUBLIC HEARING - None

#### 6. OTHER BUSINESS

- 6.A [19-0080](#) Approval of West Bay Art Crossing Artist Team

**Attachments:** [Olympia Art Crossings Recommendation](#)  
[Olympia Art Crossings Plan](#)

- 6.B [19-0011](#) Approval of Ordinance Updating the City of Olympia Sign Code

**Attachments:** [Ordinance](#)  
[Link to Sign Code Webpage](#)  
[Link to Electronic Message Information](#)  
[Summary of Studies](#)  
[Summary of Other Cities](#)

- 6.C [19-0076](#) Briefing on the Homeless Response Plan Process

**Attachments:** [Project Overview](#)  
[Timeline and Milestones](#)  
[Link to Homelessness Website](#)

#### 7. CONTINUED PUBLIC COMMENT

*(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes)*

#### 8. REPORTS AND REFERRALS

**8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS****8.B CITY MANAGER'S REPORT AND REFERRALS****9. ADJOURNMENT**

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

## City Council

### Approval of January 15, 2019 Study Session Meeting Minutes

**Agenda Date:** 1/22/2019  
**Agenda Item Number:** 4.A  
**File Number:** 19-0094

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**Type:** minutes **Version:** 1 **Status:** Consent Calendar

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**Title**

Approval of January 15, 2019 Study Session Meeting Minutes



# Meeting Minutes - Draft

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Tuesday, January 15, 2019**

**5:30 PM**

**Council Chambers**

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### Study Session

#### 1. ROLL CALL

**Present:** 6 - Mayor Cheryl Selby, Mayor Pro Tem Jessica Bateman, Councilmember Clark Gilman, Councilmember Nathaniel Jones, Councilmember Lisa Parshley and Councilmember Renata Rollins

**Excused:** 1 - Councilmember Jim Cooper

#### 2. BUSINESS ITEM

##### 2.A [19-0064](#) Joint Meeting with the Olympia School Board

Mayor Selby gave an overview of the agenda topics to be discussed.

Olympia School District representatives introduced themselves.

Lobbyist Becky Bogard, Hand's On Children's Museum Executive Director Patty Belmonte and Washington Center for the Performing Arts Executive Director Jill Barnes shared information regarding a proposed cultural access tax.

Public Works Deputy Director Mark Russell shared details regarding partnerships related to pedestrian safety improvements.

Parks Associate Director Jonathon Turlove discussed a partnership with the Olympia School District regarding a dog park adjacent to the McLane Elementary School.

Assistant Superintendent Jennifer Priddy discussed potential opportunities to expand outdoor learning opportunities for students.

City Manager Steve Hall discussed future capital projects that will effect the school district including a spray park, converting several existing tennis ball courts into pickleball courts next to Garfield Middle School, and a mini roundabout on the corner of Henderson and Eskridge.

Olympia School Board President Joellen Wilhelm requested a meeting to discuss housing for homeless students.

**The discussion was completed.**

**3. ADJOURNMENT**

The meeting adjourned at 6:35 p.m.



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360-753-8244

## City Council

### Approval of January 15, 2019 City Council Meeting Minutes

**Agenda Date:** 1/22/2019  
**Agenda Item Number:** 4.B  
**File Number:** 19-0095

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**Type:** minutes **Version:** 1 **Status:** Consent Calendar

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**Title**

Approval of January 15, 2019 City Council Meeting Minutes



# Meeting Minutes - Draft

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Tuesday, January 15, 2019**

**7:00 PM**

**Council Chambers**

---

### 1. ROLL CALL

**Present:** 6 - Mayor Cheryl Selby, Mayor Pro Tem Jessica Bateman, Councilmember Clark Gilman, Councilmember Nathaniel Jones, Councilmember Lisa Parshley and Councilmember Renata Rollins

**Excused:** 1 - Councilmember Jim Cooper

### 1.A ANNOUNCEMENTS

Strategic Communications Director Kellie Purce Braseth gave an update on the City's homelessness response efforts.

### 1.B APPROVAL OF AGENDA

**The agenda was approved.**

### 2. SPECIAL RECOGNITION

#### 2.A [19-0063](#) Special Recognition - Proclamation Recognizing Human Trafficking Awareness and Prevention Month

Mayor Selby read a proclamation regarding Human Trafficking Awareness and Prevention Month.

**The recognition was received.**

### 3. PUBLIC COMMENT

The following people spoke: Wanda Myers, James Wellings, Carol Johnson, Peter Cook, Nancy Yoerger, Robert Coit, Tye Gundel, Jackie Barrett, Jeremy Scott, Brianne Feeny, Tamara Smith, Mullen, and Phoenix Wendt.

### 4. CONSENT CALENDAR

#### 4.A [19-0065](#) Approval of January 8, 2018 City Council Meeting Minutes

**The minutes were adopted.**

#### 4.B [19-0047](#) Approval of a Resolution Scheduling a Public Hearing on Adjusting Multi-Family Tax Exemption Area Boundaries

**The resolution was adopted.**

- 4.C [19-0048](#) Approval of a Resolution Approving a Lease Agreement with Senior Services for South Sound

**The resolution was adopted.**

- 4.D [19-0061](#) Approval of a Resolution Authorizing the AFSCME 2019-2021 Collective Bargaining Agreement

**The resolution was adopted.**

- 4.E [19-0062](#) Approval of a Resolution Authorizing the Teamsters 2019-2021 Collective Bargaining Agreement

**The resolution was adopted.**

- 4.I [19-0060](#) Approval of a Resolution Authorizing an Interfund Loan for Emergency Response to Homelessness

**The resolution was adopted.**

#### **4. SECOND READINGS (Ordinances)**

- 4.F [18-1115](#) Approval of an Ordinance Adopting the 2018 Engineering Design and Development Standards (EDDS) Update

**The ordinance was adopted on second reading.**

- 4.G [19-0019](#) Approval of an Ordinance Adding a New Chapter to Title 18 Updating the City's Latecomer Agreement Requirements

**The ordinance was adopted on second reading.**

- 4.H [19-0026](#) Approval of an Ordinance Amending Olympia Municipal Code, Chapter 4.24, Section B, LOTT Capacity Development Charge and Making Two Changes to Chapter 4.24, Section C, Waste ReSources

**The ordinance was adopted on second reading.**

#### **Approval of the Consent Agenda**

**Councilmember Jones moved, seconded by Councilmember Parshley, to adopt the Consent Calendar. The motion carried by the following vote:**

**Aye:** 6 - Mayor Selby, Mayor Pro Tem Bateman, Councilmember Gilman, Councilmember Jones, Councilmember Parshley and Councilmember Rollins

**Excused:** 1 - Councilmember Cooper

**4. FIRST READINGS (Ordinances) - None****5. PUBLIC HEARING - None****6. OTHER BUSINESS - None****7. CONTINUED PUBLIC COMMENT**

The following people spoke: Mike Parshall, Will Groff, Walker Stephens, Jon Pettit, Lee Miller, Lisa Gillotti, Richie Mello, and Robert Bruce.

**8. REPORTS AND REFERRALS****8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS**

Councilmembers reported on meetings and events attended.

**8.B CITY MANAGER'S REPORT AND REFERRALS**

City Manager Steve Hall discussed the Council Calendar and assignments coming forward for approval next week. He also shared information from Congressman Heck regarding impacts of the federal shutdown.

**9. EXECUTIVE SESSION****9.A [19-0083](#) Executive Session Pursuant to RCW 42.30.110(1)(b); RCW 42.30.110(1)(c) - Real Estate Matter**

Mayor Selby recessed the meeting to Executive Session at 8:55 p.m. pursuant to RCW 42.30.110(1)(b); RCW 42.30.110(1)(c) to discuss a real estate matter. She announced no decisions will be made, the meeting is expected to last no longer than 45 minutes, and the Council will adjourn immediately following the Executive Session. The City Attorney was present at the Executive Session.

**The executive session was held and no decisions were made.**

**9. ADJOURNMENT**

The meeting was adjourned at 9:40 p.m.



## City Council

# Approval of 2019 Council Meeting Calendar and Intergovernmental and Committee Assignments

**Agenda Date:** 1/22/2019  
**Agenda Item Number:** 4.C  
**File Number:** 19-0089

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**Type:** decision **Version:** 1 **Status:** Consent Calendar

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### Title

Approval of 2019 Council Meeting Calendar and Intergovernmental and Committee Assignments

### Recommended Action

#### Committee Recommendation:

Not referred to a committee.

#### City Manager Recommendation:

Move to approve the 2019 Council Meeting Calendar and Intergovernmental and Committee assignments.

### Report

#### Issue:

Consider the 2019 Council Meeting Calendar and Intergovernmental and Committee assignments.

#### Staff Contact:

Steve Hall, City Manager, 360.753.8370

#### Presenter(s):

Steve Hall, City Manager, 360.753.8370

#### Background and Analysis:

At its 2019 Annual Retreat, Councilmembers reviewed and updated the 2019 Council Meeting Calendar and the Intergovernmental and Committee assignments, which are attached for approval.

#### Neighborhood/Community Interests (if known):

N/A

#### Options:

1. Move to approve the 2019 Council Meeting Calendar and Intergovernmental and Committee assignments.
2. Amend the Council Calendar or Intergovernmental and Committee Assignments and move to approve as amended.

**Financial Impact:**

None.

**Attachments:**

2019 Calendar

Assignments

# Olympia City Council Meeting Calendar

2019

January 2019						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February 2019						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March 2019						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2019						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2019						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2019						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 2019						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2019						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2019						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2019						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2019						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2019						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

Holiday	No Council Meeting (5 <sup>th</sup> Tuesday)	Council Vacation Week	Council Retreat	Special Meeting
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Important Dates			
Jan 11-12	Council Retreat	November 5	General Election
June 8	Mid-Year Retreat	December 17	Last Meeting of the Year
August 5	Special Council Meeting (Monday)		
August 6	Primary Election		
November 4	Special Council Meeting (Monday)		

## OLYMPIA CITY COUNCIL INTERGOVERNMENTAL AND OTHER ASSIGNMENTS

<b>ASSIGNMENT</b>	<b>Delegate/Alternate</b>	<b>STAFF SUPPORT</b>	<b>MEETING SCHEDULE</b>
Animal Services	<b>Lisa Parshley</b>	To Be Determined	1 <sup>st</sup> Thurs. 5:00 pm
Capitol Lake Future Process	<b>Cheryl Selby/Nathaniel Jones</b>	Andy Haub	To be determined
Communications Board (TCCOM911)	<b>Jim Cooper/Lisa Parshley</b>	Ronnie Roberts	1 <sup>st</sup> Wed. 3:30 pm
Economic Development Council	<b>Nathaniel Jones</b>	Mike Reid	4 <sup>th</sup> Mon. 3:30 pm
EMSC (Medic 1)	<b>Cheryl Selby</b>	Greg Wright (Alt)	3 <sup>rd</sup> Wed. 3:30 pm
Community Investment Partnership	<b>Renata Rollins/Jim Cooper</b>	Anna Schlecht	Varies monthly
Intercity Transit Authority Board	<b>Clark Gilman/Renata Rollins</b>	Sophie Stimson	1 <sup>st</sup> & 3 <sup>rd</sup> Wed. 5:30 pm
JBLM Rep	<b>Cheryl Selby/Jim Cooper</b>	Steve Hall	As Needed
Law & Justice Council	<b>Renata Rollins</b>		3 <sup>rd</sup> Thurs. 4:30 pm
LEOFF I Disability Board	<b>Jim Cooper/Jessica Bateman</b>	Joe Olson	2 <sup>nd</sup> Mon. 5:30 pm
LOTT Board of Directors	<b>Lisa Parshley/Cheryl Selby</b>	Rich Hoey	2 <sup>nd</sup> Wed. 5:30 pm
Olympic Region Clean Air Agency	<b>Jim Cooper/Lisa Parshley</b>	Keith Stahley	2 <sup>nd</sup> Wed. 10:00 am
Regional Climate Plan Action Team	<b>Lisa Parshley and Nathaniel Jones</b>	Rich Hoey	
Regional Transportation Policy Board (Subcommittee of TRPC)	<b>Clark Gilman/Renata Rollins</b>	Mark Russell	2 <sup>nd</sup> Wed. 7:00 am
Thurston County Solid Waste Advisory Committee (SWAC)	<b>Jim Cooper</b>	Gary Franks (Alt)	2 <sup>nd</sup> Thurs. 11:30 am
Thurston Regional Planning Council	<b>Nathaniel Jones/Renata Rollins</b>	Leonard Bauer	1 <sup>st</sup> Fri. 8:30 am
Thurston Coordinating Council	<b>Nathaniel Jones</b>	Anna Schlecht	3 <sup>rd</sup> Monday 3 pm
Visitors and Convention Bureau	<b>Mike Reid</b>	Mike Reid	3 <sup>rd</sup> Tues. 3:30 pm
<b>OTHER COMMITTEES</b>			
Coalition of Neighborhood Assns.	<b>Clark Gilman</b>	Marygrace Goddu	2 <sup>nd</sup> Mon. 6:15 pm
Liaison to The Washington Center	<b>Debbie Sullivan</b>	Debbie Sullivan	3 <sup>rd</sup> Thurs. 12:00 pm
Lodging Tax Advisory Committee	<b>Jessica Bateman</b>	Kellie Braseth	June, Sept. /Oct.
Mayors Forum	<b>Cheryl Selby</b>	Susan Grisham	1 <sup>st</sup> Fri. 12:00 pm
PBIA Liaison Board	<b>Lisa Parsley/Renata Rollins</b>	Max DeJarnatt	2 <sup>nd</sup> Weds. 6:00 pm

## OLYMPIA CITY COUNCIL INTERGOVERNMENTAL AND OTHER ASSIGNMENTS

<b>ASSIGNMENT</b>	<b>Delegate/Alternate</b>	<b>STAFF SUPPORT</b>	<b>MEETING SCHEDULE</b>
Providence Community Care Center	Jessica Bateman/Jim Cooper	OPD/CPD	
<b>ADVISORY BOARD LIAISONS – Councilmembers to attend one or two per year.</b>			
Arts Commission	General Government Committee	Stephanie Johnson	2 <sup>nd</sup> Thurs. 6:00 pm
Bicycle & Pedestrian	Land Use & Environment Committee	Michelle Swanson	4 <sup>th</sup> Wed. 6:15 pm (Except Mar Jul, Aug, Dec)
Design Review Board	Land Use & Environment Committee	Catherine McCoy	2 <sup>nd</sup> & 4 <sup>th</sup> Thurs. 6:00 pm
Heritage Commission	General Government Committee	Marygrace Goddu	4 <sup>th</sup> Wed. 6:30 pm (Except Feb, Aug, Dec)
Parks & Recreation	General Government Committee	Laura Keehan	3 <sup>rd</sup> Thurs. 6:00 pm (Except Feb, Apr, Jul, Nov)
Planning Commission	Land Use & Environment Committee	Stacey Ray	1 <sup>st</sup> & 3 <sup>rd</sup> Monday 6:30 pm
Utility Advisory Committee	Finance Committee	Andy Haub	1 <sup>st</sup> Thurs. 5:40 pm (Not July, Aug)
<b>COUNCIL COMMITTEE ASSIGNMENTS</b>			
Finance Committee	Jim Cooper, Chair Jessica Bateman, Lisa Parshley	Debbie Sullivan	3 <sup>rd</sup> Weds, 5:30 pm
General Government Committee	Renata Rollins, Chair Clark Gilman, Cheryl Selby	Kellie Braseth	4 <sup>th</sup> Weds, 4:00 pm
Land Use and Environment Committee	Clark Gilman, Chair Nathaniel Jones, Lisa Parshley	Keith Stahley	3 <sup>rd</sup> Thurs, 5:30 pm
<b>MAYOR PRO TEM</b>	Jessica Bateman		



## City Council

### Advancement of the 2019 Comprehensive Plan Amendment - Initial Screening

**Agenda Date:** 1/22/2019  
**Agenda Item Number:** 4.D  
**File Number:** 19-0012

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**Type:** decision   **Version:** 1   **Status:** Consent Calendar

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#### **Title**

Advancement of the 2019 Comprehensive Plan Amendment - Initial Screening

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee.

##### **City Manager Recommendation:**

Move to advance the Preliminary Comprehensive Plan Amendment proposed for consideration in 2019 to the Planning Commission for the final docket and set the Final Comprehensive Plan Amendment application deadline as February 22, 2019.

#### **Report**

##### **Issue:**

Whether to advance the Preliminary Comprehensive Plan Amendment proposed for consideration in 2019 to the Planning for the final docket and set the Final Comprehensive Plan Amendment application deadline as February 22, 2019.

##### **Staff Contact:**

Joyce Phillips, Senior Planner, Community Planning and Development, 360.570.3722

##### **Presenter(s):**

None - Consent Calendar Item.

#### **Background and Analysis:**

The Washington State Growth Management Act provides that Olympia generally can amend its Comprehensive Plan only once each calendar year. Chapter 18.59 of the Olympia Municipal Code establishes a specific process for such annual amendments. It provides that:

- Proposals may be submitted by anyone at any time without charge.
- City Council is to set a deadline for proposals to be considered in a given year, and
- City staff is to review and present all preliminary proposals to the Council to determine which should move forward for formal consideration. The staff's review and recommendation at this

preliminary stage is to be based on specific criteria set forth in code section 18.59.020.

In brief, these criteria are:

- Whether the proposal is consistent with state and federal law
- Whether the proposal might lead to adverse environmental impacts, and if so whether there is time to analyze such
- Whether additional capital improvements and maintenance revenue would be needed, and if so whether there is time to analyze such
- Whether the proposal conflicts with other provisions of the Comprehensive Plan
- Whether other significant amendments would be needed and, if so, whether there is time for such
- If the proposal has previously been reviewed and, if so, whether the applicant has identified a reason to review it again

(A copy with full text of the criteria is attached.)

The City Council's role at this stage is to "review all such proposals, determine which are appropriate and worthy of further review and consideration, and move those to the Planning Commission for review and public hearing" (OMC 18.59.030). Note that at this stage the Council's role is **not** to decide whether or not a proposal should be approved. Instead the Council is to decide - without otherwise pre-judging the issue - which proposals should move to the next stage for review. The City Council has discretion as to whether to consider a proposed Comprehensive Plan amendment - there is no requirement that the City consider any amendments in a given calendar year.

Amendments forwarded by the City Council to the Planning Commission are deemed the 'final docket'. Prior to further consideration, private proponents of forwarded proposals are required to submit a detailed amendment application including appropriate fees. All forwarded amendment proposals will be subject to environmental review by City staff and appropriate public processes, including review and recommendations by the Planning Commission following a public hearing. Final decisions are scheduled to be made by the City Council later in 2019.

### Proposal

One proposal was received for consideration this year. The application, including related materials, is attached to this report. In summary, the proposal is to amend Policy PN 8.1 in the Natural Environment Chapter of the Comprehensive Plan to be the same as the greenhouse gas emissions reduction goal adopted by the City Council, by Resolution M - 1976, on October 16, 2018.

### Staff Recommendation

City staff has evaluated the proposal pursuant to the OMC criteria and recommends the Council conclude:

The proposal is consistent with the six criteria and should be placed on the final docket for 2019 by forwarding the proposal to the Planning Commission for consideration.

**Neighborhood/Community Interests (if known):**

Olympians are interested in climate change issues, including the reduction of greenhouse gas emissions. Concerns specific to the City of Olympia's policy language regarding emissions reduction would be able to be expressed during the public review and hearing process if the proposal is advanced for further review.

**Options:**

1. Direct that the Planning Commission review the proposal, hold a public hearing, and make a recommendation to the Council consistent with the 2019 Comprehensive Plan amendment schedule; and set the Final Comprehensive Plan Amendment application deadline as February 22, 2019
2. Decline to consider the proposed amendment in 2019.
3. Direct consideration of the proposal as part of a different process, instead of as part of the 2019 Comprehensive Plan amendments.

**Financial Impact:**

Consideration of the proposed Comprehensive Plan amendments is within the base budget.

**Attachments:**

Olympia Municipal Code 18.59 - Olympia Comprehensive Plan Amendment Process Review and Evaluation Application

Chapter 18.59  
OLYMPIA COMPREHENSIVE PLAN AMENDMENT PROCESS

18.59.000 Chapter Contents

Sections:

- [18.59.010](#) Plan amendment procedures.
- [18.59.020](#) Preliminary review and evaluation criteria.
- [18.59.030](#) Council approval of final docket.
- [18.59.040](#) Final review and evaluation.
- [18.59.050](#) Decision criteria for rezone requests.
- [18.59.055](#) Consistency between the zoning map and the future land use map.
- [18.59.060](#) Planning Commission and City Council review and adoption process.
- [18.59.070](#) Timing and exemptions.
- [18.59.080](#) Notification of comprehensive plan amendment process.

**18.59.010 Plan Amendment Procedures**

Individual and agency initiated proposals to amend the Olympia Comprehensive Plan shall be submitted to the Department on forms provided by the City. Proposals may be submitted at any time; however, to be considered in the same calendar year, they must be submitted by the deadline set by the City Council, unless otherwise specifically authorized by the City Council. All proposals shall be considered collectively once each year except in the case of an emergency as determined by the City Council (see Timing and Exemptions). The Comprehensive Plan Amendment calendar shall be approved by the City Council. No fee shall be charged at this proposal stage. The Department shall maintain a log or docket of all such proposals including a summary of the proposal, the principal proponent's name and address, the date on which the proposal was submitted, and its review status.

**18.59.020 Preliminary review and evaluation criteria**

A. Prior to City Council action, the Department shall conduct a preliminary review and evaluation of proposed amendments, including rezones, and assess the extent of review that would be required under the State Environmental Policy Act (SEPA). The preliminary review and evaluation shall also include any review by other departments deemed necessary by the Department, and except as provided in 18.58.080 shall be based on the following criteria:

1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code?
2. Would the proposed amendment cause little or no adverse environmental impacts and, is the time required to analyze impacts available within the time frame of the standard annual review process?
3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time

required for this analysis available within the time frame for this annual review process?

4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline?
5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process?
6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again?

B. If the Department determines that the answer to any of the above questions is no, it may recommend to the City Council that the proposed amendment or revision not be further processed in the current amendment review cycle. Upon direction from City Council, Department staff will inform those whose proposed amendments or revisions will not be considered because (a) impact analysis beyond the scope of the amendment process is needed; (b) the request does not meet preliminary criteria; or (c) likelihood of inclusion of the proposal in a department's work program. Proponents may resubmit proposals to the department at any time, subject to the timelines contained in this chapter.

#### **18.59.030 Council approval of final docket**

A. The Department shall compile a list giving the status of all proposed amendments, including rezones, and forward the list to the City Council. The City Council shall review all such proposals, determine which are appropriate and worthy of further review and consideration, and move those to the Planning Commission for review and public hearing. (See Preliminary Review and Evaluation Criteria.)

B. The list approved by the City Council shall be known as the final docket. The Department shall notify proponents of the items on the docket that will be moved to the Planning Commission for review. Proponents shall be required to submit an application and shall pay such fee as may be established by the City Council. Proponents of the proposals not moved to the Planning Commission shall also be notified of the Council's decision. Department and City initiated proposals are exempt from application fees. Information about the amendment process and the schedule shall be distributed with final application forms.

#### **18.59.040 Final review and evaluation**

A. The Department shall distribute the final docket of proposed amendments, including rezones, to any state or local agency which is required by law to receive notice of proposed amendments and revisions to the Comprehensive Plan and implementing development regulations within the time required. In addition, the Department shall

distribute the final docket of proposed amendments to recognized neighborhood associations and other affected interests identified by the City Council. The Department shall include issues identified in amendment proposal analyses and conduct any review required by SEPA of the proposed amendments, including rezones, listed on the final docket.

B. The Department shall prepare a report including any recommendations on each proposed amendment, including rezones, on the final docket and forward the report to the Planning Commission. At a minimum the Planning Commission recommendation and the Council decision should address the following:

1. Does the proposed amendment or revision maintain consistency with other plan elements or development regulations? If not, are amendments or revisions to other plan elements or regulations necessary to maintain consistency with the current final docket that will be considered by the Planning Commission and the City Council?
2. Is the proposed amendment or rezone consistent with the goals of the Comprehensive Plan?
3. Is the proposed amendment or revision consistent with the county-wide planning policies?
4. Does the proposed amendment or rezone comply with the requirements of the GMA?

#### **18.59.050 Decision criteria for rezone requests**

The following criteria will be used to evaluate each rezone request. A zoning map amendment shall only be approved if the Council concludes that at minimum the proposal complies with subsections A through C. To be considered are whether:

A. The rezone is consistent with either the Comprehensive Plan including the Plan's Future Land Use map as described in OMC [18.59.055](#) or with a concurrently approved amendment to the Plan.

B. The rezone will maintain the public health, safety, or welfare.

C. The rezone is consistent with other development regulations that implement the comprehensive plan.

D. The rezone will result in a district that is compatible with adjoining zoning districts; this may include providing a transition zone between potentially incompatible designations.

E. Public facilities and services existing and planned for the area are adequate and likely to be available to serve potential development allowed by the proposed zone.

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

A. Although the Future Land Use map is not specific with regard to the edges of Land Use designations, the zoning map boundaries should not vary more than 200 feet from the land use designation shown on the Future Land Map.

B. Each Neighborhood Retail or Neighborhood Center district, if any, shall be no further than four blocks (approximately 1000 feet) from a Neighborhood Center location indicated on the Future Land Use Map or is at a location proposed pursuant to the Subarea Planning process described in the Comprehensive Plan.

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.

<b>FUTURE LAND USE MAP DESIGNATION</b>	<b>ZONING DISTRICT(S)</b>
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

FUTURE LAND USE MAP DESIGNATION	ZONING DISTRICT(S)
	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 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

**18.59.060 Planning Commission and City Council review and adoption process**

A. Following one or more public hearings the Planning Commission shall forward its written recommendation regarding each Comprehensive Plan amendment and any text amendments or rezones to the Council; provided that the Commission may forward any recommendation regarding a site-specific rezone to the Hearing Examiner without holding a public hearing.

B. The Council shall review the recommendations of the Planning Commission, may hold a public hearing, and shall decide whether to adopt, modify and adopt, reject or defer to a later date, each proposed amendment.

C. Each proponent shall be notified by mail of all public hearings and of the Council’s final decision.

**18.59.070 Timing and exemptions**

A. The City will consider proposed amendments to the Comprehensive Plan only once each year, except when amendments are adopted as part of:

1. the adoption of a subarea plan;

2. the adoption or amendment of a shoreline master program under the procedures set forth in WAC [173-19](#);
3. the response to an existing emergency;
4. amendments necessitated by changes in state or federal laws;
5. the resolution of an appeal filed with the Growth Management Hearings Board or with a court; or
6. the amendment of a capital facilities element that occurs concurrently with the adoption or amendment of the city budget.

B. The Department will accept proposals for Comprehensive Plan amendments and revisions at any time; however, proposals or applications received after their established due dates will be considered in the next annual amendment review cycle.

However, Olympia and Thurston County have adopted a joint plan that includes goals, policies and regulations that they will jointly administer in Olympia's urban growth area. Proposals and applications for urban growth area amendments, including rezones, applications must also meet County process requirements.

**18.59.080 Notification of comprehensive plan amendment process**

Notification will be provided - See UDC Chapter [18.78](#).

## **18.59.020 Preliminary review and evaluation criteria**

A. Prior to City Council action, the Department shall conduct a preliminary review and evaluation of proposed amendments, including rezones, and assess the extent of review that would be required under the State Environmental Policy Act (SEPA). The preliminary review and evaluation shall also include any review by other departments deemed necessary by the Department, and except as provided in 18.58.080 shall be based on the following criteria:

- 1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code?**

*Olympia ASD Application:* Staff believes the proposed amendment is consistent with the CWPPs, GMA, and other state and federal laws and WACs.

- 2. Would the proposed amendment cause little or no adverse environmental impacts and, is the time required to analyze impacts available within the time frame of the standard annual review process?**

*Olympia ASD Application:* Staff believes the project will result in little or no adverse environmental impacts and that adequate time is available to analyze any potential impacts within the standard timeframe for the annual review process.

- 3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process?**

*Olympia ASD Application:* Staff from CP&D consulted with staff from other city and local departments to review this question. No concerns were raised and staff believes there are no additional capital improvements or revenue needed to maintain level of service standards and that the proposal can be reviewed within the annual review process.

- 4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline?**

*Olympia ASD Application:* Yes, the proposed amendment can be considered now without conflicting with other Comprehensive Plan established timelines.

- 5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process?**

*Olympia ASD Application: Yes, the proposed amendment can be acted on without significant other amendments or revisions not anticipated by the proponents and the time required to process the amendments is available within the timeframe of the annual amendment review process.*

- 6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again?**

*Olympia ASD Application: This application was not previously reviewed, ruled upon, or rejected.*

B. If the Department determines that the answer to any of the above questions is no, it may recommend to the City Council that the proposed amendment or revision not be further processed in the current amendment review cycle. Upon direction from City Council, Department staff will inform those whose proposed amendments or revisions will not be considered because (a) impact analysis beyond the scope of the amendment process is needed; (b) the request does not meet preliminary criteria; or (c) likelihood of inclusion of the proposal in a department's work program. Proponents may resubmit proposals to the department at any time, subject to the timelines contained in this chapter.



# Preliminary Comprehensive Plan Amendment

## OFFICIAL USE ONLY

Case #: 18-4494 Master File #: \_\_\_\_\_ Date: 10/23/2018  
Received By: jmp Related Cases: \_\_\_\_\_ Project Planner: jmp

**Please print or type and FILL OUT COMPLETELY (Electronic Submittal Required)**

(Attach separate sheets if necessary)

This preliminary application may be submitted at any time. Each year the City Council establishes a schedule for review of Comprehensive Plan amendments proposed by the public and City staff. Once established, this schedule is posted on the City website. If you would like the City of Olympia to consider a specific amendment of its Comprehensive Plan, please complete this form and submit it as described below and with any other attachments or maps. You will be notified when the next review schedule has been established.

Note that there is no charge for submitting a preliminary application. If the Council decides the City should consider your proposal, then payment of a \$240 fee will be required. Additional fees will be charged if a development (zoning) code or map amendment is associated with the proposed Plan amendment. (All fees are subject to change without notice.)

Applications shall be submitted in person at City Hall or submitted via email to Joyce Phillips at [jphillip@ci.olympia.wa.us](mailto:jphillip@ci.olympia.wa.us).

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Project Name: Climate Mitigation Plan

Project Address: N/A

Assessor's Parcel Number(s): N/A

Legal Description(s): N/A

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**NAME OF APPLICANT:** City of Olympia, c/o Danelle MacEwen, Administrative Services

Mailing Address: PO Box 1967, Olympia, WA 98507-1967

Area Code and Phone #: 360-753-8211

E-mail Address: [dmacewen@ci.olympia.wa.us](mailto:dmacewen@ci.olympia.wa.us)

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**NAME OF OWNER(S)** Same as above

Mailing Address: \_\_\_\_\_

Area Code and Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

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**NAME OF AUTHORIZED REPRESENTATIVE** (if different from above) Same as above

Mailing Address: \_\_\_\_\_

Area Code and Phone #: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

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**A. Type of proposed amendment**

- Comprehensive Plan Text Amendment
- Comprehensive Plan Map Amendment
- Development Code (Zoning) Text Amendment
- Zoning Map Amendment (Rezone)

**B. Project Description, including size of property involved:**

The City of Olympia is participating in the development of a Regional Climate Mitigation Plan. Olympia is working with Thurston County, City of Lacey and City of Tumwater and Thurston Regional Planning Council ("TRPC") on the development of a regional plan to reduce greenhouse gas emissions. As a part of the effort, all participating jurisdictions agreed to adopt common greenhouse gas emissions reduction targets and revised baseline as follows:

- 45% below 2015 levels by 2030, and
- 85% below 2015 levels by 2050.

Adopting common emissions reduction targets puts all participating jurisdictions on the same reduction path. Establishing the 2015 baseline provides better data from which to manage emissions.

Olympia's emissions reduction targets are contained in the Comprehensive Plan in the Clean Air and Cool Climate Section, specifically PN8.1, as follows:

"Participate with local and state partners in the development of a regional climate action plan aimed at reducing greenhouse gases by 25 percent of 1990 levels by 2020, 45 percent of 1990 levels by 2035 and 80 percent of 1990 levels by 2050."

City Council approved Resolution No. M-1976 on October 16, 2018, approving the above recommended community-wide targets (see attached).

This request is to update the Comprehensive Plan PN8.1 to read as follows:

"Participate with local and state partners in the development of a regional climate action plan aimed at reducing greenhouse gases by 45 percent below 2015 levels by 2030 and by 85 percent below 2015 levels by 2050."

Zoning: Does not apply.

Shoreline Designation (if applicable): Does not apply

Special Areas on or near Site (show areas on site plan):

- Creek or Stream (name): \_\_\_\_\_
- Lake or Pond (name): \_\_\_\_\_
- Swamp/Bog/Wetland
- Steep Slopes/Draw/Gully/Ravine
- Scenic Vistas
- Historic Site or Structure
- Flood Hazard Area (show on site plan)
- None

Water Supply (name of utility if applicable): \_\_\_\_\_

Existing: \_\_\_\_\_

Proposed: \_\_\_\_\_

Sewage Disposal (name of utility if applicable): \_\_\_\_\_

Existing: \_\_\_\_\_

Proposed: \_\_\_\_\_

Access (name of street(s) from which access will be gained): \_\_\_\_\_

**C. What issue is addressed or problem solved by the proposed amendment?**

Establishes regional, community-wide greenhouse emissions reductions for Thurston County, City of Lacey, City of Tumwater and City of Olympia. The common targets allow all jurisdictions to be working towards the same target. It also allows furthers the Comprehensive Plan goals and policies of working regionally on climate mitigation strategies.

**D. Proposed map amendment (if any)**

If any associated map amendments are proposed, please list which map and describe the purpose.

Does not apply.

**E. Please describe the specific proposed map designation change(s) and related information.**

Does not apply.

Map(s) proposed to be amended	Acres or square feet	Current Designation(s)	Proposed Designation(s)
Comprehensive Plan Map(s):			
Zoning or other Development Code Map(s):			

**F. Submit the following** with the specific site highlighted on the following maps or excerpts and a list of tax parcel numbers for all of the properties directly affected by the proposed map amendment(s):

- a. Comprehensive Plan Future Land Use Map
- b. Zoning Map
- c. Other relevant maps

**G. Other information (please feel free to attach any additional information)**

- a. If a text amendment is proposed, please describe the proposed Comprehensive Plan amendment and provide any specific proposed wording. Please be as specific as possible regarding any text to be deleted, added, etc.
- b. Please describe or explain any development code amendment that you believe might be appropriate to implement the proposed Comprehensive Plan amendment.
- c. Are you aware of any other City of Olympia plans (e.g., water, sewer, transportation) affected by, or needing amending, to implement the proposed amendment? If so, please explain.

**Note: City staff may contact you for additional information or clarification of your proposal.**

I affirm that all answers, statements, and information submitted with this request are correct and accurate to the best of my knowledge. I also affirm that I am the owner of the subject site or am duly authorized by the owner to act with respect to this request. Further, I grant permission from the owner to any and all employees and representatives of the City of Olympia and other governmental agencies to enter upon and inspect said property as reasonably necessary to process this request.

**Print Name**

**Signature(s)**

**Date**

Danelle MacEwen

Danelle MacEwen

10/23/18

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**RESOLUTION NO. M-1976**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON, ADOPTING COMMON TARGETS TO REDUCE COMMUNITY-WIDE GREENHOUSE GAS EMISSIONS THAT CONTRIBUTE TO GLOBAL CLIMATE CHANGE AND APPROVING AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF OLYMPIA, CITY OF LACEY, CITY OF TUMWATER, THURSTON REGIONAL PLANNING COUNCIL AND THURSTON COUNTY FOR DEVELOPMENT OF A REGIONAL CLIMATE MITIGATION PLAN**

**WHEREAS**, the cities of Olympia, Lacey, and Tumwater, Thurston County and the Thurston Regional Planning Council (the Parties) believe that greenhouse gas emissions accelerate climate change and result in such impacts as reduced snowpack, ocean acidification, sea level rise, increased flooding, summer droughts, loss of habitat, and increased forest fires; and

**WHEREAS**, the Parties are greatly concerned over these economic, public health, and environmental impacts of climate change on the Thurston County region and their respective communities and jurisdictions; and

**WHEREAS**, the Parties have been taking action over many years to reduce their municipal greenhouse gas emissions and believe further action is needed to reduce their community-wide emissions; and

**WHEREAS**, the City of Olympia has adopted into its Comprehensive Plan goal GN8: Community sources of emissions of carbon dioxide and other climate-changing greenhouse gases are identified, monitored and reduced; and

**WHEREAS**, the *Sustainable Thurston Plan*, adopted by the Thurston Regional Planning Council (TRPC) in 2013 and subsequently accepted by the Parties, sets a goal for the Thurston County region to move toward carbon-neutrality and recommends supporting emissions reduction targets through 2050, and identifies the creation of a regional climate action plan as a first action step; and

**WHEREAS**, a regional climate action plan consists of two parts: (1) the emissions reducing mitigation plan referenced in the proposed Interlocal Agreement for Regional Climate Mitigation Planning; and (2) the *Thurston Climate Adaption Plan* adopted by TRPC in January 2018. The latter document includes ninety-one (91) adaptation actions to help the region prepare for and adjust to climate impacts; and

**WHEREAS**, the Parties believe a regional climate mitigation plan would be more efficient and effective than individual climate mitigation plans; and

**WHEREAS**, RCW 39.34.010 permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities; and

**WHEREAS**, pursuant to RCW 39.34.080, each party is authorized to contract with any one or more other public agencies to perform any governmental service, activity, or undertaking which each public agency entering into the contract is authorized by law to perform; provided, that such contract shall be authorized by the governing body of each party to the contract and shall set forth its purposes, powers, rights, objectives and responsibilities of the contracting parties; and

~~WHEREAS, in the spring of 2018, the Parties executed Phase 1 of a Regional Mitigation Plan that assessed their greenhouse gas emissions and efforts to reduce them, as well as recommended that each jurisdiction adopt a resolution with a common emissions baseline and science-based targets to guide the Plan's Phase 2 by reducing community-wide emissions 45% below 2015 levels by 2030 and 85% below 2015 levels by 2050; and~~

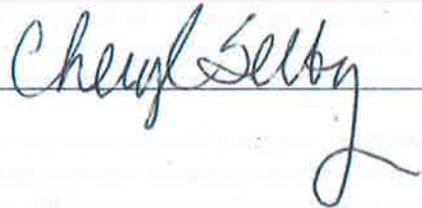
**WHEREAS,** the Parties wish to execute Phase 2 of the two-phased planning process to create the *Regional Climate Mitigation Plan* and develop implementation strategies to be administered by each party;

**NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE** as follows:

1. In consideration of the information contained herein, the City of Olympia will pursue the recommended targets to reduce community-wide greenhouse gas emissions 45 percent below 2015 levels by 2030, and 85 percent below 2015 levels by 2050.
2. The Olympia City Council hereby approves the form of Interlocal Agreement between the City of Olympia, City of Lacey, City of Tumwater, Thurston Regional Planning Council, and Thurston County, and the terms and conditions contained therein.
3. The City Manager is directed and authorized to execute on behalf of the City of Olympia the Interlocal Agreement for a *Regional Climate Mitigation Plan* and to make any minor modifications as may be required and are consistent with the intent of the attached Interlocal Agreement, or to correct any scrivener's errors.

PASSED BY THE OLYMPIA CITY COUNCIL this 16<sup>th</sup> day of October 2018.

MAYOR



ATTEST:



CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY



## City Council

### Approval of an Ordinance Extending the Term of the Cable Television Franchise with Comcast of Washington IV, Inc.

**Agenda Date:** 1/22/2019  
**Agenda Item Number:** 4.E  
**File Number:** 19-0091

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**Type:** ordinance **Version:** 1 **Status:** 1st Reading-Consent

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#### **Title**

Approval of an Ordinance Extending the Term of the Cable Television Franchise with Comcast of Washington IV, Inc.

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee

##### **City Manager Recommendation:**

Move to approve the Ordinance extending the term of the cable television franchise with Comcast of Washington IV, Inc. on first reading and forward to second reading.

#### **Report**

##### **Issue:**

Whether to extend the terms of the City of Olympia's franchise agreement with Comcast Cable through December 31, 2019.

##### **Staff Contact:**

Kellie Purce Braseth, Strategic Communications Director, Executive Department, 360.753.8361

##### **Presenter(s):**

None - Consent Calendar Item.

#### **Background and Analysis:**

The City of Olympia's franchise agreement with Comcast Cable expires on March 24, 2019. On March 27, 2018, the City Council approved an interlocal agreement to jointly undertake the franchise renewal process with the cities of Lacey and Tumwater and Thurston County.

The renewal process is underway, with the legal, technical and financial reviews all but complete. The proposed ordinance would extend the franchise agreement through December 31, 2019, and give the City additional time to complete the shared franchise renewal/negotiation process with our neighboring jurisdictions.

**Neighborhood/Community Interests (if known):**

The community has a high interest in high-quality, accessible and affordable cable services.

**Options:**

1. Approve the Ordinance Extending the Term of the Cable Television Franchise with Comcast of Washington IV, Inc. on first reading and forward to second reading.
2. Do not approve the Ordinance Extending the Term of the Cable Television Franchise with Comcast of Washington IV, Inc. The City will be operating with an expired franchise agreement during the renewal negotiations process.

**Financial Impact:**

The estimated \$26,000 renewal negotiations cost would be paid from Olympia cable franchise fees (PEG Fund).

**Attachments:**

Ordinance

**AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, EXTENDING THE TERM OF THE NONEXCLUSIVE CABLE TELEVISION FRANCHISE WITH COMCAST OF WASHINGTON IV, INC.**

**WHEREAS**, by Ordinance No. 4610, the City of Olympia (City) granted a franchise to Comcast of Washington IV, Inc. (formally TCI Cablevision of Washington, Inc.) to operate and maintain a cable communication system in the City (Current Franchise); and

**WHEREAS**, in 2004, by Ordinance No. 6312, the City of Olympia and Comcast of Washington IV, Inc. (Comcast) agreed to extend the existing franchise agreement while a new agreement was being drafted; and

**WHEREAS**, in 2009, by Ordinance No. 6625, Comcast of Washington IV, Inc. was granted a franchise agreement with the City; and

**WHEREAS**, the Current Franchise is due to expire on March 24, 2019; and

**WHEREAS**, the City of Olympia, together with the cities of Tumwater and Lacey, and Thurston County, have engaged a consultant to negotiate a comprehensive franchise agreement covering all four jurisdictions; and

**WHEREAS**, the parties are still in the process of completing those negotiations and preparing the new franchise agreement and the City of Olympia wishes to extend the term of its Current Franchise with Comcast of Washington IV, Inc.;

**NOW, THEREFORE, THE OLYMPIA CITY COUNCIL ORDAINS AS FOLLOWS:**

**Section 1. Franchise Extension.** The term of the Current Franchise between the City of Olympia and Comcast of Washington IV, Inc. is extended to December 31, 2019.

**Section 2. Other Franchise Terms and Conditions.** All other terms and conditions of the Current Franchise agreement remain in effect.

**Section 3. Corrections.** The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 4. Severability.** If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of the Ordinance or application of the provisions to other persons or circumstances shall remain unaffected.

**Section 5. Ratification.** Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

**Section 6. Effective Date.** This Ordinance shall take effect thirty (30) days after publication, as provided by law.

\_\_\_\_\_  
MAYOR

**ATTEST:**

\_\_\_\_\_  
CITY CLERK

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
CITY ATTORNEY

**PASSED:**

**APPROVED:**

**PUBLISHED:**





## City Council

### Approval of West Bay Art Crossing Artist Team

**Agenda Date:** 1/22/2019  
**Agenda Item Number:** 6.A  
**File Number:** 19-0080

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**Type:** decision **Version:** 1 **Status:** Other Business

---

**Title**

Approval of West Bay Art Crossing Artist Team

**Recommended Action**

**Committee Recommendation:**

The Arts Commission recommends approval of Lin McJunkin and Milo White as public artists for the West Bay Art Crossing project.

**City Manager Recommendation:**

Move to approve Lin McJunkin and Milo White as public artists for the West Bay Art Crossing project.

**Report**

**Issue:**

Whether to approve the artist team of Lin McJunkin and Milo White for the West Bay Art Crossings project.

**Staff Contact:**

Stephanie Johnson, Arts Program Manager, Parks, Arts & Recreation, 360.709.2678

**Presenter(s):**

Stephanie Johnson, Arts Commission Staff Liaison  
Timothy Grisham, Chair, Arts Commission

**Background and Analysis:**

On October 24, 2017, Council approved Olympia Crossings: An Art Plan for City Gateways, following six months of site visits, community meetings, and draft documents organized and prepared by Framework Cultural Placemaking.

Since that time, staff and the Arts Commission worked closely with NWONA (Northwest Olympia Neighborhood Association) to develop the Call for Art (RFQ) for the first Olympia Crossing on West Bay Drive at the base of the Woodard Avenue trail. Council approved the Call for Art on October 21, 2018.

On December 13, 2018, the Arts Commission approved three finalists (from 11 applicants) for the West Bay Art Crossings project as recommended by the jury of Bob Droll, Landscape Architect; Diana Fairbanks and Marygrace Goddu, Olympia Arts Commission; Carole Richmond, Planning Commissioner and Kendra Sawyer, Neighborhood Representative. The three finalists were interviewed on January 9, 2019, by members of the original panel with the exception of Commissioners Goddu and Richmond.

The Arts Commission recommends the team of Lin McJunkin and Milo White for the project. Their work is familiar to Olympians through their many years of participation in the Percival Plinth project. Jurors noted a strong synergy as a team, solid technical understanding and creative vision, all of which was reiterated among their references.

**Neighborhood/Community Interests (if known):**

Neighborhood participation has been solicited at each step in the process, including representation on the jury.

**Options:**

1. Approve Lin McJunkin and Milo White as public artists for the West Bay Art Crossing project.
2. Modify the Arts Commission recommendation on public artists for the West Bay Art Crossing project.
3. Do not approve Lin McJunkin and Milo White as public artists for the West Bay Art Crossing project.

**Financial Impact:**

\$50,000 from the Municipal Art Fund for design and fabrication of the art, and up to \$25,000 for site preparation and installation.

**Attachments:**

Olympia Art Crossings Recommendation  
Olympia Art Crossings Plan

# Olympia Art Crossings

West Bay Drive

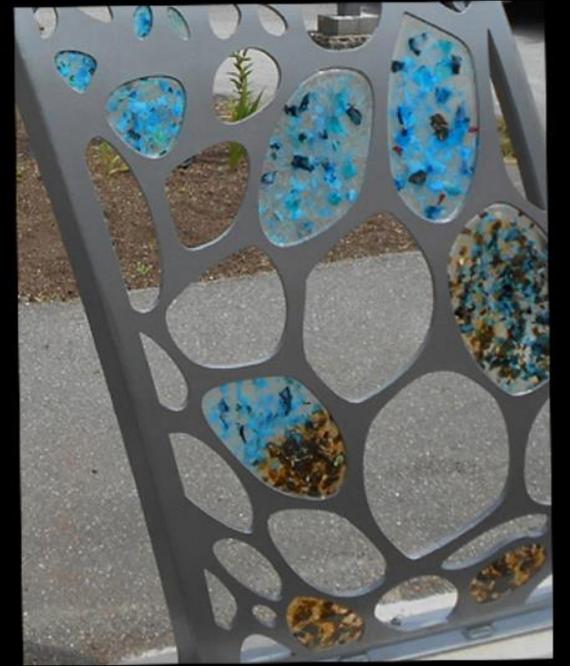
Arts Commission Recommendation

Recommendation

**Lin McJunkin & Milo White**

















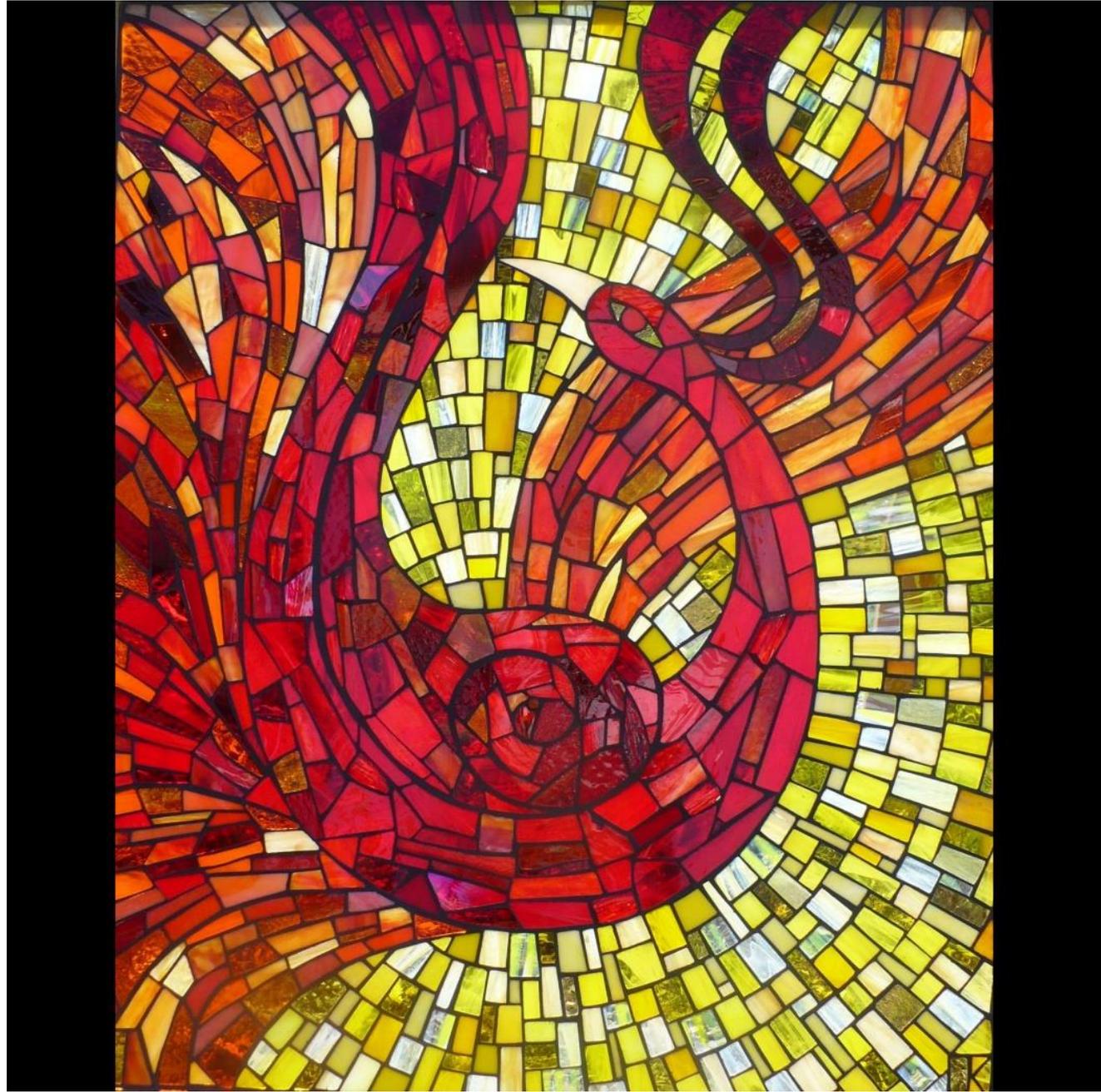
Finalist

Jennifer Kuhns & Jill Carter

















Finalist

**Abe Singer**















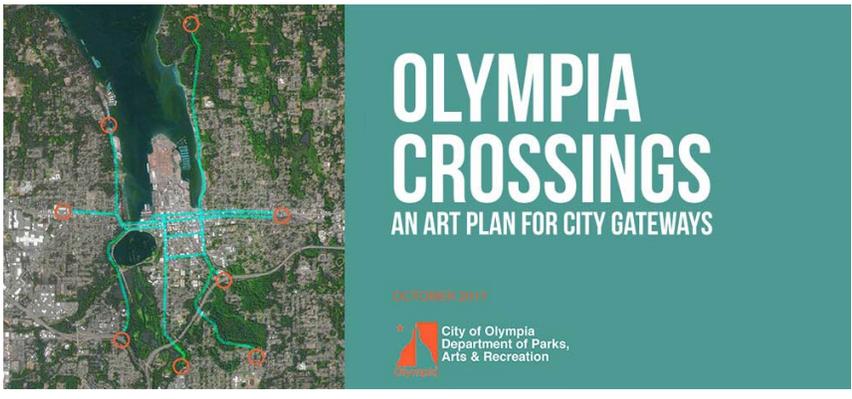


Home » City Services » Parks, Arts & Recreation » Public Art » Gateways Public Art

# Gateways Public Art

- Navigation
- [Public Art](#)
  - [Artist Resources](#)
  - [Traffic Wraps](#)

feedback



## About the Project

The Olympia Arts Commission and Olympia Planning Commission have developed a Master Plan for placing unique public art at eight major "gateways" throughout the City. This accomplishes several goals:

- Places public art deep into Olympia's neighborhoods
- Contributes to a sense of community identity
- Introduces place making elements that help to define and bring together different areas of our community

"**Olympia Crossings - An Art Plan for City Gateways**" is the blueprint by which to move forward on each of the identified gateways, presenting overall concepts and themes, location and cost analysis and prioritization. Please note, this is not a design or fabrication opportunity, but concept only.

[View the Olympia Crossings Plan](#)

## Questions?

Contact Stephanie Johnson, at 360.709.2678 or [sjohnso1@ci.olympia.wa.us](mailto:sjohnso1@ci.olympia.wa.us)

- 

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## City Updates

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**OLYMPIA MUNICIPAL CODE**

Quick link to codes and standards including [Olympia Municipal Code](#).

**MEETINGS** [Agenda and Minutes](#) for City Council and most advisory committees.

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## City Council

### Approval of Ordinance Updating the City of Olympia Sign Code

**Agenda Date:** 1/22/2019  
**Agenda Item Number:** 6.B  
**File Number:** 19-0011

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**Type:** ordinance **Version:** 1 **Status:** 1st Reading-Not Consent

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#### **Title**

Approval of Ordinance Updating the City of Olympia Sign Code

#### **Recommended Action**

##### **Committee Recommendation:**

The Land Use and Environment Committee recommends approval of the Olympia Sign Code amendments, which retain the current “hold times” for signs with an electronic message.

##### **City Manager Recommendation:**

Move to approve the ordinance amending the Olympia Municipal Code related to Signs, on first reading and forward to second reading.

#### **Report**

##### **Issue:**

Whether to adopt the Olympia Sign Code update, retaining the current “hold times” for signs with an electronic message.

##### **Staff Contact:**

Joyce Phillips, Senior Planner, Community Planning and Development, 360.570.3722

##### **Presenter(s):**

Joyce Phillips, Senior Planner, Community Planning and Development

#### **Background and Analysis:**

Work to update the sign code began in late 2016, primarily in response to the US Supreme Court case known as *Reed v. Town of Gilbert, AZ*, which addressed sign content and standards for temporary signs. The City also wanted to update the sign code in order to increase clarity, provide more consistency across standards and zoning districts, and to streamline and simplify the code.

An advisory committee was used to consider policy changes to how the city addresses signs, changes in the sign industry and new sign types, and options to provide more clarity in the code. The committee was made up of businesses, neighborhood representatives, the sign industry, and community members. The committee met seven times with its final meeting devoted to review of a draft sign code. Comments on that draft led to the first public draft, which was issued in July 2018.

A Planning Commission briefing focused on the legal issues of free speech and recent court cases was conducted on August 20, 2018. A public Open House was held on August 28, 2018. In response to questions raised and comments provided, a second public draft was issued on September 21, 2018.

In October, staff met with the Coalition of Neighborhood Associations, provided another briefing to the Planning Commission on other issues related to the Sign Code, and provided an overview to the Olympia Downtown Alliance's Design Committee. In response to comments provided, a third public draft was released on October 25. Staff met with the Downtown Neighborhood Association on November 2 and a public hearing was held by the Planning Commission on November 5, 2018.

Four people spoke at the public hearing. In addition, copies of written comments received throughout the process were provided to the Planning Commission. Testimony at the hearing primarily focused on the "hold time" for signs that include an electronic message. Electronic message sign information was reviewed by the Commission and is included in the attachments, which are also included on the project webpage. The attached Summary of Studies includes a memorandum from the Federal Highways Administration (FHWA) providing guidance on the topic.

The Planning Commission completed its deliberations on November 19, 2018, and recommended approval of the Sign Code Update, as proposed by staff. The proposed code amendments were considered by the Land Use and Environment Committee (LUEC) on December 20, 2018. At its meeting the LUEC decided to recommend the proposed code amendments be forwarded to the City Council for adoption, with a modification to retain the current hold times for signs with an electronic message, such as the Development Identification sign for Auto Mall and for public service signs at schools. Currently such signs have a hold time of five minutes when associated with schools and three minutes for the Auto Mall.

It is important to note that use of signs with an electronic message are not allowed in most cases. The existing sign code permits them for the Auto Mall and schools, as described above. These provisions are also contained in the ordinances.

There is one additional provision in the ordinance that would allow for a shopping center with over 4,000 linear feet of frontage along arterials and major collector streets and with over 800,000 square feet of enclosed commercial retail, entertainment, and dining space to have one electronic development identification sign up to 25 feet in height with up to 300 square feet of advertising copy area per side (the same size that is allowed at the Auto Mall). Currently the provision would only be applicable to Capital Mall. If ever constructed, this Electronic Development Identification Sign would have a hold time of three minutes, the same as is allowed for the Auto Mall.

**Neighborhood/Community Interests (if known):**

The most significant comments received have been about electronic messages on signs and the frequency with which the messages should be allowed to change. The City of Olympia restricts the use of signs with an electronic message. There are a few commercial signs of this type that are grandfathered in, which would not be allowed under the current or proposed regulations. Other signs with an electronic message are generally at schools and provide public service messages. There are some time and temperature signs in this category as well, primarily at banks.

**Options:**

1. Approve the ordinance amending the Olympia Municipal Code related to signs as recommended by the Land Use and Environment Committee and forward to second reading.
2. Approve the ordinance with modifications and forward to second reading.
3. Do not approve the ordinance.

**Financial Impact:**

None. Adoption and implementation of a new sign code, if approved, is in the Department's base budget.

**Attachments:**

Ordinance

[Link to Sign Code Web Page](#)

[Link to Electronic Signs Information](#)

[Summary of Studies](#)

[Summary of Other Cities](#)

**Ordinance No. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, AMENDING CHAPTERS 18.02, 18.120, 18.145, AND 18.150, REPEALING CHAPTER 18.42, AND ADDING A NEW CHAPTER 18.43, OF THE OLYMPIA MUNICIPAL CODE RELATED TO SIGNS.**

**WHEREAS**, a Public Participation Plan was developed for the preparation of a new sign code for the City of Olympia; and

**WHEREAS**, a Policy Advisory Committee (PAC) was formed to represent a wide range of opinions and viewpoints related to sign issues in order to inform about the development of the new sign provisions; and

**WHEREAS**, the PAC met seven times between November 2016 and April 2018 in meetings that were open to the public to observe; and

**WHEREAS**, amendments to the sign code are proposed to address sign content issues in light of recent court cases and opinions; and

**WHEREAS**, on November 21, 2016, April 17, 2017, May 7, 2018, August 20, 2018, and October 1, 2018, the Olympia Planning Commission received briefings on the proposal to update the sign code (herein the Amendments); and

**WHEREAS**, staff provided updates on the Amendments throughout the process to community and business organizations, such as the Coalition of Neighborhood Associations, the West Olympia Business Association and the Olympia Downtown Alliance Design Committee; and

**WHEREAS**, staff provided updates on the Amendments to the City Council's Land Use and Environment Committee on September 15, 2016, January 19, 2017, March 16, 2017, May 18, 2017, and April 18, 2018; and

**WHEREAS**, on February 14, 2018, the proposed Amendments were sent to the Washington State Department of Commerce Growth Management Services with the Notice of Intent to Adopt a Development Regulation Amendment as required by RCW 36.70A.106, and no comments were received from state agencies during the sixty day comment period; and

**WHEREAS**, on August 3, 2018, the City of Olympia issued a Determination of Non-significance pursuant to the State Environmental Policy Act (SEPA) on the Amendment, which was not appealed; and

**WHEREAS**, newsletters regarding the Amendments were sent in September 2016, February 2017, August 2018 and October 2018, and notification to interested parties was provided periodically throughout the process; and

**WHEREAS**, public drafts of the Amendments were posted to the project webpage on July 9, 2018 and September 21, 2018, and public comments were taken on the drafts; and

**WHEREAS**, on October 25, 2018, a legal notice was published in *The Olympian* newspaper regarding a public hearing on the Amendments; and

**WHEREAS**, on November 5, 2018, the Olympia Planning Commission held a public hearing on the proposal and deliberated the Amendments on November 18, 2018; and

**WHEREAS**, following the public hearing and deliberations, the Planning Commission recommended amendments to Title 18 of the Olympia Municipal Code, as proposed; and

**WHEREAS**, the Amendments are consistent with the Olympia Comprehensive Plan and other chapters of the Olympia Municipal Code; and

**WHEREAS**, the Amendments meet the goals and requirements of the Washington State Growth Management Act; and

**WHEREAS**, the Amendments have been reviewed pursuant to the Olympia Municipal Code provisions to amend the code; and

**WHEREAS**, Chapters 35A.63 and 36.70A RCW and Article 11, Section 11 of the Washington State Constitution authorize and permit the City to adopt this Ordinance; and

**WHEREAS**, this Ordinance is supported by the staff report and materials associated with this Ordinance, along with other documents on file with the City of Olympia; and

**WHEREAS**, the Olympia City Council, after considering all of the testimony and evidence, finds that the Sign Code development regulation amendments proposed herein will protect the health, safety and welfare of the City and are in the best interests of the City's residents;

**NOW, THEREFORE, THE OLYMPIA CITY COUNCIL ORDAINS AS FOLLOWS:**

**Section 1. Repeal of OMC 18.42.** Chapter 18.42 of the Olympia Municipal Code is hereby repealed in its entirety as shown on the attached Exhibit A, which is hereby incorporated as though fully set forth herein.

**Section 2. Adoption of NEW OMC Chapter 18.43.** A NEW CHAPTER 18.43 is hereby added to the Olympia Municipal Code as shown on the attached Exhibit B, which is hereby incorporated as though fully set forth herein.

**Section 3. Amendment of OMC 18.02.180.** Subsection 18.02.180.S of the Olympia Municipal Code is hereby amended as shown on the attached Exhibit C, which is hereby incorporated as though fully set forth herein.

**Section 4. Amendment of OMC 18.120.** Chapter 18.120 of the Olympia Municipal Code is hereby amended as shown on the attached Exhibit D, which is hereby incorporated as though fully set forth herein.

**Section 5. Amendment of OMC 18.145.** Chapter 18.145 of the Olympia Municipal Code is hereby amended as shown on the attached Exhibit E, which is hereby incorporated as though fully set forth herein.

**Section 6. Amendment of OMC 18.150.** Chapter 18.150 of the Olympia Municipal Code is hereby amended as shown on the attached Exhibit F, which is hereby incorporated as though fully set forth herein.

**Section 7. Olympia Municipal Code.** Copies of the Olympia Municipal Code are and shall be retained on file with the City Clerk.

**Section 8. Corrections.** The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerk errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 9. Severability.** If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of the Ordinance or application of the provisions to other persons or circumstances shall remain unaffected.

**Section 10. Ratification.** Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

**Section 11. Effective Date.** This Ordinance shall take effect five (5) days after publication, as provided by law.

\_\_\_\_\_  
MAYOR

**ATTEST:**

\_\_\_\_\_  
CITY CLERK

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
DEPUTY CITY ATTORNEY

**PASSED:**

**APPROVED:**

**PUBLISHED:**

## ~~Chapter 18.42~~ SIGNS

18.42.000 — Chapter Contents

Sections:

- ~~18.42.020~~ — Purpose.
- ~~18.42.040~~ — Applicability.
- ~~18.42.060~~ — General sign regulations.
- ~~18.42.080~~ — Prohibited signs.
- ~~18.42.100~~ — Summary of Sign Standards Classification System.
- ~~18.42.120~~ — General Standards for Freestanding Signs.
- ~~18.42.140~~ — General Standards for Building Mounted Signs.
- ~~18.42.160~~ — General Standards for Temporary Signs.
- ~~18.42.180~~ — General Standards for Sandwich Board Sidewalk Signs.
- ~~18.42.200~~ — General Standards for Identification Signs for Individual Uses.
- ~~18.42.220~~ — District Specific Standards for Identification Signs for Individual Uses.
- ~~18.42.240~~ — General Standards for Development Identification Signs.
- ~~18.42.260~~ — District Specific Standards for Development Identification Signs.
- ~~18.42.280~~ — Building Entrance Sign Standards.
- ~~18.42.300~~ — Political Sign Standards.
- ~~18.42.320~~ — Real Estate Sign Standards.
- ~~18.42.340~~ — Directional and Informational Sign Standards.
- ~~18.42.360~~ — Driveway Entrance/Exit Sign Standards.
- ~~18.42.380~~ — Nonconforming Signs.
- ~~18.42.400~~ — TABLE: Summary of Sign Standards by District.

(Ord. 6093 §35, 2001).

### **18.42.020 Purpose**

It is the purpose of this Chapter to (1) safeguard the life, health and welfare of the citizens of the City of Olympia by regulating and controlling the design, quality of materials, construction, location, use, electrification and maintenance of all signs and sign structures (2) promote the enhancement of business properties and their neighborhoods through the erection of signs complementary with their buildings and uses and harmonious with their surroundings; (3) to protect the right of business to identify its premises and advertise products on the premises through the use of signs.

This chapter shall not regulate building design, official directional signs, traffic signs, copy of signs, design of signs, signs within Highway 101 and Interstate 5 rights of way, window displays, point of purchase advertising

~~displays such as product dispensers and candy machines, national flags, flags of political subdivisions, gravestones, holiday decorations, historical site plaques or other such signs of a non-commercial nature.~~

~~(Ord. 6093 §3, 2001; Ord. 5714 §23, 1997; Ord. 5517 §1, 1995).~~

**~~18.42.040 Applicability~~**

~~No signs shall be erected or maintained in the City except those signs specifically identified in this chapter. The number and size of signs as outlined in this Chapter are maximum standards.~~

~~(Ord. 6093 §4, 2001; Ord. 5517 §1, 1995).~~

**~~18.42.060 General sign regulations~~**

**~~A.—Design Review of Signs:~~**

- ~~1.—In applying design criteria, or design guidelines, the Design Review Board or staff may deny or further restrict signs otherwise authorized or regulated in other sections of this chapter.~~
- ~~2.—The appeal procedures set out in OMC 18.75.020 (A) for signs subject to design review shall apply.~~

~~B.—Electrical Requirements. Electrical requirements for signs within the City of Olympia shall be governed by the adopted Electrical Code of the City of Olympia. Compliance with said code shall be required by every sign utilizing electrical energy as a prerequisite to issuance of a sign permit under this code.~~

~~C.—Enforcement and Removal. See OMC 18.73.010.~~

~~D.—Fees. Sign permit fees shall be paid as established in Title 4 of the Olympia Municipal Code.~~

**~~E.—New Signs, Repairs, Alterations, Abandoned Signs:~~**

- ~~1.—No new sign shall be erected nor any existing sign structurally altered, that is not in compliance with these standards, the provisions of the Use District in which it is located and any other pertinent Federal, State or Local regulations.~~
- ~~2.—All signs shall be kept in good repair and shall be maintained in a safe, neat, clean and attractive condition.~~
- ~~3.—Abandoned signs shall be removed, except that if the City designates a sign as historic in nature, the City may allow the sign to be exempt from the removal standard for abandoned signs. (See Section 18.42.380, Non-Conforming Signs.)~~

4.— Out-of-date signs shall be removed within five (5) days after the event, time, or purpose of the sign no longer applies. (See Section 18.42.300 Political Signs).

5.— No sign shall be erected or maintained in such a manner that any portion of its surface or supports will interfere in any way with the free use of any fire escape, exit or standpipe. No sign shall be erected or maintained so as to obstruct any window so that light or ventilation is reduced below minimum standards required by an applicable law or the Uniform Building Code.

6.— Signs shall not interfere, confuse or conflict with the recognition and visibility of any traffic control or directional devices or street name signs, nor shall any sign be so placed as to cause visual obstruction of any public rights-of-way.

F.— No Permit Required. The following signs do not require a permit:

1.— Signs erected by government agencies to implement public policy.

2.— Real estate signs subject to the requirements of Section 18.42.320.

3.— Political signs meeting the requirements of Section 18.42.300.

4.— On-premise occupant name plates on residential dwelling units, provided size of name plates does not exceed three (3) square feet in area.

5.— Changing of advertising on a legal changeable copy sign (readerboard).

6.— On-premise contractor job signs not exceeding thirty two (32) square feet in area.

7.— Temporary non-commercial signs less than six (6) square feet in sign surface area on private property and installed less than four (4) feet above ground.

8.— Normal maintenance of signs that does not change the appearance of the sign.

G.— Permit Application. A permit shall be obtained from the City of Olympia for the installation of a new sign, the structural alteration of an existing sign, and all changes to signs regulated by Design Review Guidelines including permanent painted signs. For the purposes of this Title, replacing only the face of an existing sign shall not be considered as either a new sign or a structural alteration and does not require a permit, except in areas regulated by Design Review Guidelines.

1.— Application for a sign permit shall be made in writing upon forms provided by the Department. Structural detail, all dimensions, materials, illumination and advertising copy must be included.

2.— A plot plan showing property lines, all abutting public rights-of-way, buildings and other structures on the property, existing signs and proposed sign locations, shall be included with the application.

3.— If deemed necessary by the building department, additional engineering information and/or structural detail stamped by a structural engineer registered in the State of Washington may be required.

4.— No sign permit shall be issued for an enterprise using nonconforming signs in Olympia unless the user or owner brings said signs into conformance or removes them. (See also, OMC 18.42.380 for further nonconforming sign regulations.)

H.— Structural Requirements. The structure and erection of signs within the City of Olympia shall be governed by the Uniform Sign Code, 1991 Edition (or any subsequent edition adopted by the City).

I.— General Commercial sign standards shall apply to all uses within the Auto Services District, unless otherwise specified.

(Ord 6317 §4, 2004; Ord. 6093 §5, 2001; Ord. 5830 §23, 1998; Ord. 5714 §24, 1997; Ord. 5517 §1, 1995).

**18.42.080 Prohibited signs**

The following types of signs are prohibited:

A.— Animated Signs. Exception: Traditional barber signs and time/temperature signs. (See OMC Sections 18.42.120(G) and 18.42.140(D)).

B.— Portable Signs. Exception: Sandwich board sidewalk signs (See OMC 18.42.180).

C.— Any sign over four (4) feet high in a required yard setback (See OMC 18.02.180 Definitions, see definitions for Setback and Yard).

D.— No sign shall be in or over public rights-of-way with the exception of projecting signs, sandwich board sidewalk signs, political signs, or those legally mounted on a marquee.

E.— Off Premises Directional Signs. For exceptions see OMC 18.42.340.

F.— Signs unrelated to any use or activity on the property on which the sign is located, such as billboard signs, but not including directional and public service signs as defined herein. (See also OMC 18.02.180 — Definitions.)

G.— Roof Signs. Unless they meet the standards for building mounted signs as defined in OMC 18.02.180.

H.—Attaching commercial messages to wireless communication facilities for off-site and on-site advertising shall be prohibited.

I.—Exceptions for Historic Preservation Purposes. As provided for in Section ~~18.42.060(E)(3)~~, General Sign Regulations—New Signs, Repairs, Alterations, Abandoned Signs—Abandoned historic signs and Section ~~18.42.380(C)(1)~~, Nonconforming Signs—Signs on Historic Buildings, the City may allow exceptions to the above prohibited signs for historic preservation purposes.

(Ord. 6395 §23, 2006; Ord. 6093 §6, 2001; Ord. 5714 §25, 1997; Ord. 5517 §1, 1995).

#### **18.42.100 Summary of Sign Standards Classification System.**

A.—Sign Structure types:

- 1.—Freestanding signs
- 2.—Building Mounted signs
- 3.—Temporary signs
- 4.—Sandwich Board sidewalk signs

B.—Maximum sign surface area:

The maximum sign surface area may be one of the following nine levels, as set forth in this chapter in the maximum sign area standards for specific zoning districts. (Note: Double sided signs shall not exceed half (1/2) the maximum sign surface area per face). See Section ~~18.42.120(B)~~ for ratios to be used when calculating maximum size for levels 6 through 11 listed below. Levels 1 through 5 listed below do not use a ratio calculation.

- 1.—2 square feet
- 2.—5 square feet
- 3.—10 square feet
- 4.—16 square feet
- 5.—24 square feet
- 6.—32 square feet

7.— 50 square feet

8.— 100 square feet

9.— 130 square feet

10.— 200 square feet

11.— 600 square feet, only for a double-sided sign in the Auto Services District per OMC ~~18.42.260(D)(1)(A)~~.

C.— Sign Function types:

1.— Identification Signs for Individual Uses

2.— Identification Signs for Developments

3.— Building Entrance Signs

4.— Political Signs

5.— Real Estate Signs

6.— Directional and Informational Signs

7.— Driveway Entrance/Exit Signs

8.— Sandwich Board sidewalk Signs

(Ord. 6317 §5, 2004; Ord. 6093 §7, 2001; Ord. 5896 §18, 1999; Ord. 5517 §1, 1995).

**18.42.120 General Standards for Freestanding Signs**

A.— In addition to these standards, also see the following sections in the Design Review Guidelines: OMC ~~18.120.140, 18.120.150, 18.145.040, 18.150.100, and 18.150.110~~.

B.— Double-sided signs— If the sign is double-sided, each side may have half of the maximum square footage. For example, on a 200 square foot double-sided sign, each side may have a maximum of 100 square feet.

C.— Setbacks— in the GC district, the minimum setback shall be the same as provided for buildings. Except: the front yard setback shall be a minimum of five (5) feet if abutting a principal arterial (major arterial) with a rights-of-way of eighty (80) feet or less, provided that the sign owner agrees to assume all expenses of

relocating the sign when and if the City acquires additional rights-of-way. The sign owner must provide the City with an appropriate legal document binding the owner and any future heirs or assigns to said agreement.

D.— Height—4 foot maximum.

1.— Exceptions: In association with secondary and above academic schools, if the site is greater than five acres and more than 50% of the building square footage is a Type "E" occupancy per the Uniform Building Code (UBC) or within the Freeway Corridor Overlay district:

a.— Uses on City street frontages—16 feet

b.— Uses adjacent to the freeway—25 feet

c.— A maximum of one (1) pole sign is permitted per use, however, only one pole sign in a development is permitted.

d.— Placement of pole signs—pole signs shall be placed in a planter box, or otherwise landscaped, with the area of the landscaping a minimum of one-half (1/2) of the surface area of the sign.

2.— Exception: Maximum height for business directories which are separate signs from the development identification sign is 7 feet, if the site is at least 40 acres in size and for new development the sign is located a distance from the public right-of-way which is equal to the required throat length of the driveway, per the City Public Works Standards, or for existing development is equal to the existing throat length or 100 feet, whichever is greater.

3.— Exception: Motor vehicle sales uses within the Auto Services District are allowed thirty (30) foot high pole signs per franchise subject to lot size limitations (See OMC 18.42.200 (B)(1)(b) for the number of signs allowed).

4.— Motor vehicle sales uses within the Auto Services District are allowed twelve (12) foot high ground signs (See OMC 18.42.200 (B)(1)(c) for the number of signs allowed).

5.— Development identification signs for a single trade organization located within the Auto Services District representing the ownership of 40 acres or more of similar land uses within such district shall be allowed pole signs at a maximum of 25 feet in height.

E.— Placement—freestanding signs shall be located entirely on the premises of the use they are associated with, unless otherwise specified.

F.— Lighting—In residential zoning districts (defined in sections ~~18.42.120(H)~~ and ~~18.42.140(L)~~), lighting shall not be unreasonably bright or glaring. Also, public service pole signs for academic schools shall be turned off between 9:00 p.m. and 6:00 a.m.

G.— Lighting—In the Auto Services Zoning district, signs illuminated directly or indirectly shall not be unreasonably bright or glaring. The placement or location of signs must be placed in a manner so it shall not directly face into an adjacent residential District.

H.— Public Service Signs may be included in a use's permitted signage, provided the overall sign size, height and other standards for the underlying zoning district are met. Further, the public service portion of an academic school sign shall not exceed 50% of any sign face and all messages shall remain static for at least five minutes.

I.— One Development Identification Electronic Reader Board Sign shall be allowed within the Auto Services District for a single trade organization representing the ownership of 40 acres or more of similar land uses, provided, that all messages shall remain static for at least three minutes.

J.— References to residential zoning districts mean the following districts: Residential 4-8, Mixed Residential 10-18, Residential 6-12, Residential Multifamily 18, Residential 4, Mixed Residential 7-13, Residential Multifamily 24.

(Ord. 7094 §15, 2017; Ord. 6317 §6, 2004; Ord. 6187 §1, 2002; Ord. 6093 §8, 2001; Ord. 5714 §26, 1997; Ord. 5517 §1, 1995).

#### **18.42.140 General Standards for Building Mounted Signs**

A.— In addition to these standards, also see the following sections in the Design Review Guidelines: ~~OMC 18.05A.130, 18.05A.140, 18.05A.240, 18.120.140, 18.120.150, 18.145.040, 18.150.100, and 18.150.110.~~

B.— Size of sign surface area:

1.— Ratio used in calculation of maximum sign surface area. For 32 through 200 square foot signs, the maximum sign surface area shall not exceed one (1) square foot per one linear foot of the wall on which the sign is mounted. Provided, however, for motor vehicle sales uses within the Auto Services District, the maximum sign surface area shall not exceed one and a half (1 1/2) square feet for every one (1) linear foot of wall not to exceed two hundred fifty (250) square feet in sign surface area on which the sign is mounted.

2.— Individual uses in multiple occupancy buildings—the length of the wall to be considered for size calculation purposes, includes only that portion enclosing the space the business occupies, not the length of the entire building.

3.— Marquee signs, i.e. signs mounted on marquees—marquee signs are exempt from aggregate sign surface area requirements (See Section 18.42.140(H) for standards which limit size).

4.— Mansard roof signs—the size ratio shall use the length of the wall enclosing the use, not the length of the roof.

C.— Lighting—In residential zoning districts (defined in sections 18.42.120(H) and 18.42.140(L)) lighting shall not be unreasonably bright or glaring.

D.— Public Service signs, such as time and temperature signs and community bulletin boards, are allowed to be incorporated into a use's permitted signage, provided the overall sign size, height and other standards for the underlying zoning district are met.

E.— Flush mounted signs:

1.— Projection from face of building—shall not exceed 12 inches away from the wall which the sign is attached to nor extend beyond such wall, or above the roof line.

2.— In the Auto Services District, flush mounted signs using channel letters, channel letters shall not exceed thirty-six (36) inches in height. Logos or symbols are not subject to this size requirement.

F.— Painted wall signs—If a change is made to the original appearance of a painted wall sign, this shall constitute a new sign and require a permit.

G.— Awning signs

1.— Lighting—Only the area containing the sign band may be internally lit. All awnings which are illuminated must meet state energy code requirements.

H.— Marquee signs

1.— Theaters—existing movie theaters are allowed to retain their traditional type of marquee sign without animated lighting.

2.— Marquee signs are exempt from the aggregate sign surface area requirements.

3.— The vertical measurement of the sign shall not exceed twelve (12) inches.

4.— No portion of the sign may project out beyond the marquee.

5.— Clearance from grade—minimum eight (8) feet if sign is located under the marquee.

6.—Placement—can be under, on top of, or on any face of the marquee. If on top of the marquee, the sign shall be parallel to the plane of the wall it is attached to.

7.—Projection from face of building—if attached to the face of the marquee, the sign shall not project more than 12 inches away from the face of the marquee.

I.—Projecting signs

1.—Clearance from grade—minimum of 10 feet, except when sign is mounted under a marquee, minimum clearance from grade is 8 feet.

2.—Projection from face of building—shall not exceed 3 feet.

J.—Signs on mansard roofs are to be considered as building-mounted signs and subject to the standards for such.

K.—Window signs. A sign permanently mounted on a window (for example a neon sign) or permanently painted on the window, is considered a building-mounted sign and subject to the standards for such. Exception: Signs indicating whether a use is open or closed for business are not subject to these standards.

L.—References to residential zoning districts mean the following districts: Residential 4-8, Mixed Residential 10-18, Residential 6-12, Residential Multifamily 18, Residential 4, Mixed Residential 7-13, Residential Multifamily 24.

(Ord. 7094 §16, 2017; Ord. 6317 §7, 2004; Ord. 6093 §9, 2001; Ord. 5714 §27, 1997; Ord. 5517 §1, 1995).

**18.42.160 General Standards for Temporary Signs**

A.—Permits are required for all temporary signs, except for political and real estate signs (OMC 18.42.300, 18.42.320), including inflatable signs and banners, unless otherwise indicated (See Section 18.42.060(F)).

B.—Maximum Length of time a permit may be issued for—sixty (60) days, except for motor vehicle sales uses within the Auto Services District, the maximum display time is thirty (30) days.

C.—Frequency of issuance of temporary sign permits—no more than four (4) such permits shall be issued to any one (1) use during any twelve (12) month period; except for motor vehicle sales uses within the Auto Services District, temporary sign permits shall be limited only by a requirement for a fourteen (14) days separation between temporary sign events.

D.—Number of temporary signs—no more than one (1) such sign shall be allowed at any one time for a use, except for motor vehicle sales uses within the Auto Services District, no limit is imposed.

E.—Lighting is not permitted for temporary signs.

F.—Banners

- 1.—Shall be mounted flush on buildings only.

G.—Window Signs

- 1.—Permits not required
- 2.—Aggregate shall not exceed 40% of window space.

H.—Temporary Non-commercial Signs.

- 1.—Number of signs limited to one (1) sign per street frontage
- 2.—Height not to exceed eight (8) feet.
- 3.—Maximum Size:
  - a.—Commercial and Industrial zones:
    - i.—Fifty square feet, not to exceed twenty-five (25) square feet in sign area per side.
    - ii.—No limitation for motor vehicle sales uses within the Auto Services District.
  - b.—Residential zones (defined in sections 18.42.120(H) and 18.42.140(L)):
    - i.—Ten square feet, not to exceed five (5) square feet in sign area per side.
- 4.—If a temporary non-commercial sign is less than six (6) square feet in sign surface area and less than 4 feet in height, then a permit is not required.

(Ord. 6317 §8, 2004; Ord. 6093 §10, 2001).

**18.42.180 General Standards for Sandwich Board Sidewalk Signs**

A.—These standards do not apply to real estate signs. (See Section 18.42.320, Real Estate Sign Standards).

B.—Permitted districts—Downtown Business, Neighborhood Retail, Community Retail, Neighborhood Village, Urban Village, Neighborhood Center, Community Oriented Shopping Center, PO/RM, General Commercial,

~~Urban Waterfront, Urban Waterfront—Housing, Commercial Services-High Density, High Density Corridor 1, High Density Corridor 2, High Density Corridor 3, and High Density Corridor 4 districts.~~

~~C.— Height—4 foot maximum.~~

~~D.— Width—24 inch maximum.~~

~~E.— Number of signs—1 per use.~~

~~F.— Placement, except real estate signs (See Section 18.42.320, Real Estate Sign Standards):~~

~~1.— Signs must be located directly in front of the sponsoring business and on the walkway which is directly in front of the business entrance. In no case shall signs be more than 20 (twenty) feet from the front wall of the business.~~

~~2.— Signs are to be displayed during business hours only.~~

~~3.— Signs shall not create a traffic safety hazard by interfering with the vision of drivers entering or leaving the premises.~~

~~4.— Signs shall be located next to the curb edge of a sidewalk in such a manner so as not to interfere with the opening of car doors, use of bicycle parking facilities, bus stops, loading zones, or pedestrian traffic.~~

~~5.— Signs shall be located such that an unobstructed passageway of forty-eight (48) inches shall be maintained for wheelchair travel on all public and private rights of ways.~~

~~G.— Lighting attached to sign is not permitted.~~

~~H.— Liability—owners of such signs shall assume liability for damage resulting from their use and shall provide the City with a notarized signed agreement (as provided by the City) holding the City harmless from such resulting loss.~~

~~(Ord. 6826 §3, 2012; Ord. 6517 §46, 2007; Ord. 6461 §2, 2007; Ord. 6456 §2, 2007; Ord. 6195 §31, 2002; Ord. 6093 §11, 2001).~~

**18.42.200 General Standards for Identification Signs for Individual Uses**

Identification signs for individual uses are those which serve as the primary identifier of the name of an individual use:

A.— Sign Structure Type and Building Type

1. ~~Building mounted signs are permitted on both single and multiple occupancy buildings.~~
2. ~~Freestanding signs are permitted for single occupancy buildings only.~~

B. ~~Number of identification signs:~~

~~1. All uses in Neighborhood Retail, Neighborhood Village, Neighborhood Center, Medical Services, Professional Office/Residential Multifamily, Commercial Services High Density, Residential Mixed Use, Urban Residential, Community Retail, General Commercial, Auto Services, Urban Waterfront, Urban Waterfront Housing, Downtown Business, Urban Village, Community Oriented Shopping Center, Light Industrial/Commercial, Industrial, and High Density Corridor 1, High Density Corridor 2, High Density Corridor 3, and High Density Corridor 4 districts: one per street frontage.~~

~~a. Exception: Multi-family uses in Residential Multifamily 18, Residential Multifamily 24, Residential Multifamily High Rise, and Urban Residential — two (2) signs are permitted where there are entrances off two (2) public rights-of-way.~~

~~b. Exception: Motor vehicle sales uses within the Auto Services District are allowed pole signs per franchise based upon lot size (see OMC 18.42.120 (D)(3) for the height of signs):~~

- |               |                                       |                          |
|---------------|---------------------------------------|--------------------------|
| <del>i.</del> | <del>0-30,000 sq. ft. =</del>         | <del>No Pole Signs</del> |
| <del>-</del>  | <del>30,001-43,560 sq. ft. =</del>    | <del>1 Pole Sign</del>   |
| <del>-</del>  | <del>43,561-140,000 sq. ft. =</del>   | <del>2 Pole Signs</del>  |
| <del>-</del>  | <del>140,001-210,000 sq. ft. =</del>  | <del>3 Pole Signs</del>  |
| <del>-</del>  | <del>210,001-Infinity sq. ft. =</del> | <del>4 Pole Signs</del>  |

~~An additional pole sign for a dealer's used car lot is not permitted, except that any motor vehicle sales lot in the Auto Services District larger than 43,560 square feet (1 acre) without a franchise is allowed one (1) pole sign.~~

~~c. Motor vehicle sales uses within the Auto Services District are allowed ground signs at a separation of one hundred (100) feet between ground signs along street frontages (see OMC 18.42.120 (D)(4) for the height of signs).~~

~~d. For those motor vehicle sales lots facing Cooper Point Road/Auto Mall Drive, see OMC 18.42.220 (C)(5) for district specific standards.~~

~~2. Non-residential uses in residential districts (defined in sections 18.42.120(H) and 18.42.140(L))—only one (1) sign is permitted.~~

a.—Exception: Multi-family uses in Residential Multifamily 18, Residential Multifamily 24, Residential Multifamily High Rise districts, and Urban Residential—two (2) signs are permitted where there are entrances off two (2) public rights-of-way.

3.—If a use does not directly front on any public rights-of-way, the calculation regarding number of signs shall be based on the number of exposures to a street which the use has.

(Ord. 6517 §47, 2007; Ord. 6323 §10, 2004; Ord. 6317 §9, 2004; Ord. 6195 §32, 2002; Ord. 6093 §12, 2001).

**18.42.220 District Specific Standards for Identification Signs for Individual Uses**

A.—District—Freeway Corridor, (see also Section 18.145.040).

1.—Sign Structure—Pole signs are permitted (Freeway Corridor district and Auto Services District are the only districts in which pole signs are allowed).

2.—Use limits—if property is adjacent to freeway, pole signs are limited to multifamily complexes, shopping centers and industrial complexes.

3.—For the purposes of calculating the number of permitted signs, pole signs are subject to the standards for freestanding signs, i.e., they are not in addition to the number of permitted freestanding signs but are considered one of the permitted freestanding signs.

4.—All other sign standards in Freeway Corridor district are determined by the underlying zoning district in the following sections:

B.—Districts—Community Retail, General Commercial, Urban Waterfront, Downtown Business, Urban Village, Community Oriented Shopping Center, Urban Center, Light Industrial/Commercial, Industrial, High Density Corridor 2, High Density Corridor 3, and High Density Corridor 4:

1.—Sign Structure Allowed:

a.—Freestanding and building mounted:

2.—Maximum Size—200 square feet (100 square feet per side for double sided signs).

a.—Exception: Projecting signs:

i.—Maximum Size—50 square feet (25 square feet per side for double sided signs):

ii.—Building type limits—projecting signs are only permitted on single occupancy buildings not located in a shopping center.

iii. ~~Limits on number of projecting signs—Only one projecting sign permitted per building.~~

b. ~~Exception: Commercial parking lots.~~

i. ~~Maximum Size—24 square feet~~

ii. ~~Building mounted signs on commercial parking lots shall be flush mounted only.~~

C. ~~District—Auto Services~~

1. ~~Sign Structure~~

a. ~~Freestanding and building mounted only.~~

2. ~~Maximum size—Building mounted signs for motor vehicle sales uses within the Auto Services district, one and one half (1 1/2) square feet per one (1) linear foot of wall length not to exceed a maximum of two hundred and fifty (250) sq. ft. in size.~~

a. ~~Channel letter for building mounted signs shall not exceed thirty six (36) inches in height. Logos or symbols are not subject to this requirement.~~

3. ~~Maximum size—Pole signs for motor vehicle sales uses within the Auto Services District are allowed signs at two hundred sixty (260) square feet (one hundred thirty (130) sq. ft. per side of a double sided sign) in sign surface area (see OMC 18.42.120 (D)(3) for the height of signs and OMC 18.42.200 (B)(1)(b) for the number of allowed signs.~~

4. ~~Maximum size—Ground signs for motor vehicle sales uses within the Auto Services District are allowed one hundred (100) square feet (fifty (50) square feet per side of a double sided sign) with a minimum setback of six (6) feet from the property line (See OMC 18.42.120 (D)(4) for the height of signs and OMC 18.42.200 (B)(1)(c) for the number of allowed signs).~~

5. ~~For those motor vehicle sales lots facing Cooper Point Road/Auto Mall Drive are allowed either:~~

a. ~~Pole signs at thirty (30) feet in height as allowed in C.3 above and setback a maximum of thirty (30) feet from the front yard property line, and, ground signs at four (4) feet in height setback a minimum of six (6) feet at a separation of one hundred (100) feet between ground signs; or~~

b. — Ground signs at twelve (12) feet high as allowed in C.4. above and setback a minimum of six (6) feet from the front property line at a separation of one hundred (100) feet between ground signs with no pole signs allowed.

D. — Districts — Neighborhood Retail, Neighborhood Village, and Neighborhood Center.

1. — Sign Structure:

a. — Freestanding and building mounted only.

2. — Maximum Size — 100 square feet (50 square feet per side for double sided signs):

E. — Districts — Medical Services, Professional Offices/Multifamily Residential, Urban Waterfront — Housing, High Density Corridor 1, Commercial Services High Density, Residential Mixed Use, Residential 4, Residential 4-8, Residential 6-12, Mixed Residential 7-13, Mixed Residential 10-18, Residential Multifamily 18, Residential Multifamily 24, Residential Multifamily High Rise, and Urban Residential (UR):

1. — Sign Structure — freestanding and building mounted:

a. — Exception: Home based preschools, home occupations, and income producing uses in co-housing developments — freestanding signs are not permitted, flush mounted signs only are permitted.

b. — Exception: Freestanding or building mounted signs are permitted for home occupations in properties abutting the west side of the 300 and 400 blocks of West Bay Drive Northwest.

2. — Maximum Size — 24 square feet (12 square feet per side for double sided signs):

a. — Exception: Academic Schools — maximum size is 100 square feet (50 square feet per side for double sided signs):

b. — Exception: Multi family Uses — maximum size is 16 square feet (8 square feet per side for double sided signs):

c. — Exception: Home based preschools, home occupations, and income producing uses in co-housing developments — maximum size is 2 square feet; provided, however, that freestanding signs for home occupations in properties abutting the west side of the 300 and 400 blocks of West Bay Drive Northwest may not exceed five (5) square feet in sign surface area per side.

(Ord. 6323 §11, 2004; Ord. 6317 §10, 2004; Ord. 6195 §33, 2002; Ord. 6140 §33, 2001; Ord. 6093 §13, 2001).

**~~18.42.240 General Standards for Development Identification Signs~~**

~~A.—Development Identification Signs are those which serve as the primary identifier of the name of a development. Business directories are considered a part of a use's Development Identification Signs.~~

~~B.—Business Directories:~~

- ~~1.—Business directories must include equal space for all businesses in the development.~~
- ~~2.—A business directory may be either combined with that portion of the development identification sign which identifies the name of the development or it may be a separate sign, provided that the combined amount of signage identifying the name of the development and the business directory sign does not exceed the total allowable sign surface area for Development Identification Signs (for sign surface area standards, See Section 18.42.260, District Specific Standards for Development Identification Signs).~~
- ~~3.—Building location maps shall be considered as a type of business directory and are subject to the above standards.~~

~~C.—Sign Structure—freestanding and building mounted.~~

~~D.—Number of signs—~~

- ~~1.—Multiple occupancy buildings
 
  - ~~a.—Sign identifying name of building—1 per exterior public entry.~~
  - ~~b.—Business directory for the building—1 per exterior public entry.~~~~
- ~~2.—Multiple building complexes:
 
  - ~~a.—Sign identifying name of development—1 per driveway entry to the development, to be located at the driveway entry.~~
  - ~~b.—Business directory for the development—1 per driveway entry to the development.~~~~
- ~~3.—Residential subdivisions—1 per street frontage which has a driveway entry to the development.~~
- ~~4.—Pole signs—if a use is permitted a pole sign, only one (1) pole sign is permitted per development; except, a single trade organization located within the Auto Services District representing the ownership of 40 acres or more of similar land uses within such district shall be allowed one (1) development identification sign along any adjacent state highway and four (4)~~

~~development identification signs along Cooper Point Road/Auto Mall Drive, which signs shall be located on the property of such trade organization or its member(s) which it advertises.~~

~~E.—Development Identification Signs are not permitted on single occupancy buildings.~~

~~(Ord. 6317-§11, 2004; Ord. 6093-§14, 2001).~~

#### **18.42.260 District Specific Standards for Development Identification Signs**

~~A.—District—Freeway Corridor see also Section 18.145.040.~~

~~1.—Sign Structure—Pole signs are permitted as development identification signs (Freeway Corridor District and Auto Services District are the only districts in which pole signs are allowed.)~~

~~2.—Content—business directories are not permitted on pole signs. Pole signs may have the name of the development only.~~

~~3.—Use limits—if property is adjacent to freeway, pole signs are limited to shopping centers and industrial complexes.~~

~~4.—For the purposes of calculating the number of permitted signs, pole signs are subject to the standards for freestanding signs, i.e. they are not in addition to the number of permitted freestanding signs but are considered one of the permitted freestanding signs.~~

~~5.—All other sign standards in Freeway Corridor Overlay district are subject to those for the underlying zoning district.~~

~~B.—Districts—Community Retail, General Commercial, Urban Waterfront, Downtown Business, High Density Corridor 2, High Density Corridor 3, High Density Corridor 4, Neighborhood Retail, Light Industrial/Commercial, Industrial, Neighborhood Village, Urban Village, Neighborhood Center, Community Oriented Shopping Center, Urban Center, Residential 4, Residential 4-8, Residential 6-12, Mixed Residential 7-13, and Mixed Residential 10-18.~~

~~1.—Maximum Size—50 square feet (25 square feet per side for double sided signs).~~

~~a.—Exception: Shopping malls & centers~~

~~i.—200 square feet on major arterial frontage (100 square feet per side for double sided signs).~~

~~ii.—100 square feet on secondary or local street frontage (50 square feet per side for double sided signs).~~

- 2.—Commercial developments
  - a.—Sign Structure—freestanding and building-mounted.

- 3.—Residential developments (i.e. subdivisions):
  - a.—Sign Structure—freestanding

C.—Districts—Medical Services, Professional Office/Multifamily Residential, Urban Waterfront Housing, High Density Corridor 1, Commercial Services High Density, and Residential Mixed Use:

- 1.—Sign Structure—freestanding, with directory allowed, and building-mounted.
- 2.—Maximum Size—32 square feet (16 square feet per side for double sided signs):
  - a.—Exception: Residential developments (i.e. subdivisions):
    - i.—Sign Structure—freestanding
    - ii.—Maximum Size—50 square feet (25 square feet per side for double sided signs).

D.—Districts—Auto Services

- 1.—Sign Structure—Freestanding
  - a.—Maximum Size—Along State Highways—three hundred (300) square feet per side, twenty five (25) foot high including any electronic reader board pole sign. See OMC 18.42.120.I. for electronic reader board limitations.
  - b.—Maximum Size—Arterial Streets—one hundred (100) square feet per side, twenty five (25) foot high pole sign. Placed on Cooper Point Road/Auto Mall Drive (see OMC 18.42.240 (D)(4)).
  - c.—All development identification signs for a single trade organization representing 40 acres or more of similar land uses within such zone shall be located on the property of such trade organization or its member(s).

(Ord. 6317 §12, 2004; Ord. 6195 §34, 2002; Ord. 6093 §15, 2001).

**18.42.280 Building Entrance Sign Standards**

Entrance signs are signs which indicate where the entrance to a use is.

A.—Districts—Community Retail, General Commercial, Urban Waterfront, Urban Waterfront Housing, Downtown Business, Urban Village, Community Oriented Shopping Center, Urban Center, Light Industrial/Commercial, Industrial, Neighborhood Retail, Neighborhood Village, Neighborhood Commercial, Medical Services, Professional Offices/Multifamily Residential, Commercial Services High Density, Residential Mixed Use, Urban Residential, High Density Corridor 1, High Density Corridor 2, High Density Corridor 3, and High Density Corridor 4.

B.—Permitted Content—name of the use only.

C.—Sign Structure—flush mounted signs only.

D.—Number of signs—one per exterior public entry.

E.—Placement—over each exterior entrance, provided there is not a marquee.

F.—Maximum Size:

1.—10 square feet.

a.—Exception: Shopping Centers:

i.—Use with a floor area that exceeds twenty thousand (20,000) square feet in area—16 square feet.

ii.—Use with a floor area less than twenty thousand (20,000) square feet in area—5 square feet.

G.—Use limits—not permitted on uses in residences, such as preschools and home occupations, which are allowed one identification sign only.

(Ord. 6323 §12, 2004; Ord. 6195 §35, 2002; Ord. 6093 §16, 2001).

#### **18.42.300 Political Sign Standards**

A.—Permits—not required.

B.—Maximum size of sign surface area:

1.—Residential zones (defined in sections 18.42.120(H) and 18.42.140(L))—10 square feet.

2.—Other districts—32 square feet.

C.— Height. Four (4) foot maximum in residential districts (defined in sections 18.42.120(H) and 18.42.140(L)). In any other district, four (4) feet. In other districts, and outside required residential setbacks, maximum height is 10 feet.

D.— Placement. Political signs may not be placed in public parks or attached to traffic safety devices, telephone poles, power poles, or other public utility facilities. They may be placed upon private property or within the public rights-of-way, provided that the sign shall be placed no less than ten feet from the paved edge or traveled portions of the roadway and signs placed within twenty feet of a street corner shall not exceed thirty inches in height within the clear sight triangle. Signs shall not interfere with traffic safety.

E.— Removal. All political signs must be removed 5 days after the election in which the candidates or issue on the sign has been determined. However, after primary elections, if the candidate or issue is going into the general election, signs may remain until 5 days after the general election. The candidate or committee for which the sign is displayed, shall be responsible for its removal. The candidate or committee for which the sign is displayed, shall be subject to the penalties and fines for violation of these requirements, as set forth in this title.

(Ord. 6093 §17, 2001).

#### **18.42.320 Real Estate Sign Standards**

A.— Permits — not required.

B.— Materials — all exterior real estate signs must be of wood or plastic or other durable material.

C.— Placement — signs may not be attached to a utility pole or traffic safety device or interfere with traffic safety.

D.— Residential properties:

1.— For Sale and Sold signs

a.— Maximum size — 10 square feet, provided that if a single faced sign, sign shall not exceed 5 square feet.

b.— Height — 7 feet maximum.

c.— Placement — signs shall be placed wholly on the property for sale. If sign is greater than 5 square feet in sign surface area, it must be placed more than 30 feet from the abutting owners property line.

2.— Directional Open House Signs

a. — Maximum size — 10 square feet, provided that if a single faced sign, sign shall not exceed 5 square feet.

b. — Height — 4 foot maximum.

c. — Placement — signs may be placed no less than ten (10) feet from the traveled portion of public rights of way, provided it does not interfere with traffic safety.

d. — Hours — permitted only during daylight hours and when the broker, agent, or seller is in attendance at the property for sale.

e. — Number of signs — one (1) sign per street frontage on the premises for sale and three (3) off-premise signs. However, if a broker/agent has more than one (1) house open for inspection in a single development of subdivision, s/he is limited to four (4) off premises open house signs in the entire development or subdivision.

E. — Commercial and Industrial Properties:

1. — For Sale or Rent Signs

a. — Maximum size — 50 square feet, provided that if a single faced sign, sign shall not exceed 32 square feet.

b. — Height — 8 foot maximum

c. — Placement — for all commercial and industrial properties, if the sign is freestanding, it shall be located more than 15 feet from public rights of way and from any abutting property line if the adjacent property is developed. For developed commercial and industrial properties, if the face of the building is less than 10 feet from the property line, the sign shall be placed on the building or in a window.

d. — Removal — signs shall be displayed only while the property is actually for rent or sale.

e. — Number of signs — one (1) sign per street frontage while the property or building is actually for sale or rent.

F. — Additional Real Estate Signs — The Hearing Examiner may grant a special use permit to allow temporary off-premise signs in addition to those permitted above. Notice of adjacent property owners shall not be required. Such additional signs may be used to advertise open houses, to provide directions to new developments, or for similar purposes. Such signs may be placed no less than ten (10) feet from the traveled portion of the public right of way, provided they do not interfere with traffic safety, but they may not be

attached to utility poles or traffic safety devices. The Hearing Examiner shall determine the number and locations of such signs, and the period during which they may be displayed. The Hearing Examiner shall take into account the number of existing signs in any proposed location, and shall limit or prohibit new ones so as to prevent a traffic hazard or a detrimental effect on neighboring property.

(Ord. 6093 §18, 2001).

#### **18.42.340 Directional and Informational Sign Standards**

Directional signs are those designed solely to guide or direct pedestrian or vehicular traffic to an area or place. Informational signs are those of a public or quasi-public nature.

A.— Off-premises commercial directional signs are prohibited, with the exception that an off-premises commercial directional sign may be granted, if all of the following can be found to apply:

- 1.— The use caters to tourists through on-premise provision of food, lodging or recreation.
- 2.— The use is located at least one (1) city block from a major arterial (as designated by the City).
- 3.— Such signs shall be directional in nature only (that is, no advertising other than location is allowed).
- 4.— No more than two (2) such signs for each use shall be approved.
- 5.— Sign Structure—freestanding or building-mounted.
- 6.— Maximum Size—16 square feet (8 square feet per side for double-sided signs).
- 7.— Such a sign shall meet all other applicable provisions of these standards.

B.— Directional and informational signs of a public or quasi-public nature.

- 1.— May be erected or maintained by an official or civic body.
- 2.— Sign Structure—freestanding or building-mounted.
- 3.— Maximum Size—16 square feet (8 square feet per side for double-sided signs).

C.— Directional signs for motor vehicle sales uses within the Auto Services District

- 1.— Sign Structure—shall be freestanding

2. ~~Maximum Size of a Directional Sign~~ shall be sixteen (16) square feet (eight (8) square feet per side of a double-sided sign).
3. ~~Number of Signs~~ limited to a maximum of four (4) signs.
4. ~~Maximum Sign Height~~ shall be seven (7) feet.

(Ord. 6317 §13, 2004; Ord. 6093 §19, 2001).

#### **18.42.360 Driveway Entrance/Exit Sign Standards**

- A. ~~Content~~ no commercial message permitted
- B. ~~Sign Structure~~ freestanding
- C. ~~Maximum size~~ 5 square feet (2 1/2 square feet per side for double-sided signs).
- D. ~~Number of signs~~ 1 per driveway

(Ord. 6093 §20, 2001).

#### **18.42.380 Non-Conforming Signs**

A. ~~General~~. Except as otherwise provided, any sign which is non-conforming may not be structurally altered without being brought into compliance with the requirements of this Title. (See OMC 18.02.180, Definitions, Signs, Abandoned and Non-Conforming and Section 18.42.060(C), General Sign Regulations, Enforcement, and Removal).

1. ~~Any non-conforming sign which is damaged or destroyed by fire, explosion, wind, act of nature, or other accidental means may be restored if the cost thereof does not exceed fifty percent (50%) of its replacement cost. Signs damaged in an amount in excess of fifty percent (50%) of replacement cost shall be removed.~~
2. ~~All non-conforming signs shall be kept in good repair and maintained in a neat, clean, attractive, and safe condition. (See also OMC 18.42.060(C), Enforcement and Removal.)~~

B. ~~Signs on historic buildings~~. If firm evidence can be provided of the existence in the past of a sign on a designated historic building, which would be non-conforming under current regulations, the City may allow the placement of a replica of the sign, if the sign receives approval from both the City's Design Review Board and Heritage Commission and meets current building code standards.

(Ord. 6093 §21, 2001).

~~18.42.400 TABLE: Summary of sign standards by district~~

~~TABLE 18.42.01~~

~~SUMMARY OF SIGN STANDARDS BY DISTRICT~~

~~Note: This Is a Summary Table Only. Please See Referenced Sections for Full Standards.~~

<del>Type of Sign</del>	<del>Building Type</del>	<del>Sign Structure Type</del>	<del>Number of Signs</del>	<del>Size Level of sign surface area</del>
<del>See Sections 18.42.200 through 18.42.360</del>	<del>See Sections 18.42.200 through 18.42.360</del>	<del>See Sections 18.42.120, 18.42.140 &amp; 18.42.180</del>	<del>See Sections 18.42.120 through 18.42.360</del>	<del>See Sections 18.42.120 through 18.42.360</del>

~~DISTRICTS: Community Retail, General Commercial, Urban Waterfront, Downtown Business, Urban Village, Community Oriented Shopping Center, Urban Center, Light Industrial/Commercial, Industrial, High Density Corridor 2, High Density Corridor 3, and High Density Corridor 4~~

<del>Identification Sign for Individual Uses</del>	<del>Single Occupancy buildings</del>	<del>Building-mounted sign or Freestanding sign</del>	<del>1 per street frontage Except for motor vehicle sales uses within the Auto Services District, pole signs based on lot size (see OMC 18.42.200 (B)(1)(b) for the number of signs). Ground signs based on street frontage at a separation of 100 feet between signs.</del>	<del>200 s.f. max. Except commercial parking lots (24 s.f. max.) and projecting signs (50 s.f. max.) Except motor vehicle sales uses within the Auto Services District, 260 s.f. max. Double sided signs: 1/2 the s.f. max.</del>
<del>-</del>	<del>Multiple Occupancy buildings</del>	<del>Building-mounted sign only</del>	<del>-</del>	<del>-</del>
<del>Building Entrance Signs:</del>	<del>All</del>	<del>Building-mounted sign (flush-mounted only)</del>	<del>1 per exterior public entry</del>	<del>10 s.f. max Except shopping centers &amp; malls in which case size level depends on the floor area of the use (16 s.f. max. if exceeds 20,000</del>

**TABLE 18.42.01**

**SUMMARY OF SIGN STANDARDS BY DISTRICT**

**Note: This Is a Summary Table Only. Please See Referenced Sections for Full Standards.**

<b>Type of Sign</b>	<b>Building Type</b>	<b>Sign Structure Type</b>	<b>Number of Signs</b>	<b>Size Level of sign surface area</b>
				s.f. and 5 s.f. max. if under 20,000 s.f.)
Development Identification Signs:	Multiple occupancy buildings	Building-mounted sign or Freestanding sign	1 per exterior public entry Except for the Auto Services District and other entities, 5 freestanding signs allowed.	50 s.f. max. Except shopping centers & malls (200 s.f. max. on major arterial, 100 s.f. max. on local street) Except for the Auto Services District and other entities, 600 s.f. along state highways and 260 s.f. along arterial rights-of-way. Double sided signs: 1/2 the s.f. max.
See Sections <u>18.42.200</u> through <u>18.42.360</u>	See Sections <u>18.42.200</u> through <u>18.42.360</u>	See Sections <u>18.42.120</u> , <u>18.42.140</u> & <u>18.42.180</u>	See Sections <u>18.42.120</u> through <u>18.42.360</u>	See Sections <u>18.42.120</u> through <u>18.42.360</u>

**DISTRICTS: ~~Community Retail, General Commercial, Urban Waterfront, Downtown Business, Urban Village, Community Oriented Shopping Center, Urban Center, Light Industrial/Commercial, Industrial, High Density Corridor 2, High Density Corridor 3, and High Density Corridor 4~~**

-	Multiple building complexes	Building-mounted sign or Freestanding sign	1 per driveway entry to the development.	-
-	Residential Subdivisions	Freestanding sign only	-	-

**TABLE 18.42.01**

**SUMMARY OF SIGN STANDARDS BY DISTRICT**

**Note: This Is a Summary Table Only. Please See Referenced Sections for Full Standards.**

<b>Type of Sign</b>	<b>Building Type</b>	<b>Sign Structure Type</b>	<b>Number of Signs</b>	<b>Size Level of sign surface area</b>
Driveway Entrance/Exit Signs:	All	Freestanding sign only	1 per driveway	5 s.f. max. Double sided signs: 1/2 the s.f. max.
Sandwich Board Sidewalk Signs:	All	Sandwich Board sidewalk sign	1 per use	Height—4 ft. max. Width—24 inch max.
<b>DISTRICTS: Neighborhood Retail, Neighborhood Village, and Neighborhood Center</b>				
Identification Sign for Individual Uses	Single Occupancy buildings	Building mounted or Freestanding	1 per street frontage	100 s.f. max. Double sided signs: 1/2 the s.f. max.
-	Multiple Occupancy buildings	Building mounted only	-	-
Building Entrance Signs:	All	Building mounted sign (flush mounted only)	1 per exterior public entry	10 s.f. max Except shopping centers & malls in which case size level depends on the floor area of the use (16 s.f. max. on sign if floor area is 20,000 s.f. or more, and 5 s.f. max. on sign if floor area under 20,000 s.f.)
Development Identification Signs:	Multiple occupancy buildings	Building mounted sign or Freestanding sign	1 per exterior public entry	50 s.f. max. Double sided signs: 1/2 the s.f. max.
-	Multiple building	Freestanding sign	1 per street frontage which has a driveway entry to the development.	-

**TABLE 18.42.01**

**SUMMARY OF SIGN STANDARDS BY DISTRICT**

**Note: This Is a Summary Table Only. Please See Referenced Sections for Full Standards.**

<b>Type of Sign</b>	<b>Building Type</b>	<b>Sign Structure Type</b>	<b>Number of Signs</b>	<b>Size Level of sign surface area</b>
-	complexes only	-	-	-
-	Residential Subdivisions	Freestanding-sign only	-	-
See Sections <u>18.42.200</u> through <u>18.42.360</u>	See Sections <u>18.42.200</u> through <u>18.42.360</u>	See Sections <u>18.42.120</u> , <u>18.42.140</u> & <u>18.42.180</u>	See Sections <u>18.42.120</u> through <u>18.42.360</u>	See Sections <u>18.42.120</u> through <u>18.42.360</u>

**DISTRICTS: Neighborhood Retail, Neighborhood Village, and Neighborhood Center (continued)**

Driveway Entrance/Exit Signs:	All	Freestanding-sign only	1-per driveway	5-s.f.-max. Double-sided signs: 1/2 the s.f.-max.
Sandwich Board-Sidewalk Signs:	All	Sandwich-Board sidewalk-sign	1-per use	Height—4 ft.-max. Width—24 inch-max.

**DISTRICTS: Medical Services, Professional Offices/Residential Multifamily, Commercial Services-High Density, Residential Mixed Use, Urban Residential, and High Density Corridor-1**

Identification Sign for Individual Uses	Single Occupancy buildings	Building-mounted sign (flush-mounted only) or Freestanding sign	1-per-street-frontage	24-s.f.-max. Except academic schools (100-s.f. max), multi-family uses (16-s.f.-max.) and income producing uses in residences (2-s.f.-max.) Double-sided signs: 1/2 the s.f.-max.
-	Multiple Occupancy buildings	Building-mounted sign only (flush mounted-only)	-	-

TABLE 18.42.01

**SUMMARY OF SIGN STANDARDS BY DISTRICT**

**Note: This Is a Summary Table Only. Please See Referenced Sections for Full Standards.**

<b>Type of Sign</b>	<b>Building Type</b>	<b>Sign Structure Type</b>	<b>Number of Signs</b>	<b>Size Level of sign surface area</b>
Building Entrance Signs:	All	Building mounted sign (flush mounted only)	1 per exterior public entry	10 s.f. max Except shopping centers & malls in which case size level depends on the floor area of the use (16 s.f. max. on sign if floor area is 20,000 s.f. or more, and 5 s.f. max. on sign if floor area under 20,000 s.f.)
Development Identification Signs:	Multiple occupancy buildings	Building mounted sign or Freestanding sign	1 per exterior public entry	32 s.f. max Double sided signs: 1/2 the s.f. max.
-	Multiple building complexes only	Freestanding sign	1 per street frontage which has a driveway entry to the development.	-
-	Residential Subdivisions	Freestanding sign only	-	50 s.f. max. Double sided signs: 1/2 the s.f. max.
See Sections <u>18.42.200</u> through <u>18.42.360</u>	See Sections <u>18.42.200</u> through <u>18.42.360</u>	See Sections <u>18.42.120</u> , <u>18.42.140</u> & <u>18.42.180</u>	See Sections <u>18.42.120</u> through <u>18.42.360</u>	See Sections <u>18.42.120</u> through <u>18.42.360</u>

**~~DISTRICTS: Medical Services, Professional Offices/Residential Multifamily, Commercial Services High Density, Residential Mixed Use, Urban Residential, and High Density Corridor 1~~**

**(continued)**

Driveway Entrance/Exit Signs:	All	Freestanding sign only	1 per driveway	5 s.f. max.
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TABLE 18.42.01

## SUMMARY OF SIGN STANDARDS BY DISTRICT

**Note: This Is a Summary Table Only. Please See Referenced Sections for Full Standards.**

Type of Sign	Building Type	Sign Structure Type	Number of Signs	Size Level of sign surface area
Sandwich Board Sidewalk Signs in PG/RM & CSH	All	Sandwich Board sidewalk sign	1 per use	Height—4 ft. max. Width—24 inch max.
<b><del>DISTRICTS: Residential 4, Residential 4-8, Residential 6-12, Mixed Residential 7-13, Mixed Residential 10-18, Residential Multifamily 18, Residential Multifamily 24, Urban Residential, and Residential Multifamily High Rise</del></b>				
Identification Sign for Individual Uses	Single Occupancy buildings	Building-mounted sign—flush mounted only or Freestanding sign, Except income producing uses in residences—flush mounted only	Non-single family residential uses: 1 per use Except multi-family uses in RM-18, RM-24 & RMH, in which case, 2 signs are permitted where there are entrances off 2 public rights-of-way.	24 s.f. max. Except academic schools (100 s.f. max), multi-family uses (16 s.f. max.) and income producing uses in residences (2 s.f. max.) Double-sided signs: 1/2 the s.f. max.
-	Multiple Occupancy buildings	Building-mounted sign only—flush mounted only	-	-
Development Identification Signs:	Residential Subdivisions	Freestanding sign only	1 per street frontage which has a driveway entry to the development	50 s.f. max Double-sided signs: 1/2 the s.f. max.
Driveway Entrance/Exit Signs:	All	Freestanding sign only	1 per driveway	5 s.f. max. Double-sided signs: 1/2 the s.f. max.
See Sections <u>18.42.200</u> through <u>18.42.360</u>	See Sections <u>18.42.200</u> through <u>18.42.360</u>	See Sections <u>18.42.120</u> , <u>18.42.140</u> & <u>18.42.180</u>	See Sections <u>18.42.120</u> through <u>18.42.360</u>	See Sections <u>18.42.120</u> through <u>18.42.360</u>

**TABLE 18.42.01**

**SUMMARY OF SIGN STANDARDS BY DISTRICT**

**Note: This Is a Summary Table Only. Please See Referenced Sections for Full Standards.**

<b>Type of Sign</b>	<b>Building Type</b>	<b>Sign Structure Type</b>	<b>Number of Signs</b>	<b>Size Level of sign surface area</b>
<b>DISTRICTS: Freeway Corridor</b>				
Identification Sign for Individual Uses	All	Pole signs permitted provided that if the property is adjacent to freeway uses are limited to multifamily complexes, shopping centers and industrial complexes.	1 pole sign only on a parcel or per development. Except for motor vehicle sales uses within the Auto Services District, freestanding signs as prescribed in OMC <u>18.42.220 (C)(5)</u> .	200 s.f. max. Double sided signs: 1/2 the s.f. max. Except for motor vehicle sales uses within the Auto Services District, 260 s.f.

\*s.f. = square feet

(Ord. 6323 §13, 2004; Ord. 6317 §14, 2004; Ord. 6140 §30, 2001; Ord. 6093 §35, 2001).

## Chapter 18.43 SIGNS

### 18.43.000 Chapter Contents

#### Sections:

18.43.010	Purpose
18.43.020	Applicability
18.43.030	Permits and Authorization
18.43.040	Exemptions
18.43.050	Prohibited Signs
18.43.060	General Sign Standards
18.43.070	Permanent Sign Types and Standards
18.43.080	Commercial Message Temporary Sign Types and Standards
18.43.085	Noncommercial Message Temporary Sign Types and Standards
18.43.090	Sign Zones
18.43.100	Downtown Sign Zone
18.43.110	Auto Mall Sign Zone
18.43.120	Business and Corridor Sign Zone
18.43.130	Residential Sign Zone
18.43.140	Master Sign Plans
18.43.150	Nonconforming Signs
18.43.160	Violations

#### **18.43.010 Purpose**

It is the purpose of this Chapter to (1) safeguard the life, health and welfare of the people of the City of Olympia by regulating and controlling the design, quality of materials, construction, location, use, electrification and maintenance of all signs and sign structures, (2) promote the efficient and economical use of signs in distinct areas throughout the City with special focus on the needs of the particular area, and (3) to protect First Amendment free speech rights with content neutral sign regulations.

This chapter shall not regulate building design, official directional signs, traffic signs, copy of signs, signs within Highway 101 or Interstate 5 rights-of-way, window displays, point of purchase advertising displays such as product dispensers and candy machines, national flags, flags of political subdivisions, gravestones, holiday decorations, historical site plaques, towing signs, property management signs (e.g. no parking, no skateboarding) or other signs of a similar non-commercial nature.

#### **18.43.020 Applicability**

- A. No sign shall be erected or maintained in the City except those signs specifically identified in this chapter. The number and size of signs as outlined in this Chapter are maximum standards. Signs may only be established as accessory to a principally permitted use.
- B. This chapter is not intended to, and shall not be interpreted to, restrict speech on the basis of its content, viewpoint, or message. This chapter shall not be construed to favor commercial speech over noncommercial speech. A commercial sign may contain a commercial or non-commercial message.

#### **18.43.030 Permits and Authorization**

- A. Permit Application. A permit or agreement shall be obtained from the City of Olympia for the installation of a new sign or the structural alteration of an existing sign. A Temporary Sign Agreement shall be submitted prior to the installation of a temporary sign.

- B. Authorization to Install Signs: For any permanent or temporary sign mounted or installed by inserting anything into the ground, the sign owner is responsible for any damages caused by the sign's installation. The sign owner assumes all liability associated with the sign's placement and installation. The City of Olympia makes no representations regarding suitability of any location. The sign owner shall conduct any and all necessary inspections before installation.

#### **18.43.040 Exemptions**

The following signs, and activities relating to signs, are exempt from the requirements of this chapter:

- A. Exempt. The following are exempt from the regulations and requirements of this chapter, but may be subject to regulation under other portions of the Olympia Municipal Code:
1. Signs that are not visible from any public right-of-way or another property.
  2. Signs inside a building; however, commercial message signs within five feet of a window that is meant to be viewed from the right of way are not exempt and will be treated as window signage.
  3. Signs required by local, State, or Federal law if the sign is no more than 32 square feet in area or is painted directly on pavement.
  4. Signs installed by a special purpose district or the City, County, State, or Federal governmental agency for the protection of the public health, safety, and general welfare, including, but not limited to, the following:
    - a. Emergency and warning signs necessary for public safety or civil defense;
    - b. Traffic and/or wayfinding signs erected and maintained by an authorized public agency;
    - c. Signs showing the location of public facilities; and
    - d. Any sign, posting, notice, or similar sign placed by or required by a governmental agency in carrying out its responsibility to protect the public health, safety, and general welfare.
  5. Directional signs when internal to the site and not prominently visible from public rights of way.
  6. Any sign on a vehicle, unless such vehicle is regularly parked in any prominently visible location from public right-of-way or other public space for the primary purpose of attracting public attention to the sign.
  7. Public art, such as murals of a non-commercial nature that do not conform to the definition of "sign".
  8. Posters in display areas incorporated into exterior display cabinets for performing arts or live theater venues when approved through the city's building design review process and used to identify upcoming events.
- B. No Permit Required. The following signs do not require a permit when sized and placed in conformance with this chapter:
1. Signs erected by government agencies to implement public policy.

2. Replacing only the face of an existing sign shall not be considered as either a new sign or a structural alteration and does not require a permit.
3. On-premise occupant name plates on residential dwelling units, provided size of name plates does not exceed three (3) square feet in area.
4. Changing of advertising on a legal changeable copy sign (readerboard).
5. Temporary non-commercial signs less than six (6) square feet in sign surface area on private property and installed less than four (4) feet above ground.
6. Normal maintenance of signs that does not change the appearance or size of the sign.
7. Real Estate Signs in conformance with this chapter (see 18.43.080) do not require a permit or Temporary Sign Agreement.
8. Temporary signs for which a Temporary Sign Agreement has been provided to the City.
9. Any signs required to be posted pursuant to the Olympia Municipal Code or any other local, State, or Federal regulation.
10. Any sign on a vehicle, unless such vehicle sign is prohibited pursuant to OMC 18.43.050.
11. Signs placed by the City in City parks or trails, or the Port of Olympia on port owned parks or trails property, in conformance with its standard practices and policies.

#### **18.43.050 Prohibited Signs**

Unless otherwise provided for in this chapter, no person shall erect, alter, maintain, or relocate any of the following signs as defined in 18.02.180 in the City and such existing signs must be removed. As provided for in Section 18.43.060.E, the City may allow exceptions to the prohibited signs for historic preservation purposes.

- A. Signs without Proper Permit. Signs erected, constructed, or structurally altered that are required to have a permit for such action and that were erected, constructed, or altered without obtaining a permit for such action.
- B. Animated Signs. Any animated sign, except traditional barber signs.
- C. Inflatable Signs. Any inflatable sign that includes movement or is otherwise an animated sign.
- D. Billboard Signs.
- E. Roof Signs.
- F. Nuisance Signs.
- G. Hazardous Signs.
- H. Impediment to Access. Any sign that impedes free ingress and egress from any door, window, or exit way required by building and fire codes, or blocks pedestrian access to transit or to/from parked vehicles.
- I. Permanent Signs on Vacant Lots. No permanent sign shall be located on a lot, parcel, or easement as the principal use of that lot, parcel, or easement.

- J. Certain Portable Signs. Portable signs on wheels (trailer signs) and outdoor electric portable signs.
- K. Abandoned Signs.
- L. Certain Locations within Right-of-Way (ROW) and Public Property. Signs on or within medians, roundabouts, traffic circles, the clear view sight triangle of intersections, utility poles, lampposts, traffic poles and signals, and street trees in the ROW or on or within other public property or structures such as benches or interpretive/educational signs, except as allowed pursuant to OMC 18.43.070, 18.43.080, and 18.43.085.
- M. Certain Parked Vehicles. Signs placed on or painted on a motor vehicle or trailer parked with the primary purpose or outcome of providing signs not otherwise allowed by this chapter.
- N. Any sign over four (4) feet high in a required yard setback (See OMC 18.02.180 Definitions of Setback and Yard), unless otherwise permitted by this chapter.
- O. Pavement Signs. Other than traffic control signs approved by the City, County, or State, no signage is permitted to be applied to pavement.
- P. Commercial messages attached to wireless communication facilities.

#### **18.43.060 General Sign Standards**

- A. Sign Placement & Standards
  - 1. No sign shall interfere, confuse or conflict with the recognition and visibility of any traffic control or directional devices or street name signs.
  - 2. No signs are permitted in the drive lanes for cars or bicycles (streets), in any median or roundabout or traffic circle, in any parking spaces (designated parking or street shoulders), in any loading or restricted zones, blocking any fire escape, exit or standpipe, or that do not meet accessibility requirements in any pedestrian portions of the right of way (sidewalks).
  - 3. Signs must be placed in compliance with the Clear Sight Triangle standards (see OMC 18.02.180 and Chapter 4 of the Engineering Design and Development Standards).
  - 4. Unless otherwise permitted by this code, no signs other than those placed by the City itself are permitted on City owned property such as, but not limited to, City Hall, City maintenance facility, City parks, etc.
  - 5. All signs shall be kept in good repair and shall be maintained in a safe, neat, clean and attractive condition.
  - 6. Abandoned signs shall be removed, except if the City designates a sign as historic in nature, the City may allow the sign to be exempt from the removal standard for abandoned signs.
  - 7. No sign shall be in or over public rights-of-way with the exception of permitted projecting signs, light projection signs, blade signs, sandwich board or pedestal signs, or those legally mounted on a marquee or awning. This provision does not apply to interpretive signs along trails.
  - 8. No sign, whether temporary or permanent, shall be placed on the roof of any building or structure.

9. No sign shall be located so as to physically obstruct any door or exit from a building or be hazardous to the ingress and egress from buildings, transit stops, or parking areas.
- B. Art used as a sign
1. Art that does not contain text or logos is generally not considered to be a sign and is not subject to these sign code regulations unless the art contains a logo, slogan, advertising message, company name, or contact information. Painted wall designs or patterns which do not represent a product, service or registered trademark, and which do not identify the user, are not considered signs.
  2. Proposals that do not clearly fit into the category of being solely art or a sign shall be subject to City review, in order to determine if the end result is deemed to be a sign. Criteria used in consideration will include:
    - a. Size, theme, text with a commercial message, location.
    - b. Graffiti risk with and without the proposal.
    - c. Proportion of sign area adjacent to proposed or existing art.
- C. Lighting and Electronic signs
1. Electrical Requirements. Electrical requirements for signs shall also be governed by the adopted Electrical Code of the City. Compliance with said code shall be required for every sign utilizing electrical energy as a prerequisite to issuance of a sign permit under this code.
  2. Lighting:
    - a. External light sources shall be shielded and directed onto or toward the sign only.
    - b. Visible raceways and transformers for individual letters are prohibited, unless painted to match the building exterior upon which it is placed.
    - c. Signs that have the ability to change colors through either internal or exterior illumination may change no more frequently than once per every twenty-four (24) hours.
  3. Electronic Message and Public Service Signs, where allowed:
    - a. Illumination Limits
      - i. Signs with an electronic message shall have a brightness level that is comparable with internally illuminated signs.
      - ii. Signs with an electronic message shall incorporate photocell/light sensors, with automatic dimming technology that appropriately adjusts to ambient light conditions.
    - b. Hold Time. The digital message or static image shall remain on the display for a minimum of:
      - i. Public Service Signs at academic schools: Five (5) minutes.
      - ii. Electronic Development Identification Signs: Three (3) minutes.

- c. Transition Method. A transition between messages shall be executed with a minimum fade in and out time of one second.
    - d. Maintenance: Any permitted electronic sign that malfunctions, fails, or ceases to operate in its usual or normal programmed manner shall be repaired or disconnected within five days by the owner or operator of the sign.
  - 4. Light Projection Signs. Illumination from the projector mechanism shall not pose a hazard for bicyclists, pedestrians, or motorists and shall be screened from view to the maximum extent feasible.
- D. Repair and Safety
  - 1. All signs shall be kept in good repair and shall be maintained in a safe, neat, clean and attractive condition.
  - 2. When a City inspector determines the maintenance, control, or safety of a sign is not being sustained, the sign shall be deemed abandoned and it shall be removed.
- E. Historical Signs. Historic signs contribute to the architectural and historic character of Olympia and are typically located in the downtown. Historic signs may complement or define an individual building, or they may be valued independently, apart from the buildings or sites to which they are attached. Some historic signs identify the current business, while others are considered legacy signage, or signage related to a structure but not to the present occupancy or use. All signage applying for approval will be reviewed for compliance with the following standards.
  - 1. Historic signs, as a distinctive feature of Olympia, should be identified, retained, and where appropriate, restored.
  - 2. New signs or alterations to existing signs on individually designated historic buildings and buildings in designated historic districts shall be designed and installed following the U.S. Secretary of the Interior's Standards for Rehabilitation.
  - 3. New signs added to individually designated historic buildings and buildings in designated historic districts shall preserve, complement, or enhance the architectural composition and features of the building and/or district.
    - a. Placement, Proportion, and Shape. Provide adequate signage for businesses while maintaining the building's architectural integrity, by locating signs so that building details shall not be covered or obscured.
      - i. Signage shall be installed in appropriate "sign areas" as defined by the existing architecture of the façade.
      - ii. Signage shall be mounted to fit within existing horizontal and vertical divisions and architectural features to the extent feasible. Where no architectural divisions exist or are evident, signage will be proportionately scaled to the façade and placed to respect window and door openings.
      - iii. No sign shall be placed or located so as to obscure or cover historic features of a building.
      - iv. Damage to architectural detail when attaching the sign shall be avoided. Sign attachment parts shall be reused in their original location (holes in the façade or

fixing positions) to protect the original building materials to the greatest extent feasible.

- v. The shape of the sign should be used to reinforce the relationship of moldings, transoms, and other design elements seen along the street.
- b. Material. Sign materials shall be compatible with the historic materials and character of the building and the applicable Sign Zone.
- c. Illumination. Signs may be illuminated or non-illuminated. Illuminated signage shall use lighting forms that are consistent in appearance with the historic character of the building and applicable Sign Zone and Character District.

F. Legacy Signs. Includes existing signage, portions of which may or may not be visible, but can be documented by historical photographs, and may also include accurately reconstructed or entirely repainted signs based upon such documentation, provided that such signage is not representative of the current occupancy. Legacy signage may be painted or constructed, as in a blade, pylon, or rooftop sign, although does not provide for reconstruction of billboard signs. Painted wall graphics, including accurately replicated/repainted wall graphics related to on or off-site content, are treated as Legacy Signage provided they exactly duplicate an earlier sign on the subject property.



1. Upon approval by the City, Legacy Signage related to a previous on- or off-site use of the property may remain in place and be excluded from any sign area or quantity calculations. For example, the area of a painted wall graphic will not be included in a square foot allotment based upon building linear frontage.
2. Documented wall graphics formerly associated with the specific site may be repainted and excluded from area calculations as Legacy Signage, provided:
  - a. Such signs are identically and accurately re-created as they existed historically at the subject tax lot, building or site; and
  - b. Such signs can be documented physically or photographically with sufficient clarity to determine original content; and
  - c. The accurate replication of such signage will contribute to the character of the area.
3. Previously existing graphics or signs modified in any manner from their historically documented character are not considered legacy signs under this subsection and are subject to sign standards of the Olympia Municipal Code.
4. If firm evidence can be provided of the past existence of a sign which would be non-conforming under current regulations, the City may allow the placement of a replica of the sign, if support in the form of a recommendation of approval from both the Design Review Board (DRB) and Heritage Review Committee (HRC) of the Heritage Commission is granted and it meets current building code standards. In making its recommendations, the DRB and HRC must consider any historic district designation, the intent of the design review standards in place for the proposed location, and consistency with the intent of the underlying zoning district and the future land use designation of the Comprehensive Plan.

**18.43.070 Permanent Sign Types and Standards**

The sign types below are permitted when allowed in the sign zone in which it is proposed and when the standards for the sign type are met:

- A. Alley. Up to one (1) square foot per one linear foot of the wall on which the sign is mounted, for the portion of the alley wall occupied by the business or use. Sign must be flush mounted to or painted on the alley wall so that minimum alley widths are maintained for trash collection and utility/delivery purposes. Uses with a public entrance from the alley may also provide a building entrance sign at the entrance, provided that vehicular use of the alley is not compromised by the sign.
- B. Awning. Only the area containing the sign band may be internally lit. All awnings which are illuminated must meet the state energy code requirements.
- C. Blade. Clearance from grade - minimum eight (8) feet if located in an area where pedestrians can pass beneath the sign.
- D. Building Entrance signs:
  - 1. Permitted Content: business name only.
  - 2. Sign Types: flush mounted wall sign, painted, window, or blade signs only.
  - 3. Use limits: not permitted on uses in residences, such as preschools and home occupations, which are allowed one identification sign only.
  - 4. Number: one (1) per exterior public entry.
  - 5. Placement: within five (5) feet of public entrance.
  - 6. Maximum Size: ten (10) square feet.
- E. Business Directory
  - 1. The allocation of space for tenants is determined by the property owner and tenants. Not every tenant is guaranteed space on the business directory sign.
  - 2. A business directory may be either combined with that portion of the development identification sign which identifies the name of the development or it may be a separate sign, provided that the combined amount of signage identifying the name of the development and the business directory sign does not exceed the total allowable sign surface area for Development Identification Signs.
  - 3. Building location maps shall be considered as a type of business directory and are subject to the above standards.
- F. Business Identification Signs can be freestanding or building mounted, depending on the sign zone the business is located in. Such signs are limited in number based on the number of property lines that abut a street frontage, however for the purposes of the sign code the City may interpret a private street or internal access road as being a second street frontage when calculating the total amount of signage allowed.
- G. Development Identification Signs are those which serve as the primary identifier of the name of a development. Business directories are considered a part of a use's Development Identification Signs.

1. Multiple occupancy buildings
    - a. Sign identifying name of building – one (1) per exterior public entry.
    - b. Business directory for the building – one (1) per exterior public entry.
  2. Multiple building complexes.
    - a. Sign identifying name of development – one (1) per driveway entry to the development, to be located at the driveway entry.
    - b. Business directory for the development – one (1) per driveway entry to the development.
- H. Electronic Development Identification Signs, where permitted:
- a. Maximum height: up to twenty-five (25) feet.
  - b. Maximum sign area: up to three hundred (300) square feet of copy area per side.
- I. Directional Signs are designed solely to guide or direct pedestrian, bicycle, or vehicular traffic to an area or place. Informational signs are those of a public or quasi-public nature.
1. Off-premises commercial directional signs are prohibited, with the exception that an off-premises commercial directional sign permit may be granted, if all of the following can be found to apply:
    - a. The use caters to tourists through on premise provision of food, lodging or recreation.
    - b. The use is located at least one (1) block from a major arterial (as designated by the City).
    - c. Such signs shall be directional in nature only (that is, no advertising other than name and location is allowed).
    - d. No more than two (2) such signs for each use shall be approved.
    - e. Sign Structure - freestanding or building mounted.
    - f. Maximum Size – sixteen (16) square feet (eight (8) square feet per side for double sided signs).
    - g. Such a sign shall meet all other applicable provisions of these standards.
  2. Directional and informational signs of a public or quasi-public nature.
    - a. May be erected or maintained by an official or civic body.
    - b. Sign Structure - freestanding or building mounted.
    - h. Maximum Size – sixteen (16) square feet (eight (8) square feet per side for double sided signs).
- J. Entrance/Exit

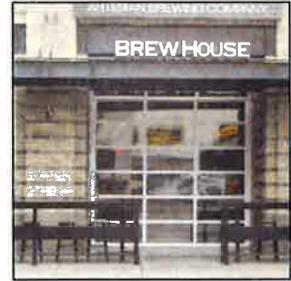
1. Content: no commercial message is permitted.
2. Sign Structure: freestanding or building mounted.
3. Maximum size: five (5) square feet (2.5 square feet per side for double sided signs); Maximum Height: four (4) feet; Maximum Width: four (4) feet.
4. Number of signs: one (1) per driveway, placed within five (5) feet of the driveway unless otherwise approved due to site layout and constraints. If the sign is placed on a building wall it shall not project more than twelve (12) inches away from the wall to which the sign is attached nor extend beyond such wall, or above the roof line.

K. Freestanding

1. If the sign is double sided, each side may have half of the maximum square footage.
2. the front yard setback shall be a minimum of five (5) feet if abutting a principal arterial (major arterial) with a rights-of-way of eighty (80) feet or less, provided that the sign owner agrees to assume all expenses of relocating the sign when and if the City acquires additional rights-of-way. The sign owner must provide the City with an appropriate legal document binding the owner and any future heirs or assigns to said agreement.
3. Height - 4 foot maximum.
  - a. Exceptions: In association with secondary and above academic schools, if the site is greater than five acres and more than fifty (50) percent of the building square footage is a Type "E" occupancy per the adopted Building Code or within the Freeway Corridor Overlay district:
    1. Uses on City street frontages – sixteen (16) feet.
    2. Uses adjacent to the freeway – twenty-five (25) feet.
    3. A maximum of one (1) pole sign is permitted per use, however, only one pole sign in a development is permitted.
    4. Placement of pole signs - pole signs shall be placed in a planter box, or otherwise landscaped, with the area of the landscaping a minimum of one-half (1/2) of the surface area of the sign.
  - b. Exception: Maximum height for business directories which are separate signs from the development identification sign is seven (7) feet, if the site is at least forty (40) acres in size and for new development the sign is located a distance from the public right-of-way which is equal to the required throat length of the driveway, per the City Public Works Standards, or for existing development is equal to the existing throat length or one hundred (100) feet, whichever is greater.
4. Placement - freestanding signs located entirely on the premises of the use they are associated with, unless otherwise specified.

L. Marquee.

1. Marquee signs are exempt from the aggregate sign surface area requirements.
2. The vertical measurement of the sign shall not exceed twelve (12) inches.
3. No portion of the sign may project out beyond the ends of the marquee.
4. Clearance from grade - minimum eight (8) feet if sign is located under the marquee.
5. Placement - can be under, on top of, or on any face of the marquee. If on top of the marquee, the sign shall be parallel to the plane of the wall it is attached to.
6. Projection from face of building - if attached to the face of the marquee, the sign shall not project more than twelve (12) inches away from the face of the marquee.
7. Theaters - existing movie theaters are allowed to retain their traditional type of marquee sign without animated or flashing lighting.



M. Painted. If a change is made to the original appearance of a painted wall sign, this shall constitute a new sign and require a permit.

N. Pole Signs.

1. Sign Structure - Pole signs are permitted in Freeway Corridor design review district and the Auto Mall Sign Zone.
2. Use limits - if property is adjacent to freeway, pole signs are limited to multifamily complexes, shopping centers, and industrial complexes.
3. For the purposes of calculating the number of permitted signs, pole signs are subject to the standards for freestanding signs, i.e., they are not in addition to the number of permitted freestanding signs but are considered one of the permitted freestanding signs.
4. All other sign standards in Freeway Corridor district are determined by the underlying zoning district.

O. Projecting.

1. Limit of one (1) per single occupant building (not in a shopping center).
2. Maximum size is fifty (50) square feet (twenty-five (25) square feet per side).
3. Clearance from grade - minimum of ten (10) feet, except when sign is mounted under a marquee the minimum clearance from grade is eight (8) feet.
4. Projection from face of building shall not exceed three (3) feet.



P. Public Service signs, such as time and temperature signs and community bulletin boards, are allowed

to be incorporated into a use's permitted signage, provided the overall sign size, height and other standards for the underlying zoning district are met. Public service signs for academic schools shall hold the message or image static for a minimum of five minutes and the electronic portion of the sign shall be turned off between 9:00 p.m. and 6:00 a.m.

- Q. Shopping Center Sign. Allowed for shopping complexes on sites of five (5) acres or larger, as follows:
1. Number: Limit of one per public entrance from an arterial or major commercial collector street to the site.
  2. Height: Maximum height of twenty (20) feet.
  3. Advertising Area: Maximum copy area of one hundred (100) square feet per side. Copy area shall include the name of the shopping complex, if included on the sign.
  4. Location: Setback a minimum of five (5) feet from property lines, placed in a landscaped area, and located outside of any clear view sight triangles (EDDS, Chapter 4).
  5. No portion of the sign may contain an electronic/digital message.
  6. In no case shall the presence of a shopping center sign, when in proximity of landscaping or street trees, be sufficient justification to excessively prune ("top") or remove trees that obstruct visibility of the sign.
  7. Design Elements. The following design standards shall be achieved:
    - a. The sign shall have a solid base or at least two connections to the ground.
    - b. The sign shall incorporate a top band, cap, or design element above the copy area.
    - c. Lighting, colors, and materials are consistent and compatible with the shopping complex colors and materials.
- R. Window Signs. See 18.43.080.
- S. Wall Signs. Projection from face of building - shall not exceed twelve (12) inches away from the wall which the sign is attached to nor extend beyond such wall, or above the roof line. Such signs shall comply and count toward the aggregate signage allowance. For wall signs placed in an alley, the maximum distance from the wall may be required to be less than twelve (12) inches to ensure adequate clearances for vehicles is maintained.

#### **18.43.080 Commercial Message Temporary Sign Types and Standards**

The sign types below are permitted when allowed in the sign zone in which it is proposed and when the standards for the sign type are met, including the general provisions at the end of this section and submittal of a Temporary Sign Agreement:

- A. Banners. Banners in the Downtown, Auto Mall, Business & Corridor Sign Zones and on approved non-residential uses and multifamily complexes in the Residential Sign Zone shall be limited to the following:
1. Quantity.
    - a. One temporary banner sign is allowed per tenant space on the property.

- b. The property owner (or landlord), if not also a tenant, may be allowed one temporary banner sign.
    2. Size. Up to thirty-two (32) square feet, however for buildings or tenant spaces with an exterior wall width greater than thirty-two (32) feet in width, the maximum size of a banner shall be up to one (1) square foot of banner area for every one linear foot of exterior wall space per tenant/business space, up to a maximum size of one hundred (100) square feet.
    3. Placement. The entire banner shall be attached flush to the façade of the building, anchored at all four corners, and may not extend above the roofline or around the corner of a wall.
- B. Sandwich Board/Pedestal Signs. Where permitted, the following standards shall apply:
1. Quantity. One temporary sandwich board or pedestal sign is allowed per tenant space on the property.
  2. Size. The sign shall be no more than eight square feet in size and no greater than four feet in height.
  3. Placement. Sandwich board/pedestal signs shall be placed in conformance with OMC Section 9.16.180 and:
    - a. Not create a traffic safety hazard by interfering with the vision of drivers entering or leaving the premises.
    - b. Be located in such a manner so as not to interfere with the opening of car doors, use of bicycle parking facilities, bus stops, loading zones, or pedestrian traffic.
    - c. Be located such that an unobstructed passageway of forty-eight (48) inches shall be maintained for accessible travel routes for all on all public and private rights-of-way and walkways.
    - d. Be placed directly in front of or adjacent to the sponsoring business and on the walkway directly in front on the business. It shall be no farther than twenty (20) feet from the public entrance to the business, unless an alternate location is approved by the city (for example, if one building is setback farther from the sidewalk than the adjacent buildings).
    - e. Signs shall be placed entirely on private property and outside of the right of way unless the owner(s) of such sign assume liability for damage resulting from their use by providing the City with an agreement signed under penalty of perjury (as provided by the City) holding the City harmless from such resulting loss.
  4. Duration. Sandwich board/pedestal signs may be placed outside during business hours, three hundred sixty-five (365) days a year.
- C. Construction Signs. Where permitted, the following standards shall apply:
1. The maximum area of a construction sign in any zone shall be thirty-two (32) square feet. No sign permit is required for the posting of construction signs on the site where the construction is taking place.
  2. All construction signs shall be removed from the premises within ten (10) days of the cessation of excavation, construction, demolition, rehabilitation, structural alteration or related work on site.

D. Feather Signs. Where permitted, the following standards shall apply:

1. Maximum height including pole: Eight (8) feet.
2. Maximum height of flag portion of sign: Five (5) feet.
3. Maximum width of flag portion of sign: Two (2) feet.
4. Maximum area of feather flag: Ten (10) square feet.
5. Maximum number of feather signs allowed per parcel: Five (5).
6. The feather sign shall be mounted entirely on private property and may not be mounted at a location where the flag will enter any sidewalk, street, or driveway when fully extended horizontally.

E. Inflatables. Where permitted, the following standards shall apply:

1. Maximum number of inflatable sign events per property on display at one time: One (1).
2. Minimum amount of time between inflatable sign installations: Fourteen (14) days.
3. Maximum height: Twenty (20) feet from the ground.
4. The inflatable must be secured in a manner that meets all code requirements for safety (including placement of any guy wires, etc.).
5. Inflatables may not include movement, as those are considered animated signs which are prohibited.

F. Light Projection. Where permitted, the following standards shall apply:

1. Maximum number of projection signs per property on display at one time: One (1).
2. Maximum area of projection display: Twenty (20) square feet.
3. The area of display shall project only upon the property occupied by the associated use or the sidewalk portion of the public right-of-way within ten (10) feet of the public building entrance occupied by the use.
4. Permitted only during business hours.
5. The image projected must remain static and shall not contain animation or movement, nor shall the image change at a rate greater than once every twenty-four (24) hours.
6. Light Projection signs are only permitted in the Entertainment and Art/Tech Downtown Design Sub-Districts of the Downtown Sign Zone and in the Auto Mall Sign Zone.

G. Yard/Lawn Signs. Where permitted, the following standards shall apply:

1. Maximum sign surface area: Ten (10) square feet.
2. Maximum sign surface area height: Three (3) feet.

3. Maximum width: Four (4) feet.
  4. Maximum posted height above grade: Four (4) feet.
  5. Placement: All signs must meet the minimum clear view triangle standards at driveways and intersections (see Chapter 4, Engineering Design and Development Standards).
- H. Window Signs. Where permitted, the following standards shall apply:
1. Window signs can be of a temporary nature (e.g. a poster in a window) or of a more permanent nature (e.g. professional lettering adhered to the window; opaque or semitransparent film with or without graphics or text). All of these sign types can be removed and replaced. Window signs with commercial or noncommercial messages are permitted in the Downtown, Auto Mall, and Business and Corridor Sign Zones. Window signs of a noncommercial nature are permitted in the Residential Sign Zone.
  2. A waiver may be granted by the Community Development Director or his/her designee for the protection of sensitive personal data (e.g. identity and financial information of bank patrons) or when supported by the Olympia Police Department as an effort to reduce crime or otherwise protect the general health, safety, and welfare of the public.
  3. Window signs shall not be animated (flashing, scrolling, or contain movement).
  4. For properties for which a traditional building mounted sign is not practical because of window number, size, and placement or for which traditional signage would cover architectural features, the city may allow window signage coverage to be increased up to the size of building mounted signage that would be allowed.
- I. Real Estate Signs. Where permitted, the following standards shall apply:
1. Permits and Temporary Sign Agreements - not required (see 18.43.040).
  2. Materials - all exterior real estate signs must be of wood or plastic or other durable material.
  3. Placement - signs may not be attached to a utility pole or traffic safety device or interfere with traffic safety.
  4. Residential properties:
    - a. For Sale and Sold signs
      - Maximum size – ten (10) square feet, provided that if a single faced sign, sign shall not exceed 5 square feet.
      - Height – seven (7) feet maximum.
      - Placement - signs shall be placed wholly on the property for sale. If sign is greater than five (5) square feet in sign surface area, it must be placed more than thirty (30) feet from the abutting owner's property line.
    - b. Directional Open House Signs
      - Maximum size – ten (10) square feet, provided that if a single faced sign, sign shall not exceed five (5) square feet.

- Height – four (4) foot maximum.
  - Placement - signs may be placed no less than ten (10) feet from the traveled portion of public rights-of-way, provided it does not interfere with traffic safety.
  - Hours - permitted only during daylight hours and when the broker, agent, or seller is in attendance at the property for sale.
  - Number of signs - one (1) sign per street frontage on the premises for sale and three (3) off-premise signs. However, if a broker/agent has more than one (1) house open for inspection in a single development of subdivision, s/he is limited to four (4) off-premises open house signs in the entire development or subdivision.
5. Commercial and Industrial Properties:
- a. For Sale, Rent, or Lease Signs
- Maximum size – fifty (50) square feet, provided that if a single faced sign, sign shall not exceed thirty-two (32) square feet.
  - Height – eight (8) foot maximum.
  - Placement - for all commercial and industrial properties, if the sign is freestanding, it shall be located more than fifteen (15) feet from public rights-of-way and from any abutting property line if the adjacent property is developed. These signs can be single or double sided and can be angled to maximize readability to motorists (in the shape of a "v") as long as the sign meets this setback criteria. For developed commercial and industrial properties, if the face of the building is less than fifteen (15) feet from the property line, the sign shall be placed on the building or in a window.
  - Removal - signs shall be displayed only while the property is actually for rent or sale.
  - Number of signs - one (1) sign per street frontage while the property or building is actually for sale, rent, or lease.
6. Additional Real Estate Signs - The Hearing Examiner may grant a special use permit to allow temporary off-premises signs in addition to those permitted above. Notice of adjacent property owners shall not be required. Such additional signs may be used to advertise open houses, to provide directions to new developments, or for similar purposes. Such signs may be placed no less than ten (10) feet from the traveled portion of the public right-of-way, provided they do not interfere with traffic safety, but they may not be attached to utility poles or traffic safety devices. The Hearing Examiner shall determine the number and locations of such signs, and the period during which they may be displayed. The Hearing Examiner shall take into account the number of existing signs in any proposed location, and shall limit or prohibit new ones so as to prevent a traffic hazard or a detrimental effect on neighboring property.

### **General Regulations**

- J. The following provisions apply to all commercial message temporary signs placed within the City:
1. Temporary Sign Agreement Required. Prior to installing a temporary sign, a Temporary Sign

Agreement shall be submitted to the City acknowledging the applicable standards. This applies to all temporary signs except Real Estate Signs and Noncommercial Speech Signs.

2. Sign Placement. All temporary signs must be placed wholly within the site/property pursuant to the requirements of this chapter, except when allowed to extend into or be placed in the right-of-way by this chapter. See OMC 18.43.060.
  3. Materials – Construction. Temporary signs may be made of any durable material provided that the temporary sign otherwise conforms to the requirements of this chapter.
  4. Lighting. Temporary signs shall not be internally illuminated.
  5. Audio. Temporary signs shall not emit noise.
  6. Movement. With the exception of feather signs where allowed, temporary signs shall not move or vibrate.
  7. Public Spaces. Temporary signs shall not be placed in any public park, trail, open space, or other public space, except for those signs placed by the City or a special purpose district that owns the property.
  8. Residential Uses. Residential uses on mixed-use properties or in a commercial sign zone shall be subject to the temporary sign regulations of the residential sign zone.
  9. Commercial Uses. Commercial uses in a residential sign zone shall be subject to the temporary sign regulations of the residential sign zone.
  10. Temporary signs on commercial properties may be commercial or noncommercial in their message.
  11. Changing image sign features and electronic elements are prohibited.
  12. Any temporary sign that is specific to an event shall be removed within five (5) days of the end of the event.
- K. The following provisions apply to temporary signs with a commercial message placed within the City:
1. Duration. The maximum length of time is sixty (60) days. Window signs and sandwich board/pedestal signs are exempt from the duration provisions.
  2. Frequency. No more than four (4) temporary signs shall be installed at any one use during any twelve (12) month period; except for motor vehicle sales uses within the Auto Services District, temporary sign permits shall be limited only by a requirement for fourteen (14) days of separation between temporary sign events.
  3. Number. No more than one (1) such sign shall be allowed at any one time for a use, except for motor vehicle sales uses within the Auto Services District no limit is imposed. For the purposes of calculating the number of temporary signs allowed for a business, a sandwich board/pedestal sign and window signs shall not be counted when a Temporary Sign Agreement has been filed and the signs are placed in accordance with the standards in this code.

**18.43.085 Noncommercial Message Temporary Sign Types and Standards**

Noncommercial speech signs express noncommercial messages such as public/ community events, religious, political, ideological, or other philosophical messages. Noncommercial speech signs do not promote commercial businesses, projects or services. The content of such signs is not regulated but the sign is subject to 18.43.060, any placement standards for the sign type in Section 18.43.080, and the following requirements:

- A. On private property in Downtown, Auto Mall, and Business & Corridor Sign Zones:
  - 1. The sign area of all noncommercial speech signs on a lot shall not exceed thirty-two (32) square feet.
  - 2. Freestanding: Maximum height from grade to top of sign: four (4) feet within five feet of property lines; ten (10) feet if more than five feet from all property lines.
  - 3. Building Mounted: Shall not extend above the roofline.
  - 4. Number: Limit of one per street frontage.
- B. On private property in Residential Sign Zone:
  - 1. Residential Uses:
    - a. The sign area of noncommercial speech signs shall not exceed ten (10) square feet.
    - b. Maximum height from grade to top of sign is four (4) feet.
    - c. Minimum setback from property lines: Five (5) feet.
    - d. Number: No limit.
  - 2. Approved Nonresidential and Multifamily Complexes:
    - a. The sign area of noncommercial speech signs shall not exceed twenty-four (24) square feet.
    - b. Maximum height from grade to top of sign is four (4) feet.
    - c. Minimum setback from property lines: Five (5) feet.
    - d. Number: Limit of one per street frontage.
- C. All noncommercial speech signs when in the public right of way:
  - 1. Size/Area: The sign surface area shall be no larger than six square feet;
  - 2. Height: The sign height, when posted, shall be no more than four (4) feet above grade (height of thirty inches (30") or less is required in clear sight triangle, see Chapter 4, EDDS);
  - 3. Number: No more than three (3) temporary signs are allowed per street frontage adjacent to any one parcel, including all other temporary signage that may be allowed under this chapter;

4. The sign must be placed entirely outside of the roadway and meet the clear sight triangle requirements for driveway and street intersections contained in Chapter 4 of the Engineering Design and Development Standards (see 4B.150, EDDS). Where no curb exists, the sign must be placed outside the roadway at least ten (10) feet from the edge of the roadway;
5. The sign must not obstruct pedestrian or accessible routes to or along the sidewalk or encroach into the minimum clear pathway area of forty-eight (48) inches in width; and
6. The sign must remain portable and may not be attached or anchored in any way to trees or to public property including, but not limited to, utility or light poles, parking meters, or pavement.
7. Only Yard/Lawn signs are allowed when placed in the public right of way.

**18.43.090 Sign Zones**

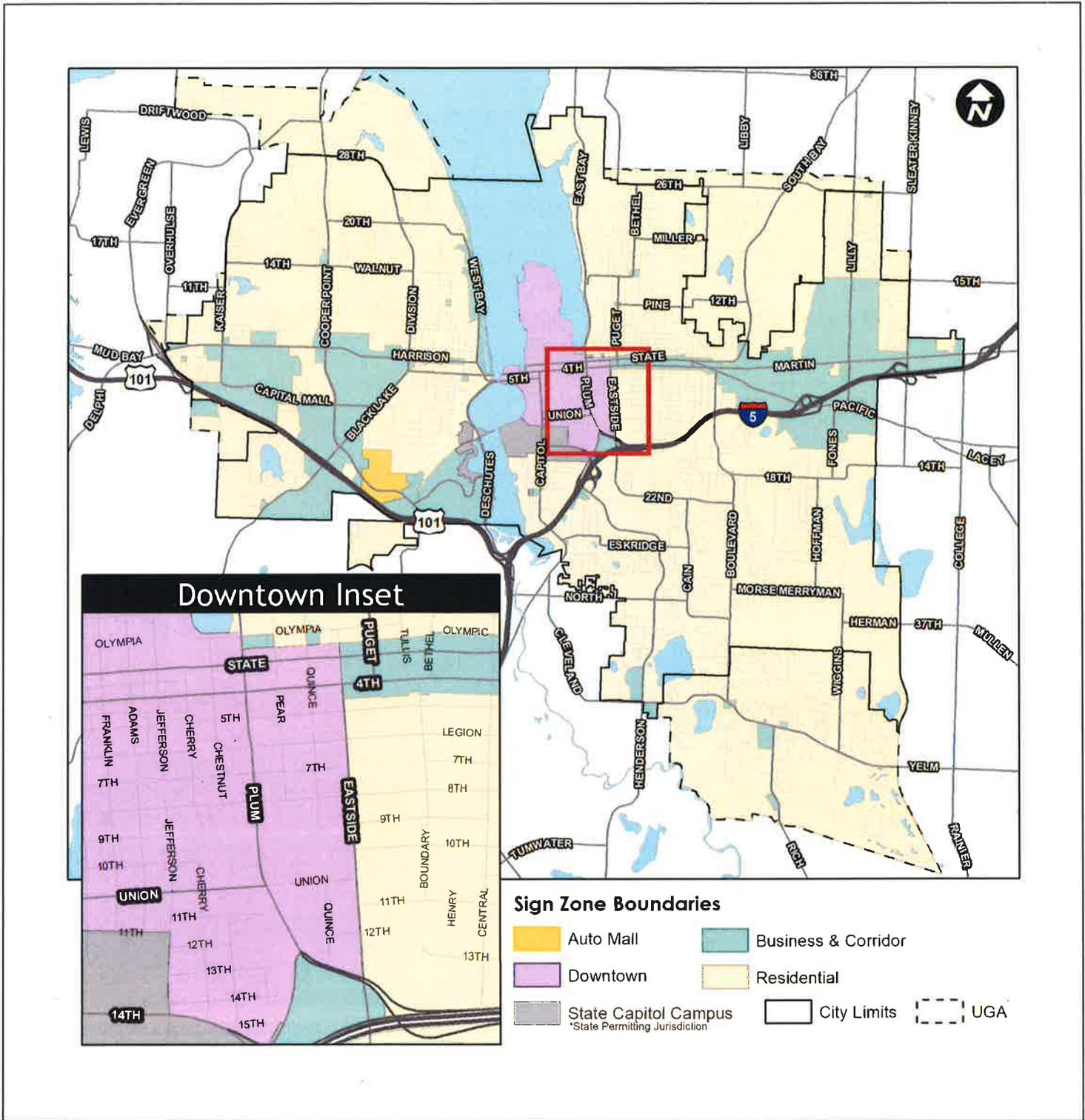


Figure 43-1

The following sign types are allowed in the four sign zones, subject to the standards of the applicable sign zone and this chapter:

**Table 43-1: Sign Types Allowed in Sign Zones**  
(X = permitted; blank = not permitted)

	<b>Downtown</b>	<b>Auto Mall</b>	<b>Business &amp; Corridor</b>	<b>Residential</b>	<b>Residential NR &amp; MF uses**</b>
<b>Permanent Signs</b>					
Development Identification	x	x	x		x
Business Identification	x	x	x	Licensed Home Occupations	x
Building Entrance	x	x	x		x
Business Directory	x	x	x		
Directional	x	x	x		x
Entrance/Exit	x	x	x		x
Public Service	x	x	x		x
Shopping Center			x		
<b>Temporary Signs – Commercial Message</b>					
	<b>Downtown</b>	<b>Auto Mall</b>	<b>Business &amp; Corridor</b>	<b>Residential</b>	<b>Residential NR &amp; MF uses**</b>
Sandwich Board/Pedestal	x	x	x		
Banner	x	x	x		x
Construction	x	x	x	x	x
Feather		x			
Inflatable		x	x		
Light Projection	Entertainment & Art/Tech only	x			
Yard/Lawn					
Real Estate	x	x	x	x	x
Window*	x	x	x	x	x
<b>Temporary Signs – Noncommercial Message</b>					
	<b>Downtown</b>	<b>Auto Mall</b>	<b>Business &amp; Corridor</b>	<b>Residential</b>	<b>Residential NR &amp; MF uses**</b>
Banner	x	x	x		x
Freestanding		x	x	x	x
Yard/Lawn	x	x	x	x	x
Window	x	x	x	x	x

\*Window signs can be permanent or temporary. See Section 18.43.080 for applicable standards.

\*\*Approved non-residential (NR) uses and multifamily (MF) complexes.

**18.43.100 Downtown Sign Zone**

A. Permanent Signs in the Downtown Sign Zone

**Table 43-2**

Sign Types Allowed	Standards	Notes
Development Identification	Freestanding or Building Mounted sign up to 50 sq. ft. maximum size (1/2 the sq. ft. if double sided).	1 per exterior public entry
Business Identification	Building mounted sign(s)	Up to 200 sq. ft. max., per 18.43.100.A.1; (1/2 the sq. ft. if double sided)
Building Entrance	1 per exterior public entry	10 sq. ft. max (half if double sided, such as a blade sign)
Business Directory	Multiple Occupancy Buildings and Multiple Building Complexes only	A type of development ID; See 18.43.070
Directional	See 18.43.070	
Entrance/Exit	See 18.43.070	
Public Service	Public Service signs do count toward the total amount of signage allowed.	See 18.43.070

1. Permanent signs are permitted in the downtown sign zone, limited in their type, size, and placement. A total sign area shall be established for each use, which could be used in one large sign, or the total area allowed could be divided among up to three (3) individual signs as long as the total square footage of signs allowed is not exceeded and the sign type is permitted at the location where it is proposed. This applies to the following building mounted sign types: wall, blade, awning, marquee, and projecting signs. The maximum total sign area will be calculated as 1 square foot of sign area for every one (1) linear foot of front wall space of each tenant space, or the length of the wall for single occupancy buildings, up to two hundred (200) square feet.
2. Additional permanent sign types may be permitted for each parcel or business, including: building entrance signs and site entrance/exit signs. The area of these sign types does not count toward the maximum aggregate sign size permitted.
3. Corner lots or businesses that are allowed signage on two building sides may combine the total sign size allotments for both sides, then divide by two (2) so the signs are the same size on both sides of the business if they so choose.
4. Signs shall be oriented primarily to the pedestrian.

B. Temporary Signs in the Downtown Sign Zone

**Table 43-3**

Sign Types Allowed	Standards	Notes
Sandwich Board/Pedestal	See 18.43.080	
Banner	See 18.43.080	
Construction	See 18.43.080	
Light Projection	See 18.43.080	Entertainment and Art/Tech Downtown Design Sub-Districts Only
Yard/Lawn	See 18.43.080	

Sign Types Allowed	Standards	Notes
Real Estate	See 18.43.080	
Window	See 18.43.080	

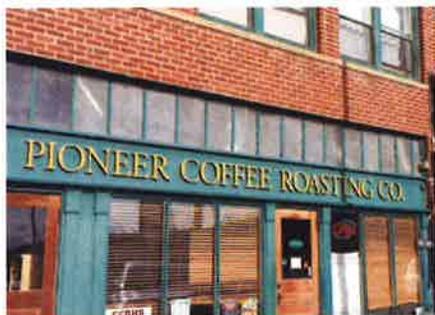
C. Sign Regulations Specific to Downtown Sign Zone

1. No alley sign shall project out from the wall into the alley or interfere with the ability of vehicles to pass, including garbage collection trucks or delivery vehicles.
2. Freestanding business identification signs up to twenty-four (24) square feet in size (12 sq. ft. per side if double sided) and up to four (4) feet in height are permitted for city-approved surface parking lots that do not contain a building on which to place the sign.
3. Window Signs: (see 18.43.080)
  - a. Coverage: all window signs combined shall not exceed twenty-five (25) percent of the window in which the sign(s) is located. When windows are grouped to provide a large expanse of transparency, this provision is applied separately to each window.
  - b. Window films count toward the total sign coverage allowed, whether they are opaque, solid, or consist of images with or without text or logos. The director may approve exceptions for banks or similar uses for the protection of sensitive personal data; when requested or supported by the Police Department to reduce or deter crime or to protect the public health, safety, or general welfare; or when a window treatment is proposed that results in a minimal amount of window tinting to reduce glare and/or energy for heating/cooling the building but that still provides for easy public viewing into the building space from public rights of way.
  - c. Coverage is measured using the square footage of the smallest rectangle that covers the entire sign compared to the square footage of the individual window itself.

D. Design standards applicable to permanent signs in Downtown Sign Zone

1. Applicability. Sign design guidelines apply to the full Downtown Sign Zone.
2. In applying design guidelines, the City may deny or further restrict signs otherwise authorized or regulated in other sections of this chapter when design criteria is not met.
3. The appeal procedures set out in OMC 18.75.020 (A) for signs subject to design review shall apply.
4. Overlapping Downtown Sub-Districts. Where there is an overlap in Downtown Design Sub-Districts the applicant must identify which district the project is consistent with if sign provisions are impacted by the distinction.
5. Secretary of Interior Standards. Signs on individually designated historic properties and buildings in designated historic districts shall be designed and installed following the U.S. Secretary of the Interior's Standards for Rehabilitation.
6. Orientation and Placement.
  - a. Signs shall avoid obscuring prominent architectural features.

- b. When a sign band exists, new signs should fit within the original space of the sign band as defined by the architectural features allowing for coverage of the band by no more than eighty-five (85) percent.
- c. Ground floor tenants should place signs at the storefront level.



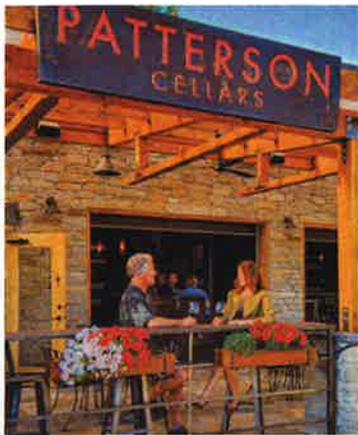
Sign in Sign Band



Sign on Architectural Feature

- 7. Legibility
  - a. Ensure lettering sizes, styles, and sign locations will be clearly legible.
  - b. Use of symbols and logos in the place of words is encouraged. Signs that advertise an occupant business using graphic or crafted symbols (shoes, keys, glasses, books, etc.), are encouraged and may be incorporated into any of the allowable sign types.
- 8. Materials, Color, and Installation
  - a. Sign materials and shapes shall be compatible with architectural forms and building facades.
  - b. Signs should be constructed of durable, maintainable materials that present a finished appearance and reflect the character of the building.
    - i. Appropriate sign materials are compatible with the design vision of the character area.
    - ii. Projecting Signs Brackets.
      - (1) The bracket or support structure is part of the visual presentation and should be simple and clean, or thoughtfully incorporated into the design of the sign.
      - (2) Do not use excessive, visible bracing that is not part of the sign design.
    - iii. Installation of Signs on Masonry Facades. To minimize irreversible damage to masonry, all mounting and supports should be inserted into mortar joints and not into the face of the masonry.
    - iv. Window signs that are either permanent materials affixed to a window or text and graphics etched or painted directly on the window surface are

preferred.



Metal



Paint



Wood

9. Illumination

- a. Lighting shall be designed to highlight the signage. External lighting sources shall be shielded and directed toward the sign.
- b. Allowed illumination sources include:
  1. External illumination. Projecting light fixtures used for externally illuminated signs should be simple and unobtrusive in appearance. They should not obscure the graphics of the sign.
  2. Reverse illuminated/halo effect signage lighting.
  3. Internally lit channel letters or cabinet wall signs.
  4. Exposed neon tubing. Exposed LED lighting can be appropriate if it has the look of exposed neon lighting.
  5. Marquee signs may be backlit.
  6. Awning signs, provided only the sign band may be internally lit.
  7. Districts. Encourage signs that incorporate design vision elements of the district, as described in OMC Chapter 18.120.



Sign with External Lighting



Halo Effect Signage Lighting



Neon



Creative Metal and Paint Sign



**18.43.110 Auto Mall Sign Zone**

The Auto Mall Sign Zone is intended to address those uses in the AS Zoning District that are directly tied to automobile sales, service, and related uses. Other uses, such as office spaces not related to automobile sales and services, are likely located in and subject to the rules of the Business & Corridor Sign Zone.

A. Permanent sign regulations in Auto Mall Sign Zone

1. Permanent signs are permitted in the Auto Mall sign zone, limited in their type, size, and placement. A total sign area will be established for each use, which could be used in one large sign, or the total area allowed could be divided in among multiple signs as long as the total square footage of signs allowed is not exceeded. This applies to the following sign types: freestanding, wall, awning, marquee, projecting, and window signs.
2. Other permanent sign types are permitted for each parcel or business, including: building entrance signs, business directories, directional, secondary wall signs, and site entrance/exit signs.
3. Wall signs using channel letters shall not exceed thirty-six (36) inches in height. Logos or symbols are not subject to this size requirement.

**Table 43-4: Permanent Sign Regulations – Development Identification**

For a single Trade Organization representing 40 acres or more, when located on property owned by the trade organization or its members:

Auto Mall Sign Types	Number	Maximum Area	Maximum Height and Width	Location	Other Restrictions
State Highway Electronic Development Identification Sign	One (1) per Auto Mall Sign Zone	Up to 300 square feet per side	Height: Maximum of twenty-five (25) feet above grade.	Along State Highway	See 18.43.070 for electronic sign standards
Arterial Street Development Identification Sign	Up to four (4) per Auto Mall Sign Zone	Up to one hundred (100)	Height: Maximum of twenty-five (25) feet above grade.	Along Cooper Point Road and Auto Mall Drive	

Auto Mall Sign Types	Number	Maximum Area	Maximum Height and Width	Location	Other Restrictions
		square feet per side			

**Table 43-5: Permanent Sign Regulations – Business Identification**

For individual uses in the Auto Mall Sign Zone:

Auto Mall Sign Types	Number	Maximum Area	Maximum Height and Width	Location	Other Restrictions
Building Mounted Signs Business Identification Signs	limited by maximum area of signage allowed per street frontage	One and one half (1.5) sq. ft. per linear foot of the wall width up to a maximum of two hundred fifty (250) square feet, per wall with street frontage.	For flush mounted signs using channel letters: channel letters shall not exceed thirty-six (36) inches in height. Logos or symbols are not subject to this size requirement.		
Secondary Wall Signs		Up to 24 sq. ft. each			For accessory uses and services
Building Entrance Signs	1 per public entrance	Up to 10 sq. ft.			
Freestanding Pole Signs for Motor Vehicle Sales Uses, per franchise	Varies, depending on lot size	Up to two hundred sixty (260) sq. ft. (one hundred thirty (130) sq. ft. per side if double sided) in sign surface area.	Height: Up to (30) foot high pole signs.		See 43-A below.
Freestanding Ground Signs for Motor Vehicle Sales Uses	Varies, see 43-A and 43-B.	Up to one hundred (100) sq. ft. (fifty (50) sq. ft. per side if double sided).	Height: Up to twelve (12) foot above grade.	Minimum setback of six (6) feet from the property line. Minimum separation of 100 feet between ground signs along street frontages.	For those motor vehicle sales lots facing Cooper Point Road or Auto Mall Drive, see 43-B.
Freestanding Ground Signs for Other Uses	Maximum of one (1)	Up to one hundred (100) sq. ft. (fifty (50) sq. ft. per side if double sided).	Height: Up to twelve (12) foot high ground signs.	Minimum setback of six (6) feet from the property line. Minimum separation of 100 feet between ground signs along street frontages.	

Auto Mall Sign Types	Number	Maximum Area	Maximum Height and Width	Location	Other Restrictions
Directional Signs for Motor Vehicle Sales (freestanding)	Maximum of up to four (4) signs.	Up to sixteen (16) sq. ft. (eight (8) sq. ft. per side if double sided).	Height: Up to seven (7) feet.		

**Table 43-6: Temporary Sign Regulations**

For individual uses in the Auto Mall Sign Zone:

Temporary Sign in the Auto Mall Sign Zone	
Parking Lot Light Pole Banners	Up to 25% of the parking lot light poles may contain banner signs; Not to extend beyond top of pole.
Window Signs	Up to 25% of the window area(s)
The following additional Temporary Signs are permitted, in conformance with the provisions in 18.43.080: Sandwich Board/Pedestal; Banners; Construction; Feather; Inflatable; Light Projection; Yard/Lawn; and Real Estate Signs.	

**B. Sign Regulations Specific to Auto Mall Sign Zone**

1. Secondary Wall Signs. Uses that are accessory (e.g. oil changes, services and parts) to the primary use (e.g. auto sales) and that have a separate public entrance are permitted to have an additional wall sign. These signs may be up to twenty-four (24) square feet in size.
2. For individual uses in multiple occupancy buildings, the length of the wall to be considered for size calculation purposes includes only that portion enclosing the space the sign proponent occupies, not the length of the entire building.
3. Lighting. Signs illuminated directly or indirectly shall not be unreasonably bright or glaring. The placement or location of signs must be placed in a manner so it shall not directly face into an adjacent residential District.
4. Location. Freestanding signs shall be located entirely on the premises of the use they are associated with, unless otherwise specified.
5. An additional pole sign for a dealer’s used car lot is not permitted, except that any motor vehicle sales lot in the Auto Services District larger than 43,560 square feet (one acre) without a franchise is allowed one (1) pole sign.
6. The number of permitted pole signs are subject to the standards for freestanding signs (i.e., they are not in addition to the number of permitted freestanding signs but are considered one of the permitted freestanding signs).
7. Directional signs for motor vehicle sales:
  - a. Sign Structure - shall be freestanding
  - b. Maximum Size of a Directional Sign - shall be sixteen (16) square feet (eight (8) square feet per side of a double sided sign).
  - c. Number of Signs - limited to a maximum of four (4) signs.
  - d. Maximum Sign Height - shall be seven (7) feet.

**43-A**

Motor vehicle sales uses within the Auto Mall Sign Zone are allowed a certain number of pole signs per franchise based upon lot size, as follows:

i.	0-30,000 sq. ft. =	No Pole Signs
	30,001-43,560 sq. ft. =	1 Pole Sign
	43,561-140,000 sq. ft. =	2 Pole Signs
	140,001-210,000 sq. ft. =	3 Pole Signs
	210,001-Infinity sq. ft. =	4 Pole Signs

**43-B**

Motor vehicle sales lots facing Cooper Point Road/Auto Mall Drive are allowed either:

- a. Pole signs at thirty (30) feet in height as allowed above, and setback a maximum of thirty (30) feet from the front yard property line, and, ground signs at four (4) feet in height setback a minimum of six (6) feet at a separation of one hundred (100) feet between ground signs; or
- b. Ground signs at twelve (12) feet high as allowed above and setback a minimum of six (6) feet from the front property line at a separation of one hundred (100) feet between ground signs with no pole signs allowed.

**18.43.120 Business and Corridor Sign Zone**

**A. Permanent sign regulations in Business & Corridor Sign Zone**

- 1. For Commercial Uses. A freestanding or building mounted sign is allowed, in addition to a building entrance sign, as follows:

- a. Freestanding Signs:

Development Identification Signs for Multiple Occupancy Buildings: one (1) per exterior public entrance, up to 50 square feet maximum.

Identification Signs for Individual Uses: one (1) per street frontage, up to:

Two hundred (200) square feet (or one hundred (100) square feet per side) on arterials and major collector streets.

One Hundred (100) square feet (or fifty (50) square feet per side) on streets that are not arterials or major collectors.

- b. Building Mounted Signs:

- 1. A maximum of one (1) square foot of sign area for every one (1) linear foot of front wall space of each tenant space, or the length of the wall for single occupancy buildings, of the wall on which the sign is mounted, up to a maximum of two hundred (200) square feet per sign. A business with a three hundred twenty-five (325) square foot front wall width may have up to three hundred twenty-five (325) square feet in signage (e.g. one two hundred (200) square foot sign and one (1) sign up to one hundred twenty-five (125) square feet; or two signs of 162.5 square feet each).

2. Each tenant may have up to fifty (50) square feet of signage, regardless of tenant space width, provided its placement on the building does not cover architectural details or design features of the building or occupy more than eight-five (85) percent of the sign band.

**Table 43-7**

<b>Permanent Signs</b>	<b>Standards</b>	<b>Notes</b>
Development ID Signs for Multiple Occupancy Buildings	Building Mounted OR Freestanding	1 per exterior public entry
Development ID Signs for Multiple Building Complexes	Building Mounted OR Freestanding	1 per street frontage which has a driveway entry to the development
Business ID Sign for Individual Use in Single Occupancy Bldg	Building Mounted OR Freestanding	1 per street frontage
Business ID Sign for Tenants in Multiple Occupancy Buildings	Building Mounted Only	1 per street frontage, per tenant
Building Entrance	1 per exterior public entry	10 sq. ft. max (half if double sided, such as a blade sign)
Business Directory	Multiple Occupancy Buildings and Multiple Building Complexes only	A type of development ID; See 18.43.070
Directional	See 18.43.070	
Entrance/Exit	See 18.43.070	
Public Service	Public Service signs do count toward the total amount of signage allowed.	See 18.43.070
Window	Up to 35% of the window area may be covered with signage, however window signs do count toward the total amount of Business Identification signage allowed per business.	See 18.43.080
<b>Temporary Signs</b>		
The following Temporary Signs are permitted, in conformance with the provisions in 18.43.080: Sandwich Board/Pedestal; Banners; Construction; Inflatable; Yard/Lawn; and Real Estate Signs.		

2. Non-Commercial Uses in the Commercial Sign Zone. Residential units or homes on mixed-use properties or in a commercial sign zone shall be subject to the sign regulations of the residential sign zone.

**B. Sign Regulations Specific to Business & Corridor Sign Zone**

1. Properties immediately adjacent to Interstate 5 (I-5) or US Highway 101 (Hwy 101) may have one pole sign, per development, when the approved land use is a multifamily complex, shopping center, or industrial complex.
  - a. These pole signs may be up to two hundred (200) square feet in size or one hundred (100) square feet in size per side when double sided.
  - b. For the purposes of calculating the number of permitted signs, pole signs are subject to the standards for freestanding signs (they are not in addition to the number of permitted freestanding signs but are considered one of the permitted freestanding signs).

2. Businesses that are located wholly within another business and do not have direct exterior wall space included in their tenant space (e.g. a coffee shop inside a grocery store) and are under separate business ownership, may have one wall sign per street frontage, up to twenty-four (24) square feet per sign.
3. Businesses in a commercial zoning district that are adjacent to a Class 1 public trail, may have a wall sign on the building wall facing the trail when there is a public entrance or approved exterior seating/dining area on that wall. For the purposes of maximum sign size calculation, the standard is one square foot of sign area for each one (1) lineal foot of wall length for the portion of the building occupied by the tenant, of the wall facing the trail.
4. The approved commercial areas within Urban or Neighborhood Villages shall be subject to the sign standards in the Business & Corridor Sign Zone. Where there is a conflict between the sign code and the approved Master Plan and Design Guidelines, the approved Master Plan and Design Guidelines shall apply.
5. Adjacent to residential uses. The placement or location of signs must be placed in a manner so that internally illuminated or neon signs shall not directly face into an adjacent residential district unless the districts are separated by a right of way that is at least 60 feet in width.
6. Shopping Center Electronic Development Identification Signs. Shopping Centers that have over four thousand (4,000) linear feet of street frontage along arterial and major collector streets and have over eight hundred thousand (800,000) square feet of enclosed commercial retail, entertainment, and dining space are allowed one electronic development identification sign up to twenty-five (25) feet in height with up to three hundred (300) square feet of copy area per side.

#### **18.43.130 Residential Sign Zone**

Permanent Signs are permitted in the Residential Sign Zone, subject to the provisions below.

- A. Permanent sign regulations in Residential Sign Zone.
  1. Permanent signs in the residential sign zone are limited in their type, size, and placement.
  2. Permanent signs for approved non-residential uses, such as a place of worship or a school, and multifamily complexes are allowed.
- B. Permanent signs – Residential properties.
  1. Residential Subdivisions. One freestanding sign per street frontage which has a driveway entry into the subdivision, up to fifty (50) square feet in size (25) square feet per side if double sided).
  2. Home Occupations. On residential properties for which the City has issued a valid City business license for home occupation, one permanent sign is allowed pursuant to the following:
    - a. The sign must be a wall sign placed on the facade of the primary structure; the sign message may be of a commercial or noncommercial nature.
    - b. The maximum sign size shall not be greater than two square feet.

- c. Where a sign placed on the building’s facade cannot be seen from a public street due to the distance the building is setback from the street, the City may approve an alternative sign size, type, or location. Such review shall be on a case-by-case basis and balance the purpose of the zoning district with the needs of a home based business. In no case shall the sign exceed ten (10) square feet in size (five (5) square feet per side if freestanding and double-sided).
- d. The sign must appear to be a secondary feature of the building facade.
- e. The sign shall not project above the roofline of the exposed building face to which it is attached.
- f. The sign shall be installed to appear flush-mounted.
- g. Internal illumination is not allowed.
- h. A temporary Open sign may be displayed discretely in a window during business hours only.

**Table 43-8: Permanent Signs for Residential Uses in Residential Sign Zone**

<b>Permanent Signs – Residential Uses (Not Including Apartment Complexes)</b>		
Home Occupation Businesses	Up to two square feet, flush mounted near entrance	1 per licensed Home Occupation business only
Home Occupation Business abutting west side of 300 and 400 blocks of West Bay Drive NW	Up to five square feet if flush mounted near entrance or up to five square feet per side if freestanding	1 per licensed Home Occupation business only
Development Identification Signs	Freestanding Sign for Residential Subdivisions, up to 50 square feet (or 25 square feet per side).	1 per street frontage which has an entry to the development

<b>Permanent Signs – Non-Residential Uses and Apartment/Multifamily Complexes</b>		
Identification signs for non-residential uses	1 freestanding or building mounted sign per driveway access from a street. If freestanding, maximum height is 4 ft.	<ul style="list-style-type: none"> <li>• Academic schools – up to 100 sq. ft. maximum;</li> <li>• Other Uses: Up to 24 sq. ft. in size (12 sq. ft. per side if double-sided).</li> </ul>
Secondary wall signs for non-residential uses	1 per exterior public entrance to the building	Up to 12 square feet of sign area to identify the primary destination of the entrance (e.g. office, library, gymnasium, sanctuary).
Identification Signs for Apartment/Multifamily Complexes	Building mounted sign (flush mounted only) or Freestanding sign. <ul style="list-style-type: none"> <li>• Multi-family uses - up to 16 sq. ft. maximum;</li> <li>Double sided signs: 1/2 the max.</li> </ul>	1 per use. Except multi-family uses in RM-18, RM-24 & RMH: 2 signs are permitted where there are entrances off 2 public rights-of-way.
Identification Signs for Individual Uses in Multiple Occupancy Buildings	Building mounted sign to be flush mounted only. <ul style="list-style-type: none"> <li>• Academic schools – up to 100 sq. ft. maximum;</li> <li>• Multi-family uses - up to 16 sq. ft. maximum;</li> <li>• All other uses - 24 sq. ft. maximum.</li> </ul>	

Permanent Signs – Non-Residential Uses and Apartment/Multifamily Complexes		
	Double sided signs: 1/2 the max.	
Driveway Entrance/ Exit Signs	Freestanding only. 5 square feet total (2.5 square feet per side if double sided)	1 per driveway
Directional	18.43.070	
Public Service	18.43.070	

- C. Permanent Signs – Nonresidential Uses. It is customary and common to have nonresidential uses in residential areas, such as schools, places of worship, daycare centers, public facilities such as fire stations or substations, and other similar uses. These uses are generally allowed by conditional use permit and are an important part of our community. These uses have signage needs that are different and distinct from residential uses. Signs may be permitted, as follows:
1. Lighting. All signs, with the exception of the Public Service portion of signage, are encouraged to use indirect lighting for signage. Lighting shall be directed to the sign face and away from residential properties. The electronic portion of any public service sign for academic uses must be turned off between the hours of 9:00 p.m. and 6:00 a.m.
  2. Directional Signage. Uses that have more than one public entrance, such as schools with separate entrances for libraries, gymnasiums, theaters, the main office, and other uses that are most likely to experience visitors are encouraged to provide directional signage.
- D. Except as otherwise provided for in this chapter, temporary signs in the residential sign zone do not require sign permits and are allowed pursuant to the following regulations:
1. Noncommercial. All temporary signs in the residential sign zone shall only display noncommercial copy, unless otherwise allowed (e.g. real estate, construction signs). For the purposes of this chapter, garage and yard sale signs are considered to be temporary and noncommercial signage.
  2. Sign Types – Construction – Materials. There is no restriction on the type of temporary sign (i.e., the sign construction or materials used) allowed on residential properties provided that all other regulations and provisions of this chapter are met.
  3. Quantity. There are no restrictions on the number of temporary signs allowed on private property in the residential sign zone.
  4. Size.
    - a. Temporary Freestanding Signs. No temporary freestanding sign shall be greater than twelve (12) square feet in size, with no sign face exceeding six (6) square feet. The sign shall not exceed four (4) feet in height, as measured from the ground to the top of the sign.
    - b. Building-Mounted Signs. Building-mounted temporary signs attached flush to the face of the building:
      - Shall not have a maximum height; provided, that no sign shall extend beyond the roofline of the building; and
      - In aggregate (i.e., the total of all building-mounted temporary signs) shall not cover more than twenty (20) percent of the building’s facade.
  5. Window Signs. Signs placed in or on windows shall, in aggregate, not exceed twenty-five (25) percent of the area of the window on which they are displayed.

6. Yard/Lawn Signs. In accordance with standards outlined in Section 18.43.080.
  7. Garage Sale (Yard Sales, Moving Sales, Patio Sales). No sign permit or Temporary Sign Agreement is required. Such sign shall be limited to one sign on the premises and three off-premises signs. No such sign shall exceed four square feet in sign area. The sign or signs may be displayed only during the sale and must be removed the day the sale ends. The person or persons for which the sign or signs are displayed shall be responsible for removal and/or is subject to the penalties as provided in this code. Any such signs placed in the right of way shall comply with the standards in Section E, below.
- E. Temporary Signs in Planter Strip. Temporary signs may be placed in the planter strip (the landscaped area between the curb and sidewalk) or unimproved right-of-way pursuant to the following:
1. No more than three (3) temporary signs are allowed in the right of way per street frontage, per lot. For residential properties actively for sale or lease, one of the three temporary signs may be a real estate sign.
  2. No temporary sign may be greater than four (4) feet in height above grade and is subject to the clear view sight triangle standards per Chapter 4 of the Engineering Design and Development Standards.
  3. Temporary signs in the right of way may only contain noncommercial messages and must meet the standards of Sections 18.43.060 and 18.43.085.
- F. Duration. Any temporary sign that is specific to an event shall be removed within five (5) days of the end of the event, unless otherwise stated in this chapter.

#### **18.43.140 Master Sign Plans**

- A. Master sign plans are allowed for uses that, by their nature, may need more permanent signage than permitted by the sign code. Examples include institutional uses in buildings with multiple public entrances, multiple access points from public streets to the site, and specific uses intended to use the various parking areas and building access points. Examples may include colleges and universities, hospitals and clinics, large governmental office complexes, and academic schools. In these cases, members of the public may visit the site infrequently (public meetings, out of town athletic competitors, emergency medical care or patient visitors) and would benefit from additional directional signage.
- B. Master sign plans for such uses can be proposed and should address:
- Overall need
  - Signage types proposed
  - Signage locations proposed by various sign type
  - Visibility from streets and other public spaces
  - Lighting, whether internally illuminated or not
  - Sign theme/consistency across sign types
  - A statement about how the overall need was balanced with efforts to reduce sign clutter, preserve existing tree and vegetation areas, enhance aesthetics, address compatibility with structures, and the reduction of impacts to surrounding properties.
- C. A master sign plan shall be submitted with land use review when possible, however existing uses may apply for a master sign plan. Applications shall be submitted on forms provided by the department and be accompanied by the appropriate review fee.

- D. Master sign plans shall be reviewed by the City through a Land Use Review process before the Site Plan Review Committee, based on the following considerations:
1. Response to the issues identified in subsection B, above.
  2. Tree canopy and tree size at maturity.
  3. Fire and building code requirements.
  4. Location of existing above and underground utilities, including stormwater infrastructure.
  5. Public health, safety, and welfare.

**18.43.150 Nonconforming Signs**

- A. Except as otherwise provided, any sign which is non-conforming may not be structurally altered without being brought into compliance with the requirements of this Title (see OMC 18.02.180, Definitions, Signs, Abandoned and Non-Conforming and Section 18.73.010, Violations).
- B. Any non-conforming sign which is damaged or destroyed by fire, explosion, wind, act of nature, or other accidental means may be restored if the cost thereof does not exceed fifty percent (50%) of its replacement cost. Signs damaged in an amount in excess of fifty percent (50%) of replacement cost shall be removed.
- C. All non-conforming signs shall be kept in good repair and maintained in a neat, clean, attractive, and safe condition. (See also OMC 18.73.010, Violations.)

**18.43.160 Violations**

Violations. See OMC 18.73.010.

## Title 18 - UNIFIED DEVELOPMENT CODE

### Chapter 18.02 - BASIC PROVISIONS

#### 18.02.180 Definitions

##### S. DEFINITIONS – SPECIFIC.

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 twelve (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, Alley. A type of building mounted sign that is located on a building wall facing a public alley.

Sign, Animated. A sign with action or motion (including those that flash, oscillate or revolve) or one that involves color changes more frequently than once per twenty-four 24 hours, 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). For the purposes of this chapter, it does include search lights and strobe lights.

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, Banner. A lightweight temporary 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, Blade. A type of building mounted sign that is oriented for pedestrians that extends from a building wall or hangs from a marquee. Blade signs larger than ten (10) square feet in size are considered Projecting Signs if not attached to a marquee.

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, blade 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, Feather. A vertical portable sign that contains a harpoon-style pole or staff driven into the ground for support or supported by means of an individual stand.

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, Hazardous. Any sign that is dangerous or confusing to motorists and pedestrians, including any sign which by its color, wording, design, location, or illumination resembles or conflicts with any official traffic control device or which otherwise impedes the safe and efficient flow of traffic.

Sign, Historical. Historic signs that contribute to the architectural and historic character of Olympia, which may complement or define an individual building or may be valued independently from the building or site on which it is located.

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. Inflatable signs that include movement are considered animated signs and are not allowed.

Sign, Legacy. Signage related to a structure but not the present occupancy or use.

Sign, Light Projection. An image projected onto a building or walkway.

Sign, Marquee. Any sign which forms part of 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 legally established sign existing at the time of this Ordinance which does not meet the current provisions of Title 18.

Sign, Nuisance. Any sign which emits smoke, visible particles, odors, and/or sound, except that speakers in signs of a drive-through facility shall be allowed.

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, Parking Lot Pole Banner. A type of banner sign, typically made of outdoor fabric, attached to the lighting poles in parking lots.

Sign, Pedestal. See Sandwich Board/Pedestal Sign.

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 twelve (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/Pedestal Sidewalk-Sign. A type of portable sign.

Sign, Shopping Center. A type of permanent freestanding sign for larger shopping complexes.

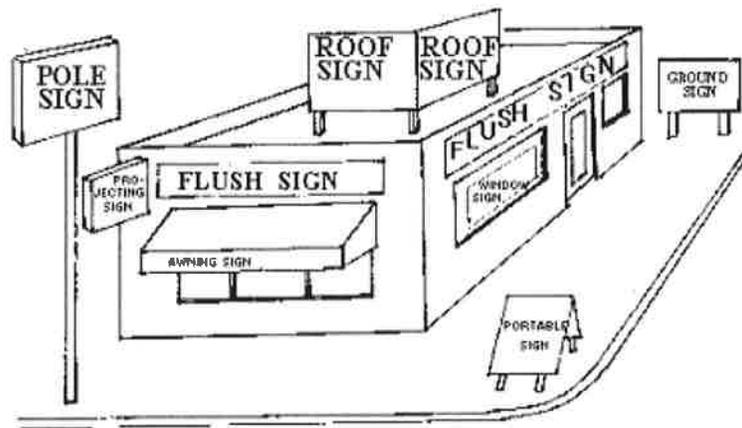
Sign, Structural Alteration. Any change or modification in the supporting members of the structure, such as the pole, cabinet, footing/foundation. Exceptions are new paint, rewiring, or face change.

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 adhered or mounted to an exterior window (e.g., a neon sign). Window signs are a type of building mounted sign.

Sign, Yard/Lawn. A temporary sign that is posted in the ground by a stake or wire frame.



**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).]

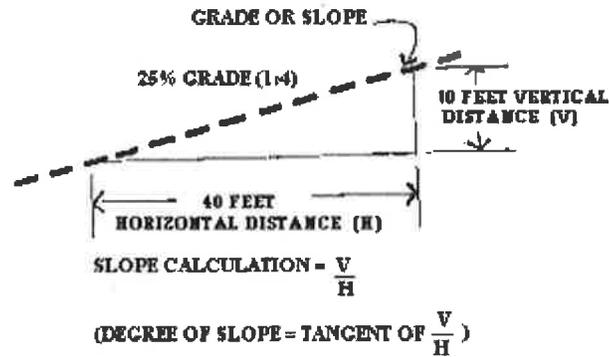


FIGURE 2-8

% 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 forty (40) percent slope, or where the ground surface rises ten feet or more vertically within a horizontal distance of twenty-five (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 18.32.305 E.

**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.]

**Stormwater Retrofit Facilities.** A stormwater treatment or flow-control facility that complies with the City of Olympia Drainage Design and Erosion Control Manual and is constructed by the City of Olympia for the purpose of providing treatment or flow-control in an area where little to none was previously provided.

**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 fifty (50%) of the total building perimeter, or more than twelve (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 fifty (50) percent of the total perimeter, or more than eight (8) feet below grade, as defined herein, at any point.

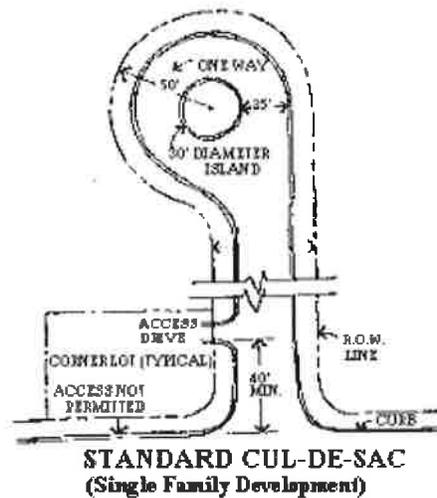
Stream. See OMC 18.32.405.

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.

## Title 18 - UNIFIED DEVELOPMENT CODE

### Chapter 18.120, Commercial Design Criteria Downtown

#### 18.120.000 Chapter Contents

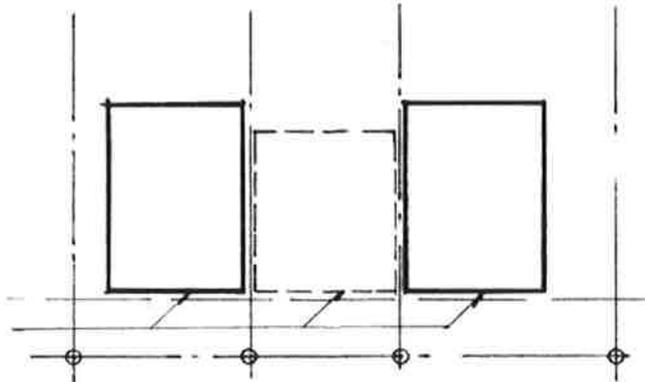
##### Sections:

- 18.120.020 Setbacks.
- 18.120.030 Waterfront view corridors.
- 18.120.040 Parking lots.
- 18.120.050 Building design.
- 18.120.060 Building materials.
- 18.120.070 Building design –Building rhythm.
- 18.120.080 Building orientation.
- 18.120.090 Awnings, canopies, and marquees.
- 18.120.100 Walkways.
- 18.120.110 Pedestrian access from parking areas.
- 18.120.120 Waterfront public access.
- 18.120.130 Visual context of streetscape.
- ~~18.120.140 Signs Attached to the building.~~
- ~~18.120.150 Signs Freestanding.~~

#### 18.120.020 Setbacks

- A. REQUIREMENT: Maintain the continuity of the streetscape with the setbacks of buildings.
- B. GUIDELINES:
  1. Align buildings according to the existing pattern.
  2. Use walls, railings, planters, or other built and landscape elements at the property line if the building or a portion of it is set back from the property line.

(See Also Pedestrian Streets Overlay, Chapter 18.16.)



**FIGURE 18.120.020**

#### 18.120.030 Waterfront view corridors

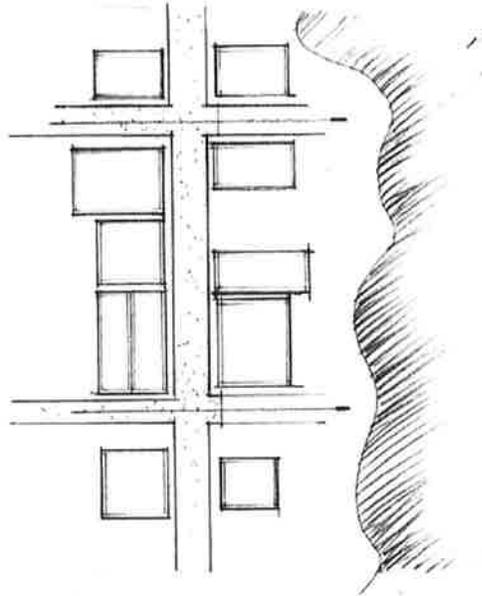
- A. REQUIREMENT:
 

On waterfront sites, provide for public view corridors of Capitol Lake and Budd Inlet. All development shall incorporate into the site and building design both territorial and immediate views for significant numbers of

people from public rights-of-way. (EXCEPT: Intermittent or partial views of the water may not be deemed necessary to incorporate into the site and building design.) See Scenic Vista overlay zoning maps, which are available at the Community Planning and Development Department. (See also Pedestrian Streets Overlay, OMC 18.16)

**B. GUIDELINES:**

1. Locate buildings on the site and design roofs so that they do not interfere with views and vistas.
2. Design and site waterfront buildings to avoid blocking view corridors on adjacent streets that point toward the water.



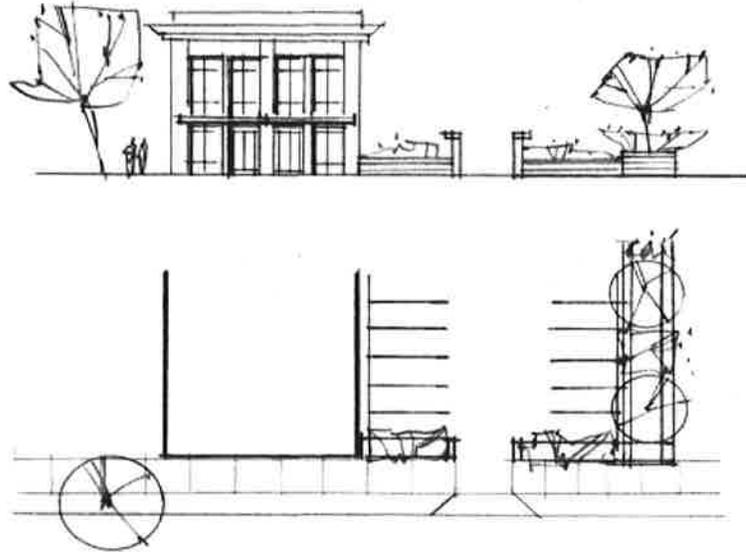
**FIGURE 18.120.030**

**18.120.040 Parking lots**

**A. REQUIREMENT:** Locate and design parking lots which maintain the visual continuity of the street and do not create vacant space in the street pattern. Allow for both pedestrian and vehicular circulation, and provide clear access between parking and the principal building(s) on the site. (See also Section 18.38.160, Specific Zone District Requirements, and Chapter 18.16, Pedestrian Streets Overlay.)

**B. GUIDELINES:**

1. Minimize the width of parking lots located adjacent to the street.
2. Screen parking lots which abut the street with hedges, fences, raised planters, or low walls combined with plantings. These screening materials shall not obscure vehicular sight lines as a safety requisite. (See Section 18.38.200, Parking Facility Location.)



**FIGURE 18.120.040**

18.120.050 Building design

A. REQUIREMENT: Buildings must have streetscape characteristics, such as pedestrian oriented businesses and/or shops, corner entries, and building edges abutting the sidewalk. For additional Building Design requirements please refer to:

1. Development Standards in the zoning district where the project is located, and,
2. Pedestrian Streets Overlay District (OMC 18.16).



**FIGURE 18.120.050**

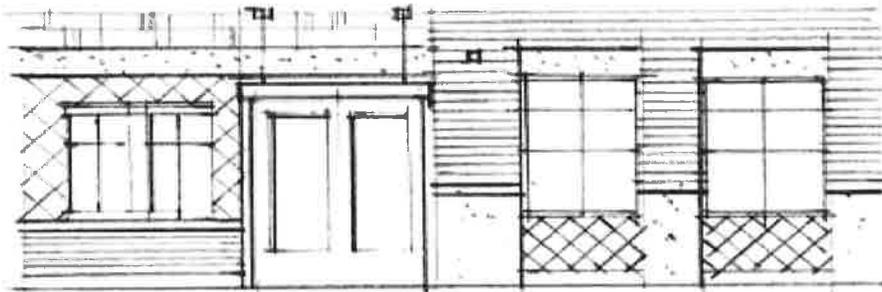
18.120.060 Building materials

A. REQUIREMENT: Maintain the character of the existing downtown buildings by using similar enduring materials such as stone, brick, and stucco.

B. GUIDELINE: Applied brick tiles or exterior insulation finish system (EIFS) that attempt to give the appearance of genuine masonry or stucco are not preferred. Decorative ceramic tiles may be used as accent features.



**FIGURE 18.120.060-A**

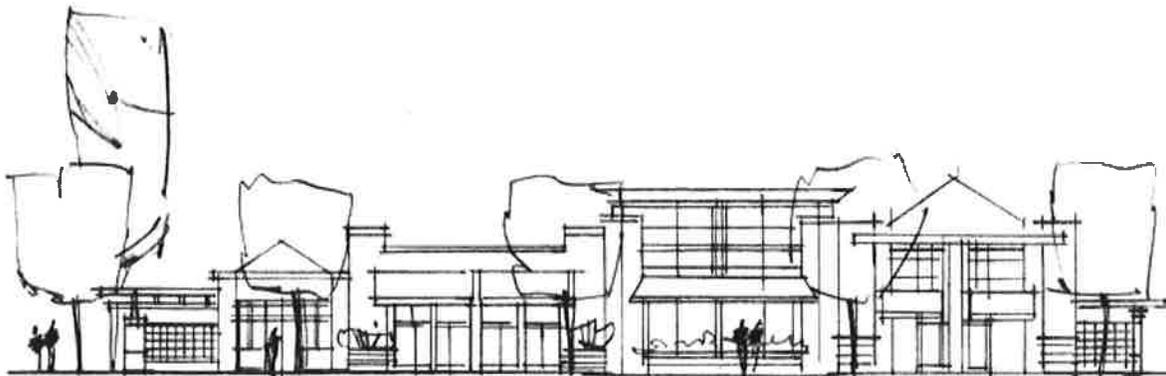


**FIGURE 18.120.060-B**

18.120.070 Building design –Building rhythm

A. REQUIREMENT: Create visually interesting street walls with variations in horizontal and vertical wall surfaces. Use architectural elements that clearly define a base at street level.

B. GUIDELINE: Provide variation in fenestration, architectural elements, building materials, and/or building planes at varying intervals. (See also Basic Commercial Design Criteria, 18.110.080 Maintaining Human Scale, for additional direction.)



**FIGURE 18.120.070**

## 18.120.080 Building orientation

A. REQUIREMENT: Orient the primary building entrance and active uses such as retail storefront window displays or restaurants to the street. (See also Chapter 18.16, Pedestrian Streets Overlay District.)

## B. GUIDELINES:

1. Provide views and access into interior activities of the building from the street. Use a high proportion of glazing at the street level for displays or to reveal services available.
2. Use landscaping, surface texture, or art work on buildings where revealing active uses is inappropriate.

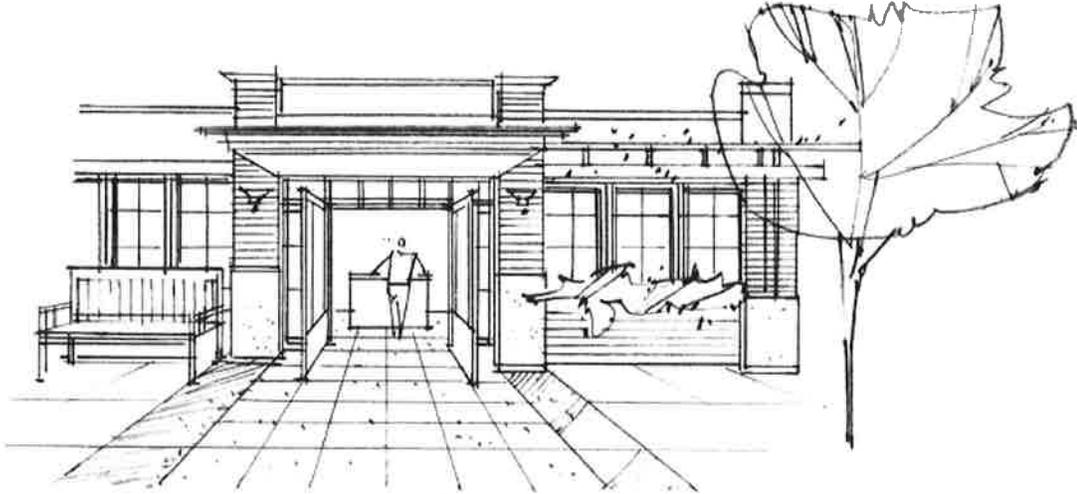


FIGURE 18.120.080-A

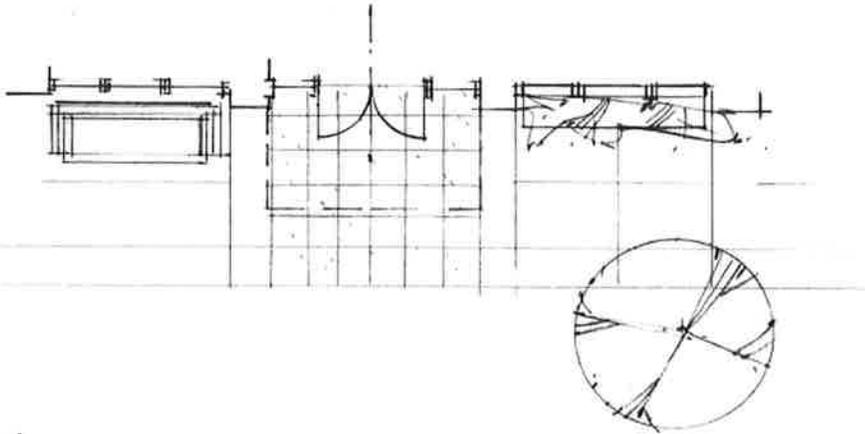


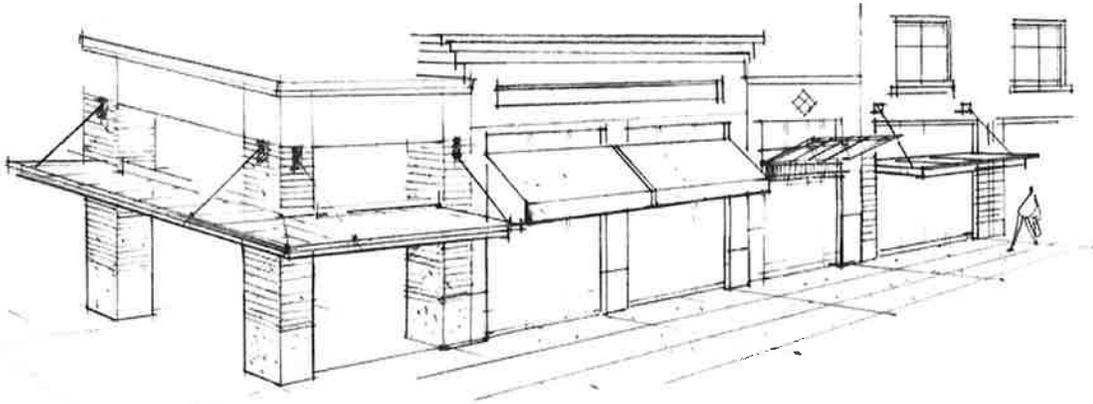
FIGURE 18.120.080-B

## 18.120.090 Awnings, canopies, and marquees

A. REQUIREMENT: Provide awnings, canopies, and marquees on buildings that abut the sidewalk. (See also Chapter 18.16, Pedestrian Streets Overlay District.)

## B. GUIDELINES:

1. Maintain the visual and spatial horizontal plane of the street by employing a horizontal alignment of awnings, canopies, and marquees in areas where they are an existing element in the street pattern.
2. Select awnings, canopies, and marquees which emphasize the architectural and/or historical character, color, and material of the building without covering or obscuring details of the facade.
3. Provide continuity of coverage on both sides and the corner when a building is located on a corner.



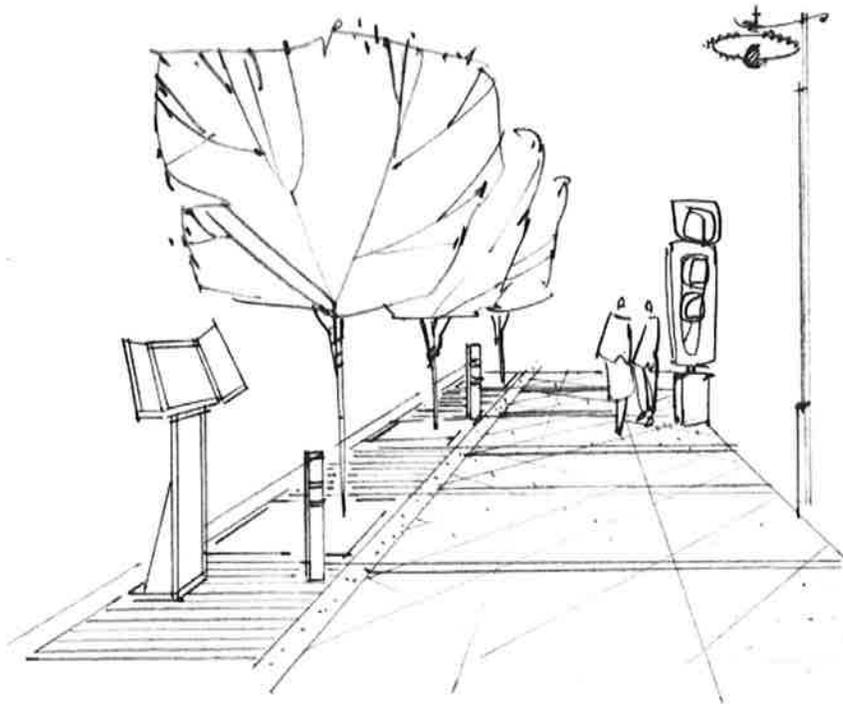
**FIGURE 18.120.090**

#### 18.120.100 Walkways

A. REQUIREMENT: Provide character and visual diversity to walkways.

B. GUIDELINES:

1. Vary sidewalk colors and materials by combining pavers, brick, stone, exposed aggregate and other materials set in geometric or free form patterns.
2. Identify street and driveway crossings through changes in colors, materials, or patterns.
3. Separate the pedestrian from the street by the use of planters, bollards, or similar elements at the street edge of the sidewalk.
4. Provide alleys with lighting, plantings, and paving materials in areas of the City where the alley is or may be used as a pedestrian link.
5. Incorporate information about historic events or structures into the walkway by use of plaques, signs, and art work.



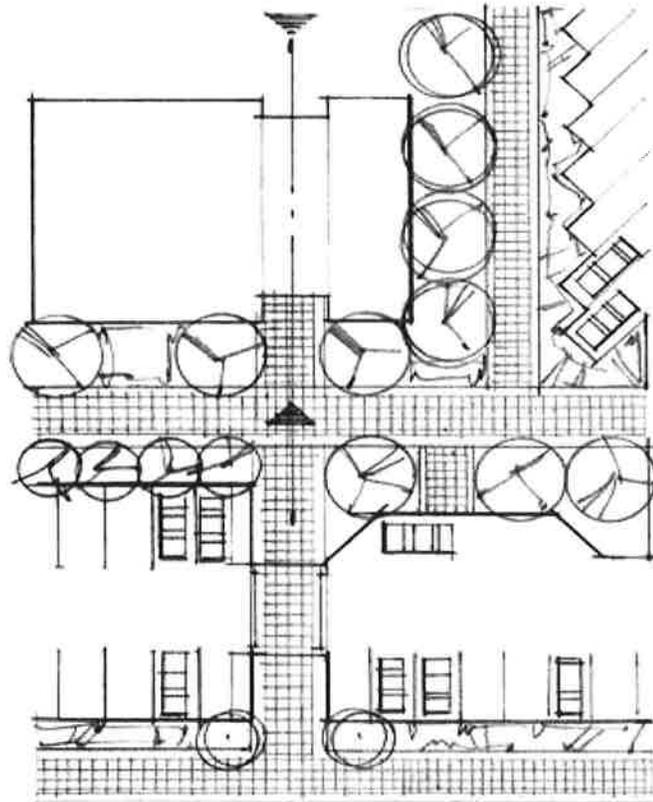
**FIGURE 18.120.100**

**18.120.110 Pedestrian access from parking areas**

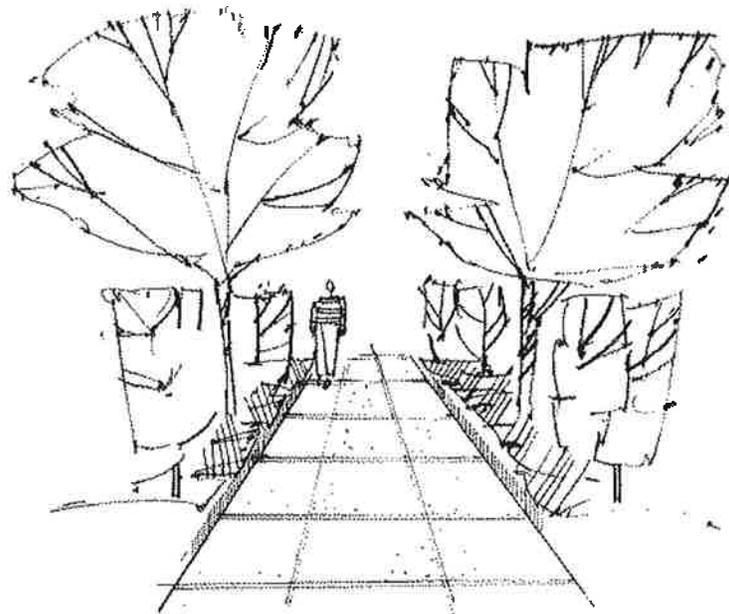
**A. REQUIREMENT:** Provide direct and visible pedestrian access through parking areas to building entrances and to adjoining pedestrian ways. Minimize crossings of traffic lanes.

**B. GUIDELINES:**

1. Provide sidewalks through parking bays.
2. Define walkways with vertical plantings, such as trees or shrubs.
3. Use materials, textures, patterns, or colors to differentiate pedestrian paths from parking areas. Use non-slip materials.
4. Emphasize the entrance to the building by the use of paving materials and landscaping. Avoid locating parking spaces directly in front of the building entrance or in such a way as to interfere with entrance visibility and access.
5. Use signs to direct customers to the building entrances and back to the parking areas.



**FIGURE 18.120.110-A**



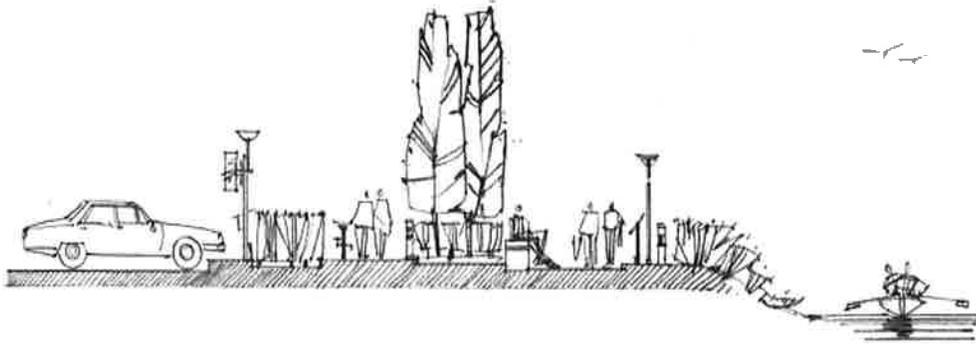
**FIGURE 18.120.110-B**

18.120.120 Waterfront public access

A. **REQUIREMENTS:** On waterfront sites used for commercial, residential, or recreational uses, incorporate shoreline public access pursuant to the goals of the Shoreline Management Act in a manner roughly proportionate to the impact created by the development.

B. **GUIDELINES:**

1. Provide a water-edge trail and view corridors.
2. Provide public access to the water-edge trail and/or view corridors.
3. Provide necessary improvements appropriate to these facilities, such as signage, seating, and lighting.



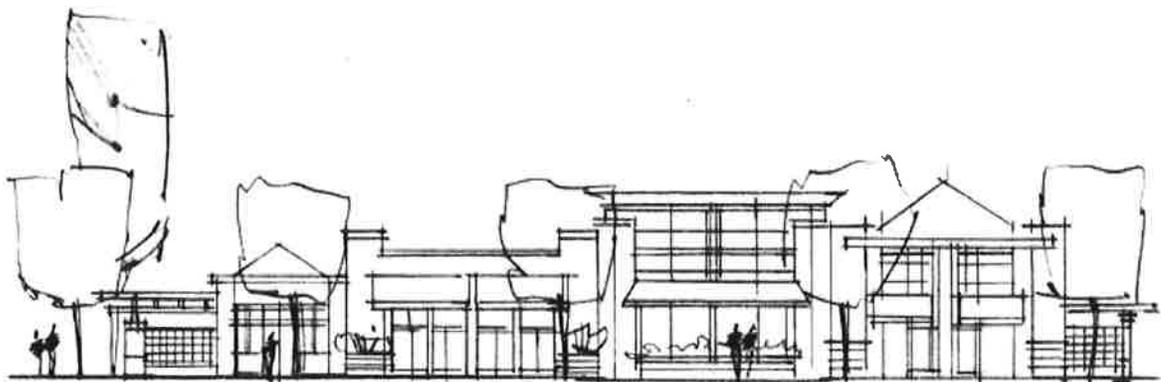
**FIGURE 18.120.120**

18.120.130 Visual context of streetscape

A. **REQUIREMENT:** Develop visual linkages between adjacent properties through building design, street trees, and streetscape improvements.

B. **GUIDELINES:**

1. Link dissimilar buildings by using common elements of existing development. Maintain setbacks from the street; repeat or incorporate similar proportions and scale of buildings; use similar exterior materials, paving materials, and lighting standards.
2. Plant the same or similar street trees to maintain the continuity of the street.
3. Continue walls, screening, and planters where they exist.
4. Repeat common elements and/or materials of landscape design.



**18.120.140 Signs—Attached to the building**

A.— REQUIREMENT: Choose signs that maintain the architectural integrity of the building; locate them so the building details are not covered or obscured. Signs shall conform with Chapter 18.42, Signs, and to the design requirements of this section and of section 18.120.150.

## B.— GUIDELINES:

- 1.— Signs should be subordinate to the building design.
- 2.— Coordinate colors with the colors of the building.
- 3.— Use sign panel shapes that complement the architectural forms of the building.
- 4.— Avoid a wide variety of types and sizes of signs when several businesses share the same building. Use directory signs wherever possible.
- 5.— Select colors, materials, size, shape, and illumination similar to signs found on adjacent properties. Emphasize legibility and simplicity.
- 6.— Align signs with those on adjacent buildings when possible.
- 7.— Design signs for businesses served principally by vehicular traffic to be easily legible from the street.
- 8.— Select lettering sizes, styles, and sign locations that will be clearly visible to pedestrians.
- 9.— Use window signs where wall signs would detract from architectural elements of building facade. Symbols for the business such as a pair of eyeglasses can be used to add detail at the sidewalk.
- 10.— Select a type and intensity of lighting in order to match the lighting levels of signs found in the area.



**FIGURE 18.120.140**

**18.120.150 Signs—Freestanding**

A.— REQUIREMENTS: When building-mounted signs will obscure the architectural details of the building or where buildings are set back from the sidewalk and/or property line, use a free-standing sign. Signs shall conform to Chapter 18.42 Signs.

Signs shall have a maximum height of four (4) feet above grade. Lettering styles and colors are limited to two (2) lettering styles and three (3) colors. Signs shall be incorporated in planters or screening walls.

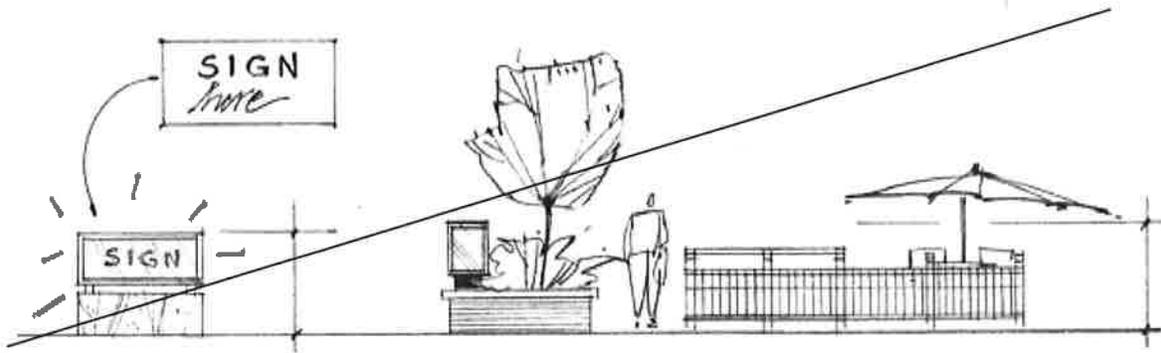


FIGURE 18.120.150

## Title 18 - UNIFIED DEVELOPMENT CODE

### Chapter 18.145, Commercial Design Review Freeway Corridor District

#### 18.145.000 Chapter Contents

##### Sections:

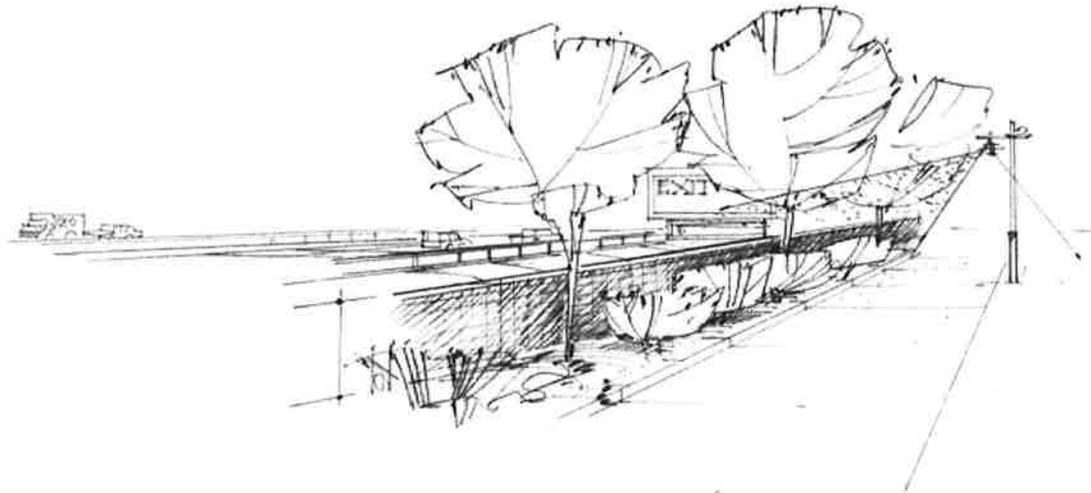
- 18.145.020 Landscape screening adjacent to freeways.
- 18.145.030 Security and site lighting.
- ~~18.145.040 Signs Adjacent to freeways.~~

#### 18.145.020 Landscape screening adjacent to freeways

A. **REQUIREMENT:** Provide landscape screening adjacent to the freeways where development is visible to motorists passing through the City of Olympia. A ten (10) foot minimum landscaping buffer adjacent to the freeway is required. The landscaping buffer shall consist of evergreen or a combination of approximately forty five (45) percent evergreen and thirty (30) percent deciduous trees interspersed with large shrubs and ground cover. A site-obscuring fence may be required if it is necessary to reduce site specific adverse impacts. Tree, shrub, and groundcover spacing shall be appropriate for the species type and consistent with the intent of the landscaping chapter (OMC 18.36).

##### B. GUIDELINE:

1. Landscape screening may include plant materials, fences, berms, and walls.
2. The use of existing native vegetation is encouraged.

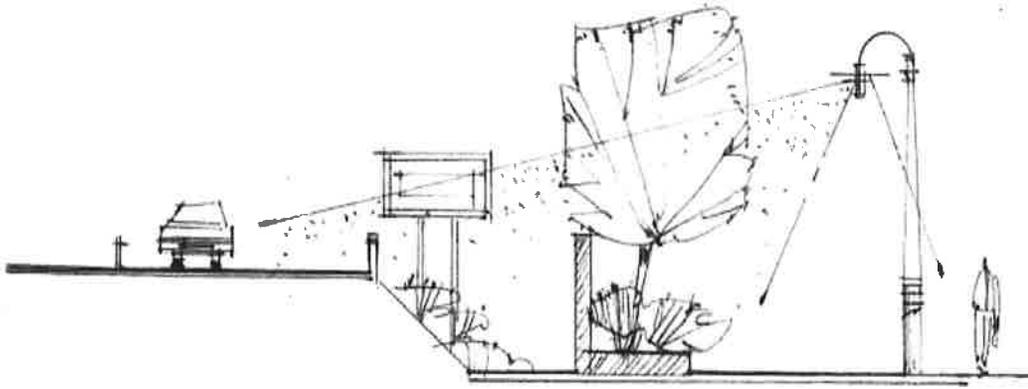


#### 18.145.030 Security and site lighting

A. **REQUIREMENT:** Eliminate glare onto the freeways from security lighting and site lighting. (See Section 18.40.060(E), Lighting.)

##### B. GUIDELINE:

1. Use the following techniques to prevent spillover lighting glare:
  - a. Use cut-off lenses to prevent light from shining off site.
  - b. Locate light fixtures to avoid spillover lighting onto freeways.



**FIGURE 18.145.030**

**18.145.040 Signs adjacent to freeways**

**A.— REQUIREMENT:** To reduce visual sign clutter, signage shall be distinct and minimal. Signs along the freeways are limited to identification of the multifamily complex, shopping center, or industrial complex adjacent to the freeway. Signs must conform to the Olympia Sign Code (OMC Chapter 18.42, Signs):

**B.— GUIDELINES:**

- 1.— The identification sign should be located flush on the primary building wall facing the freeway or freestanding in the landscape area no closer than five (5) feet to the freeway rights-of-way.
- 2.— Freestanding signs should not exceed twenty five (25) feet in height nor two hundred (200) square feet in sign surface area (total of all sign faces of the sign):
- 3.— Signs mounted flush on the building may not exceed one (1) square foot of sign surface area per one linear foot of wall it is mounted on up to two hundred (200) square feet of sign surface area, (a twenty (20) foot long wall may have up to a twenty (20) square foot sign); except, motor vehicle sales uses within the Auto Services District are allowed flush mounted wall signs at a ratio of one (1) square foot of sign surface area per one (1) linear foot of wall in which the sign is mounted on up to two hundred (200) square feet of sign surface area in accordance with Chapter 18.42, Signs.
- 4.— If a use is permitted a pole sign, only one (1) pole sign is permitted per development; except, a single trade organization located within the Auto Services District representing the ownership of 40 acres or more of similar land uses within such district shall be one allowed (1) development identification sign along any adjacent state highway and four (4) development identification signs along Cooper Point Road/Auto Mall Drive to be located on the property of such trade organization or its member(s):

**Title 18 - UNIFIED DEVELOPMENT CODE**  
**Chapter 18.150, Port Peninsula**

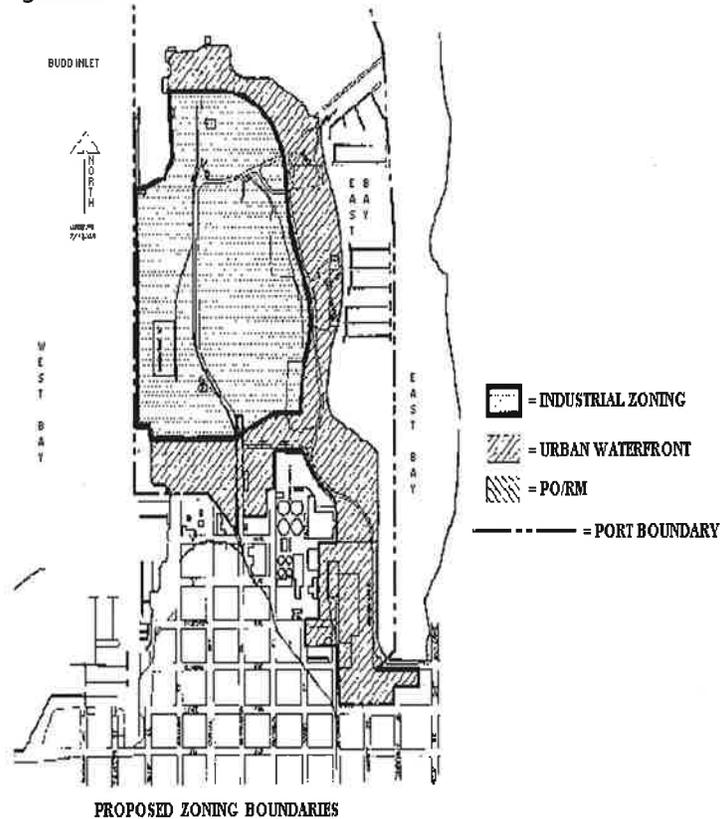
18.150.000 Chapter Contents

Sections:

- 18.150.020 Design guidelines.
- 18.150.030 Site design - Pedestrian connections.
- 18.150.040 Site design - Lighting.
- 18.150.050 Site design - View corridors.
- 18.150.060 Building design - Creation of human scale.
- 18.150.070 Building design - Color and materials.
- 18.150.080 Landscape design.
- 18.150.090 Building design - Landscape design - Suitability of materials.
- ~~18.150.100 Signs - Attached to the building.~~
- ~~18.150.110 Signs - Freestanding signs.~~

18.150.020 Design Guidelines

The following guidelines apply to the Port of Olympia's Urban Waterfront-zoned properties on the Port Peninsula, and are the only City design guidelines which apply to the Port Peninsula. These guidelines were developed in a cooperative effort between the City and the Port. A map indicating the Urban Waterfront-zoned properties is shown on Figure 6A-53.



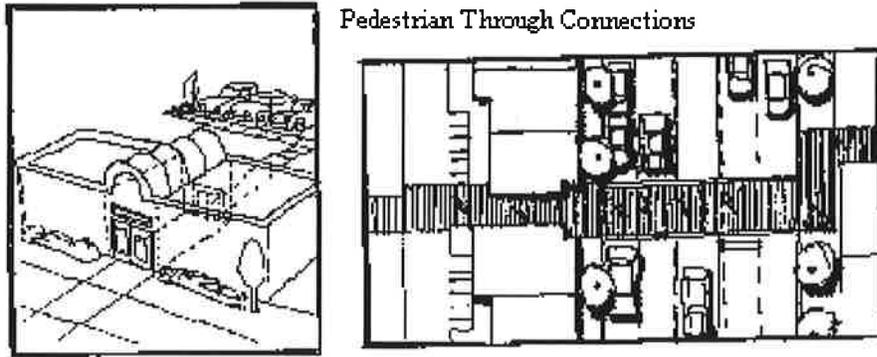
**FIGURE 18.150.020**

18.150.030 Site design - Pedestrian Connections

A. REQUIREMENT: Incorporate pedestrian access into the site plan where pedestrian access exists and where site security is not in questions.

B. GUIDELINE:

1. Incorporate cross-site pedestrian connections within projects where feasible.
2. Coordinate signing to facilitate movement of pedestrians through the site and vehicles around the site.
3. Provide walkways through parking bays and adjacent to planters.
4. Define walkways with vertical plantings, such as trees or shrubs.



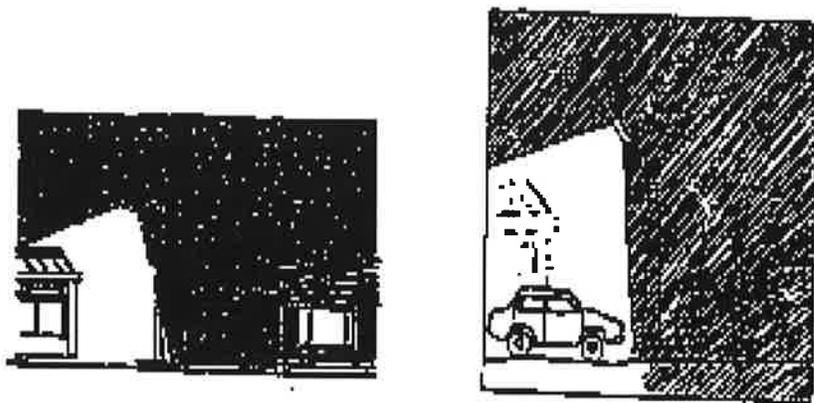
**FIGURE 18.150.030**

18.150.040 Site design –Lighting

A. REQUIREMENT: Accent structures, as well as provide visibility, security, and conserve energy with lighting.

B. GUIDELINE:

1. Use lighting to accent key architectural elements or to emphasize landscape features.
2. Add adequate lighting to sidewalks and alleys, to provide for well lighted pedestrian walkways in accordance with Chapter 4 of the Engineering Design and Development Design Standards.
3. Locate lighting so as not to have a negative impact on adjacent properties such as shining off site into adjacent buildings.



**FIGURE 18.150.040**

18.150.050 Site Design –View Corridors

A. REQUIREMENT: Provide for public view corridors of the Capitol Building, Olympic Mountains and Budd Inlet.

B. GUIDELINE:

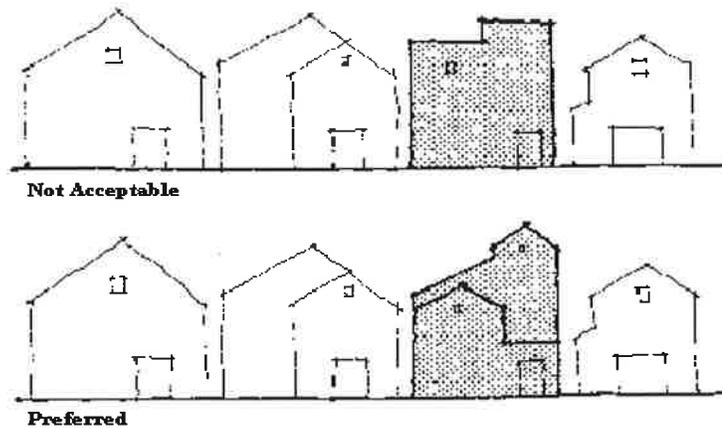
1. Intermittent or partial views to the scenic vistas mentioned above may not be deemed necessary to incorporate into the site and building design.
2. Refer to the Scenic Vista overlay zoning maps available at the Community Planning and Development Department.

18.150.060 Building Design –Creation of Human Scale

A. REQUIREMENT: Use design elements that result in buildings with a perceived size that maintains a human scale street that is comfortable for pedestrians and attractive to them.

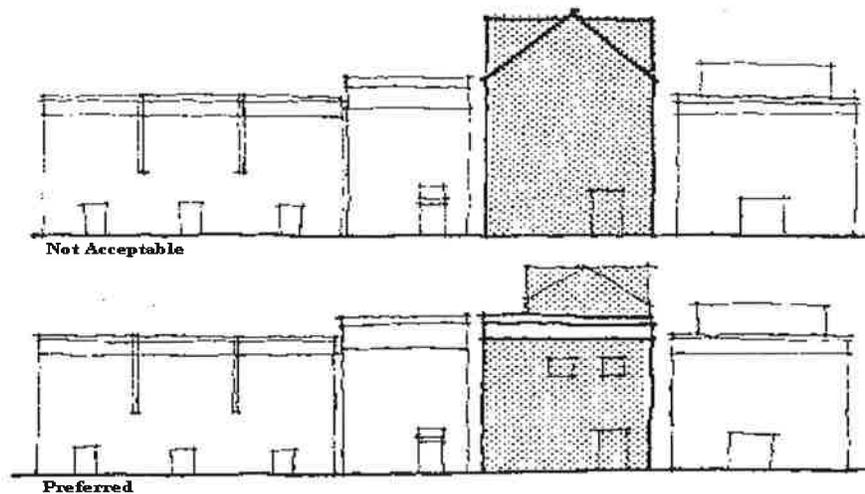
B. GUIDELINE:

1. Use articulation on building facades to achieve smaller building massing. Methods include:
  - a. Modulation;
  - b. Broken rooflines; and
  - c. Building elements such as balconies, chimneys, porches or other entry details, and landscaping.



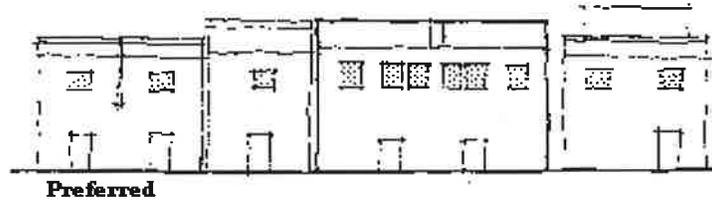
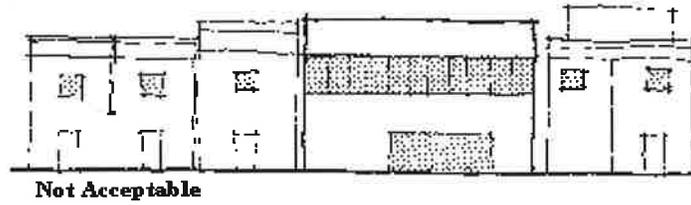
Rooflines can reinforce the architectural character of a street.

**FIGURE 18.150.060-A**

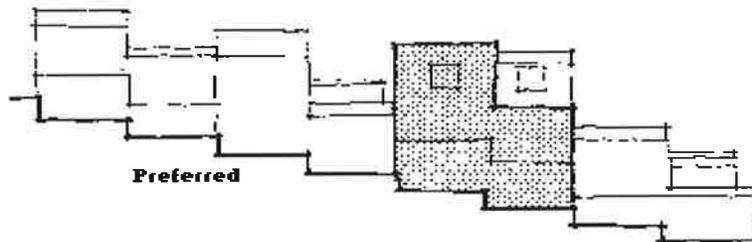
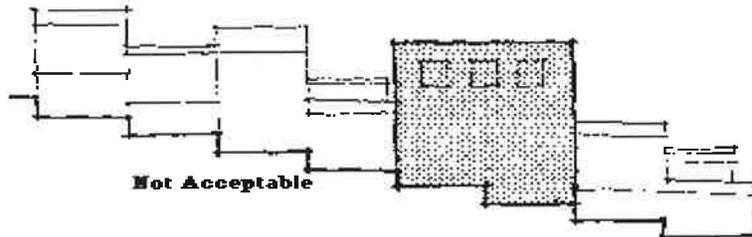


Architectural features like cornices can relate to adjacent buildings, lowering the apparent, conflicting height of the building.

**FIGURE 18.150.060-B**

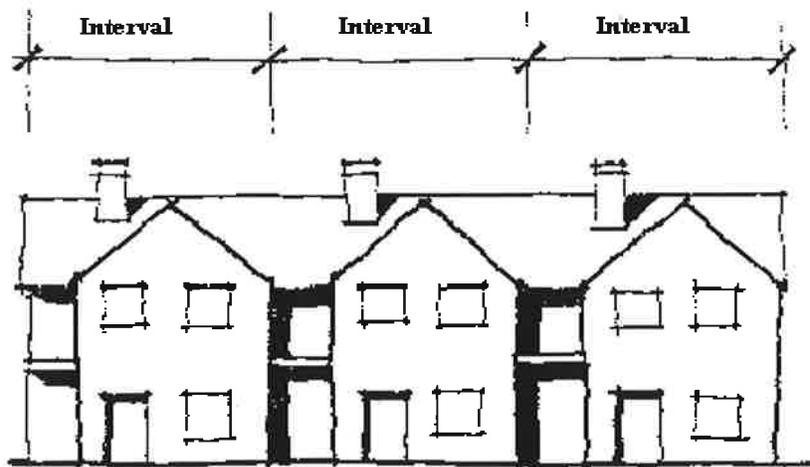


**FIGURE 18.150.060-C**



The pattern and proportion of windows, doors and other glazed areas (fenestration) is important in determining the buildings architectural character. Following the proportion and pattern of neighboring buildings will increase the consistency of the overall streetscapes.

**FIGURE 18.150.060-D**



This building is articulated into intervals. Articulation methods include modulation, broken rooflines, building elements (chimneys, entries, etc.) and landscaping.

**FIGURE 18.150.060-E**

#### 18.150.070 Building Design –Color and Materials

- A. **REQUIREMENT:** Using appropriate color and material on new and remodeled buildings. Use subdued colors on exterior building walls and large surfaces.
- B. **GUIDELINE:**
1. Reserve bright colors for trim or accents.
  2. Avoid large expanses of highly tinted or mirrored glass (except stained-glass windows). Use of tinted glass as an accent is acceptable.
  3. Avoid use of reflective exterior materials (except windows) where glare would shine into nearby buildings.

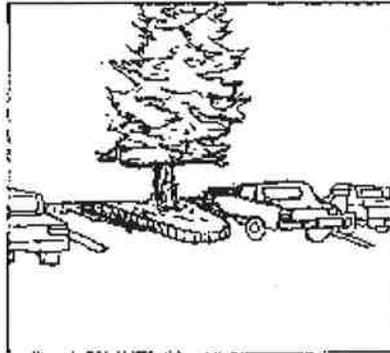
#### 18.150.080 Landscape Design

- A. **REQUIREMENT:** Use plants as screening, canopy, and as space defining elements.
- B. **GUIDELINE:**
1. Plantings and paving can serve to define the appropriate location for pedestrian and vehicle traffic.
  2. Plantings such as street trees, hedges and screening hedgerows can be used to create and reinforce the functional definition of the site plan.
  3. Repeating landscape material throughout the project can unify the development.
  4. Parking lots can be divided into smaller lots with separations created by grouping landscaping and trees as buffers between parking areas. Where large planting areas are impractical or inefficient, canopy trees can be planted in protected planting locations.

#### 18.150.090 Building Design –Landscape Design –Suitability of Materials

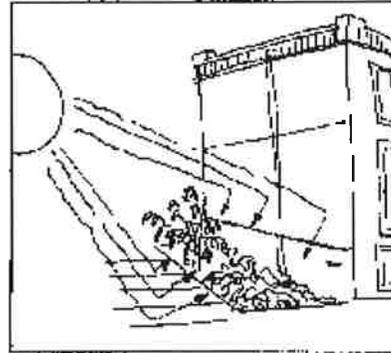
- A. **REQUIREMENT:** Plant materials shall be suited to the climate and at their mature, natural size, suitable for their planting location.
- B. **GUIDELINE:**
1. Select trees for parking lots and sidewalk areas which do not interfere with the visibility and movement of vehicles or pedestrians.
  2. Avoid trees which may create problems by dropping fruit or seeds, have brittle wood, and/or cause pavement or other hard surfaces to heave.

3. Use shrubs or vines trained to grow upright on wires or trellises (espaliers) next to blank walls with narrow planting areas.
4. Projects must also comply with the adopted Street Tree Plan, and the Landscaping and Screening Chapter of the Olympia Zoning Code 18.36 for more information on landscaping requirements.
5. Choose hardy plant materials that can survive the effects of building or large paved areas (in terms of heat, shade, wind, etc.)



**Acceptable**

**Trees should not interfere with visibility for vehicles and pedestrians.**



**Not Acceptable**

**Plant choices should be suited to the site conditions.**

**FIGURE 18.150.090**

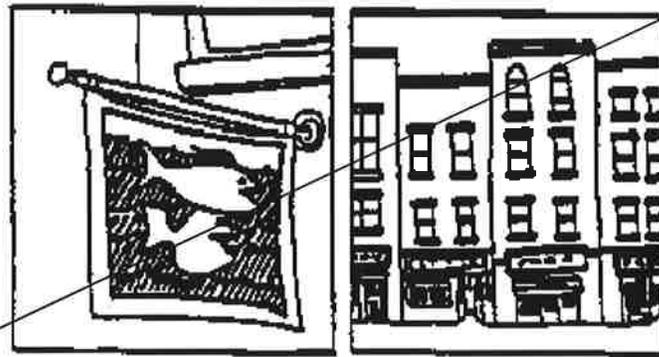
#### ~~18.150.100 Signs Attached to the Building~~

~~A.— REQUIREMENT: Provide adequate signage for businesses while maintaining the buildings architectural integrity, by locating signs so that building details shall not be covered or obscured. Signs will conform to the Olympia Zoning Ordinance Sign Code (OMC Chapter 18.42, Signs).~~

#### ~~B.— GUIDELINE:~~

- ~~1.— Use sign panel shapes that accentuate buildings architectural forms.~~
- ~~2.— Keep signs subordinate to the building design.~~
- ~~3.— Coordinate colors with the colors of building.~~
- ~~4.— Avoid a wide variety of types and sizes of signs when several businesses share the same building. Use directory signs where possible.~~
- ~~5.— Reinforce the overall composition of the facade by selecting colors, materials, size and shape, and method of illumination, as found on adjacent properties. Emphasize legibility and simplicity. Locate signs in the overall facade composition, as found on adjacent properties.~~
- ~~6.— Align signs with those on adjacent buildings when possible.~~
- ~~7.— Design sign for businesses served principally by vehicular traffic to be easily legible form the street.~~
- ~~8.— Addresses must be clearly visible, in accordance with OMC Chapter 12.48.120(C)~~
- ~~9.— Select lettering sizes which could be more visible to the pedestrian than to vehicular traffic in pedestrian oriented areas of the site. Limit the number of letters styles to one (1) or two (2).~~

Acceptable



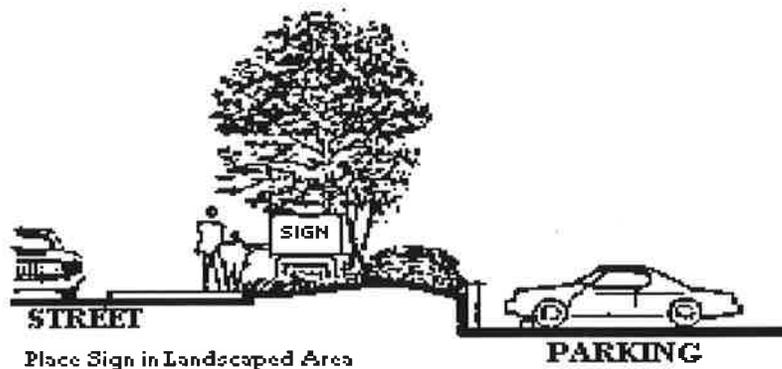
**FIGURE 18.150.100**

**18.150.110 Signs—Freestanding Signs**

A.— **REQUIREMENT:** Provide adequate signage for businesses when building-mounted signs cannot be used because they will obscure the architectural details of the building. Signs will conform to the Olympia Zoning Ordinance Sign Code (OMC Chapter 18.42, Signs).

B.— **GUIDELINE:**

- 1.— Freestanding signs should be limited in size and height. The maximum height should be forty-two (42) inches above grade.
- 2.— For visual clarity, the lettering style and colors should be limited to two (2) lettering styles and three (3) colors.
- 3.— Incorporate signs in planters or as screening walls.
- 4.— The map designated "Allowed Building Heights In the Urban Waterfront Zone" set forth on p. 81 of the Final Supplemental Environmental Impact Statement hereby replaces Figure 6-2, of the Unified Development Code.
- 5.— That the official City of Olympia Zoning Map, set forth in the Unified Development Code, is hereby amended to conform to the "Proposed Port Zoning" map on p. 77 of the Final Supplemental Environmental Impact Statement, insofar as same is applicable.



**FIGURE 18.150.110**

# Sign Code

### Featured Links

→ [View the current Sign Code](#)

### Navigation

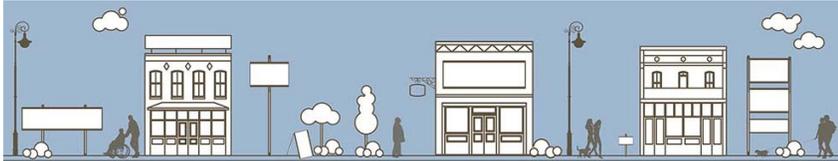
[Building Permits-Land Use](#)

→ [Construction Codes](#)

### Project Status

The Olympia Planning Commission conducted a public hearing on the proposed sign code and related code amendments Monday, November 5, 2018. After completing its deliberations the Commission is recommending the City Council approve the proposed code amendments. The Land Use and Environment Committee recommended minor changes reflected in the DRAFT Sign Code, below. The revision includes keeping the current "hold time" for signs that have an electronic message. The date for City Council consideration is tentatively scheduled for **January 22, 2019**.

- [Summary of Major Changes](#)



### Sign Code Update

The City is updating its Sign Code because the [existing code](#) can be confusing for businesses and the public, and is challenging to administer for city staff. The updated sign code will be streamlined and simplified to increase clarity.

The update will address recent court cases and changes in the sign industry over the last several years, including newer types of signs that are becoming more common.

Work to update the Sign Code began in September 2016 and is expected to conclude in 2018. The planning process incorporates input from residents, businesses, and stakeholders. Several public meetings have already taken place and more will be scheduled. For a summary of past meetings, click "Public Process, Meetings & Materials" below.

[DRAFT Sign Code](#)

[Comment on the DRAFT](#)

[Legal Analysis Summary](#)

[Public Process, Meetings & Materials](#)

### Explanation of Primary Updates

The updated sign code will contain a variety of changes from the existing code. We have provided detailed explanations of the 5 topics that may be of the most interest below. Click each for details.

[New Sign Zones](#)

[Content Neutral Code](#)

[New Sign Types](#)

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**ADDRESSING HOMELESSNESS**  
 Homelessness is the most significant and urgent public concern facing our community. Visit our updated [Homelessness web page](#) for the latest on the City's immediate, emergency actions and work toward long-term solutions.

**2018 YEAR IN REVIEW**  
 "Working Together...Moving Forward" Check out some of what the City has done in 2018. [Watch the video...](#)

**SEA LEVEL RISE** The Draft Sea Level Rise Response Plan is now available. [More...](#)

**UTILITY BILLING EMAIL CHANGE** Beginning Friday, December 14, receipts and notifications for online utility billing customers will be sent from OlympiaUtilityBilling@Paymentus.cc Please add this email address to your contacts to ensure messages are received in your inbox.

**APPLY NOW! CITIZEN ADVISORY COMMITTEES** We are looking for citizens interested in serving on City advisory boards, commissions and committees. Applications due by 5 p.m. on Thursday, January 31. [More...](#)

**STATE AVE BANNER SPACE** We are now accepting 2019 reservations for our banner display space on State Avenue. [More...](#)

**2019 PRELIMINARY OPERATING BUDGET** The 2019 Preliminary Operating Budget is now available. [More...](#)

**2019-2024 ADOPTED CAPITAL FACILITIES PLAN** The [2019-2024 Capital Facilities Plan](#) (CFP) is now available. [More...](#)

**OLYMPIA MUNICIPAL CODE**

feedback

- Electronic Message Signs
- Window Signs

Quick link to codes and standards including [Olympia Municipal Code](#).

**MEETINGS** [Agenda and Minutes](#) for City Council and most advisory committees.

### Questions?

Contact Joyce Phillips at 360.570.3722 or [jphillip@ci.olympia.wa.us](mailto:jphillip@ci.olympia.wa.us)

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# Electronic Message Signs

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## Electronic Message Signs

### Existing Code

The city rarely allows new electronic message signs and there are a few in town that are "grandfathered" in (meaning the signs were legally permitted and can remain, even though they would not be allowed under the current codes and interpretations). Where these types of signs are allowed there are different standards about how often the sign message can change. Some of these sign types do not have a specified limit while others have different standards than other similar signs.

### Proposed Update

These sign types will still be substantially limited in where they are allowed under the new code. The proposal is to standardize the amount of time a message must remain unchanged for any sign with an electronic message. Academic schools with an electronic public service/community bulletin board sign will still be required to turn off the electronic message portion of the sign between 9 p.m. and 6 a.m.

### Why are we making this change?

The proposed changes are intended to standardize the display standards across electronic message signs.

### How often should the message be allowed to change?

It can be hard to know how often to allow messages to change. There is some guidance from studies, in model sign codes, and from governmental agencies, the sign industry, and research studies.

- [Digital/Electronic Signs Minimum Hold and Transition Time Provisions](#) - a summary of jurisdictions.
- [Frequency of Message Change Information](#) - a summary of related studies.

[Comment on this Proposed Change](#)

### Questions?

Contact Joyce Phillips at 360.570.3722 or [jphillip@ci.olympia.wa.us](mailto:jphillip@ci.olympia.wa.us)

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Sign Code Draft  
Frequency of Message Changes Information

Studies:

**1. Statistical Analysis of the Relationship between On-Premise Digital Signage and Traffic Safety (by Texas A & M University and Texas A & M Transportation Institute, sponsored by Signage Foundation and Texas Engineering Extension Service)**

Date: December 17, 2012

Available online at: <http://www.signresearch.org/wp-content/uploads/Digital-Signage-Traffic-Safety-A-Statistical-Analysis.pdf>

*In this study, researchers collected large amounts of sign and crash data in order to conduct a robust statistical analysis of the safety impacts of on-premise digital signs. The statistical tools used the latest safety analysis theory developed for analyzing the impacts of highway safety improvements. The research team acquired the crash data from the Highway Safety Information System, which is a comprehensive database of crash records from several states. One of the advantages of these data is that they also include information about roadway characteristics, such as the number of lanes, speed limit, and other factors. The research team then acquired information about the location of on-premise digital signs from two sign manufacturing companies. Through significant effort by the researchers, these two datasets were merged into a single dataset that represented potential study locations in California, North Carolina, Ohio, and Washington. Of the initial set of over 3,000 possible sites, the research team was able to identify 135 sign locations that could be used for the safety analysis. Potential sites were eliminated from consideration due to any of the following factors:*

- *The sign location was not on a roadway that was included in the crash dataset; only major roads were represented in the crash data.*
- *The sign location provided by a sign manufacturing company could not be verified through online digital images of the location.*
- *Only signs installed in calendar years 2006 or 2007 could be included in order to have adequate amounts of crash data before and after the sign was installed.*

***Summary of study results***

*The results of this study provide scientifically based data that indicate that the installation of digital on-premise signs does not lead to a statistically significant increase in crashes on major roads.*

## 2. Compendium of Recent Research Studies on Distraction from Commercial Electronic Variable Message Signs (CEVMS) (Prepared by The Veridian Group)

Date: February 2018

Available online at:

<http://www.scenic.org/storage/PDFs/billboard%20safety%20study%20compendium%20updated%20february%202018.pdf>

A review of 22 studies. Includes a summary of the findings of each of the studies reviewed. Studies reviewed included below. Where available, a copy of the study is included below, as a PDF.

- Empirical Evaluation on a Driving Simulator of the Effects of Distractions Inside and Outside the Vehicle on Driver's Behavior (United States, 2008)
- Conflicts of Interest: The Implications of Roadside Advertising for Drive Attention (United Kingdom, 2009)
- Relative Crash Involvement Risk Associated with Different Sources of Driver Distraction (Norway, 2009)



Relative crash  
involvement risk Bac

- Investigating Driver Distraction: The Effects of Video and Static Advertising (United Kingdom, 2009)



Investigating driver  
distraction-the effec

- Driver Distraction from Roadside Advertising: The Clash of Road Safety Evidence, Highway Authority Guidelines, and Commercial Advertising Pressure (Australia, 2009)



DRIVER  
DISTRACTION FROM

- Influence of Billboards on Driving Behavior and Road Safety (Israel, 2010)
- The Role of Roadside Advertising Signs in Distracting Drivers (Saudi Arabia, 2010)

- External Driver Distractions: The Effects of Video Billboards and Wind Farms on Driver Performance (Canada, 2011)  
*Did not seek a copy – we do not allow video signs*

- Advertising Billboards Impair Change Direction in Road Scenes (Australia, 2011)



Advertising  
billboards impair ch

- Effects of Electronic Billboards on Driver Distraction (Sweden 2012)

- Driver Visual Behavior in the Presence of Commercial Electronic Variable Message Signs (CEVMS) (United States, 2012)



cevmsfinal.pdf

- Effects of External Distractions (United States, 2013)

- Impact of Roadside Advertising on Road Safety (Australia, 2013)



Impact of Roadside  
Advertising on Roac

- Roadside Advertising Affects Driver Attention and Road Safety (Denmark, 2013)



Roadside  
Advertising Affects I

- Statistical Analysis of the Traffic Safety Impacts of On-Premise Digital Signs (United States, 2014)

*Online PDF is dated August 2013, so may not be final copy*



Statistical Analysis  
of the Traffic Safety

- Evaluation of the Visual Demands of Digital Billboards Using a Hybrid Driving Simulator (United States, 2014)

- Accidents on Ayalon Highway – Three Periods of Comparison: Billboards Present, Removed, and Returned (Israel, 2014)

- Investigation of Potential Relationship between Crash Occurrences and the Presence of Digital Billboards in Alabama and Florida (United States, 2015)
- Digital and Projected Advertising Displays: Regulatory and Road Safety Assessment Guidelines (Canada, 2015)
- Digital Billboards ‘Down Under’: Are they Distracting to Drivers and can Industry and Regulators Work Together for a Successful Road Safety Outcome? (Australia, 2015)



Digital billboards  
down under.pdf

- A Field Study on the Effects of Digital Billboards on Glance Behavior During Highway Driving (United States, 2016)
- Influence of an Illuminated Digital Billboard on Driving Behavior with a Focus on Variable Display Time and Distance from a Pedestrian Crossing (Belgium, 2018)

### 3. Federal Highways Administration (FHWA) Memorandum



FHWA Memo Off  
Premise Changeable

*Excerpt:*

Based upon contacts with all Divisions, we have identified certain ranges of acceptability that have been adopted in those States that do allow CEVMS that will be useful in reviewing State proposals on this topic. Available information indicates that State regulations, policy and procedures that have been approved by the Divisions to date, contain some or all of the following standards:

- Duration of Message: Duration of each display is generally between 4 and 10 seconds - 8 seconds is recommended.
- Transition Time: Transition between messages is generally between 1 and 4 seconds - 1-2 seconds is recommended.
- Brightness: Adjust brightness in response to changes in light levels so that the signs are not unreasonably bright for the safety of the motoring public.

- Spacing: Spacing between such signs not less than minimum spacing requirements for signs under the FSA, or greater if determined appropriate to ensure the safety of the motoring public.
- Locations: Locations where allowed for signs under the FSA except such locations where determined inappropriate to ensure safety of the motoring public.

Other standards that the States have found helpful to ensure driver safety include a default designed to freeze a display in one still position if a malfunction occurs; a process for modifying displays and lighting levels where directed by the State DOT to assure safety of the motoring public; and requirements that a display contain static messages without movement such as animation, flashing, scrolling, intermittent or full-motion video.

# Digital/Electronic Signs

## Minimum Message Hold and Transition Time Provisions

	Hold/Dwell Time	Transition Time
AWC Model Sign Code (Association of WA Cities)	Digital Signs: 8 seconds Electronic Message Center Signs: 10 seconds	Min./Max. of 1.5 seconds
IMLA Model Sign Code (International Municipal Lawyers Assoc.)	10 seconds	Less than or equal to 2 seconds
Lacey	10 seconds	Less than or equal to 2 seconds
Tumwater	None	None
Yelm	No hold time requirement, just max. brightness	None
Bremerton	8 seconds	None
Lakewood	5 seconds	
Edmonds	20 seconds	
Olympia	AutoMall ID Sign: 3 minutes Public Service Signs at Schools: 5 minutes Existing Commercial: None	None

*The recommendation in the US Dept. of Transportation's Federal Highway Administration (FHWA) memo titled "Guidance on Off-Premise Changeable Message Signs" is that the messages change no more frequently than between 4 – 10 seconds, with a minimum of 8 seconds recommended. The memo also suggests that the transition time between messages be between 1- 4 seconds, with 1 – 2 seconds recommended.*



## City Council

### Briefing on the Homeless Response Plan Process

**Agenda Date:** 1/22/2019  
**Agenda Item Number:** 6.C  
**File Number:** 19-0076

---

**Type:** information **Version:** 1 **Status:** Other Business

---

#### **Title**

Briefing on the Homeless Response Plan Process

#### **Recommended Action**

##### **Committee Recommendation:**

Not Referred to a Committee.

##### **City Manager Recommendation:**

Receive a briefing on the Homeless Response Plan Process. Briefing only; No action requested.

#### **Report**

##### **Issue:**

Whether to receive a briefing on the Homeless Response Plan Process, including timeline, milestones, the various roles, and how stakeholders will be engaged to provide input and develop long-term strategies and actions.

##### **Staff Contact:**

Amy Buckler, Downtown Programs Manager, Community Planning & Development, 360.570.5847

##### **Presenter(s):**

Stacey Ray, Senior Planner, Office of Performance and Innovation

Amy Buckler, Downtown Programs Manager, Community Planning & Development

##### **Background and Analysis:**

Rising homelessness is the most significant and urgent public concern facing our city. In July 2018, the Olympia City Council declared a state of public health emergency related to homelessness; the Thurston County Commissioners also declared a state of emergency last year. Although homelessness is most visible within the urban hub of downtown Olympia, this issue affects all of Thurston County

During 2019, the Olympia City Council is convening a broad, community-driven process to identify strategies and actions to respond to homelessness and its impacts on the city. The approach is based on a framework and methodologies called Participatory Leadership: a community-based approach to addressing complex issues that emphasizes learning, dialogue, equity, and

inclusiveness.

### Purpose, People and Roles

See attached Overview.

A community work group made up of 8-10 members with a diverse set of perspectives and experiences will help host the process, inviting a broad cross-section of the regional community to identify and carry out long-term strategies and actions. This work will be informed by and build upon the County's Five-Year Homeless and Housing Plan and Olympia's Comprehensive Plan and Downtown Strategy.

The City of Olympia cannot effectively address this issue on its own. We need citizens, the State, other governmental entities in the region, and other public and private partners to help develop and implement the response. Thus, one aspect of this process is to engage and develop those partnerships.

Another aspect is to involve community members in learning about this complex issue and the plans and actions currently underway, while also providing well-designed opportunities for the community to participate in dialogue and inform the developing strategies, actions and partnerships.

### Timeline & Milestones

The homeless response plan process kicks off in January 2019 and is expected to wrap-up in the fall of 2019.

See the attached graphic, which is a framework for an adaptive process that the Community Work Group will further shape.

Milestones in the process include:

- The Community Work Group is formed and starts meeting (February)
- Following a few months of community and partner engagement, the Work Group shares what's been heard and learned (June)
- The Work Group hosts community conversations to further develop draft strategies (August)
- Strategies, actions and partnerships have been identified and there is a Call to Action (October)

Staff will provide an oral update about the convening of the Work Group, current efforts to reach out to Key Implementation Partners and Community Resource Partners, how stakeholders will continue to be engaged throughout the process, and more detail about the type of public engagement that will occur through March.

### Emergency Response will Continue

During this process of developing a long-term response, the City of Olympia will continue responding to the immediate emergency. Immediate actions include Mitigation Site(s), the Plum Street Tiny House Village, a City & Faith Community Pilot Partnership, helping to fund a 24/7 shelter system and more. See the City's website for more information.

These emergency actions are not the same as our long-term response, but they are connected. Not only do these actions provide safer shelter options for people currently experiencing homelessness, these also provide examples our community can learn from when developing the longer-term response.

**Neighborhood/Community Interests:**

The community has a strong interest in addressing homelessness in the community.

**Options:**

Receive a briefing on the Homeless Response Plan Process

**Financial Impact:**

Included in base department budget.

**Attachments:**

Project Overview

Planning Timeline and Milestones

Link to City's Homeless Response Webpage



## Homeless Response Plan: Project Overview

WHAT	The Olympia City Council will convene a broad-based community-driven process to identify objectives, strategies, and actions to respond to homelessness in Olympia.
PURPOSE (WHY)	<b>To identify how to effectively respond to homelessness and its related impacts on the City of Olympia.</b>
INTENTION	To invite a broad cross-section of the regional community to collectively identify, co-create, and lead an effective response to homelessness and its impacts on the City of Olympia.
WHO	<p>The process will be hosted by a community work group, made up of 8-10 members who bring a diverse set of perspectives and experiences, and embody the following characteristics:</p> <ul style="list-style-type: none"> <li>• Curious</li> <li>• Open-minded</li> <li>• An emerging leader</li> <li>• Committed</li> <li>• Team-oriented</li> <li>• Passionate and caring</li> </ul> <p>The community work group will shape and shepherd a process that includes learning and having dialogue with community resource partners, implementation partners, and the community-at-large.</p>
WHEN	January 2019-October 2019

<p>PRODUCTS</p>	<ul style="list-style-type: none"> <li>• Objectives, strategies, and actions for responding to homelessness and it’s impacts in Olympia</li> <li>• An implementation framework; with partnerships and action leads identified</li> <li>• Dashboard of performance metrics for tracking implementation</li> <li>• A portfolio of current community partner resources and information on homelessness in Olympia</li> </ul>
<p>PEOPLE &amp; ROLES</p>	<ul style="list-style-type: none"> <li>• <b>City Council (Conveners):</b> Host and support the process; listen; uphold the authenticity and validity of the process and its outcomes; and connect with key implementation partners throughout the process</li> <li>• <b>Community Work Group (Core Team):</b> Shape and shepherd the process; learn; invite others to contribute; and identify objectives, strategies, and metrics coming out of the process</li> <li>• <b>Community Resource Partners:</b> Set the context for the work group; provide expertise, resources, and data; and help host elements of the process</li> <li>• <b>Implementation Partners:</b> Stay informed; provide information for the work group; identify actions coming out of the process; and collaborate on implementation</li> <li>• <b>Community Members:</b> Stay informed throughout the process; and provide input and information for the work group</li> <li>• <b>Community Planning &amp; Development Staff:</b> Provide City Council updates; ground the work group in the Comprehensive Plan, Downtown Strategy, etc.; provide internal/external communication; record and synthesize information; and provide strategy and action recommendations to City Council on which actions the City can take lead in implementing</li> <li>• <b>Office of Performance and Innovation Staff:</b> Provide process design; conduct confidential stakeholder interviews; select the community work group; and design and facilitate meetings, workshops, and other events</li> </ul>
<p>PROJECT CONTACTS</p>	<p>Amy Buckler, Downtown Programs Manager (Project Manager)  Community Planning and Development  (360) 570-5847   <a href="mailto:abuckler@ci.olympia.wa.us">abuckler@ci.olympia.wa.us</a></p> <p>Stacey Ray, Office of Performance and Innovation (Project Consultant)  Administrative Services  (306) 753-8046   <a href="mailto:sray@ci.olympia.wa.us">sray@ci.olympia.wa.us</a></p>



## Developing A Long Term Response to Homelessness

The City of Olympia will convene a community process to develop long-term, sustainable strategies and actions for how to address homelessness. Visit our webpage and sign-up for our e-newsletter at **olympiawa.gov/subscribe** to learn more, and stay engaged in this important work.

**Our Purpose:** To identify how to effectively respond to homelessness and its impacts on Olympia.



## An Immediate Response to Homelessness

During the process to develop long-term, strategies, we will need to continue to respond to the immediate impacts of homelessness. Listed below are current actions underway:

- Expanded Downtown Walking Patrol
- Hired Homeless Response Coordinator
- Launched New Mobile Mental Health Provider through OPD - Community Response Unit
- Partnered with Providers in our community to move to 24/7 Shelter System
- Plum Street Village opening in Feb 2019
- Implementing Familiar Faces program
- Implemented Fire Department Downtown Aid Unit
- Hired Home Fund Program Manager
- and more...

\* Indicates a milestone in the process

Home » Community » Homelessness

# Homelessness

Featured Links

### Related Plans & Reports

- [Downtown Strategy - Homelessness Chapter](#)
- [Olympia Home Fund - Admin & Finance Plan](#)
- [Summary of County's 5-Year Homeless Housing Plan](#)
- [Funding & Decision-Making Overview](#)

### Related Programs & Resources

- [Downtown Ambassadors & Clean Team](#)
- [Community Court](#)

Navigation

- [Homelessness](#)
- [24/7 Shelter Support](#)
- [City & Faith Partnership](#)
- [Expanding Housing Opportunities](#)
- [Homelessness Data](#)
- [Mitigation Sites](#)
- [Plum Street Village](#)
- [Homeless Response Plan](#)

### Learn more about Plum Street Village

- Informational Meeting (Presentation/Q&A): Thursday, Jan. 17, 6 p.m. Olympia Center Room A, 222 Columbia St NW
- Open House at the Village: Thursday, Jan. 31, 3-6 p.m. 830 Union Ave SE ([View map](#))



## A Regional Crisis

Homelessness is the most significant and urgent public concern facing our community. The 2018 Point in Time Census counted 835 homeless individuals in the county, marking a 56% increase from 2017. Although homelessness is most visible within the urban hub of downtown Olympia, this issue affects all of Thurston County

In July 2018, the Olympia City Council declared a state of public health emergency related to homelessness ([view ordinance](#)). Doing so enables the City to respond to the needs in the community more quickly.

Homelessness is a complex problem, and a truly effective response will take regional partnerships and the proactive involvement of a broad spectrum of stakeholders.

[View Homelessness Data](#)

[Sign-up for Email Updates](#)



**Latest News**  
SIGN UP FOR OUR HOMELESSNESS E-NEWSLETTER

**Ambassadors**  
LEARN ABOUT OLYMPIA'S DOWNTOWN AMBASSADOR PROGRAM

**Downtown Strategy**  
LEARN HOW WE ARE IMPLEMENTING THE PLAN

**City Calendar**  
Loading events...

→ [View full calendar...](#)

### City Updates

**ADDRESSING HOMELESSNESS**  
Homelessness is the most significant and urgent public concern facing our community. Visit our updated [Homelessness web page](#) for the latest on the City's immediate, emergency actions and work toward long-term solutions.

**2018 YEAR IN REVIEW**  
"Working Together...Moving Forward" Check out some of what the City has done in 2018. [Watch the video...](#)

**SEA LEVEL RISE** The Draft Sea Level Rise Response Plan is now available. [More...](#)

**UTILITY BILLING EMAIL CHANGE** Beginning Friday, December 14, receipts and notifications for online utility billing customers will be sent from OlympiaUtilityBilling@Paymentus.cc Please add this email address to your contacts to ensure messages are received in your inbox.

**APPLY NOW! CITIZEN ADVISORY COMMITTEES** We are looking for citizens interested in serving on City advisory boards, commissions and committees. Applications due by 5 p.m. on Thursday, January 31. [More...](#)

**STATE AVE BANNER SPACE** We are now accepting 2019 reservations for our banner display space on State Avenue. [More...](#)

**2019 PRELIMINARY OPERATING BUDGET** The 2019 Preliminary Operating Budget is now available. [More...](#)

**2019-2024 ADOPTED CAPITAL FACILITIES PLAN** The [2019-2024 Capital Facilities Plan](#) (CFP) is now available. [More...](#)

**OLYMPIA MUNICIPAL CODE**

feedback



Quick link to codes and standards including [Olympia Municipal Code](#).

**MEETINGS** [Agenda and Minutes](#) for City Council and most advisory committees.

## What is the City Doing to Address Homelessness?

The City of Olympia is committed to treating unsheltered people with respect, dignity and compassion and to minimizing harm and trauma as we assist them. We are working to provide safe and legal shelter options, while we manage City property for its intended use and balance the needs of the unsheltered with the impacts on the community.

The City cannot fix homelessness. And finding lasting solutions in our community will be a long-term process. However, the City is addressing immediate needs related to homelessness and working on longer-term strategies. Some of the steps we've taken include:

- [Mitigation Sites](#)
- [Plum Street Tiny House Village](#)
- [City & Faith Community Pilot Partnership](#)
- [24/7 Shelters & Secure Storage](#)
- [Homeless Response Plan](#)
- [Expanding Housing Opportunities](#)
- [Continuum of Housing Interventions \(PDF\)](#)

## Questions?

Contact Homeless Response staff at 360.753.8231 or [homelessness@ci.olympia.wa.us](mailto:homelessness@ci.olympia.wa.us)

[back to top...](#)

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