

CITY OF OLYMPIA HEARING EXAMINER
STAFF REPORT

Project Name /File No.:	Springwood Garden Plat; 25-0980
Applicant:	Sheri Green, AHBL
Requested Action:	Preliminary plat approval to subdivide three parcels totaling 7.2 acres into 37 lots intended for single family development.
Project Location:	Parcel Number 09680073000 (1609 Springwood Ave NE)
Zone District:	R-4-8 residential.
Comp. Plan Designation:	Low density neighborhood
SEPA Determination:	A Determination of Non-significance (DNS) was issued for the proposed subdivision on March 13, 2026, with an appeal period that expires April 3 rd , 2026. No appeals have been filed on the SEPA determination at the time of this staff report.
Public Notification:	Public notification for this hearing was mailed to property owners within 300 feet of the subject property, parties of record and recognized neighborhood associations; posted on-site; and published in The Olympian on March 13, 2026, in conformance with OMC 18.70.
SPRC Recommendation:	Approval, subject to conditions.
Staff Contact:	Jackson Ewing, Senior Planner Phone: 360.570.3776 E-mail: jewing@ci.olympia.wa.us

I. BACKGROUND INFORMATION

A. Property Description / Context / Site Conditions/Interlocal Agreement

The project site is located on tax parcel numbers 09680073000. The project site is located on the south side of Springwood Ave NE within the City of Olympia. Surrounding land use primarily includes; single family residences on larger lots with a subdivision directly south, a city owned park parcel is also located across Springwood Ave in the Northwest corner of the project. The site currently contains single-family residences and accessory structures which will be demolished as part of this project. The project includes a Long Plat subdivision application to subdivide three parcels totaling 7.2 acres into 37 lots at a density of 6.5 units per acre based on buildable area of the site.

Project site Location



B. City Review Process

Application Submittal: The application was submitted and deemed complete on February 24, 2025. Application materials were routed to City staff for review. Notice of application was issued to applicable public agencies and properties within 300 feet of the project site on March 10, 2025. (Attachment 15)

Project Informational Meeting: City staff and the applicant co-hosted a meeting on March 19, 2025. The purpose of this meeting was to enable early coordination and information sharing between the project proponent and community. The project applicant AHBL provided an overview of the proposal and City staff responded to process-related questions from the public. The meeting was attended by a large number of residents. The main concerns addressed at the meeting were related to traffic and transportation issues from added traffic in the area. Other concerns related to stormwater and environmental concerns around increased density near sensitive areas including Setchfield Lake to the East of the project.

Staff Review: The City's Site Plan Review Committee (SPRC) reviewed the project for compliance with applicable codes and ordinances. Staff also reviewed many public and agency comments submitted based on the Notice of Application. These comments are addressed in Section III. of this report.

The SPRC found that additional information and project revisions were necessary and provided the 1st round of Substantive Comments to the applicant on May 21st, 2025. In response the applicant submitted revised plans and reports on August 25th, 2025. Following a second review, the project was returned for further revision on October 17th, 2025. Revised materials were received by the City on December 11th, 2025. After review of the 3rd set of plans and specific reports the project was recommended for approval by the Site Plan Review Committee based on members ability to condition the project for approval; the approval recommendation is subject to a number of conditions located in Section IV. of the report. Notice of Hearing and SEPA Determination of Non-Significance was issued March 13th, 2026. (Attachment 16)

II. POLICY AND REGULATORY FRAMEWORK REVIEW

The proposal has been reviewed for compliance with the Olympia Municipal Code and other Olympia Ordinances in effect at the time of application. This report addresses those plan and code sections that are of particular applicability and addresses compliance in relation to the following:

- Comprehensive Plan Goals and Policies;
- OMC Title 14.04 Environmental Policy; The preliminary plat application is subject to the State Environmental Policy Act (SEPA) because the plat proposes the construction of residential structures of more than 9 units, (OMC 14.04.065).
- OMC Title 16, Buildings and Construction, in particular standards for tree protection/replacement and flood damage prevention;
- OMC Title 17, subdivisions;
- OMC Title 18, Unified Development Code, in particular standards for residential and commercial development, parking, landscaping, design, pedestrian streets, shoreline development, hearing examiner authority; town house development.
- OMC Engineering Design and Development Standards.

A. Comprehensive Plan

The subject property is designated as a Low-Density Neighborhood on the Future Land Use Map. This designation provides for low-density residential development, primarily single-family detached housing and low-rise multi-family housing, in densities ranging from twelve units per acre to one unit per five acres depending on environmental sensitivity of the area. Barring environmental constraints, densities of at least four units per acre should be achieved. Supportive land uses and other types of housing, including accessory dwelling units, townhomes and small apartment buildings, may be permitted. Specific zoning and densities are to be based on the unique characteristics of each area with special attention to stormwater drainage and aquatic habitat.

Land Use and Urban Design Chapter

Goal: Land use patterns, densities and site designs are sustainable and support decreasing automobile reliance. Below are specific Comprehensive plan policies that are applicable to the proposed subdivision.

- Policy 1.1- Ensure that new development is built at urban densities or can be readily modified to achieve those densities; and require that development lacking municipal utility service be designed to cost-effectively transform when services become available.
- Policy 1.5- Require new development to meet appropriate minimum standards, such as landscaping and design guidelines, stormwater and other engineering standards and buildings codes and address risks, such as geologically hazardous areas; and require existing development to be gradually improved to such standards.
- Policy 6.11- Plant and protect trees that contribute to Olympia's visual identity and sense of place.
- Policy 16.1- Support increasing housing densities through the well-designed, efficient and cost-effective use of buildable land, consistent with environmental constraints and affordability. Use both incentives and regulations, such as minimum and maximum density limits, to achieve such efficient use.

- Policy 16.9- In all residential areas, allow small cottages and townhouses and one accessory housing unit per home -- all subject to siting, design and parking requirements that contribute to neighborhood character.

Natural Environment Chapter

Goal: Natural resources and processes are conserved and protected by Olympia's planning, regulatory and management activities.

- Policy 1.1- Administer development regulations which protect environmentally sensitive areas, drainage basins and wellhead areas.
- Policy 1.2- Coordinate critical areas ordinances and storm water management requirements regionally based on the best scientific information available
- Policy 1.3- Limit development in areas that are environmentally sensitive, such as steep slopes and wetlands. Direct development and redevelopment to less-sensitive areas.
- Policy 1.6- Establish regulations and design standards for new developments that will minimize impacts to stormwater runoff, environmentally sensitive areas, wildlife habitat and trees.

Utility Chapter

Goal: Utility and land use plans are coordinated so that utility services can be provided and maintained for proposed future land uses.

- Policy 1.2- Require new developments to construct drinking water, wastewater and stormwater utilities in ways that meet the community development, environmental protection and resource protection goals of this Plan and that are consistent with adopted utility plans and extension policies.

Goal: Reliable utility service is provided at the lowest reasonable cost, consistent with the City's aims of environmental stewardship, social equity, economic development and the protection of public health.

- Policy 2.1- Ensure that new development projects pay for their own utility infrastructure based on their expected needs for the next 20 years. Also require them to contribute to their portion of existing infrastructure. Routinely review new-development charges (such as general facility charges) when updating utility master plans, or more frequently as needed.

Goal: The City and its growth area are served by a City-owned wastewater collection and transmission system that is designed to minimize leakage, overflows, infiltration and inflows so as to provide sufficient capacity for projected demand.

- Policy 8.1- Extend the wastewater gravity collection system through both public and private development projects.
- PU8.2- Prohibit new community and individual septic systems within City limits, except when specifically allowed by the Olympia Municipal Code.

Transportation Chapter:

Goal: As new streets are built and existing streets are reconstructed, add multimodal features as specified in the City of Olympia Engineering Design and Development Standards

- Policy 2.4- Build local access streets to provide direct connections to properties within neighborhoods. All new local access streets should include sidewalks and planter strips.
- Policy 2.6- Install or allow traffic-calming devices on local access, neighborhood collector and some major collector streets where speeds, volumes and other conditions indicate a need. Consider pedestrian, bicyclist and transit bus safety and access when installing traffic-calming devices.
- Policy 2.7- Allow on-street parking on local access and neighborhood collector streets.

Goal: The street network is a well-connected system of small blocks, allowing short, direct trips for pedestrians, bicyclists, transit users, motorists and service vehicles.

- Policy 4.1- Connect streets in a grid-like pattern of smaller blocks. Block sizes should range from 250 feet to 350 feet in residential areas and up to a maximum of 500 feet along arterials.
- Policy 4.2- Build new street connections to reduce travel time and distances for all users of the street system.
- Policy 4.3- Build new street and pathway connections so that people walking, biking, or accessing bus stops have direct route options, making these modes more inviting.
- Policy 4.4- Build new street connections so that motor-vehicle trips are shorter, to save fuel, cut travel time and reduce pollution.
- Policy 4.5- Build new street connections, so the grid provides other routes if an emergency or major construction blocks travel.
- Policy 4.6- Build new street connections so that emergency vehicles, transit and other service vehicles have direct and efficient access.

Staff Findings: The proposed subdivision was reviewed consistent with the applicable sections of the Olympia Comprehensive Plan. The Comprehensive Plan which is the City's 20-year growth strategy and reflects the City of Olympias vision. There are many goals and policies within the Comprehensive plan and it is used as a guiding document for the City, across all departments.

The proposal provides infill housing in an existing residential area with the capacity to provide needed services. The proposed plat meets the minimum density standards. The development will be required to meet landscaping, design, stormwater, engineering and building standards as well as provide necessary utilities to serve the new units. Building a network of smaller streets in a grid pattern is emphasized in the Olympia Comprehensive Plan. Connecting streets benefits all modes of travel – walking, biking, driving and riding transit. As conditioned, the proposed project will further these applicable goals and policies of the Comprehensive Plan.

B. Tree, Soil, and Native Vegetation Protection and Replacement, OMC 16.60

The project is subject to standards in OMC 16.60 regarding tree densities and tree protection during construction. The City's Urban Forester has reviewed the submitted application and determined additional vegetation requirements for the Soil and Vegetation Protection Area (SVPA) are necessary but adequate space on the plan is provided to accommodate the requirement. The code requires 30 tree units to be retained or replanted for new development. This calculation is based of buildable area of the site excluding critical area buffers and right of way dedications. OMC 16.60.020.B.

Staff Findings: The City's urban forester reviewed materials submitted and determined the project design will comply with OMC 16.60 as conditioned. Tree protection will be required at time of the civil permit to construct infrastructure. Additionally, tree plantings will be required with the Soil and Vegetation Protection Area (SVPA) shown as Tract C and within Tracts on the preliminary plat map. The submitted landscaping plan provides details on species and location. (Attachment 6) Based on the proposed retention, there is a short fall of 60 tree units. These are required to be planted within either the SVPA or other Tract. See the provided Soil and Vegetation Report. (Attachment 7)

C. Preliminary Plat, OMC 17.16

This section sets forth the requirements for preliminary plat applications including submittal requirements, distribution, review procedures, time limitations, public notice, hearing process and review criteria.

Staff Findings: The proposal was distributed to City, County and State agencies for review and comment. Notice of the proposal was issued to property owners in the vicinity and notice of the public hearing was issued in conformance with this chapter as well as OMC 18.70 public notification.

OMC 17.16.090.A. Examiner Inquiry into Public Use and Interest

The Hearing Examiner shall determine if appropriate provisions are made for, but not limited to, the public health, safety and general welfare, for open spaces, drainage ways, streets, alleys, other public ways, water supplies, sanitary wastes, parks playgrounds, sites for schools and school grounds, fire protection and other public facilities and shall consider all other relevant facts, including the physical characteristics of the site and determine whether the public interest will be served by the subdivision and dedication. If the Hearing Examiner finds that the proposed plat makes appropriate provisions for the above, then it shall be approved. If the Hearing Examiner finds that the proposed plat does not make such appropriate provisions or that the public use and interest will not be served, then the Hearing Examiner shall disapprove the proposed plat.

Staff Findings: The proposed plat complies with OMC 17.16.090.A as follows:

1. *Public health, safety and general welfare provisions are made through: Road standard and off-site sidewalk improvements, sanitary sewer supply, stormwater management, water supply.*

Accommodating additional population growth in an urban area is required by the Washington State Growth Management Act to protect the public's interest, health, and safety (RCW 36.70A.010 and RCW 36.70A.115)

2. *Open space provisions are met with the Soils and Tree Preservations Tract as well provisions for Parks accommodated by impact fees which are paid at the time of building permit application on individual lots.*
3. *Drainage way provisions are made with stormwater management and new stormwater infrastructure.*
4. *Street, alley provision, or other public way provisions are made with the addition of new streets and street connections that meet the City Engineering Design and Development Standards (EDDS).*
5. *Water, sanitary sewer and solid waste: Water and sewer lines will be extended through the proposed streets and all proposed lots will be served.*

6. *As required by Title 15 of the Olympia Municipal Code and as a condition of approval, provisions for schools and school grounds are made through the payment of impact fees that are imposed on the subdivision. The impact fees are imposed at a proportionate share of the cost of improvements reasonably related to the new development and will benefit the new development as determined by the Olympia School District and required by WAC 365-196-850.*
7. *Provisions for fire protection and other public facilities are made through road improvements (on and off site), utility improvements and building code standards. These include fire hydrant spacing, Fire and EMS access. All new construction will require fire sprinklers as part of building permit applications.*

OMC 17.16.090.B Dedication

Dedication of land or payment of fees to any public body may be required as a condition of subdivision approval. Evidence of such dedication and/or payment shall accompany final plat approval.

Staff Findings: Dedication of land for street right of way is shown on the preliminary plat map as required by code. As a condition of approval, payment of transportation, park and school impact fees will be required at the time of building permit applications. Impact fees will be assessed per the adopted fee schedules for the City of Olympia at the time of building permit application.

OMC 17.16.090.E Health Department

As a condition of preliminary plat approval, the Health Department may require lot sizes larger than the minimum permitted by the zoning code in those instances where topography, soils, water table or other conditions make larger lot sizes necessary in order to prevent possible health hazards due to water contamination or sewage disposal system malfunction.

Staff Findings: The application was routed for review to Thurston County Environmental Health (TCEH), who did not require larger lot sizes than the minimum permitted by the zone. Thurston County Environmental Health provided a recommendation of approval with conditions. (Attachment 12) Conditions have been added to the preliminary plat approval to ensure compliance regarding decommissioning the onsite well.

D. OMC 18.04 RESIDENTIAL DISTRICTS

This proposed subdivision is subject to the provision in OMC 18.04 and include but are not limited to the Development Standards set forth below:

18.04.040 Table 4.01 Residential Permitted Uses

Single Family Housing is listed as a permitted use in the R-4-8,

Staff Findings: The site is within the R 4-8 residential zoning district. The proposal is for 37 single-family residential lots. Development standards apply to individuals lots and will be reviewed with each submitted building permit, however conceptual review has been conducted and the lots shown will be able to meet applicable standards at the time of permit submittal.

18.04.060.EE Garage Placement and Width

Single family dwellings on lots five thousand (5,000) square feet or less in size located in subdivisions for which a complete preliminary plat application is submitted after April 22, 1996, are subject to the garage placement and width standards. OMC 18.04.060.EE establishes maximum percentages a garage can

occupy a front façade, 60 percent for a two-story structure and 50 percent for a single-story structure and how far in front of the front façade a garage can protrude; 8 feet on a 2 story and 4 feet for single story residences.

Staff Findings: If approved individual lots will be subject to the garage placement and width standards. A condition of approval is also recommended to ensure future development proposals are aware of the requirements and comply. Actual review of this standard will occur at time of building permits on individual lots.

18.04.080 Development Standards

R 4-8 Density requirements. The zoning district has a maximum density of 8 units per acre and a minimum density requirement of 4 units per acre.

R 4-8 Development Standard	Required (Table 4.04)	Proposed
Maximum Housing Density/ Minimum Housing Density	4-8 units/acre	6.5 units per acre
Minimum Lot Size	4,000 SF minimum,	4027 SF is smallest proposed lot
Minimum Lot Width	45'	Proposed lots are 45' in width or wider.

Staff Findings: The proposed 37 lots is 6.5 units per acre and is below the maximum density standard for the 7.2-acre site. Lot sizes and widths are in compliance with code requirements.

OMC 18.04.080(K) Impervious and hard surface coverage:

Increased surface coverages are permitted when “Hard Surfaces” are shown workable. These surfaces include permeable pavements and other types of Low Impact Development techniques that allow water to flow through them and into the soils below. When such surfaces are placed on soils that will not allow infiltration they are treated as impervious and are not eligible for the bonus coverages identified in the code.

Staff Findings: Individual building permits on each lot will be reviewed for impervious and hard surface coverage limits at the point of building permit application.

Other Development Regulations, OMC 18.04.

Staff Findings: This section of code contains many other regulations that will apply at time of building permit applications on individual lots. This includes building height, building coverage, setbacks, use of lot, short term rental, daycare, among many other code requirements.

E. Critical Areas, OMC 18.32

Wetlands OMC 18.32

The applicant submitted a Critical Area Report prepared by Habitat Technologies to assess the property for the presence of critical areas. (Attachment 9) The report reviewed both offsite and onsite conditions for critical areas regulated under this chapter. The report confirmed that no regulated wetlands or other critical areas were present on the parcel. The report also confirmed that a regulated wetland and stream

were located offsite to the Southwest of the project site. A category II wetland with a standard buffer of 180 feet was determined through a wetland rating contained in the submitted report. The project proposes to reduce the wetland buffer 25% to 135 feet to accommodate the stormwater facility for the proposed development. The following code provisions provide the requirements for a buffer reduction.

OMC 18.32.530 Wetlands – Hearing Examiner Authorized Uses and Activities

E. Stormwater Facilities in Category III or IV wetlands only, and in the outer half only of a Category II standard wetland buffer, provided that if the placement of such a facility in a wetland results in elimination of an area's wetland status, then mitigation will be required to compensate for the loss of that wetland as provided in OMC 18.32.550.

OMC 18.32.535.G.1. Wetland buffer reductions

G. If buffer averaging has not been used, the Department may reduce the required wetland buffer widths by twenty five percent (25%) under the following conditions:

1. For wetlands that score six (6) points or more for the habitat functions, if both of the following criteria are met:
 - a. A relatively undisturbed, vegetated corridor at least one hundred (100) feet wide is protected between the wetland and any other priority habitats as defined by the Washington State Department of Fish and Wildlife. The corridor must be protected for the entire distance between the wetland and the priority habitat by legal protection such as a conservation easement.
 - b. Measures to minimize the impacts of different land uses on wetlands, such as those described in Wetland Guidance for CAO Updates, Western Washington (2016) Ecology publication #16-06-001, as amended or revised, are applied. Examples of these measures include directing lighting away from wetland, locating noise generating activities away from the wetland and densely planting the buffer to act as barrier to pets and human disturbance.

Staff findings: There was concern by staff, based on public comments, that other wetland areas could be present onsite. In an updated report the Wetland Specialist sampled many other areas throughout the project site and determined that areas onsite did not meet the criteria for a regulated wetland. This project does not propose elimination of the status of any wetlands and a formal mitigation plan has been provided to address the location of the stormwater facilities in the outer 25% of the buffer. To allow the buffer reduction, the applicant was required to show compliance with the code sections applicable to buffer reductions.

The parcel containing the offsite wetland is a critical area tract associated with a previous subdivision. This area is legally protected and cannot be developed. Additionally, the subject project proposes to create critical area buffer tract which will become a legally protected area and contain the reduced buffer area on the project site. This meets the legally protected 100 feet requirement of the code to allow for the reduction of the standard buffer.

The adjacent parcel containing the wetland was part of a past violation case. This adjacent site required a wetland restoration plan to account for impacts to the wetland and buffer caused by action outside of the Homeowners Associations control. This plan has re-established a native plant community in the buffer area adjacent to the project site. The area onsite within the buffer has been relatively undisturbed as a pasture.

The submitted report provides details on how the project will achieve no net loss of existing wetland functions. This includes a mitigation plan which includes native plantings that extend outside of the buffer area providing additional native vegetation. (Attachments 6 and 9)

F. Parking, OMC 18.38

Residential Parking, OMC 18.38

According to OMC 18.38 table 38.01 single family residences, duplexes and townhomes are required, a minimum of 0.5 spaces per unit with no maximum number of vehicular parking spaces (OMC 18.38.100.C.3.) Further, the total number of parking spaces provided can be increased or decreased by 10% automatically as stated in OMC 18.38.100.A which is relevant because according to OMC 18.02.080.H discrete physical measurements such as number of parking spaces is rounded up at fractions greater than 0.5 and down at fractions equal or less than 0.5.

Staff Findings: While the code initially states a minimum of .5 parking stalls are required for each residential unit the compilation of the requirements related to how parking is calculated, specifically rounding of fractions, indicates there is no minimum nor maximum number of vehicular parking required. The plan shows anticipation for at least four parking spaces on each lot in the garage and driveway, but this is due to market conditions rather than code requirements. The City's approach to transportation is to place stronger code emphasis on the street network's ability to serve a variety of modes of transportation to serve the greater community, such as those who walk, bike, or take transit as their primary means of transportation. This is built on the City's Comprehensive Plan goals related to climate adaptation strategies, as well as a commitment to a gridded street network. Compliance with parking standards will occur at the point of a building permit application. Should parking be proposed, it would need to meet dimensional and design standards.

G. Engineering Design and Development Standards (EDDS)

The project has been reviewed for compliance with the EDDS relative to traffic, water, stormwater, wastewater and solid waste. It was found to be compliant with the following. The submitted civil engineering plans show the water, sewer and frontage improvements. (Attachment 3)

- **Water** (EDDS) - The developer will install water facilities in accordance with the provisions of Chapter 6 of the current Engineering Design and Development Standards EDDS.
- **Sewer** - The developer will install sewer facilities in accordance with the provisions of Chapter 7 of the current EDDS.
- **Storm Drainage** - The developer will provide for the treatment storage and disposal of surface drainage through a storm drainage system designed to the current Drainage Manual and Erosion Control for Olympia (Manual) and Chapter 5 of the current EDDS. (Attachment 5)
- **Frontage Improvements**- Internal subdivision roads are being dedicated as public ROW. Curb and gutters, as well as street trees and street lighting will be installed as part of final plat approval. According to EDDS 2.040.B.3. street connections are required to be provided to any existing public street, or right of way "stub" abutting the proposed development.
- **Safe Walking Routes**- Safe walking routes were reviewed and shown to be in compliance with State and Local Laws. A memo has been provided by staff on how this determination was made. (Attachment 11)
- **Traffic**- A Traffic Impact analysis has been reviewed as part of this project. This analysis is reflected in the design outcome of the street including block spacing, bulb outs and cross walks. This report has been provided. (Attachment 4)

Staff Findings: Multiple departments within the city engineering group reviewed the application materials for applicable development standards. Stormwater reviewed the project for regulations associated with stormwater facilities in proximity to wetlands and determined the project was designed to comply with Department of Ecology standards. As conditioned, the project will comply with applicable Engineering Design and Development Standards. The project is proposing to install sewer, water, frontage and stormwater improvements meeting applicable standards to serve the proposed subdivision.

III. AGENCY AND PUBLIC COMMENTS.

A. Agency Comment

The city received the following agency comments which have been provided for review in (Attachment 13) The following provides a summary of these comments.

- Thurston County Environmental Health: Recommended approval of the preliminary plat.
- Nisqually and Squaxin Island Tribe – No concerns after review of the submitted application and requests that an Inadvertent Discovery Plan be stored on premises and that all employees/contractors are familiar with its implementation.
- Department of Ecology provided consultation on the proposed buffer reduction.

Staff Findings: Agency comments have been reviewed and recommendations incorporated into the review and conditioning of the project.

B. Public Comment

The city received public comments which have been provided for review in (Attachment 14). There is strong public opposition to the project. The reasons for opposing the project are wide ranging, but the majority focus on street connections, environmental concerns and stormwater. The following summarizes these concerns.

- Marion St. connecting to the north and the existing neighborhood no longer being a dead-end street community. The general theme is that the road will become dangerous for kids to play and become a hazard to the neighborhood.
- Project proximity to critical areas such as the nearby wetland, stream and Setchfield lake to the southeast.
- Stormwater concerning existing drainage issues on Springwood Ave. and within the neighborhood directly south.
- Impact to the City owned parcel north of the site known as the “Springwood Parcel” which contains a large Rhododendron garden.
- Additional concerns included: change in neighborhood character, effects on wildlife, affordability and density.

Staff Findings: The community’s concerns were evaluated and reviewed as part of this project. The SPRC reviewed the comments provided but were generally unable to accommodate the requests made due to conflicts between the requests and the Comprehensive Plan Goals and subsequent Zoning Code or EDDS requirements. The City cannot depart from the larger community’s 20-year growth strategy nor specific code requirements. Where able to achieve modification related to community concerns, the SPRC did so. Most revisions requested from the applicant involved traffic calming measures, additional stormwater review and in-depth critical area review.

IV. CONCLUSION AND RECOMMENDATION

Pursuant to OMC 18.70.050, the Director and Site Plan Review Committee finds that the project, as conditioned, meets all applicable provisions of the Municipal Code and Engineering Design and Development Standards and., therefore, recommends approval of the Preliminary Plat Subdivision to the Hearing Examiner of Olympia, subject to the following conditions:

1. **Preliminary Approved Plat.** The subdivision shall be substantially in conformance with the preliminary map and civil plans date stamped December 11th, 2025, as modified by the conditions of approval herein and as modified by the Hearing Examiner.
2. **Plat Approval.** Preliminary approval of the plat shall be effective for five years from the date of approval by the Hearing Examiner. During this time the terms and conditions upon which the preliminary approval is given shall not be changed, except as provided for in Section OMC 17.20.
3. **Vegetation Maintenance Bond.** A vegetation maintenance bond (or other assurance) shall be provided following city acceptance of the landscape installation, including street trees prior to final plat. The bond amount shall be 125% of the cost estimate submitted with the final landscape plan and approved by the City.
4. **Critical Areas.** A note on the face of the plat is required identifying the critical area tract. Critical area signage and fencing shall be located around the perimeter of the wetland buffer and mitigation planting area extending outside of the buffer. This is required to differentiate and protect the mitigation plantings from future stormwater facility maintenance.
5. **Hours of Operation/Construction Noise.** Pursuant to OMC 18.40.080.C.7, construction activity detectable beyond the site boundaries shall be restricted to the hours between 7:00 a.m. and 6:00 p.m.
6. **Design Review and Garage Placement and Width Requirements.** Building permits will be reviewed pursuant to OMC 18.175 staff level design review is also applicable to each building permit. OMC 18.04.060.EE is also applicable for garage placement and width requirements on any lot under 5000 square feet.
7. **Inadvertent Discovery Plan.** A signed Inadvertent Discovery Plan (IDP) which outlines how the project proponent and site crew will respond in the event that archaeological resources are uncovered during the course of project work shall be submitted by the applicant at the time of Engineering plan submittal (OMC 18.12.140).
8. **Engineering Permit Application.** An engineering permit application shall be submitted for review and approval prior to construction. The permit submittal shall comply with the Engineering Design and Development Standards (EDDS) and the Drainage Design and Erosion Control Manual (DDECM) in place at the time of application.
 - a. The 20 foot sewer easement noted on lot 1 shall be clearly noted as existing and was established with previous short plat SS5328 recorded under AF# 8412030032
 - b. Street lighting details shall be included with the civil engineering permit plan submittal
 - c. Safe walking route requirement is achieved via the sidewalk connections of Marion St and Central Street with the subdivision to the south.
 - d. On the face of the final plat – a note shall be provided briefly describing the details of stormwater management for each single-family lot, for both roofs and driveways

- e. Lots 1-4, 22-31 and 32-37 shall require an easement between the lots to accommodate the installation of planned French drains.
9. **Construction Stormwater General Permit.** No ground-disturbing activities may occur without a Construction Stormwater General Permit (CSWGP) issued for this site. Therefore, no Engineering or Grading Permits are to be issued until written proof is received by the City that the contractor or owner has received this CSWGP from the Department of Ecology.
10. **Right of Way Performance Bond.** Bonds or other allowable securities shall be submitted to the City to guarantee the performance of work within the subject site and rights-of-way, or maintenance of required public infrastructure intended to be offered for dedication as a public improvement. See both EDDS Section 2.030.F and Volume 1 Section 2.6.1 of the 2022 DDECM for more information.
11. **Urban Forestry.** A level 5 soils and vegetation report was reviewed with the Preliminary Plat map, 100% of required tree retention and planting is proposed to occur within the designated SVPA on the face of the plat. To achieve required tree densities additional plantings will be required as shown on the submitted landscaping plan.
- a. Provide proposed tree species, size, locations and planting methods for review by the City Urban Forester at time of engineering permit. (See City of Olympia Urban Forestry Manual Chapter 8, recommended street trees) Include required trees outside of the SVPA shown on the face of the PLAT.
 - b. Provide tree protection measures, tree protection fence specifications and the installation/removal sequencing of the fencing on the Civil Plan Set for all onsite and off-site trees to be saved. (City of Olympia Urban Forestry Manual Chapter 7, OMC 16.60.090)
12. **Impact Fees.** In accordance with OMC Title 15, City of Olympia impact fees for transportation, parks and schools shall be paid at time of building permit issuance.
13. **Construction Codes.** At Building permit application for single family residences will be reviewed under the adopted version of the International Building Code (IBC), International Residential Code (IRC), International Mechanical Code (IMC), International Fuel Gas Code (IFGC), Uniform Plumbing Code (UPC) ICC A117.1 and Washington State Energy Code (WSEC) as amended by Washington State. Structural plans and calculations must be stamped and signed by a Washington State licensed Structural Engineer. A geotechnical report must be submitted addressing building soils and steep slopes. The Geotechnical Engineer of record must approve the footing design done by the Structural Engineer. Please provide proof of notification to the Olympic Region Clean Air Agency (ORCAA) will be required to be submitted prior to the City of Olympia demolition/Building permit approval. All structural plans and calculations must be designed, stamped and signed by a Washington State licensed Structural Engineer.
14. **Fire Prevention.** Future permits will be reviewed under the 2018 IFC, IBC, Chapter 16 of the Municipal Code and the EDDS. Fire sprinklers are required for each unit per city ordinance approved July 2014, per section 6.32.140 of the OMC. The following shall be required at time of future civil engineering permits.
- a. Hydrants must be spaced no more than 500 feet apart when there is more than 10 feet of clearance between structures.
 - b. Hydrants must be spaced no more than 300 feet apart when there are three or more single-family residences with less than 10 feet of clearance between them.

15. **Thurston County Environmental Health (TCEH)** TCEH has reviewed the subdivision and recommended approval subject to the following conditions:
- a. The existing well must be decommissioned by a licensed well driller per Washington State Department of Ecology standards. A copy of the decommissioning report must be submitted to Environmental Health.
 - b. The accepted Integrated Pest Management Plan (IPMP) must be included in the subdivision CC&Rs.

Submitted by: Jackson Ewing, Senior Planner, on behalf of the Site Plan Review Committee
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Attachments:

1. Staff Report
2. Preliminary Plat and Survey
3. Civil Plans
4. Traffic Impact Analysis.
5. Stormwater Drainage Report
6. Landscaping Plan
7. Soil and Vegetation Report
8. Integrated Pest Management Plan
9. Critical Area Report and Mitigation Plan
10. Environmental Checklist
11. Offsite sidewalk and safe walking route memo.
12. Thurston County Environmental Health approval memo.
13. Agency Comments Combined
14. Public Comments Combined
15. Notice of Application
16. Notice of Hearing Determination of Nonsignificance