



# GENERAL LAND USE APPLICATION

## OFFICIAL USE ONLY

Case #: \_\_\_\_\_

Master File #: \_\_\_\_\_

Date: \_\_\_\_\_

Received By: \_\_\_\_\_

Related Cases: \_\_\_\_\_

Project Planner: \_\_\_\_\_

One or more of the following **Supplements** must be attached to this **General Land Use Application** and submitted **electronically with the application**:

- |   |  |
|---|--|
| <input type="checkbox"/> Adjacent Property Owner List           | <input type="checkbox"/> Large Lot Subdivision                                 |
| <input type="checkbox"/> Annexation Notice of Intent            | <input type="checkbox"/> Parking Variance                                      |
| <input type="checkbox"/> Annexation Petition (with BRB Form)    | <input type="checkbox"/> Preliminary Long Plat                                 |
| <input type="checkbox"/> Binding Site Plan                      | <input type="checkbox"/> Preliminary PRD                                       |
| <input type="checkbox"/> Boundary Line Adjustment               | <input type="checkbox"/> Reasonable Use Exception (Critical Areas)             |
| <input type="checkbox"/> Conditional Use Permit                 | <input checked="" type="checkbox"/> SEPA Checklist                             |
| <input type="checkbox"/> Design Review – Concept (Major)        | <input type="checkbox"/> Shoreline Development Permit (JARPA Form)             |
| <input type="checkbox"/> Design Review – Detail                 | <input type="checkbox"/> Short Plat  |
| <input type="checkbox"/> Environmental Review (Critical Area)   | <input type="checkbox"/> Soil and Vegetation Plan                              |
| <input type="checkbox"/> Final Long Plat                        | <input type="checkbox"/> Variance or Unusual Use (Zoning)                      |
| <input type="checkbox"/> Final PRD                              | <input checked="" type="checkbox"/> Other <u>Rezone or Code Text Amendment</u> |
| <input type="checkbox"/> Land Use Review (Site Plan) Supplement | <u>Supplement</u>  |

Project Name: Lilly Road Medical Services District – Text Amendment

Project Address: n/a – not site specific

Applicant: Housing Authority of Thurston County

Mailing Address: 1206 12<sup>th</sup> Ave SE, Olympia, WA. 98501

Phone Number(s): General: 360-753-8292 Craig Chance: 360-918-5828 Bob Ricks: 360-918-5819

E-mail Address: CraigC@hatc.org BobR@hatc.org

Owner (if other than applicant): n/a

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

Phone Number(s): \_\_\_\_\_

Other Authorized Representative (if any): n/a

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

Phone Number(s): \_\_\_\_\_

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

Project Description: Text amendment to Medical Services district to strike language restricting residential use within 600 feet of Lilly Road.

Size of Project Site: n/a – not site specific

Assessor Tax Parcel Number(s): n/a – not site specific

Section : 17

Township: 18N

Range: 1W

Full Legal Description of Subject Property (attached ): n/a – not site specific

Zoning: Medical Services District

Shoreline Designation (if applicable): There are no designated shorelines within the Lilly Road Medical Services district

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

Creek or Stream (name): Woodard Creek

Lake or Pond (name): \_\_\_\_\_

Swamp/Bog/Wetland

Historic Site or Structure

Steep Slopes/Draw/Gully/Ravine

Flood Hazard Area (show on site plan)

Scenic Vistas

None

Water Supply (name of utility if applicable): City of Olympia

Existing: City water is widely available in this district

Proposed: No changes proposed

Sewage Disposal (name of utility if applicable): City of Olympia

Existing: City sewer is widely available in this district

Proposed: No changes proposed

Access (name of street(s) from which access will be gained): n/a – not site specific

I affirm that all answers, statements, and information submitted with this application 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 application. 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 application. I agree to pay all fees of the City that apply to this application.

Signature \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_ I understand that for the type of application submitted, **the applicant is required to pay actual Hearing**  
**Examiner**  
**Initials** **costs**, which may be higher or lower than any deposit amount. I hereby agree to pay any such costs.

*Applicants may be required to post the project site with a sign provided by the City within seven days of this application being deemed complete. Please contact City staff for more information.*



# GENERAL LAND USE APPLICATION

## SUBMITTAL REQUIREMENTS

### REQUIRED FOR EVERY LAND USE APPLICATION AND SUPPLEMENTAL APPLICATION(S)

Provide the following:

- All required submittal materials, reports, plans, documents and applications shall be provided in electronic format (Memory stick, USB drive, etc.), and
- 2 complete full size hard copy sets of all required materials, reports, and documents
- 2 full size plan sets with 1 reduced size of all required plans (unless otherwise stated)
- Original signed application(s), accompanied by a scanned electronically submitted copy.
- All applicable fees are due at time of submittal.

The General Land Use Application shall include each of the following:

1. Vicinity map depicting location of project with respect to nearby streets and other major features, and encompassing at least one (1) square mile, and not more than forty (40) square miles.
2. Unless exempt, an environmental checklist with a title-company certified list of property owners of record within 300 feet of the project site. (list requirements below). (See Olympia Municipal Code (OMC) 14.04.060 and WAC 197-11-800 regarding SEPA exemptions.)
3. All supplemental attachments for each and every land use approval required by the City of Olympia for the proposed project.
4. A map to scale depicting all known or suspected critical areas on the site or within 300 feet of the site. (See Chapter 18.32 of the OMC.)
5. An Environmental Review Report if within 300 feet of any critical area (wetland, stream, landslide hazard area or other critical area. (See Chapter 18.32 of the OMC.)

If your project requires a certified property owner list to be submitted:

1. Before ordering a property owner list from a title company, please request from a Planner from Community Planning & Development Department to provide you with a map of the properties to be included. Generally, this will include properties within 300 feet of the project site and possibly additional properties depending on the location of your project.
2. The list of property owners shall be certified by a title company. Certification may be done on a cover sheet included with the list. The certification should include, at minimum: 1) the name of the title company, 2) the date the mailing list was prepared, 3) the name and signature of the person who prepared it, 4) the total number of records, and 5) a map showing the properties of the property data obtained.
3. Submit the list on a flash drive or memory stick in Excel worksheet format. The list shall include the following for each property:
  - Property owner's complete mailing address
  - Property complete mailing address. (Situs Address)
  - Tax parcel number(s) for each property
4. The cover sheet and list shall be submitted to the city in electronic format and hard copy.

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USB Drive File Format-

Electronic Files provided on a USB Drive shall have:

- Each plan set, applications and reports required shall be listed individually on the USB Drive
- Document name examples to be used are referenced below:
  - Site Plan, Landscape Plan, Wetland Report, Wetland Survey, Soil and Vegetation Plan, Stormwater Site Plan, Drainage and Erosion Control Plan, Grading Plan, Architectural Plan Set, Civil Plan Set, Geotech Report, Integrated Pest Management Plan, Traffic Impact Analysis, Hydro-geological Report , Certified Property Owners List, Preliminary Plat Map...etc.)

This form has been approved for use by the Olympia Community Planning and Development (CPD) Department.



Keith Stahley, Director,  
Community Planning and Development

\_\_\_\_ 12/1/2016 \_\_\_\_\_

Date

# REZONE OR CODE TEXT AMENDMENT SUPPLEMENT

## OFFICIAL USE ONLY

Case #: \_\_\_\_\_

Master File #: \_\_\_\_\_

Date: \_\_\_\_\_

Received By: \_\_\_\_\_

Project Planner: \_\_\_\_\_

Related Cases: \_\_\_\_\_

**Rezone**

**Text Amendment**

Current land use zone: Medical Services

Proposed zone: Medical Services

Answer the following questions (attach separate sheet):

- A. How is the proposed zoning consistent with the Comprehensive Plan including the Plan's Future Land Use map as described in OMC 18.59.055? If not consistent, what concurrent amendment of the Plan has been proposed, if any?
- B. How would the proposed change in zoning maintain the public health, safety and welfare?
- C. How is the proposed zoning consistent with other development regulations that implement the Comprehensive Plan?
- D. How will the change in zoning result in a district that is compatible with adjoining zoning districts?
- E. Please describe whether public facilities and services existing and planned for the area are now adequate, or likely to be available, to serve potential development allowed by the proposed zone.

A Rezone Or Code Text Amendment Application shall accompany a General Land Use Application and shall include:

**All required submittal materials, reports, plans, documents and applications shall be provided in electronic format (memory stick, USB drive, etc.).**

1. The current zoning of the site.
2. The proposed zoning of the site.
3. Specific text amendments proposed in "bill-format." (See example.)
4. A statement justifying or explaining reasons for the amendment or rezone.
5. Reproducible maps (8½" x 17" or 11" x 17") to include a vicinity map with highlighted area to be rezoned and any nearby city limits, and a map showing physical features of the site such as lakes, ravines, streams, flood plains, railroad lines, public roads, and commercial agriculture lands.
6. A site plan of any associated project.
7. A site sketch 8½" x 11" or 11" x 17" (reproducible).
8. A typed and certified list, prepared by title company, of all property owners of record within 300 feet of the proposed rezone.
9. A copy of the Assessor's Map showing specific parcels proposed for rezone and the immediate vicinity.
10. An Environmental (SEPA) Checklist.

*NOTE: Although applications may be submitted at any time, site specific rezone requests are only reviewed twice each year beginning on April 1 and October 1.*

*Applicants are required to post the project site with a sign provided by the City within seven days of this application being deemed complete. Please contact City staff for more information.*

## **Sample of Bill Formatting**

1. Fence height is measured to the top of the fence, excluding posts. Point of ground measurement shall be the high point of the adjacent final grade. ~~the average grade five (5) feet on either side of the fence.~~
2. Fences, walls, and hedges are permitted within all yard areas provided that regardless of yard requirements, no closed gate, garage door, bollard or other feature shall obstruct a driveway or other motor vehicle private ingress within twenty (2) feet of a street right-of-way nor they do not obstruct automobile views exiting driveways and alleys (see clear vision triangle). This 20-foot requirement is not applicable within the downtown exempt parking area as illustrated at Figure 38-2. Additional exceptions may be granted in accordance with OMC 18.38.220(A)(2).
3. ~~Solid fences or walls higher than two (2) feet within the front yard area are prohibited; this does not include hedges.~~ Front yard fences, of common areas, such as tree, open space, park, and stormwater tracts, must be a minimum of fifty (50) twenty-five (25) percent unobstructed, i.e., must provide for visibility through the fence. ~~See Figure 40-2.~~

This form has been approved for use by the Olympia Community Planning and Development (CPD) Department.



12/1/2016

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Keith Stahley, Director,  
Community Planning and Development

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Date

- A. How is the proposed zoning consistent with the Comprehensive Plan including the Plan's Future Land Use map as described in OMC 18.59.055? If not consistent, what concurrent amendment of the Plan has been proposed, if any?

We are requesting that the text of the Medical Services district be amended to remove the residential restrictions contained in 18.06.060(T) of the City Municipal Code. Current zoning for the Medical Services district prohibits residential development within 600 feet of Lilly Road except above the ground floor in mixed use buildings. There are only two small parcels of land in the Medical Services district within 600 feet of Lilly Road that are undeveloped. The total size of these two parcels is 3.79 acres. The restriction on residential use within the MS district has had the intended effect of concentrating medical services in this district. Now that this district is nearly completely developed, loosening the restrictions on residential use will provide an incentive to develop much needed affordable housing close to employment and along a major transportation corridor. The current restriction on residential use in the Medical Services district only applies to the Lilly Road corridor. The Medical Services district on the west side of Olympia does not have this same residential restriction.

In the Comprehensive Plan, PL1.7 specifically calls for the support of housing in the medical services area of Lilly Road:

***PL1.7 Enable frequent transit service, support housing, utilize existing infrastructure, provide public improvements and concentrate new major shopping, entertainment and office uses downtown, in the medical services area of Lilly Road, near the Capital Mall, and in the urban corridors. (emphasis added)***

The Lilly Road medical services district is well served by Intercity Transit, existing infrastructure is equipped to support additional multi-family development.

The Future Land Use Map published 10/26/2016 doesn't appear to anticipate any changes to the Lilly Road medical services district.

- B. How would the proposed change in zoning maintain the public health, safety and welfare?

The proposed text amendment will not impact public health, safety or welfare. Since there are only 3.79 acres of undeveloped land that will be affected by this amendment, this will have only a very minor impact on the general character of the Lilly Road medical services district.

- C. How is the proposed zoning consistent with other development regulations that implement the Comprehensive Plan?

The proposed text amendment will not change the zoning for this district. Residential development is already permitted in the Medical Services district. Residential use is also consistent with the development regulations in OMC 18.06.020.A.7 for the MS zoning district. This section specifically calls for:

*d. Allow relatively high density housing near medical facilities to help meet the needs of the large number of people employed there.*

*e. Allow developments which will provide maximum convenience to medical facility users and employees, and an environment conducive to the healing arts.*

- D. How will the change in zoning result in a district that is compatible with adjoining zoning districts?

The adjoining zoning districts to the north, east, and west are residential (RM-18 and R-4-8). The adjoining district to the south is HDC-4, which permits residential, multi-family development. The existing Lilly Road medical services district also has existing residential developments, some of which are pre-existing developments within the 600' corridor of Lilly Road.

- E. Please describe whether public facilities and services existing and planned for the area are now adequate, or likely to be available, to serve potential development allowed by the proposed zone.

The proposed text amendment will have only a modest impact on existing public facilities and services. The Lilly Road medical services district is almost fully developed. The remaining two parcels within 600' of Lilly Road are only 3.79 acres in size. Existing facilities and services are adequate to meet this small increase in density over what is currently permitted.