



Meeting Agenda

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501
Contact: Joyce Phillips
360.570.3722

Monday, February 6, 2017

6:30 PM

Council Chambers

1. CALL TO ORDER

Estimated time for items 1 through 5: 20 minutes

1.A ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

- 3.A** [17-0108](#) Approval of the January 23, 2017 Olympia Planning Commission Meeting Minutes

Attachments: [OPC 1.23.17 draft minutes](#)

4. PUBLIC COMMENT

An opportunity for the public to address the Commission regarding items related to City business, including items on the agenda. However, this does exclude items for which the Commission or Hearing Examiner has held a public hearing in the last 45 days or will hold a hearing on in the next 45 days or for quasi-judicial review items for which there can be only one public hearing.

5. STAFF ANNOUNCEMENTS

This agenda item is also an opportunity for Commissioners to ask staff about City or Planning Commission business.

6. BUSINESS ITEMS

- 6.A** [17-0110](#) Presentation of the Downtown Strategy Draft

Attachments: [Presentation Outline](#)
[Recommended Actions](#)
[SWG letter](#)
[SWG members](#)
[Link to DTS webpage](#)

Estimated time: 60-90 minutes

- 6.B** [17-0109](#) Deliberations, Amendments to Critical Areas Ordinance (CAO), Locally Important Habitat and Species, and Shoreline Master Program

Attachments: [OMC 18.32 amendments](#)
[Miscellaneous Title 18 amendments](#)
[OMC 18.20 amendments](#)
[Shoreline Master Program Amendments](#)
[Combined comments](#)

Estimated time: 30 minutes

- 6.C** [17-0107](#) Approval of the draft Planning Commission Work Plan

Attachments: [Draft Work Plan](#)

Estimated time: 20 minutes

7. REPORTS

From Officers and Commissioners, and regarding relevant topics.

8. OTHER TOPICS

9. ADJOURNMENT

Approximately 9:30 p.m.

Upcoming Meetings

Next regular Commission meeting is February 27, 2017. See 'meeting details' in Legistar for list of other meetings and events related to Commission activities.

Accommodations

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Advisory Committee meeting, please contact the Advisory Committee staff liaison (contact number in the upper right corner of the agenda) at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.



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

Planning Commission

Approval of the January 23, 2017 Olympia Planning Commission Meeting Minutes

Agenda Date: 2/6/2017
Agenda Item Number: 3.A
File Number: 17-0108

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

Title

Approval of the January 23, 2017 Olympia Planning Commission Meeting Minutes

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Meeting Minutes

Planning Commission

ATTACHMENT 1

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Joyce Phillips
360.570.3722

Monday, January 23, 2017

6:30 PM

Room 207

1. CALL TO ORDER

Chair Mark called the meeting to order at 6:30 p.m.

1.A ROLL CALL

Present: 7 - Chair Brian Mark, Vice Chair Mike Auderer, Commissioner Paula Ehlers, Commissioner Darrell Hoppe, Commissioner Negheen Kamkar, Commissioner Carole Richmond and Commissioner Missy Watts

Excused: 1 - Commissioner Travis Burns

OTHERS PRESENT

Community Planning and Development:
Deputy Director, Leonard Bauer
Senior Planner, Joyce Phillips
Senior Planner, Linda Bentley
Office Specialist/Minutes Recorder, Stacey Rodell

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

3.A [17-0062](#) Approval of the January 9, 2017 Olympia Planning Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. STAFF ANNOUNCEMENTS

Ms. Phillips made the following announcements:

- Positions for City Advisory Boards are still open, including for the Planning Commission. The deadline to apply is January 31, 2017.
- The next Planning Commission meeting is on February 6, 2017. It will be held in the Council Chambers as Room 207 will be closed for the installation of new

A/V equipment. The meeting will primarily be dedicated to the Downtown Strategy (DTS) briefing. A DTS open house will occur from 5:00 - 6:30 pm. Planning Commission is invited and encouraged to attend.

- Staff is working hard to get the DTS graphic report summary formatted by Thursday - February 2, 2017. The approximately 40-page summary will be sent to the Commission and posted to the web. Copies for Commissioners and the public will be available at the February 6, 2017 meeting.
- As the more detailed background chapters are completed, they will be posted to the web and a link sent to the Commission. The hope is to have these all complete and posted by February 13, 2017; however if they are not completed by that date, the public hearing date (currently planned for February 27, 2017) may be held at a later date.
- The Comprehensive Plan chapter “teach back” summaries from Commission members to the rest of the Commission begin tonight with Commissioner Richmond giving a recap of the Capital Facilities Plan chapter. On February 27, 2017, Chair Mark is scheduled to cover Community Values and Vision.
- Public comment for written comments will remain open until noon on January 27, 2017 for the Critical Areas Ordinance. The Commission’s deliberations will begin on February 6, 2017.

6. BUSINESS ITEMS

6.A [17-0054](#) Public Hearing, Critical Areas Ordinance (CAO), Phase 2, Locally Important Habitat and Species

Ms. Bentley presented a briefing regarding the Critical Areas Ordinance (CAO) via a PowerPoint presentation.

Discussion:

- Commissioner Richmond asked how developable the land is at the west side habitat. Ms. Bentley explained that it is sloped, there are some streams and there is some developable land. Most of the property is owned by a non-profit organization that does not plan to develop the land. Determination of whether or not the land is developable would be considered on a case to case basis.
- Vice Chair Auderer asked if there has been a revenue impact study done on either of the areas. Ms. Bentley indicated there hasn’t been a study done to the best of her knowledge. Chair Auderer indicated he would like staff to inquire further regarding this impact. Ms. Bentley indicated she will look into this further.
- Commissioner Hoppe inquired why development would be restricted during the non-occupied habitat season. Ms. Bentley indicated if the habitat is not occupied then the development activity time period will be extended to April 1st instead of September 1st. Commissioner Hoppe asked how the herons will be tracked in the future. Ms. Bentley stated that what would trigger such a determination of if there are herons on a parcel would be when a property owner submits an application for development.

- Commissioner Watts asked for clarification on the decibel noise levels. Ms. Bentley provided some clarification.
- Vice Chair Auderer said he would like to see the decibel level portion of the ordinance be more clearly defined.
- Mr. Bauer provided some clarification that noise level impacts would be measured at the boundary of the nesting colony.

Chair Mark opened the public hearing.

The following members of the public spoke:

Andrea Buser, Daniel Einstein, Martin McCallum, Jennifer Schafer, Katherine Himes, Noah Jensen, Harry Branch and Bob Jacobs all spoke in support of the ordinance.

Tom Schrader spoke in support of protecting the herons but questioned the City's process of developing the CAO. He was not in support of the ordinance as it is written.

Joel Baxter, a representative for Olympia Master Builders, stated he believes the five month development period is too short of time to finish a development project. He feels the ten year restriction could create a burden on land owners and there should be additional scientific study done regarding the CAO and the protection of the herons.

Chair Mark stated the public hearing would remain open for any additional written comments to be submitted to the City by noon on Friday, January 27, 2017.

The verbal portion of the public hearing was held and closed.

- 6.B** [17-0053](#) Preliminary Planning Commission Work Plan for April 1, 2017 through March 31, 2018

Ms. Phillips reviewed the 2017 draft work plan. The Commission discussed the draft work plan.

The discussion was completed.

7. REPORTS

Chair Mark presented a report on the recent Arts Commission meeting he attended. They have completed the request for proposals process and have selected a consultant for the Gateways project. They also reviewed their 2017 draft work plan as well as the municipal art plan. The Poet Laureate has started with the City. Chair Mark will be meeting with the Coalition of Neighborhood Associations regarding a pilot garden project in the public right-of-ways in neighborhoods.

8. OTHER TOPICS

Commissioner Richmond gave a PowerPoint presentation that included an overview of the Capital Facilities Plan (CFP), the goals and policies of the Capital Facilities

Element, and how they relate to the City's comprehensive plan and capital budget. She reviewed the requirements of Capital Facilities Elements as outlined in the Growth Management Act (RCW 36.70A) and discussed the Commission's role in the review of the annual CFP.

Vice Chair Auderer inquired as to what event started the Critical Areas Ordinance (CAO). Ms. Phillips and the Commission briefly discussed the origin of the CAO.

9. ADJOURNMENT

The meeting adjourned at 9:04 p.m.



Planning Commission

Presentation of the Downtown Strategy Draft

Agenda Date: 2/6/2017
Agenda Item Number: 6.A
File Number: 17-0110

Type: report Version: 1 Status: In Committee

Title

Presentation of the Downtown Strategy Draft

Recommended Action

Information and discussion only. No action requested.

Report

Issue:

An overview of the Downtown Strategy draft, followed by the Commission's discussion with staff and the consultant.

Staff Contact:

Amy Buckler, Senior Planner, Community Planning & Development, (360) 570-5847,
abuckler@ci.olympia.wa.us

Presenter(s):

John Owen, MAKERS architecture and urban design
Amy Buckler

Background and Analysis:

The public process to form Olympia's Downtown Strategy (DTS) kicked off in November 2016 and is now drawing to a close. Overall about 3,500 people participated through 5 public workshops, 4 online surveys, 2 business/development forums, 10 Stakeholder Work Group sessions, 30 community meetings, and numerous City Council, committee and staff technical team meetings. The last step involves review of the DTS report, a Planning Commission public hearing and recommendation and City Council adoption.

The DTS Report

The Downtown Strategy identifies a design framework, priorities and realistic, impactful actions to move our downtown vision forward over the next six years.

The report has three pieces:

1. A highly graphic summary that will serve as a primary communication document

2. Seven chapters (one for each element) that describe related background, and rationale for the recommended actions
3. An appendix with various work products for reference

At the time of this staff report, the report was still being formatted. The summary (piece #1) will be posted to the DTS webpage and emailed to the Commission by Thursday, February 2. As each background chapter is complete, it will also be posted and emailed; the aim is to have them all posted by Feb 15.

At the meeting, staff and the consultant will provide an overview of the DTS. The presentation will take approximately an hour. An outline is attachment 1.

A summary of the recommended actions and timeline is attachment 2 . The recommended timeline is based upon what staff understands to be public priorities, budget realities, and strategic advantage. Since the initial years of action include planning projects, these will likely result in additional actions for the later years.

Direction for OPC's Review

On December 6, 2016, the City Council provided the following direction to the Planning Commission (OPC) for their review of the Downtown Strategy draft:

- Hold a public hearing on the draft Downtown Strategy so that the public has an opportunity to comment on the draft report
- Summarize the public's main comments and OPC recommendation in a letter to Council. Include any memos from advisory boards.
- The letter should respond to the following questions:
 - Is the DTS consistent with the Comprehensive Plan?
 - Does any information provided cause you to differ from the staff's recommendation? How?
 - Should any new information provided be included in the report? What?

The public hearing is tentatively scheduled for February 27, 2016. Advisory board memos will be included in the hearing packet. At least two deliberation meeting are expected to follow, and both staff and consultants will be available to answer questions. Staff will assist the Commission with preparing a document that summarizes the public's comments and with formatting the letter for Council.

Stakeholder Work Group

The DTS Stakeholder Work Group (SWG) met 10 times over the year with a role to provide thoughtful insights, perspectives and ideas to staff and consultants during the public process and formation of the strategy. The group included 20 community members who brought diverse

stakeholder perspectives to the table and helped engage others in the process. Two members of the Planning Commission (Carole Richmond and Missy Watts) served on this work group. The list of members is attachment 4.

At their last meeting on Nov 14, the SWG composed a memo for the City Council and Planning Commission (attachment 3).

Neighborhood/Community Interests (if known):

An estimated 3,500 people have engaged in formation of the Downtown Strategy through workshops and online. Summaries of what was heard at each step are available online (attachment 5 .)

Options:

Information and discussion only. No action requested.

Financial Impact:

Included as part of the \$250,000 budget for development of a Downtown Strategy

Attachments:

- Presentation outline
- Recommended actions
- SWG letter
- SWG members
- Link to DTS webpage

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Introduction (Amy Buckler, Senior Planner)

Overview of the importance of the Downtown Strategy (DTS), how it was formed and the final review steps leading to adoption.

DTS Elements (John Owen, MAKERS)

Overview of each element of the DTS: the key issues and actions. Each element is described below.

1. **Land Use:** A Thriving Multifunctional Urban Center

Downtown Olympia is the urban hub of Thurston County. It is important that Downtown achieve a greater concentration and mix of uses in order to support transit, the efficient use of land and infrastructure, and a vibrant, diverse social and economic environment. The DTS Land Use chapter focuses on the development regulations and other City actions that implement land use and development goals.

2. **Development Tool Box:** Feasible Development Opportunities to Further Community Goals

To implement the DTS the City needs a set of “development incentive tools” (tools) such as funding sources, financial mechanisms, regulatory measures, programs and collaborative activities. The report includes a “tool box” describing 48 tools available to the City and its partners to support a variety of goals, such as: housing options for citizens with a range of incomes/needs, reuse of existing buildings, street/sidewalk improvements, sea level rise response, businesses assistance and historic preservation. Many of these tools are already used by the City and its partners. The DTS recommends priority tools to add or take some kind of action with.

3. **Design (including views):** An Attractive and High Quality Urban Environment

“Design” encompasses the visual and functional characteristics of the urban environment, including the public realm (streets and parks), private development, and remaining aspects of the natural environment. Far from being solely concerned with aesthetic objectives, design plays an important role in attaining functional, economic and social goals. The Design Element addresses design-related regulations, wayfinding and art, historic preservation activities, and view protection measures.

4. **Circulation and Street Design:** Multimodal, attractive streets

The fundamental concept of the DTS is “Connecting People, Places and Spaces.” To achieve this bold and holistic design vision, significant attention must be paid to improving and expanding multi-modal (i.e., pedestrian, bicycle, transit, vehicle, freight) connections to Downtown’s attractions and businesses. Recommendations included in



this chapter focus on near-term opportunities (implementable actions for the next six years) along with longer-term improvements that would help create a complete network for each transportation mode.

The recommended street design concepts represent an exciting change for the look and feel of Downtown streets. Up until now these streets have generally been designed using the same standards as other areas of the City. A new design palette will set Downtown streets apart, as well as enhance unique character areas.

5. **Homelessness, Street Dependency and Social Services:** Well Connected Partnerships

As the public process to form the DTS unfolded, it became clear that addressing homelessness and street dependency in Downtown is an overwhelming public priority. This issue is so complex that it requires special attention beyond what the DTS process could achieve. The level of homelessness Downtown highlights a striking human need and challenges Olympia's sense of itself as a caring community. As we heard, it can also discourage area residents from using Downtown attractions and businesses – or from considering Downtown as a safe and attractive place to live or invest. While much progress has been made to improve Downtown over the past 10 years, it is clear that until the needs and impacts associated with homelessness and street dependency are more fully addressed, Downtown will be unable to meet its full potential in the region. This chapter captures what was learned.

6. **Housing:** Livable Mixed Income Neighborhoods

Maintaining a viable Downtown residential community is an important regional objective. The City's Comprehensive Plan includes a target to direct ¼ of the city's forecasted population growth into Downtown. This translates to about 5,000 new Downtown residents living in approximately 2,500 to 3,500 new residences over next 20 years. New Downtown residents will help to create a livable mixed-use neighborhood for people who wish to minimize auto dependency, live close to work, prefer unique housing types, and enjoy urban amenities. At the same time, any vibrant downtown depends on local residents to support local businesses, provide a local work force, and generate 18 hour a day pedestrian activity.

DTS participants continuously expressed the importance of strong, resilient neighborhoods in the urban core and addressing housing needs for people with a range of incomes. The City does not directly produce housing nor can it control the housing market, but it does have some influence on housing production through a variety of policies and programs. While the City has previously taken several steps to encourage Downtown housing, a more comprehensive housing strategy and program is recommended to help the City stimulate a diversity of housing options as the area continues to grow.

7. **Retail Business, Community & Economic Development:** A vibrant, dynamic business environment that attracts people, activity and investment



As a capital history with a historic, waterfront setting, Olympia's Downtown offers a unique retail environment. According to a recent market study, retail opportunities in Downtown are expected to grow based on estimated regional growth, additional residents and potential for increased market capture in select sectors. While the City has little direct influence on the market, the City and partners can help promote an environment where small businesses can compete and thrive. Recommended actions to strengthen Downtown's retail and business environment are guided by these six strategic priorities:

1. **Strengthen existing & local business** so that Downtown's small businesses can stay and thrive as the local economy grows
2. **Improve the streetscape** so that Downtown invites more pedestrian activity, patrons and investors
3. **Encourage more residents** so that Downtown offers a more active and urban environment, more patrons and eyes on the street
4. **Improve identity and perception** within Thurston County so that Downtown attracts more patrons and investment
5. **Connect to other Community & Economic Development efforts** so that Downtown is supported by a strong local economy
6. **Actively promote tourism** so that Downtown is a well-known and sought out destination

Following the presentation, there will be time for questions and hopefully a hearty discussion with the Commission.

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ATTACHMENT 1



Recommended Actions - DRAFT

O = Ongoing program
 I = already Initiated action
 F = Future action proposed

#	Geographic Areas & Key Themes	Recommended Action	Lead	Partners/ Participants	Notes	See Key	2017	2018 2019	2010 until 2021
Land Use: Walkable, urban center									
LU.1	waterfront sea level rise	Form a Sea Level Response (SLR) Plan	PW	CPD; OPARD; Fire; OPD; LOTT; Port; State	<p>The SLR Response Plan will balance risks, uncertainty, and both private and public costs so that our community can implement a clear and orderly response to SLR. It will identify needs for protecting downtown and develop a response that can be implemented incrementally and modified as new information emerges. Planning</p> <p>Timeline:</p> <p>2016: Scoping, Problem Definition, Jurisdictional Coordination</p> <p>2017: Plan Development including Funding Evaluation</p> <p>2018: Plan adoption including Financial Structures</p> <p>2019: Implementation</p>	I	X	X	
LU.2	waterfront isthmus	Develop and adopt a land use, circulation, design & environmental enhancement plan for the isthmus		CPD; OPARD; PW	<p>Parcels on the isthmus are owned by both the public and private sector. Part of this effort would be to determine how the City-owned land should be used, and how that relates with plans of private property owners. This effort may lead to a public/private partnership, and include mixed use development and/or park space.</p> <p>Proposed timeline:</p> <p>2017: Scoping</p> <p>2018: Planning, public process</p>	F	X	X	



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#	Geographic Areas & Key Themes	Recommended Action	Lead	Partners/ Participants	Notes	See Key	2017	2018 2019	2010 until 2021
LU.3	DT-wide housing retail	Update zoning & development standards	CPD	OPC; PW	<p>Part of the DTS scope – kicks off in early 2017. Key aspects (full scope will be in DTS report):</p> <ul style="list-style-type: none"> • Align with character areas, but remain flexible • Combine Downtown related codes into one section for accessibility & ease • Simplify allowed use tables • Establish overlay for Art/Tech area to allow for uses desired there but not in other parts of Downtown • Align Urban Residential (UR) zone with SE neighborhood - allow more neighborhood serving commercial • Include appropriate standards for nonresidential storefronts, retail space compartmentalization, private open space and impact mitigation in mixed use areas • Adopt codes and design guidelines to help mitigate noise and other impacts that discourage residential uses • Other small changes & housekeeping 	I	X?		
LU.4	waterfront	With partners, develop actions to enhance and promote waterfront recreation activities	OPARD	CPD;PW OYC; Port; State; HOCCM; LOTT	Waterfront partners include: City Parks, Olympia Yacht Club, Port of Olympia, State of WA, Hands on Children’s Museum, LOTT, etc. Include promotion for boating opportunities, kayaking, events, other recreation, etc.	F		X	



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#	Geographic Areas & Key Themes	Recommended Action	Lead	Partners/ Participants	Notes	See Key	2017	2018 2019	2010 until 2021
LU.5		Apply for an EPA Brownfield Assessment Grant and other federal, state funds to assist with assessment or clean-up of site contamination	CPD		<p>Prior land uses in Downtown Olympia, including major manufacturing, petroleum storage, auto repair and dry cleaning, have caused soil and groundwater contamination. Due to uncertain costs and liability associated with contamination, real or perceived contamination can hinder revitalization and environmental goals. Environmental Protection Agency (EPA) assessment grants provide funding for a grant recipient to inventory, characterize, assess, and conduct planning and community involvement related to contaminated soil or groundwater.</p> <p>Competitive federal and state funds are available for projects that meet a public purpose. The City has been awarded clean up funds for past projects (i.e., City Hall, HOCM, etc.). Public/private partnerships through the City's Community Renewal Area (CRA) program will likely provide future opportunities.</p> <p>The timing of grant offerings varies and often must be associated with project areas, so it's hard to say exactly when we apply. Staff is connected to these funding agencies and will move on opportunities as they arise. The Isthmus planning effort presents likely opportunity.</p>	F-O	X	X	X
LU.6		Explore how City-owned properties could be redeveloped through public/private partnerships to meet goals	GG	CPD	For example, consider surface parking lots, the old fire station & library. Some specific areas of interest to the community include a new YMCA/community pool, affordable housing, structured parking and a larger, more tech savvy library.	F-O	X	X	X



Recommended Actions - DRAFT

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#	Geographic Areas & Key Themes	Recommended Action	Lead	Partners/ Participants	Notes	See Key	2017	2018 2019	2010 until 2021
					Examples: In 2015, the City sold a surface parking lot on State Ave to the Low Income Housing Institute for \$1 to advance affordable housing for homeless veterans, youth and disabled citizens. As part of the City’s CRA program, potential public/private partnerships are currently underway to redevelop two areas for mixed use (near Water Street, 4 th & 5 th and the former Griswolds site on 4 th Ave.)				

Development Incentive Tools: Feasible development opportunities to further community goals

	DT-wide development tools	<p>Promote incentives and other tools that encourage private investment</p> <p>Identify buildings and tools appropriate for adaptive reuse, and promote these tools</p>	CPD		<p>A recent review of development incentives and other tools available to cities reveals Olympia already makes use of at least 16 tools (i.e., multifamily tax exemption, lower Downtown impact fees, Community Renewal Area (CRA), Grow Olympia Fund, etc. – see separate tool box) Many of these were recently adopted for use by the City. We’ve heard the City needs to do a better job of advertising these tools to prospective investors and developers.</p> <p>Adaptive reuse occurs when a previously developed site is rehabilitated for a different purpose. Downtown’s older office and industrial buildings particularly present opportunities for reuse to housing or retail/entertainment space. This proposal is for the City to:</p> <ul style="list-style-type: none"> Identify and focus tools to incentivize adaptive 	F-O	X	X	X
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#	Geographic Areas & Key Themes	Recommended Action	Lead	Partners/ Participants	Notes	See Key	2017	2018 2019	2010 until 2021
					<p>reuse</p> <ul style="list-style-type: none"> • Use the 2016 historic architecture inventory to help identify older character-defining buildings that won't be designated as historic landmarks, but are good candidates for adaptive reuse • Provide info to explain the purpose of requirements/fees associated with change of use • Promote these efforts as part of "a program" to encourage adaptive reuse <p>Adaptive Reuse tools could include: CDBG funds for façade grants; SEPA exemption; historic preservation tax credits; multifamily tax exemption (MFTE); expedited permitting; adopt design guidelines that encourage</p> <p>The DTS identifies which tools support which objectives in the introductory chart. The City may take additional steps to focus certain tools on certain objectives (e.g., adaptive reuse, market rate and affordable housing, business development, transportation and parking improvements, waterfront improvements, sea level rise response, etc.).</p> <p>Specific tools to be further explored have been identified (see A-G)</p>				



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#	Geographic Areas & Key Themes	Recommended Action	Lead	Partners/ Participants	Notes	See Key	2017	2018 2019	2010 until 2021
	historic adaptive reuse development tools		CPD		reuse; interest-free loans (when providing affordable housing); site assessment of contamination; etc.	F-O	X	X	X
		Establish Downtown as an urban infill exemption area for SEPA	CPD	OPC	<p>This would eliminate the need for additional environmental review under the State Environmental Policy Act (SEPA) at the project permit phase. The purpose is to reduce time, cost and risk of appeal in the permitting process. Environmental needs/impacts would alternatively be addressed upfront in the development code. Most impacts that occur in Downtown are already addressed through current regulation (i.e., critical areas, contamination, noise, construction dust, etc.)</p> <p>Three issues need to be addressed prior to establishing this exemption:</p> <ol style="list-style-type: none"> 1. Increased flood-proofing standards to address risk from sea level rise (addressed: updated code in Aug 2016) 2. Off-site traffic impact mitigation: (to address this, the DTS will recommend adopting a threshold (i.e., size) at which projects require a traffic study to determine any needed improvements that would then be required) 3. Cultural resources: tribes tend to use SEPA notice as their trigger to comment on projects (next step is for City staff to meet with tribal and 	I	X		



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					State Department of Archaeology and Historic Preservation representatives to discuss other available opportunities to comment, e.g., at notice of application)				
		Explore - Program to offer façade improvement grants or loans	CPD		Could use Community Development Block Grant (CDBG) funds. Might be accompanied by technical assistance.	F		X	X
		Explore - Establish a Local Improvement District (LID) to fund projects that benefit contributing property owners such as street improvements, flood protection, utilities, etc		CPD; PW; OPARD	Assessment of property owners for the costs of a public improvement (i.e., for public parking, transportation facilities, utility infrastructure or public facilities). LID could potentially be a good tool for Percival Landing rehabilitation and sea level rise response.	F		X	X
		Apply for Community Economic Revitalization Board (CERB) funds		CPD; PW; OPARD	Competitive funding offered by the State to fund infrastructure associated with job creation.	F		X	X
		Explore - Extend lower Downtown impact fees to additional uses in the Downtown	CPD		For example, multifamily uses currently have lower impact fees in the Downtown compared to other areas of the City, but pharmacies don't (or at least it's not clear that they do, hence a step to explore further).	F		X	X
		Explore - Defer utility hook-up fees until time of Certificate of Occupancy (rather than time of permit)		CPD; PW	The City already offers this deferral for impact fees. Deferrals can help cut permit costs because it reduces interest paid by developers on large construction loans.	F		X	X
		Explore - Grants or loans for structural assessment and fire sprinklers for older buildings	CPD		Helps with adaptive reuse of older buildings that require life safety upgrades (i.e., under building code to address fire, earthquake safety.)	F		X	X



Recommended Actions - DRAFT

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#	Geographic Areas & Key Themes	Recommended Action	Lead	Partners/ Participants	Notes	See Key	2017	2018 2019	2010 until 2021
Design: An attractive and high quality urban environment									
D.1	DT-wide design housing retail	Update design guidelines (includes view protection updates, based on 2016 views analysis)	CPD	DRB; OHC; OPC; Technical Steering Committee	Part of the DTS scope – kicks off in early 2017. Key aspects (full scope will be in DTS report): <ul style="list-style-type: none"> Put all Downtown design guidelines in one section Be flexible, but focused; not onerous Reinforce unique character areas New mixed use and improved historic guidelines Update requirements for nonresidential storefronts – essential locations & design to promote active streetscapes View protection updates Cohesive sketches, photos and diagrams Mitigate impacts (e.g., noise) that discourage residential uses Various updates to address site planning and design, pedestrian access, amenities, open space, and building design 	I	X		
D.2	DT-wide signs	Update sign code to address unique downtown needs and character	CPD	OPC; Technical Steering Committee	Part of citywide sign code update underway in 2016-2017. Effort will consider how signs can enhance unique character areas the Downtown, with particular attention to the Entertainment Area and historic core.	I	X		
D.3	historic adaptive reuse	Inventory historic architecture in downtown	CPD	OHC	Underway in 2016. The City was awarded a Department of Archaeology & Historic Preservation grant to conduct a historical architecture survey to provide a reliable, consistent baseline of information on all buildings in a 75-block radius. This first step to identifying properties	I	X		



Recommended Actions - DRAFT

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#	Geographic Areas & Key Themes	Recommended Action	Lead	Partners/ Participants	Notes	See Key	2017	2018 2019	2010 until 2021
					that can be considered historically significant may lead to expansion of the historic district or register properties, along with opportunities to incentivize reuse of older buildings.				
D.4	historic adaptive reuse	Examine potential expansion of historic district boundary and/or historic designation of additional structures	CPD	OHC	Consider adding key historic properties into the historic district or register so they are preserved and eligible for tax credits. This will be informed by the historic architecture inventory underway in 2016.	F		X	
D.5	DT-wide art wayfinding capitol to market signage	Develop an art and wayfinding plan that adds more public art and wayfinding to the streetscape in a well-coordinated fashion	PW	CP&D, OPARD; Arts Commission	Additional wayfinding is needed, especially at Downtown entry points, to promote the attributes of each character area, to direct drivers to convenient parking options, and pedestrians to attractions. Aim is to coordinate wayfinding with the Capitol Campus.	F		X	
D.5	Capitol to market signage	Upgrade/establish gateway signage at key locations (Plum Street & Union; Capitol Way & Union)	TBD		The current signage uses an old City logo and should be updated. Effort may include landscaping and art. To be informed by D.4.	F			X
D.7	views	Implement view protection objectives by memorializing designated views in the Comprehensive Plan, updating view protection standards, and taking moderate action to protect views of concern	CPD	A technical committee, incl. members from DRB, OHC, PRAC, planners, developers, architects, financeers & general public	The views analysis and associated public feedback identified significant public views, some of which may need additional protection measures for their preservation. The City will update the Comprehensive Plan to memorialize the following landmark views: <ul style="list-style-type: none"> • State Capitol Campus Promontory to Budd Inlet • Madison Scenic Park to Capitol Dome/Black Hills • Puget Sound Navigation Channel to Capitol Dome 		X		



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#	Geographic Areas & Key Themes	Recommended Action	Lead	Partners/ Participants	Notes	See Key	2017	2018 2019	2010 until 2021
					<ul style="list-style-type: none"> • Percival Landing to Capitol Dome • East Bay Overlook to Capitol Dome • West Bay Park to Mount Rainier • Potentially Deschutes Parkway to Mount Rainier following further analysis • Views identified early on that were unlikely to be blocked (see Appendix) <p>Of these, a few require additional measures since current regulation allows development that could potentially impact the view. These views and their associated actions are as follows:</p> <ul style="list-style-type: none"> • East Bay Overlook to Capitol Dome: Eliminate the 2-story bonus option and emphasize tower separation and roofline modulation (including upper story step backs) in design guideline; • West Bay Park to Mount Rainier: Eliminate the 2-story bonus option and analyze design guideline options to frame the view. • Deschutes Parkway to Mount Rainier: Analyze design guideline options to frame the view. <p>The City will update view protection standards and guidelines as part of the 2017 Design Guidelines update.</p>				



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Transportation: Multimodal, attractive streets									
T.1	Capitol to Market physical improvements traffic calming art retail	Use upcoming street repaving projects as opportunities to improve multimodal circulation, intersections for pedestrian and bicycle safety and comfort, and enhance streetscape character	PW	CPD; BPAC; Arts Commission	<p>A need to repave 5 street segments in the core (Franklin, Jefferson, Legion, Washington and Capitol) presents opportunity to leverage dedicated funds to make transformational improvements to these retail oriented streets over the next 6 years. Guided by the palette of unique character areas, this ambitious investment should make a big impact in downtown’s retail core, attracting people and investment to the area.</p> <p>Franklin & Legion will likely be the first segments to be improved. Design work will take place in 2017, with physical improvements made in 2018. Work on Jefferson will occur 2018-2019. Proposed changes to Washington and Capitol are more and require further traffic analysis (underway), thus these streets will likely be completed toward the end of the 6-yr implementation period (2019-2021.)</p>	I	X	X	X
T.1. A		Franklin Street & Legion Way SE segments <ul style="list-style-type: none"> Multi-modal circulation Character enhancements Legion: Festival Street 	PW	CPD	<p>Design phase for Franklin and Legion provide an opportunity to develop detailed streetscape design guidelines, which could then be rolled into the EDDS in a subsequent update.</p> <p>Look for opportunities to construct the “Flexible Bollard” street concept as a pilot project, such as on Franklin.</p>	I	X	X	



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T.1. B		Jefferson Avenue segment <ul style="list-style-type: none"> Multi-modal circulation Character enhancements Focus on greener landscaping 	PW	CPD		F		X	
T.1. C		Capitol Way and Washington St. segments <ul style="list-style-type: none"> Multi-modal circulation Character enhancements Capitol Way = Considering a Road diet to improve pedestrian experience Washington = Considering a protected N-S bike lane to the Farmers Market 	PW	CPD	Design phase of these streetscape improvements offers a second opportunity to develop streetscape guidelines not covered by Franklin, Legion and Jefferson. Pending traffic study - underway	F			X
T.2	Entertainment traffic calming art	Explore traffic calming opportunities at intersections along 4th Ave SE	PW	CPD; Intercity Transit; BPAC; Arts Commission	Throughout the DTS process, members of the public cited traffic speed and noise, particularly along 4 th Ave, as concerns. As several of the street repaving improvement projects will cross 4 th Ave, there is an opportunity to implement traffic calming within the next six years. Improvements under consideration include sidewalk extensions at intersections, art and other amenities and perhaps a raised intersection, if determined to be feasible by the transportation analysis.	F	X	X	X



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#	Geographic Areas & Key Themes	Recommended Action	Lead	Partners/ Participants	Notes	See Key	2017	2018 2019	2010 until 2021
T.3	DT-wide Design art	Update streetscape design guidelines in the Engineering Design and Development Standards (EDDS) for alignment with street function and character area recommendations	PW	CPD	Streetscape design guidelines establish the priority mobility function (i.e., walking, biking, transit, cars), the visual objective (i.e., traditional, historic, eclectic), and style of lighting, paving, furniture and landscaping in the streetscape. New guidelines will help set Downtown streets apart from other areas of the City, as well as enhance the five unique character areas within the Downtown. These guide both public and private sector investments.	F			X
T.4	DT-wide sidewalks physical improvements	Explore new and diverse funding options for future streetscape improvements and sidewalk repair and replacement	PW	CPD	This action would focus on dedicated public funding as well as private funding opportunities (i.e., grants) for streetscape improvements. Although exploring funding options is a step for any individual street project, this all-inclusive action may also identify resources for longer-term opportunities identified in the DTS.	F-O		X	
T.5	DT-wide all modes bike friendly	Develop a Transportation Master Plan	PW	CPD; Intercity Transit	This citywide effort will focus on creating a complete multi-modal transportation system (bikes, pedestrians, transit, cars, freight) including a closer look at Downtown. It will incorporate DTS recommendations for longer term investment opportunities, including bike connections especially on Legion, Washington, Thurston and Cherry.	I	X	X	
T.6	DT-wide parking	Update the Downtown Parking Strategy - determine path forward for more convenient, available parking to support local business and residential needs	PW	CPD; Technical Steering Committee	Underway in 2016-2017, the parking strategy will: <ul style="list-style-type: none"> Be coordinated with the DTS and anticipate future needs Evaluate projected changes in travel modes, management tools, potential for structured 	I	X		



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					<p>parking, new technologies, signage; and</p> <ul style="list-style-type: none"> Consider changes to how existing parking is managed, the amount of parking required for new development, and the residential parking program <p>Look for an online public feedback opportunity in winter 2016/17, followed by a workshop in the spring.</p>				
T.7	DT-wide trees	Prepare and adopt a Street Tree Master Plan to inform future street tree and streetscape plantings	CPD	PW	This citywide effort kicks off in 2017 and will include Downtown trees. The aim is to set the stage for “the right tree in the right place” (i.e., trees that can thrive in our urban environment, enhance beauty, don’t overshadow architecture or traffic signals, won’t damage sidewalks.) The effort will be informed by a 2016 street tree inventory, and will inform the streetscape design update.	I	X		
T.8	DT-wide clean and safe	Complete an evening lighting audit to determine areas where more street and pedestrian lighting is needed. Share info with Downtown property owners and businesses leading to next steps for improved lighting	CPD	PW; ODA; PBIA	<p>Effort would include streets, alleys and parking lots.</p> <p><i>Note: City and partners recently upgraded alley lighting in several locations</i></p>	F	X		



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T.9	waterfront tourism sea level rise	Convene partners and coordinate next steps for improving and marketing the 'Olympia Waterfront Route' (planned trail along the waterfront)	OPARD	CPD; OPARD; PW; State; LOTT; Port	Designated in the Regional Trails Plan, this 6.2 mile pedestrian and bicycle route along the shoreline extends from West Bay, around portions of the Port Peninsula, along East Bay to Priest Point Park. Most of the shoreline needed to complete the trail is now in public ownership. Next steps aim to complete missing segments of the trail, enhance the integrity and seamlessness of the route, and encourage waterfront recreation and tourism	F		X	

Homelessness/Street Dependency & Social Services: Well-coordinated partnerships

HS.1	DT-wide homelessness housing business tourism	Convene a broad range of community stakeholders, including social service providers, business owners, housed and homeless Downtown residents, downtown business patrons, agency/ City/County representatives, and other relevant sub-groups, to form an action plan leading to a more coordinated response to homelessness/street dependency and the impacts to Downtown	CPD	County, Cities of Lacey and Tumwater; law enforcement; business community; social services A more developed scope will include additional participants	The public (which included both Olympians and others from around the region) identified. Addressing the concentration of homelessness and street dependency in Downtown' as a top priority throughout the DTS public process. While there are efforts underway to coordinate regional services helping people in need, an intentional focus on Downtown Olympia and broader stakeholder coordination is needed. This proposal is for the City of Olympia to convene and facilitate a community dialogue, including other jurisdictions and partners. The effort would focus on Downtown Olympia, lead to specific actions and address: <ul style="list-style-type: none"> Impacts of homelessness and street dependency on Downtown 	F	X	X	
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					<ul style="list-style-type: none"> Needs of people experiencing homelessness in Downtown How to maximize existing resources & identify additional resources that may be necessary The publics' understanding of homelessness & street dependency Real and perceived safety, security and civility concerns The economic, health, and educational aspects of social service action Evidence-based and data-formed best practices 				
HS.2	regional social services	Initiate a discussion with regional policymakers about future social service siting needs throughout the region	City Council	Policy makers from other jurisdictions, including Lacey, Tumwater, Thurston County; TRPC and others	<p>While social services play a positive role in Downtown, Downtown should not be the only place in the region to site social services. Related policy elements:</p> <ul style="list-style-type: none"> Support regional conversation on providing full spectrum of care either in Downtown or via transit elsewhere Work with transit partners to improve access to social services throughout the region Identify tools to support needed service facilities in Downtown <p>This is related to HS.1, and will likely be a step following convening of partners in HS.1</p>	F	?	?	



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Housing: Livable, mixed income neighborhoods									
H.1	housing strategy	Develop a Comprehensive Housing Strategy to establish a mixed income residential community in Downtown	CPD	Council; OPC; Other jurisdictions in the County; TRPC; Social Services; non-profits; private sector	<p>The City does not directly produce housing nor can it control the housing market, but it does have some influence on housing production through a variety of policies and programs. While the City has previously taken several steps to encourage Downtown housing, a more comprehensive housing strategy will help the City stimulate a diversity of housing options as Downtown continues to grow. The strategy should:</p> <ul style="list-style-type: none"> • Consider city-wide and regional housing conditions • Establish affordability goals • Create a means to monitor progress and adapt to changing needs • Identify a variety of implementation measures & development incentives to achieve housing goals • Identify funding sources <p>This is not a one-off step, rather a strategy to be carried out by an ongoing program described in HS-2.</p>	F		X	



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H.2	affordable housing	Dedicate additional resources for an ongoing housing program to implement the Housing Strategy described in H-1	CPD		<p>The aim of the comprehensive housing strategy described in HS-1 is to put the right tools and partnerships in place at the right time to help housing providers achieve construction of needed housing types. A new housing program would carry out the following tasks:</p> <ul style="list-style-type: none"> • Promote goals and objectives, incentives and other tools, and development opportunities • Coordinate, communicate and assist housing production partners, including the private sector, County housing program; non-profits; temporary and transitional housing service providers • Coordinate with regional partners • Identify funding opportunities • Assess and Monitor progress toward goals, demographic and market conditions 	F-O		X	X
H.3	development tools	Facilitate construction of new housing by using, promoting and exploring additional incentives/tools to encourage a range of housing options for a range of incomes and lifestyles (e.g., various size apartments/studios, townhomes, live/work, collective living, etc.)	CPD		<p>More market rate housing as well as lower cost affordable options are needed in the Downtown.</p> <p>Start promoting existing tools in 2017, followed by exploration of additional tools as part of and following the housing strategy work.</p>	F-O	X	X	X



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H.4	affordable housing	Inventory current affordable units and study their risk of displacement. Identify actions to encourage property owners, housing agencies and non-profit housing providers to retain current inventory of affordable units	CPD	Developing solutions to address this challenge will require collaboration with housing providers.	Of the 1,645 total housing units in Downtown, 299 are considered low cost/ unsubsidized. In other words, their rents are dictated by the market, but typically lower than 'market rate' due to being in older or smaller condition. These units are especially at risk of being lost as affordable units because the rents could increase as the market goes up. There are no silver bullets for protecting these privately owned units from lower cost affordable, but there may be some actions the City can take to encourage it. For example, offering incentives such as low-interest loans to encourage property owners to retain housing at lower affordability levels.	F-O			
H.5	art housing tourism	Actively work with partners (i.e., higher education and artist organizations) to encourage affordable housing, studio, rehearsal, live/work and gallery space for artists	CPD	OPARD; collaboration with zoning and building code administrators as well as housing providers.	A greater variety of innovative housing types such as live-work units, artists' housing, loft apartments, shared living and "apodments" will provide a greater range of housing options and help to achieve comprehensive plan goals. Some of these housing types may require code modifications or clarifications and it would be helpful if the City provided materials describing what is allowed within Downtown. The program staff noted in H-2 could lead this effort.	O	X	X	X
H.6	neighborhood organizations	Foster DT neighborhood organization(s) through self-help activities, funding, and public services; explore options for increasing a sense of community in mixed use/residential neighborhoods	CPD	Community residents and existing organizations such DNA, ODA, Eco Builders Guild, etc.	Existing methods include Outreach to Downtown Neighborhood Association (DNA), neighborhood grant program. These could be augmented with other low public cost initiatives. The Eco Builders Guild might be a local resource or organizing entity for activities such as for tool sharing program, gardening assistance and other self-help efforts.	O			X



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H.7	parks	Explore Downtown park needs, particularly in the southeast neighborhood area	OPARD		<p>Where the current Parks Plan focuses on downtown, the focus is on improvements to waterfront parks and the Artesian Commons. Enhancing and maintaining these existing facilities is important so that citizens and visitors can continue to enjoy the Waterfront and Entertainment areas. Meanwhile, the DTS proposes the City explore additional Downtown park needs, especially in the Southeast Neighborhood area. Needs could include new parks, or enhanced facilities or programs in existing spaces.</p> <p><i>Downtown will be considered as part of a citywide effort in current Parks Plan to identify 10 new neighborhood park locations. Also, private open space requirements are part of the 2017 design guideline updates.</i></p>	F	X	X	X
H.8	Community renewal area	Include housing as part of Community Renewal Area (CRA) public/private partnerships for Water Street and former Griswolds site	CPD		<p>The City has issued Requests for Proposals (RFP's) seeking public/private partners to redevelop two blighted areas in Downtown. Both RFP's included mixed use with housing as a component of the project.</p> <p>The City has selected a development team for the Water Street Redevelopment, and work is underway to identify a viable project. The City has selected a development team for the former Griswold site, to explore options for a market rate or mixed income housing with ground floor commercial or restaurant uses.</p>	I	X	X	



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(Retail) Community & Economic Development: A vibrant, dynamic business environment that attracts people, activity and investments									
Note: Due to the overlap of some retail priorities with other DTS elements (i.e., housing, transportation) actions on this list are not organized under the 6 priorities, rather by sub-category.									
R.1		Provide a clean and safe Downtown environment							
R.1. A	clean & safe	Aim to accommodate a full-time walking patrol (6 officers all year)	OPD		Many businesses identify this as an important element of overall clean & safe efforts; the presence of officers contributes to the sense of safety and can deter crime.	F-O		X	
R.1. B	Clean & safe promote tourism	Coordinate the development of a nightlife/safety plan for the Entertainment Area	CPD	OPD; PW; OPARD	A plan for this area could include explore partnership opportunities to improve late night transportation options such as additional transit service, taxi stands or shuttle service to satellite parking facilities; law enforcement focus; lighting; expanding clean team and Ambassadors, etc.	F		X	
R.1. C	Clean & safe	Ongoing Clean & Safe efforts in partnership with ODA & PBIA	CPD	OPD; OPARD; PW; ODA; PBIA	Includes Downtown Ambassadors, Clean Team, flower baskets, etc.		X	X	X
R.1. D	Clean & safe	Locate public restrooms Downtown	CPD	OPARD	Part of clean & safe efforts, this helps to reduce impacts to businesses and human waste in public spaces. In Fall 2016, the City Council voted to move forward with siting a 24-hour permanent restroom at the Artesian Commons. 24-hour porta-potties are planned to be located at 3 other locations in the Downtown. Design for permanent restrooms is funded for 2017. Currently unfunded is construction of a permanent restroom and new locations, maintenance for porta potties.	I	X	X	



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R.1. E	Clean & safe	Artesian Commons programming, Park Rangers and Artesian Leadership Committee and Action Teams	OPARD	Artesian Leadership Committee; CYS; CPD; OPD	The City has partnered with many local businesses and non-profits to bring positive, daily programming and events to the space. Improvements to the site are ongoing, with the ultimate goal of creating a space that is safe and welcoming for all. The recent addition of Park Rangers provides more oversight and has helped reduce complaints about behaviors that make people feel unsafe.	O	X	X	X
R.1. F	Clean & safe	Assess outcome of shared trash compactor pilot, and continue the program if it is successful	PW	Downtown businesses	This program reduces the number of garbage cans in the alleys and frequency of garbage truck trips by providing a trash compactor for multiple businesses to share. The first pilot went in near Big Whiskey Saloon earlier in 2016. The City is working closely with businesses to assess and deploy this program.	I	X		
R.2		Strengthen existing & local businesses							
R.2. A	Strengthening business	Develop and maintain a business support webpage	CPD	GG	Will provide a City-hosted business support website, to make it easier for businesses to find information about licensing, allowed uses, permit info, etc.	I-O	X	X	X
R.2. B	Strengthening business	Conduct a business retention survey with local retail business owners	CPD	ODA	Would provide the City with useful information about why Downtown businesses close. This would provide a step towards understanding how City and partners can help to promote business success.	F-O		X	
R.2. C	Strengthening business	Improve upon existing permit assistance at the front counter by developing information and materials to help small business owners with opening a storefront	CPD	ODA	This relates primarily to opening a storefront in an existing building, which may require upgrades per the building code or design guidelines, as well as sign permits, etc. It has been suggested that providing information about common change of use requirements and their purpose would be helpful. <i>The State provides</i>	O		X	



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					<i>assistance with business license applications. Also, the ODA provides a welcome packet to new Downtown businesses.</i>				
R.2. D	Strengthening business	Invite guest speakers to Downtown business groups to share information re: financial and technical resources and offer workshop training on best practices for local retailers (merchandising, understanding consumer options, online vs. brick & mortar marketing, etc.)	CPD	EDC; Commercial Brokers; financial service providers; PBIA; ODA; Thurston Chamber	Although there are many business support services available in Thurston County, not all Downtown business owners are aware of these. Downtown business groups like the PBIA and ODA can help spread the word. The City has initiated this action, and would like to work with business groups like the PBIA, ODA and the Chamber to identify what types of training would be most helpful and help to sponsor the training.	I-O	X	X	X
R.2. E	Strengthening business	Promote and provide assistance with available development tools	CPD	OMB; Chamber; ODA; EDC	While the City and partners currently make available several business assistance tools, we've learned that businesses are not always aware of these. An important first step is to develop materials to help explain and promote these tools. From there, we can conduct ongoing outreach to promote these tools and connect businesses to City staff or outside organizations that can assist with their use.	F-O	X	X	X
R.2. F	Improve perception	Develop a media plan to regularly communicate about Downtown improvements & use data to tell a different story about Downtown	CPD	Help with outreach: PBIA; ODA; media Other City departments to share info	Regularly share positive information and data about Downtown. Address perception vs. reality (e.g. provide stats that demonstrate crime is actually relatively low in Downtown.) Make sure Downtown business owners receive this data so they can share it to help change perceptions.	F	X	X	X



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R.2.G	Improve perception	Initiate partners to work with the State on a marketing strategy to encourage state workers to come Downtown Relates to R.4.F and R.4.C		CPD; VCB; ODA; DES	About 6,000 employees work on the Capitol Campus. We understand many of these employees do not venture into Downtown before, during or after work – a lost opportunity. The proposal is to encourage campus workers to come Downtown and experience all it has to offer. Could include: advertising through crafted messages, flyers, posters, displays; presentations, promotions, etc.	F	X	X	
R.2.H	Economic development	Maintain City-driven Economic Development Program (Economic Development Director & Downtown Liaison)	CPD		Ongoing program includes: <ul style="list-style-type: none"> Continue dedicating City staff to staying in communication with Downtown businesses, supporting the PBIA and carrying out a variety of key projects to advance the prosperity of Downtown Work with EDC and other partners to implement steps outlined in the Thurston Regional Economic Development Plan Develop strong public/private partnerships so that investment is captured and stewarded to support Downtown businesses (i.e., InterCity Transit, CRA, parking solutions.) Support Community Renewal Area (CRA) plan Complete public/private partnerships to redevelop Water Street area and former Griswold property Regular coordination with headquarter employers to actively support business & employee retention (i.e., Heritage Bank, Olympia 	O	X	X	X



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					Federal, Image Source, Mud Bay, WA Business Bank, WSECU and WA State, etc.) <ul style="list-style-type: none"> Identifying businesses within the region that are looking to expand or open a storefront Market Downtown to a variety of employers that may include the technology, finance, professional services, non-profit sectors Partnering with EDC in regional tech sector group to support employee recruitment & tech/innovation culture Partnering with the Thurston County Chamber and PAC Mtn. Workforce Development Council to connect employers to workforce talent Coordinate efforts with ODA to identify and address business retention red flags 				
R.2.I	Strengthen business	Provide support to carry out the PBIA's 5-year Strategic Plan	CPD	PW; OPARD; OPD	Numerous actions are listed in their plan (available online)	O	X	X	X
R.2.J	Strengthen business	Consider expanding the Parking & Business Improvement Area (PBIA) Boundary	CPD	PBIA	The designated Parking & Business Improvement Area (PBIA) assesses a fee on business owners that is used to improve the business and parking environment within the designated boundary. The PBIA Board is interested in exploring whether potential changes to the boundary would benefit Downtown.	F		X	
R.2.K	Strengthen business	Funding the Grow Olympia Fund (helps existing businesses grow) and contributing funds for the	City		The City uses eligible Community Development Block Grant (CDBG) funds to support these programs. The first business to use the Grow Olympia Fund was Oly Roasters, who received a low interest loan to expand	O	X	X	X



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		regional Tune-Up Program (helps stabilize existing businesses)			their storefront on 4 th Ave. The Tune-Up Program recently received 17 applications from small, local businesses.				
R.3		Help ensure adequate space for a spectrum of businesses							
R.3.	Strengthening business	Help connect businesses (new or existing) to available properties through real estate listings, local commercial brokers and property owners. Help connect businesses looking for real estate options or shared spaces with each other and available resources	CPD	Property owners; Real estate community; Commercial land trust	Helping businesses connect to available, appropriate and affordable business space was identified as a need during the DTS public process. Specific interest was expressed in small spaces for startups, larger spaces for expansions and co-op or condo options. The City won't drive a shared space market, but we can match make. A first step would be for City to better understand what support services or programs there are so we can help make connections.	O	X	X	X
R.4		Promote tourism							
R.4. A	Promote tourism	Work with partners to leverage Thurston County's designation as an Innovation Partnership Zone for brewing and distilling to advance Art/Tech and Entertainment areas	CPD	EDC; regional municipalities; SPSCC; WSU; VCB	In 2015, the State Department of Commerce designated Thurston County as a "Craft Brewing and Distilling Innovation Partnership Zone." Building this industry presents great tourism and employment opportunities in the region. The stated mission is to "ensure a world-class source for craft brewed beers and ciders and craft distilled spirits which are made from locally grown ingredients by independent expert producers and distributed nationally and internationally to great acclaim."	F	X	X	X



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R.4. B	Promote tourism	Look into how signage along I-5 can be improved	CPD	DOT	Improve signage about historic district, waterfront and other amenities to draw visitors to Downtown.	F		X	
R.4. C	Promote tourism	Support branding/marketing efforts in partnership with the Visitors & Convention Bureau, ODA, PBIA and others		VCB; ODA; PBIA; City	With the recent rebranding and new marketing plan for Thurston County, now is the perfect opportunity to focus on Downtown. The City sees itself as an important partner in this effort, but not necessarily the lead. Conversations with the City, Visitor and Convention Bureau and Olympia Downtown Association are already underway. Action should also include representatives from major Downtown attractions (HOCCM, LOTT Wet Center, South Sound Estuarium, Farmers Market, Capitol Campus, theaters, etc.)	I-O	X	X	
R.4. D	Promote tourism	Support existing downtown assets, and provide support for investment interest for additional attractions, including a college presence and a full-service hotel	CPD	Real estate community; EDC	Downtown currently has great visitor attractions, but there is room for more. A recent Downtown market study identified "... it is important that at least one full service hotel be included [within the number of supportable new hotel rooms over the next 20 years] in order to diversify the market segmentation and reinforce Downtown as the center of the local lodging and entertainment sector."	O	X	X	X
R.4. E	Promote tourism art	Identify additional steps to promote art and art activities in the Art/Tech and Entertainment areas	OPARD	OPD; CPD; PW; Arts Commission	Effort could include pursuing legislative action to create pathway and funding to develop locally designated arts districts. Coordinate with D.4.	F-O		X	



Recommended Actions - DRAFT

O = Ongoing program
 I = already Initiated action
 F = Future action proposed

#	Geographic Areas & Key Themes	Recommended Action	Lead	Partners/ Participants	Notes	See Key	2017	2018 2019	2010 until 2021
R.4. F	Promote tourism	<p>Continue to support events by providing logistical support and implement the Music Out Loud Program.</p> <p>Work with marketing partners as part of R.4.C and R.2.G to consider new events and promote an cohesive event cycle</p>	Depends	OPD; CPD; PW	<p>Examples include Arts Walk, Procession of the Species, Lakefair, etc. City could also consider alternating locations for Arts Walk so that different businesses can participate.</p> <p>Developing a Music Out Loud program is currently underway. This is a program of musical performances occurring in locations where pivotal past musicians are honored on sidewalk mosaics (creating the mosaics is part of the effort.)</p> <p>We will continue to look for opportunities to fulfill this public priority.</p>	O	X	X	X



TO: City Council and Planning Commission

FROM: The Downtown Strategy Stakeholder Work Group

DATE: November 14, 2016

SUBJECT: The Downtown Strategy

We, along with the City staff/consultant planning team, are pleased to submit this draft Olympia Downtown Strategy (ODS) for your consideration. We have done our best to respond to Council's direction as stated in the scope of the work for the Downtown Strategy. The process to produce the strategy has emphasized extensive public engagement, including:

- An average of 100 attendees at each of 5 public work sessions and open houses;
- A total of 3,936 responses to 4 web-based surveys;
- Two forums hosted jointly with the Economic Development Council, including participation from 30 members of the business and development community;
- Over 30 special topic meetings with interested parties;
- 10 Stakeholder Work Group meetings during which we reviewed public input and staff planning team work, brainstormed ideas, sketched alternative scenarios, advised on public work sessions, and provided direction to the planning team.

We believe that the Downtown Strategy we are forwarding reflects the general directions and public preferences resulting from the public engagement process.

In looking back over this roughly one year process, we observe the following:

- The public process presented a good example of how to build a plan around a collective community vision
- A huge amount of effort was devoted to this and over 3000 citizens from the region were involved
- The number of people who participated is reflective of how much our community cares about downtown
- The process offered opportunities to learn about issues and understand diverse perspectives within the community
- The various facets of the strategy were considered in a holistic way that enabled us to see how diverse actions are interconnected and unite to achieve the variety of goals
- Over the year, individual stakeholder work group members participated in workshops and events, helped other people stay connected and not only brought their own views to the table but others' as well



- The will of the people was taken seriously, and the strategy is reflective of the feedback provided during the stakeholder work group meetings, survey results and results from public workshops and the final open house.
- The strategy includes actions that will provide economic benefit not just downtown businesses and the city, but to the entire of Thurston County
- We feel very optimistic about downtown's future, and enthused to see new housing development planned for downtown
- The actions proposed in the strategy will enhance, promote and continue positive developments
- To implement these, sustained - and in a few cases - additional resources will be needed
- The housing strategy in particular is essential to achieve and maintain the diversity of housing envisioned for downtown. We encourage you to support dedicated and sustained resources for the downtown housing strategy, understanding this effort may commence following a homelessness response plan
- The Downtown Strategy is an important legacy project for Olympia, and we wholeheartedly support its implementation

In conclusion, we urge you to positively consider this strategy and incorporate its recommendations into the City's upcoming activities.



Stakeholder Work Group (including alternates)

1. **Missy Watts**
Olympia Planning Commission (OPC)
2. **Carole Richmond**
OPC (alternate)
3. **Connie Phegley**
Parking & Business Improvement Area (PBIA); Owner, Old School Pizzeria
4. **Kim Murillo**
PBIA (alternate)
Owner: Little General
5. **Dave Platt**
Olympia Downtown Association (ODA);
Owner: The Mailbox of Olympia
6. **Vida Zvirzdys-Farler**
ODA (alternate)
Downtown Property Owner
7. **Annette Roth**
Marketing & Communications Director
Economic Development Council (EDC)
8. **Mike Reid**
Senior Manager Business Development
Port of Olympia
9. **Terry Wilson**
Vice President,
KIDDER MATHEWS
Commercial Broker
10. **Janice Arnold**
JA FELT Studio & Lab
Artist
11. **Jeff Stokes**
Brewer/Bar Manager
Three Magnets Brewing Co.
12. **Karen M. Parkhurst**
Senior Planner
Thurston Regional Planning Council
13. **Janae Huber**
Co-founder, Olympians for People
Oriented Places (OPOP)
14. **Meg Martin**
Program Director, The People's House
15. **Bob Wubbena**
Owner: Percival Plaza & Fiddlehead
Marina
16. **Clydia Cuykendall**
Coalition of Neighborhoods (CNA)
17. **Karen Reagan**
Downtown Neighborhood Association
(DNA)
18. **Tessa Andrascik**
DNA (alternate)
19. **Jessicarae Nunez**
Owner: N Design
20. **Ruben Nunez**
Owner: N Design (alternate)

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ATTACHMENT 4



Planning Commission

Deliberations, Amendments to Critical Areas Ordinance (CAO), Locally Important Habitat and Species, and Shoreline Master Program

Agenda Date: 2/6/2017
Agenda Item Number: 6.B
File Number: 17-0109

Type: recommendation Version: 1 Status: In Committee

Title

Deliberations, Amendments to Critical Areas Ordinance (CAO), Locally Important Habitat and Species, and Shoreline Master Program

Recommended Action

Recommend to City Council adoption of proposed amendments to the Critical Areas Ordinance (CAO) and related code sections and to the Shoreline Master Program.

Report

Issue:

Whether to recommend to City Council adoption of proposed amendments to the Critical Areas Ordinance (CAO) and related code sections and to the Shoreline Master Program.

Staff Contact:

Linda Bentley, Senior Planner, Community Planning and Development, 360.570.3746

Presenter(s):

Linda Bentley, Senior Planner, Community Planning and Development

Background and Analysis:

In 2015, the Land Use and Environment Committee (LUEC) directed staff to review potential additional protections for locally important habitat and species after the Washington State Growth Management Act (GMA) mandated update to the Critical Areas Ordinance (CAO) was completed, which occurred in August 2016.

After working with consultant ESA, staff presented information on protections for locally important habitat and species to LUEC on September 15 and November 17, 2016 and to Planning Commission on August 8, 2016, and January 9, 2017. Staff hosted a public open house to discuss the proposed amendments on January 18, 2017 and the Planning Commission held a public hearing on January 23, 2017. Any written comments received by noon, January 27, 2017, and the additional information requested of staff will be presented before or at the meeting for consideration as part of the Commission's deliberations.

The City issued a SEPA Determination of Non-Significance (DNS) for the recommended changes on January 10, 2017, and sent the 60-day notice of intent to adopt, as required by state statute, to the Department of Commerce on January 11, 2017.

Proposed Protections

Staff and consultant believe that the city's existing CAO and SMP regulations will adequately protect most species and habitat but, based on community interest and Council direction, we are proposing new and amended regulations to give added protection to the great blue heron and its habitat (attached).

Staff is also proposing a process by which additional locally important species and/or habitat could be nominated in the future as conditions change (proposed new OMC 18.32.325).

Great Blue Heron and Habitat

In general, we are proposing the following approaches to protect heron nesting colonies when development is proposed:

- Adopt fixed-width buffers around heron nesting colonies
- Require tree and vegetative screening
- Restrict the timing on some types of activities (e.g., loud noise, clearing, grading)
- Require mitigation sequencing where appropriate
- Require consultation with the City and the Washington State Department of Fish & Wildlife (WDFW) during project planning

Our goal is to find the best balance between protecting species and respecting private property rights. WDFW recognizes that protections for heron rookeries have a different set of considerations in urban areas than in less developed areas. Consequently, staff is proposing a smaller seasonal buffer than that recommended in WDFW's management recommendations for nests in rural and less developed areas: a 200 foot year-round buffer and an additional 300 foot seasonal buffer for nesting colonies.

Non-regulatory Protections

The best way to protect important habitat and species is to acquire the land that provides the necessary habitat for important species. Therefore, we recommend the following:

- The City should continue to work with non-profit groups such as the Olympia Coalition for Ecosystems Preservation to pursue opportunities to purchase properties that support or are near known rookeries or other sensitive habitat.
- The City Parks Department should include as a consideration the quality and extent of habitat value when deliberating acquisition of land for passive-type parks.

The City could also 1) research and develop incentives for landowners who want to permanently protect any type of breeding season habitat; and 2) help non-profit groups to develop an ongoing citizen-science training program to assist in monitoring the status of locally important habitat and species.

Shoreline Master Program (SMP) Amendments

When the City amends its CAO, it must also amend its SMP to adopt the new CAO by reference. The Washington State Department of Ecology must approve the amendments to the SMP before they can become effective.

The attached amendment to Olympia's SMP adopts the amended CAO by reference, ensures consistency with the CAO adopted July 19, 2016, and corrects errors. Minor changes to OMC 18.02.180 Definitions, OMC 18.32.500 and 515, and OMC 18.20 are required to bring the CAO into consistency with the SMP and are also attached.

Neighborhood/Community Interests (if known):

Many groups and individuals in the community are interested in protection of the Great Blue Heron.

Options:

1. Recommend to City Council adoption of amendments to OMC Chapters 18.32, 18.02 and 18.20; adoption of amendments to the SMP; and approval of the non-regulatory suggestions, as recommended by staff .
2. Recommend to City Council adoption of amendments to OMC Chapters 18.32, 18.02 and 18.20; adoption of amendments to the SMP; and approval of the non-regulatory suggestions, with modifications .
3. Request staff to furnish further clarification or revisions.
4. Recommend denial of all proposed amendments and/or non-regulatory suggestions.

Financial Impact:

Initial review of locally important habitat and species was included in Community Planning and Development Department's 2016 budget; however, some approaches to habitat and species protection may require additional resources in the future.

Attachments:

Proposed OMC 18.32.300 amendments
Proposed OMC 18.02 and 18.32.500 amendments
Proposed OMC 18.20 amendments
Proposed Shoreline Master Program amendments
Written public comments

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OMC Chapter 18.32 as approved by City Council Aug 16, 2016, with proposed new language shown in track changes. PROPOSED CHANGES FROM PC 1/9/17 VERSION HIGHLIGHTED YELLOW IN 18.32.327

18.32.300 Important Habitats and Species - Purpose and Intent

In order to preserve and protect important habitats and species which are known to occur in Thurston County and which may be found within the City of Olympia, and which are not already protected by another critical area category, appropriate protection of an important habitat or species location shall be subject to the standards in OMC 18.32.305 through OMC 18.32.330. Protection in lake and marine shorelines is regulated under the City of Olympia Shoreline Master Program, OMC ~~14.08~~18.20.

18.32.305 Important Habitats and Species - Applicability and Definition

"Important habitats and species" are habitats or species known to occur within Thurston County and which may be found within the City of Olympia and which are not receiving habitat protection by another critical area category (e.g. Streams, Wetlands, or Landslide Hazard Areas) in this Chapter and:

A. Are designated as endangered or threatened species identified under the Endangered Species Act; or

B. Are state priority species identified on the Washington Department of Fish and Wildlife (WDFW) Priority Habitats and Species (PHS) List and their habitats of primary association. (Consult the state WDFW for the current PHS list); or

C. Are designated as "locally important habitat or species" pursuant to OMC 18.32.327; or

CD. Are areas in Olympia that serve a critical role in sustaining needed habitats and species for the functional integrity of the ecosystem, and which, if altered, may reduce the likelihood that the species will persist over the long term. These areas may include, but are not limited to, rare or vulnerable ecological systems, communities, and habitat or habitat elements including seasonal ranges, breeding habitat, winter range, and movement corridors; and areas with high relative population density or species richness.

DE. Small lakes, defined as naturally existing bodies of standing water less than twenty acres in size that exist on a year-round basis in a depression of land or expanded part of a stream and not defined as "Shorelines of the State" by RCW 90.58 (Shoreline Management Act), are considered an "important habitat." This term does not apply to constructed ponds.

18.32.315 Important Habitats and Species - Authority

A. No development shall be allowed in an important habitat and species area ~~where local, state or federally endangered, threatened or sensitive species have a primary association as defined in OMC 18.32.305~~ without approval from the Department. The

Department may restrict the uses and activities of a development proposal, such as construction restrictions during breeding season, which lie when the proposal is located within one thousand (1,000) feet of an important habitat or species location.

B. The minimum performance standards that apply to a development proposal shall be those provided by the Washington Department of Fish & Wildlife's Management Recommendations for Washington's Priority Habitat and Species (1991), as amended, and the requirements in OMC 18.32.115, except as modified on the basis of an Important Habitat and Species Management Plan described in OMC 18.32.330.

18.32.320 Important Habitats and Species - Buffers

The Department shall establish buffers for the habitat or species on a case-by-case basis, in consultation with the WDFW or others with expertise if needed, based on the critical area report outlined in OMC 18.32.115 and the WDFW management recommendations for Washington's priority habitats and species, if available. The buffers shall reflect the sensitivity of the specific habitat(s) and/or species to be protected.

18.32.325 Process to Identify Additional Locally Important Habitat and Species.

A. Additional species of local importance may be designated pursuant to OMC 18.58, zoning text amendment.

B. In addition to the decision criteria of OMC 18.59.050, a species may be designated locally important only if it demonstrates the following characteristics:

1. Local populations of native species are in danger of extirpation based on existing trends and best available science:
 - a. Local populations of native species that are likely to become endangered; or
 - b. Local populations of native species that are vulnerable or declining;
2. The species or habitat has recreation, commercial, game, tribal, or other special value;
3. Long-term persistence of a species is dependent on the protection of the species through the provisions of this part;
4. Protection by other county, state, or federal policies, laws, regulations, or nonregulatory tools is not adequate to prevent degradation of the species or habitat in the City; and
5. Without protection, there is a likelihood that the species or habitat will be diminished over the long term.

C. Effect of Designation. Designation of a species of local importance under this section shall not impact projects or proposals with a vested application or approved permit.

18.32.327 Locally Important Habitat and Species – Definitions and Performance Standards

Great Blue Heron Rookeries

A. Definitions

1. Great Blue Heron Nesting Season means February 1 through August 31.
2. Great Blue Heron Nesting Colony means the area inside the line created when the outermost nesting trees are connected. This line is the nesting colony boundary of two or more nests.
3. Great Blue Heron Core Zone means the area consisting of the great blue heron nesting colony and the year-round buffer.
4. Great Blue Heron Management Area means the area consisting of a great blue heron nesting colony, the year-round buffer, and the seasonal buffer.
5. Screening Tree means a tree that is within a direct line of sight between structures or development and the nesting area, and/or a tree that blocks the visibility of the nesting colony from structures or development during any part of the year, and within the great blue heron management area.

B. Buffers and Measurements

1. The year-round buffer is 200 feet, measured from the nesting colony boundary.
2. The seasonal buffer is an additional 300 feet, measured from the great blue heron core zone boundary.
3. Great Blue Heron Pre-nesting Area means an area less than 1 kilometer (.62 miles) from a great blue heron nesting colony where male birds congregate prior to occupying the nests.

C. Development Conditions Within the Great Blue Heron Core Zone

1. No development shall occur in the great blue heron nesting colony, except under OMC 18.66.040 Reasonable Use Exception.
2. Any development or other activity that requires a permit within the year-round buffer is subject to the provisions of OMC 18.32.330 and shall use mitigation sequencing as provided in OMC 18.32.135 to:
 - a. maintain baseline development conditions and ambient noise levels;
 - b. maintain great blue heron habitat features and processes and provide mitigation for any loss of heron habitat features and processes; and shall
 - c. include an implementation plan for both the development and any required mitigation with maps, as-built drawings, vegetation removal and planting, timing, and an operation and maintenance plan for businesses that include outside operations.
3. ~~If the parcel where the development will occur abuts a parcel containing a great blue heron nesting colony, there shall be a minimum 30 foot building setback from the property line(s) closest to the nesting colony. The setback shall be vegetated using native trees and shrubs that screen activities on the parcel from the nesting colony.~~
3. If no herons have congregated or nested by March 31, as certified by a report submitted by the developer from a qualified professional, as defined in OMC 18.02.180, the City may allow development April 1 through December 31 for that year, subject to the provisions of OMC 18.32.330 and mitigation sequencing in OMC 18.32.327(C)(2).
4. If a nesting colony has been abandoned by a great blue heron colony, the great blue heron management core zone for this colony shall be protected for a period of ten years from the last known active nesting season.

Comment [LB1]: Included code reference to make the reasonable use doctrine explicit

Comment [LB2]: Clarification that a habitat management plan (HMP) may be required.

Comment [LB3]: Not clear and redundant with 18.32.327(C)(2)

Comment [LB4]: To allow a longer development time period.

Comment [LB5]: Clarification that a habitat management plan (HMP) may be required.

D. Development Conditions Within the Great Blue Heron Management Area

4. When herons are present, any clearing, grading, outside construction or other activity in the seasonal buffer that causes loud noise (exceeding 92 decibels at the outer boundary of a nesting colony) above ambient noise levels specific to the site shall be done outside of the nesting season, generally September 1 through January 31, unless a different nesting season for that year is certified by a report from a qualified professional. Ambient noise is specific to the location of the nesting colony site and can include noises such as sirens and leaf blowers. Noise that is not considered ambient noise includes but is not limited to outdoor construction and the use of dump trucks, front end loaders, pile drivers and

Comment [LB6]: Clarification of "loud noise" definition from WDFD management recommendations.

blasting equipment.

2. Development may occur at any time in the seasonal buffer in a year where it appears no herons have congregated or nested, subject to the applicant submitting a report from a qualified professional so stating.

3. All 6 inch diameter breast height (dbh) or larger trees shall be retained if the removal of those trees decreases the effectiveness of the trees' screening of new and existing development from the colony and if replacing the removed trees with other trees does not screen the nesting colony to the same extent as the existing trees.

3. Unless determined to be hazardous by the Urban Forester, all 6 inch diameter breast height (dbh) trees or larger shall be retained. Any required new or replacement trees shall be provided in conformance with the City's Urban Forestry Manual replacement rates and shall be strategically placed to ensure effective screening of new development from the colony. When possible, use the same species as nest trees. Removal and planting should take place in the non-breeding season.

Comment [LB7]: Revised for clarity. See new language below.

18.32.330 Important Habitats and Species - Management Plan

When a development proposal lies within an important habitats and/or species location, an Important Habitats and Species Management Plan shall be submitted by the applicant. The Department may waive the submittal when consultation with the Washington Department of Fish and Wildlife staff indicates that such a plan is not needed.

An Important Habitats and Species Management Plan shall:

- A. Identify how the development impacts from the proposed project will be mitigated. The Washington Department of Wildlife Priority Habitat and Species Management Recommendations (1991), as amended, shall be the basis for this plan.
- B. Be prepared by a person who demonstrates sufficient experience and education as a wildlife biologist, habitat management consultant or botanist.
- C. Contain, but not be limited to:
 1. A description of the nature, density and intensity of the proposed development in sufficient detail to allow analysis of such land use change upon the important species and its habitat;
 2. An analysis of the effect of the proposed development, activity or land use change upon the important species and its habitat, based upon Washington Department of Fish and Wildlife management guidelines;

3. A mitigation plan by the applicant which shall explain how any adverse impacts to the important species or its habitat created by the development will be minimized or avoided, such as:

- a. Establishment of buffer zones;
- b. Preservation of important plants and trees;
- c. Limitation of access;
- d. Seasonal restriction of construction and other activities; and
- e. Provisions for periodic review of the plan.

and

4. A map(s) to-scale, showing:

- a. The location of the proposed development site, to include a boundary survey;
- b. The relationship of the site to surrounding topographic features;
- c. The nature and density of the proposed development or land use change;
- d. Proposed building locations and arrangements;
- e. Existing structures and landscape features including the name and location of all streams, ponds and other bodies of water;
- f. The extent and location of the important species habitat;
- g. A legend with: Title, scale and north arrows, and date, including revision dates if applicable.

18.02.180 DEFINITIONS – SPECIFIC.

Lake. A naturally existing or artificially created body of standing water greater than twenty (20) acres in size. Lakes include reservoirs which exist on a year-round basis and occur in a depression of land or expanded part of a stream. A lake is bounded by the ordinary high water mark or the extension of the elevation of the lake's ordinary high water mark within the stream, where the stream enters the lake. All such lakes meet the criteria of RCW Chapter 90.58 (Shoreline Management Act) and have been inventoried as "Shorelines of the State" found in the Shoreline Master Program, ~~for the Thurston Region in OMC 14.0818.20.~~

Land Use Approval. A written approval or permit issued by the Director or Hearing Examiner, or designee thereof, finding that a proposed project is consistent with applicable plans, regulations and standards and authorizing the recipient to make use of property in a certain manner. The land use approval consolidates various non-construction permit reviews of a project such as design review, environmental review, zoning conformance, and site plan review. Land Use Approval is a permit which does not directly authorize construction or improvements to real estate, but which is a necessary and required precursor to authorization of such construction or improvement. Land Use Approval includes, but is not limited to, applications for review and approval of a preliminary or final subdivision, short plat, binding site plan, conceptual or detailed master planned development, planned residential development, conceptual design review, site plan review, conditional use permit, variance, shoreline development permit, or other such reviews pertaining to land use.

Land Use Approval, Administrative. A Land Use Approval which may be issued by an authorized official or body, usually the Director, without an open record predecision hearing.

Land Use Approval, Quasi-Judicial. A Land Use Approval issued by an authorized official or body, usually the Hearing Examiner, following an open record predecision hearing.

Landscape Plan. A component of a site development plan on which is shown: proposed landscape species (number, spacing, size at time of planting, and plant details); proposals for protection of existing vegetation during and after construction; proposed treatment of hard and soft surfaces; proposed decorative features; grade changes; buffers and screening devices; and any other information that can reasonably be required in order that an informed decision can be made by the approving authority.

and generally furnished with desks, tables, files, and communication equipment.

Office, Veterinary/Clinic. A place where animals are given medical care and the boarding of animals is limited to short-term care incidental to the hospital use. (See also Animal Hospital.)

Olympia Coordinate System. The horizontal ground scale coordinate system referenced to the Washington Coordinate System as established by the City Public Works Department.

On-Site. Located on the same lot that is the subject of an application for development.

On-Site Treatment and Storage Facility. A facility that treats or stores hazardous wastes generated on the same property, see current edition of "Zoning Guidelines for Hazardous Waste Treatment and Storage Facilities," prepared by the Solid and Hazardous Waste Program of the State Department of Ecology.

Open Record Hearing. A hearing conducted by a single hearing body or officer that creates the City's record through testimony and submission of evidence and information under procedures prescribed by this Title. [See RCW 36.70B.020(3)].

Open Record Appeal Hearing. A form of open record hearing held on request in response to a notice of decision when no open record predecision hearing was held on the project permit. [See RCW 36.70B.020(3)].

Open Record Predecision Hearing. A form of open record hearing held prior to the City's decision on a project permit. [See RCW 36.70B.020(3)].

Open Space, Common. Land within or related to a development, not individually owned or dedicated for public use, that is designed and intended for the common use or enjoyment of the residents and may include such complementary structures and improvements as are necessary and appropriate.

Open Space, Public. Undeveloped public land that is permanently set aside (as opposed to regulated) to protect the special natural character of a particular location. Open space may include, but is not limited to wetlands; wetland buffers; creek, stream or river corridors; forested areas; ravines, bluffs or other geologically hazardous areas; and undeveloped areas within parks.

Ordinary High Water Mark (OHWM). (Also referred to as Ordinary High Water Line OHWL) Per

WAC ~~22-110-020220-660-030~~, the mark on the shores of all waters that will be found by examining the bed and banks and ascertaining where the presence and action of waters are so common and usual and so long continued in ordinary years, as to mark upon the soil or vegetation a character distinct from that of the abutting upland, provided that in any area where the ordinary high water line cannot be found, the ordinary high water line adjoining saltwater shall be the line of mean higher high water, and the ordinary high water line adjoining freshwater shall be the elevation of the mean annual flood. ~~OWHM-OHWM~~ is used to determine the location of standard buffer widths of streams as required under OMC 18.32.435(C)(1).

Ordinary Repair and Maintenance. Work for which a permit issued by the City is not required by law, and where the purpose and effect of such work is to prevent or correct any deterioration or decay of or damage to the real property or structure appurtenant thereto and to restore the same, as nearly as may be practicable, to the condition prior to the occurrence of such deterioration, decay or damage.

Outdoor Storage. The keeping of any goods, junk, material, merchandise, or vehicles in the same place for more than 24 consecutive hours.

Over Water. Location above the surface of the water, including placement of buildings on piling or floats.

Overlay Zone. A zoning district or specific plan that encompasses one or more underlying zones or areas and which imposes requirements in addition to those required by the underlying zone. (See also Overlay Districts in Article III.)

Owner of Property. The fee simple owner of real property according to Thurston County Auditor records.

18.32.500 Wetlands - Purpose and Intent

In order to protect the natural function of wetlands and for floodwater storage, floodwater conveyance, sediment control, pollution control, surface water supply, aquifer recharge, wildlife habitat, and recreation, those lands with wetlands or which lie within three hundred (300) feet of wetlands shall be subject to the standards in OMC 18.32.100(~~LA~~) and OMC 18.32.505 through OMC 18.32.595. (Note: Further information regarding development within associated wetlands along marine shorelines, lakes over 20 acres in size, and streams can be found in OMC 18.20 Shoreline Master Program.)

18.32.515 Wetlands - Small Wetlands

A. Wetlands less than one thousand (1,000) square feet shall be exempt from the requirements of OMC 18.32.135.A; wetland buffers in OMC 18.32.535, compensation projects in OMC 18.32.545 and replacement ratios in OMC 18.32.550 provided that the wetland or pond:

1. -Is an isolated Category III or IV wetland;
2. Is not associated with a riparian corridor;
3. Is not part of a wetland mosaic; ~~and~~
4. Does not contain habitat identified as essential for local populations of priority species identified by the Washington State Department of Fish and Wildlife~~;~~ ~~and~~
5. No part of the wetland is within shorelines of the State of Washington, except as authorized by OMC 18.20.420(C)(3).

B. Wetlands between one thousand (1,000) and four thousand (4,000) square feet shall be exempt from the requirements of OMC 18.32.135.A, provided that the wetland:

1. Is rated as a Category III or IV wetland,
2. Is not associated with a riparian corridor,
3. Is not part of a wetland mosaic,
4. Does not score 5 points or greater for habitat in the Washington State Wetland Rating System for Western Washington (2014),
5. Does not contain habitat identified as essential for local populations of priority species identified by the Washington State Department of Fish and Wildlife, ~~and~~
6. A wetland mitigation report is provided as required by OMC 18.32.590~~;~~ ~~and~~
7. No part of the wetland is within shorelines of the State of Washington.

The following amendments are to bring OMC 18.20 into consistency with the City's Shoreline Master Program:

3.17 18.20.310 – Official Shoreline Map

The Shoreline Map (Figure 4.1) is hereby amended to correct a map error in Budd Inlet, Reach BUDD-3B to show the intent, which is to include the now unused railway berm shown on previous maps but erroneously deleted in the latest SMP update. The Boundary Descriptions in Appendix B are correct.

18.20.420 - Critical Areas

- A. All uses and development occurring within the shoreline jurisdiction shall comply with Chapter 18.32 (critical area regulations) and Chapter 16.70 (flood damage prevention), except as modified in (C) below.
- B. If there are any conflicts or unclear distinctions between this chapter and Olympia's critical area or flood damage prevention regulations, the requirements that are the most consistent with the Shoreline Management Act or Washington Administrative Code pertaining to shoreline management shall apply.
- C. Regardless of other provisions in Chapter 18.32, to ensure consistency with the shoreline Management Act critical areas within shoreline jurisdiction shall be subject to the following:
 1. In shoreline jurisdiction, critical area review and permit procedures will be incorporated into and conducted consistently with the associated shoreline permit or exemption review and approval.
 2. Stream and Important Riparian Area buffer reductions beyond twenty-five percent (25%) ~~(OMC 18.32.435(H))~~ within shoreline jurisdiction shall require a shoreline variance.
 - ~~3. In shoreline jurisdiction, OMC 18.32.515(B) does not apply. Furthermore, OMC 18.32.515(A) only applies to isolated Category III and IV wetlands, and impacts must be compensated for (the replacement ratios in OMC 18.32.550 apply in shoreline jurisdiction).~~
 - 4.3. Stormwater facilities may be allowed in the outer twenty-five percent (25%) of Category III and IV wetland buffers in shoreline jurisdiction (OMC 18.32.525(K)) and only when no other location is feasible.
 - 5.4. Utility lines may be allowed in the outer twenty-five percent (25%) of Category III and IV wetland buffers in shoreline jurisdiction (OMC 18.32.525(M)).
 - 6.5. Locating stormwater facilities or utilities within wetlands or within any wetland buffer other than those specified in numbers 4 and 5 above shall require a shoreline variance (OMC 18.32.530(E) and (G)).
 - ~~7. In shoreline jurisdiction, provisions allowing wetland buffer averaging (OMC 18.32.535(F)) and administrative wetland buffer reductions (OMC 18.32.535(G)) shall not be used together.~~

~~8.6.~~ Wetland buffer reductions beyond twenty-five percent (25%) ~~(OMC 18.32.535(H))~~ within shoreline jurisdiction shall require a shoreline variance.

~~9.7.~~ Identification of wetlands and delineation of their boundaries in shoreline jurisdiction shall be done in accordance with the approved federal wetland delineation manual and applicable regional supplements (OMC 18.32.580).

~~10.8.~~ Reasonable use exceptions (OMC 18.66.040) are not available for relief from critical area standards within the shoreline jurisdiction. Instead, applicants seeking relief from the critical area standards shall apply for a shoreline variance.

~~11.9.~~ New development or the creation of new lots that would cause foreseeable risk from geological conditions during the life of the development is prohibited.

~~12.10.~~ Uses and activities that may be authorized within floodways are limited to those listed in WAC 173-26-221 (3)(c)(i).

~~13. In shoreline jurisdiction, the point scale used to separate wetland categories in OMC 18.32.510 does not apply. Category I wetlands are those that score 23 or more points, category II wetlands are those that score between 20 and 22 points, category III wetlands are those that score between 16 and 19 points, and category IV wetlands are those that score fewer than 16 points.~~

18.20.810 – Permitted Shoreline Modifications

Table 7.1 – Shoreline Modifications

P – Permitted C – Conditional Use X – Prohibited X/C – Allowed by conditional use only in specific cases.	Natural	All other Shoreline Environments	Aquatic (Same as adjacent shoreline environment designation)	Notes & Applicable Regulations
Dredging	C (Only for Ecological Restoration/ Enhancement Projects)	P	←	See OMC 18.20.820
Fill	C (Only for Ecological Restoration/ Enhancement	P	←	See OMC 18.20.830 through 837

	Projects)			
Piers, Docks, Floats and Buoys	X	P	←	See OMC 18.20.842-840 through 18.20.848
Ecological Restoration and Enhancement	P	P	←	See OMC 18.20.850 through 18.20.855
Instream Structures	P	P	←	See OMC 18.20.857
Shoreline Stabilization Hard Armoring	X	X/C See OMC 18.20.870	←	See OMC 18.20.860 through 18.20.870
Shoreline Stabilization Soft Armoring	P	P	←	See OMC 18.20.860 through 18.20.870
Breakwaters, Jetties, Groins, and Weirs	X	X/C See OMC 18.20.874	←	See OMC 18.20.872 through 18.20.874
Stair Towers	X	X	←	Prohibited

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ATTACHMENT 3

1.6 Regulations Adopted by Reference

The Critical Areas regulations ~~in effect on October 1, 2013~~ adopted on August 16, 2016, Ordinance Number 7030 and additional amendments adopted on _____, Ordinance Number _____ and contained in the Olympia Municipal Code (OMC) Chapters 18.32 and 16.70 are integral and applicable to this Shoreline Program, and are hereby adopted by reference; provided that the reasonable use provisions set forth in OMC 18.66.040 shall not be available within the shoreline jurisdiction. Instead, applicants may apply for a shoreline variance when seeking relief from critical areas regulations within shorelines. Similarly, Section 18.06.100 A.2.C -- West Bay Drive Building Height and View Blockage Limits (Ordinance 6646, passed on July 14, 2009), is hereby adopted by reference to the extent that the height and use regulations identified therein are applicable to the shoreline jurisdiction area.

3.17 18.20.310 – Official Shoreline Map

The Shoreline Map (Figure 4.1) is hereby amended to correct a map error in Budd Inlet, Reach BUDD-3B to show the intent, which is to include the now unused railway berm shown on previous maps but erroneously deleted in the latest SMP update. The Boundary Descriptions in Appendix B are correct.

3.22 18.20.420 - Critical Areas

- A. All uses and development occurring within the shoreline jurisdiction shall comply with Chapter 18.32 (critical area regulations) and Chapter 16.70 (flood damage prevention), except as modified in (C) below.
- B. If there are any conflicts or unclear distinctions between this chapter and Olympia's critical area or flood damage prevention regulations, the requirements that are the most consistent with the Shoreline Management Act or Washington Administrative Code pertaining to shoreline management shall apply.
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~~4.3.~~ Stormwater facilities may be allowed in the outer twenty-five percent (25%) of Category III and IV wetland buffers in shoreline jurisdiction (OMC 18.32.525(K)) and only when no other location is feasible.

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3.58 18.20.810 – Permitted Shoreline Modifications

Table 7.1 – Shoreline Modifications

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Breakwaters, Jetties, Groins, and Weirs	X	X/C See OMC 18.20.874	←	See OMC 18.20.872 through 18.20.874
Stair Towers	X	X	←	Prohibited

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ATTACHMENT 4

**Public comments received
January 23-January 27, 2017,
on proposed amendments to the City's CAO
and SMP**

Olympia Community Planning and Development Department
601 4th Ave E
PO Box 1967
Olympia WA, 98507-1967

Re: Comments to Public Hearing #1038 - Changes to Critical Areas Ordinance - January 23, 2017

I am opposed to the proposed changes regarding heron habitat quiet period.

As a land owner within the proposed seasonal boundaries, I see the new regulations as overly oppressive. Currently, because of steep slopes critical areas, the building period for my property is limited to the 'dry season' (May 1st to September 30th). If the new regulations, limiting activity above ambient noise, go into effect and restricts building from February 1st to August 1st, my effective building period will be limited to one month a year. Not a viable situation.

I'm am willing to perform excessively noisy operations – like blasting and pile driving during the 'non-nesting-season'. But standard building operations such as pouring footers, framing, roofing, paving will need to take place during the dry season to build a house within standard permitting timeframe.

Restrictions on activities should not exists during the spring and summer if the herons are not nesting that year.

I am opposed to the proposed changes regarding screen trees.

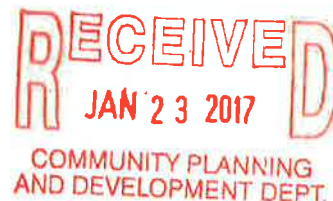
Currently, I have a large tree on my property that needs to come down before building - as there exists a large heart rot in the trunk. Under the new ordinance, such safety measures would not be allowed. This doesn't seem right.

I plan to respect a setback of 30 feet on the rookery side of my property, but it will take decades to grow vegetation that effectively screens the rookery.

In summary, I see the proposed protection plan of the East and West bay rookeries as an overreaction. Herons are urban birds and can coexist with our modern world. There is no science that says otherwise – or even that herons are bothered by human noise. Herons are threatened by animals that eat their young, not by those that admire them from afar.

Thank you,

Doug Keck
dbKeck@yahoo.com
303 NW Kenyon #4B
Olympia, WA 98502



Linda Bentley

From: Tom Schrader <schraderfour@gmail.com>
Sent: Monday, January 23, 2017 9:25 PM
To: Linda Bentley; Brian Mark; Carole Richmond; Darrell Hoppe; Mike Auderer; Missy Watts; Negheen Kamkar; Paula Ehlers
Cc: glenn wells; Tim Smith
Subject: > CITY OF OLY - CAO (Blue Herons) 2017

Dear Planning Commissioners,

We just finished tonight's meeting regarding the City of Olympia's CAO/Blue Heron issue, Phase II.

If we all are really serious about preserving the wonderful blue herons we currently have, we would begin to set policy which actually saves these birds. Since the great blue heron is a transitory species, and doesn't the area for a warmer climate, etc... the birds have to be somewhere right now. Right now-- before this years' breeding season begins.

Since the West Bay site has been decimated for years... the only "known nesting site" most likely is the East Bay site,... or is it? Tonight, we were told that site wasn't even known for sure as a nesting location.

If this is the case, why isn't it a nesting site now??? For if the herons can't/won't nest in the West Bay site, shouldn't we be doing everything we can to get ready for them at East Bay NOW before the breeding/nesting season?

Or wherever they will nest this year?!?

Where is today's science--- here in our South Sound, on where they are now, and where they nested last year, and future REAL SCIENCE (not neighbors, or emotional well intentioned eco-groups, etc...)???

- 1) GET A REAL PLAN, FORMULATED BY REAL ANIMAL BIOLOGISTS ON HOW TO PROTECT THE HERON'S NESTS --- EVERY YEAR.**
- 2) ONCE A NESTING SITE HAS BEEN DETERMINED (by the biologist...), ENFORCE ALL THE CAO ORDINANCE'S WE HAVE IN FRONT OF US TODAY.**
- 3) HAVE BUILDERS/ HOMEOWNERS WHO WANT TO BUILD/ETC... HIRE A BIOLOGIST FOR EVERY SUSPECTED HABITAT (much like mazama gopher soils...), AND PROVE THERE AREN'T HERONS THERE.**

NOW we can get on to your CAO guidelines you have brought to Phase II, because we know where the birds are, where they are nesting and how we protect their habitat next year, and then next for decades to come!

Let's get to work and do this--- for all of us, our children's children!

Thank you for your time and service to our beautiful community!

Tom Schrader
 (360) 480-9387



OlyEcosystems

Olympia Coalition for Ecosystems Preservation

January 26, 2017

Members of the Olympia Planning Commission,

The purpose of this letter is to enhance and amend oral comments given in support of the proposed Phase II of the Critical Areas Ordinance (CAO) update. However, we believe that it is necessary to correct statements made by opponents of the proposed CAO during the January 23, 2017 public hearing regarding the activities of the Olympia Coalition for Ecosystem Preservation (OCEP) at the West Olympia Heronry. We believe this is necessary, because it provides proper context for how and whether the community should strive to protect the Pacific Great Blue Heron in Olympia, and provides background for critical next steps, such as the adoption of Phase II of the CAO update. We believe the City of Olympia can and should preserve the interface of our urban and natural environment.

Part I - Corrections

- 1) It was vocally and somewhat aggressively stated that by removing invasive English Ivy from the trees and ground at the Westside Heronry, OCEP volunteers had driven away the resident heron colony by altering the heron's preferred habitat. Moreover, it was stated that the actions of OCEP were well-meaning but naïve, and that they certainly were not science-based. Nothing could be farther from the truth.

First, we ask you to consider the fact that English Ivy is invasive and has only been present in the Olympia area for approximately 50 years, whereas the Pacific Great Blue Heron have inhabited our shores since the receding of the glaciers, approximately 12,000 years ago. The fact that English ivy is a recent introduction contradicts the assertion that it is necessary or even desirable for the survival of the herons.

Secondly, of the three OCEP Board Members with Ph.D.'s, one has a Ph.D. in restoration ecology and actively teaches the subject for the Master of Environmental Studies graduate program at The Evergreen State College. As a practitioner, she has many years of experience in the field. Collectively, as scientists, we appreciate the need for research and due diligence.

Thus, before beginning restoration, we consulted with heron conservation groups throughout the Puget Sound region; additionally, we consulted with the Washington State Department of Fish and Wildlife. Moreover, our restoration activities directly follow the

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stewardship directives prepared for this site by the City of Olympia's Public Works Environmental Services Habitat Stewardship Program. That document is attached to this letter. Finally, our restoration activities have been guided by a Conservation Strategy memorandum for the West Bay Woods compiled by the regional land trust Forterra.

In short, the assertion of unintended harm by restoration activities carried out by OCEP confuses correlation with causation. In fact, while the herons did not breed at the Westside Heronry in the 2016 season, they did breed at the site in the 2015 season, which is documented and in the April 23, 2015 article in *The Olympian*, available here: <http://www.theolympian.com/news/local/article26125213.html>. In contrast, the predominant reason the herons did not breed in 2016 at the Westside Heronry was eagle predation, which drove the herons to the East Bay site. Heron movement underscores the inadequacy of preserving a circumscribed set of trees at a single location. Nature is dynamic, and animals adapt to survive. For Olympia's herons, this demonstrates the importance of providing an alternate breeding site, and not destroying their habitat should they not be present in one rookery for one or two breeding seasons.

Barring habitat destruction at the East Bay site, eagle predation is likely to drive Olympia's herons back to the West Bay site. Heron movement between breeding sites is a pattern; it is not arbitrary, nor are the locations arbitrary. It requires much less energy to inhabit an old breeding site than to find and create new site. In nature, energy conservation equates with survival. It is estimated that 40% of colony abandonment in the Puget Sound region is due to eagle predation. The remaining 60% is due to habitat destruction. There are many variables at play in wildlife biology. Humans control one variable: habitat destruction.

Finally, let us point out that OCEP and its activities enjoy substantial public support in Olympia. In addition, the City of Olympia has repeatedly and tangibly supported conservation at the Westside Heronry through technical and other in-kind support, such as applying Parks funds to purchase threatened areas in the West Bay Woods, and writing letters of support for OCEP grant applications. To date, we have received approximately \$200k in foundation and agency support, including most recently \$150k for the purchase of a 1-acre parcel from the Thurston County Conservation Futures Program. A proposal to conserve an additional 3 acres in the West Bay Woods was ranked competitively by the State of Washington's Recreation and Conservation Office this year and likely will be funded. Clearly, OCEP's activities have earned the respect they merit. The next step is to protect this progress with fair and effective regulation.

It was also asserted that by removing English Ivy from the forest floor, restoration left the ground denuded of plants. This is also false. The flat plateau where the herons nest are located was a holly plantation as late as the early 1950's. The combination of holly (also an invasive species) and dense English Ivy on the forest floor made it impossible for

understory forest plants to establish growth in the intervening years. Nearly every plant on the forest floor under the heron nests was planted in the last two years. In fact, OCEP, with foundation support, has installed nearly 5000 native plants in the area. It is true that not all plants survive. The summer drought of 2015 was particularly brutal. With the area occupied by herons, there was no way to water the young plants without disturbing the colony. Nevertheless, we estimate that approximately 75% of installed plants did survive, a percentage that is well within the norm for a typical year and frankly exceptional for a drought year. Accounts of plant death due to the drought are widespread, affecting many mature trees throughout the region.

- 2) It was stated that accounts of the herons' presence at the West Olympia Heronry was merely anecdotal. Again, this statement is provably false. The Washington Department of Fish and Wildlife has monitored this site on and off since at least 2005. The City of Olympia is in possession of these documents; they are also readily available to the public.

Part II - Recommendations

As stated orally during the January 23, 2017 public hearing, we do not think that the proposed ordinance is perfect. We would prefer stronger protections in each of the buffer zones. We do, however, find the bulk of the ordinance to be a common-sense compromise; one that is not an excessive imposition on property owners, while clearly underscoring the need for additional conservation. We point out that the ordinance is universally supported by West Olympia Heronry neighbors, who have made their homes in the vicinity of the heronry. Many of these neighbors provided oral testimony during the January 23, 2017 hearing.

Regulation exists to uphold the values and interests of the many, over the narrow interests of the few. Beyond the East and West side neighborhoods, habitat and species conservation is the first or second priority of a statistically significant pool of citizens in multiple surveys conducted by the City of Olympia. This ordinance update enjoys widespread community support.

However, the real measure of regulation is whether it will work, and whether it can work. The goal of this CAO update is to protect and preserve Olympia's sole Pacific Great Blue Heron colony. As such, protection and preservation must be its first yardstick of success.

Recently, an amendment to permit development on off-season years during the heron breeding season in the 'heron colony' was introduced. This amendment was presented publically for the first time at the January 23, 2017 public hearing. The working group established to help craft this proposed update to the CAO was not consulted on this amendment, and, we believe, would not support this change. Permitting development within the heron colony during a ten-year window should herons not be present by April 1 will not protect and preserve Olympia's sole Great Blue Heron colony.

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First, the 10-year window is not arbitrary; rather, it aligns with federal and state recommendations for Great Blue Heron protection and preservation. As stated previously, a small number of alternate breeding sites are critical for heron survival. Allowing development within the colony during the breeding season would completely remove the possibility for the herons to escape eagle predation at their secondary breeding site. Olympia's herons were on the West Side as late as April 23, 2015; about a month later they abandoned that site due to eagle predation. At this time, the entire colony moved to the East Side to an historic breeding site. There they successfully fledged a small number of chicks late in the season. Had development been allowed at the Eastside location – where after all no herons were present the year before - the herons would have been left with no alternate breeding site, and Olympia's heron population would have crashed.

There are approximately 9000 breeding individuals of the Pacific Great Blue Heron left in the world. We believe that our city must protect and preserve breeding sites for these animals. Thus, we cannot support the amendment. Should it remain, then we will withdraw our support for the entire ordinance. With the amendment, the ordinance is not workable and has a high probability of failure.

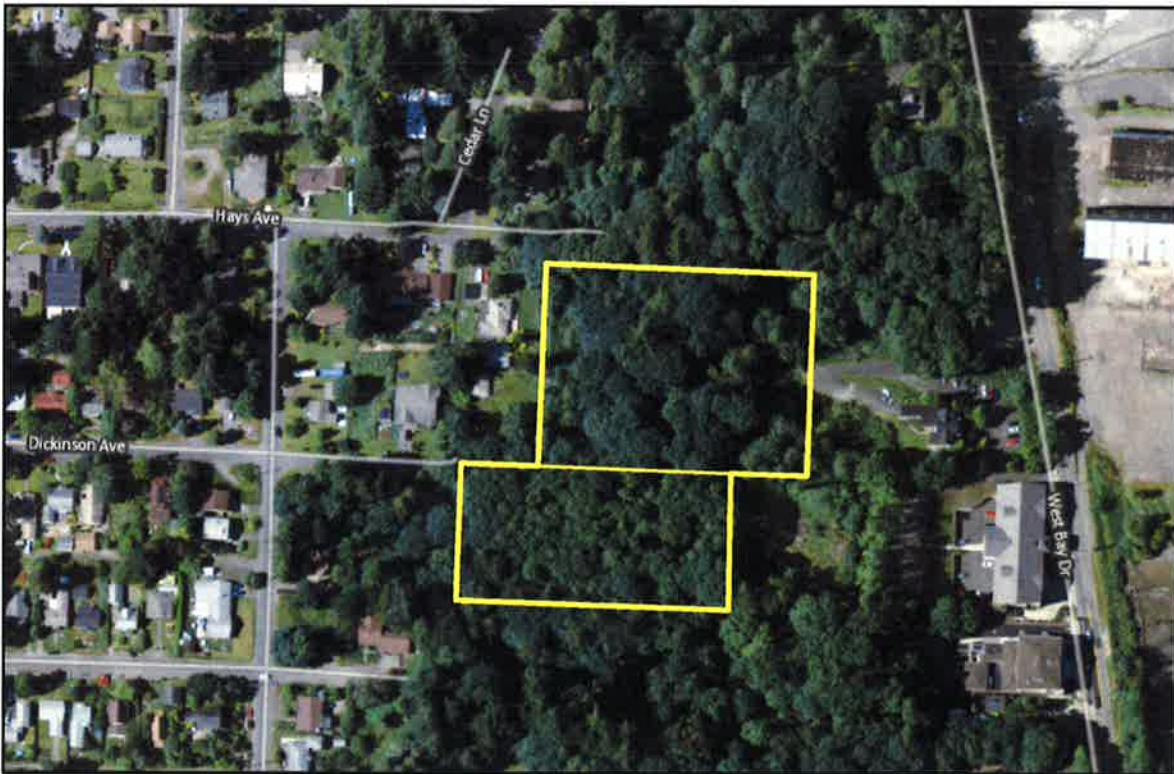
Sincerely,



Daniel R. Einstein, Ph.D.
Chairman, Olympia Coalition for Ecosystems Preservation

City of Olympia Public Works, Environmental services

Habitat Stewardship Program



Habitat Assessment for West Bay Heronry

May 2015

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1.0 Introduction

In 2012, the City of Olympia Utility Advisory Committee directed the Stormwater Planning & Implementation (now Environmental Services) section of Water Resources at Public Works to explore opportunities for strategic land stewardship by protecting and improving aquatic, riparian, and associated habitat within Olympia and its urban growth boundary. Following a detailed city-wide analysis, a Preliminary Habitat & Stewardship Strategy (City of Olympia 2014) was developed, which led to the creation of the Environmental Services (ES) Habitat Program in 2014. The program's mission is to "Partner with the community to protect, steward, and restore aquatic, riparian, and associated terrestrial habitats within Olympia's watersheds".

In late 2014, ES staff collaborated with landowner Alicia Elliott and the Olympia Coalition for Ecosystems Preservation (OlyEcosystems) in wildlife habitat enhancement activities on a 4.5 acre site, found near the intersection of Rogers St. NW and Dickinson Ave. NW. This site is of particular value as wildlife habitat because it is some of the last breeding and nesting habitat for the Pacific great blue heron (*Ardea herodias fannini*) found within Olympia city limits. This document presents the findings of Olympia ES staff regarding current habitat conditions and concludes with general maintenance and restoration recommendations. It is the goal of ES staff to form productive partnerships with like-minded community members and organizations, such as Alicia and OlyEcosystems, for the improvement of habitat and ecological function throughout the City of Olympia and Urban Growth Area.

1.1 Description of Project Site

The site is located on two properties, both purchased for habitat conservation by Alicia Elliott, with the support of OlyEcosystems, in 2014. The southernmost of the parcels contains the heron colony proper (county parcel # 09030002001; 1.87 acres); the northern parcel (#67400003600; 2.73 acres), has value for other wildlife, as a buffer for the breeding colony, and as a portion of the West Bay Woods wildlife habitat corridor envisioned by OlyEcosystems. Map 1 shows the parcels purchased for conservation, hereafter referred to as the West Bay Heronry. The habitat corridor would connect the West Bay Heronry with wooded properties to the north, as well as the Schneider Creek stream basin.

1.2 Site History

West Olympia's agricultural and residential development dates to the mid-1800s; the first wooden bridge between the west side and downtown was constructed in 1869. A more reliable concrete bridge was installed in 1919, allowing increased residential, agricultural, and industrial development. The heronry parcel was used as a holly (*Ilex aquifolium*) plantation as recently as the mid-1900s. Map 2 depicts a historic aerial photo of the site from 1947. The photo was georeferenced to show land use as of 1947 at the site and cross-referenced with the current Thurston County parcel layer. In this photo, a plantation of English holly is clearly visible. Since that time, the site has grown into a deciduous plant community and is currently heavily impacted by invasive vegetation. Further detail into the ecology of the site is provided below.

1.3 Ecological Background

Thurston County lies on a glacial plain, carved by the advance and retreat of the Vashon Glacier ~10 - 20,000 years ago. It is bordered by low-lying mountain chains to the south, west, and east, and by the Puget Sound to the north. The West Bay Heronry site is located on the west side of Budd Inlet, within the Olympia city limits. The area is geologically and topographically similar to the coastal regions and islands of the south Puget Sound. The parent material is typically Vashon-age glacial till. Historically, late successional forests in the area likely consisted of Douglas-fir (*Pseudotsuga menziesii*), western redcedar (*Thuja plicata*), western hemlock (*Tsuga heterophylla*), bigleaf maple (*Acer macrophyllum*), and grand fir (*Abies grandis*), with salal (*Gaultheria shallon*), Oregon grape (*Mahonia nervosa*), huckleberry (*Vaccinium* spp.) sword fern (*Polystichum munitrum*), and trailing blackberry (*Rubus ursinus*) in the understory. In wetter or more disturbed areas, one might find red alder (*Alnus rubra*), black cottonwood (*Populus trichocarpa*), Oregon ash (*Fraxinus latifolia*), willow (*Salix* spp.), and other faster growing deciduous tree species. The West Bay Heronry, at one time, probably held a late-seral, temperate forest plant community such as the one described above. This is evident by the redcedar found occupying a prominent space in the canopy of the north parcel, as well as the Douglas-fir located in the draw to the south, which is steeper and less likely to experience human disturbance. Some time after the land ceased to be managed as a holly farm, red alder likely seeded in naturally, along with a variety of invasive vegetation, leading to the site's current condition.

1.4 Basin Information

The West Bay Heronry lies within the watershed of Budd Inlet, with the basin flowing directly into West Bay. Map 3 shows the complete West Bay basin, from Cooper Point to Capitol Lake. A small intermittent stream flows along the southern edge of the heronry parcel, fed by runoff from the northwest Rogers Street and the neighborhood. An intermittent stream may flow through the north parcel; although no standing or flowing water was present at time of survey.

1.5 Goals & Objectives

The formation of OlyEcosystems was and land purchase for conservation, was in part, a response to the threat development on adjacent properties, including an access/road easement on the parcel currently owned by Alicia Elliott which would have cut directly through the heron colony. Now that the property has been acquired by Alicia for habitat conservation, ES staff are collaborating with her and OlyEcosystems to restore and improve habitat conditions on site, for the heron in particular, and also for other wildlife species that use the area. The fact that great blue heron are aquatic-dependent species, the relative rarity locally and sensitivity of their breeding colonies to disturbance, and desire to support community conservations efforts merit the Habitat Program's involvement.

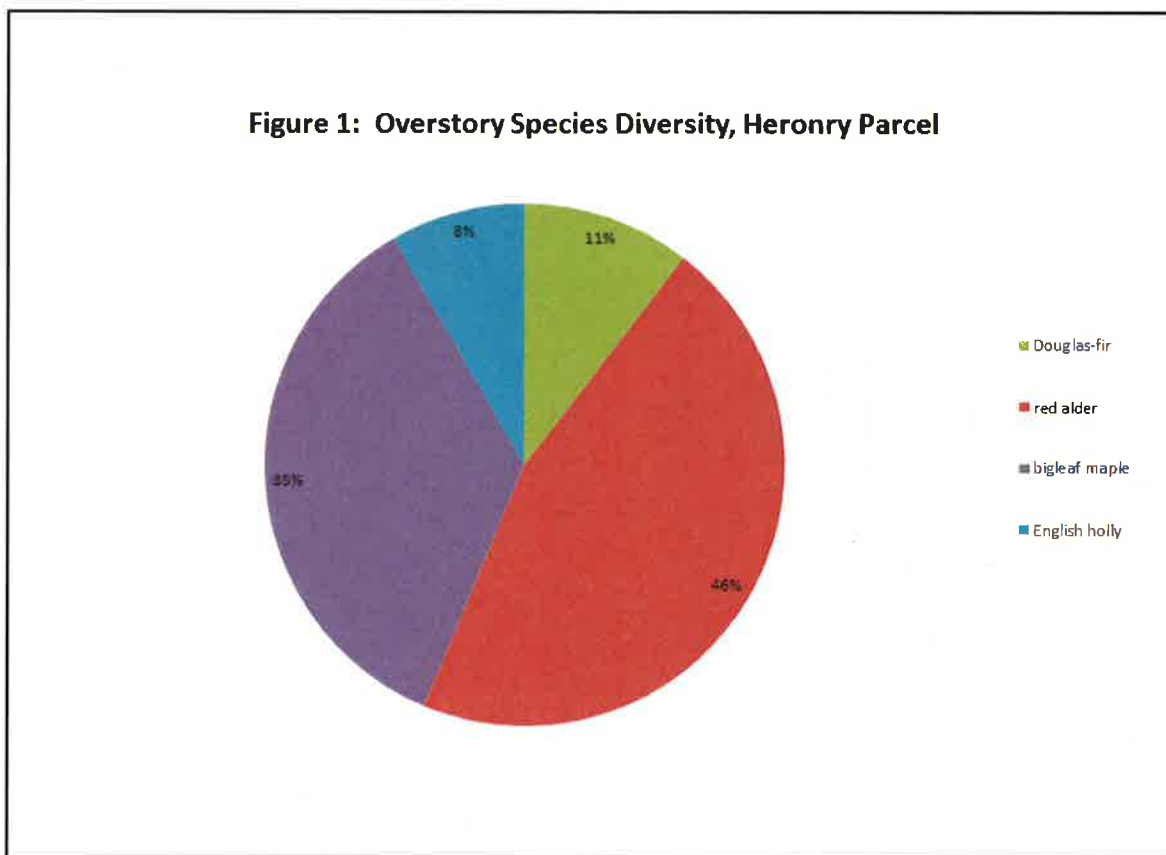
2.0 Current Site Conditions

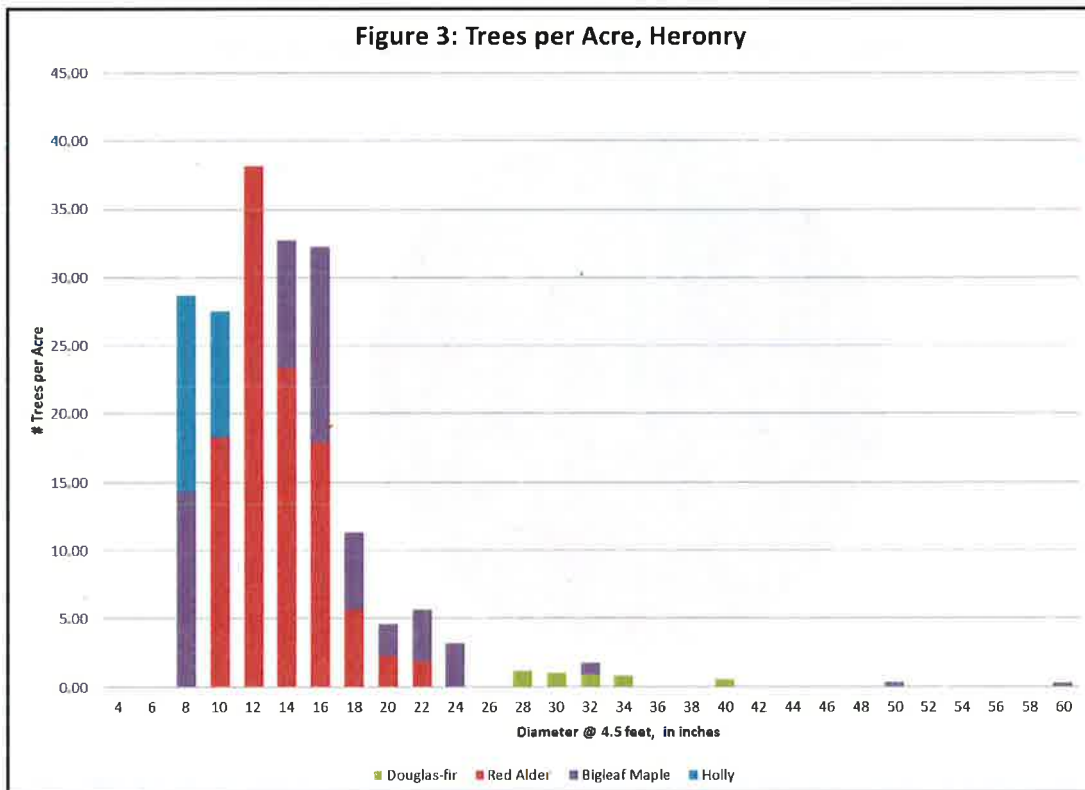
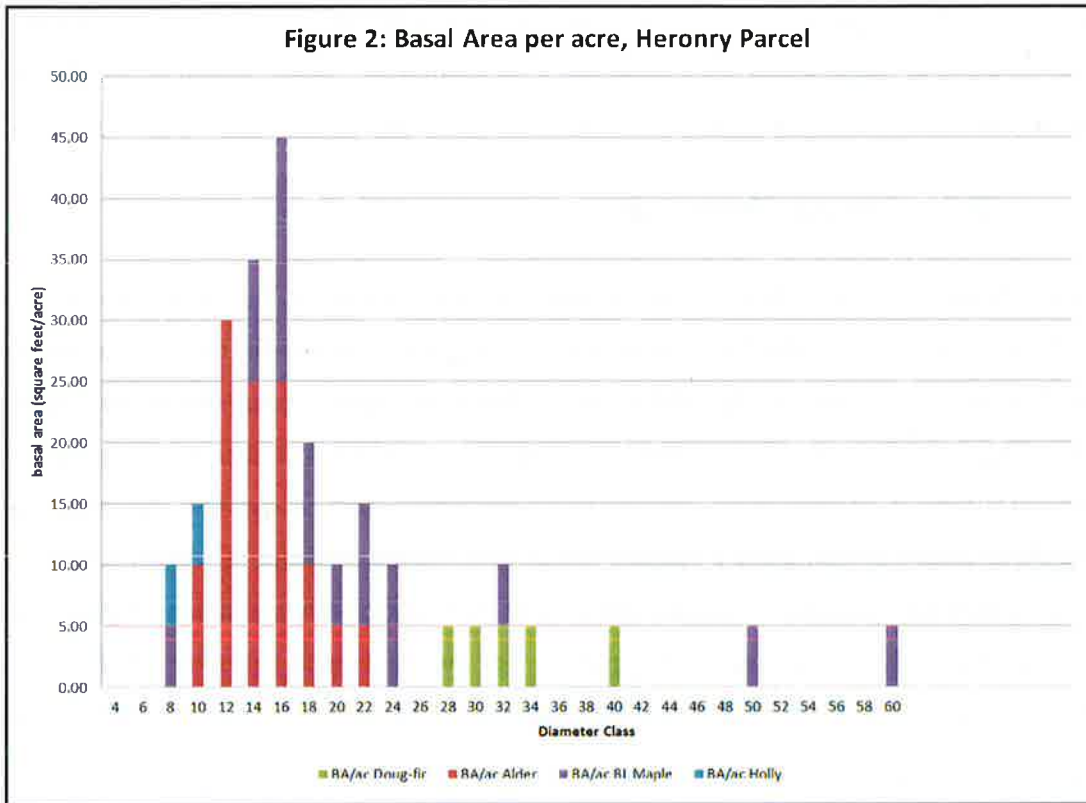
Current conditions and habitat elements of the forest were assessed using a five-part sampling methodology, which examined forest overstory, regeneration, plant community/ invasive plant coverage, snags, and downed wood on the forest floor. Data collected during the overstory survey allows the calculation of metrics such as basal area per acre, number of trees per acre, tree species distribution, and relative stand density; a measure long used by foresters to determine optimal stocking levels in a working forest (Reineke 1933; Curtis 1981). Relative stand density is also useful for determining stocking levels in forests managed as wildlife habitat (Bottorff et al. 2003). Tree seedling and sapling regeneration data allows the analysis of the future seral stages of the forest. Vegetation community analysis identifies native plant communities onsite, facilitating native species selection for replanting and restoration efforts. Approximate distribution and coverage of invasive vegetation was also determined during the vegetation survey, iden-

tifying future invasive plant removal efforts and allowing monitoring of vegetation community restoration success. Snag and downed wood surveys identify the current amount of dead wood within the forest, and can be used to predict future needs of these habitat elements.

2.1 Forest Overstory

Heronry Parcel: The overstory is primarily comprised of red alder, with a secondary component of bigleaf maple. The third most common tree species is Douglas-fir, found primarily within the draw along the southern edge of the parcel. The fourth species noted during the tree survey was English holly, normally considered a shrub species, which would be noted during the vegetation survey. However, the specimens found on site are large enough that they were tallied during the overstory survey using a variable-radius plot method of sampling (Avery and Burkhart 1983), possibly due to a legacy effect from the historic holly plantation. Figure 1 illustrates tree species diversity on the heronry parcel. The quadratic mean diameter (QMD, the diameter of a tree with average basal area for the site) for the heronry parcel is 14.9 inches. Basal

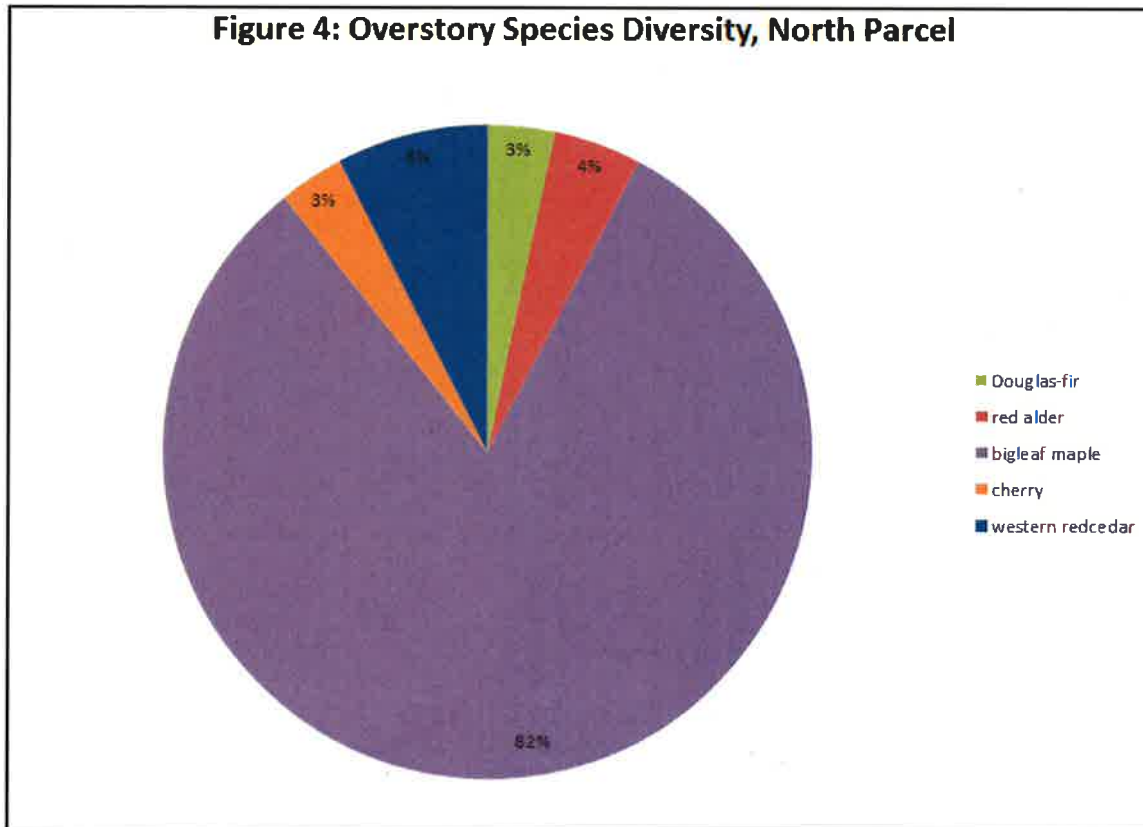


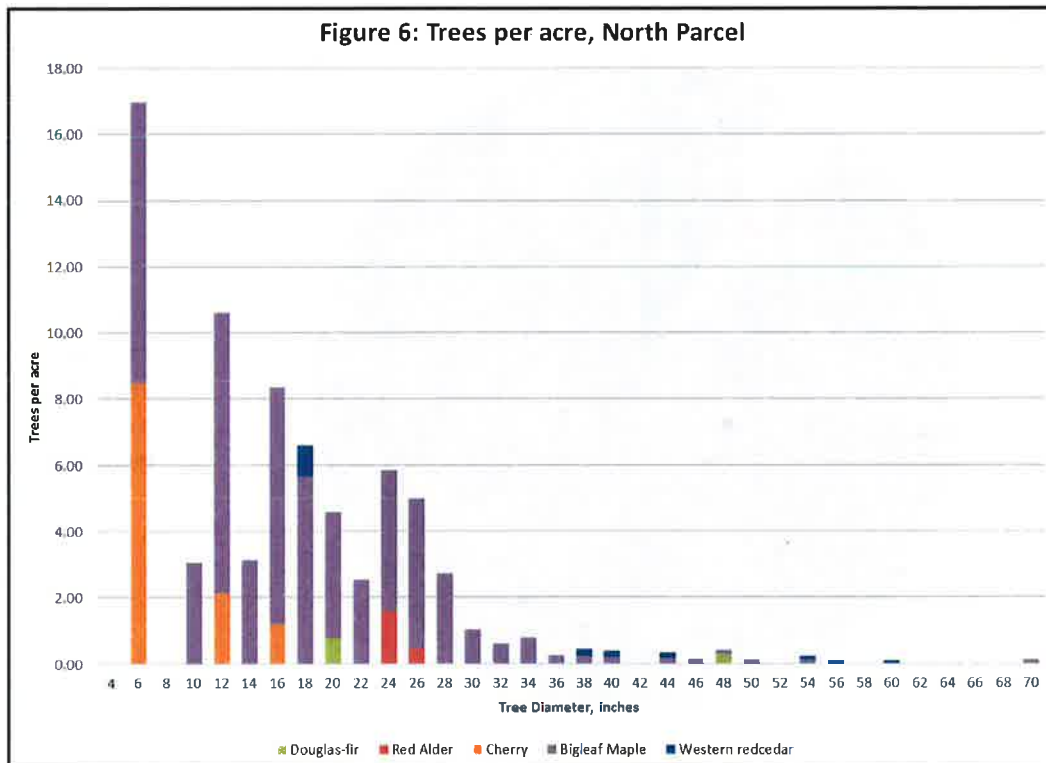
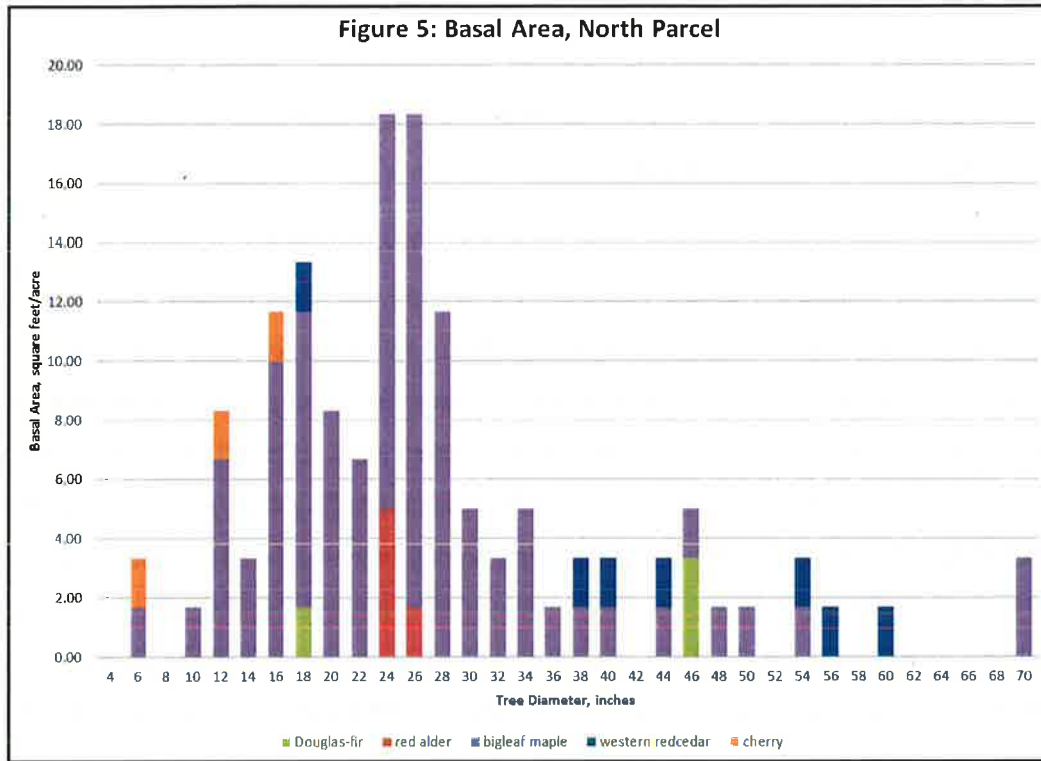


area is about 230 square feet per acre (Figure 2), and average number of trees per acre is 190 (Figure 3). Using a theoretical maximum stand density for red alder of 595, relative density for the heronry parcel is around 61%. What these numbers mean, and how they can be used for wildlife habitat management, is discussed below.

North Parcel: Trees on the north parcel are primarily made up of big-leaf maple, with a small amount of western redcedar, red alder, cherry [*Prunus* spp.], and Douglas-fir (Figure 4). QMD for the north parcel is 19.13 inches. Basal area is about 148 square feet per acre (Figure 5), and the north parcel has an average of 74 trees per acre (Figure 6). Again, using a maximum stand density of 595, relative density for the north parcel is about 35%. Bottorff et al. (2003) recommend a relative density within the range of 25-45% when managing even-aged Douglas-fir as wildlife habitat; the reason for this is that a lower stocking level would allow understory shrubs, as well as new seedlings, to thrive, creating more structural and species diversity within the forest. While Douglas-fir is not the dominant overstory species on this site, there are clear relationships between red alder canopy cover and understory growth (Grotta and Zobrist 2009). Puett-

Figure 4: Overstory Species Diversity, North Parcel





man et al. (1993) have created a density management guide for red alder forests, and while their guidelines optimize wood production, their techniques and the relationships between trees per acre and average diameter can be used for wildlife habitat management as well. Figure 7 is a diagram showing recommended “management zones” for red alder forests; according to this diagram, the heronry parcel is above recommended stocking levels for timber management, which are typically higher than stocking recommendations for wildlife.

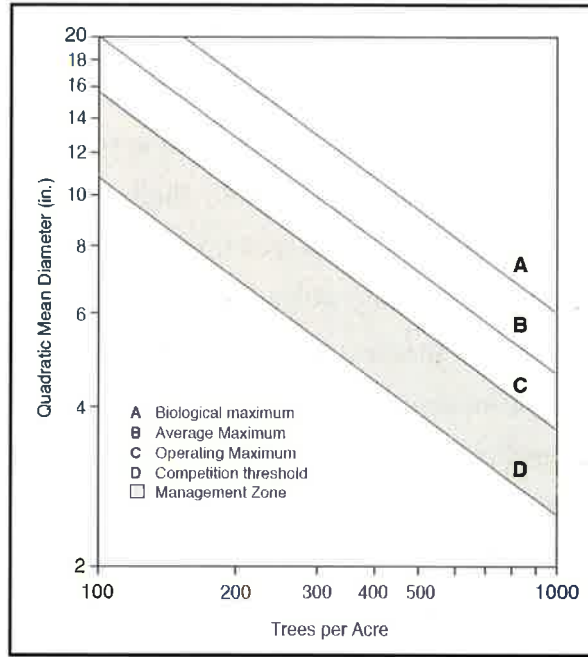


Figure 7: Red Alder (*Alnus rubra*) density management diagram (from Puettman et al. 1993)

2.2 Regeneration

Heronry Parcel: No tree regeneration was discovered on this site; the only woody species found growing in the understory were Indian plum (*Oemleria cerasiformis*) and invasive English holly, along with small amounts of beaked hazelnut (*Corylus cornuta*), as well as some salmonberry (*Rubus spectabilis*) in the southern drainage.

North Parcel: Again, very little tree regeneration was noted during the survey; no trees of seedling or sapling size (< 4 inches diameter @ 4.5 feet) were found on any sample plot. However,

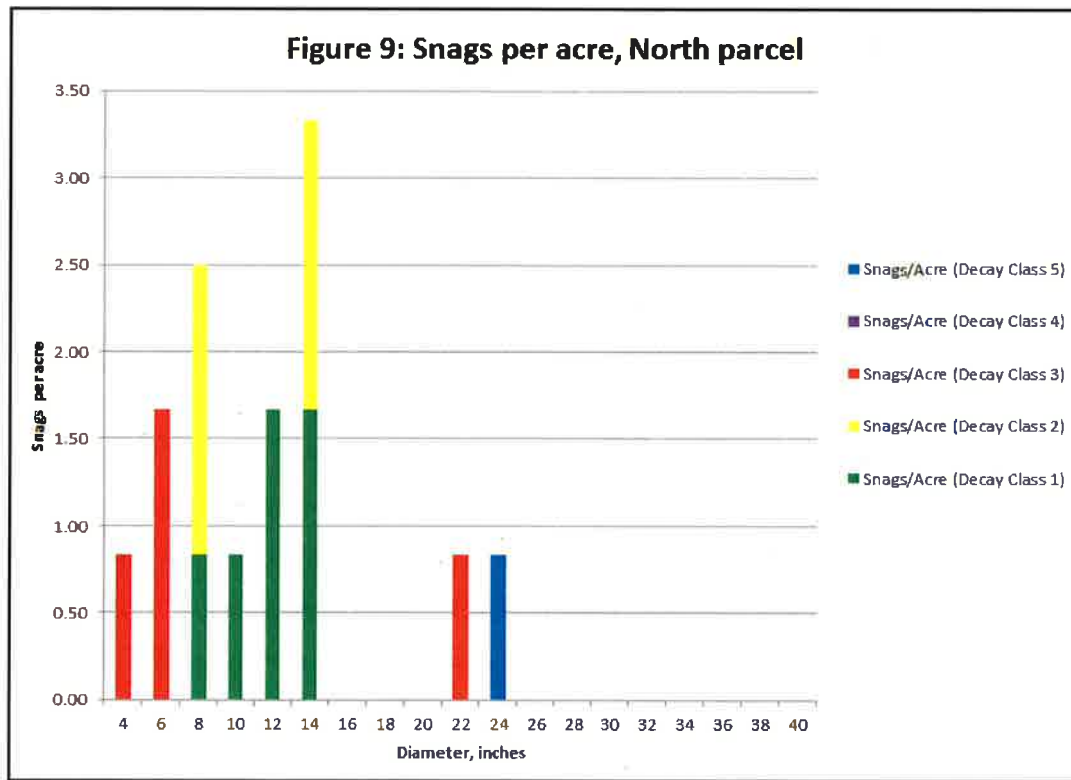
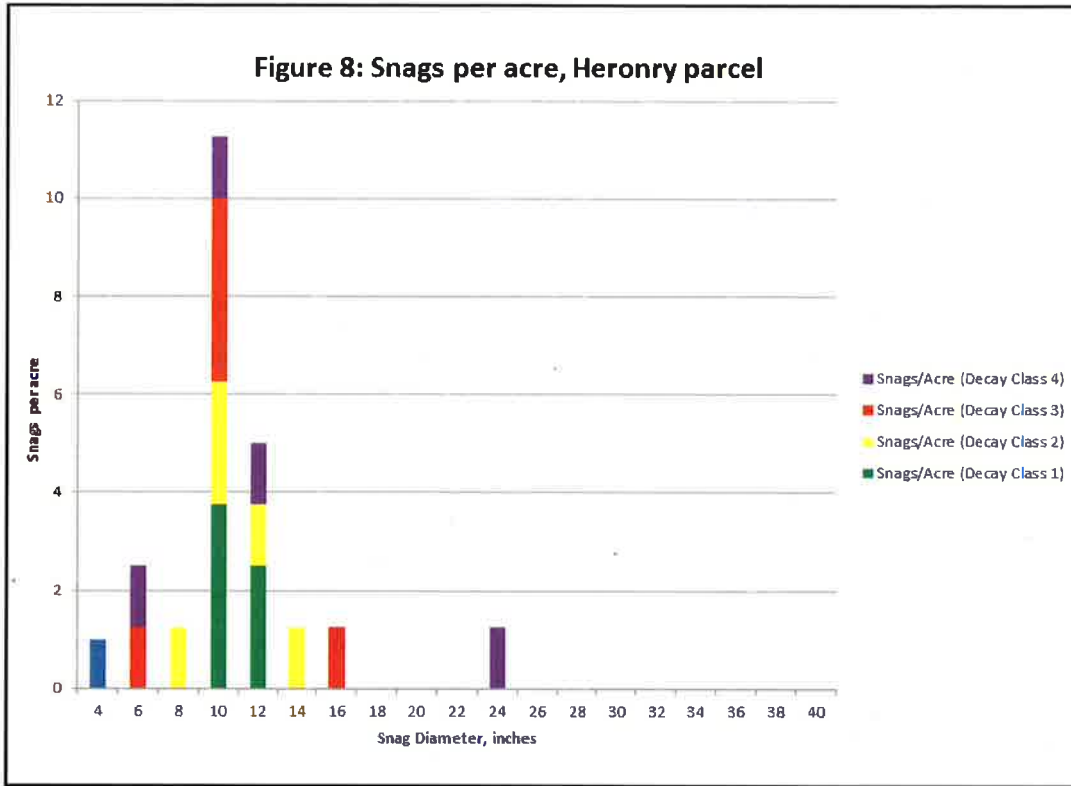
some small cherry, redcedar, and bigleaf maple were noted on the unit which did not make it into the sample.

2.3 Plant Communities

The majority of habitat on both parcels of the West Bay heronry appears to be part of a red alder/sword fern (*A. rubra/Polystichum munitum*) plant community (Chappell 2006). As mentioned in section 2.1, forest canopy is dominated by red alder, with a large component of bigleaf maple. Some Douglas-fir can be found on the southern and eastern borders of the heronry parcel, while the north parcel is home to a number of western redcedar, as well as small amounts of cherry. The heronry parcel also holds a number of large English holly shrubs and trees, likely left over from when the site was used as a holly plantation and seed from those mature plants. The shrub component of both parcels is dominated by holly, with more holly found on the southern parcel. The second-most common shrub on both sites was Indian plum, with small amounts of non-native one-seed hawthorn (*Crataegus monogyna*), beaked hazelnut (*Corylus cornuta*), and salmon-berry (*Rubus spectabilis*). Ground cover on both parcels was dominated by English ivy (*Hedera helix*), with the vine climbing into the canopy on many of the trees found on both sites. Map 4 illustrates density and distribution of *H. helix* on the two parcels. Restoration projects in late 2014/early 2015 have drastically reduced the amount of ivy on the heronry parcel, as well as installed a number of native forest plants. The newly-installed plantings had not been installed prior to the vegetation survey.

2.4 Snags

West Bay Heronry: Nineteen snags were found on eight 1/10th acre plots; this equates to an average of 23.75 snags per acre. Decay class was measured on a scale of 1-5, (1 would be a freshly dead snag and 5 showing advanced stages of decay). Bunnell et al. (2002) suggest one large (> 12-inch diameter) snag, and 4-8 smaller snags per acre, as a target for acceptable snag habitat in Pacific Northwest forests. The West Bay heronry contains an average of 20 smaller snags and 3.75 larger snags per acre, well over the suggested target range (Figure 8).



North parcel: The north parcel held a smaller number of snags per acre, at 12.5. Of these, 7.5 snags were 12 inches or less, while 5 per acre were in the larger diameter range. While this is substantially less than the heronry parcel, it is still within the target range (Figure 9).

2.5 Coarse Woody debris

West Bay Heronry: While the value of coarse woody debris (CWD) on the ground as a habitat element has been known for years (Thomas 1979), ideal amounts and spatial distribution of downed wood can be difficult to determine. Bunnell et al. (2002) found that volumes of 1400-2800 cubic feet per acre, with a variety of log sizes, should sustain most users of downed wood. During the CWD survey, an average of 1793.25 cubic feet of downed wood per acre was found on the heronry site, within the recommended target range mentioned above.

North parcel: The north parcel had a much higher volume of CWD per acre than the heronry site, with 2724.04 cubic feet of CWD per acre. This may be due to trees being prematurely taken down by English ivy climbing into the canopy adding weight and surface area for wind exposure.

2.6 Great Blue Heron Breeding, Nesting, & Foraging Habitat

The colony found on site appeared to contain 12-15 nests at the time of the survey (non-nesting season) and occupied approximately 20,000 square feet (about one half acre). Nests are large (3 ft. + in diameter), and found in the upper portions of the 70-80 foot red alder. A likely reason for the existence of the heron colony at this location is the proximity to foraging areas; Map 6 shows the intertidal estuarine habitat, as identified by Washington Department of Fish & Wildlife (WDFW), found within 3 km of the West Bay Heronry. Key foraging grounds for this colony are likely located in shallows and mudflats along the shoreline of Budd Inlet in close proximity to the colony within 3 km of the rookery (Azerrad 2012). Though invasive plants, such as English ivy and holly will eventually lead to a net loss in habitat diversity for the site, and may even prevent new trees from establishing, the horizontal and vertical visual screening of the nests which these plants provide may have been another factor in the heron choosing this site for a nesting colony.

2.7 Fish, Riparian, & Wetland Habitat

No areas on either the heronry parcel or the north parcel have been identified as containing riparian, wetland, or stream habitat. The herons nesting at the site are wetland and estuary dependent species. This association along with the relative scarcity of local nesting populations supports the involvement of the Habitat Program in site stewardship and technical assistance.

A ravine along the south edge of the heronry parcel contains an intermittent stream fed by storm-water runoff originating off of Rogers St. NW and the surrounding neighborhood and likely some groundwater inputs. This small channel contains some wetland-associated plants, such as skunk cabbage (*Lysichiton americanum*) and salmonberry, though the majority of these types of plants were located further down the ravine, and not on the West Bay Heronry parcel. On the north parcel, some small hillside seeps and other hydrologic activity resulted in small microsites with wetland characteristics; as none of these microsites are greater than 1000 square feet, part of a wetland mosaic, or considered as critical habitat to a WDFW listed or priority species, these micro-wetlands are likely not subject to critical areas protection.

2.8 Other Wildlife Use

A variety of other wildlife species have been identified using the site, including black-tailed deer (*Odocoileus hemionus columbianus*), raccoon (*Procyon lotor*), eastern grey squirrel (*Sciurus carolinensis*), Virginia opossum (*Didelphis virginiana*), Steller's jay (*Cyanocitta stelleri*), American robin (*Turdus migratorius*), and American crow (*Corvus brachyrhynchos*). Similar species of wildlife can be found on the north parcel, and in the more open areas, extensive evidence of mountain beaver (*Aplodontia rufa*) activity was found.

3.0 Recommendations

Collected data was used to develop recommendations to optimize the habitat value of the West Bay Heronry parcels and protect nesting herons from disturbance. Why great blue heron have chosen this site for nesting is unknown, but key issues have been identified which may threaten the health of the forest on the site. This may eventually force the colony to migrate to property that is not protected for conservation. This is also a natural response as landscape conditions

change over time in both natural and urban environments with various forest and vegetation communities developing and changing in response to disturbance and forest succession. This dynamic speaks to the need to conserve appropriate forested parcels within a reasonable proximity to key foraging ground capable of supporting a breeding colony (alternative nesting sites) in addition to protecting the current colony location from disturbance. WDFW's guidance on heron management describes stand traits and proximity to consider (Azerrad 2012).

Other general recommendations aim to improve the habitat for all wildlife users, increasing diversity of the on-site forest, understory, and planting screening vegetation from the surrounding residences, neighborhood, community residents and their pets. Perhaps the most pressing long term issue with forest health at the West Bay Heronry is the age and decadence of the overstory canopy, and little to no seedling regeneration occurring underneath. The forest is comprised of a deciduous closed canopy of trees approaching the end of their life. If no new seedlings exist to replace the dying canopy, then the site will degenerate into a brush patch filled with noxious and invasive vegetation, such as English ivy and Himalayan blackberry. The infestation of English ivy on the ground across much of both parcels may be preventing seedlings from establishing.

The site should be protected from disturbance from the early nesting season in February through the month of August; a split-rail fence, installed by OlyEcosystems with help from volunteers, is an effective way to limit traffic on the retired road bed which cuts through the colony. It is recommended that trees and shrubs be planted along the perimeter of the West Bay Heronry site, to further screen the colony from disturbance. WDFW has published recommendations for management of great blue heron habitat (Azerrad 2012); these guidelines should be used to protect and minimize disturbance at the colony site. As per WDFW guidelines, ES recommends more accurate identification of nesting and overlapping trees, to obtain a more accurate boundary for the nesting colony. Buffer sizes and locations are displayed on Map 7; buffer distances are based on the density of development within $\frac{1}{4}$ mile of the nest colony. In urban areas, a year-round buffer of 197 feet is recommended; for suburban or rural areas, the buffer is increased to 656 feet ($\sim\frac{1}{8}$ mile). From February to September; it is recommended that unusually loud activities (> 92 decibels) be prohibited from occurring within the $\frac{1}{8}$ mile seasonal buffer. Extremely loud activities (an example would be rock blasting) should be prevented from occurring during the nesting season within $\frac{1}{4}$ mile of the colony location.

3.1 Invasive Management

Currently, Olympia has not developed a city-wide Integrated Pest Management (IPM). The Parks, Arts, and Recreation Department has their own policy that applies to property under their management. Until a policy addressing our City's needs and standards is developed, pest and vegetation management recommendations for the City will be based on the Thurston County IPM policy (Thurston County 2013). Through several meetings between OlyEcosystems and ES staff, it was determined that the best control strategies for the two parcels are mechanical removal, including hand-pulling of ivy and English laurel, as well as the girdling or cutting of English holly on site. While the holly may resprout from the base below the point of girdle or stump, this treatment should slow the spread of seed from the mature holly trees, and the standing dead stems continue to provide habitat as cover and as snags. Suckers sprouting from the base of the holly will need to be cut annually (or more frequently) for a number of years to exhaust the root reserves.

3.2 Restoration Planting

It is recommended that any area in which invasive vegetation is removed be promptly replanted with native vegetation, to reduce erosion and prevent invasive plants from reestablishing in the site. Due to the lack of regenerating seedlings within the forest, it is recommended that shade-tolerant tree species be used to underplant the alder/maple overstory. A mix of conifers is recommended, such as western redcedar and Sitka spruce (*Picea sitchensis*) in the wetter areas, and western hemlock (*Thuja heterophylla*) or grand fir (*Abies grandis*), in dryer, shaded sites. A mixture of native understory shrubs including low Oregon grape (*Mahonia nervosa*), Indian plum, salmonberry, oceanspray, and vine maple would be appropriate. This will help recreate the natural plant succession on a site in absence of invasive vegetation. In areas of disturbed ground after removal of dense ivy woody mulch, straw, and/or native seeds should be spread to prevent erosion.

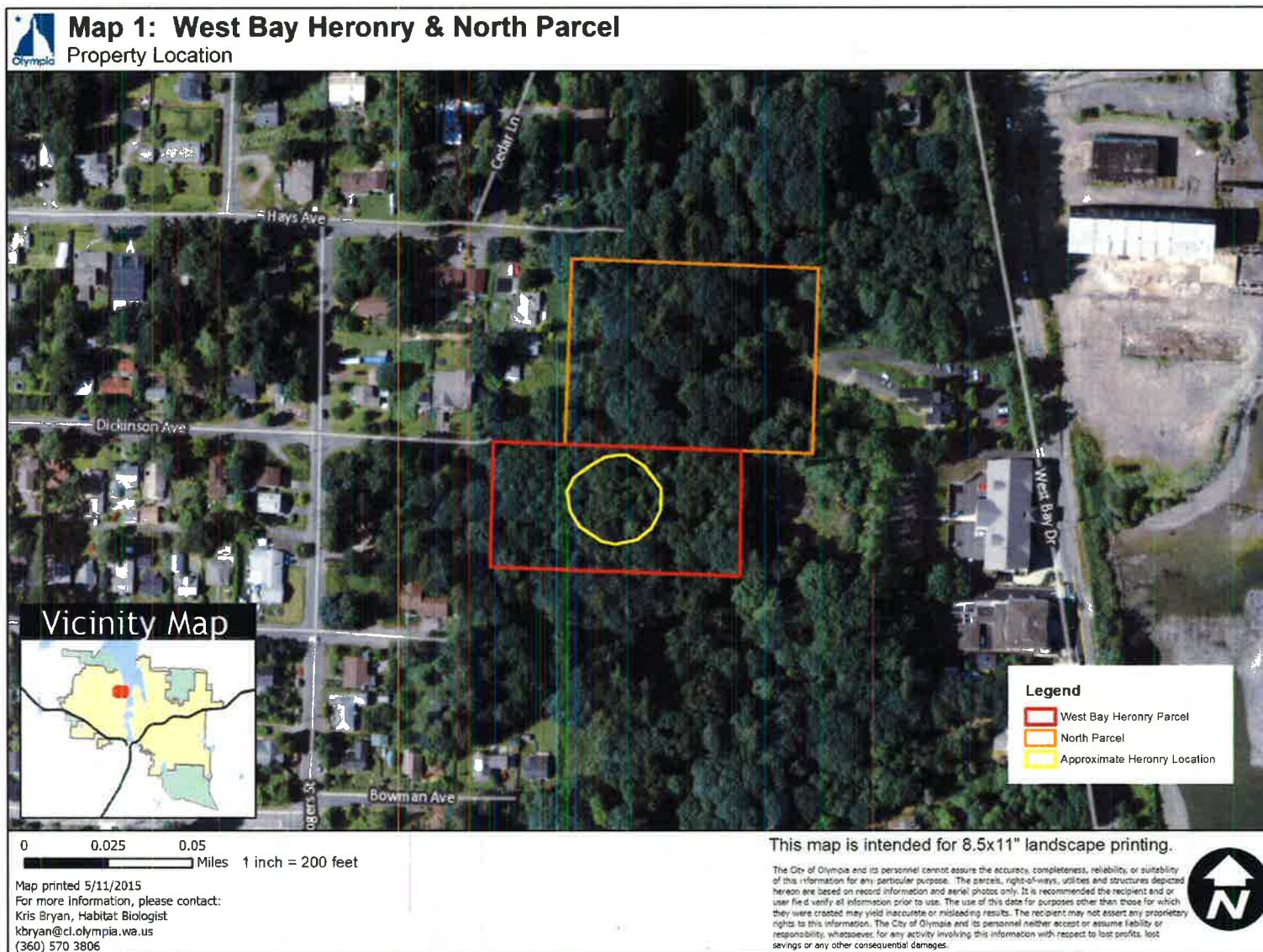
In January of 2015 800 native plants were planted on the heronry parcel where ivy had been removed by a contract crew hired by Alicia and OlyEcosystems over approximately 0.5 acre. The bulk of this area was also mulched during the January 21st event and the next weekend. See Table 1 on the following page for a plant list.

Species	Quantity	Stock Type
cascara	20	#2
Douglas fir	20	#5
hazelnut	14	#1
Indian plum	150	#1 and BR
low Oregon grape	66	#1
Nootka rose	25	#3
oceanspray	15	#1
western red cedar	25	#1
salmonberry	100	BR
sword fern	350	#1 and BR
vine maple	112	#1 and BR
Total	897	

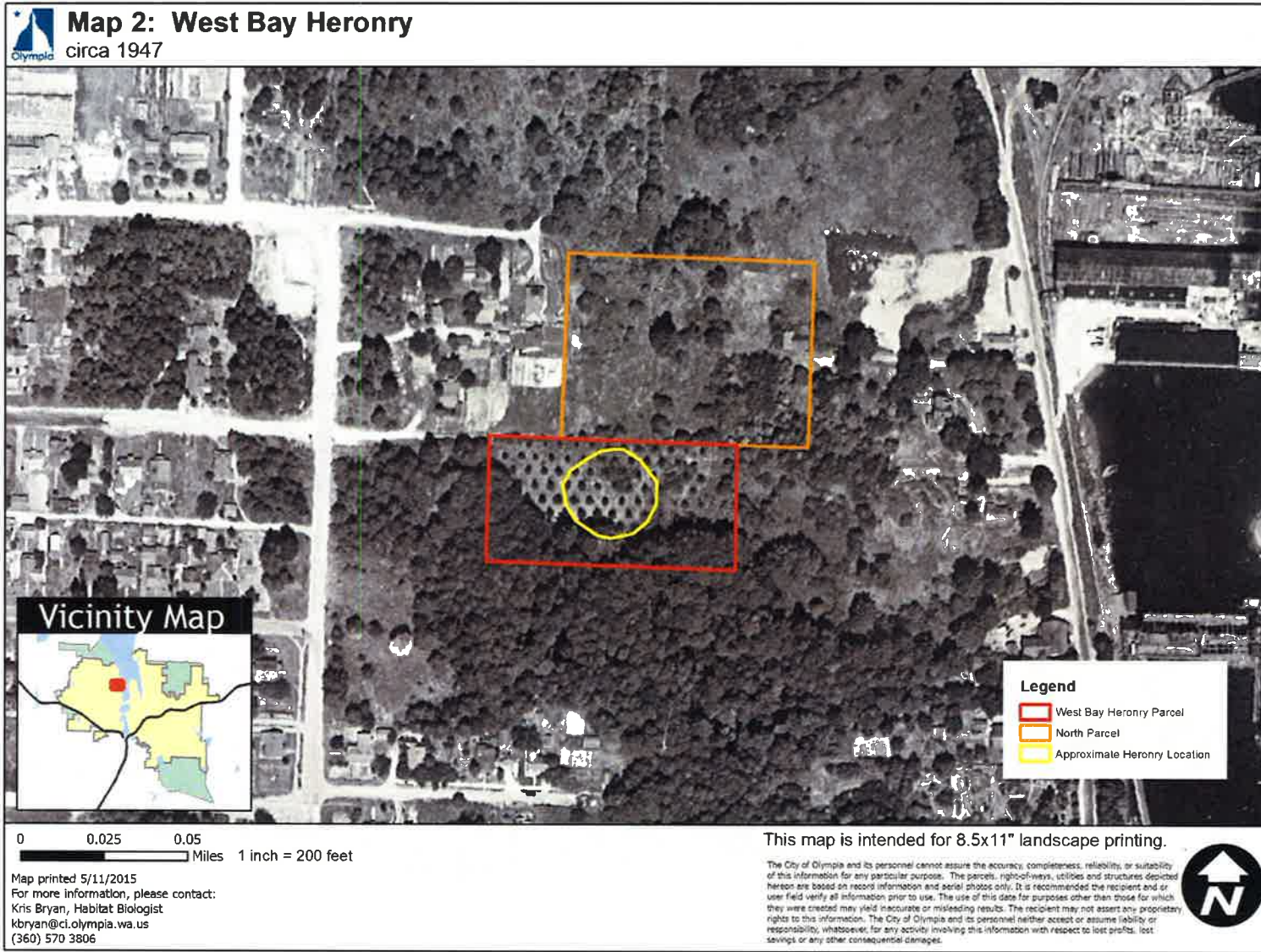
Table 1: Plant List from Martin Luther King Jr. Day event, 2015

Works Cited

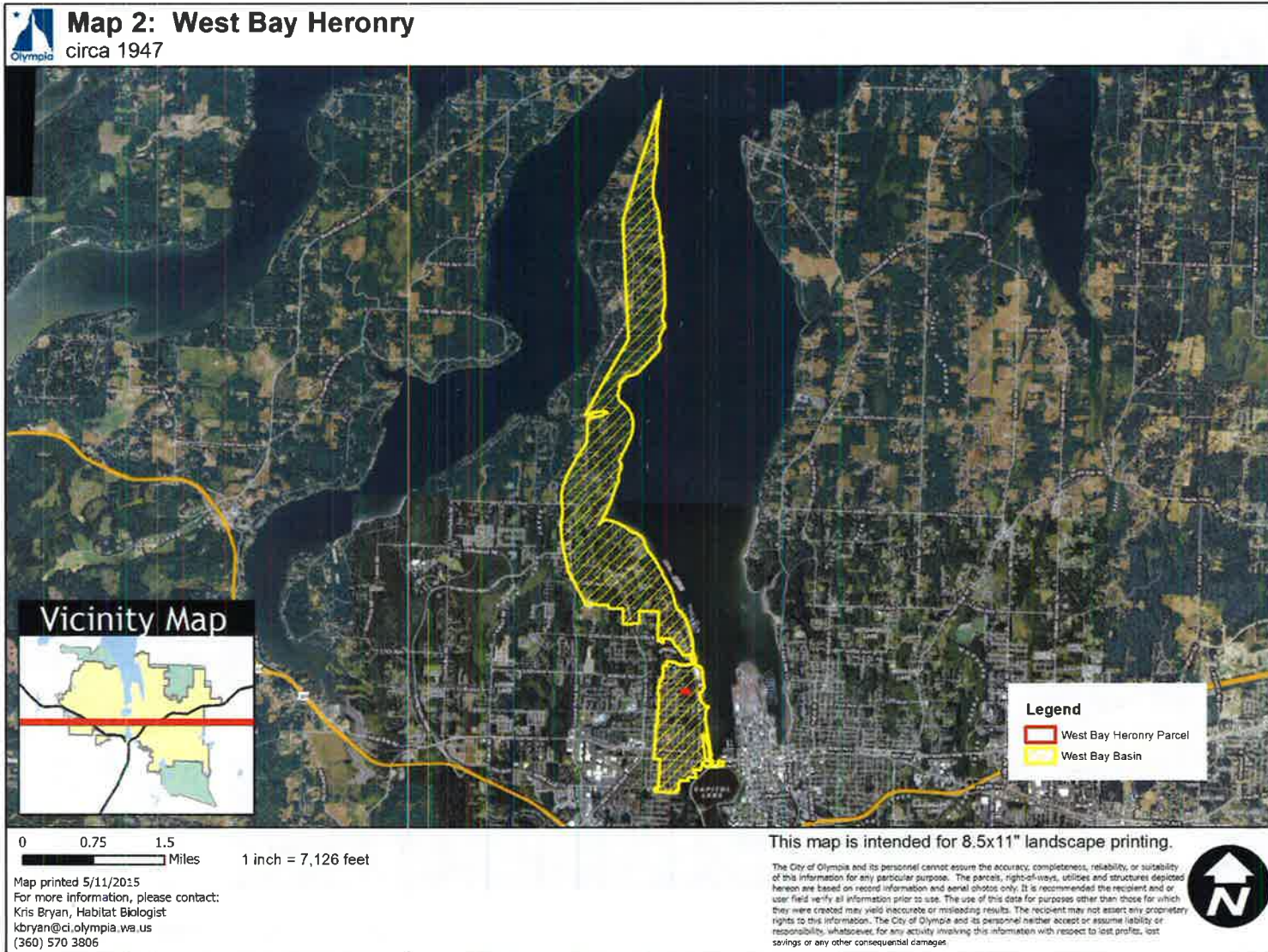
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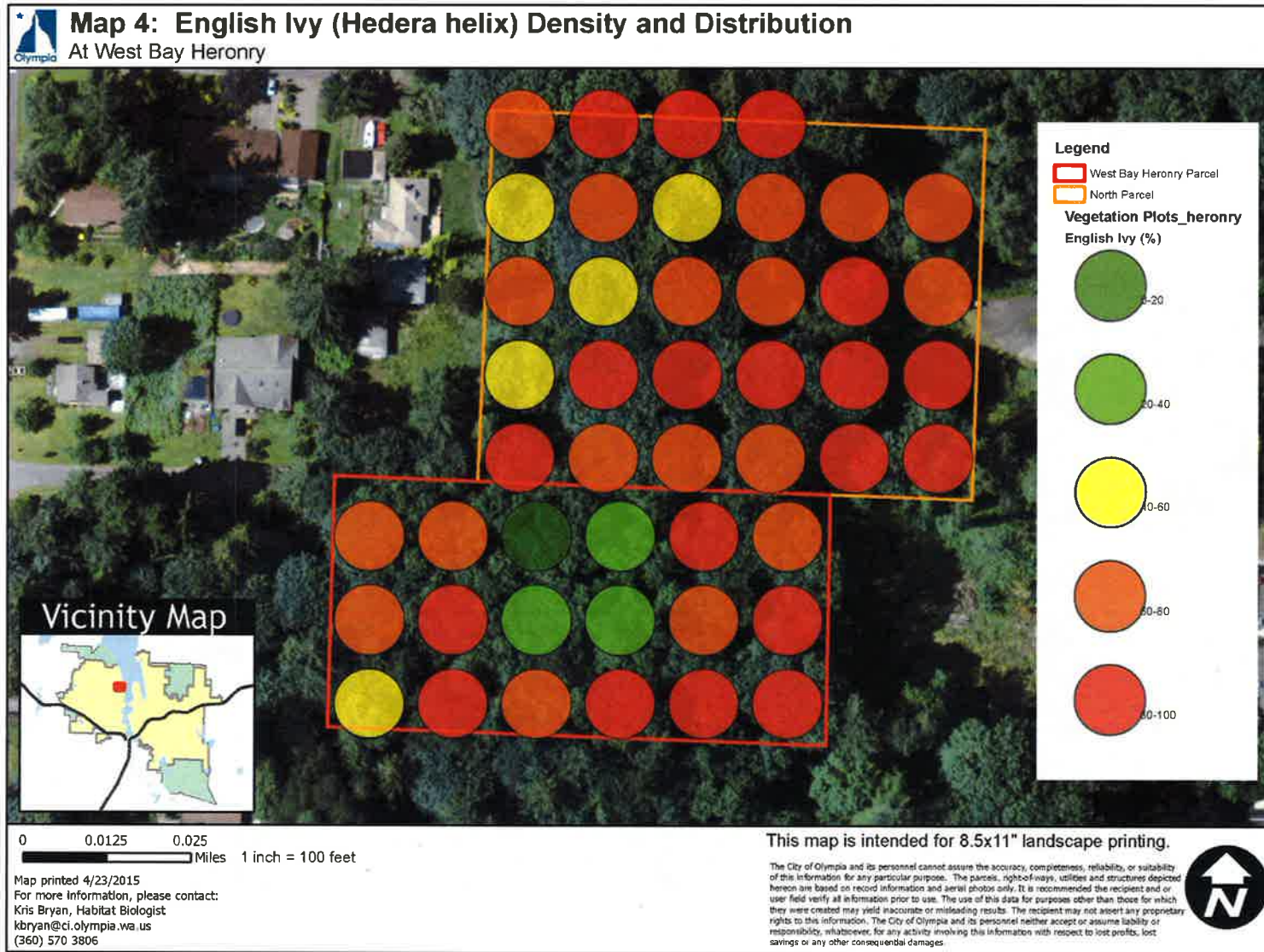
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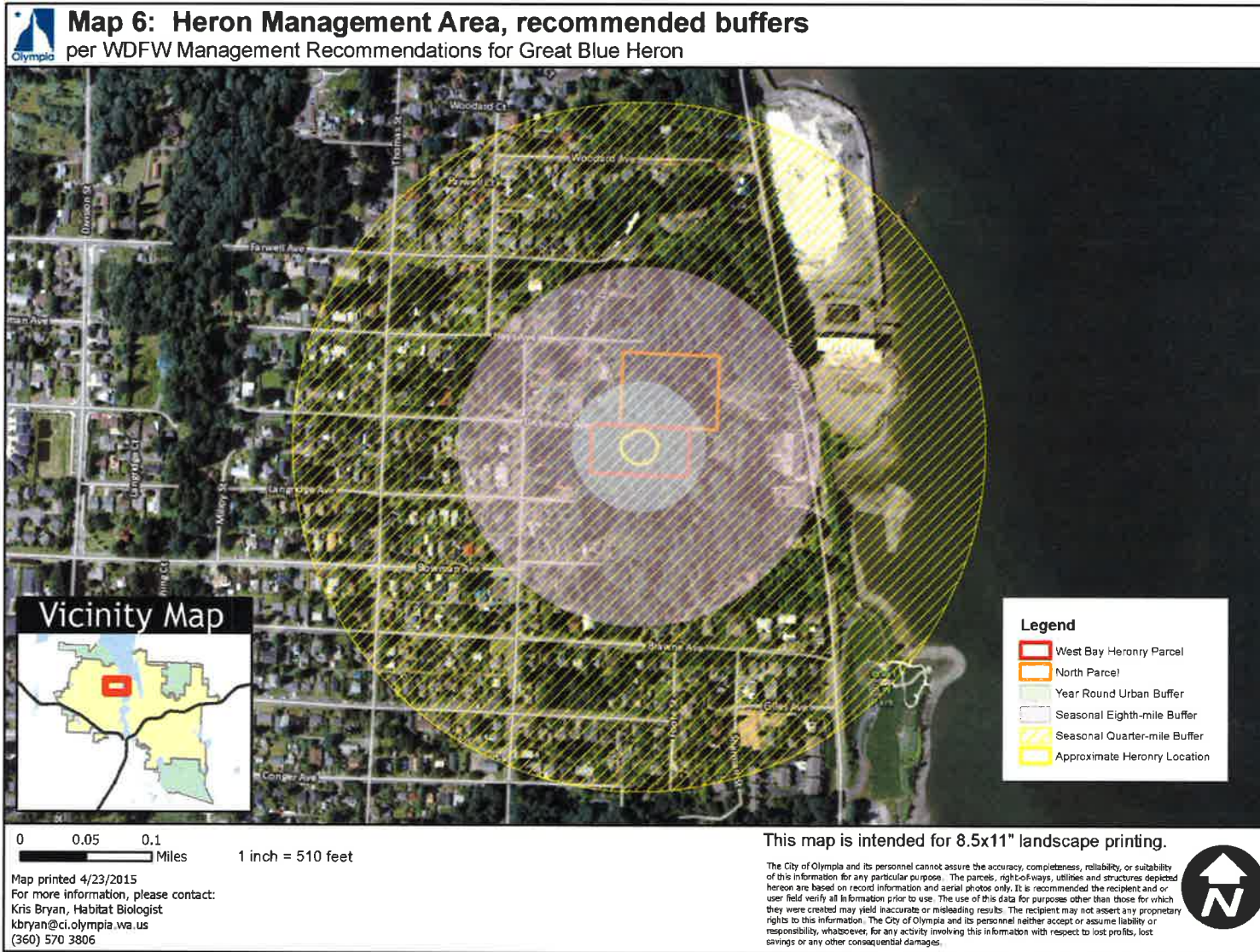
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Planning Commission

Approval of the draft Planning Commission Work Plan

Agenda Date: 2/6/2017
Agenda Item Number: 6.C
File Number: 17-0107

Type: decision Version: 1 Status: In Committee

Title

Approval of the draft Planning Commission Work Plan

Recommended Action

Move to approve the draft 2017-2018 Planning Commission Work Plan and forward to the General Government Committee for consideration.

Report

Issue:

Whether to proceed with finalization of the work plan.

Staff Contact:

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

Presenter(s):

Joyce Phillips, Community Planning and Development

Background and Analysis:

At the request of City Council, each city advisory committee forwards a recommended Work Plan to the Council early in the calendar year. The General Government Committee of Council meets with advisory committee chairs to discuss the proposed work plans and forwards a recommendation to the full Council for approval. Advisory committee annual work plans are effective April 1 through March 31.

The ultimately approved work plan establishes a set of tasks for the Planning Commission during the twelve-month period. The Chair, and sometimes other officers, then coordinates with the Commission's staff liaison to establish a general calendar and agendas for each meeting. Note that during the course of a year it is possible for the Council to add new items to the work plan.

Neighborhood/Community Interests (if known):

General public interest is anticipated on several of the topics to be considered.

Options:

1. Approve the draft Work Plan as proposed

2. Modify then approve the draft Work Plan
3. Continue working on the draft and consider additional modifications at the next meeting

Financial Impact:

Development of the work program is included in base budget; however specific work items could have financial impacts.

Attachments:

Draft Work Plan

*** DRAFT * * Olympia Planning Commission - 2017 Work Plan * * DRAFT * January 25, 2017**
(April 1, 2017 to March 31, 2018)

The Olympia Planning Commission (OPC) is expected to hold 22 regular meetings plus one “retreat” during this period. In addition, a “Finance” subcommittee will be formed to review the annual Capital Facilities Plan update. Special meetings may be held and other subcommittees may be formed if necessary or to more efficiently complete the work plan. Staff liaison to OPC is Senior Planner Joyce Phillips of the Community Planning and Development Department (jphillip@ci.olympia.wa.us; 360.570.3722).

[Note that the far-right column is for purposes of reviewing the proposed work plan and is NOT to be part of work plan officially approved by Council.]

Section 1. 2017 Policy Issues – Recommendations to City Council Commission recommendations on these items would be forwarded to the City Council. Recommendations may be conveyed in writing, directly by the Commission chair or a delegate, or by City staff. Unless otherwise noted, staff estimates there is sufficient professional and administrative staff time to support Section #1 in 2017. In general these work items are tasks that State law or local rules require the Commission to perform. Estimated 62 meeting hours; approximately 75% percent of overall commission effort.						
Title and Description	Estimated Commission Meeting Time	Estimated Staff Commitment (Direct support for Commission role)	Schedule (Estimated Completion)	Budget Implications	Commission Role	Source of Proposal
1.1 Review 6-year Capital Facilities Plan (CFP) <ul style="list-style-type: none"> • http://olympiawa.gov/city-government/budget-financial-reports.aspx Review the Preliminary CFP, hold a public hearing and identify whether proposals comply with the adopted City Comprehensive Plan. Deliverable: Public Hearing and recommendation to City Council.	2 hours; plus 6 or more hours of subcommittee meeting time	CP&D staff: 14-18 hours Other citywide administrative and planning staff: 10 hours	Subcommittee formed in April; Commission to conclude review in September.	Included in base budget.	Detailed review and recommendation	City Staff – an annual update is customary for Olympia
1.2 Annual Comprehensive Plan Amendments <ul style="list-style-type: none"> • http://olympiawa.gov/city-government/codes-plans-and-standards/olympia-comprehensive-plan.aspx Collective review of private and public proposals to amend the Comprehensive Plan. Specific proposals to be reviewed are determined by Council prior to referral to Commission. Deliverables: Public Hearing and recommendation to City Council.	12 hours - dependent on scope, nature and controversy of proposals	CP&D staff: 24 to 40 hours Other department support: 24 to 40 hours	June	Included in base budget	Detailed review and recommendation	Council referrals may include Bentridge Village, Transportation Maps, Briggs Village and Tsuki Corner.

<p>1.3 Downtown design criteria update</p> <ul style="list-style-type: none"> http://olympiawa.gov/community/downtown-olympia/downtown-strategy.aspx <p>Amendment of development code consistent with pending downtown strategy.</p> <p>Deliverable: Public Hearing and recommendation to City Council.</p>	<p>4 hours</p>	<p>CP&D staff: 10 hours - may include consultant</p>	<p>March, September</p>	<p>Dependent on scope</p>	<p>General review and recommendation</p>	<p>City staff</p>
<p>1.4 Scenic view code amendment – downtown area</p> <ul style="list-style-type: none"> http://olympiawa.gov/community/downtown-olympia/downtown-strategy.aspx <p>Amendment of development code relative to views to, from and over downtown area. This item is phase one of two to implement the new Comprehensive Plan; phase one is related to the downtown strategy below.</p> <p>Deliverable: Public Hearing and recommendation to City Council.</p>	<p>3 hours</p>	<p>CP&D staff: 10 hours plus consultant</p>	<p>March, September</p>	<p>Funded as part of downtown strategy scope Included in base budget</p>	<p>Detailed review and recommendation</p>	<p>City staff</p>
<p>1.5 SEPA- and Code-related regulation amendments – downtown area</p> <ul style="list-style-type: none"> http://olympiawa.gov/community/downtown-olympia/downtown-strategy.aspx <p>Review and revision of local SEPA regulations and development regulations regarding to downtown; may include updates responsive to State rules.</p> <p>Deliverables: Public Hearing and recommendation to City Council.</p>	<p>3 hours</p>	<p>6-20 hours</p>	<p>March, September</p>	<p>Included in base budget</p>	<p>Detailed review and recommendation</p>	<p>City staff</p>
<p>1.6 Zoning map and development code text amendments</p> <p>Review of any privately proposed or Council-initiated amendments to the City’s development regulations. Staff estimates that two to four will be considered in 2017.</p> <p>Deliverables: Public Hearing and recommendation to City Council.</p>	<p>2 hours per proposal</p>	<p>CP&D staff: 4 to 10 hours per proposal</p>	<p>Dependent on timing of proposals</p>	<p>Included in base budget; private applicants pay a \$3200 fee.</p>	<p>Detailed review and recommendation</p>	<p>Placeholder for new proposals. May include Capitol Campus rezone.</p>

<p>1.7 Sign code amendment</p> <ul style="list-style-type: none"> • www.olympiawa.gov/signcode <p>Amendment of development code in response to changing technology and recent Supreme Court first-amendment ruling</p> <p>Deliverable: Public Hearing and recommendation to City Council.</p>	<p>4 hours</p>	<p>CP&D staff: 10 hours plus consultant</p>	<p>May</p>	<p>Consultant contract from 2016 and 2017 funds</p>	<p>General review and recommendation</p>	<p>City staff</p>
<p>1.8 Low density neighborhood "in-fill" code amendments (aka Missing Middle Housing/Infill)</p> <p>Amendment of development codes to allow more intensity of use consistent with Comprehensive Plan. May include revisions to home occupation, accessory dwelling unit, and other regulations.</p> <p>Deliverable: Public Hearing and recommendation to City Council.</p>	<p>6 hours</p>	<p>CP&D staff: 10 hours</p>	<p>September</p>	<p>Included in base budget</p>	<p>Detailed review and recommendation</p>	<p>City staff</p>
<p>1.9 Transitional zoning amendments</p> <p>Amendment of development code to refine provisions intended to ensure compatibility between different land use zones; may include refinement of entirety of General Commercial and Commercial Services – High Density zones.</p> <p>Deliverable: Public Hearing and recommendation to City Council.</p>	<p>4 hours</p>	<p>CP&D staff: 10 hours</p>	<p>October?</p>	<p>Included in base budget</p>	<p>General review and recommendation</p>	<p>Bigelow Neighborhood and City staff</p>
<p>1.10 Short Term Rental Policies</p> <p>Amendment of development code consistent with Comprehensive Plan – may include refinement or revision of zoning code and evaluation of issues related to short term housing rentals in residential zones.</p> <p>Deliverable: Public Hearing and recommendation to City Council.</p>	<p>4 hours</p>	<p>CP&D staff: 10 hours</p>	<p>July</p>	<p>Included in base budget</p>	<p>General review and recommendation</p>	<p>City staff</p>

SECTION 2. 2017 Optional Program Implementation and/or Input to Council or Staff						
As programs are developed and implemented and code amendment proposals and administrative procedures refined, staff often consults with the Commission for their input and perspective. Input from the Commission is considered by staff in implementing the program or policy. This work is secondary to the primary committee purpose of policy recommendations and advice to the City Council. Depending on scope, there may not be sufficient staff time/resource available in 2016 to accomplish or advance these items. Estimated 11 meeting hours; about 15% percent of overall commission effort.						
Title and Description	Estimated Commission Meeting Time	Estimated Staff Commitment (Direct support for Commission role)	Schedule (Estimated Completion)	Budget Implications	Commission Role	Source of Proposal
<p>2.1 Neighborhood Center Code: A review of current development code, including collaboration with stakeholders such as Coalition of Neighborhood Associations, business & development community.</p> <p>Deliverable: Proposed development code update for consideration by City in 2018</p>	1 hour; plus substantial work group time	CP&D: 8 to 12 hours		Included in base budget.	Led by Commission	Planning Commission -- continued item begun in 2014
<p>2.2 Action Plan for comprehensive plan implementation.</p> <ul style="list-style-type: none"> http://olympiawa.gov/city-government/codes-plans-and-standards/action-plan.aspx <p>An implementation strategy is called for in the new Comprehensive Plan. Commission will review a draft Action Plan including proposed performance measures (or 'community indicators') and provide comments on the draft actions, priorities and performance measures.</p> <p>Deliverable: Recommendation and comments to City staff.</p>	2 hours	5 to 7 hours	April	Included in base budget.	As directed by Council's Land Use and Environment Committee	Comprehensive Plan
<p>2.3 Subarea/Neighborhood Plan</p> <p>Review of draft Subarea Plan</p> <p>Deliverable: Comments to staff and neighborhood work group; optional recommendation to Council.</p>	2 hours	CP&D staff: 4 hours	TBD	Included in base budget	Optional advisor to staff, citizens and Council	CP&D staff

SECTION 3. 2017 Administrative Activities and Informational Briefings In addition to the substantive activities above, the Commission seeks to be a well-informed and effective advisory body. The activities below are intended to set aside time to focus on that goal. Estimated 5 meeting hours plus retreat; about 10% percent of overall commission effort.						
Title and Description	Estimated Commission Meeting Time	Estimated Staff Commitment (Direct support for Commission role)	Schedule (Estimated Completion)	Budget Implications	Commission Role	Source of Proposal
3.1 Organizational Retreat. Annual event focused on improving Commission functions and procedures. Deliverable. None - internal only.	1 hour of regular meeting time to prepare; 4 to 6 hours of retreat meeting time	CP&D Staff: 8 to 10 hours Facilitator at OPC option.	To be determined	Included in base budget; facilitator may be retained.	Led by Planning Commission	Customary practice
3.2 Check-In with the Land Use and Environment Committee Potential joint meeting with the Land Use and Environment Committee Deliverable: None	1-2 hours		To be determined	Included in base budget	Led by LUEC	Planning Commission
3.3 Preparation of 2018 Work Plan Time allotted for proposing work items for following year. Deliverable: Recommendation to Council	2 hours	CP&D: 6 hours Other staff: Variable	Nov/Dec	Included in base budget	Led by Planning Commission	Customary practice
3.4 Meet with Coalition of Neighborhood Associations Meeting to share issues and coordinate; an alternative joint meeting may be substituted. Deliverable: None	1 hour	CP&D: 2 hours	To be determined	Included in base budget	Jointly led by OPC and CNA	OPC & CNA

<p>3.5 Downtown Strategy Implementation Measures Briefings.</p> <ul style="list-style-type: none"> • http://olympiawa.gov/community/downtown-olympia/downtown-strategy.aspx <p>Briefings regarding activities to implement the Downtown Strategy, potentially including: Parking Strategy; Housing Issues; Addressing Homelessness; and Isthmus Planning</p> <p>Deliverable: None</p>	4-6 hours	Variable depending on range and scope of topics prioritized for first year of implementation	To be determined	Included in base budget	Informational Briefing	City Staff
<p>3.6 Gateways & Art Master Plan Briefing</p> <p>Briefing regarding the Art Master Plan for city gateways</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	To be determined	Included in base budget	Informational Briefing	City Staff & Planning Commission
<p>3.7 Economic Development Briefing</p> <p>Briefing regarding economic development opportunities and actions in the City of Olympia</p> <p>Deliverable: None</p>	1 hour	CP&D: 2 hours	To be determined	Included in base budget	Informational Briefing	Planning Commission
<p>3.8 West Bay Restoration & Parks Plan Briefing</p> <p>Briefing regarding progress on the West Bay restoration and parks master planning efforts</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	To be determined	Included in base budget	Informational Briefing	Planning Commission
<p>3.9 Transportation Master Plan Briefing</p> <p>Briefing regarding progress on the Transportation Master Plan</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	To be determined	Included in base budget	Informational Briefing	Planning Commission

<p>3.10 Development Activity Briefing</p> <p>Briefing regarding annual development activity within the City and UGA</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	To be determined	Included in base budget	Informational Briefing	Planning Commission
<p>3.11 SmartGov Portal Demonstration and Briefing</p> <p>Briefing regarding the new SmartGov public portal, with a demonstration on its use, to track applications in the permitting process</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	August	Included in base budget	Informational Briefing	Planning Commission
<p>3.12 Affordable Housing Briefing</p> <p>A briefing regarding the status of affordable housing issues in Olympia and Thurston County</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	To be determined	Included in base budget	Informational Briefing	Planning Commission
<p>3.13 Public Safety Briefing</p> <ul style="list-style-type: none"> • http://olympiawa.gov/city-services/police-department.aspx • http://olympiawa.gov/city-services/fire-department.aspx <p>A briefing by the Police and Fire Departments regarding public safety in Olympia</p> <p>Deliverable: None</p>	1 hour	OPD: 1 hour OFD: 1 hour	To be determined	Included in base budget	Informational Briefing	Planning Commission
<p>3.14 Emergency Management Briefing</p> <ul style="list-style-type: none"> • http://olympiawa.gov/news-and-faq-s/disasters-and-emergency-information.aspx <p>A briefing about the City's Emergency Management Plan and procedures</p> <p>Deliverable: None</p>	1 hour	CP&D: 1 hour	To be determined	Included in base budget	Informational Briefing	Planning Commission

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ATTACHMENT 1