



Meeting Agenda

Planning Commission

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

Monday, March 6, 2017

6:30 PM

Room 207

1. CALL TO ORDER

1.A ROLL CALL

Estimated time for items 1 through 5: 20 minutes

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.A [17-0227](#) Approval of the February 27, 2017 Olympia Planning Commission Meeting Minutes

Attachments: [OPC 2.27.17 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 [17-0220](#) Briefing on Downtown Design Guidelines Update

Attachments: [Goals and priorities](#)
[Preliminary analysis and recommendations](#)
[Notes from DRB](#)
[Draft charter for technical work group](#)
[Draft timeline](#)
[Link to DTS webpage](#)

Estimated time: 30-45 minutes

6.B [17-0224](#) Recommendation on the Downtown Strategy Draft

Attachments: [Summary of 2/27 public testimony](#)
[Written comments as of 3/1](#)
[Arts Commission Memo](#)
[OHC Memo](#)
[BPAC Memo](#)
[PRAC Memo](#)
[SWG Memo](#)
[Feb 6 Comment Cards](#)
[Link to DTS webpage](#)

Estimated time: 30-45 minutes

6.C [17-0226](#) Recommendation on Draft Amendments to Critical Areas Ordinance (CAO)

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](#)

Estimated time: 30 minutes

7. REPORTS

From Officers and Commissioners, and regarding relevant topics.

8. OTHER TOPICS**9. ADJOURNMENT****Upcoming Meetings**

Next regular Commission meeting is March 20, 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 February 27, 2017 Olympia Planning Commission Meeting Minutes

Agenda Date: 3/6/2017
Agenda Item Number: 3.A
File Number: 17-0227

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

Title

Approval of the February 27, 2017 Olympia Planning Commission Meeting Minutes

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Meeting Minutes

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Joyce Phillips
360.570.3722

Monday, February 27, 2017

6:30 PM

Council Chamber

1. CALL TO ORDER

Chair Mark called the meeting to order at 6:31 p.m.

1.A ROLL CALL

Commissioner Watts arrived after the roll call was taken.

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

Excused: 1 - Commissioner Negheen Kamkar

OTHERS PRESENT

Community Planning and Development:
Director, Keith Stahley
Deputy Director, Leonard Bauer
Senior Planner, Joyce Phillips
Senior Planner, Amy Buckler
Office Specialist/Minutes Recorder, Stacey Rodell
MAKERS: John Owen

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

3.A [17-0165](#) Approval of the February 6, 2017 Olympia Planning Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. STAFF ANNOUNCEMENTS

Ms. Phillips announced the following:

- The next Planning Commission meeting will be on March 6, 2017. There will

be a Downtown Strategy - Design Guidelines and Views Briefing and Downtown Strategy deliberations will begin.

- A written summary of the sign code update has been provided to the Commission and a detailed briefing will be conducted in April.
- This week the site plan review committee (SPRC) will consider the Pizza Parlor project proposed on Harrison Avenue near the Bark and Garden Center.
- Next week SPRC will consider four items - 2 for recommendations to the director and 2 as presubmission conferences to provide information to the applicants:
 - Capital High School Track & Field Renovation (recommendation)
 - Martin Way Residential (recommendation)
 - East Bay Flats and Townhomes (presubmission)
 - Capitol Plaza Building Improvements (presubmission)
- There will be a neighborhood meeting on Wednesday - March 1, 2017 at 5:30 p.m. in City Hall regarding the Olympia Community Care Center.

6. BUSINESS ITEMS

6.A [17-0197](#) Public Hearing on the Downtown Strategy Draft

Ms. Buckler presented a short briefing and noted written public comment will be accepted until Friday, March 3, 2017 at 5:00 p.m.

Chair Mark opened the public hearing.

Public testimony was received from:

Stewart Drebeck, a local developer, stated he felt the document was a good one which can help to create the vision, and he commended staff for their work during this process. His concerns were:

- Housing Chapter Page 1, second sentence - *The City's Comprehensive Plan includes a target of directing ¼ of the city's forecasted population growth into downtown. This translates into about 5,000 new downtown residents living in approximately 2,500 to 3,500 new residences over next 20 years.* Concerned about the word "directing" and feels it should not become a mandate by the City. He feels the expectation of building 150 housing units per year over the next 20 years is overly optimistic and the market will not bear it. Multifamily is a cyclical industry that overbuilds then stops because the banks won't lend. There is too much available land elsewhere that is far less expensive than Downtown.
- Housing Chapter Page 3 - *Avoid displacement of lower income groups from the downtown.* Concerned about the City mandating owners of existing lower income rentals from remodeling these units and raising the rent.
- Housing Chapter Page 4 - He feels the example of a potential quarter block development is not big enough for anyone to want to develop and therefore is unrealistic.
- Housing Chapter Page 11 - Concerned that the costs associated with

rehabilitation or demolition of existing buildings make this an unrealistic option.

- Concerned about how Olympia might implement its goal of maintaining affordable units. He does not want to see the City implement rent control. That would be bad for the community and bad for people that own real estate.

Bonnie Jacobs, a long-time Olympia resident, referenced written testimony from the Friends of the Waterfront (FOW) organization. She praised the Planning Commission for their service, and stressed the importance of the waterfront as a treasured community asset. Their concerns are:

- View protection from the waterfront. When planning for more visitors and for 5,000 more residents, think about views and setback from the waterfront.
- The Shoreline Master Program minimum 30-foot setback is insufficient for a pathway and the setback distance should be increased.

Aaron Sauerhoff, a student at Evergreen State College, thanked everyone who put the thoughtful and thorough plan together. He is concerned about collaboration with experts who have the most current data regarding sea level rise and urged the importance of not missing any available data when implementing the Downtown Strategy.

Joel Baxter, a representative from the Olympia Master Builders (OMB), feels the plan is mostly easy to read and understand and will be a good tool for citizen involvement. While OMB members do not often build in downtown, they wanted to weigh in on the Downtown Strategy because they care of the vitality of downtown and believe it is important to the region. His concerns are:

- The plan's priority of walkability and the desire to add 5,000 residents to Downtown. He feels the current restrictions on building height may create a challenge of obtaining the goal of increasing housing units and the new view protections will only make that even more challenging. The increase in units as well as walkability can only be supported by increasing density.
- When considering affordable housing incentives he feels an actual affordable housing dollar amount needs to be established in order to determine if a developer can meet this goal of supplying affordable units. May need to consider development incentives to meet affordability goals.

Bob Jacobs referenced written testimony from the FOW organization. Two themes he sees are holistic and long-term. Different interests have to be balanced in order to have a healthy community, and we need to prepare for growth, for example by setting aside park land and putting view protections in place. He reiterated the following concerns of FOW:

- The Shoreline Master Program minimum 30-foot setback is insufficient for a pathway and the setback distance should be increased. Only 20 feet of that is flat land. Fifty-five feet would be better for trail users and private businesses (e.g. for outdoor seating).
- Appreciate the recommendations to get people to the waterfront but need to think about the experience people have when they get there.

- View protection - the draft recommends the Capitol Dome view be defined as only the Capitol Dome, not including the Drum. FOW thinks both the Dome and the Drum are important to the view. (The draft also includes a typo that states the recommended view is the Capitol “Drum” - intended to be Capitol “Dome”)
- Isthmus - urges that the Downtown Strategy should include a recommendation to remove the Capitol Center Building from the isthmus and replace it with a grand public open house ?? (Amy you put house here is that correct??)

Chair Mark closed the public hearing.

The public hearing was held and closed.

6.B [17-0188](#) Deliberations, Amendments to Critical Areas Ordinance (CAO) and Shoreline Master Program

Chair Mark opened the deliberation of the Critical Areas Ordinance (CAO) amendments.

Commissioner Richmond made a motion to accept amendments as proposed by staff at the public hearing on January 23, 2017, using the language that was originally proposed, rather than the amended language considered at the meeting on February 6, 2017. There not being a second, this motion did not move to a vote.

Commissioner Hoppe stated he is uncomfortable accepting the amendments to OMC 18.32.300-330 as written. He believes there is insufficient science to move forward with the proposed language to protect the Heron. He is in favor of revisiting these amendments upon the next CAO review.

Commissioner Richmond indicated there was a report provided with a letter from OlyEcosystems. The report is from the Habitat Stewardship Program, Environmental Services section of the Public Works Department. This is the best available science to support the amendment of OMC 18.32.300-330.

Vice Chair Auderer asked Commissioner Richmond about her opinion on the “regulatory taking” of the property in these rookeries. Commissioner Richmond said she had thought the legal department would have provided clarification by this meeting but they have not provided this information yet. Due to her experience in property law she feels these regulations do not fall under the “regulatory taking” criteria, as development is allowed to occur with these amendments.

Mr. Bauer indicated legal staff replied prior to this meeting. He summarized the legal staff’s response, indicating the proposed language, given the reasonable use and other code provisions that would remain in effect, would not result in a regulatory takings.

Commissioner Watts indicated the amendments to OMC 18.32.300-330 are too

prescriptive for property owners and she doesn't have enough information to make a recommendation on these amendments at this time.

Commissioner Hoppe motioned, seconded by Commissioner Watts to recommend to City Council adoption of amendments to the Critical Areas Ordinance (CAO) and related codes in OMC 18.02.180, 18.32.500, 18.32.515, 18.20.320, 18.20.420, 18.20.810 and to the Shoreline Master Program 1.6, 3.17, 3.22, 3.58, and to support the non-regulatory measures to protect the heron. The remainder of the proposed amendments OMC 18.32.300-330 will be deliberated upon at a future meeting of the Planning Commission. The motion passed unanimously. Commissioner Ehlers recused herself from voting.

7. REPORTS

Commissioner Richmond attended the February 14, 2017 City Council meeting and reported about the briefing on affordable housing and homelessness. There was a discussion about a proposal to raise property taxes to fund a partnership with Lacey and Tumwater to build 500 affordable housing units.

Vice Chair Auderer reported on a recent meeting he attended for the Olympia Downtown Association (ODA) regarding economic development.

Chair Mark indicated the community kickoff meeting for the Gateways project will at the Olympia Center in room 101 & 102 on March 30, 2017 from 7:00 p.m. to 9:00 p.m. Community members can meet with staff and the consultants working on the gateways master plan.

Chair Mark reported on a recent Land Use and Environment Committee meeting he attended. He presented the proposed 2017 Planning Commission work plan to the Committee. They approved of the plan and were in favor of a joint meeting with the Planning Commission.

8. OTHER TOPICS

The Commissioners asked for some clarification regarding the Downtown Strategy plan. Mr. Owen and Ms. Buckler provided clarification.

9. ADJOURNMENT

The meeting adjourned at 7:58 p.m.

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ATTACHMENT 1



Planning Commission

Briefing on Downtown Design Guidelines Update

Agenda Date: 3/6/2017
Agenda Item Number: 6.A
File Number: 17-0220

Type: report Version: 1 Status: In Committee

Title

Briefing on Downtown Design Guidelines Update

Recommended Action

Hear the briefing followed by discussion

Report

Issue:

Briefing regarding the preliminary scope and timeline for updating Downtown design guidelines

Staff Contact:

Amy Buckler, Senior Planner, Community Planning & Development, (360) 570-5847

Presenter(s):

John Owen, MAKERS Architecture and Urban Design

Amy Buckler, Senior Planner

Background and Analysis:

One of the first recommended actions to implement the Downtown Strategy (DTS) is an update to Downtown design guidelines. The city has retained MAKERS consultants to assist in this effort. Over the next 8 months, updated guidelines will be prepared, and the Planning Commission will then hold a public hearing and make a recommendation to the City Council regarding adoption.

The design guidelines will be influenced by the Comprehensive Plan and priorities identified in the Downtown Strategy (attachment 1). The guidelines influence site design, building orientation, massing, architecture and other details, as well as historic preservation and view protection. As part of the DTS, the City asked MAKERS to prepare an analysis and preliminary recommendations for the update (Attachment 2).

In summary:

- Organize Downtown guidelines into one section so that applicants can access all relevant guidelines in one place

- Make sure guidelines are focused and clear; not onerous. They should be flexible enough to allow for departures when this would result in something better.
- Avoid vague language. Discuss and update the existing use and definitions of “shall” and “should” to help better meet objectives
- Various updates to address site planning and design, pedestrian access, amenities, open space, and building design
- Reinforce unique character areas. While basic standards should apply throughout Downtown, some variation should be applied.
- Craft new mixed use guidelines
- Improve historic guidelines, including incorporate Secretary of the Interior standards that apply to alterations of existing historic structures
- Update requirements for nonresidential storefronts, considering essential locations where these should be required and design to promote active streetscapes
- Incorporate more Crime Prevention Through Environmental Design (C-TED) measures
- Consider doing away with, or simplifying, ratios as these are difficult to apply on smaller sites (as currently in Pedestrian Street Overlay)
- Update view protection guidelines and include moderate measures to protect and enhance three important views, from: West Bay Park to Mt. Rainier, Deschutes Parkway to Mt. Rainier, and East Bay Overlook to the Capitol Dome
- Illustrate with photos, sketches, and diagrams, showing a variety of ways to meet the standards. Where used as good examples, make sure they are exemplary development examples consistent with the desired character for Downtown. Make sure the graphics are internally consistent.

The scope of this update does not include:

- Streetscape design, which will be covered in a subsequent update to the Engineering Development and Design Standards (EDDS)
- Park improvements, which are guided by a separate Parks, Arts & Rec Plan
- Sign design, which will be included as part of the 2017 sign code update
- Changes to the review *process*, such as to the joint DRB/OHC process; however it may examine whether that is necessary and what it would take resource-wise to make a recommended change.

The Design Review Board reviewed the preliminary analysis and scope on Feb 9, 2017. See a

summary of their comments in attachment 3. Staff will brief the Heritage Commission on March 22.

Update Process

The design guideline update will be guided by a technical work group (see attachment 4). The timeline attachment 5 includes the following steps in 2017:

- Guidance on next steps from Land Use & Environment Committee (March)
- Convene technical work group
- Public Open House re: project purpose, work plan and preferences (TBD)
- Briefings for Design Review Board & Heritage Commission
- Planning Commission briefing, public hearing and recommendation (Fall)
- City Council adoption

Neighborhood/Community Interests (if known):

An estimated 3,500 people engaged in formation of the Downtown Strategy through workshops and online, including input about overall urban design preferences for Downtown. The DTS summary is available online (Attachment 6).

Options:

Hear the briefing and ask any questions

Financial Impact:

Included as part of the \$50,000 budget for updating Downtown design guidelines

Attachments:

- 1 - Goals and priorities
- 2 - Preliminary analysis & recommendations
- 3 - Notes from Feb 9 DRB meeting
- 4 - Draft charter for technical work group
- 5 - Draft timeline for update process
- 6 - Link to Downtown Strategy webpage

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Comprehensive Plan Goals related to Downtown design:

- GL12:** Commercial areas are attractive, functional and appealing.
- GL18:** Downtown designs express Olympia's heritage and future in a compact and pedestrian-oriented manner.
- GL9:** Built and natural environmental designs discourage criminal behavior.
- GT16:** Streets are public space, where people want to be.
- GL6:** Community beauty is combined with unique neighborhood identities.
- LU3:** Historic resources are a key element in the overall design and establishment of a sense of place in Olympia.
- LU19:** Downtown's historic character and significant historic buildings, structures, and sites are preserved and enhanced.
- GE.8** Historic resources are used to promote economic stability in the City.
- GN1:** Natural resources and processes are conserved and protected by Olympia's planning, regulatory, and management activities.
- GL2:** Buildings, commercial and industrial processes, and site designs use energy efficiently.
- GL8:** Community views are protected, preserved, and enhanced.

Based on above, the following design priorities were identified during the Downtown Strategy planning and public engagement process:

- Apply a cohesive urban design strategy, considering how places and spaces between buildings and structures function for people as well as attract investment.
- Connect "places and spaces" with an integrated public realm network.
- Enhance Downtown's unique character to create a stronger design identity based on its historic fabric, waterfront setting, variety of human activities, and natural environment.
- Increase the variety and visual interest of Downtown, while emphasizing the unique qualities of its different "character areas"
- Ensure new buildings, private properties, and the public realm Downtown are high quality.
- Make sure that new development integrates within the existing context, making the area more attractive, while not overwhelming or diminishing the historic character.
- Reinforce the importance and appeal of civic assets, including City Hall, Children's Museum, East Bay Plaza, LOTT WET Center, Transit Center, Port Plaza, Heritage Park and Fountain, The Olympia Center, and The Washington Center for Performing Arts.
- Retain signature views of the Capitol dome, water, and mountains.
- Promote an attractive, pedestrian-oriented environment.

ANALYSIS AND RECOMMENDATIONS FOR UPGRADING DOWNTOWN OLYMPIA'S DESIGN GUIDELINES AND HISTORIC PRESERVATION PROGRAM

Draft for review: January 23, 2017

This paper examines the current design guideline sections applicable to Olympia's Downtown and includes preliminary recommendations for preparing a new set of guidelines that integrates and addresses the topics necessary to implement the Downtown Strategy and Comprehensive Plan. This analysis assumes no substantial procedural changes will be considered at this time.

ORGANIZATION

Current Form

There are 7 separate sets of design requirements that apply to various parts of Downtown. The specific design guideline sections are:

- **Chapter 18.105 Historic Structures and Buildings within the Historic Districts.** This Chapter applies to structures listed on the Olympia Heritage Register, Washington Heritage Register, and the National Register of Historic Places, and all structures within a Historic District.
- **Chapter 18.110 Basic Commercial Design Criteria.** This chapter applies to all commercial projects throughout the City that require design review, in addition to the district specific requirements found in the following chapters, as applicable. It also applies to projects with a building area greater than 5,000 square feet in gross floor area that require a Conditional Use Permit in a residential zone, to commercial projects adjacent to residential buildings, to commercial or residential projects. The design districts are shown on the Official Design Review Districts and Corridors.
- **Chapter 18.120 Commercial Design Criteria Downtown District.** This chapter applies to all commercial projects that require design review that are located in the Downtown Design Review District. In addition, commercial projects in the Downtown Design District may also be subject to the requirements of Chapter 18.16, Pedestrian Streets.
- **Chapter 18.170 Residential Design Criteria Multifamily.** Design criteria contained in this chapter (Sections 18.170.030 18.170.160) apply to all multifamily residential buildings with five or more units and any multifamily development with twenty (20) units or more throughout the city. Projects of this type and size are reviewed by the Design Review Board.
- **Chapter 18.175 Residential Design Criteria Infill and other residential.** Sections 18.175.020 through 18.175.060 of this chapter apply to single family dwellings, including designated manufactured housing, proposed on lots within the area depicted on Figure 42a, on lots less than 5000 square feet, or on substandard lots, duplexes, triplexes, four-plexes, and townhouse buildings of four (4) units or

less throughout the city. Sections 18.175.080 and 18.175.090 apply to accessory dwelling units throughout the city. Section 18.175.100 applies to cottage development.

- **Chapter 18.16 Pedestrian Street Overlay District** which includes specific site planning and architectural design requirements for properties fronting on “Pedestrian Streets” shown on Figure 16-1.
- **Chapter 18.150 Port Peninsula** contains guidelines that apply to the Port of Olympia’s Urban Waterfront zoned properties on the Port Peninsula and are the only City guidelines which apply to the Port Peninsula.

Observations

There is no one best way to organize development requirements in a municipal code. Different cities organize design standards or guidelines according to district, use, both district and use –or they lump them all together into a single document. Generally speaking, however, it appears that it is easier for both the applicant and the reviewers to have a single document they can refer to without flipping back and forth between code chapters. Reducing the number of applicable code chapters also reduces the possibility of inconsistencies or conflicts between different provisions.

Experience indicates that the bulk of design objectives and provisions are similar for residential and commercial buildings, so that separating these building types and uses into different design guideline sections is not always necessary. Additionally, many new buildings in the Downtown will be mixed use developments that include both commercial and institutional building elements. Public buildings, single family residences and industrial developments do have some specific conditions that may make it useful to have separate guideline sections or chapters to address those uses.

On the Historic District Guidelines

Conversations with the Heritage Commission (HC) and the general public indicate the need for more specific design guidelines for the Historic District to retain its historic character. Specific design recommendations are included later in this document; however a change to organization should also be considered. While the Commission must use the Secretary of the Interior (SOI) standards for alterations to existing structures (as noted in OMC 18.12), these are not part of the guidelines used by the Design Review Board. Thus, when the Joint OHC/DRB Committee meets to review projects in the district there is often a disconnect. Including the SOI guidelines within the Downtown guidelines would help ensure that the Design Review Board (DRB) members of the Joint Review Committee are familiar with them.

Order of Guideline Topics

In addition to the approaches described above, it is useful to organize design guidelines to model the design process. For example, project designers will usually start with a site plan, identifying the large features, such as buildings (including footprint dimensions), parking, pedestrian and vehicular circulation. Next they will make sure the internal and external functions, building massing, setbacks, buffers and other required site features can be accommodated. Third, they consider the building’s architectural concept, its overall form, and building elements. Finally, they will design the façade treatments, materials, colors, lighting and signage.

This suggests that design guidelines be organized in something like the following:

1. Site Planning
 - Relation to site, adjacencies, topography, natural conditions, etc.
 - Relation to street fronts.
 - Location and size of parking, entries, service areas, and other site features.
 - Pedestrian and Vehicular circulation
 - Other site planning concerns
2. Site Elements and Landscaping
 - Design of parking areas
 - Design of pathways and circulation facilities
 - Site landscaping
 - Site lighting
 - Site signage (if not covered in sign code)
 - The design of other site features
3. Building Design
 - Building form and architectural character (This section could address the different characteristics of the Historic District and individual “Character Areas”).
 - Design relationship to historic or neighborhood qualities
 - Design measures to achieve desired architectural and human scale
 - Design of building elements and details
 - Materials
 - Colors (if applicable)
 - Building signs (If not covered elsewhere)
 - Building lighting

Recommendations

- Downtown is a unique place in the city, thus it would appear most useful for Downtown to have its own set of design guidelines that cover the basic requirements, including those for most building types and pedestrian streets.
- Ideally, applicants should be able to access all of the relevant design guidelines in a single document and not need to refer to additional guideline sections. Therefore, consider reducing the number of different guidelines by integrating the different provisions into a single design review instrument. However, needing to page through pages of material that may not be relevant to the project, is also not ideal. So, it may be appropriate to have specific guidelines for industrial uses or single family residences, for example. Or it may be useful to have separate special historic district requirements. However, if a multiple sets of guidelines is preferred each set of guidelines should stand alone in terms of use by the applicant and reviewing body. This organizational question can be best addressed when the guidelines’ contents are outlined and it can be determined how much difference there is between provisions for different character areas, uses and historic qualities.
- Address character area-specific provisions in the location and size of parking, entries, service areas, and other site features; pedestrian and vehicular circulation; architectural character and site landscaping sections of the guidelines
- In the introduction have a statement on how to use the guidelines and a checklist. Also consider a diagram, such as an axonometric with call-outs to identify what section of the guidelines covers

what parts of the development. Linked table of contents are also a useful tool to help with navigating the document.

- The guidelines should make it clear how mixed use buildings are addressed.
- Include design guideline specific definitions
- Organize the guidelines so that they model the design process

A NEED TO INCORPORATE CHARACTER AREAS

Current Form

Except for the Historic Core and the Pedestrian Street Overlay District, the design guidelines do not address the distinctive qualities of the different character areas.

Observations

The Olympia Downtown Strategy Framework describes “character areas” each with its own use orientation (although most character areas allow a wide variety of uses, each area will favor some uses over others) and streetscape and architectural character. The design guidelines can and should implement the intent of the character areas by including some area specific provisions in the location and size of parking, entries, service areas, and other site features; pedestrian and vehicular circulation; architectural character; and site landscaping sections of the guidelines. Another option would be to establish different design districts within the Downtown, each with its own special provisions, but this may get a bit cumbersome.

Recommendations

- Address character area-specific provisions in the location and size of parking, entries, service areas, and other site features; pedestrian and vehicular circulation; architectural character and site landscaping sections of the guidelines

RELATIONSHIP TO OTHER CODE SECTIONS

Current Conditions

- **Section 18.04.080** includes dimensional development standards for lot size, setbacks, building height, building coverage, and other requirements for buildings **in residential zones**.
- **Section 18.06.080 and 100** include dimensional development standards for lot size, setbacks, building height, building coverage, and other requirements for buildings in the DB, UW, UW-H, GC and other **commercial zones** in Downtown. Many of the development standards such as those for building front facades could be better located in the design guidelines.
- **Chapter 18.12** describes the process and additional criteria for reviewing alterations or construction for properties within the Historic District or on the Heritage Register
- **Chapter 18.36** includes extensive provisions for site landscaping.

- **Chapter 18.38** includes provisions for parking. Residential land uses and commercial land uses up to 3,000 sq. within most of the Downtown are exempt from all parking requirements; however, if parking facilities are provided they must meet required parking ratios and design standards.
- **Chapter 18.42** includes extensive provisions for signs.
- **18.34** includes public access requirements from the Shoreline Master Program
- **Chapter 18.100** provides the foundation for other chapters that contain the guidelines.

Observations

Olympia has substantial code standards for the topics identified above. The design guidelines must integrate with these other dimensional and physical code standards.

Recommendations

- During development of design guidelines, make sure that these other code provisions are referenced and check for conflicts.
- It may be useful to add design guidelines that also address topics such as landscaping, or provide some flexibility to dimensional code standards. These should be carefully checked.
- Many of the development standards in 18.06, such as those for non-residential front facades could be better located in the design guidelines.
- Consider unique standards for Downtown as part of the 2017 citywide sign code update

FORMAT, LANGUAGE AND GRAPHICS

Current conditions

The current language and specificity of the different guideline sections vary from very “loose” and unspecific to relatively prescriptive (especially in Chapter 18.16). The terms “should” and “shall” are not defined and so can cause some uncertainty. The graphics for the residential sections are primarily lower density housing than is expected in Downtown.

City planners note the required ratios in 18.12 may be full block developments, but are challenging for infill.

Observations

Photographs are becoming increasingly more prevalent in the newer sets of guidelines, particularly since they are so easy to incorporate on-line and in full color. The better documents employ contemporary development examples and include text notations to point out applicable design features. Diagrammatic illustrations and charts are prominent in the better sets of design guidelines as well. Useful diagrams point out acceptable and unacceptable examples and employ graphic techniques that focus on the key issues at hand.

Recommendations

- Emerging design review practice is to prepare guidelines that establish a minimum predictable standard but allows options for fulfilling that standard and/or opportunities to satisfy the guidelines’ objectives. The current guidelines’ format is to state a general “requirement” and

amplify it with more specific “guidelines” A more useful format may be to include in each guideline:

- An intent statement that clearly identifies the guideline’s objective
- A requirement that clearly states a minimum level of performance that can be objectively evaluated. In some cases this may be a numerical standard.
- Provisions that allow for alternate solutions that achieve the guideline’s intent. Determine if this provision applies generally to all standards or if alternative solutions are allowed only where specifically indicated.
- Examples that help explain the intent and types of alternative measures may be appropriate. This format allows both the specificity for staff review, plus the option for more flexibility if the applicant can show that the intent is met and has proven useful in other instances.
- Discuss and update the existing use and definitions of “shall” and “should” to help better meet objectives.
- Illustrate the document with photos, sketches, and diagrams, as necessary to visually explain the provisions and provide examples. Where used as good examples, make sure they are exemplary development examples consistent with the desired character for Downtown. Make sure the graphics are internally consistent. Use photos or graphics to show a variety of ways to meet the standards. This can be particularly important when examining issues such as façade articulation where there should be a number of ways that the requirements can be met.
- Consider doing away with, or simplifying ratios (as currently required in 18.12).

INDIVIDUAL DESIGN TOPICS

A. Site Planning

(A-1) Relationship to street front

Current Standards

- **18.110.020** requires 50% of street front occupied by building.
- **18.120.020** adds requirement to align buildings according to existing pattern, which requires some judgment and is not clear about the purpose.
- **18.130** Visual context of streetscape addresses architectural and site design continuity along a street, but it is unclear when continuity is more important than variety and to what extent similar design elements and materials are required.
- **Chapter 18.16** has much more specific requirements for pedestrian oriented streets noted in Downtown. Pedestrian oriented streets are classified into “A” and “B” streets. Provisions include both site planning and architectural design requirements.

Observations

The four sections noted above do not align very well. Nor do they have the flexibility to set back buildings for landscaping, outdoor cafes, etc. While it is in some ways convenient to have a special section for pedestrian oriented streets, it does make it a bit harder for the applicant to go back and forth between the sections.

Chapter 18.16 Pedestrian Street Overlay District is quite detailed and also addresses building front design, which is good. There will be a question of whether storefront transparency, etc. should be in the site planning or architecture section, or if there is a whole different section for street fronts that combines the two. There is no straight forward answer to this. It does not appear this section limits parking lots adjacent to pedestrian oriented streets. Section 18.120.040 says to “maintain the visual continuity of the street” and “minimize the width of parking lots located adjacent to the street”, so parking lots are allowed in front of buildings. .

To activate the core retail area, a mix of requirements in 18.120 and 18.16 require certain streets to provide non-residential storefronts (or more accurately the look of a storefront). The required streets should be reviewed to make sure these are the most important streets for pedestrian activity. that the location can support pedestrian oriented retail, and that there will be vehicular access to the site. Also, this requirement needs to be more clearly laid out as the current organization with multiple cross-references makes this guideline confusing.

Recommendations

- Integrate the requirements of Chapter 18.16 Pedestrian Street Overlay District to substantially strengthen current requirements while adding the flexibility to vary setbacks for positive reasons such as street amenities, outdoor activities, etc.
- Review Chapter 18.16 carefully as it may be better to treat some sub-sections in a different organization. The current pedestrian overlay section is pretty complete but should be reviewed – especially for location of parking lots adjacent to the sidewalk. These provisions could be located in the Site Planning section as a sub-section titled “Relation to Street Fronts”.
- Ensure that the frontage requirements fit with the building façade sections
- Review and update the map of pedestrian oriented streets in 18.16.040 Identify streetfront in the Downtown where building adjacency, pedestrian oriented uses and pedestrian oriented facades are required. These conditions should be mapped. Also, the maps should indicate special corners where special architectural or building features are required.

(A-2) Relationship to adjacent properties

Current Standards

Section 18.170.110 addresses compatibility between new and old buildings and calls for setbacks, modulation and other means to address neighborhood character, but does not directly address loss of privacy and solar access.

Evaluation

Protecting the privacy, solar access and environmental conditions of adjacent properties will be an important issue in the Southeast Downtown neighborhood because a wide variety of residential building types are foreseen. A recent article by John Owen and Rachel Miller, [Protecting Existing Neighborhoods from the Impacts of New Development](#), examines ways to reduce the impacts of new mid-rise development on adjacent single family residences, based on human perception and geometric analysis. It offers a number of solutions from vegetation buffers and step backs to allowing office uses in

residences adjacent to more intense zoning. Some of these solutions may be more appropriate for the zoning code standards, although placing them in design guidelines would allow more flexibility. Another technique for reducing impacts to privacy from new mid-rise residential buildings is to restrict transparent balconies (in those areas within close proximity and facing single family zoned properties).

Recommendation

- Guidelines to address relationship to neighboring properties should be explored, particularly in southeast Olympia.

(A-3) General pedestrian circulation

Current Standards

- **18.120.100 and 110** cover internal walkways and access from parking areas, but they should be significantly strengthened to provide some minimum standards for these elements.
- **Chapter 18.16** has much more specific requirements for pedestrian oriented streets noted in Downtown, but these do not address internal walkways, etc. .
- **18.170.020** covers this a bit but is not sufficiently specific.
- **18.150.030 Port Peninsula** has general requirements that could work if strictly administered. However there is little specific guidance and requirements refer to “where feasible” without specific indications as to how that is evaluated.

Evaluation

Pedestrian connections are clearly an important design objective within current guidelines, but existing provisions lack the specificity that would make them easier to administer.

Recommendations

- Include guidelines for both pedestrian circulation planning and design. Pedestrian circulation planning design guidelines address the location and configuration of circulations systems, while pedestrian circulation design guidelines address more specific issues such as width and pavement of walkways.
- Pedestrian circulation planning guidelines should include provisions for:
 - Pedestrian routes connecting public ROW to all entries and site features
 - Location and connectivity of pedestrian routes to and within developments with multiple buildings and entries
 - Potential for inter-site pedestrian connectivity in some cases
 - Adequate sidewalks
 - Access to ground related residential units
 - Access to secondary entries
- Pedestrian circulation design guidelines can be located here or in the site design section (see below).
- Pedestrian circulation through parking areas can be located here or in vehicle circulation.
- Include provisions for vehicle circulation to address entries and driveways, safety, and relation to streetfront.

(A-4) Vehicular access and circulation

Current Standards

- **18.120 Basic Commercial Design Criteria** does not adequately address vehicle circulation, probably because Downtown properties have little opportunities for on-site vehicle circulation.
- **18.110 Basic Commercial Design Criteria** does not adequately address vehicle circulation.
- **Chapter 18.16** has much more specific requirements for pedestrian oriented streets but does not limit parking lots adjacent to pedestrian oriented streets. So parking lots can face street fronts noted in Downtown, but these do not address internal walkways, etc.
- **18.170.030** covers this a bit but is not sufficient to direct parking areas and circulation into appropriate configurations. It does limit parking lots on street frontage to 30' which is not a useful dimension for parking lots.
- **18.150.030 Port Peninsula** does not address this and it might be more of an issue in this district.

Evaluation

Generally, the existing provisions could be improved with more specific language. It's surprising that the Port Peninsula guidelines do not address this issue.

Recommendations

- Include provisions for vehicle circulation to address entries and driveways, safety, and relation to the streetfront.

(A-5) Site planning of large lots (full block sites)

Current Standards

Not specifically addressed in any of the chapters.

Observations

Provisions for large lots generally apply to sites larger than 2 acres or with multiple buildings and address design concerns related to internal and external circulation, orientation of buildings to one another, open space and special techniques to reduce the scale of massive buildings. In Downtown Olympia, it might be useful to have some provisions for full block sites to make sure that the development is in scale with its surroundings and to take advantage of the special opportunities that such a site provides.

Recommendations

- Include a section to address possible impacts and opportunities that full block development provides. Provisions might address:
 - Interior pedestrian circulation and open space
 - The architectural break-up of facades running the full length of a block
 - Site access
 - Relationship between on-site buildings

- Or, it may be that these issues can be covered in the specific sections. This should be explored in the development of design guidelines.

(A-6) Service areas and mechanical equipment

Current Standards

- **18.110.190 Basic Commercial Design Criteria:** Covers screening of service areas and elements
- **18.120 Commercial Design Criteria Downtown** does not cover this objective – covered in 18.110.190.
- **18.170.070 Multi-family Residential** covers location and screening of mechanical equipment but not service areas:
- **18.16 Pedestrian Street Overlay District** does not cover this objective – covered in 18.110.190.
- **18.150 Port Peninsula** does not cover this objective – covered in 18.110.190.

Evaluation

The lack of service area criteria is a gap. More specific guidance on location and screening could be added.

Recommendations

- Update guidelines for location and screening of service areas, mechanical equipment and utilities. There are a number of good models used by other cities. Screening design could be located in the Site Elements section or this section.
- Generally, guidelines should address location first, and then if an unobtrusive location cannot be found, screening should be seen as a mitigating action. For urban buildings in the core (and perhaps other locations), it may make sense to require service areas to be inside buildings.

(A-7) Storm water facility planning

Current Standards

This topic is not covered in the current design guidelines.

Evaluation

Design guidelines for stormwater management can supplement the stormwater management requirements in the Engineering Design & Development Standards (EDDS) by encouraging low impact development (LID) and green stormwater infrastructure (GSI) techniques. For example, guidelines can make it clear that landscape buffers and setbacks may be used for stormwater infiltration and provide examples of how this may be accomplished. In Downtown Olympia, such techniques will be limited to areas generally south of Legion Street due to high water table.

A more pressing concern is the effects of sea level rise on new and existing construction. The City needs to give a lot of thought to how new buildings address the required elevation change, existing buildings are retrofitted and landscaping withstands sea water inundation.

Recommendations

- Consider how the guidelines relate to the City's sea level rise actions. Guidelines to address sea level rise may be in different sections. For example, sea level rise may be addressed through grade change, which will involve site planning and building front design. Or sea level rise might be accommodated through temporary flood proofing, which may involve architectural design issues.

(A-8) Multifamily open space

Current Standards

- **18.170.040 Multi-family Residential** includes a brief section on the design of residential open space.
- **18.04.080** requires that 15% (of the site be open space) may include stoops, porches or balcony areas in the Urban Residential (UR) Zone. Section J adds:

J. Private and Common Open Space.

Development of Open Space. *Open space (e.g., private yard areas and common open space) required by Table 4.04 shall be devoted to undisturbed native vegetation, landscaping (consistent with Chapter 18.36, Landscaping and Screening), and/or outdoor recreational facilities. Driveways, loading areas, maneuvering space and parking lots shall not be considered open space. Required open space shall not be covered with impervious surfaces, except for stoops, porches, or balconies, walkways, tennis courts, swimming pools, or similar uses which require an impervious surface. Up to a five (5) percent increase in impervious surface coverage may be allowed to accommodate such hard surfaced facilities.*

- **18.06.080 and 100** do not include provisions for multi-family open space since these are largely commercial zones. However, since residential and mixed use development is expected throughout Downtown, some provision or open space should be included.

Evaluation

Residential "open space" may be provided in a number of ways, including balconies large enough to accommodate human use, roof decks, courtyards, gardens, recreation rooms, etc. While open space is required in the UR zone, the Code does not require it elsewhere in Downtown (DB, UW, UW-H zones).

Recommendations

- The guidelines should include provisions for multifamily open space and include a variety of options specifically appropriate in the Downtown.

(A-9) Non-residential open space

Current Standards

- **18.110 Basic Commercial Design Criteria:** No design criteria to address this topic.
- **18.120 Commercial Design Criteria Downtown:** No design criteria to address this topic.
- **18.16.080 Pedestrian Street Overlay District** includes specific requirements for publically accessible plazas but does not indicate if or where they are required.
- **18.150 Port District:** No design criteria to address this topic.

Evaluation

There needn't be requirements for commercial open space in a downtown setting, however there might be some incentives for some plazas or small areas along the streetfront for outdoor dining or other activities.

Recommendations

- Update the design guidelines for public spaces in 18.16.080 and add some provisions related to security.
- Provide incentives for publically accessible open spaces.

(A-10) Site planning for security

Current Standards

- **18.110.160 Basic Commercial Design Criteria** includes some lighting provisions and refers designers to 18.40.060(D). Section 18.40.060 does address sight triangle requirements.
- **18.120 Commercial Design Criteria Downtown:** No design criteria to address this topic.
- **18.170 Multi-family Residential:** No design criteria to address this topic.
- **18.16 Pedestrian Street Overlay District:** No design criteria to address this topic.
- **18.150 Port District:** No design criteria to address this topic.

Evaluation

This is a missing element. Guidelines that address Crime Prevention Through Environmental Design (CPTED) criteria can be a useful way to increase safety and security.

Recommendations

- Include design guidelines to address
 - Safe pedestrian lighting levels
 - Passive surveillance
 - Natural access control
 - Defined territory
 - Visibility
 - Preventing entrapment areas
 - Other security issues

(A-11) View Preservation

Current Standards

- **18.110.060 Basic Commercial Design Criteria:**

View preservation. REQUIREMENT: In order to protect the existing outstanding scenic views which significant numbers of the general public have from public rights-of-way, applicants for development must consider the impact their proposal will have on views of Mt. Rainier, the Olympic Mountains, Budd Inlet, the Black Hills, the Capitol Building, and Capitol Lake or its surrounding hillsides. All development must reserve a reasonable portion of such territorial and immediate views of these features for significant numbers of people from public rights-of-way, and shall provide lookouts, viewpoints, or view corridors so that visual access to existing outstanding scenic vistas is maintained.

Refer to the Scenic Vista overlay zoning maps available at the Community Planning and Development Department.

- **18.150.050 Port Peninsula: Site design – View corridors** states:

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

B. GUIDELINE:

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

Evaluation

The recently updated Comprehensive Plan shifted an emphasis from protecting certain views from public streets to protecting and enhancing views from certain public observation points. The Plan guides the City to implement a public process to identify viewsheds (*line of sight between an observation point and important view.*) This was completed for views related to Downtown as part of the process to form the DTS. Subsequently, the citywide requirement in 18.110 should no longer be applied to Downtown. Instead, design standards to enhance the views identified as important through the DTS should be considered. In addition to the 29 views found to already be protected by current regulation and other conditions, three views were identified which need additional steps.

Recommendations

- The DTS recommends moderate design guidelines be crafted to protect and enhance three important views:
 - West Bay Park to Mt. Rainier

- Deschutes Parkway to Mt. Rainier
- East Bay Overlook to the Capitol Dome

See the DTS report for more information.

B. Site Design, pedestrian access, amenities and open space design

*Note: this section addresses the **design quality** of site features, whereas Section A focuses on the planning of these elements.*

(B.1) Internal pedestrian paths design

Current Standards

- **18.110.050 Basic Commercial Design Criteria:** Pedestrian Amenities requires special features be included in projects where “people typically gather”. Applicants can choose from a menu of items.
- **18.120.100 Commercial Design Criteria Downtown:** Walkways requires sidewalk paving material variety, alley enhancements, and interpretive elements.
- **18.120.110 Commercial Design Criteria Downtown:** Pedestrian access from parking areas includes general, non-quantitative requirements for walkways in parking lots
- **18.120.120 Commercial Design Criteria Downtown:** Waterfront public access includes guidance for waterfront trails and view corridors.
- **18.170.020 Multi-family Residential:** Pedestrian and vehicle circulation includes minimal direction for pedestrian design.
- **18.16 Pedestrian Street Overlay District:** includes design provisions for open spaces
- **18.150 Port Peninsula District:** includes similar provisions that are not quantified or specific

Evaluation

Many of the topics are covered in the current set of guidelines; however they are not very specific or sufficiently detailed to provide solid guidance. Some address sidewalk design which might be better in the EDDS or in a separated document. The location and design of pedestrian systems can have an important impact on the perceived quality of the Downtown.

Recommendations

- Upgrade the guidelines for pedestrian system design. Pedestrian circulation design guidelines should include provisions for:
 - Width and accessibility of pathways
 - Lighting, visibility and security issues
 - The design and landscaping of walkways between parking lots and storefronts
 - Measures to enhance pedestrian activity
 - Separation of public walkways and ground related residences

(B.2) Pedestrian-oriented open space

Current Standards

- **18.110 Basic Commercial Design Criteria:** includes multiple sections that address specific elements such as fences, walls, pedestrian amenities and plant selection. However there are no more comprehensive design guidelines describing how these elements can be organized to provide a usable space.
- **18.120 Commercial Design Criteria Downtown** does not include specific design guidelines for this topic.
- **18.170.040 Multi-family Residential:** Usable open space addresses planning, but not design considerations.
- **18.16.080 Pedestrian Street Overlay District:** Specific development requirements includes specific open space design guidance
- **18.150 Port District** does not address this topic in detail.

Evaluation

18.16 goes pretty far in identifying the key design objectives in urban plazas.

Recommendations

- Build on 18.16.080 to refine publically accessible open space design standards.

(B.3) Site landscaping

Current Standards

- **Chapter 18.36** includes specific landscape design standards that cover landscaping for residential and commercial uses, landscape plans, parking lot screening, materials and installation standards, screen types, and performance assurance.
- **18.110 Basic Commercial Design Criteria:** Includes some provisions for screening blank walls and very general requirements for plant selection.
- **18.120 Commercial Design Criteria Downtown:** This section does not really address site landscaping.
- **18.170 Multi-family Residential:** covers a variety of landscape related elements including fences, walls, and plant materials. Also
- **18.16 Pedestrian Street Overlay District:** Landscaping is a part of this sections objectives.
- **18.150 Port District:** Most guidelines are fairly general and not stated as requirements.

Evaluation

Chapter 18.36 appears adequate to address the fundamental landscape objectives

Recommendations

- Landscape design guidelines should reference 18.36 and augment them rather than duplicate or compete with them.
- Generally landscape design guidelines should address character and integration with building and site design features.

(B.4) Fences and walls

Current Standards

- **18.110 Basic Commercial Design Criteria** does not address this issue.
- **18.120 Commercial Design Criteria Downtown** does not address this issue.
- **18.170.050 Multi-family Residential** calls for the minimum use of fences that inhibit pedestrian movement of separate the project from the neighborhood and provides guidance regarding character and quality.
- **18.16 Pedestrian Street Overlay District** does not address this issue.
- **18.150 Port District** does not address this issue.

Evaluation

The provisions in 18.170.050 might be enhanced with some examples

Recommendations

- Include an enhanced section 18.170.050 in the guidelines

(B.5) Parking area design requirements

Current Standards

- **18.110 Basic Commercial Design Criteria** does not address this.
- **18.120.040 Commercial Design Criteria Downtown:** Parking lots provides general direction on location of lots.
- **18.170.030 Multi-family Residential:** Parking location and design includes provisions to minimize the impact of parking areas. It only allows 30% of the frontage to be in parking.
- **18.16.080. H Pedestrian Street Overlay District:** Surface parking lots specifically restricts parking lots along the street front of pedestrian oriented streets
- **18.150 Port Peninsula District** does not specifically address this.

Evaluation

Together, the different code sections cover the issues related to parking lot design but they need to be better coordinated and strengthened.

Recommendations

- Build on current provisions, especially 18.16 to address parking lot location and design.
- Parking area design can be its own element or the aspects of parking lot design can be located in other sections, including Relationship to street front, landscaping, and pedestrian connections.

C. Building Design

(C.1) Character (not including Historic)

Current Standards

- **18.110.070 Basic Commercial Design Criteria:** Building location and design includes design requirements for articulated entrances street edge orientation and, for buildings over 3 stories, a clearly defined base.
- **18.120.050 Commercial Design Criteria Downtown:** Building design includes some general statements.
- **18.170.110 Multi-family Residential** describes techniques to respond to local neighborhood character through building forms, materials, rooflines, etc.
- **18.16 Pedestrian Street Overlay District** does not address architectural character.
- **18.150 Port District** does not address architectural character

Evaluation

While the design guideline sections to contain guidelines that address the quality of design, they do not address the general character (E.g.: should a building reflect the local historic character, fit in with the neighborhood, have a formal or informal character, etc.)

Recommendations

- The updated Downtown design guidelines should provide guidance related to a building's architectural style or character. This is especially true since the design guidelines can be used to reinforce the different "character areas" such as the Core, the Artisan/Tech area, etc.
- The guidelines should address the overall building form, elements, materials details and special characteristics of the different areas.
- Design guidelines for architectural character should not be too rigid and will require some judgment.
- Photographic examples and diagrammatic illustrations can facilitate discussions with the applicant and project review.

(C.2) Character in Historic District

Current Standards

The standards for the review of designated historic buildings and those in the historic district are summarized below.

OMC 18.12 B. *Review Process*

- *Whenever applications are made for alterations, changes, construction on any properties within a Historic District or on the Heritage Register, the Building Official notifies the Preservation Officer and the applicant so that the proposed change may be reviewed under the provisions of Sections 18.105.020 and 18.105.030.*
- *If no permit is required to pursue work on a designated property or within a designated Heritage Register District, whoever is responsible for the work is encouraged to consult with the Preservation Officer prior to commencement of the work for consistence with The Secretary of the Interior's Standards for the Treatment of Historic Properties*
- *The Preservation Officer may review and approve minor work requiring a permit that does not involve substantial alterations, additions or removals that only alter the features identified when the property was listed on the Heritage Register, or District*
- *Recommendations are made at a regular meeting of the Heritage Commission or at a meeting of the Heritage Review Committee. The Heritage Commission's recommendations shall be in writing and shall state the findings of fact and reasons relied upon in reaching its decision.*
- *The Heritage Commission's recommendations are transmitted to the Building Official and are given substantial weight by the Building Official in establishing conditions for the permit*

C. *Standards for Review.*

1. For a property individually listed on a Heritage Register, the proposed work should not detrimentally alter, destroy or adversely affect any exterior feature or interior feature relating to the designation of the property to the Heritage 2. For any property located within a Historic District, the proposed construction, removal, rehabilitation, alteration, remodeling, excavation or exterior alteration shall conform to the standards in OMC 18.110.210, 18.105.020, and 18.105.030. 3. Proposed alterations or significant changes necessary or appropriate in order to meet the requirements of any other law, statute, ordinance, regulation, code or ordinance shall be coordinated with, and given consideration along with historic preservation concerns, in reviewing proposed changes to Heritage Register properties.

The provisions of 18.105.020 and 030 are excerpted below

- Additions or Remodeled Historic Buildings

Design criteria contained in chapter 18.105.020 Building Design apply to structures on the Olympia Heritage Register, Washington Heritage Register, and the National Register of Historic Places. These require that the owner Protect and preserve buildings of special historic significance and merit in accordance with The Secretary of the Interior's Standards for the Treatment of Historic Properties through the following means: (.

1. *Restore or retain as many historic features as possible.*

2. *Maintain or restore original proportions, dimensions and architectural elements.*
3. *Select paint and material colors which are historically accurate, coordinate the entire facade, and do not conflict with adjacent buildings.*
4. *Consult available historical resources, the Heritage Commission, or Community Planning and Development Department for assistance and detailed information.*

Structures within a Historic District

Design criteria contained in Chapter 18.105.030 apply to new and existing structures within a Historic District and require that new or remodeled structures within a historic district preserve the historic context and merit of the district through the following means:

1. *Use roof forms that emulate the historic property roof form.*
2. *Use windows, materials, relief and details similar to the historic property.*
3. *Use similar building articulation that breaks up the building mass into modules which reflect proportions similar to the historic building.*

Evaluation

Conversations with the Heritage Commission (HC) and the general public indicate the need for more specific design guidelines for the Historic District to retain its historic character. There is the concern that new buildings could intrude on the District's architectural character. While the requirements of the pedestrian overlay in Chapter 18.16 address street front qualities, there is general sense that the new buildings should respect the general character of the older structures. And, Special guidelines to address the architectural qualities of the Historic District could be incorporated into the Architectural Character section of the guidelines.

New buildings in the historic district are reviewed by a Joint Design Review Board with members from the Heritage Commission and the DRB. Section 18.105.030 becomes the most useful set of guidelines in this process. However, the guidelines do not adequately address issues of architectural consistency within the district because they do not identify the characteristics that the new building is supposed to support.

Recommendations

- Include a specific section within the Downtown Design Guidelines that identifies the important architectural characteristics that typify Downtown Olympia and establishes guidance regarding the retention of the critical architectural characteristics in the historic district.
- The guidelines should reflect the Joint OHC/DRB review process.

(C.3) Human scale and architectural scale

Current Standards

- **18.110.080 Basic Commercial Design Criteria** includes provisions for both human and architectural scale. The most effective guidelines call for the use of smaller building elements.
- **18.120 Commercial Design Criteria Downtown** does not have an explicit section but does require some elements such as awnings that help to provide a human scale.
- **18.170.120 Multi-family Residential** calls for building modulation and other techniques to provide for architectural and human scale.
- **18.16 Pedestrian Street Overlay District** does not have an explicit section but does require some elements such as awnings that help to provide a human scale.
- **18.150.060 Port Peninsula District** guidelines describe architectural scale rather than human scale.

Evaluation

Architectural design guidelines should cover both human scale and architectural scale. Human scale addresses the perceived relationship between a person and the building with the objective of providing clues about how the building serves human functions (such as entry and visibility) and making the individual “feel comfortable”. Human scale is most often addressed by calling attention to those elements that have a clear human function, such as doors, windows, porches, weather protection, balconies, etc. and making sure that those elements are appropriately sized. Human scale is usually addressed through smaller building elements.

Architectural scale is the relationship of the building to other near-by architectural and site features and addresses the massing, height and perceived size of the building. The objectives of architectural scale are often to ensure that the building does not overwhelm its setting or appear too large for its context. Architectural scale can be addressed by guidelines that shape the building’s overall form such as modulation, setbacks, step-backs, rooflines, and larger building elements.

Current guidelines confuse these two types of scale. While they do address most of the issues related to scale, there are no specific standards to describe when and to what extent measures are to be taken to address scale issues.

Recommendations

- Guidelines to address scale issues should clearly identify the difference between human scale and architectural scale and address each separately.
- The guidelines should set minimum standards for achieving scale related objectives. It may be that different scales are appropriate in different character areas. For example:
 - The Core should have a consistent architectural scale based on historic precedents
 - The Artisan/Tech district may feature a wider variety of building sizes and scales based on the wider variety of uses and the objective of retaining some of the industrial character.

- Both architectural and human scale elements will be very important in the southern residential areas as there will be a wide range of building sizes and types but also the objective of a comfortable residential environment.

(C.4) Pedestrian-oriented facades and weather protection

Current Standards

- **18.110.090 Basic Commercial Design Criteria:** Street Walls requires window transparency and pedestrian oriented building elements. Section 110 calls for canopies, awnings and other elements. Section 140 requires that the visible building facades are consistent – that is of a similar architectural character.
- **18.120.090 Commercial Design Criteria Downtown** adds an explicit requirement for weather protection and includes guidance regarding the character and quality of the elements.
- **18.170 Multi-family Residential** does not address this issue.
- **18.16 Pedestrian Street Overlay District** also requires weather protection and includes design standards. Section “a” requires transparent windows or other pedestrian elements along pedestrian oriented streets.
- **18.150 Port Peninsula District** does not address this, and because this district is not subject to other design standards, it should be addressed if warranted.

Evaluation

The current 18.110.090 provides a good basis for pedestrian oriented facades and weather protection. Provisions in 18.16 are somewhat duplicative.

Recommendations

- The current standards should be combined into one consistent section.
- The map showing pedestrian oriented streets in 18.16 should be reviewed.
- Requirements for the Port Peninsula should be examined.

(C.5) Building corners

Current Standards

- **18.110.130 Basic Commercial Design Criteria:** Corners calls for incorporating features such as inset or angled corners and street corners and alley corners.
- **18.120 Commercial Design Criteria Downtown** does not address this issue.
- **18.170 Multi-family Residential** does not address this issue.
- **18.16 Pedestrian Street Overlay District** does not address this issue.
- **18.150 Port District** does not address this issue.

Evaluation

The provisions of 18.110.130 might be strengthened to sufficiently address this issue. Note that one of the criticisms made at a public meeting of the 123 Fourth building is the poor corner design.

Recommendations

- Strengthen the provisions of 18.110.130.
- Denote specific corners where the guidelines apply. Not every corner needs to be special.

(C.6) Building design details

Current Standards

- **18.110 Basic Commercial Design Criteria** does not explicitly address this objective but does include some general guidelines in different sections, including 18.110.100 Windows.
- **18.120 Commercial Design Criteria Downtown** does not explicitly address this objective but does include some general guidelines in different sections.
- **18.170 Multi-family Residential** does have some useful guidance regarding window design.
- **18.16 Pedestrian Street Overlay District** does not address this issue.
- **18.150 Port Peninsula District** does not address this issue.

Evaluation

A building details section is often included in design guidelines to ensure that consideration is given to the quality and application of smaller elements such as lights, railing, trellises, awnings, window, etc. Guidelines usually require a certain number of building detail element selected from an inclusive menu of options. Because some of these elements are covered elsewhere (for example, awnings might be covered under weather protection and window details might be covered under human scale elements) guidelines usually allow requirements for building elements also count toward those other guideline requirements.

Recommendations

- Include a more explicit building details section in the guidelines with a menu of options for designers to choose from.

(C.7) Materials

Current Standards

- **18.110.150 Basic Commercial Design Criteria** includes a few guidelines – mostly to avoid reflective materials.
- **18.120.060 Commercial Design Criteria Downtown** includes some fairly weak provisions.

- **18.170.140 Multi-family Residential** includes more substantial guidance.
- **18.16 Pedestrian Street Overlay District** does not address this issue
- **18.150.070 Port Peninsula District:** Color and Materials prohibits large expanses of bright colors and reflective materials.

Evaluation

Stronger material standards could be applied to prevent a variety of unattractive, impermanent and inappropriate materials. In many cases materials such as metal siding and concrete masonry units may be appropriate if handled appropriately.

Recommendations

- Prepare more specific material standards for the guidelines.
- Explore whether or not some materials may be appropriate in some character areas but not in others. For example, corrugated metal siding may be appropriate in the Artisan/Tech district but not in the Core.

(C.8) Blank walls

Current Standards

- **18.110.200 Basic Commercial Design Criteria:** Screening of blank walls calls for landscape screening of blank walls but does not define blank walls.
- **18.120 Commercial Design Criteria Downtown** does not address this issue.
- **18.170.090 Multi-family Residential** calls for screening of long expanses of blank building walls or fences.
- **18.16 (F) Pedestrian Street Overlay District:** Blank Wall Limitation provides more explicit quantitative restrictions on blank walls on pedestrian oriented streets.
- **18.150 Port Peninsula District** does not address this issue.

Evaluation

This is an important consideration in the Downtown and should be address more substantively.

Recommendations

- Provide more specific guidelines to define and address “blank walls.”

(C.9) Building entrances

Current Standards

- **18.110 Basic Commercial Design Criteria** does not sufficiently address the location, design and quality of building entrances.
- **18.120.080 Commercial Design Criteria Downtown:** Building orientation requires that building entrances be oriented to the street but does not address the quality, weather protection or enhancement of building entrances which is key in the Downtown. Section 18.120.090 requires that new projects include awnings, canopies, and/or marquees on buildings that abut the sidewalk.
- **18.170 Multi-family Residential** does not deal with this issue.
- **18.16 (G) Pedestrian Street Overlay District – Primary Building Entrance** requires that entrances face the street but does not address weather covering, lighting or enhancements.
- **18.150 Port District** does not address this issue.

Evaluation

Section 18.16 (G) should be a requirement for all buildings in the downtown unless there is a compelling reason to the contrary. There is a need for addressing the quality of entries to include weather protection, lighting and special features.

Recommendations

- Include stronger guidelines for building entries to address the size, location quality, lighting and enhancement of building entries.

(C.10) Parking garage design

Current Standards

- **18.110.170 Basic Commercial Design Criteria:** Parking structures requires a 6' recess from the façade plane and treatment of the ground floor façade with windows or other features.
- **18.120 Commercial Design Criteria Downtown:** No specific guidelines for this issue.
- **18.170 Multi-family Residential** does not address parking garages.
- **18.16 Pedestrian Street Overlay District** does not address parking garages
- **18.150 Port Peninsula District** does not address parking garages.

Evaluation

Section 18.110.170 covers this issue but applies only to commercial facades. There may be new residential buildings with structured parking on the ground floor so the same issues should be addressed for all new buildings.

Recommendations

- Retain section 18.110.170 and make it more broadly applicable.
- Re-examine the requirement for a 6' entry setback from the facade plane as this may make some structured parking not fit into the property dimension.

(C.11) Lighting

Current Standards

- **18.110.160 Basic Commercial Design Criteria:** Lighting encourages designers to use lighting to emphasize building features and landscaping and also for security.
- **18.120 Commercial Design Criteria Downtown** does not address lighting.
- **18.170.080 Multi-family Residential:** Site lighting requires lighting along pedestrian walkways and building entrances and to shield lights from adjacent properties and residential windows. It also encourages lower light poles and low-level landscape lighting.
- **18.16 Pedestrian Street Overlay District** does not address site lighting.
- **18.150 Port Peninsula District** does not address site lighting.

Evaluation

The requirement of 18.110 and 18.170 cover most of the concerns regarding site lighting. However some levels of lighting should be required where necessary for security.

Recommendations

- Combine the directions of 18.110.160 and 18.170.080
- Add ranges of acceptable lighting for different site and building conditions (e.g.: parking lots, building entrances, etc).

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Notes from Design Review Board – Feb 9, 2017

- Design should have integrity with itself – a cohesive style and well proportioned
- Include concrete language about materials allowed and not allowed (for example, efface does not work for Olympia’s climate and should not be allowed)
- Residential building details should not be brought into large commercial projects
- Be explicit about what we value in each character
- Support types of pedestrian life that are unique to each character area
- Promote continuous canopies
- Provide guidance for parklets – these should use durable materials, and the design should be reviewed by DRB
- Incorporate historic look with contemporary
- Clarify vague terms
- Guidelines should prevent what we don’t want, but not limit something amazing. Allow for departures when judged to meet objectives
- After the update, consider making a video that explains what the design guidelines hope to accomplish

DRAFT

CHARTER - DRAFT

Technical Work Group (TWG) for Downtown Design Guideline Update

February 2017

PURPOSE

Make recommendations to staff and consultants for preparing a new set of Downtown design guidelines that integrate and address topics necessary to implement the Downtown Strategy and Comprehensive Plan. The group's perspectives and ideas will add to project objectives, evaluation of existing and proposed guidelines and the City's understanding of how design requirements impact project outcomes and costs.

The design guideline update will include measures that influence site design, building orientation, massing, architecture and other details, as well as historic preservation and view protection. A scope summary is on the last page.

ROLES/TASKS

- Help develop and review updates to Downtown design guidelines
- Receive, discuss and respond to information and analysis shared before and during meetings with thoughtful insights, perspectives and ideas
- Review comments and information provided during the public process
- Bring an experienced perspective and participate in a constructive manner in the discussion of viable alternatives, creative solutions and potential trade-offs
- Work group members are encouraged to attend and participate in other public meetings during the process
- No formal decision-making role. Input from the work group will be included into specific recommendations to City advisory commissions, and then to City Council.

MEMBERSHIP

The following is a list of desired characteristics for work group members:

- Experience in the fields of real estate development, construction, architecture, landscape architecture, historic preservation or similar field – and/or-experience in local community affairs. (These criteria are desirable to balance the TWG but not required.)
- An interest in Downtown's design quality and livability.
- Good communication skills and ability to listen to and work well with others
- Ability to bring new views and information to other work group members
- Reliable attendance

Members will be sought who can represent or have knowledge of the following perspectives:

- 1-2 Design Review Board members
- 1-2 Heritage Commission members
- Parks and Recreation Committee member
- Developer/financer/commercial broker(s)
- Architect(s)
- Resident (southeast Downtown neighborhood interest preferred)
- Citizen at large
- City plan review staff

The work group will also include 1-2 members of the Olympia Design Review Board and 1-2 members from the Olympia Heritage Commission. Two of these three members will serve as chair and vice-chair to facilitate meetings and work with staff to create meeting schedules and agendas.

MEETING FREQUENCY

The Group will meet generally once per month for approximately seven months. If needed, the Chairs may assign 'homework' of members between meetings in order to achieve the roles/tasks of the group.

DOCUMENTATION

An Administrative Assistant from City staff will take meeting notes and provide them to all members. The notes will be primarily for the TWG and planning team's use as a way to capture comments and allow the TWG to refer back to previous discussions.

COMMUNICATION

Staff and work group members will communicate between meetings as needed by e-mail. A list of members and their e-mail addresses will be shared at the first meeting.

STAFF & CONSULTANT SUPPORT

Amy Buckler, Senior Planner, Community Planning & Development
John Owen, MAKERS architecture and urban design

Staff has overall responsibility for outlining the purpose of the Work Group and providing guidance. This includes reviewing the group's feedback to inform potential staff recommendations to City advisory commissions and City Council.

Scope Summary

A preliminary scope for the update includes:

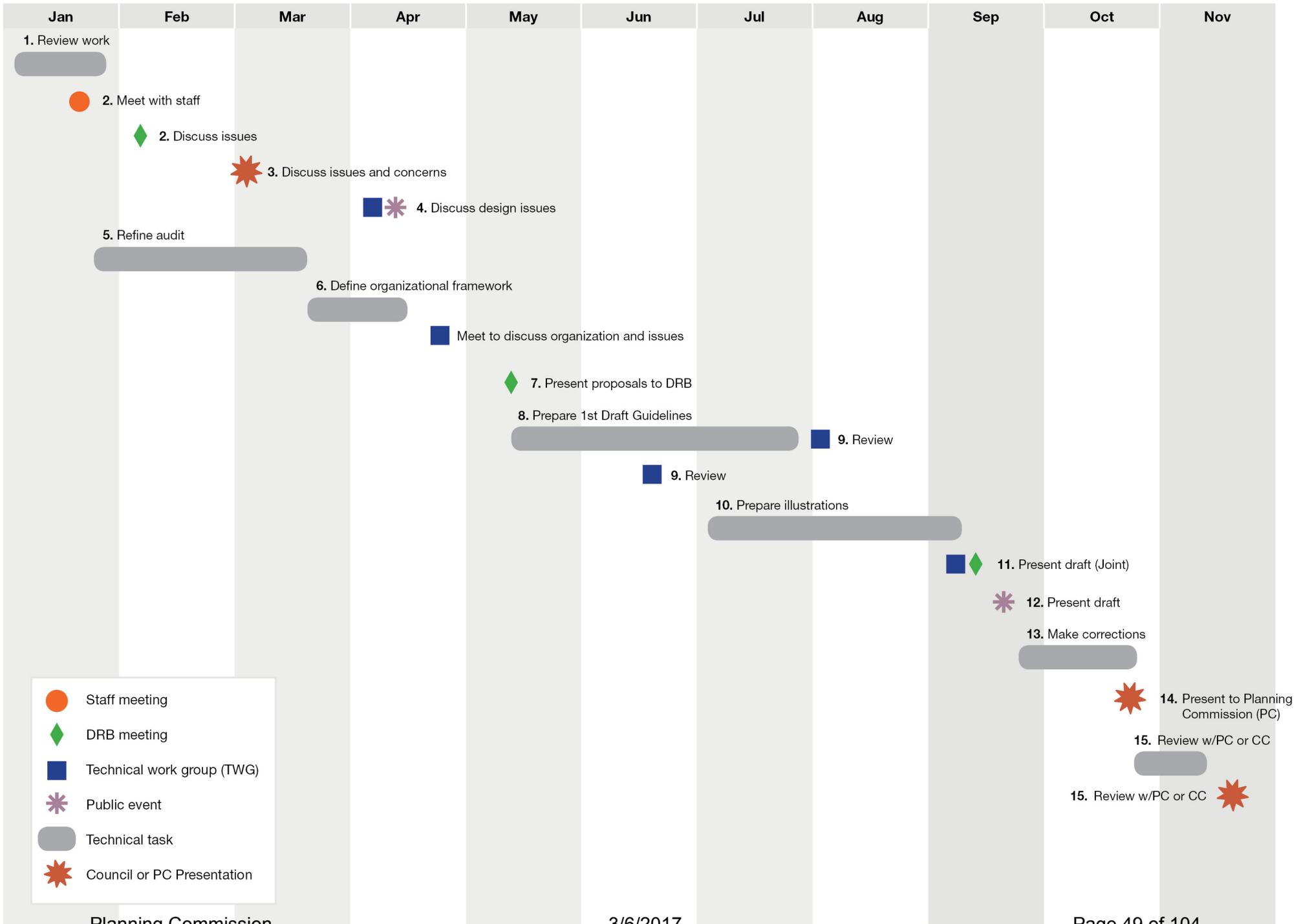
- Organize into one section so that applicants can access relevant guidelines in one place
- Allow for flexibility, but be focused and clear; not onerous
- Discuss and update the existing use and definitions of “shall” and “should” to help better meet objectives
- Reinforce unique character areas. While basic standards should apply throughout Downtown, some variation should be applied to enhance character areas.
- Various updates to address site planning and design, pedestrian access, amenities, open space, and building design
- Craft new mixed use guidelines
- Improve historic guidelines, including incorporate Secretary of the Interior standards that apply to alterations of existing historic structures
- Update requirements for nonresidential storefronts, considering essential locations where these should be required and design to promote active streetscapes
- Consider doing away with, or simplifying ratios (as currently in Pedestrian Street Overlay) as these are difficult to apply on smaller sites
- Incorporate more Crime Prevention Through Environmental Design (C-TED) measures
- Update view protection guidelines with moderate measures to protect and enhance three important views, from: West Bay Park to Mt. Rainier, Deschutes Parkway to Mt. Rainier, and East Bay Overlook to the Capitol Dome
- Illustrate with photos, sketches, and diagrams, as necessary to visually explain the provisions and provide a variety of ways to meet the standards. Where used as good examples, make sure they are exemplary development examples consistent with the desired character for Downtown. Make sure the graphics are internally consistent.

More detail is provided in the document **Analysis and Recommendations for Upgrading Downtown Olympia’s Design Guidelines and Historic Preservation Program**

The scope does not include streetscape design measures, which will be covered in a subsequent update to the Engineering Development and Design Standards (EDDS); nor does it include park improvements which are guided by a separate Parks, Arts and Recreation Plan. This update will not result in changes to the design review process, such as to the joint DRB/OHC process; however this process may further examine whether that is necessary and what it would take resource-wise to make a recommended change.

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Olympia Downtown Guidelines Work Schedule - 2.08.2017



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ATTACHMENT 5



Planning Commission

Recommendation on the Downtown Strategy Draft

Agenda Date: 3/6/2017
Agenda Item Number: 6.B
File Number: 17-0224

Type: recommendation Version: 1 Status: In Committee

Title

Recommendation on the Downtown Strategy Draft

Recommended Action

Report

Issue:

The Commission received public testimony on the draft Downtown Strategy at a hearing on February 27 and the written comment period closed March 3. The Commission will deliberate and begin drafting a letter of recommendation for the City Council.

Staff Contact:

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

Presenter(s):

Amy Buckler
John Owen, MAKERS architecture and urban design

Background and Analysis:

The Commission held a public hearing on February 27, and a summary of the public testimony is attachment 1 .

The written comment period was held open through Friday, March 3 at 5:00 pm. Written comments received as of the morning of March 1 are attachment 2. Additional comments received will be emailed to the Commission on March 3 and paper copies will be provided at this meeting.

City advisory boards were given the option of writing a comment letter to the Commission and Council regarding DTS recommendations that pertain to their area of expertise. Memos received are attachments 3-6 .

At their last meeting on Nov 14, the Stakeholder Work Group (SWG) composed a memo for the City Council and Planning Commission (attachment 7). The SWG met 10 times 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 the SWG.

Comment cards received at the public open house held on Feb 6 are attachment 8 .

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 Planning Commission is expected to deliberate on their recommendation in March. Staff will assist the Commission with preparing a document that summarizes the public's comments and with formatting the letter for Council.

Background

The public process to form Olympia's Downtown Strategy (DTS) kicked off in November 2016 and is now in the last step, which involves a Planning Commission public hearing, the Commission's recommendation to City Council, and Council adoption.

The Downtown Strategy identifies a design framework, public priorities and realistic, impactful actions to move our Downtown vision forward over the next five years. About 3,500 people participated in this through public workshops; online surveys; business and development forums; and numerous Stakeholder Work Group, community, City Council, committee and staff technical team meetings.

The report consists of 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

These documents are available online (link provided in attachment 9 .)

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 9 .)

Options:

At this meeting staff and the consultant will be prepared to respond to issues raised and the Commission may ask any other questions. Subsequent discussion should identify key issues and begin to respond to the City Council's 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 Commission may:

1. Recommend to City Council adoption of the Downtown Strategy as recommended by staff and consultants
2. Recommend to City Council adoption of the Downtown Strategy with modifications
3. Recommend denial of the Downtown Strategy

Financial Impact:

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

Attachments:

1. 2/27 Summary of public testimony
2. Written comments as of 3/1
3. Arts Commission Memo
4. Heritage Commission (OHC) Memo
5. Bicycle and Pedestrian Advisory Committee (BPAC) Memo
6. Parks & Recreation Advisory Committee (PRAC) Memo
7. Stakeholder Work Group (SWG) Memo
8. Feb 6 Comment Cards
9. Link to DTS webpage

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Public Testimony – Feb 27, 2017

Ms. Buckler presented a short briefing and noted written public comment will be accepted until Friday, March 3, 2017 at 5:00 p.m.

Chair Mark opened the public hearing.

Public testimony was received from:

Stewart Drebeck, a local developer, stated he felt the document was a good one which can help to create the vision, and he commended staff for their work during this process. His concerns were:

- Housing Chapter, Page 1, second sentence- *The City's Comprehensive Plan includes a target of directing ¼ of the city's forecasted population growth into downtown. This translates into about 5,000 new downtown residents living in approximately 2,500 to 3,500 new residences over next 20 years.* Concerned about the word "directing" and feels it should not become a mandate by the City. He feels the expectation of building 150 housing units per year over the next 20 years is overly optimistic and the market will not bear it. Multifamily is a cyclical industry that overbuilds then stops because the banks won't lend. There is too much available land elsewhere that is far less expensive than Downtown.
- Housing Chapter, Page 3 - *Avoid displacement of lower income groups from the downtown.* Concerned about the City mandating owners of existing lower income rentals from remodeling these units and raising the rent.
- Housing Chapter, Page 4 - He feels the example of a potential quarter block development is not realistic. It's too big for anyone to take on.
- Housing Chapter, Page 11 - Concerned that the costs associated with rehabilitation or demolition of existing buildings make this not a realistic option.
- Concerned about how Olympia might implement its goal of maintaining affordable units. He does not want to see the City implement rent control. That would be bad for the community and bad for people that own real estate.

Bonnie Jacobs, a long-time Olympia resident, referenced written testimony from the Friends of the Waterfront organization. She praised the Planning Commission for their service, and stressed the importance of the waterfront as a treasured community asset. Their concerns are:

- View protection from the waterfront. When planning for more visitors and for 5,000 more residents, think about views and setbacks from the waterfront.
- The Shoreline Master Program minimum 30-foot setback is insufficient for a pathway and the setback distance should be increased.

Aaron Sauerhoff, a student at Evergreen State College, thanked everyone who put the thoughtful and thorough plan together. He is concerned about collaboration with experts who have the most current data regarding sea level rise and urged the

importance of not missing any available data when implementing the Downtown Strategy.

Joel Baxter, a representative from the Olympia Master Builders, feels the plan is mostly easy to read and understand and will be a good tool for citizen involvement. While OMB members do not often build in downtown, they wanted to weigh in on the DTS because they care of the vitality of downtown and believe it is important to the region. His concerns are:

- The DTS outlines a priority of walkability and the desire to add 5,000 residents to Downtown. He feels the current restrictions on building height may create a challenge of obtaining the goal of increasing housing units. OMB does not want to eliminate views, but housing goals as well as walkability can only be supported by increasing density.
- When considering affordable housing incentives an actual affordable housing dollar amount needs to be established in order to determine if a developer can meet this goal of supplying affordable units.

Bob Jacobs, a long time Olympia resident, referenced written testimony from the Friends of the Waterfront (FOW) organization. Two themes he sees are holistic and long-term. Different interests have to be balanced in order to have a healthy community, and we need to prepare for growth, for example by setting aside park land and putting view protections in place. He reiterated the following concerns of FOW:

- The Shoreline Master Program minimum 30-foot setback is insufficient for a pathway and the setback distance should be increased. Only 20' of that is flat land. 55' would be better for trail users and private businesses (e.g. for outdoor seating.)
- Appreciate the recommendations to get people to the waterfront – think about the experience people have when they get there
- View protection - the draft recommends the Capitol Dome view be defined as only the Capitol Dome, not including the Drum. FOW thinks both the Dome and Drum are important to the view. (the draft also includes a typo that states the recommended view is the Capitol “Drum” – intended to be Capitol “Dome”)
- Isthmus – urges that the DTS should include a recommendation to remove the Capitol Center Building from the isthmus and replace it with a grand public open space.

Chair Mark closed the public hearing.

Amy Buckler

From: Comcast <kandjgoddard@comcast.net>
Sent: Wednesday, February 22, 2017 11:04 AM
To: Amy Buckler; John Owen; Keith Stahley
Cc: Cheryl Selby; Julie Hankins; Nathaniel Jones; Jim Cooper; Jessica Bateman; Jeannine Roe; Clark Gilman; Kendra Dahlen
Subject: Re: City of Olympia News Release | Downtown Strategy Public Hearing - Feb 27

Dear John, Amy and Keith.

I am so grateful for the work you and your teams have accomplished during Year One of the DTS, and for the projects slated to continue or begin during 2017. As I have mentioned in the past, you have exceeded my best hopes of laying the groundwork for a high-quality, long-view revitalization plan for Downtown. I am particularly delighted that to date 3500 people from Olympia and surrounding communities have shown up at workshops, etc. and/or completed online surveys. That, I think, is a clear indicator of (1) your keen focus on the value of meaningful public outreach and (2) how deeply people care about our downtown's best future.

I am so sorry that I'll miss the 2/27 OPC public hearing covering the draft Downtown Strategy. Jewel and I are off to Maui that same morning where we will be greeted by rain, which is in the forecast the entire first week. So much for MY planning!

My sincerest thanks to all of you and yours.
 Kris

P.S. Please pass along kudos to your outstanding graphics teams for communicating this story powerfully, artfully and understandably.

On Feb 21, 2017, at 3:05 PM, Nancy Lenzi <nlenzi@ci.olympia.wa.us> wrote:

<image001.jpg>

FOR IMMEDIATE RELEASE**DOWNTOWN STRATEGY PUBLIC HEARING – FEB 27**

Date of Release: February 17, 2017

Contact:

- Amy Buckler, Senior Planner
- 360.570.5847
- abuckler@ci.olympia.wa.us

Public Hearing on the draft Downtown Strategy

The Olympia Planning Commission will hold a public hearing on the draft Downtown Strategy on Monday, February 27 at 6:30 pm at City Hall, to receive public comments prior to making a

recommendation to the City Council regarding the proposal. Anyone interested is invited to attend and present testimony regarding the draft proposal, which is available online at www.olympiawa.gov/DTS. The draft includes a summary and seven more detailed chapters about each of the strategy elements.

During 2016, the City hosted an extensive public process to form a strategy that will move forward our community's vision for Downtown. Over 3,500 community members from around the region participated at meetings and online. What emerged is a holistic design framework and set of priority actions for enhancing Downtown. The Strategy will guide City actions over the next 6 years to address housing, homelessness, transportation, design, retail/business and land use development. It is also a tool for communicating our vision and commitment to action for Downtown.

Public testimony may be presented orally or in writing. Written statements may be submitted to the Commission in care of the Olympia Community Planning and Development Department, PO Box 1967, Olympia, WA 98507-1967; to cpdinfo@ci.olympia.wa.us or by fax to 360.753.8087. Written comments must be received prior to 5 p.m. on Friday, March 3 and may be presented at the hearing. If you need special accommodations to participate in this meeting, please call (360) 753-8314, at least 48 hours in advance and ask for the ADA Coordinator.

Following the hearing, the Commission will make a recommendation to the City Council. The Commission may recommend that the strategy be adopted or not adopted, or may recommend an alternative or a variation.

###

Connect With Us!

<image002.jpg> <image003.jpg> <image005.jpg>

2/21/2017 3:05 PM

Amy Buckler

From: JacobsOly@aol.com
Sent: Monday, February 27, 2017 9:37 PM
To: Amy Buckler
Subject: FOW Testimony on DTS Draft
Attachments: DTS Underline Version, Feb 2017.docx

Amy -- attached is the written FOW testimony in electronic form. I handed out hard copies this evening, but thought you might want it in electronic form too.

BobJ

Written Testimony of Friends of the Waterfront for the Olympia Planning
Commission's Public Hearing on February 27, 2017 Regarding the
Draft Downtown Strategy

Friends of the Waterfront was founded seventeen years ago and is registered with the Secretary of State's Corporations Division.

"Friends of the Waterfront is a group of Olympia area residents and businesspeople who see the waterfront as a treasure -- a central feature that is vital to the health of the whole community. We advocate managing the shoreline and adjacent lands wisely and developing them for the community's greatest net benefit over the long term, as determined through an inclusive visioning process."

We have closely followed the development of the Downtown Strategy draft. Our comments will focus on three areas: (1) the waterfront in general, (2) the Isthmus, and (3) views.

Waterfront

We are pleased to see that the waterfront receives appropriate recognition in this report as a wonderful community asset. This includes:

- Improving pedestrian connections between the waterfront and downtown attractions and the capitol campus.
- Maintaining the waterfront as a public gathering place.
- Promoting waterfront recreation activities.
- Completing the Olympia Waterfront Route (Big W Trail) around the peninsula.

However, we are disappointed there was no attention given to the need for appropriate regulations to assure quality public access. When the Shoreline Master Program was passed recently, councilmembers chose to adopt the minimum 30-foot setback required by Ecology (in order to preserve regulatory flexibility). At the time they said that additional setback space (and stepbacks) could/would be added via local zoning changes. We urge the commission/council to make this part of the downtown strategy and give it high priority in work plans.

(1) Setbacks. Thirty-foot setbacks provide only about twenty feet of flat ground for public use, the other ten or so feet being the slope to the water. Twenty feet of flat ground is not quite enough for a standard walking path cross-section for this kind of area (21 feet). It

provides no space at all for waterfront-related outdoor facilities such as outside restaurant seating, nor for potential sea level rise barriers. We strongly urge an additional 25 feet of setback (55 feet total) to provide space for these uses. Many localities have even wider spaces along their waterfronts. Olympia has relatively narrow strips of flat waterfront land in some areas and little undeveloped waterfront land in others, so this proposal would be appropriate for our local conditions.

(2) Stepbacks. Substantial stepbacks above the second story are needed to provide an open, airy, bright space for waterfront users. It is important to avoid a sense of confinement between tall walls and water.

We strongly urge that appropriate setbacks and stepbacks be included in the DTS, be added to the 2017 Planning work plan, and also be included in the city's sea level rise planning that is now beginning.

Isthmus

We regard the isthmus as part of the waterfront area and support the efforts of the Olympia Capitol Park Foundation.

1. Capitol Center Building. We saw a reference to possible redevelopment of the Capitol Center Building in the draft, but no mention of its removal. Removal of that out-of-place building has been a community priority for many years. This was reconfirmed recently by a professional public survey during development of the Parks Plan. Removal of this building has appeared in parks plans for a number of years. Action is overdue.

We strongly urge the commission/council to include in the DTS the removal of the Capitol Center Building and use of this space for parks and for future transportation contingencies.

2. Fountain Block and West Parcels. We strongly urge the city to develop the Fountain Block and West Parcels in as open a way as possible, thus adding/preserving important views of the capitol from this area. Views should be important considerations as this area is redeveloped. Any structures that are added should be low and small, serve public uses and preserve views.

Views

Background

The importance of view protection cannot be overstated. Whether public or private, important views are treasured, and give significant value to communities. Thus, we support GL8, "Community views are protected, preserved, and enhanced". FOW has advocated this for a number of years, and we are pleased that views are finally being addressed.

We note too the gravity of view protection actions. Any views not protected now can well be lost forever.

Throughout the public process regarding view protection, we observed a clear bias of development over view protection, expressed as stern warnings to the effect that view protections could reduce the chance of achieving the city's goals for housing development downtown. We found these warnings without merit because (1) most of the new housing is planned for the Southeast Neighborhood, which has little to no impact on important views, and (2) the remainder of downtown appears to have far more space than would be needed for the projected additional population.

In addition, mention of potential legal problems and "unfair economic impacts" from view-protecting zoning changes seem to be of questionable merit.

We therefore urge the commission and council to significantly discount reported development-over-views opinion survey results. This is in addition to the fact that these surveys are not statistically valid.

Specifics

1. We are chagrined that this report recommends that views of the capitol protect only views of the dome, rather than the dome and drum. The dome alone appears small and unimpressive from a distance. The dome and drum together make a real visual statement and need protection to maintain the dominance of the capitol on our skyline. Including the structure beneath the drum would be even better, though the dome/drum make a strong impression.
2. View 1, State Capitol Campus Promontory to Budd Inlet. This item is defined too narrowly. It should also include northward views from the north basin of Capitol Lake. This is easily the biggest view issue facing Olympia. The Capitol Center Building is a huge blot on our city and on the state capitol. It is completely out of scale with its surroundings, blocks important views, and violates the historic design of the state capitol campus, which was planned around the northward view from the land that Olympia founder Edmund Sylvester donated for our "capitol place". Removal of this structure is a very popular idea and would immeasurably improve our downtown. It was also important in passage of the Municipal Parks District measure. We strongly recommend that this structure be removed and be replaced with public open space, and urge that this project be included in the DTS.
3. View 5, West Bay Park to Mt. Rainier. We support this recommendation.
4. View 7, Percival Landing to Capitol Dome. Under this item, the view from just a single point was analyzed. We believe this approach is too narrow. Percival Landing is an important and

heavily used public park. Important views from public parks are vital to the public interest and should be protected. Thus, we recommend that the entirety of Percival Landing be analyzed for view protection. We also urge that the remainder of the Olympia Waterfront Route be similarly analyzed. Language should be inserted to provide view protections as the Big W Trail is completed in the future.

5. View 8, East Bay Lookout to Capitol Dome, and View 9, East Bay overlook to Capitol Dome. These two views from East Bay to the Capitol Dome illustrate what we and others believe to be an inappropriate constraint that was placed on the view analysis exercise. In some cases important views are enjoyed as much from vehicles as from walking. Therefore a stretch of a street rather than a point along the street should be the view analyzed. In this specific case, we believe the stretch to be protected should be from the southernmost residence along East Bay Drive to the East Bay Overlook. Because of the view over the water to the capitol, this is a very pleasant stretch. It could become part of a "scenic drive" in the future.

6. View 10, Deschutes Parkway to Mt. Rainier. We support preservation of this view.

7. Freeway views of the capitol. We believe I-5 was designed to showcase views of the capitol. Thus, we recommend analysis of I-5 to capitol views for possible additional view protection.

8. We do not know the original reason for the Capitol Height District, but it appears to have had something to do with views of the capitol. This ordinance has not been reviewed in many years. It is time to do so as we have recommended in the past.

DTS Underline version Feb 2017

Amy Buckler

From: JacobsOly@aol.com
Sent: Tuesday, February 28, 2017 8:25 PM
To: Amy Buckler
Subject: Additional Comment on Draft DTS

Planning Commission Members:

I would like to respond to a comment made by a representative of the Olympia Master Builders at yesterday's hearing.

The OMB representative said that view protection could reduce the amount of buildable land so much that the city would be unable to reach its goal of housing 5,000 new residents in the downtown area in the next twenty years.

The FOW written testimony addresses this idea in a general way, but I want to offer some actual numbers.

Judging by the density achieved in the 123 Fourth Avenue building (136 units plus inside parking and ground floor commercial space, all on one-half block), it should be very easy to get 250 units on a full city block.

Taking the high estimate of 3,500 new housing units needed, that means 14.5 blocks.

Much if not most of those new units are expected to go into the southeast neighborhood, in the general vicinity of the library. Housing in that area will have little or no impact on views.

The rest of the housing (perhaps 7 or 8 blocks worth) would go in the flat areas of downtown and Plum Street. That area has many, many blocks that could be redeveloped, so giving up some potential density would not significantly affect the potential for housing.

I hope these comments will prove useful.

Bob Jacobs
352-1346



MEMORANDUM

TO: City Council

FROM: Arts Commission

DATE: November 1, 2016

SUBJECT: Downtown Strategy

According to the scope for the Downtown Strategy, advisory boards (other than OPC) have a role to advise Council and staff on potential initiatives to include in the Strategy, including the following tasks:

- Receive an informational briefing from staff
- In line with scope, make recommendations for initiatives pertaining to expert purpose and role for consideration by staff and City Council
- Members may participate, listen and/or observe public workshops/meetings

Staff briefed and discussed the strategy with the Commission on April 14, and had a follow-up meeting on downtown streetscapes on June 27, 2016. Several members of the Commission attended the public workshops. Following are proposed initiatives proposed for the 6 year implementation period that are of particular interest to the Commission:

- Initiate a coordinated effort to integrate additional wayfinding and public art into downtown streetscapes. The Arts Commission recommends addressing this opportunity through placement of an artist on the project design team. Some specific opportunities to use public art to enhance unique character areas include:
 - Street segment improvements along 5 streets in the core: Franklin, Jefferson, Legion, Capitol Way and Washington
 - Where Franklin, Jefferson, Capitol Way and Washington projects above cross 4th Ave, use design elements in those intersection improvements to calm traffic and enhance the unique Entertainment theme along 4th Ave
- Pending legislative action, designate a creative district within downtown that relates one or more of the downtown character areas.

The Arts Commission appreciates the opportunity to participate and provide comment throughout the Downtown Strategy process and welcomes the positive changes the finished plan will affect in downtown Olympia.

To: The Olympia City Council
 From: The Olympia Heritage Commission
 Date: November 30, 2016
RE: Downtown Strategy Draft Recommendations on Heritage

In its role as steward of Olympia's historic environment, the Heritage Commission has engaged in public outreach programs and reviewed the resulting Downtown Strategy Recommended Actions. Downtown Olympia includes hundreds of historic buildings and spaces that are major contributors to the sense of place within our community's commercial center. The Commission supports striking a balance between preserving Downtown's historical character and constructing compatible, well-designed buildings and spaces to meet current and future needs. With this in mind, the Commission makes the following recommendations on specific draft actions:

LU.1: *Form a Sea level Response (SLR) Plan.*

This needs to include consideration of heritage resources, including the built environment and archaeology.

LU.5: *Identify buildings and tools appropriate for adaptive reuse, and promote these tools.*

LU.6: *Promote incentives and other tools that encourage private investment.*

LU.6.B: *Explore – Program to offer façade improvement grants or loans.*

The toolbox for adaptive reuse, private investment, and façade improvements needs to be sensitive to and promote the enhancement of the historic context of downtown Olympia. Two tools already in use but underutilized for building rehabilitation are Federal and State preservation tax incentives. The upcoming historic architectural survey can provide baseline information for these actions.

LU.6A: *Establish Downtown as an urban infill exemption area for SEPA.*

Because SEPA includes important provisions for the review of potentially significant heritage resources and consultation with affected Tribes, this proposal must address the loss of this opportunity to review potential impacts and conduct meaningful Tribal consultation as required by State and Federal law.

D.1: *Update design guidelines (includes view protection updates, based on 2016 views analysis).*

For those properties designated individually on the Register or located within a historic district, the Commission recommends replacing the design guidelines with the U.S. Secretary of the Interior's Standards for Rehabilitation (Standards; see reverse). The Standards are already adopted under OMC 18.12 and used as the main standards for design review of building permit applications for all designated historic properties everywhere else in the city. While they are also referred to in design review Downtown, other design standards conflict with the Standards and dominate decision-making. Using the Standards for Downtown's designated historic properties would unify the City's practice of managing change in its historic environment. It would also reduce developer uncertainty by eliminating the use of multiple sets of regulations.

D.3: *Inventory historic architecture in Downtown.*

The information gathered in this survey will provide a baseline of information on the historical development and current condition of all buildings in our commercial core. This will assist the City's efforts in identifying significant historical design patterns to develop guidance that encourages compatible new design. It will also serve as a catalyst for identifying new tools and approaches for promoting and investing in Downtown. Grant funding for this study has already been secured and a consultant selected.

D.6: *Examine potential expansion of historic district boundary and/or designation of additional historic properties.*

The existing boundaries are narrow and do not accurately reflect the location of our historic downtown. The expansion of the district and individual designation would support the preservation and enhancement of the unique character enjoyed by Olympia residents, businesses and tourists. It would also allow us to expand our promotion of incentive programs, further encouraging private investment in the development of Downtown.

The City Council's vision for a vibrant Downtown is one we share. Thank you for your recognition of the role our ever-evolving historic environment plays in our economic vitality and community identity.

Respectfully,



Holly Davies

Chair, Olympia Heritage Commission

U.S. Secretary of the Interior's Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

**MEMORANDUM**

TO: Mayor Selby and Members of the Olympia City Council

FROM: Christina Lock, Chair, Bicycle & Pedestrian Advisory Committee (BPAC)

DATE: December 6, 2016

SUBJECT: BPAC Comment on Draft Downtown Strategy Recommendations

The Bicycle and Pedestrian Advisory Committee is pleased to offer our perspective as you approach the adoption of the Olympia Downtown Strategy. We are struck by the overlap between features of the evolving plan and our interest in promoting active transportation. We appreciate the opportunity to comment on the Strategy at this point in the process.

First, we commend the process of creating the Strategy. It has been exciting to see all the great planning on the part of City staff as well as community members. We are inspired to see the result of this inclusive process. The Strategy reinforces several of the ideas we presented in our comments on the Capital Facilities Plan. Specifically, we hope the Council will:

- Continue to commit dependable, ongoing funding for bicycle and pedestrian programs.
- Prioritize gaps in the existing bicycle infrastructure. We need to assure that cyclists of all abilities can get to and around downtown.
- Connect to the regional bicycle and pedestrian network. With its shopping, scenic, historic, and cultural attractions, downtown Olympia is probably the largest potential destination for both commuter and recreational cyclists from outside the downtown core.

We are gratified to see the planning documents and public input have drawn such a strong connection between economic activity and a vibrant, safe, and welcoming downtown. "Walkability" is clearly an essential strategy for a robust business community, and downtown business owners already know that people don't spend money from their cars. When we talk about "getting more people on the streets" we really mean "getting more people on the sidewalks." Those who drive downtown must eventually leave their cars to get into businesses and attractions. Since drivers and pedestrians exchange roles, everyone benefits from downtown Olympia being a more walkable place.

We note that a hotel/convention center is mentioned in the draft Strategy materials as one way to bring in more regional visitors. Patrons of convention centers tend to walk in the local area for exercise, sightseeing, and shopping, and are likely to support the kinds of businesses that contribute to the liveliness of downtown. Again, walkability drives economic activity.

An outstanding feature of the Downtown Strategy is increased density, both in the number of people living downtown and the number of destinations people go to, such as shops, cultural activities, and public amenities like the waterfront, etc. The implications are clear:

- More people living downtown. One reason people may move downtown is to reduce their dependence on automobiles and be able to work, shop, eat, and entertain themselves and their guests nearby without having to drive. This could translate into a concentration of more walkers and cyclists as the downtown

Mayor Selby and Members of the Olympia City Council
 December 6, 2016
 Page 2 of 2

resident population grows. Anecdotally, a recent informal count of bicycles in the common bike storage area at a new market-rate downtown apartment building showed about one and a half bikes per occupied unit. We wonder if this indicates that new downtown residents might be more likely to ride a bicycle than we might assume. Current bicycle parking requirements could be inadequate to fulfill bike parking demand for a growing population that chooses to live within the downtown core.

- More destinations downtown. More destinations in a small area means the destinations are closer together, thus more likely within walking or biking distance. We expect to see, and should plan for, more and better infrastructure for safe pedestrian and cycling use, such as improved crossings, bike corridors, and pedestrian protection from rain and road splashes.

We support slowing car traffic through downtown to help make it a sanctuary for people walking. Bulb-outs, especially on 4th Avenue, will help slow traffic and make downtown more walkable. We also would support diverting higher traffic volumes around downtown as opposed to through downtown. High auto traffic volumes through the core work against the goal of making downtown a more walkable place. To stay in alignment with the goals of the Strategy, we see the downtown core as being best suited to pedestrian, cycle and transit traffic and less suited towards auto through-traffic.

We like the festival street idea, and we support the proposal for shared streets on the north peninsula.

We also support working with the State on a parking strategy and a marketing strategy to encourage state workers to come downtown.

Another key feature of the Strategy is to take better advantage of our geographic assets, notably the waterfront "ribbon" around downtown. Clearly, this asset is most appealing for active transportation users. As the waterfront path develops, we would like to be sure the needs of both cyclists and pedestrians are met. With adequate cycling infrastructure connecting the path to surrounding neighborhoods, the waterfront ribbon trail could provide a longer but safer option for cyclists traveling to and through downtown.

Finally, the BPAC sees buses as complementary to walking and biking. Every bus trip begins and ends with someone either walking or biking. The BPAC supports buses moving through and to downtown, because they expand options for people biking and walking.

We hope this "bicycle and pedestrian" perspective sheds a different and informative light on the Olympia Downtown Strategy. In our view, the Strategy offers a welcome and exciting future, one that we hope will include increasing numbers of residents and visitors using active transportation to enjoy our city.

Sincerely,



CHRISTINA LOCK

Chair

Bicycle & Pedestrian Advisory Committee

CL/ms/hr

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cc: Michelle Swanson, AICP, Senior Program Specialist, Public Works Transportation
 BPAC Members



MEMORANDUM

TO: City Council

FROM: Jim Nieland, Chair
Parks and Recreation Advisory Committee

DATE: December 22, 2016

SUBJECT: Downtown Strategy

According to the Council-adopted scope for the Downtown Strategy, advisory boards (other than OPC) have a role to advise Council and staff on potential initiatives to include in the Strategy, including the following tasks:

- Receive an informational briefing from staff
- In line with scope, make recommendations for initiatives pertaining to expert purpose and role for consideration by staff and City Council
- Members may participate, listen and/or observe public workshops/meetings

At the August 18, 2016 meeting, PRAC received a briefing and provided parks related feedback to staff for incorporation into the Strategy's draft recommended actions. At the December 15, 2015 meeting, PRAC reviewed the Strategy's proposed actions and provided the following comments (note, a quorum was not present).

- Views from parks and trails are important and PRAC would like to be involved in any future work efforts that may affect or impact important views from parks or trails.
- A PRAC member has volunteered to participate on the technical committee for the upcoming downtown regulations and design guidelines update.

PRAC appreciates the opportunity to participate and provide comment throughout the Downtown Strategy process and welcomes the positive changes the finished plan will affect in downtown Olympia.

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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.



COMMENT CARDS FROM FEB 6 OPEN HOUSE

Comment: Downtown Strategy too broad, big, unaffordable, etc. Fails to consider unintended costs, limited revenues, declines state support because of K-1 funding requirements. Need for appropriate public/private partnerships. Need to focus on Capitol Way/Union Street development.

Comment: I was very surprised not to see Columbia identified as a potential corridor – its hill is gentler than 4th Ave, it's a quieter street and one that runs all the way from the State Capitol to Farmers Market. Would tie in well with access to Capitol Lake. The other north-south streets would involve taking parking away through the retail core we are trying to encourage, also conflicts with heavy bus traffic around the transit center!

Comment: I want to see/use bathrooms that are accessible 24 hours. I want to have a community garden to work in at the Artesian well so I can have a place to grow my own flowers/food because living downtown I don't have that space. I want lots of affordable housing – rent that is affordable according to the jobs/incomes most people I know ranges \$550-800. Any higher is oppressive. I want an actual grocery store that can compete with Thriftway as they are so damn expensive!



Planning Commission

Recommendation on Draft Amendments to Critical Areas Ordinance (CAO)

Agenda Date: 3/6/2017
Agenda Item Number: 6.C
File Number: 17-0226

Type: recommendation Version: 1 Status: In Committee

Title

Recommendation on Draft Amendments to Critical Areas Ordinance (CAO)

Recommended Action

Recommend to City Council adoption of draft amendments to the Critical Areas Ordinance (CAO)

Report

Issue:

Whether to recommend to City Council adoption of draft amendments to the Critical Areas Ordinance (CAO)

Staff Contact:

Leonard Bauer, Deputy Director, Community Planning and Development, 360.753.8206

Presenter(s):

Leonard Bauer, Deputy Director, 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. All written comments received by noon, January 27, 2017, and the additional information requested of staff were presented to the Planning Commission at its February 6 and 27, 2017, meetings.

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.

At its February 27, 2017 meeting, the Planning Commission voted to recommend approval of the amendments to the Olympia Municipal Code and Shoreline Master Program in Attachments 2-4. The Commission continued deliberation of the amendments in Attachment 1.

The draft amendments in Attachment 1 include the following:

- a process by which additional locally important species and/or habitat could be nominated in the future as conditions change
- designation of the great blue heron as a locally important species, with 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

WDFW recognizes that protections for heron rookeries have a different set of considerations in urban areas than in less developed areas. Consequently, this draft includes a smaller seasonal buffer than that recommended by WDFW for nests in rural and less developed areas: a 200 foot year-round buffer and an additional 300 foot seasonal buffer for nesting colonies.

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 18.32.300-330, and approval of the non-regulatory suggestions, as recommended by staff .
2. Recommend to City Council adoption of amendments to OMC 18.32.300-330, and approval of the non-regulatory suggestions, with modifications .
3. Recommend City Council not adopt locally important species regulations at this time.
4. Forward the draft amendments to OMC 18.32.300-.330 to City Council with no recommendation .

Under any of these options, the Planning Commission may direct staff to present the recommendation to the City Council, designate one or more Commissioners to present the recommendation to City Council along with staff, or create a written letter to describe the recommendation to be forwarded to City Council.

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 - .330 amendments

Proposed OMC 18.02 and 18.32.500 amendments

Proposed OMC 18.20 amendments

Proposed Shoreline Master Program amendments

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OMC 18.32.300-330 AS APPROVED BY CITY COUNCIL AUGUST 16, 2016, WITH PROPOSED NEW LANGUAGE SHOWN IN TRACK CHANGES

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 18.32.325 and 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 15 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

No development shall occur in the great blue heron nesting colony.

1. 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 no herons have congregated or nested in any year by April 15, 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 16 through January 31, 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.

D. Development Conditions Within the Great Blue Heron Management Area

- a. 1. 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 performed outside of the nesting season. The nesting season is generally February 15 through August 31, unless a different nesting season for that year is certified by a report from a qualified professional.
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. Development may occur at any time in the seasonal buffer, subject to the applicant submitting a report from a qualified professional documenting that no herons congregated or nested from February 1 through April 15 of a specific year. [Wording amended for clarity upon advice from Legal.]
- 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.

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.

DRAFT

THE FOLLOWING AMENDMENTS ARE TO BRING OMC 18.02.180, 18.32.500 AND 18.32.515 INTO CONSISTENCY WITH THE CITY'S SHORELINE MASTER PROGRAM

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.

Landscape Structure. A fence, wall, trellis, statue or other landscape and ornamental object.

Landscaping. An area devoted to or developed and maintained predominantly with native or non-native plant materials including lawn, groundcover, trees, shrubs, and other plant materials; and also including accessory decorative outdoor landscape elements such as ornamental pools, fountains, paved or decorated surfaces (excluding driveways, parking, loading, or storage areas), and sculptural elements.

Landslide. Episodic down-slope movement of a mass of soil or rock that includes but is not limited to rockfalls, slumps, mudflows, earthflows and snow avalanches.

Large Lot Subdivision. The division of land into lots or tracts, each of which is 1/128 of a section of land or larger, or five acres or larger if the land is not capable of description as a fraction of a section of land.

Laundry and Laundry Pick-up Agency. An enterprise where articles of clothing, linen, etc. are washed, including self-service laundries as well as those where customers drop off articles to be laundered either on or off the premises, or dry-cleaned off the premises only. This includes diaper services, but not the following, which are classified as Light Industrial uses: dry-cleaning plants, linen supply services, carpet and upholstery cleaning plants, and industrial launderers.

Legal Lot of Record. A lot of a subdivision plat or binding site plan or a parcel of land described in a deed either of which is officially recorded to create a separate unit of property, provided that such plat, site plan, or deed shall accord with applicable local, state or federal law on the date created. Separate descriptions of adjoining parcels within a single deed shall not necessarily constitute separate legal lots of record.

Local Improvement. A public improvement for the benefit of property owners provided to a specific area that benefits that area and that is usually paid for, at least in part, by a special assessment.

Lodging House. See Dwelling, Transient.

Lot. Lands having fixed boundaries, being of sufficient area and dimension to meet minimum zoning requirements for width and area. The term shall also include tracts and parcels. Lot classifications are as follows:

- a. Lot, Corner. A lot that abuts two (2) or more intersecting streets.
- b. Lot, Flag or Panhandle. A lot with less than thirty (30) feet of street frontage which is typically connected to a public or private street by a narrow driveway. A lot where access is only provided by a private easement is not a flag lot.
- c. Lot, Interior. A lot that has frontage on one public or private street only, or is provided access by a private easement.
- d. Lot, Through. A lot that fronts on two (2) parallel or nearly parallel streets that do not intersect at the boundaries of the lot.
- e. Lot, Wedge-shaped. A lot with a street frontage which is no more than half as wide as the lot's width at the rear property line, as depicted in Figure 2-5b.

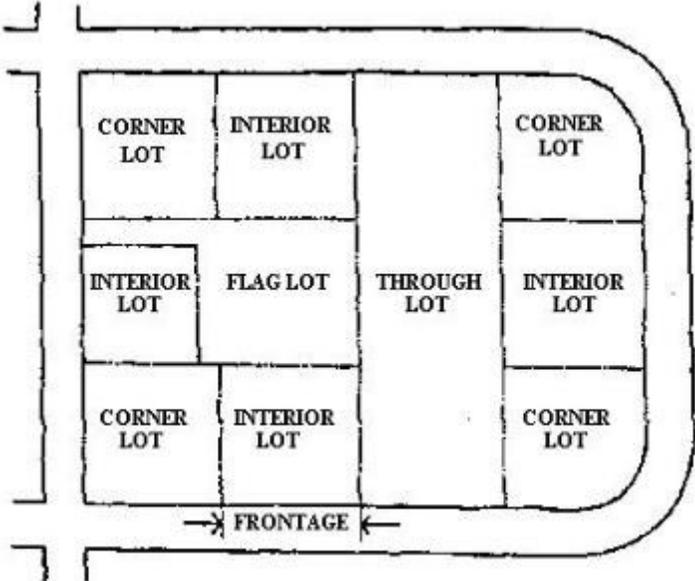
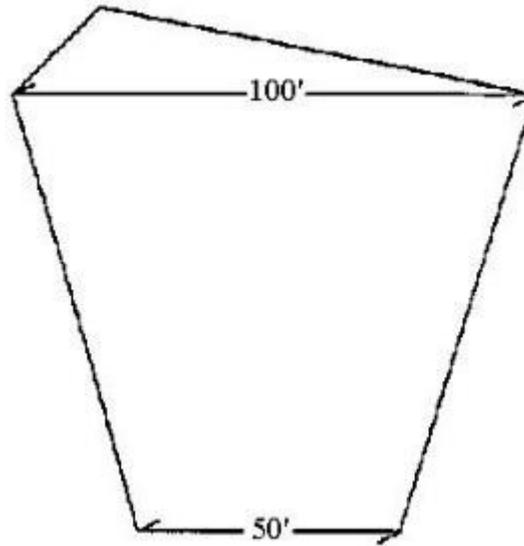


FIGURE 2-5



Example of a Wedge-Shaped Lot

FIGURE 2-5b

Lot Frontage. See Frontage.

Lot Line. A line dividing one lot from another lot or from a street rights-of-way or alley. (See also Property Line.)

Lot of Record. A lot, the plat, or deed to which is officially recorded as a unit of property and is described by metes and bounds.

Lot, Substandard. A parcel of land that is less than the minimum area or minimum dimensions required in the zone in which the lot is located. (See also Minimum Lot Size, Undersized Lots in development standards.)

Lot Width. The straight line distance measured between side lot lines parallel to the front setback line. (See also Section 18.04.080(G)(1) and Table 4.04.)

Low Income Housing. See Affordable Housing.

18.02.180 DEFINITIONS - SPECIFIC.

Object. A thing of functional, aesthetic, cultural, historical, or scientific value that may be, by nature or design, movable yet related to a specific setting or environment.

Off-Site Treatment and Storage Facility. A facility that treats or stores hazardous wastes or special incinerator ash generated on properties other than the property on which the off-site facility is located. (See also 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.)

Office. A building or portion thereof which is primarily used to transact the administrative or professional activities of a business. Such uses include, but are not limited to: medical (excluding veterinary), dental, chiropractic, optometric, legal, banking, insurance, real estate, security brokers, administrative, public, contractors, consultants, corporate, or manufacturers' offices. (See also Home Occupation.)

Office, Bank. Banks, savings and loans, credit unions, and other depository institutions.

Office, Business. The offices of real estate agencies, mortgage brokers, advertising agencies, credit agencies, mailing services and postal substations, employment agencies, insurance agencies, membership organizations except fraternal organizations, accountants, attorneys, security brokers, financial advisors, architects, engineers, surveyors, tax preparation services, computer software development, and other similar business services. This may also include the administrative offices for businesses whose primary activity may be construction, manufacturing, utility services, or some other non-office use conducted elsewhere.

Office, Government. The legislative, administrative, service delivery, or judicial offices of local, state, or federal agencies. It also includes federal post offices where mail processing takes place for local delivery. It does not include government land uses such as maintenance facilities for government-owned trucks, busses, or heavy equipment which are a Light Industrial use.

Office, Medical. This includes the offices of doctors, dentists, chiropractors, optometrists, and other health practitioners providing outpatient care. It also includes medical and dental laboratories, blood banks, and the like.

Office Supplies and Equipment Stores. Stores selling office products such as stationery, legal forms, writing implements, typewriters, computers, copiers, office furniture, and the like.

Office Uses, General. A room or group of rooms used for conducting the affairs of a business

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:

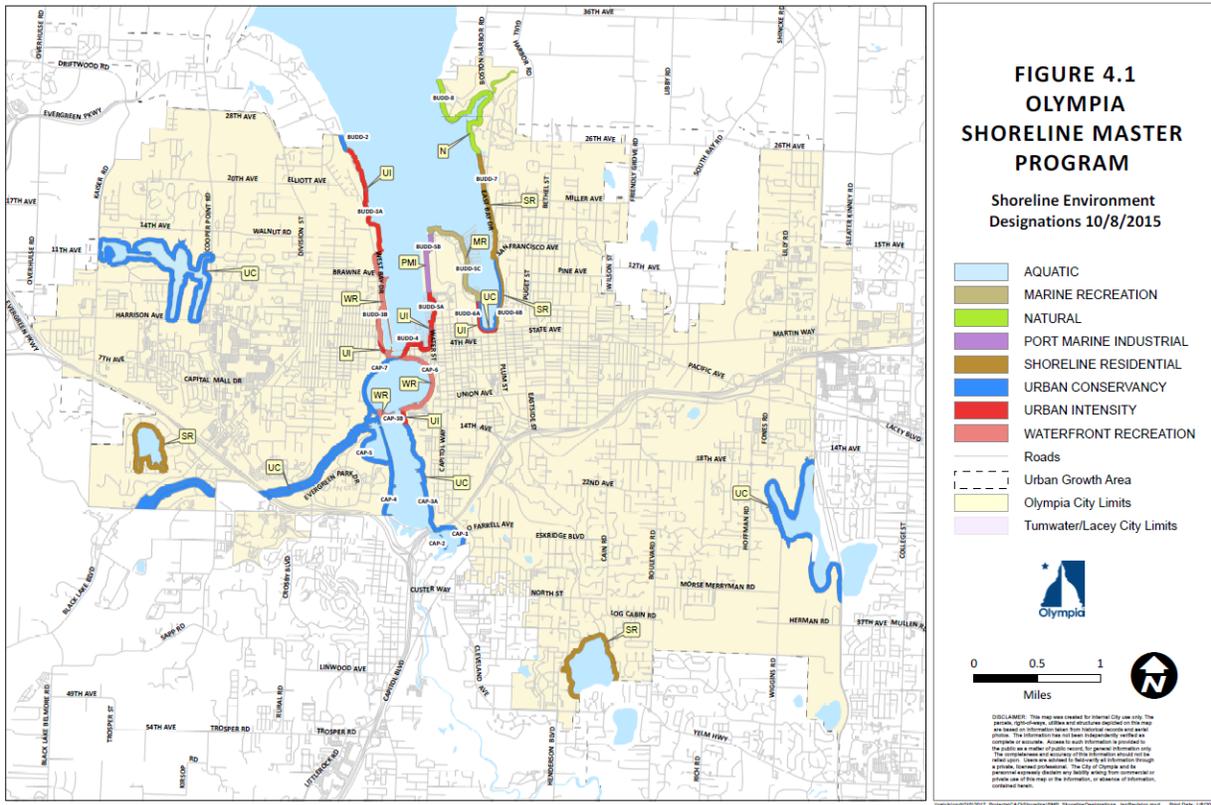
1. -Is an isolated Category III or IV wetland;
2. Is not associated with a riparian corridor;
3. Is not part of a wetland mosaic; ~~and~~
4. Does not contain habitat identified as essential for local populations of priority species identified by the Washington State Department of Fish and Wildlife; ~~and~~
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:

18.20.320 – Official Shoreline Map



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%) ~~from 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 Projects)	P	←	See OMC 18.20.830 through 837
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

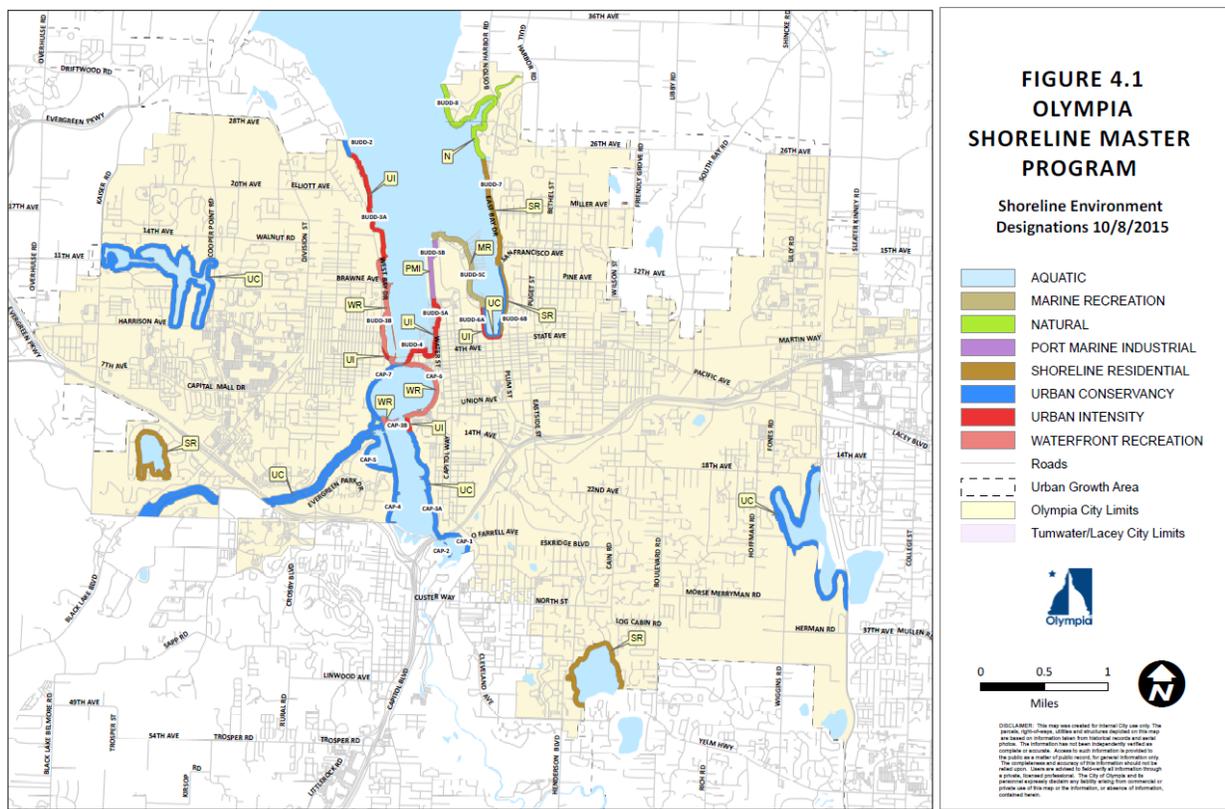
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SHORELINE MASTER PROGRAM AMENDMENTS

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 18.20.320 – Official Shoreline Map



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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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.
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3.58 18.20.810 – Permitted 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