



# Meeting Agenda

## Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Cari Hornbein  
360.753.8048

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**Monday, May 3, 2021**

**6:30 PM**

**Online and via phone**

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**Register to attend:**

<https://us02web.zoom.us/webinar/register/WN{EIFCpDw1SR-nnpTeWNeklW>

**1. CALL TO ORDER**

*Estimated time for items 1 through 5: 20 minutes*

**1.A ROLL CALL**

**2. APPROVAL OF AGENDA**

**3. APPROVAL OF MINUTES**

**3.A [21-0434](#) Approval of April 05, 2021 Planning Commission Meeting Minutes**

**Attachments:** [04052021 Draft minutes](#)

**3.B [21-0436](#) Approval of April 19, 2021 Planning Commission Meeting Minutes**

**Attachments:** [04192021 Draft minutes](#)

**4. PUBLIC COMMENT**

*During this portion of the meeting, citizens may address the Advisory Committee or Commission regarding items related to City business, including items on the Agenda. In order for the Committee or Commission to maintain impartiality and the appearance of fairness in upcoming matters and to comply with the Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee or Commission in these two areas: (1) on agenda items for which the Committee or Commission either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days, or (2) where the speaker promotes or opposes a candidate for public office or a ballot measure. Individual comments are limited three (3) minutes or less.*

**REMOTE MEETING PUBLIC COMMENT INSTRUCTIONS:**

*Live public comment will be taken during the meeting but advance registration is required. The link to register is at the top of the agenda. You will be given the choice to comment during the registration process. After you complete the registration form, you will receive a link by email to log onto or call into Zoom for use at the meeting day and time. If you plan on calling into the meeting, you will need to provide your phone number at registration so you can be recognized during the meeting. Once connected to the meeting you will be auto-muted. At the start of the public comment period, the Chair will call participants by name to speak in the order they signed up. When it is your turn to speak, your microphone will be unmuted*

**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 [21-0377](#) Short Term Rental Ordinance - Recommendation

**Attachments:** [Ordinance](#)  
[Short Term Rental Web Page](#)

*Estimated time: 45 minutes*

### 6.B [21-0423](#) Briefing on Olympia Housing Action Plan

**Attachments:** [Housing Action List](#)  
[Draft Regional Housing Action Plan](#)  
[Draft Housing Survey Report](#)  
[Engage Olympia link](#)  
[Housing Storymap link](#)

*Estimated time: 45 minutes*

### 6.C [21-0425](#) 2021 Code Amendments - Briefing

**Attachments:** [Revised Amendments](#)  
[Public Comments](#)  
[RCW 36.70A.620](#)

*Estimated time: 30 minutes*

## 7. REPORTS

*From Staff, Officers, and Commissioners, and regarding relevant topics.*

## 8. OTHER TOPICS - None

## 9. ADJOURNMENT

*Approximately 9:00 p.m.*

## Upcoming

*Next regular Commission meeting is May 17, 2021. 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 April 05, 2021 Planning Commission Meeting Minutes

**Agenda Date:** 5/3/2021  
**Agenda Item Number:** 3.A  
**File Number:**21-0434

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

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#### **Title**

Approval of April 05, 2021 Planning Commission Meeting Minutes



# Meeting Minutes

## Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Cari Hornbein  
360.753.8048

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**Monday, April 5, 2021**

**6:30 PM**

**Online and via phone**

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**1. CALL TO ORDER**

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

**1.A ROLL CALL**

**Present:** 6 - Chair Candi Millar, Vice Chair Aaron Sauerhoff, Commissioner Paula Ehlers, Commissioner Tammy Adams, Commissioner Rad Cunningham and Commissioner Carole Richmond

**1.B OTHERS PRESENT**

City of Olympia Community Planning and Development Staff:  
Senior Planner Cari Hornbein  
Principal Planner Joyce Phillips  
Director Leonard Bauer

Thurston Regional Planning Council Senior Planner Michael Ambrogi  
Thurston Regional Planning Council Senior Planner Allison Osterberg

**2. APPROVAL OF AGENDA**

The agenda was approved.

**3. APPROVAL OF MINUTES**

**3.A** [21-0327](#) Approval of March 15, 2021 Planning Commission Meeting Minutes

The minutes were approved.

**4. PUBLIC COMMENT - None**

**5. STAFF ANNOUNCEMENTS**

Ms. Hornbein shared announcements.

**6. BUSINESS ITEMS**

**6.A** [21-0322](#) 2021 Buildable Lands Report Update



Mr. Ambrogi and Ms. Osterberg shared a Power Point presentation on the Buildable Lands Report Update.

**The information was received.**

**6.B**     [21-0302](#)     2021 Code Amendments - Briefing

Ms. Phillips shared a Power Point presentation on Code Amendments.

**The information was received.**

**7.        REPORTS**

Chair Millar reported on the March 24, 2021 joint meeting with advisory committee chairs and the General Government Committee.

Commissioner Cunningham provided a legislative update.

**8.        OTHER TOPICS**

Vice Chair Sauerhoff lead a discussion regarding the webinar, "Great Planning Commission Meetings".

Ms. Hornbein announced agenda items for the April and May meetings.

**9.        ADJOURNMENT**

The meeting adjourned at 8:48 p.m.



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

## Planning Commission

### Approval of April 19, 2021 Planning Commission Meeting Minutes

**Agenda Date:** 5/3/2021  
**Agenda Item Number:** 3.B  
**File Number:**21-0436

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

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#### **Title**

Approval of April 19, 2021 Planning Commission Meeting Minutes



# Meeting Minutes - Draft

## Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Cari Hornbein  
360.753.8048

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**Monday, April 19, 2021**

**6:30 PM**

**Online and via phone**

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**1. CALL TO ORDER**

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

**1.A ROLL CALL**

**Present:** 4 - Chair Candi Millar, Vice Chair Aaron Sauerhoff, Commissioner Rad Cunningham and Commissioner Carole Richmond

**Excused:** 2 - Commissioner Paula Ehlers and Commissioner Tammy Adams

**OTHERS PRESENT**

City of Olympia Community Planning and Development staff:  
Senior Planner Cari Hornbein  
Associate Planner Catherine McCoy  
Director Leonard Bauer

**2. APPROVAL OF AGENDA**

The agenda was approved.

**3. PUBLIC COMMENT - None**

**4. STAFF ANNOUNCEMENTS**

Ms. Hornbein shared announcements.

**5. BUSINESS ITEMS**

**5.A**     [21-0377](#)     Short Term Rental Regulations Public Hearing

**Attachments:**    [Ordinance](#)  
                              [Short Term Rental Web Page](#)

Mr. Bauer and Ms. McCoy shared a Powerpoint presentation on Short Term Rental Regulations.

Chair Millar opened the Public Hearing at 7:00 p.m.

Public Testimony was heard from Ken Corcoran, Nathan Allen, Judy Bardin, Ryan Hollander, Ellen Turner, Walt Jorgensen and Brittan Yunker.

Chair Millar ended the Public Hearing at 7:33 p.m.

Deliberations and recommendation will be held on May 3, 2021.

**The Public Hearing was held and closed.**

**5.B**     [21-0379](#)     Planning Commission Candidate Screening and Recommendation

**Attachments:**    [Applications](#)  
                              [Evaluation Matrix](#)

Commissioners identified their top five candidates and directed staff to forward their recommendations to the General Government Committee for interviews.

**6.        REPORTS**

Commissioner Cunningham provided a legislative update.

**7.        OTHER TOPICS**

Ms. Hornbein reported on the agenda for the May 3, 2021 Planning Commission meeting.

**8.        ADJOURNMENT**

The meeting adjourned at 8:04 p.m.



## Planning Commission

### Short Term Rental Ordinance - Recommendation

**Agenda Date:** 5/3/2021  
**Agenda Item Number:** 6.A  
**File Number:** 21-0377

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**Type:** recommendation   **Version:** 2   **Status:** In Committee

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#### **Title**

Short Term Rental Ordinance - Recommendation

#### **Recommended Action**

Recommend approval of the attached ordinance to the Olympia City Council.

#### **Report**

##### **Issue:**

Whether to recommend that the Olympia City Council approve the attached ordinance adopting regulations on short term rentals consistent with guiding principles established by the City Council's Land Use and Environment Committee.

#### **Staff Contact:**

Leonard Bauer, Director, Community Planning and Development, 360.753.8206

Catherine McCoy, Associate Planner, Community Planning and Development, 360.570.3776

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

Leonard Bauer, Director, Community Planning and Development,

Catherine McCoy, Associate Planner, Community Planning and Development

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

The Planning Commission held a public hearing on the short-term rental ordinance on April 19, 2021. After closing the public hearing, the Commission continued the matter to tonight's meeting for deliberations.

#### Background

Short-term rentals, also known as vacation rentals, exist in Olympia neighborhoods as room rentals or rentals of entire living units, primarily in single family homes and multifamily units. City residents, property owners, and stakeholder groups (such as short-term rental operators) have shared their stories and first-hand experience renting, owning, and living adjacent to short-term rental units.

The Washington State Legislature has adopted some regulations for short term rentals (RCW 64.37). The City of Olympia currently does not have specific regulations addressing short term rentals. However, in 2019 the City Council's Land Use and Environment Committee directed staff to conduct

a public process to propose regulations that carry out the following six guiding principles:

1. Housing: Establish protections for the supply and affordability of housing.
2. Health and Safety: Identify unwanted behaviors and negative consequences.
3. Neighborhood Integrity: Minimize impacts and tensions between short term rentals and neighbors.
4. Fees and Taxes: Ensure equitable permit and tax compliance.
5. Enforcement: Enact enforceable policies that improve building, safety, and accessibility requirements.
6. Economic Development: Ensure an equitable approach with existing local firms and providers and their employees, and enable revenue opportunities for existing residents.

A summary of the planning process and staff recommendations for short term rental regulations can be found at the attached link to the short term rental project web page. The process included a survey, focus group meetings, and several lengthy comment periods regarding the guiding principles, optional approaches, and draft summary of recommendations. These comments and staff research of other jurisdictions and professional literature have guided the attached ordinance recommended by city staff.

The ordinance includes a primary definition of short-term rentals that is consistent with state law, and is further separated into two types:

- Homestays - rental of an individual room within a residence occupied by the owner or a long-term tenant, to be permitted outright as a home-based business incidental to the residential use of the dwelling unit.
- Vacation Rentals - rental of a residential unit where there is no permanent resident, to require administrative review and approval of a land use permit.

Both types of short term rentals would be required to obtain a city and state business licensing, show proof of primary liability insurance, remit all local and state taxes, post guidelines and emergency information on-site for guests, and have a designated local contact available 24/7 - all of which are currently required by state law.

Additional regulations in the ordinance include:

- Limiting vacation rentals to a total of two (2) per property owner (this does not apply to homestays).
- Limiting short-term rentals to two (2) per parcel that contains a single-family house.
- Limiting guests to two (2) adults per bedroom and no more than ten (10) in total.
- For multifamily uses, short-term rentals would be limited to one (1) unit or 3% of the total units, whichever is greater.
- Prohibiting short-term rentals in accessory dwelling units unless they have already been legally established. (A six-month grace period to come into compliance will be provided for existing ADUs that were not legally established.)
- Permitting short-term rentals in all residential and commercial zoning districts (prohibited in Auto Services and Industrial zoning districts).
- Permitting short-term rentals in single-family, duplex, tri-plex, four-plex, townhouse and multi-family units.
- Requiring an additional parking space if renting more than two bedrooms in a homestay or vacation rental, and when renting two short term rentals on a property containing a single-

family home.

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

Short-term rentals have citywide impact. Staff provided briefing to the Council of Neighborhood Associations (CNA) during the planning process. Short-term rentals have also been raised by community members and neighborhood representatives during the Missing Middle and Housing Options discussions as being closely related to concerns about housing affordability and neighborhood character and quality.

**Options:**

- 1) Recommend approval of the attached ordinance to the Olympia City Council.
- 2) Recommend revisions to the ordinance to the Olympia City Council.
- 3) Recommend the Olympia City Council not adopt short term rental regulations.

**Financial Impact:**

Staff resources in Community Planning and Development have been allocated to this on work effort. There may be increased costs to implement and enforce additional programs or regulations, if adopted.

**Attachments:**

Ordinance

Short Term Rental Project Web Page

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

**AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, ESTABLISHING REGULATIONS FOR SHORT-TERM RENTAL LODGING AND AMENDING OLYMPIA MUNICIPAL CODE SECTIONS 18.02.180, 18.04.040, 18.04.060, 18.05.040, 18.06.040, 18.38.100, 18.43.130 AND 18.72.100**

**WHEREAS**, Olympia has experienced an increase in the number of residential units being made available for rental lodging on a short-term basis (less than 30 days) in the past five years; and

**WHEREAS**, the Olympia City Council recognizes that revenue from owning and managing short-term rentals can be beneficial to Olympia residents, and an increase in visitors staying in these units can benefit local businesses; and

**WHEREAS**, a 2020 Regional Housing Needs Assessment completed by the cities of Olympia, Lacey, and Tumwater documents a shortage of supply of permanent, long-term housing units relative to the demand driven by population growth, a major factor in rising rental and housing costs; and

**WHEREAS**, in 2019, the City held numerous public meetings and created a webpage regarding Short-Term Rental Regulations as a means of gathering input from the public and providing project information and updates that are accessible at the public's convenience; and

**WHEREAS**, based on review of the Olympia Municipal Code ("OMC") and input from the public, staff drafted proposed amendments to multiple sections of Title 18 OMC ("Proposed Amendments"); and

**WHEREAS**, on March 10, 2021, the Proposed Amendments were sent to the Washington State Department of Commerce Growth Management Services with the Notice of Intent to Adopt Development Regulation amendments as required by RCW 36.70A.106; and

**WHEREAS**, on April 8, 2021, the City of Olympia issued a Determination of Non-Significance pursuant to the State Environmental Policy Act (SEPA) on the Proposed Amendments; and

**WHEREAS**, the Washington State Legislature has recognized the impacts of short term rentals by enacting regulations codified in Revised Code of Washington Chapter 64.37; and

**WHEREAS**, on April 8, 2021, notice of the public hearing for the Proposed Amendments was published in *The Olympian* newspaper pursuant to Chapter 18.78 OMC, Public Notification; and

**WHEREAS**, on \_\_\_\_\_, 2021, the Olympia Planning Commission held a public hearing on the Proposed Amendments; and

**WHEREAS**, the Olympia Planning Commission deliberated on \_\_\_\_\_, 2021 (Add any additional dates), and provided to the City Council its recommendation to amend multiple sections of Title 18 OMC, Unified Development Code, as proposed; and

**WHEREAS**, the Proposed Amendments are consistent with the Olympia Comprehensive Plan and other chapters of Title 18 OMC; and

**WHEREAS**, the Attorney General Advisory Memorandum: Avoiding Unconstitutional Takings of Private Property (December 2006) was reviewed and used by the City in objectively evaluating the proposed development regulations amendments; and



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

**WHEREAS**, the City Council finds it to be in the best interest of the City of Olympia to adopt the short-term rental regulations herein to achieve an appropriate balance of short-term rental units and permanent, long-term housing;

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

**Section 1. Amendment of OMC 18.02.180.D.** Olympia Municipal Code Subsection 18.02.180.D is hereby amended to read as follows:

**D. DEFINITIONS - SPECIFIC.**

**Dangerous Waste.** Any discarded, useless, unwanted or abandoned substances, including but not limited to certain pesticides, or any residues or containers of such substances which are disposed of in such quantity or concentration as to pose a substantial present or potential hazard to human health, wildlife, or the environment because such wastes or constituents or combinations of such wastes:

- a. Have short-lived, toxic properties that may cause death, injury or illness or have mutagenic, teratogenic or carcinogenic properties; or
- b. Are corrosive, explosive, flammable or may generate pressure through decomposition or other means. (See also Hazardous Waste, Extremely.)

**Date of Filing.** The date that a complete and accurate application is submitted and appropriate fees paid.

**Days.** Consecutive calendar days unless otherwise stated.

**Decorative Grille Work.** Grille work which through the use of material, geometric pattern, configuration, embellishment, or artisanship exceeds the normal functional requirements. Parallel vertical bars - resembling a jail cell pattern - are not considered decorative grille work.

**Dedication.** The deliberate appropriation of land by an owner(s) for any general and public uses, reserving to themselves no other rights than such as are compatible with the full exercise and enjoyment of the public uses to which the property is to be devoted. The intent to dedicate shall be evidenced by the owner by the presentment for filing of a final plat, short plat or binding site plan which shows the dedication thereon. Acceptance by the public shall be evidenced by written approval issued by the city of such document for filing with the County Auditor.

**Deficiency, Application.** The lack of an element or information which results in an application being deemed not complete, or which otherwise prevents meaningful review and rendering of a decision regarding the application. A deficiency includes an element or information which is absent, is inaccurate or in some other aspect does not conform with applicable regulations and standards, and supplemental information or studies required to review an application. Erroneous or misleading information intentionally included in an application shall constitute a deficiency.

**Department.** The City of Olympia Community Planning and Development Department.

**Design.** The planning and engineering of street alignments, grades and widths; drainage and sanitary facilities and utilities, including alignment and grades thereof; location and size of all required easements and rights-of-way; fire roads and fire breaks; lot size and configuration; vehicle access; grading; land to be dedicated for park or recreational purposes; building and other accessory physical requirements.

**Design Review.** The evaluation of a site, building, landscape design plan or sign program submitted to the Design Review Board or staff, which may approve or deny the plan in part, or make further design recommendations based upon adopted guidelines.

**Design Review Board.** A committee with a balance of design professionals (architecture, planning, engineering, landscape architecture) and citizens who are appointed by the City Council.

**Detached.** Any building or structure that does not have a wall and roof in common with any other building or structure and where exterior walls are separated by six feet or more. (See Attached Structures; note that structures conforming with neither definition must conform with the requirements of this title for both types of structures).

**Determination of Completeness.** A written determination by the director or fire chief or their respective designees that all required elements of an application have been received by the City. This determination initiates the statutory review period for the application, if any, and subject to certain exceptions, entitles the applicant to have the application considered and reviewed pursuant to the laws, regulations and standards in effect on the date the application was complete.

**Development.** The division of a parcel of land into two or more parcels; the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any structure; any mining, excavation, landfill, clearing or land disturbance; or any change of use or extension of the use of land. (See also Improvement.)

**Development Area, WCF.** The area occupied by a wireless communications facility including areas inside or under the following: an antenna support structure's framework, equipment cabinets, ancillary structures and access ways.

**Development Code.** A text incorporating areas of regulation more typically presented in separate zoning and subdivision ordinances and related chapters of the Municipal Code.

**Development Coverage.** Except where the context indicates otherwise, "development coverage" has the same meaning as impervious coverage.

**Development Permit.** Any land use permit which must be approved prior to the improvement and development of land or structures.

**Director.** The Director of the City of Olympia Community Planning and Development Department, and the Director's designees.

**District or Zone.** A specific area designated on the official zoning map of the city as one of the use districts as provided for in this title; such area is subject to all the requirements and regulations applicable to such district.

**Dormitory.** A residential structure intended principally for sleeping accommodations, where no individual kitchen facilities are provided, and which is related to an educational or public institution or is maintained and operated by a non-profit welfare organization.

**Drinking Establishment.** A business primarily engaged in the retail sale of alcoholic beverages for consumption on the premises, including night clubs, bars, and taverns. A lounge operated as part of a restaurant is considered to be accessory to the restaurant.

**Drinking Water Protection Area.** See OMC [18.32.205](#).

**Drip Line.** An imaginary ground line around a tree or building that defines the outermost limits of the tree canopy or building roof eave.

**Drive-in Theater.** An open lot devoted primarily to the showing of motion pictures.

**Drive-Through Restaurant.** See Restaurant, Drive-Through.

**Dwelling Unit.** See definition for single-family. Various types of housing or human shelter, which are listed below and categorized by use.

a. Dwelling, Conventional.

i. **Accessory Dwelling Unit.** A dwelling unit that has been added onto, created within, or separated from a single-family detached dwelling for use as a complete independent living unit with provisions for cooking, sanitation and sleeping.

ii. **Apartment.** A dwelling within a structure designed and used for occupancy by three or more individual persons or families living independently of each other. These structures include triplexes, fourplexes, and other multi-unit configurations.

iii. **Boarding Home.** Any home or institution, however named, which is advertised, announced or maintained for the express or implied purpose of providing board and domiciliary care to three or more aged persons not related by blood or marriage to the operator, under the provisions of Chapter [18.20](#) RCW. It shall not include any home, institution or section thereof which is otherwise licensed and regulated under the provisions of state law providing specifically for the licensing and regulation of such home, institution or section thereof. (See also Dwelling, Assisted Living.)

iv. **Co-Housing.** Co-housing developments consist of two or more dwelling units, one or more shared community structures (e.g., containing a meeting hall, dining hall/kitchen, community center, or day care) and perhaps a community garden, recreation area, or similar community oriented use.

v. **Condominium.** A development consisting of an undivided interest in common for a portion of a parcel coupled with a separate interest in space in a residential or commercial building on the parcel.

vi. **Cottage Housing Development.** Four or more small, detached dwelling units sharing a commonly owned courtyard/common area and parking area.

- vii. Courtyard Apartment. A dwelling within a structure or small detached structures on one parcel designed and used for occupancy by four or more individual persons or families living independently of each other. The units are oriented around a shared open space courtyard from which all ground floor units have primary entrances facing.
- viii. Duplex. One building containing two single-family dwelling units totally separated from each other by a one-hour fire wall or floor.
- ix. Guest House. Living quarters without kitchen facilities located on the same lot with a principal building and occupied for the sole use of members of the family, temporary guests, or persons permanently employed on the premises. (See also Accessory Dwelling Unit.)
- x. Manufactured Home. A single-family residence constructed after June 15, 1976, and installed in accordance with the U.S. Department of Housing and Urban Development (HUD) requirements for manufactured housing and bearing the appropriate insignia indicating such compliance.
- xi. Manufactured Home, Designated. A manufactured home constructed after June 15, 1976, in accordance with state and federal requirements for manufactured homes, and which meets the requirements of OMC [18.04.060.O](#).
- xii. Manufactured Home, New. Any manufactured home required to be titled under Title [46](#) RCW, which has not been previously titled to a retail purchaser, and is not a "used mobile home" as defined in RCW [82.45.032\(2\)](#).
- xiii. Mobile Home. A single-family residence transportable in one or more sections, built on a permanent chassis, designed to be used as a permanent dwelling and constructed before June 15, 1976.
- xiv. Modular Home. A structure constructed in a factory and installed in accordance with the applicable Building Code and bearing the appropriate insignia indicating such compliance. This definition includes "pre-fabricated," "panelized" and "factory built" units.
- xv. Single-Family Dwelling. A single unit providing complete, independent living facilities for a family, including permanent provisions for living, sleeping, cooking and sanitation.
- xvi. Single-Room Occupancy. A housing type consisting of one room with cooking facilities and with shared bathroom facilities. (See also Boarding Home, Lodging House and Bed and Breakfast.)
- xvii. Townhouse. A single-family dwelling unit which is part of a group of two or more such units separated by a completely independent structural wall (including utilities in separate walls), extending from the ground to the roof in accordance with the applicable Building Code and which has no doors, windows or other provisions for human passage or visibility through the wall. In certain zoning districts, such dwelling units are platted with common side and/or rear property lines between the structural walls. See Chapter [18.64](#).
- xviii. Triplex. One building containing three single-family dwelling units totally separated from each other by a one-hour fire wall or floor.

xix. Fourplex. One building containing four single-family dwelling units totally separated from each other by a one-hour fire wall or floor.

xx. Sixplex. One building containing six single-family dwelling units totally separated from each other by a one-hour fire wall or floor.

b. Dwelling, Transient.

i. Bed and Breakfast. A dwelling for the purpose of providing lodging for travelers and guests for a period of less than two weeks for compensation and having at least one kitchen used to provide breakfast but no other meals. Such dwelling shall have no more than five such guest rooms for persons other than the immediate family of the operator occupying such dwelling. Any such dwelling having over five such guest rooms is a hotel.

ii. Hotel. Any building containing six or more guest rooms where lodging, with or without meals, is provided for compensation, and where no provisions are made for cooking in any individual room or suite.

iii. Lodging House. A dwelling having only one kitchen and used for the purpose of providing lodging, or lodging and meals, for compensation for no more than five persons other than the members of the immediate family of the operator occupying such dwelling. Any such dwelling having over five such guests is considered a hotel. (See also Boarding Home.) [NOTE: A lodging house allows for an unlimited stay, unlike a Bed and Breakfast which is limited to two weeks.]

iv. Motel. Guest rooms or suites occupied on a transient basis often with most rooms gaining access from an exterior walkway. (See also Recreational Vehicle.)

v. Short-Term Rental. A lodging use, that is not a hotel or motel or bed and breakfast, in which a dwelling unit, or a portion thereof, is offered or provided to a guest by a short-term rental operator for a fee for fewer than thirty (30) consecutive nights. (This definition has the same meaning as RCW 64.37.010(9)). (See also Short-Term Rental Operator).

vi. Short-Term Rental – Homestay. A type of short-term rental wherein rooms are rented within a dwelling unit that is occupied by a property owner or long-term rental tenant residing in that dwelling unit.

vii. Short-Term Rental – Vacation Rental. A type of short-term rental wherein an entire dwelling unit or portion thereof is rented and there is no property owner or long-term tenant residing in that dwelling unit.

viii. Trailer House. See Recreational Vehicle.

c. Dwelling, Assisted Living.

i. Adult Day Care Home. A residence in which adults (at least 18 years in age) and who are not related to the caregiver stay for no more than 12 hours per day. Emergency medical care may be provided in such facilities, but not convalescent care. (See also Convalescent Home and Elder Care Home.)

ii. **Convalescent Home.** Any home, place, institution or facility which provides convalescent or chronic care, or both, for a period in excess of 24 consecutive hours for three or more patients not related by blood or marriage to the operator, who by reason of illness or infirmity, are unable properly to care for themselves. Such establishment shall be duly licensed by the State of Washington as a "nursing home" in accordance with the provisions of Chapter [18.51](#) RCW.

iii. **Congregate Care Facilities.** A building or complex of dwellings specifically designed for occupancy by senior citizens which provides for shared use of facilities, such as kitchens, dining areas, and recreation areas. Such complexes may also provide kitchens and dining space in individual dwelling units. Practical nursing care may be provided, but not nursing care as described in Section [18.04.060](#)(S).

iv. **Elder Care Home.** An elder care home or adult family home in the primary residence of a person licensed pursuant to Chapter [70.128](#) RCW to provide personal care, room, and board for one to five adults (at least 18 years of age) who are not related to the caregiver. Home health care and limited nursing care (dispensing of medicine and emergency medical aid) may be provided, but not convalescent care. (See also Convalescent Home, and Boarding Home.)

v. **Group Homes.** A place of residence for the handicapped, physically or mentally disabled, developmentally disabled, homeless, or otherwise dependent persons. Group Homes are intended to provide residential facilities in a home-like environment. Such homes range from licensed establishments operated with 24 hour supervision to non-licensed facilities offering only shelter. They shall not include correctional facilities (except as authorized by Chapter [137-56](#) and [137-57](#) WAC for work/training release programs), nursing homes, Type III group care facilities, foster family homes, or adult family homes as defined by the Washington State Department of Social and Health Services or its successor agency. Group homes include, but are not limited to the following:

(a) **Confidential Shelters.** Shelters for victims of domestic violence as defined and regulated in Chapter [70.123](#) RCW and Chapter [388-61A](#) WAC. Such facilities are characterized by a need for confidentiality.

(b) **Home for the Disabled.** A home or other facility which provides board and domiciliary care to individuals who, by reason of infirmity, require such care. An infirmity may be based on conditions including, but not limited to, physical handicap, mental illness, and other developmental disabilities. These group homes are a type of boarding home, as defined and regulated in Chapter [18.20](#) RCW. However, boarding homes serving the aged infirm are not included in this definition.

(c) **Homeless Shelter.** A facility offering lodging and/or emergency shelter to homeless individuals for an indefinite period of time and meeting the standards of Chapter [248-144](#) WAC.

(d) **Group Home for Youth.** Any home maintained and operated for the care of children on a 24 hour basis as defined and regulated in Chapter [388-73](#) WAC and Chapter [74.15](#) RCW.

(e) **Group Home for Offenders.** A home or other facility operated for housing and supervision of work/training release residents during their stay in a work/training release program as defined and regulated in Chapters [137-56](#) and [137-57](#) WAC.

vi. Hospice Care Center. Facilities licensed under Chapter [70.41](#) RCW which provide for the emotional and physical care of terminally ill patients. Such centers provide food, lodging, and palliative care on a full-time (24 hour) basis for two or more people, unrelated to the Center's operator, who are in the latter stages of a disease expected to cause death.

vii. Nursing Homes. See Convalescent Home.

viii. Rest Home. See Congregate Care.

**Section 2. Amendment of OMC 18.02.180.L.** Olympia Municipal Code Subsection 18.02.180.L is hereby amended to read as follows:

**L. 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 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, OMC [18.20](#).

**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.

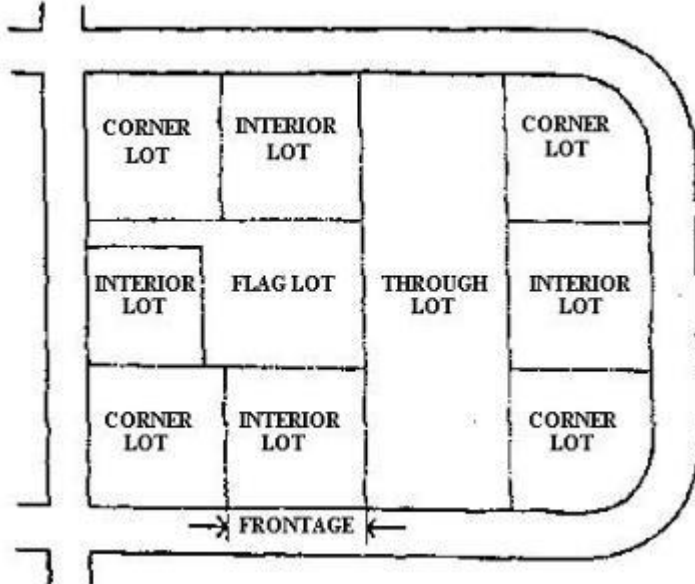
Long Term Rental. A residential use, wherein a dwelling unit, or portion thereof, that is not a hotel, motel, bed and breakfast, or boarding home, is offered or provided to a person as a residence for a fee for thirty consecutive nights or more.

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:

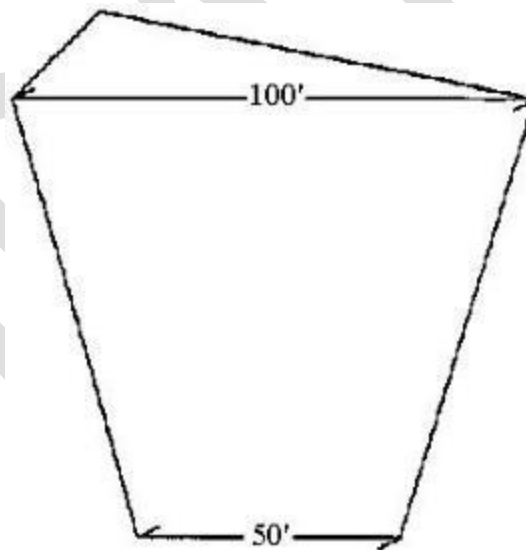
- a. Lot, Corner. A lot that abuts two (2) or more intersecting streets.
- b. Lot, Flag or Panhandle. A lot with less than thirty (30) feet of street frontage which is typically connected to a public or private street by a narrow driveway. A lot where access is only provided by a private easement is 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 right-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.

**Section 3. Amendment of OMC 18.02.180.S.** Olympia Municipal Code Subsection 18.02.180.S is hereby amended to read as follows:

S. DEFINITIONS – SPECIFIC.

Salmonid. A member of the fish family salmonidae, such as chinook, coho, chum, sockeye and pink salmon, rainbow, steelhead, cutthroat salmon, brown trout, bull trout, Brook and Dolly Varden char, kokanee and whitefish.

Sanitary Landfill. A site for solid waste (garbage) disposal.

Satellite Earth Station. A single or group of parabolic (or dish) antennas that are mounted to a support device that may be a pole or truss assembly attached to a foundation in the ground, or in some other configuration. A satellite earth station may include the associated separate equipment cabinets necessary for the transmission or reception of wireless communications signals with satellites.

Scale, Architectural. The perceived height and bulk of a building relative to that of neighboring buildings. A building's perceived height and bulk may be reduced by modulating facades.

Scenic Vistas. Those areas which provide, for significant numbers of people, outstanding views from public rights-of-way of Mt. Rainier, the Olympic Mountains, Budd Inlet, the Black Hills, the Capitol Building, and Capitol Lake or its surrounding hillsides.

School. An institution of learning, whether public or private, which offers instruction in those courses of study required by the Washington Education Code or which is maintained pursuant to standards required by the State Board of Education. This definition includes a nursery school, kindergarten, elementary school, junior high school, senior high school or any special institution of education, but it does not include a vocational or professional institution of higher education, including a community or junior college, college, or university.

Screening. A continuous fence or wall supplemented with landscaping, or an evergreen hedge or combination thereof, that effectively provides a sight-obscuring and sound-absorbing buffer around the property it encloses, and is broken only for access drives and walks.

Sculptured Building Top. A building top which has:

- a. Reduced floor area on the upper floors; and

b. A distinctive roof form such as pitched roof, hip roof, dome, chateau roof, tower, turret, pediment, dormers, or other distinctive forms. Roofline embellishments such as medallions, statuary, cornices, brackets, finials, or similar ornament would not be considered sculptured building tops; and

c. Upper floors which are set back from the street wall.

Secretary of the Interior's Standards for the Treatment of Historic Properties, The (as amended). Guidelines adopted by the Secretary of the Department of the Interior to guide the rehabilitation, restoration or reconstruction of a historic property.

Section of Land. Measured 640 acres, one square mile, or 1/36 of a township.

Secure Community Transition Facility. A residential facility for persons civilly committed and conditionally released from a total confinement facility operated by the Secretary of Washington Social and Health Services or under contract with the Secretary pursuant to RCW [71.09.020](#)(10) as described in RCW [71.09.250](#). All secure community transition facilities located within the City of Olympia shall conform with Olympia Municipal Code Subsection [18.08.080](#)(E).

Seep. A spot where groundwater oozes to the surface. A small spring.

Service and Repair Shop. An establishment providing major repair and/or maintenance of motor vehicles, equipment or major appliances, including, but not limited to: mechanical repair, replacement of parts, body repair, painting, engine overhaul, or other major repair or maintenance, including operations which may require open flame or welding.

Service Stations. Businesses which sell gasoline or alternative vehicle fuels, and/or which may perform minor vehicle maintenance or repair, and/or wash cars. "Minor maintenance or repair" is limited to the exchange of parts and maintenance requiring no open flame or welding. Service stations include self-service gas stations, full-service gas stations, diesel fueling stations, oil change and lubrication shops, auto detailing shops, and car washes. Businesses which provide major repair work such as engine overhauls, vehicle painting, or body repair are classified as Service and Repair Shops.

Servicing of Personal Apparel and Equipment. A business primarily engaged in the upkeep of personal or small household belongings. Such businesses include, but are not limited to: tailors, locksmiths, piano tuners, or businesses which repair shoes, cameras, small appliances, or consumer electronics.

Setback. The distance between the building and any lot line. See specific zone district for allowed projections into setback areas and point of measurement. (See also Yard.)

Setback Line. An imaginary line that establishes the required minimum distance from any lot line and defines the area where the principal structure must be erected. (See also Building Line, Yard, and Lot.)

Sewer. Any pipe or conduit used to collect and carry away sewage and sometimes stormwater runoff from the generating source to a treatment plant.

Sexual conduct.

- a. Sexual intercourse within its ordinary meaning, occurring upon any penetration, however slight; or
- b. Any penetration of the vagina or anus, however slight, by an object; or
- c. Any contact between persons involving the sex organs of one person and the mouth or anus of another; or
- d. Masturbation, manual or instrumental, of oneself or of one person by another; or
- e. Direct touching of the sex organs or anus, whether clothed or unclothed, of oneself or of one person by another; or
- f. Flagellation or torture in the context of a sexual relationship; or
- g. Sodomy.

Shopping Center. A commercial development with unenclosed pedestrian walks in which there are a number of separate commercial activities, with accessory shared facilities such as parking, and which is designed to provide a single area which the public can obtain varied products and services. Shopping centers are typically characterized by at least one large retail "anchor" store.

Shopping Mall. A shopping center with stores on one or both sides of a covered and enclosed pedestrian walkway.

Short Term Rental Operator. Any person or entity who receives payment for owning, operating, or managing a dwelling unit, or portion thereof, as a short term rental. (See also Dwelling, Transient).

Sidewalk. A paved, surfaced, or leveled area, paralleling and usually separated from the street and normally used as a pedestrian walkway.

Sign. Any object, device, display, or structure, or part thereof, situated outdoors or indoors, which is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means. Such means may include words, letters, figures, design, movement, symbols, fixtures, colors, illumination, or projected images.

Sign, Abandoned. Any sign which:

- a. Is located on property which becomes vacant and unoccupied for a period of twelve (12) consecutive months or more (excepting legal off-premise signs), or
- b. Relates to any occupant or business unrelated to the present occupant or their business (excepting legal off-premise signs), or
- c. Pertains to a time, event or purpose which no longer applies.

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

**Sign, Animated.** A sign with action or motion (including those that flash, oscillate or revolve) or one that involves color changes more frequently than once per twenty-four 24 hours, illustrations or messages. This does not include wind activated elements such as flags or banners; nor does it include public service signs (such as time and temperature signs). For the purposes of this chapter, it does include search lights and strobe lights.

**Sign Area.** The entire background of a sign upon which advertising could be placed (counting all faces), including the frame but not other supporting structure, except that the area of advertising affixed directly to, or painted on a building without any background, other than the building, shall be the area contained in the smallest geometric figure enclosing all portions of the sign message (i.e., all letters, numbers, graphics, etc.).

**Sign Awning.** A sign which is on an awning. Awning signs are a type of building mounted sign.

**Sign, Banner.** A lightweight temporary sign.

**Sign, Billboard.** A rigidly assembled outdoor sign permanently affixed to the ground or permanently attached to a building or other permanent structure, unrelated to any use or activity on the property on which the sign is located, but not including directional signs as defined herein.

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

**Sign, Building Mounted.** A permanent sign which is attached to, or erected against or painted on, any exterior wall, fascia, or window of a building or structure. For the purpose of this Title, signs which shall be considered building mounted signs, include flush mounted signs, signs on marquees and awnings, projecting signs, blade signs, and signs erected on the side of a mansard roof provided the sign does not project above the uppermost roof line or flashing.

**Sign, Business Directory.** A type of development identification sign which lists the names of the individual uses in a development.

**Sign, Changeable Copy.** See Sign, Readerboard.

**Signs, Channel Letters.** A flush mounted wall sign that consists of individual letters or characters not bound together in one complete structure. Channel Letter signs are signs in which each letter or character is mounted individually within its own area, with the total area of individual letters or characters comprising the sign.

**Sign, Ground.** A ground supported sign which is no greater than twelve (12) feet in height above grade.

**Sign, Development Identification.** A freestanding or building mounted sign which identifies the name of a development. For the purpose of sign standards, a development consists of multiple building complexes such as shopping malls, industrial and business parks, residential subdivision developments, and multiple occupancy buildings.

**Sign, Directional.** A sign designed solely to guide or direct pedestrian or vehicular traffic to an area, place or convenience.

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

**Sign, Flashing.** See Sign, Animated.

**Sign, Flush-Mounted.** A type of building mounted sign which is attached to, or erected against any exterior wall or fascia of a building or structure, with the exposed face of the sign parallel to the plane of the wall.

**Sign, Freestanding.** A permanent sign supported by one or more uprights, poles or braces in or upon the ground. For the purposes of this Title, freestanding signs include pole signs and signs otherwise known as ground signs or monument signs.

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

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

**Sign Height.** The vertical distance from ground level to the top of the sign.

**Sign, Identification.** A pole or ground sign which identifies the name of a shopping center.

**Sign, Inflatable.** Balloons or other gas-filled figures. For purposes of this section, inflatable signs shall be treated as temporary signs. Inflatable signs that include movement are considered animated signs and are not allowed.

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

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

**Sign, Marquee.** Any sign which forms part of or is integrated into a marquee or canopy and which does not extend horizontally beyond the limits of such marquee or canopy.

**Sign, Monument.** See Sign, Freestanding.

**Sign, Non-conforming.** Any legally established sign existing at the time of this Ordinance which does not meet the current provisions of Title [18](#).

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

**Sign, On-Premises.** A sign which carries advertisement related to a lawful use of the premises on which it is located, including signs indicating the business transacted, services rendered, goods sold or produced on the premises, name of business, name of the person, firm or corporation occupying the premises.

Sign, Out-of-Date. Signs for which the event, time, or purpose no longer applies.

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

Sign, Pedestal. See Sandwich Board/Pedestal Sign.

Sign, Pole. A ground supported sign which is no less than twelve (12) and no greater than thirty (30) feet in height above grade.

Sign, Portable (Mobile). A sign made of any material which by its design is readily movable and which is not permanently affixed to the ground, a structure or a building.

Sign, Projecting. A sign which projects twelve (12) inches or more from a building and is supported by a wall or structure.

Sign, Public Service. A sign which provides a service to the public (such as indicating the current time and temperature or a community bulletin board) but which includes no advertising other than the name of the sponsoring organization.

Sign, Readerboard. A sign with characters or letters that can be manually changed without altering the face of the sign. Electronic signs are not readerboards for the purposes of this Title, but are animated signs.

Sign, Revolving. See Sign, Animated.

Sign, Roof. A sign erected upon or above a roof or parapet of a building or structure. A sign shall be considered a building mounted sign if it is erected on the side of a mansard roof and does not project above the uppermost roof line or flashing.

Sign, Sandwich Board/Pedestal Sign. A type of portable sign.

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

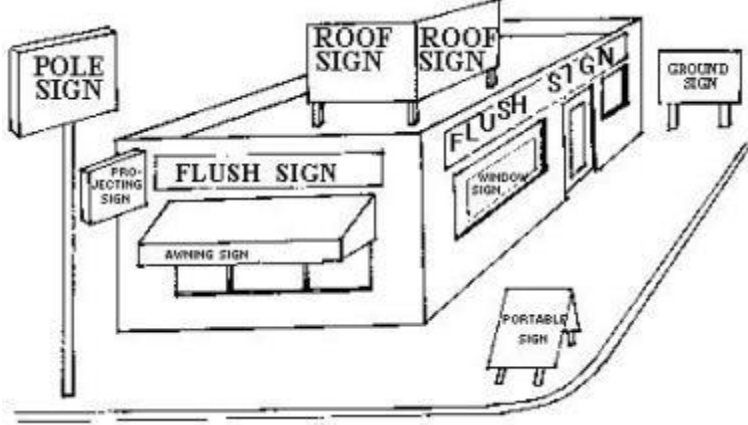
Sign, Structural Alteration. Any change or modification in the supporting members of the structure, such as the pole, cabinet, footing/foundation. Exceptions are new paint, rewiring, or face change.

Sign Structure. Any structure which supports or is capable of supporting any sign. A sign structure may be a single pole and may be an integral part of the building.

Sign, Temporary. Any sign, banner, pennant, valance or advertising display intended to be displayed for only a limited period of time.

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

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



**FIGURE 2-7**

Significant. When used in the context of historic significance: A property which helps in the understanding of the history of the local area, state or nation (whichever is applicable) by illuminating the local, state-wide or nation-wide impact of the events or persons associated with the property, or its architectural type or style or information potential. The local area can include the City of Olympia, Thurston County, the region of Puget Sound or Southwest Washington, or a modest geographic or cultural area, such as a neighborhood. Local significance may apply to a property that illustrates a theme that is important to one or more localities; state significance to a theme important to the history of the state; and national significance to property of exceptional value in representing or illustrating an important theme in the history of the nation.

Single-Family Dwelling. See Dwelling, Conventional.

Single-Room Occupancy (SRO). See Dwelling, Conventional.

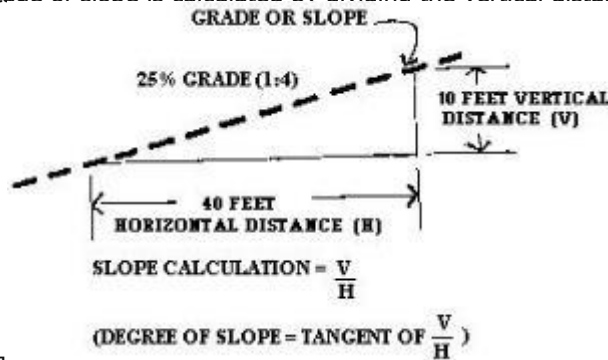
Site Plan. The development plan which shows the existing and proposed conditions of the lot, including topography, vegetation, drainage, flood plains, walkways; means of ingress and egress; circulation; utility services; structures and buildings; signs and lighting; berms, buffers, and screening devices; surrounding development; and any other information that reasonably may be required in order that an informed decision can be made by the reviewing authority.

Site Plan Review Committee. A technical development review group comprised of representatives from the Department of Community Planning and Development, the Fire Department and the Public Works Department, who provide technical assistance to the CP&D Director or the CP&D Director's designee on land use issues. At a minimum this includes the Building Official, Planner, City Engineer, Fire Chief, and SEPA official, or their appointed designees.

Slope. The deviation of a surface from the horizontal, usually expressed in percent or degrees. (See also Grade.)



[NOTE: Percentage of slope is calculated by dividing the vertical distance by the horizontal distance times one



hundred (100).]

**FIGURE 2-8**

% GRADE	100	50	40	33.3	30	25	20	15	12	10	8	6
DEGREES	45	26.6	21.8	18.4	16.7	14	11.3	8.5	6.8	5.7	4.6	3.4
RATIO	1:1	2:1	2.5:1	3:1	3.3:1	4:1	5:1	6.7:1	8.3:1	10:1	12.5:1	16.7:1

**Slope, Steep.** An area which is equal to or in excess of forty (40) percent slope, or where the ground surface rises ten feet or more vertically within a horizontal distance of twenty-five (25) feet. This can also include a slope of 15 to 39.9 percent if otherwise defined as a landslide hazard area.

**Slope, Steep Toe, or Steep Top.** A distinct topographic break in slope which separates slopes inclined less than forty (40%) percent from slopes equal to or greater than forty (40%) percent. Where no distinct break exists, this point shall be the limit of the area where the ground surface drops ten (10) feet or more vertically within a horizontal distance of twenty-five (25) feet.

**Small Lake.** See OMC [18.32.305 E](#).

**Small Lot Review.** A Director review of proposed construction on undersized legal lots of record approved prior to June 19, 1995.

**Small Lot Subdivision.** See Subdivision, Short.

**Social Organization.** A group of people formally organized for a common interest, usually cultural, religious, or entertainment, with regular meetings, rituals, and formal written membership requirements. [NOTE: This is not a Collegiate Greek System Residence.]

**Soil and Vegetation Protection Area (SVPA).** A separate tract of land, which may or may not be deeded as such, specifically set aside for the preservation of healthy soil and the preservation or planting of existing and/or native vegetation, well-adapted drought-tolerant vegetation, and trees. Stormwater retention/detention facilities, critical area buffers and other common areas may be considered SVPA's if they currently, or are improved to an extent where they can, support healthy soils and the growth of native vegetation or well-adapted drought-tolerant vegetation. The purpose of these areas for preserving healthy soils and preserving and/or planting native, or well-adapted drought-tolerant vegetation is stated on the face of the plat when applicable.

**Special Assessment District.** A district with the power to levy taxes created by act, petition, or vote of property owners for a specific purpose.

**Special Valuation for Historic Properties, Special Valuation.** The process, pursuant to Chapter [84.26](#) Revised Code of Washington (RCW) and Chapter [3.60](#) OMC, under which the tax basis of an eligible, rehabilitated historic property may be reduced by the actual incurred cost of the rehabilitation for a period of up to ten years.

**Specialty Stores.** Stores selling antiques, sporting goods and bicycles, marine supplies, glassware and chinaware, books, videos (including rentals), music, cards and stationery, jewelry, toys, hobby supplies, cameras, gifts and souvenirs, sewing supplies, flowers, tobacco products, newspapers and magazines, art and art supplies, pets and pet supplies, religious supplies, consumer electronics, personal computers, or other miscellaneous goods. It also includes second-hand stores and pawnshops.

**Specific or Management Plan.** A plan consisting of text, maps, and other documents and exhibits regulating development within an area of special interest or which contains unique land use and development problems.

**Spot Zoning.** Rezoning of a lot or parcel of land to benefit an owner for a use incompatible with surrounding land uses and that does not further the comprehensive plan. [NOTE: Spot zoning is usually invalid when all the following factors are present: (1) a small parcel of land is singled out for special and privileged treatment; (2) the singling out is not in the public interest but only for the benefit of the land owner; and (3) the action is not in accord with a comprehensive plan.]

**Stables, Riding.** A structure providing shelter for horses, mules or ponies which are boarded for compensation. This may include arenas, tracks, and other facilities for equestrian activities either for members of a private club or for the general public. This may also include accessory facilities such as a clubhouse.

**Stable, Private.** An accessory structure providing shelter for horses or ponies, for use by occupants of the premises.

**Staff.** Permanent or temporarily employed personnel of the City of Olympia, Washington.

**Stepback.** Additional setbacks of upper building floor levels.

**Storage.** Placement or retention of goods, materials and/or personal property in one location for more than 24 consecutive hours.

**Stormwater Facility.** A constructed stormwater system component, including but not limited to a detention, retention, sediment, or constructed wetland basin or pond, generally installed at the ground surface.

**Stormwater Retention/Detention Basin.** A facility, either above-ground or underground, that temporarily stores stormwater prior to its release to the ground (retention facility), to a surface water (detention facility), or some combination of the two. [NOTE: Retention basins differ from detention basins in that the latter are temporary storage areas. Retention basins have the potential for water recreation and water-oriented landscaping since the water may remain. Both types of basins provide for controlled release of the stored water and groundwater recharge.]

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

**Story.** That portion of a building included between the upper surface of a floor and the upper surface of the floor or roof next above.

**Story Above Grade.** Any story having its finished floor surface entirely above grade, except that a basement shall be considered as a story above grade where the finished surface of the floor above the basement is: more than six feet above grade plane, more than six feet above the finished ground level for more than fifty (50%) of the total building perimeter, or more than twelve (12) feet above the finished ground level at any point.

**Story, First.** The lowest above grade story in a building, except that a floor level in a building having only one floor shall be classified as a first story, provided such floor level is not more than four feet below grade, as defined herein, for more than fifty (50) percent of the total perimeter, or more than eight (8) feet below grade, as defined herein, at any point.

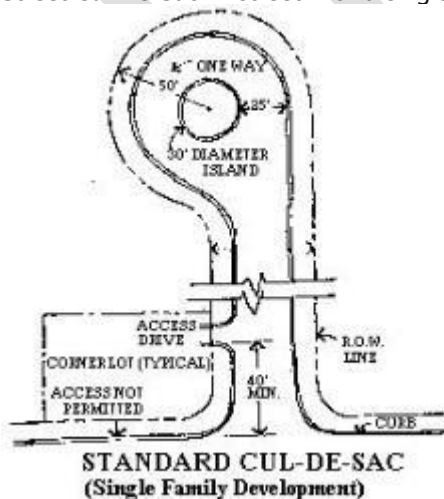
**Stream.** See OMC [18.32.405](#).

**Stream Corridor.** Any river, stream, pond, lake, or wetland, together with adjacent upland areas that support vegetation adjacent to the water's edge.

**Street.** A public or private right-of-way which affords a primary means of vehicular access to abutting property.

**Street, Arterial.** An arterial street provides an efficient direct route for long-distance travel within the region and between different parts of the city. Streets connecting freeway interchanges to commercial concentrations are classified as arterials. Traffic on arterials is given preference at intersections, and some access control may be considered in order to maintain capacity to carry high volumes of traffic.

**Street Cul-De-Sac.** A street with a single common ingress and egress and with a circular turnaround at the end.



**FIGURE 2-9**

**Street Frontage.** The area between any lot lines which intersect, or area of a lot which directly abuts, the boundary of a public or private street right-of-way.

**Street Furniture.** Constructed, above-ground objects, such as outdoor seating, kiosks, bus shelters, sculpture, tree grids, trash receptacles, fountains, and telephone booths, that have the potential for enlivening and giving variety to streets, sidewalks, plazas, and other outdoor spaces open to, and used by, the public.

**Street, Local Access.** A street which provides access to abutting land uses and serves to carry local traffic to a collector.

**Street, Major Collector.** A street that provides connections between the arterial and concentrations of residential and commercial land uses. The amount of through traffic is less than an arterial, and there is more service to abutting land uses. Traffic flow is given preference over lesser streets.

**Street, Neighborhood Collector.** A street which distributes and collects traffic within a neighborhood and provides a connection to an arterial or major collector. Neighborhood collectors serve local traffic, provide access to abutting land uses, and do not carry through traffic. Their design is compatible with residential and commercial neighborhood centers.

**Street, Private.** A street that has not been accepted for maintenance and public ownership by the City of Olympia or other government entity. This does not include private driveways or access easements.

**Street Wall.** A building wall that faces or is parallel to the street frontage.

**Streetscape.** The visual character of a street as determined by various elements such as structures, greenery, open space, and view.

**Structure.** An edifice or building of any kind which is built or constructed, or any piece of work artificially built up or composed of parts joined together in some definite manner.

**Structured Parking.** A building or a portion of a building used for the parking of motor vehicles.

**Subdivider.** A person who undertakes the subdividing of land.

**Subdivision.** The division or redivision of land into ten or more lots, tracts, parcels, sites or divisions, any of which are less than five acres in area, for the purpose of sale, lease or transfer of ownership. (See also Subdivision, Short.)

**Subdivision, Cluster.** See Clustered Subdivision.

**Subdivision, Large Lot.** The division of land into lots or tracts, each of which is 1/128 of a section of land or larger, or five acres or larger, if the land is not capable of description as a fraction of a section of land. For purposes of computing the size of any lot under this section which borders on a street, the lot size shall be expanded to include that area which would be bounded by the centerline of the street and the side lot lines of the lot running perpendicular to such centerline.

Subdivision, Short. The division or redivision of land into nine or fewer lots, tracts, parcels, sites or divisions for the purpose of transfer of ownership, sale or lease.

Subordinate. A supplementary use to a permitted primary or principal use.

Substantial Improvement. Any extension, repair, reconstruction, or other improvement of a property, the cost of which equals or exceeds fifty (50) percent of the fair market value of a property either before the improvement is started or, if the property has been damaged and is being restored, before the damage occurred.

Surface water. A body of water open to the atmosphere and subject to surface runoff.

Swap Meet. Any outdoor place, location, or activity where new or used goods or secondhand personal property is offered for sale or exchange to the general public by a multitude of individual licensed vendors, usually in compartmentalized spaces; and, where a fee may be charged to prospective buyers for admission, or a fee may be charged for the privilege of offering or displaying such merchandise. The term swap meet is interchangeable with and applicable to: flea markets, auctions, open air markets, farmers markets, or other similarly named or labeled activities; but the term does not include the usual supermarket or department store retail operations. **Section 4. Amendment of OMC 18.04.040.** Olympia Municipal Code Section 18.04.040, Table 4.01, is hereby amended to read as follows:

**18.04.040 TABLES: Permitted and Conditional Uses****TABLE 4.01****PERMITTED AND CONDITIONAL USES**

<b>DISTRICT</b>	<b>R1/5</b>	<b>R-4</b>	<b>R-4CB</b>	<b>RLI</b>	<b>R 4-8</b>	<b>R 6-12</b>	<b>MR 7-13</b>	<b>MR 10-18</b>	<b>RM 18</b>	<b>RM 24</b>	<b>RMH</b>	<b>RMU</b>	<b>MHP</b>	<b>UR</b>	<b>APPLICABLE REGULATIONS</b>
District-Wide Regulations							18.04.060 (N,Q)	18.04.060 (N,Q)	18.04.060 (N)	18.04.060 (N)	18.04.060 (N)	18.04.060 (N,BB)		18.04.060 (N)	
<b>1. SINGLE-FAMILY HOUSING</b>															
Accessory Dwelling Units	P	P	P	P	P	P	P	P	P	P	P	P	P	P	18.04.060(A)
Co-Housing	P	P	P	P	P	P	P	P	P	P	P	P	P	P	18.04.060(F)
Cottage Housing				P	P	P	P	P	P	P	P	P	P	P	18.04.060(H)
Manufactured/Mobile Home Parks (Rental Spaces)								C	C	C			C		18.04.060(P)
Manufactured Homes	P	P	P	P	P	P	P	P	P	P	P	P	P	P	18.04.060(O)
Single-family Residences	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Townhouses	P	P		P	P	P	P	P	P	P	P	P	P	P	18.64
Short Term Rentals	P	P	P	P	P	P	P	P	P	P	P	P	P	P	18.04.060(JJ)
<b>2. MULTIFAMILY HOUSING</b>															
Apartments				P			P	P	P	P	P	P		P	18.04.060(N)
Courtyard Apartments						P									18.04.060(II)
Boarding Homes				P				P	P	P					

**TABLE 4.01**  
**PERMITTED AND CONDITIONAL USES**

DISTRICT	R1/5	R-4	R-4CB	RLI	R 4-8	R 6-12	MR 7-13	MR 10-18	RM 18	RM 24	RMH	RMU	MHP	UR	APPLICABLE REGULATIONS
Collegiate Greek system residences	P			P				P	P	P					
Dormitories	P			P				P	P	P	P	P		P	
Duplexes - Existing	P	P		P	P	P	P	P	P	P	P	P	P	P	18.04.060(J)
Duplexes	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Duplexes on Corner Lots	P	P	P	P	P	P	P	P	P	P	P	P	P	P	18.04.060(HH)
Triplexes				P	P	P	P	P	P	P	P	P		P	
Fourplexes			P		P	P	P	P	P	P	P	P		P	
Sixplexes						P									
Group Homes with 6 or Fewer Clients and Confidential Shelters	P	P	P	P	P	P	P	P	P	P	P	P	P	P	18.04.060(K)
Group Homes with 7 or More Clients	C			C	C	C	C	C	C	C	C	C	C	C	18.04.060(K)
Lodging Houses									P	P	P	P		P	
Nursing/Convalescent Homes	C			C	C	C	C	C	C	C	C	C	C	C	18.04.060(S)
Retirement Homes				P			P	P	P	P	P	C		P	
<b>3. COMMERCIAL</b>															

TABLE 4.01

## PERMITTED AND CONDITIONAL USES

DISTRICT	R1/5	R-4	R-4CB	RLI	R 4-8	R 6-12	MR 7-13	MR 10-18	RM 18	RM 24	RMH	RMU	MHP	UR	APPLICABLE REGULATIONS
Child Day Care Centers		C	C	C	C	C	C	P	P	P	P	P	C	P	18.04.060(D) 18.04.060(AA)
Commercial Printing												P			
Drive-In and Drive-Through Businesses -- Existing												P			18.04.060(J)
Food Stores											P	P		P	18.04.060(AA)
Hardware Stores												P			
Home Occupations (including Adult Day Care, Elder Care Homes, Family Child Care Homes, Short-Term Rentals – Homestays, and Bed & Breakfast Houses)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	18.04.060(L)
Hospice Care	C			C			C	C	C	C	C	C		C	18.04.060(M)
Laundries											P	P		P	18.04.060(AA)
Nursery (Retail and/or Wholesale Sales)	C	C	C	C	C	C	C	C	C	C			C		18.04.060(G)
Offices												P		P	18.04.060(AA)(2)
Personal Services												P			
Pharmacies												P			



TABLE 4.01

## PERMITTED AND CONDITIONAL USES

DISTRICT	R1/5	R-4	R-4CB	RLI	R 4-8	R 6-12	MR 7-13	MR 10-18	RM 18	RM 24	RMH	RMU	MHP	UR	APPLICABLE REGULATIONS
Restaurants, without Drive-In and Drive-Through												P			
Servicing of Personal Apparel and Equipment												P			
Specialty Stores												P			
Veterinary Clinics - Existing	P	P		P	P	P							P		18.04.060(J)
Veterinary Clinics	P														
<b>4. ACCESSORY USES</b>															
Accessory Structures	P	P	P	P	P	P	P	P	P	P	P	P	P	P	18.04.060(B)
Electric Vehicle Infrastructure	P	P	P	P	P	P	P	P	P	P	P	P	P	P	18.04.060(GG)
Garage/Yard/Rummage or Other Outdoor Sales	P	P		P	P	P	P	P	P	P	P	P	P	P	5.24
Large Garages			C		C	C	C	C	C	C	C	C	C	C	18.04.060(B)
Residence Rented for Social Event, 7 times or more in 1 year	C	C		C	C	C	C	C	C	C	C		C	C	
Satellite Earth Stations	P	P	P	P	P	P	P	P	P	P	P	P	P	P	18.44.100
<b>5. RECREATIONAL USES</b>															

**TABLE 4.01**  
**PERMITTED AND CONDITIONAL USES**

DISTRICT	R1/5	R-4	R-4CB	RLI	R 4-8	R 6-12	MR 7-13	MR 10-18	RM 18	RM 24	RMH	RMU	MHP	UR	APPLICABLE REGULATIONS
Community Parks & Playgrounds	C	C	C	C	C	C	C	C	C	C	P	P	C	P	18.04.060(T)
Country Clubs	C	C	C	C	C	C	C	C	C	C	C	C	C	C	
Golf Courses		C	C		C	C	C	C	C	C			C		
Neighborhood Parks	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	18.04.060(T)
Open Space - Public	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	18.04.060(T)
Racing & Performing Pigeons		C	C	C	C	C				C	C		C	C	18.04.060(Y)
Stables, Commercial and Private Existing		C		C	C										18.04.060(J)
Trails - Public	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	18.04.060(T)
<b>6. AGRICULTURAL USES</b>															
Agricultural Uses	P	P	P	P	P	P	P	P	P				P		
Greenhouses, Bulb Farms	C	C	C	C	C	C	C	C	C	C	C	C	C	C	18.04.060(G)
<b>7. TEMPORARY USES</b>															
Emergency Housing	P	P	P	P	P	P	P	P	P	P			P		18.04.060(DD)
Emergency Housing Facility	P	P	P	P	P	P	P	P	P	P	P	P	P	P	18.50
Model Homes	P	P	P	P	P	P	P	P	P	P	P		P	P	18.04.060(DD)

TABLE 4.01

## PERMITTED AND CONDITIONAL USES

DISTRICT	R1/5	R-4	R-4CB	RLI	R 4-8	R 6-12	MR 7-13	MR 10-18	RM 18	RM 24	RMH	RMU	MHP	UR	APPLICABLE REGULATIONS
Residence Rented for Social Event, 6 times or less in 1 year	P	P	P	P	P	P	P	P	P	P	P		P	P	18.04.060(DD)
Wireless Communication Facility	P	P		P	P	P	P	P	P	P	P	P	P	P	18.44.060
<b>8. OTHER</b>															
Animals	P	P	P	P	P	P	P	P	P	P	P	P	P	P	18.04.060(C)
Cemeteries		C	C		C	C	C	C	C	C			C		18.04.060(E)
Community Clubhouses	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Crisis Intervention	C	C	C	C	C	C	C	C	C	C	C	C	C	C	18.04.060(I)
Historic House Museum		C	C	C	C	C	C	C	C	C	C	C	C	C	
Parking Lots and Structures				C							P	P			18.38.220 and .240
Places of Worship	C	C	C	C	C	C	C	C	C	C	C	C	C	C	18.04.060(U)
Public Facilities	C	C	C	C	C	C	C	C	C	C	C	C	C	C	18.04.060(V)
Public Facilities - Essential	C	C	C	C	C	C	C	C	C	C	C	C	C	C	18.04.060(W)
Radio, Television and Other Communication Towers	C	C	C	C	C	C	C	C	C	C	C	C	C	C	18.44.100
Schools	C			C	C	C	C	C	C	C	C		C	C	18.04.060(CC)

**TABLE 4.01**  
**PERMITTED AND CONDITIONAL USES**

DISTRICT	R1/5	R-4	R-4CB	RLI	R 4-8	R 6-12	MR 7-13	MR 10-18	RM 18	RM 24	RMH	RMU	MHP	UR	APPLICABLE REGULATIONS
Social Organizations											P	P		C	
Mineral Extraction - Existing					C		C								18.04.060(J)
Utility Facility	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	18.04.060(X)
Wireless Communication Facilities	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	18.44
Workshops for Disabled People	C			C	C	C	C	C	C	C	C	C	C	C	18.04.060(R)

**LEGEND**

P = Permitted Use

C = Conditional Use

R-4 = Residential - 4

R 4-8 = Residential 4-8

R 6-12 = Residential 6-12

RLI = Residential Low Impact

MR 10-18 = Mixed Residential 10-18

RM 18 = Residential Multifamily - 18

MR 7-13 = Mixed Residential 7-13

RMH = Residential Multifamily High Rise

RMU = Residential Mixed Use

RM 24 = Residential Multifamily - 24

UR = Urban Residential



**Section 5. Amendment of OMC 18.04.060.L.** Olympia Municipal Code Subsection 18.04.060.L is hereby amended to read as follows:

**L. HOME OCCUPATIONS.**

The purpose of the home occupation provisions is to allow for the use of a residential structure for a non-residential use which is clearly an accessory use to the residential use and does not change the residential character of the neighborhood. Home occupations meeting the below requirements are allowed in any district in which residential uses are permitted.

1. Review. Prior to both initial occupancy and issuance of any business license, the business operator or the operator's agent shall certify that the home occupation will conform with the applicable requirements.
2. General Standards. The following are the general requirements for home occupations. Also see specific standards for family child care homes, adult day care homes, bed and breakfast houses, and counseling.
  - a. Home occupations must be conducted within the principal residence of the permit holder. Permit holders shall provide evidence thereof through such means as voter registration, driver's license, tax statement, or other evidence of residency and sign a notarized affidavit attesting to their principal residence at the site.
  - b. Home occupations are subject to inspections by city staff insofar as permitted by law. Permit holders shall execute a notarized affidavit agreeing to allow appropriate city staff the ability to conduct an inspection of the residence, after reasonable notice is given, to determine compliance with the home occupation permit.
  - c. No person(s) other than the family member(s) who resides in the residence shall participate in the home occupation. The home occupation permit shall list the names of each resident who is employed by the business. Furthermore, the residence shall not be used as a place of congregation for work that occurs off the premises. This limitation shall not apply to short-term rental – homestays or properties abutting the west side of the 300 and 400 blocks of West Bay Drive Northwest.
  - d. Home occupations shall occupy not more than twenty-five (25) percent of the total floor area of the dwelling or five hundred (500) square feet per dwelling unit, whichever is less; provided, however, that properties abutting the west side of the 300 and 400 blocks of West Bay Drive Northwest shall occupy not more than fifty percent (50%) of the total floor area of the dwelling or one thousand five hundred (1,500) square feet per dwelling unit, whichever is less. This limitation does not apply to family child care homes, adult day care homes, elder care homes, short-term rental – homestays, or bed and breakfast houses.
  - e. The residential character of the lot and dwelling shall be maintained. The occupation shall be conducted entirely within a dwelling and/or accessory building by the occupant of the dwelling. A carport shall not be used for home occupations, except for parking. There shall be no structural alteration nor any exterior modification of the structure in order to accommodate the occupation.

- f. The occupation shall be conducted in such a manner as to give minimal outward appearance of a business, in the ordinary meaning of the term, that would infringe upon the right of the neighboring residents to enjoy peaceful occupancy of their homes.
- g. Except for adult daycare, child daycare, and bed and breakfast businesses, and short-term rental – homestays, the hours of operation, as related to customer or client visitations, shall be limited to no earlier than 7:00 a.m. and no later than 9:00 p.m.
- h. The following types of uses shall not be permitted as home occupations:
- i. Veterinarian, medical, and dental offices and clinics;
  - ii. Vehicle sales or repair;
  - iii. Contractors' yards;
  - iv. Restaurants;
  - v. Exterminating services;
- i. No stock in trade shall be sold or displayed on the premises; provided, however, that this limitation shall not apply to properties abutting the west side of the 300 and 400 blocks of West Bay Drive Northwest. No equipment or material shall be stored on any exterior portion of the premises.
- j. Home occupations shall emit no noise, vibration, smoke, dust, odor, heat, glare, fumes, electrical interference, pollutants or waste products detrimental to the environment, public safety or neighborhood, beyond those normally emanating from residential uses.
- k. Home occupations shall comply with all applicable local, state or federal regulations. Requirements or permission granted or implied by this section shall not be construed as an exemption from such regulations.
- l. A home occupation permit issued to one (1) person residing in the dwelling shall not be transferable to any other person, nor shall a home occupation permit be valid at any address other than the one appearing on the permit.
- m. Any person engaging in a home occupation shall register as a business under Chapter [5.04](#) of the Olympia Municipal Code, and shall be subject to the Business and Occupation Tax levied by the Olympia Municipal Code.
- n. The applicant shall demonstrate compliance with all city and state licensing requirements, including those pertaining to building, fire safety, and health codes.
- o. Parking of customer, employee, or client vehicles shall not create a hazard or unusual congestion. No more than two (2) off-street parking stalls shall be provided in addition to any required for the residence. A driveway may be used as off-street parking. Except for commercial

type postal carriers, traffic generated by the home occupation shall not exceed two (2) commercial vehicles per week. See OMC Chapter [18.38](#) for parking requirements for specific home occupations.

3. Specific Home Occupation Standards.

a. Family Child Care Home. Family child care homes are allowed in all districts permitting residences, subject to the following conditions:

- i. Structural or exterior alterations which would alter the single-family character of an existing single family dwelling or be incompatible with surrounding residences are prohibited.
- ii. Prior to initiation of child care services, each child care provider must file a Child Care Registration Form with the Department of Community Planning and Development. The child care provider must demonstrate compliance with the applicable requirements of the code as listed on the Registration Form. No fee will be required for registration.

b. Adult Day Care Homes. Adult day care homes are permitted in the districts specified in Table 4.01 and Table 5.01, subject to the following conditions.

- i. No more than six (6) adults (at least eighteen (18) years of age) shall be cared for in an adult day care home.
- ii. Adult day care homes shall not operate for more than twelve (12) hours per day.
- iii. The primary care giver shall reside in the adult day care home.
- iv. Emergency medical care may be provided in adult day care homes, but not routine care necessitating the services of a licensed health care professional (e.g., dispensing of medicine or convalescent care). The caregiver must be certified in basic First Aid and cardiopulmonary resuscitation. First Aid supplies, including bandages and an antiseptic, shall be available on premises.
- v. A smoke detector must be provided in each room occupied by people in day care. A fire extinguisher (rated 2A10 BC or the equivalent) must be installed in a readily accessible location. It shall be the responsibility of the day care operator to maintain the smoke detectors and fire extinguisher in operating condition.
- vi. The structure and grounds accommodating an adult day care shall not be altered in such a way that they manifest characteristics of a business or pose a nuisance for the occupants of abutting properties.

c. Bed and Breakfast Houses. Bed and breakfast houses are subject to the following conditions:

- i. The owner shall operate the facility and shall reside on the premises.

- ii. There shall be no more than five (5) guest (rental) rooms for persons other than the members of the operator's immediate family.
- iii. No bed and breakfast establishment shall be located closer than two hundred (200) feet to another bed and breakfast establishment, as measured in a straight line from property line to property line.
- d. Counseling. Counseling by single practitioners is permitted as a home occupation under the following conditions:
  - i. Counseling for sex offenders and substance abuse is prohibited.
  - ii. Group sessions are prohibited (i.e., more than two (2) people per session). This limitation shall not apply to home occupations in properties abutting the west side of the 300 and 400 blocks of West Bay Drive Northwest.e. Short Term Rental – Homestays. (See also JJ. Short Term Rentals; OMC 18.38.100 Table 38.01; and OMC 18.43.130.B.)
  - i. The property owner, or a long term rental tenant, must reside in a residence offered as a short term rental - homestay as their primary residence, including whenever a guest is residing in the homestay.

**Section 6. Amendment of OMC 18.04.060.** Olympia Municipal Code Subsection 18.04.060 is hereby amended to read as follows:

#### JJ. SHORT TERM RENTALS

Short Term Rentals are allowed in the districts specified in Tables 4.01, 5.01, and 6.01 subject to the following requirements. Violations are subject to civil penalties and suspension and/or revocation of a City license or permit.

1. The following requirements apply to all short term rentals:
  - a. Occupancy limited to two adults per bedroom, except children under 12 years of age may occupy a bedroom with no more than two adults.
  - b. In any single short term rental, the total occupancy is limited to a maximum of ten occupants or the occupancy provided in OMC 18.04.060.JJ.1.a, whichever is less. In a short term rental – homestay, the property owner or long term rental tenant is included in counting the maximum number of occupants.
  - c. A short term rental operator shall obtain any required city and state business license(s).
  - d. A short term rental operator shall comply with Revised Code of Washington Chapter 64.37, and all other applicable local, state, and federal laws and regulations and shall pay all applicable local, state, and federal taxes.
  - e. A short term rental operator shall provide the City the name, phone number, and address of a person who resides within 15 miles of the short term rental who is responsible to represent the short term rental operator to immediately respond to City requests to enforce applicable laws and rules.



- f. A short term rental operator shall post a copy of City of Olympia business license, and land use permit if applicable, in a conspicuous location in the short term rental.
  - g. No short term rental is allowed on a property for which there exists a Final Certificate of Tax Exemption issued under OMC 5.86.
  - h. No short term rental is allowed in any dwelling unit to which any income restrictions are in effect under any local, state, or federal authority.
2. The following requirements apply to short term rental-homestays only: (see also 18.04.060.L)
- a. The property owner, or a long-term rental tenant, must reside in a residence offered as a short term rental - homestay as their primary residence, including whenever a guest is residing in the homestay.
  - b. No land use permit is required for a short term rental - homestay.
3. The following requirements apply to short term rental-vacation rentals only:
- a. In addition to other required permits and licenses, a permit is required from the Department of Community Planning and Development for each vacation rental unit. Vacation rental permits are valid for two years from the date of issuance, and may be renewed by the City upon application.
  - b. A short term rental - vacation rental is not permitted in an accessory dwelling unit that is not legally established before ***[effective date of this ordinance]***.
  - c. Notwithstanding OMC 18.04.060.JJ.3.b., a short term rental - vacation rental may be permitted in an accessory dwelling unit for which all applicable requirements for that short term rental and accessory dwelling unit are completed no later than six months after ***[effective date of this ordinance]***.
  - d. No short term rental operator is permitted to own, operate, or have any interest in short term rental - vacation rental unit on more than two separate parcels in the City of Olympia.
  - e. No more than two short term rental - vacation rental units are permitted on any legal parcel of land containing a single-family home.
  - f. Notwithstanding OMC 18.04.060.JJ.3.e., a short term rental - vacation rental unit may be permitted in one dwelling unit or three percent of the non-income-restricted dwelling units, whichever is greater, on a legal parcel of land, or adjacent parcels in common ownership, containing one or more buildings with two or more units.

**Section 7. Amendment of OMC 18.05.040.** Olympia Municipal Code Section 18.06.040, Table 5.01, is hereby amended to read as follows:

**18.05.040 TABLES: Permitted, Conditional and Required Uses****TABLE 5.01****PERMITTED, CONDITIONAL AND REQUIRED USES**

<b>DISTRICT</b>	<b>Neighborhood Center</b>	<b>Neighborhood Village</b>	<b>Urban Village</b>	<b>Community Oriented Shopping Center</b>	<b>APPLICABLE REGULATIONS</b>
District-Wide Regulations					18.05.050
<b>1. RESIDENTIAL USES</b>					
Accessory Dwelling Units	P	P	P	P	18.04.060(A)
Apartments	C	R	R	R	18.05.060(D), 18.05.050(E)
Boarding Homes	C	P	P	P	
Congregate Care Facilities		P	P	P	18.05.050(E)(1)(c)(i)
Cottage Housing		P	P	P	18.05.060(D), 18.04.060(H)
Duplexes		P	P	P	18.05.060(D)
Duplexes on Corner Lots	P	P	P	P	18.04.060(HH)
Group Homes with 6 or Fewer Clients		P	P	P	18.04.060(K), 18.04.060(W)
Group Homes with 7 or More Clients		C	C	C	18.04.060(K), 18.04.060(W)
Manufactured Homes	P	P	P	P	18.04.060(O)
Nursing/Convalescent Homes		P	P	P	18.04.060(S)
Residences Above Commercial Uses	P	P	P	P	
Short Term Rental – Vacation Rentals	P	P	P	P	18.04.060(JJ)
Single-Family Residences	P	R	R	R	18.05.060(D)

TABLE 5.01

## PERMITTED, CONDITIONAL AND REQUIRED USES

DISTRICT	Neighborhood Center	Neighborhood Village	Urban Village	Community Oriented Shopping Center	APPLICABLE REGULATIONS
Single Room Occupancy Units					
Townhouses	P	P	P	P	18.05.060(D), 18.64
<b>2. OFFICES</b>					
Banks	P	P	P	P	18.05.060(A)
Offices - Business	P	P	P	P	
Offices - Government	P	P	P	P	
Offices - Medical	P	P	P	P	
Veterinary Offices and Clinics	C	C	C	C	
<b>3. RETAIL SALES</b>					
Apparel and Accessory Stores	P	P	P	P	
Building Materials, Garden Supplies, and Farm Supplies	P	P	P	P	Sites within high density corridors, see 18.17.020 (B)
Food Stores	R	R	P	P	
Furniture, Home Furnishings, and Appliances					Sites within high density corridors, see 18.17.020 (B)
General Merchandise Stores	P	P	P	P	
Grocery Stores	P	P	R	R	18.05.060(C)
Office Supplies and Equipment					

TABLE 5.01

## PERMITTED, CONDITIONAL AND REQUIRED USES

DISTRICT	Neighborhood Center	Neighborhood Village	Urban Village	Community Oriented Shopping Center	APPLICABLE REGULATIONS
Pharmacies and Medical Supply Stores	P	P	P	P	
Restaurants			P		18.05.060(A) & 18.05A.095
Restaurants, Without Drive-In or Drive-Through Service	P	P	P	P	
Specialty Stores	P	P	P	P	
<b>4. SERVICES</b>					
Health Fitness Centers and Dance Studios	P	P	P	P	
Hotels/Motels					
Laundry and Laundry Pick-up Agency	P	P	P	P	
Personal Services	P	P	P	P	
Printing, Commercial			P	P	
Radio/TV Studios					
Recycling Facility - Type I	P	P	P	P	
Servicing of Personal Apparel and Equipment	P	P	P	P	
<b>5. ACCESSORY USES</b>					
Accessory Structures	P	P	P	P	18.04.060(B)
Electric Vehicle Infrastructure	P	P	P	P	18.04.060(GG)
Garage/Yard/Rummage or Other Outdoor Sales	P	P	P	P	5.24

TABLE 5.01

## PERMITTED, CONDITIONAL AND REQUIRED USES

DISTRICT	Neighborhood Center	Neighborhood Village	Urban Village	Community Oriented Shopping Center	APPLICABLE REGULATIONS
Satellite Earth Stations	P	P	P	P	18.44.100
Residences Rented for Social Event, 7 times or more per year	C	C	C	C	18.04.060.DD
<b>6. RECREATIONAL USES</b>					
Auditoriums and Places of Assembly					
Art Galleries					
Commercial Recreation					
Community Gardens	P	P	P	P	
Community Parks & Playgrounds	P/C	P/C	P/C	P/C	18.04.060(T)
Health Fitness Centers and Dance Studios					
Libraries					
Museums					
Neighborhood Parks/Village Green/Plaza	R	R	R	R	18.04.060(T), 18.05.080(N)
Open Space - Public	P	P	P	P	18.04.060(T)
Theaters (no Drive-Ins)					
Trails - Public	P	P	P	P	18.04.060(T)
<b>7. TEMPORARY USES</b>					
Emergency Housing	P	P	P	P	

**TABLE 5.01**  
**PERMITTED, CONDITIONAL AND REQUIRED USES**

<b>DISTRICT</b>	<b>Neighborhood Center</b>	<b>Neighborhood Village</b>	<b>Urban Village</b>	<b>Community Oriented Shopping Center</b>	<b>APPLICABLE REGULATIONS</b>
Mobile Vendors			P	P	
Model Homes	P	P	P	P	
Parking Lot Sales			P	P	18.06.060(Z)
<b>8. OTHER USES</b>					
Agricultural Uses, Existing	P	P	P	P	
Animals/Pets	P	P	P	P	18.04.060(C)
Child Day Care Centers	P	P	R	P	18.05.060(B), 18.04.060(D)
Community Clubhouses	P	P	P	P	
Conference Centers					
Crisis Intervention	C	C	C	C	18.04.060(I)
Home Occupations (including adult day care, bed and breakfast houses, short-term rental – homestays, elder care homes, and family child care homes)	P	P	P	P	18.04.060(L), 18.04.060(JJ)
Hospice Care	C	C	C	C	18.04.060(M)
Non-Profit Physical Education Facilities	C	C	C	C	
Places of Worship	C	C	C	C	18.04.060(U)
Public Facilities	C	C	C	C	18.04.060(V)
Radio, Television, and other Communication Towers & Antennas	C	C	C	C	18.04.060(W), 18.44.100

**TABLE 5.01****PERMITTED, CONDITIONAL AND REQUIRED USES**

<b>DISTRICT</b>	<b>Neighborhood Center</b>	<b>Neighborhood Village</b>	<b>Urban Village</b>	<b>Community Oriented Shopping Center</b>	<b>APPLICABLE REGULATIONS</b>
Schools	C	C	C	C	18.04.060(DD)
Sheltered Transit Stops	R	R	R	R	18.05.050(C)(4)
Social Organizations					
Utility Facilities	P/C	P/C	P/C	P/C	18.04.060(X)
Wireless Communications Facilities	P/C	P/C	P/C	P/C	18.44

**LEGEND**

P = Permitted      C = Conditional      R = Required

**Section 8. Amendment of OMC 18.06.040.** Olympia Municipal Code Section 18.06.040, Table 6.01, is hereby amended to read as follows:

**18.06.040 TABLES: Permitted and Conditional Uses**

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
District-Wide Regulations	18.06.060 (R)				18.06.060(F)(2)	18.06.060(HH)	18.06.060(F)(2)						18.130.020	
<b>1. EATING &amp; DRINKING ESTABLISHMENTS</b>														
Drinking Establishments			P		P	P	P		C 18.06.060 (P)		P	P	P	
Drinking Establishments - Existing		P 18.06.060 (GG)				P								
Restaurants, with drive-in or drive-through			P 18.06.060(F)(3)										P 18.06.060 (F)(3)	
Restaurants, with drive-in or drive-through, existing			P				P 18.06.060(U)					C	P	
Restaurants, without drive-in or drive-through	P 18.06.060 (U)(3)	C	P	P 18.06.060(U)(2)	P	P	P 18.06.060(U)(1)	P	P	P	P	P	P	
District-Wide Regulations	18.06.060 (R)				18.06.060(F)(2)	18.06.060(HH)	18.06.060(F)(2)							



TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
<b>2. INDUSTRIAL USES</b>														
Industry, Heavy														
Industry, Light			C		P/C 18.06.060(N)									
On-Site Treatment & Storage Facilities for Hazardous Waste					P 18.06.060(Q)									
Piers, Wharves, Landings					P									
Printing, Industrial			C		P/C 18.06.060(N)									
Publishing		C	C		P		P		C	C				
Warehousing			P		P/C 18.06.060(AA) )		P							
Welding & Fabrication			C		P/C 18.06.060(N)		P							
Wholesale Sales		C 18.06.060 (BB)(3)	P		P/C	18.06.060(BB)		P		P	18.06.060(BB) (2)			

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Wholesale Products Incidental to Retail Business			P		P	P						P	P	
District-Wide Regulations	18.06.060 (R)				18.06.060(F) (2)	18.06.060( HH)	18.06.060(F) (2)							
<b>3. OFFICE USES (See also SERVICES, HEALTH)</b>														
Banks		P	P		P/C 18.06.060(D) (2)	P 18.06.060( D)(2)	P/C 18.06.060(D) (2)	P	P	P	P	P 18.06.060(D) (1)	P 18.06. 060 (F)(3)	
Business Offices		P	P		P	P	P	P	P	P	P	P	P	
Government Offices		P	P		P	P	P	P	P	P	P	P	P	
District-Wide Regulations	18.06.060 (R)				18.06.060(F) (2)	18.06.060( HH)	18.06.060(F) (2)							
<b>4. RECREATION AND CULTURE</b>														
Art Galleries	P	P	P		P	P	P		P	P	P	P	P	
Auditoriums and Places of Assembly			P		P	P	P					P	P	

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Boat Clubs					P	P								
Boating Storage Facilities					P			P						
Commercial Recreation		C	P		P	P	P	P		C	C	P	P	
Health Fitness Centers and Dance Studios	P	P 18.06.060 (L)	P	P	P	P	P	P	P	P 18.06.060(L)	P 18.06.060(L)	P	P	
Libraries	C	C	C	C	P	P	P		P	C	P	P	P	18.04.060(V)
Marinas/Boat Launching Facilities					P 18.06.060(CC )	P								
Museums		C	P		P	P	P		P	C	C	P	P	18.04.060(V)
Parks, Neighborhood	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060(T)
Parks & Playgrounds, Other	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060(T)
Theaters (Drive-in)			C											
Theaters (No drive-ins)			P		P	P	P				C	P	P	
District-Wide Regulations	18.06.060 (R)				18.06.060(F) (2)	18.06.060(HH)	18.06.060(F) (2)							

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
5. RESIDENTIAL														
Apartments		P	P	P	P	P	P		P	P	P	P	P	
Apartments above ground floor in mixed use development	P	P	P	P	P	P	P		P	P	P	P	P	
Boarding Houses		P	P	P	P	P	P		P	P	P	P	P	
Co-Housing		P	P			P	P			P	P		P	
Collegiate Greek system residence, dormitories		C	P	P	P	P	P		P	C	P	P	P	
Duplexes	P	P	P	P			P		P	P	P		P	
Duplexes on Corner Lots	P	P	P	P			P		P	P	P	P	P	18.04.060(HH)
Group Homes (6 or less)	P	P	P 18.06.060(K)	P	P	P	P 18.06.060(K)		P	P	P	P 18.06.060(K) )	P 18.06.060 (K)	18.04.060(K)
Group Homes (7 or more)	C	C	C 18.06.060(K)	C	C	C	C 18.06.060(K)		C	C	C	C 18.06.060(K) )	P 18.06.060 (K)	18.04.060(K)

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Mobile or Manufactured Homes Park - Existing		C	C	C						C			C	18.04.060(P)
Quarters for Night Watch person/Caretaker					P	P								
Retirement Homes		P	P	P	P	P	P		P	P	P	P	P	
Single-Family Residences	P	P	P	P			P		P	P	P	P	P	
Single Room Occupancy Units			C		P	P	P		P				C	
Townhouses	P	P	P	P 18.06.060(T)		P	P		P	P	P	P	P	
Triplexes, Four-plexes, and Cottage Housing		P											P	
District-Wide Regulations	18.06.060 (R)				18.06.060(F) (2)	18.06.060(HH)	18.06.060(F) (2)							
<b>6. RETAIL SALES</b>														
Apparel and Accessory Stores			P		P	P	P					P	P	

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Boat Sales and Rentals			P		P	P	P	P					P	
Building Materials, Garden and Farm Supplies	P		P		P	P	P					P	P	
Commercial Greenhouses, Nurseries, Bulb Farms	C	C 18.04.060 (G)	C	C					C		P	P		18.04.060(G)
Electric Vehicle Infrastructure	P	P	P	P	P 18.06.060(W )	P 18.06.060(W )	P 18.06.060(W )	P	P	P	P	P	P	
Food Stores	P	P 18.06.060 (H)	P		P	P	P		P	P 18.08.060(H)	P	P	P	
Furniture, Home Furnishings, and Appliances			P		P	P	P				P	P	P	
Gasoline Dispensing Facilities accessory to a permitted use	P 18.06.060 (W)(4)		P		P 18.06.060(W )		P 18.06.060(W ) (2)	P				P 18.06.060(W)	P 18.06.060 (W)	

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Gasoline Dispensing Facility accessory to a permitted use - Existing	P 18.06.060(W)		P		P 18.06.060(W)		P 18.06.060(W)				P	P 18.06.060(W)	P	
General Merchandise Stores	P	P 18.06.060(J)	P		P	P	P			P 18.06.060(J)	P	P	P	
Mobile, Manufactured, and Modular Housing Sales			P											
Motor Vehicle Sales			P				P	P					P	
Motor Vehicle Supply Stores			P		P	P	P	P			P	P	P	
Office Supplies and Equipment		P 18.06.060(DD)	P		P	P	P		P	P 18.06.060(DD)	P	P	P	18.06.060(CC)
Pharmacies and Medical Supply Stores	P	P 18.06.060(EE)	P	P	P	P	P		P	P 18.06.060(EE)	P	P	P	18.06.060(DD)
Specialty Stores	P 18.06.060(Y)(3)	P 18.06.060(Y)(4)	P	C 18.06.060(Y)(2)	P	P	P			P 18.06.060(Y)(4)	P	P 18.06.060(Y)(1)	P	

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
District-Wide Regulations	18.06.060 (R)				18.06.060(F) (2)	18.06.060(HH)	18.06.060(F) (2)							
<b>7. SERVICES, HEALTH</b>														
Hospitals				P			P		P					
Nursing, Congregate Care, and Convalescence Homes	C	P	C	P			C		C	C	C	P	P	18.04.060(S)
Offices, Medical		P	P	P	P	P	P	P	P	P	P	P	P	
Veterinary Offices/Clinics		P	P	P			P			P	P	P	P	
District-Wide Regulations	18.06.060 (R)				18.06.060(F) (2)	18.06.060(HH)	18.06.060(F) (2)							
<b>8. SERVICES, LODGING</b>														
Bed & Breakfast Houses (1 guest room)	P	P 18.06.060 (E)	P 18.06.060(E)	P 18.06.060(E)	P	P	P			P	P	P	P	18.04.060(L)(3) (c)
Bed & Breakfast Houses (2 to 5 guest rooms)	C	P 18.06.060 (E)	P 18.06.060(E)	P 18.06.060(E)	P	P	P		C	P	P	P	P	18.04.060(L)(3) (c)



TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Short Term Rentals-Vacation Rentals	P	P	P	P	P	P	P		P	P	P	P	P	P
Hotels/Motels			P	C	P		P		P				P	
Lodging Houses		P	P	P	P		P		P	P	P	P	P	
Recreational Vehicle Parks			P										P	
District-Wide Regulations	18.06.060 (R)				18.06.060(F) (2)	18.06.060 (HH)	18.06.060(F) (2)							
<b>9. SERVICES, PERSONAL</b>														
Adult Day Care Home	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060(L)(3) (b)
Child Day Care Centers	C	P	P	P	P	P	P		P	P	C	P	P	18.04.060(D)
Crisis Intervention	C	P	C	P			P		C	P	C	C	C	18.04.060(I)
Family Child Care Homes	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060(L)
Funeral Parlors and Mortuaries		C	P				P			C		P	P	

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Laundries and Laundry Pick-up Agencies	P	P	P	P	P	P	P			P	P	P 18.06.060(O )	P	
Personal Services	P	P	P	P	P	P	P	P	P	P	P	P	P	
District-Wide Regulations	18.06.060 (R)				18.06.060(F) (2)	18.06.060(HH)	18.06.060(F) (2)							
<b>10. SERVICES, MISCELLANEOUS</b>														
Auto Rental Agencies			P		P	P	P	P			C	P	P	
Equipment Rental Services, Commercial			P		P		P				P	P	P	
Equipment Rental Services, Commercial - Existing		P 18.06.060 (FF)												
Ministorage			P				P							
Printing, Commercial	P	P	P		P	P	P		P	P	P	P	P	
Public Facilities (see also Public Facilities, Essential on next page)	C	C	C	C	P	C	P	P	P	C	C	C	C	18.04.060(V)
Radio/T.V. Studios		P	P		P	P	P		P	P	P	P	P	

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Recycling Facilities	P	P	P	P	P		P		P	P	P	P	P	18.06.060(V)
School - Colleges and Business, Vocational or Trade Schools		C	P		P	P	P		P	C	C	C	P	18.06.060(X)
Service and Repair Shops			P				P	P				P	P	
Service Stations/Car Washes			P				P 18.06.060(W)	P				P 18.06.060(W)	P 18.06.060(W)	
Service Stations/Car Washes - Existing			P		P 18.06.060(W)		P 18.06.060(W)				P	P 18.06.060(W)	P 18.06.060(W)	
Servicing of Personal Apparel and Equipment	P	P	P		P	P	P			P	P	P	P	
Truck, Trailer, and Recreational Vehicle Rentals			P					P						
Workshops for Disabled People	C	C	C	C	P	C	P		C	C	C	C	C	18.04.060(R)

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
District-Wide Regulations	18.06.060 (R)				18.06.060(F)(2)	18.06.060(HH)	18.06.060(F)(2)							
<b>11. PUBLIC FACILITIES, ESSENTIAL</b>														
Airports			C										C	18.06.060(G)
Inpatient Facilities		C	C	C 18.06.060(T)	C		C		C	C	C	P	P	18.06.060(G) 18.04.060(K)
Jails			C		C		C		C				C	18.06.060(G)
Mental Health Facilities			C	C 18.06.060(T)	C		C						C	18.06.060(G) 18.04.060(K)
Other Correctional Facilities		C	C	C 18.06.060(T)	C	C	C		C	C	C	C	C	18.06.060(G)
Other facilities as designated by the Washington State Office of Financial Management, except prisons and solid waste handling facilities		C	C		C		C			C	C	C	C	18.06.060(G)

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Radio/TV and Other Communication Towers and Antennas	C	C	C	C	C	C	C	C	C	C	C	C	C	18.06.060(G) 18.44.100
Sewage Treatment Facilities	C	C	C	C	P		P		C	C	C	C	C	18.06.060(G) 18.04.060(X)
State Education Facilities		C	C		C		C		C	C	C	C	C	18.06.060(G) 18.06.060(X)
State or Regional Transportation Facilities	C	C	C	C	C	C	C		C	C	C	C	C	18.06.060(G)
District-Wide Regulations	18.06.060 (R)				18.06.060(F) (2)	18.06.060(HH)	18.06.060(F) (2)							
<b>12. TEMPORARY USES</b>														
Entertainment Events			P		P	P	P						P	
Off Site Contractor Offices	P	P	P	P	P	P	P	P	P	P	P	P	P	18.04.060(DD)
Emergency Housing	P	P	P	P	P			P	P	P	P	P	P	18.04.060(DD)
Emergency Housing Facilities	P	P	P	P	P	P	P	P	P	P	P	P	P	18.50

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Fireworks, as determined by Fire Dept.			P		P	P	P				P	P	P	9.48.160
Mobile Sidewalk Vendors		P	P	P	P	P	P			P	P	P	P	
Parking Lot Sales			P		P	P	P	P			P	P	P	
Residences Rented for Social Event (6 or less in 1 year)	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060(DD)
Residences Rented for Social Event (7 or more in 1 year)	C	C	C	C	C	C	C		C	C	C	C	C	
Temporary Surface Parking Lot		P	P		P	P	P		P					
District-Wide Regulations	18.06.060 (R)				18.06.060(F) (2)	18.06.060(HH)	18.06.060(F) (2)							
<b>13. OTHER USES</b>														
Accessory Structures/Uses														
Adult Oriented Businesses			P										P	18.06.060(B)
Agriculture	P	P	P	P					P	P	P	P	P	

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Animals	P	P	P	P	P	P	P		P	P	P	P	P	18.06.060(C)
Cemeteries	C	C	C	C					C	C	C		C	
Conference Center			P		P	P	P						P	
Gambling Establishments			C											
Garage/Yard/Rumma ge and Other Outdoor Sales	P	P	P	P	P	P	P		P	P	P	P	P	5.24
Home Occupations	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060(L)
Parking Facility, Commercial		P	P		P	P	P 18.06.060(S)			P	P	P 18.06.060(S )	P	18.04.060(V)
Places of Worship	C	C	P	C	P	P	P		C	C	C	P	P	18.04.060(U)
Racing Pigeons	C	C	C	C					C	C	C	C	C	18.04.060(Y)
Satellite Earth Stations	P	P	P	P	P	P	P	P	P	P	P	P	P	18.44.100
Schools	C	C	P	C	C	C	C		C	C	C	P	P	18.04.060(DD)
Social Organizations		P	P		P	P	P		P/C 18.06.060 (I)	P	P	P	P	
Utility Facility	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	18.04.060(X)

TABLE 6.01

## PERMITTED AND CONDITIONAL USES

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Wireless Communications Facilities	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	18.44

## LEGEND

P = Permitted Use

MS = Medical Services

DB = Downtown Business

C = Conditional Use

PO/RM = Professional

Office/Residential Multifamily

AS=Auto Services

NR = Neighborhood Retail

GC = General Commercial

UW = Urban Waterfront

UW-H = Urban Waterfront-Housing

CSH = Commercial Services-High Density

HDC-1=High Density Corridor-1

HDC-2=High Density Corridor-2

HDC-3=High Density Corridor-3

HDC-4=High Density Corridor-4



**Section 9. Amendment of OMC 18.38.100.** Olympia Municipal Code Subsection 18.38.100 is hereby amended to read as follows:

**18.38.100 Vehicular and bicycle parking standards**

A. Required Vehicular and Bicycle Parking. A minimum number of bicycle parking spaces are required as set forth in Table 38-01 below. The specific number of motor vehicle parking spaces set forth in Table 38-01 +/- ten percent (10%) shall be provided, unless varied pursuant to OMC [18.38.080](#) or other provision of this code. Any change in use which requires more parking shall install vehicular and bicycle facilities pursuant to Table 38.01 and consistent with the location standards of OMC [18.38.220](#).

B. Building Area. All vehicle parking standards are based on the gross square feet of building area, unless otherwise noted.

C. Residential Exceptions.

1. New residential land uses in the Downtown Exempt Parking Area do not require motor vehicle parking. See OMC [18.38.160](#).
2. Residential land uses in the CSH, RMH, RMU, and UR Districts require only one (1) vehicle parking space per unit.
3. Table 38.01 notwithstanding, senior (age 55 or 62 and over) multi-family housing requires three (3) motor vehicle parking spaces per four (4) units. This exception is at the discretion of the applicant and only applicable if an appropriate age-restriction covenant is recorded.

D. Reserved Area for Bicycle Spaces. Where specified in Table 38.01 below, an area shall be designated for possible conversion to bicycle parking. Such reserve areas must meet the location requirements of short-term parking and may not be areas where pervious surfaces or landscaping is required. A cover is not required for such areas.

**TABLE 38.01**

Use	Required Motor Vehicle Parking Spaces	Minimum Required Long-Term Bicycle Spaces	Minimum Required Short-Term Bicycle Spaces
<b>COMMERCIAL</b>			
Carpet and Furniture Showrooms	One and one-quarter (1.25) space per one thousand (1000) sq. ft. of gross showroom floor area. Each store shall have a minimum of four (4) spaces.	One per sixteen thousand (16,000) square feet of showroom floor area. Minimum of two (2).	One per eight thousand (8,000) square feet of showroom floor area. Minimum of two (2).
Child and Adult Day Care	One (1) space for each staff member plus 1 space for each ten		

**TABLE 38.01**

<b>Use</b>	<b>Required Motor Vehicle Parking Spaces</b>	<b>Minimum Required Long-Term Bicycle Spaces</b>	<b>Minimum Required Short-Term Bicycle Spaces</b>
	(10) children/adults if adequate drop-off facilities are provided. Adequate drop-off facilities must allow a continuous flow of vehicles which can safely load and unload children/adults. Compliance with this requirement shall be determined by the review authority.		
Hotel and Motel	One (1) space for each room or suite and one (1) space per manager's unit. Hotel/motel banquet and meeting rooms shall provide six (6) spaces for each thousand (1000) square feet of seating area. Restaurants are figured separately.	One (1) per ten (10) rooms. Minimum of two (2).	One (1) per thousand (1,000) square feet of banquet and meeting room space. Minimum of two (2).
Markets, Shopping Centers and Large Retail/Wholesale Outlets	Less than 15,000 sq. ft = 3.5 spaces for each 1000 sq. ft. of gross floor areas. 15,001 to 400,000 sq. ft = 4 spaces for each 1000 sq. ft. of gross floor area. More than 400,001 sq. ft. = 4.5 spaces per 1000 sq. ft. of gross floor area.	One per six thousand (6,000) square feet. Maximum of five (5); minimum of one (1).	One per three thousand (3,000) square feet. Maximum of ten (10) per tenant; minimum of two (2) within fifty (50) feet of each customer entrance.
Medical and Dental Clinics	Four (4) spaces per 1000 sq. ft. of gross floor area.	One (1) per 10,000 square feet. Minimum of two (2).	One (1) per 10,000 square feet, minimum of two (2) within fifty (50) feet of each customer entrance; plus an equal reserved area for adding spaces.
<b>COMMERCIAL</b>			
Ministorage	Three (3) spaces minimum or (1) space for every one hundred (100) storage units, and two (2) spaces for permanent on-site managers.	None	None

**TABLE 38.01**

<b>Use</b>	<b>Required Motor Vehicle Parking Spaces</b>	<b>Minimum Required Long-Term Bicycle Spaces</b>	<b>Minimum Required Short-Term Bicycle Spaces</b>
Mixed Uses	Shared parking standards shall be used to calculate needed parking. This calculation is based upon the gross leasable area (GLA) for each shop or business and does not include atriums, foyers, hallways, courts, maintenance areas, etc. See shared parking 18.38.180.	See individual use standards.	See individual use standards
Mortuaries and Funeral Parlors	One (1) space per seventy-five (75) square feet of assembly area or thirteen (13) stalls per 1000 sq. ft.	One (1)	Two (2)
Offices, General	Gross floor area up to 2000 sq. ft = One (1) space for each 250 sq. ft. Gross floor area between 2001 to 7500 sq. ft. = One (1) space for each 300 sq. ft. Gross floor area between 7501 to 40,000 sq. ft. = One (1) space for each 350 sq. ft. Gross floor area of 40001 and greater = One (1) space for each 400 sq. ft.	One (1) per ten thousand (10,000) square feet. Minimum of two (2).	One (1) per ten thousand (10,000) square feet; plus an equal reserved area for adding spaces. Minimum of two (2).
Offices, Government	3.5 spaces per one thousand (1000) sq. ft.	One (1) per five thousand (5,000) square feet. Minimum of two (2).	One (1) per five thousand (5,000) square feet; minimum of two (2); plus an equal reserved area for adding spaces.
Retail Uses	Three and a half (3.5) spaces per one thousand (1000) sq. ft.	One per six thousand (6,000) square feet. Maximum of five (5); minimum of one (1).	One per three thousand (3,000) square feet. Maximum of ten (10) per tenant; minimum of two (2) within fifty (50) feet of each customer entrance.

**TABLE 38.01**

<b>Use</b>	<b>Required Motor Vehicle Parking Spaces</b>	<b>Minimum Required Long-Term Bicycle Spaces</b>	<b>Minimum Required Short-Term Bicycle Spaces</b>
Service Station (mini-marts are retail uses)	Three and a half (3.5) spaces per one thousand (1000) sq. ft. g.f.a. or 1 space per 300 sq. ft.	None.	None
Warehouse, Distribution	1 space for each thousand (1000) sq. ft. or 1 space for each employee.	One (1) per forty thousand (40,000) square feet or one (1) per forty (40) employees. Minimum of one (1).	None.
Warehouse Storage	Gross Floor area of 0-10,000 sq. ft. = One (1) space for each one thousand (1000) sq. ft. Gross floor area between 10,001 – 20,000 sq. ft. = ten (10) spaces plus .75 space for each additional one thousand (1000) sq. ft. beyond ten thousand (10,000) sq. ft. Over 20,000 sq. ft. = eighteen (18) spaces plus .50 for each additional 1000 sq. ft. beyond 20,000 sq. ft., or 1 space for each employee.	One (1) plus one (1) for each eighty thousand (80,000) square feet above sixty-four thousand (64,000) square feet; or one (1) per forty (40) employees. Minimum of one (1).	None
<b>INDUSTRIAL</b>			
Manufacturing	One (1) for each two (2) employees on the largest shift, with a minimum of two (2) spaces.	One (1) for each thirty (30) employees on largest shift. Minimum of two (2).	One (1) for each thirty (30) employees on largest shift. Minimum of two (2).
<b>INSTITUTIONAL</b>			
Beauty Salons/ Barber Shops, Laundromats/Dry Cleaners, and Personal Services		One per six thousand (6,000) square feet. Minimum of one (1).	One per three thousand (3,000) square feet. Minimum of two (2).
Educational Facilities (to include business, vocational, universities, and		One (1) per five (5) auto spaces. Minimum of two (2)	One (1) per five (5) auto spaces. Minimum of four (4).

**TABLE 38.01**

<b>Use</b>	<b>Required Motor Vehicle Parking Spaces</b>	<b>Minimum Required Long-Term Bicycle Spaces</b>	<b>Minimum Required Short-Term Bicycle Spaces</b>
other school facilities).			
Elementary and Middle School	One (1) stall per twelve (12) students of design capacity.	One (1) per classroom.	Three (3) per classroom.
Farmers Market		None	One (1) per ten (10) auto stalls. Minimum of ten (10).
High School	One (1) space per classroom and office, plus one (1) space for each four (4) students that are normally enrolled and are of legal driving age. Public assembly areas, such as auditoriums, stadiums, etc. that are primary uses may be considered a separate use.	One per five (5) classrooms, plus one (1) for each forty (40) students (may also require one (1) per four thousand five hundred (4,500) assembly seats). Minimum of two (2).	One per five (5) classrooms, plus one (1) for each forty (40) students (may also require one (1) per four thousand five hundred (4,500) assembly seats). Minimum of four (4).
Hospitals, Sanitariums, Nursing Homes, Congregate Care, Rest Homes, Hospice Care Home and Mental Health Facilities.	One (1) for each two (2) regular beds, plus one (1) stall for every two (2) regular employees on the largest shift.	One (1) per thirty (30) beds, plus one (1) per thirty (30) employees on largest shift. Minimum of two (2).	One (1) per thirty (30) beds, plus one (1) per thirty (30) employees on largest shift. Minimum of two (2).
Libraries and Museums	One (1) space per three hundred (300) square feet of public floor area or 3.3 spaces per thousand (1000) sq. ft. Six (6) stalls either on-site or on-street directly adjacent to the property. The Director may allow pervious-type parking surfaces.	One (1) per six thousand (6,000) square feet of public floor area. Minimum of two (2).	One (1) per one thousand five hundred (1,500) square feet of public floor area. Minimum of four (4).
Marinas		Minimum of four (4).	One (1) per ten (10) auto stalls. Minimum of four (4).
Other Facilities Not Listed		None	One (1) per twenty-five (25) auto stalls. Minimum of two (2).

**TABLE 38.01**

<b>Use</b>	<b>Required Motor Vehicle Parking Spaces</b>	<b>Minimum Required Long-Term Bicycle Spaces</b>	<b>Minimum Required Short-Term Bicycle Spaces</b>
Park-N-Ride Lots and Public (Parking) Garages		One (1) per fifteen (15) auto stalls Minimum of four (4)	Two (2).
Parks		None	One (1) per five (5) auto stalls. Minimum of four (4).
Transit Centers		Ten (10).	Ten (10).
<b>PLACES OF ASSEMBLY</b>			
Passenger Terminal Facilities	One (1) space for each one hundred (100) square feet of public floor area or ten (10) spaces per thousand (1000) sq. ft.	Minimum of ten (10)	Minimum of ten (10)
Place of Worship	One (1) space per four (4) seats. When individual seats are not provided, one (1) space for each six (6) feet of bench or other seating. The Director may use a ratio of six (6) stalls/1000 sq. ft. of assembly area where seats or pews are not provided or when circumstances warrant increased parking; e.g., large regional congregations which attract a large congregation or one which has multiple functions. See shared parking. 18.38.180	One (1) per 10,000 square feet of gross floor area.	One (1) per 160 seats or 240 lineal feet of bench or other seating, and one (1) per 6,000 square feet of assembly area without fixed seats. Minimum of four (4).
Private Clubs or Lodges (does not include health clubs or retail warehouse)	Six (6) spaces per thousand (1000) sq. ft.	One (1) per 6,000 square feet. Minimum of one (1).	One (1) per 6,000 square feet. Minimum of two (2).
Theater and Auditorium	One (1) space for each four and a half (4.5) fixed seats. If the theater or auditorium is a component of a larger commercial development the above parking standard may be modified to account for shared parking as provided in Section <a href="#">18.38.180</a> of this Code	One (1) per 450 fixed seats. Minimum of one (1).	One (1) per 110 fixed seats. Minimum of four (4).

**TABLE 38.01**

<b>Use</b>	<b>Required Motor Vehicle Parking Spaces</b>	<b>Minimum Required Long-Term Bicycle Spaces</b>	<b>Minimum Required Short-Term Bicycle Spaces</b>
Theater and Auditorium without fixed seats	One (1) space for each three (3) permitted occupants. Maximum building occupancy is determined by the Fire Marshal.	One (1) per 300 permitted occupants. Minimum of one (1).	One (1) per 75 permitted occupants. Minimum of four (4).
<b>RECREATION/AMUSEMENT</b>			
Bowling Alleys	Five (5) spaces for each alley.	One (1) per twelve (12) alleys. Minimum of one (1).	One (1) per four (4) alleys. Minimum of four (4).
Health Club	Four (4) spaces for each thousand (1000) sq. ft.	One (1) per 5,000 square feet. Minimum one (1).	One (1) per 2,500 square feet. Minimum of four (4).
Skating Rinks and Other Commercial Recreation	Five (5) spaces per thousand (1000) sq. ft.	One (1) per 8,000 square feet. Minimum of one (1).	One (1) per 4,000 square feet. Minimum of four (4).
<b>RESIDENTIAL</b>			
Accessory Dwelling Unit	None	None	None
Bed and Breakfast	One (1) space in addition to space(s) required for the residential unit.	One (1) per ten (10) rooms. Minimum of one (1).	None
Collegiate Greek system residences and dormitories	One (1) space for every three (3) beds, plus one (1) space for the manager.	One per fourteen (14) beds. Minimum of two (2).	Ten (10) per dormitory, or Collegiate Greek system residence
Community Club Houses		None	One (1) per ten (10) auto stalls. Minimum of two (2).
Cottage Housing	One (1) space per unit or 1.5 space per unit if on-street parking is not available along street frontage (One (1) space per twenty (20) linear feet).	One per five (5) units, or one (1) per three (3) units if no on-street parking. Minimum of two (2).	One per ten (10) units, or one (1) per six (6) units if no on-street parking. Minimum of two (2).
Elder Care Home	One (1) space in addition to space(s) required for the residential unit.	Minimum of two (2).	Minimum of two (2).

**TABLE 38.01**

<b>Use</b>	<b>Required Motor Vehicle Parking Spaces</b>	<b>Minimum Required Long-Term Bicycle Spaces</b>	<b>Minimum Required Short-Term Bicycle Spaces</b>
Fraternities, Sororities and Dormitories	One (1) space for every three (3) beds, plus one (1) space for the manager.	One per fourteen (14) beds. Minimum of two (2).	Ten (10) per dormitory, fraternity or sorority building.
Group Home	One (1) space for each staff member plus one (1) space for every five (5) residents. Additionally, one (1) space shall be provided for each vehicle used in connection with the facility.	One (1) per ten (10) staff members plus one (1) per thirty (30) residents. Minimum of one (1). Additional spaces may be required for conditional uses.	None
Home Occupations	None, except as specifically provided in this table.	None	None
Mobile Home Park	Two (2) spaces per lot or unit, whichever is greater. If recreation facilities are provided, one (1) space per ten (10) units or lots.	None	None
Triplex, when in a zoning district with a maximum density of twelve units per acre or less	Five (5) spaces.	None	None
Multifamily Dwellings	Three or more units shall provide one and one-half (1.5) off-street parking spaces per dwelling unit. Multifamily dwelling units located on HDC-4 properties, where the new project provides for the development of replacement dwelling units in a development agreement, and the project site is all or part of an area of 40 acres or more that was in contiguous ownership in 2009, are exempt from the parking requirements of this section. If parking is voluntarily provided by the property owner, then the Director shall permit such	One (1) storage space per unit that is large enough for a bicycle.	One (1) per ten (10) units. Minimum of two (2) per building.



**TABLE 38.01**

<b>Use</b>	<b>Required Motor Vehicle Parking Spaces</b>	<b>Minimum Required Long-Term Bicycle Spaces</b>	<b>Minimum Required Short-Term Bicycle Spaces</b>
	parking to be shared with parking provided for non-residential development on the property.		
Single Family to include Duplex and Townhouse.	Two (2) spaces per unit. Note: parking spaces may be placed in tandem (behind the other). DB, CSH and RMH zone districts require one (1) space/unit.	None	None
Studio Apartments.	Apartments with one (1) room enclosing all activities shall provide one (1) off-street parking space per dwelling unit	None	One (1) per ten (10) units. Minimum of two (2) per building.
Short Term Rental	One (1) additional space when there are more than two bedrooms rented in one dwelling unit, and (1) space when there are two vacation rentals on one parcel and one is a single-family home.	None	None
<b>RESTAURANT</b>			
Cafes, Bars and other drinking and eating establishments.	Ten (10) spaces per thousand (1000) sq. ft.	One per 2,000 square feet; minimum of one (1).	One per 1,000 square feet; minimum of one (1).
Car Hop	One (1) for each fifteen (15) square feet of gross floor area.	One per 300 square feet; minimum of one (1).	One per 150 square feet; minimum of one (1).
Fast Food	Ten (10) spaces per thousand (1000) square feet plus one (1) lane for each drive-up window with stacking space for six (6) vehicles before the menu board.	One per 2,000 square feet; minimum of one (1).	One per 1,000 square feet; minimum of one (1).

**Section 10. Amendment of OMC 18.43.130.** Olympia Municipal Code Subsection 18.43.130 is hereby amended to read as follows:

### **18.43.130 Residential Sign Zone**

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

A. Permanent sign regulations in Residential Sign Zone.

1. Permanent signs in the residential sign zone are limited in their type, size, and placement.
2. Permanent signs for approved non-residential uses, such as a place of worship or a school, and multifamily complexes are allowed.

**B. Permanent signs - Residential properties.**

1. Residential Subdivisions. One freestanding sign per street frontage which has a driveway entry into the subdivision, up to fifty (50) square feet in size (25) square feet per side if double sided).
2. Home Occupations and short-term rentals. On residential properties for which the City has issued a valid City business license for home occupation or short-term rental, one permanent sign is allowed pursuant to the following:
  - a. The sign must be a wall sign placed on the facade of the primary structure; the sign message may be of a commercial or noncommercial nature.
  - b. The maximum sign size shall not be greater than two square feet.
  - c. Where a sign placed on the building's facade cannot be seen from a public street due to the distance the building is setback from the street, the City may approve an alternative sign size, type, or location. Such review shall be on a case-by-case basis and balance the purpose of the zoning district with the needs of a home based business. In no case shall the sign exceed ten (10) square feet in size (five (5) square feet per side if freestanding and double-sided).
  - d. The sign must appear to be a secondary feature of the building facade.
  - e. The sign shall not project above the roof line of the exposed building face to which it is attached.
  - f. The sign shall be installed to appear flush-mounted.
  - g. Internal illumination is not allowed.
  - h. A temporary Open sign may be displayed discretely in a window during business hours only.

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

<b>Permanent Signs – Residential Uses (Not Including Apartment Complexes)</b>		
Home Occupation Businesses and Short-Term Rentals	Up to two square feet, flush mounted near entrance	1 per licensed Home Occupation business or short-term rental only
Home Occupation Business abutting west side of 300 and 400 blocks of West Bay Drive NW	Up to five square feet if flush mounted near entrance or up to	1 per licensed Home Occupation business only

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

<b>Permanent Signs – Residential Uses (Not Including Apartment Complexes)</b>		
	five square feet per side if freestanding	
Development Identification Signs	Freestanding Sign for Residential Subdivisions, up to 50 square feet (or 25 square feet per side).	1 per street frontage which has an entry to the development
<b>Permanent Signs – Non-Residential Uses and Apartment/Multifamily Complexes</b>		
Identification signs for non-residential uses	1 freestanding or building mounted sign per driveway access from a street. If freestanding, maximum height is 4 ft.	<ul style="list-style-type: none"> <li>• Academic schools – up to 100 sq. ft. maximum;</li> <li>• Other Uses: Up to 24 sq. ft. in size (12 sq. ft. per side if double-sided).</li> </ul>
Secondary wall signs for non-residential uses	1 per exterior public entrance to the building	Up to 12 square feet of sign area to identify the primary destination of the entrance (e.g. office, library, gymnasium sanctuary).
Identification Signs for Apartment/Multifamily Complexes	Building mounted sign (flush mounted only) or Freestanding sign. <ul style="list-style-type: none"> <li>• Multi-family uses - up to 16 sq. ft. maximum;</li> </ul> Double sided signs: 1/2 the max.	1 per use. Except multi-family uses in RM-18, RM-24 & RMH: 2 signs are permitted where there are entrances off 2 public rights-of-way.
Identification Signs for Individual Uses in Multiple Occupancy Buildings	Building mounted sign to be flush mounted only. <ul style="list-style-type: none"> <li>• Academic schools – up to 100 sq. ft. maximum;</li> <li>• Multi-family uses - up to 16 sq. ft. maximum;</li> <li>• All other uses - 24 sq. ft. maximum.</li> </ul> Double sided signs: 1/2 the max.	
Driveway Entrance/Exit Signs	Freestanding only. 5 square feet total (2.5 square feet per side if double sided)	1 per driveway

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

<b>Permanent Signs – Residential Uses (Not Including Apartment Complexes)</b>		
Directional	18.43.070	
Public Service	18.43.070	

C. **Permanent Signs – Nonresidential Uses.** It is customary and common to have nonresidential uses in residential areas, such as schools, places of worship, daycare centers, public facilities such as fire stations or substations, and other similar uses. These uses are generally allowed by conditional use permit and are an important part of our community. These uses have signage needs that are different and distinct from residential uses. Signs may be permitted, as follows:

1. **Lighting.** All signs, with the exception of the Public Service portion of signage, are encouraged to use indirect lighting for signage. Lighting shall be directed to the sign face and away from residential properties. The electronic portion of any public service sign for academic uses must be turned off between the hours of 9:00 p.m. and 6:00 a.m.
2. **Directional Signage.** Uses that have more than one public entrance, such as schools with separate entrances for libraries, gymnasiums, theaters, the main office, and other uses that are most likely to experience visitors are encouraged to provide directional signage.

D. **Except as otherwise provided for in this chapter, temporary signs in the residential sign zone do not require sign permits and are allowed pursuant to the following regulations:**

1. **Noncommercial.** All temporary signs in the residential sign zone shall only display noncommercial copy, unless otherwise allowed (e.g. real estate, construction signs). For the purposes of this chapter, garage and yard sale signs are considered to be temporary and noncommercial signage.
2. **Sign Types – Construction – Materials.** There is no restriction on the type of temporary sign (i.e., the sign construction or materials used) allowed on residential properties provided that all other regulations and provisions of this chapter are met.
3. **Quantity.** There are no restrictions on the number of temporary signs allowed on private property in the residential sign zone.
4. **Size.**
  - a. **Temporary Freestanding Signs.** No temporary freestanding sign shall be greater than twelve (12) square feet in size, with no sign face exceeding six (6) square feet. The sign shall not exceed four (4) feet in height, as measured from the ground to the top of the sign.
  - b. **Building-Mounted Signs.** Building-mounted temporary signs attached flush to the face of the building:

- Shall not have a maximum height; provided, that no sign shall extend beyond the roofline of the building; and
- In aggregate (i.e., the total of all building-mounted temporary signs) shall not cover more than twenty (20) percent of the building's facade.

5. Window Signs. Signs placed in or on windows shall, in aggregate, not exceed twenty-five (25) percent of the area of the window on which they are displayed.

6. Yard/Lawn Signs. In accordance with standards outlined in Section [18.43.080](#).

7. Garage Sale (Yard Sales, Moving Sales, Patio Sales). No sign permit or Temporary Sign Agreement is required. Such sign shall be limited to one sign on the premises and three offpremises signs. No such sign shall exceed four square feet in sign area. The sign or signs may be displayed only during the sale and must be removed the day the sale ends. The person or persons for which the sign or signs are displayed shall be responsible for removal and/or is subject to the penalties as provided in this code. Any such signs placed in the right of way shall comply with the standards in Section E, below.

E. Temporary Signs in Planter Strip. Temporary signs may be placed in the planter strip (the landscaped area between the curb and sidewalk) or unimproved right-of-way pursuant to the following:

1. No more than three (3) temporary signs are allowed in the right of way per street frontage, per lot. For residential properties actively for sale or lease, one of the three temporary signs may be a real estate sign.
2. No temporary sign may be greater than four (4) feet in height above grade and is subject to the clear view sight triangle standards per Chapter 4 of the Engineering Design and Development Standards.
3. Temporary signs in the right of way may only contain noncommercial messages and must meet the standards of Sections [18.43.060](#) and [18.43.085](#).

F. Duration. Any temporary sign that is specific to an event shall be removed within five (5) days of the end of the event, unless otherwise stated in this chapter.

**Section 11. Amendment of OMC 18.72.100.** Olympia Municipal Code Subsection 18.72.100 is hereby amended to read as follows:

### **18.72.100 Review and appeal authority**

The following table describes development permits and the final decision and appeal authorities. When separate applications are consolidated at the applicant's request, the final decision shall be rendered by the highest authority designated for any part of the consolidated application

#### **KEY:**

Director	=	Community Planning and Development Director or designee
SPRC	=	Site Plan Review Committee

**KEY:**

DRB	=	Design Review Board
PC	=	Planning Commission
HC	=	Heritage Commission
HE	=	Hearing Examiner
Council	=	City Council
R	=	Recommendation to Higher Review Authority
D	=	Decision
O	=	Open Record Appeal Hearing
C	=	Closed Record Appeal Hearing

[NOTE: City Council decisions may be appealed to Superior Court except comprehensive plan decisions which may be appealed to the State Growth Management Hearings Board.]

**Director   SPRC   DRB   PC   HC   HE   Council****ZONING**

Conditional Use Permit		R			D	
Interpretations	D				O	
Land Use Review	D <sup>1</sup>	R			O	
Small Lot Review	D				O	
Townhouse (2 – 4 Units)	D				O	
Townhouse (10 or more units)		R	R		D	
Townhouse Final (2-9)	D				O	
Townhouse Final (10 or more)		R				D
Zoning Variance	R				D	
Zone Map Change, without Plan Amendment	R				R	D
Zone Change, with Plan Amendment or Ordinance Text Amendment	R			R		D
Home Occupation	D				O	
Temporary Use Permit	D				O	
SEPA exempt Building Permit	D				O	
Parking or Fence Variance	D	R			O	
Accessory Dwelling Unit	D				O	
Short Term Rental-Vacation Rental	D				O	
Accessory Building	D				O	
Occupancy Permit	D				O	

	Director	SPRC	DRB	PC	HC	HE	Council
Sign Permit	D					O	
Landscape Plan	D					O	
Tree Plan	D					O	
Historic Properties	D	R			R	O	
<b>COMPREHENSIVE PLAN</b>							
Amendments (map, text)	R			R			D
<b>DESIGN REVIEW</b>							
Detailed Review	D		R				
major			O				
Concept Review	D	R	R			O	
Signs (general)	D					O	
Scenic Vistas	D	R	R			O	
<b>ENVIRONMENTAL</b>							
Threshold Determination	D					O	
Impact Statement Adequacy	D					O	
Reasonable Use Exception	R					D	
SEPA Mitigating Conditions	D					O	
Major Shoreline Substantial Development Permit		R				D	
Shoreline Conditional Use Permit		R				D	
Shoreline Variance		R				D	
Shoreline Permit Revision or Exemption	D					O	
<b>SUBDIVISION</b>							
Boundary Line Adjustment (including lot consolidation)	D					O	
Preliminary Plat, Long	R					D	
Preliminary Short, (2-9 lots)	D <sup>1</sup>					O	
Final Short Plat	D					O	
Final Long Plat	D					O	
Master Plan Approval	R		R			R	D
MPD Project Approval		R	R			D	
Preliminary PRD		R				R	D
Final PRD		R					D
Time Extensions	D					O	

<sup>1</sup> Except when the Director refers the project for a public hearing before the Hearing Examiner pursuant to OMC [18.60.080](#) or [17.32.130\(A\)\(4\)](#). **Section 12. Corrections.** The City Clerk and codifiers of this

Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 13. Severability.** If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of the Ordinance or application of the provisions to other persons or circumstances shall remain unaffected.

**Section 14. Ratification.** Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

**Section 15. Effective Date.** This Ordinance shall take effect thirty (30) days after publication, as provided by law.

\_\_\_\_\_  
MAYOR

**ATTEST:**

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

**APPROVED AS TO FORM:**

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

**PASSED:**

**APPROVED:**

**PUBLISHED:**





## Planning Commission

### Briefing on Olympia Housing Action Plan

**Agenda Date:** 5/3/2021  
**Agenda Item Number:** 6.B  
**File Number:** 21-0423

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**Type:** report **Version:** 2 **Status:** In Committee

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#### Title

Briefing on Olympia Housing Action Plan

#### Recommended Action

Receive a briefing on the Housing Action Plan. Briefing only; No action requested.

#### Report

##### Issue:

Whether to receive a briefing on the Housing Action Plan. Olympia's Housing Action Plan will define strategies and actions that promote more housing, more diverse housing types, affordability and stability.

#### Staff Contact:

Amy Buckler, Strategic Projects Manager, Community Planning & Development, 360.280.8947

#### Presenter(s):

Amy Buckler, Strategic Projects Manager

#### Background and Analysis:

Last February, the Planning Commission heard a briefing on the Housing Action Plan project, and in particular findings from the Housing Needs Assessment. In preparation for the May 17 public hearing, this briefing will focus on the recommended strategies and actions for meeting local housing needs.

In 2019, the Washington state legislature made grant funds available to cities to develop housing action plans that promote more housing, more diverse housing types and affordability. In recognition of our shared housing market and the cross-jurisdictional need for affordable housing, the Cities of Olympia, Lacey and Tumwater jointly applied for and received funds to collaborate on this effort.

With help from TRPC, the cities completed several deliverables that provide necessary background information and identify strategies and potential actions the cities can take. These are available on the attached Engage Olympia page and include:

- A housing needs assessment, including a 25-year projection of housing affordable at different income levels.

- A landlord survey, to better understand what residents are paying for rent and how rents are changing.
- A draft regional housing action plan (menu of actions) cities can take to ensure housing stock adequate and affordable for current and future residents.

At this time each city is conducting their own public review process to determine which actions to include as they adapt the regional draft into city-specific housing action plans. Each city will adopt their own housing action plan by June of 2021, in order to meet the requirements of the grant which funds this work.

A draft of the Olympia-specific housing action plan will be included in the staff report for the Planning Commission's May 17 public hearing, and available on the Engage Olympia site no later than May 7. The key difference between the regional draft and the Olympia specific draft are the details about how the specific actions identified are currently addressed in Olympia and which are recommended for further consideration moving forward. Otherwise, the body of the report and the strategies are essentially the same.

Attached is a quick list of the actions identified in the regional report along with their current status in Olympia. Some initial action recommendations are made (many of which are already underway or fairly simple) while others are noted for further consideration (usually the more complex or costly actions). The recommendations on the list are subject to change as we learn more and hear from the public and stakeholders.

### **Next Steps - Public Process**

The Planning Commission will hold a public hearing on Olympia's Housing Action Plan on May 17. Chair Millar will attend the May 27 Land Use Committee meeting to provide a report out. Also, with help from staff, the Commission will write a letter to the City Council summarizing what was heard at the public hearing. The Commission is not asked to make a formal recommendation on the plan.

- May 3 - OPC Briefing
- May 17 - OPC Public Hearing
- May 27- Land Use Committee Briefing
- June 7 - OPC to complete comment letter
- June 17 - Land Use Committee Briefing
- June 22 - City Council Adoption

Following adoption of the Housing Action Plan, public engagement and implementation of housing actions will be ongoing. The City will also hold a public process to update the Housing Element of the Comprehensive Plan between 2022-2025.

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

A report from the housing survey posted at Engage Olympia in March is attached.

Housing affordability and development are major issues of importance to the community. Olympia's recently developed One Community (homeless response) Plan identified building more housing of all types for all incomes as a key priority moving forward.

**Options:**

Briefing only.

**Financial Impact:**

The Washington State Department of Commerce awarded Olympia, Lacey and Tumwater grants totaling \$300,000 for development of housing action plans. Under an interlocal agreement, \$150,000 will be directed to the Thurston Regional Planning Council for supportive tasks. Olympia will use its remaining \$50,000 to support staff work on the effort.

**Attachments:**

Action list

Regional draft

Survey report

[Link to Engage Olympia page](#)

[Link to Housing Storymap](#)

## Actions Identified in the Draft Regional Housing Action Plan - DRAFT Recommendations for Olympia




*Includes additional action recommendations identified by Olympia staff (page # noted as N/A)*

*DRAFT – Recommendations subject to change through public/stakeholder process*


### Strategy 1: Increase the supply of permanently affordable housing for households that make 80% or less of the area median income

	Action	Note	Page # in draft
<b>ACTIONS OLYMPIA HAS ALREADY IMPLEMENTED</b>			
1	Donate/lease surplus or underutilized jurisdiction-owned land to developers that provide low-income housing	Continue as opportunities arise	15,38
2	Fund development projects that increase low-income housing through grants or loans	Continue (Home Fund)	17,41
3	Offer density bonuses for low-income housing	( <a href="#">18.04.080A</a> )	16,40
4	Offer and/or expand fee waivers for low-income housing developments	( <a href="#">15.04.060D</a> , <a href="#">RCW 82.02.060</a> )	17,40
<b>RECOMMENDED</b>			
5	Define income-restricted housing as a different use from other forms of housing in the zoning code		17,40
6	Allow manufactured home parks in multifamily and commercial areas	Already allowed in MF zones	16,39
7	Support LOTT's discussion about lower hook-up fees for affordable housing		N/A
<b>FURTHER CONSIDERATION</b>			
8	Adopt a "Notice of Intent to Sell" ordinance for multifamily developments		15,38
9	Provide funding for the Housing Authority of Thurston County and other non-profit organizations to buy income-restricted units proposed to be converted to market rate housing	See Regional funding discussion (#68)	15,39
10	As part of comprehensive plan and development code changes, include an evaluation of the impact such changes will have on housing affordability, especially for low-income households.		16, 39
11	Provide funding for low-income and special needs residents to purchase housing through community land trusts	See regional funding discussion (#68)	16,40
12	Require low-income housing units as part of new developments (Inclusionary Zoning)		17,41
13	Partner w/ low-income housing developers (e.g., Habitat for Humanity) to expand homeownership opportunities	See regional funding discussion (#68)	18,42
14	Consider a 'Tenant Option to Purchase' (TOPO) Ordinance	LUEC briefing in May	N/A
<b>NOT RECOMMENDED AT THIS TIME</b>			
15	Require PRDs/PUDs for low-density development and include standards for including low-income housing	PUD's add complexity	15,38
16	Establish a program to preserve and maintain healthy and viable mobile home parks	Consider TOPO (#14)	17,41
17	Enhance enforcement of property maintenance codes to keep housing in good repair	High costs	17,41

**Strategy 2: Make it easier for households to access housing and stay housed**




	Action	Note  = action pending	Page # in draft
<b>ACTIONS OLYMPIA HAS ALREADY IMPLEMENTED</b>			
18	Expanded Fair Housing ordinance beyond state and federal regulation to include source of income as a protected class (protects Section 8 and other low income subsidy recipients from rental discrimination)		N/A
<b>RECOMMENDED</b>			
19	Identify and implement appropriate tenant protections that improve household stability	 Underway in 2021	21,44
20	Adopt short-term rental regulations to minimize impacts on long-term housing availability	 Underway in 2021	20,44
21	Partner with local trade schools to provide renovation and retrofit services for low-income households as part of on-the-job-training.	regional economic development	20,43
<b>FURTHER CONSIDERATION</b>			
22	Provide displaced tenants with relocation assistance	See regional funding discussion (#68)	20,43
23	Establish a down payment assistance program	See regional funding discussion (#68)	21,44
24	Adopt a “right to return” policy (goes with down payment assistance program)		20,43
<b>NOT RECOMMENDED AT THIS TIME</b>			
25	Rezone manufactured home parks to a manufactured home park zone to promote their preservation.	We have MHP zoning- not key to preservation; consider TOPO (14)	20,43

**Strategy 3: Expand the overall housing supply by making it easier to build all types of housing projects**


	Action	Note  = action pending	Page in draft
<b>ACTIONS OLYMPIA HAS ALREADY IMPLEMENTED</b>			
26	Adopt design standards that assist new forms of high-density housing and promote infill		9
27	Process short plat applications administratively		10
28	Reduce setbacks and increase lot coverage/impervious area standards		10
29	Relax ground floor retail requirements to allow residential uses		10
30	Require minimum residential densities		10

31	Offer developers density and/or height incentives for desired unit types		23,46
32	Allow third-party review of building permits for development projects		23,46
33	Lower transportation impact fees for multifamily developments near frequent transit service routes		24,47
34	Allow deferral of impact fee payments for desired unit types		24,48
35	Reduce minimum lot sizes		24,47
36	Simplify land use designation maps in the comprehensive plan to help streamline the permitting process		25,49
<b>RECOMMENDED:</b>			
37	Develop a plan for adapting vacant commercial space into housing	Incl w/ Capital Mall area plan (#44)	23,46
38	Expand allowance of residential tenant improvements without triggering land use requirements		24,48
39	Reduce parking requirements for residential uses, incl. multifamily developments near frequent transit routes (Phase 1: DT exempt parking boundary; Phase 2: transit corridors)	ⓧ Underway in 2021	23,47
40	Identify strategically placed but underdeveloped properties and determine what barriers exist to developing desired housing types – Make strategic infrastructure investments to spur housing development		24,47
41	Expand the multifamily tax exemption to make it available in all transit corridors	ⓧ Underway in 2021 – starting with 12-year exemption	24,48
42	Maximize use of SEPA tools (e.g., threshold exemptions, planned actions, infill exemptions) for residential and infill development		25,49
43	Consult with Washington State Department of Transportation as part of the SEPA process to reduce appeals based on impacts to the transportation element for residential, multifamily or mixed-use projects	ⓧ Legislature allowed with HB1923	25,49
44	Planned Action for High Density Neighborhoods- Capital Mall area	ⓧ Scoping in 2021 – Implements Comp Plan	N/A
45	Explore allowing medium-density zoning around Neighborhood Centers	ⓧ On OPC work plan in 2021- Implements Comp Plan	N/A
46	Review Fees/Regulations to Identify Housing Cost Reductions (Phase 1: street connectivity, frontage improvement thresholds, downtown sidewalk standards, private streets in manufactured home parks) (Phase 2: Increase flexibility in the permit process (consolidate four permit types); street classification standards; definitions of change of use or density (Phase 3: regional stormwater approaches and retrofit requirements)	ⓧ Phase 1 underway in 2021 – implements LUEC direction	N/A
47	Fix Code so that Transfer of Development (TDR) bonus in R-4-8 is a bonus not a restriction		N/A
<b>NOT RECOMMENDED AT THIS TIME</b>			
48	Increase minimum residential densities.		24,47
49	Integrate or adjust floor area ratio standards.	Not an issue in Oly	25,49
50	Reduce setbacks and increase lot coverage/impervious area standards.	Already as low as we can go	25,49

**Strategy 4: Increase the variety of housing choices**

	Action	Note  = action pending	Page # in draft
<b>ACTIONS OLYMPIA HAS ALREADY IMPLEMENTED</b>			
51	Allow accessory dwelling units (ADUs) in all residential zones		9
52	Allow group homes in all residential zones and commercial zones that allow residential units		9
53	Simplify ADU requirements	Part of "Housing Code Options"	9
54	Increase the types of housing allowed in low-density residential zones (duplexes, triplexes, etc.)	Part of "Housing Code Options"	28,52
55	Recognize modular/manufactured housing as a viable form of housing construction		10
<b>RECOMMENDED:  = action pending</b>			
56	Allow single-room occupancy (SRO) housing in all multifamily zones.		28,53
57	Allow more housing types in commercial zones.		28,52
58	Adopt pre-approved plan sets for accessory dwelling units	 Expected adoption early '21	
<b>FURTHER CONSIDERATION</b>			
59	Adopt a form-based code for mixed-use zones to allow more housing types and protect the integrity of existing residential neighborhoods		28,52
<b>NOT RECOMMENDED AT THIS TIME</b>			
60	Strategically allow live/work units in nonresidential zones	No prohibition against this	28,53

**Strategy 5: Continually build on resources, collaboration and public understanding to improve implementation of housing strategies**

	Action	Note  = action pending	Page # in draft
<b>ACTIONS OLYMPIA HAS ALREADY IMPLEMENTED</b>			
61	Identify and develop partnerships with organizations that provide or support for low-income, workforce, and senior housing as well as other populations with unique housing needs	Continue and strengthen	30,54
62	Fund Housing Navigators to assist households, renters, homeowners, and landlords with housing issues	See regional funding discussion (#68)	30,54
<b>RECOMMENDED:</b>			
63	Conduct education and outreach around city programs that support affordable housing		30,54

FURTHER CONSIDERATION:			
64	Establish a rental registration program to improve access to data and share information with landlords	Part of tenant protection discussion (#19)	30,54

### Strategy 6: Establish a permanent source of funding for low-income housing

	Action	Note = action pending	Page # in draft
<b>ACTIONS OLYMPIA HAS ALREADY IMPLEMENTED</b>			
65	Establish an affordable housing <b>sales tax</b>	Home Fund	33,56
66	HB1406: Take advantage of local revenue sharing program (portion of State sales tax) established by HB1406		10
67	Use Section 108 loans and other federal resources (e.g., CDBG) for affordable housing	Start using Section 108 again. Refocus funds on housing	N/A
<b>RECOMMENDED:</b>			
68	Develop a comprehensive funding strategy for affordable housing that addresses both sources of funding and how the funds should be spent	Regional funding discussion	33,55
<b>FURTHER CONSIDERATION</b>			
69	Establish a regional housing trust fund to provide dedicated funding for low-income housing	See regional funding discussion (#68)	33,57
70	Establish an affordable housing loan program	See regional funding discussion (#68)	N/A
71	Capture the value of city investments (utilities, roads, etc.) that increase private investments in neighborhoods, especially in areas with planned or existing transit (e.g., local improvement district, latecomer agreements)		34,57
<b>NOT RECOMMENDED AT THIS TIME</b>			
72	Establish an affordable housing <b>property tax levy</b> to finance affordable housing for very low-income households.	Recent Public Safety Levy	33,55



# REGIONAL HOUSING ACTION PLAN

for the  
Cities of Lacey, Olympia, and Tumwater

January 2021 Draft

Thurston Regional Planning Council



**Title VI Notice**

Thurston Regional Planning Council (TRPC) hereby gives public notice that it is the agency's policy to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs and activities. Title VI requires that no person shall, on the grounds of race, color, sex, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Federal Highway Aid (FHWA) program or other activity for which TRPC receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with TRPC. Any such complaint must be in writing and filed with the TRPC's Title VI Coordinator within one hundred and eighty (180) days following the date of the alleged discriminatory occurrence.

**Americans with Disabilities Act (ADA) Information**

Materials can be provided in alternate formats by contacting the Thurston Regional Planning Council at 360.956.7575 or email [info@trpc.org](mailto:info@trpc.org).

For more information contact:

Thurston Regional Planning Council  
2411 Chandler Court SW  
Olympia, WA 98502  
360.956.7575  
[info@trpc.org](mailto:info@trpc.org)

**Thurston Regional Planning Council Staff**

Katrina Van Every	Project Manager, Senior Planner
Michael Ambrogi	Project Manager, Senior GIS Analyst
Karen Parkhurst	Planning and Policy Director
Lester Tobias	Planning Technician
Sarah Selstrom	Communications and Outreach Specialist II
Burlina Lucas	Administrative Assistant
Dorinda O'Sullivan	Office Specialist III
Veena Tabbutt	Deputy Director
Marc Daily	Executive Director

This plan was funded by the cities of Lacey, Olympia, and Tumwater through grants from the Washington State Department of Commerce.

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# Executive Summary

This regional Housing Action Plan is a collaborative effort between the Cities of Lacey, Olympia, and Tumwater. It is intended to inform local comprehensive plan policies and guide implementation strategies to help each city meet its housing needs and strategic objectives.

## What's in the Housing Gap?

Seven housing gaps were identified through the Housing Needs Assessment, including the need to:

1. Reduce housing costs for low-income and cost-burdened households.
2. Increase the overall housing supply.
3. Increase the variety of housing sizes and types.
4. Increase senior housing options.
5. Maintain in good condition and improve the existing housing stock.
6. Provide safe, stable options for both renters and homeowners.
7. Increase permanent housing options for people with disabilities and those at risk of or experiencing homelessness.

### ***COVID-19 Pandemic and the Housing Action Plan***

*In response to the outbreak of the COVID-19 pandemic, Governor Inslee issued a series of proclamations and declarations aimed at reducing the spread of the virus in Washington state, including requiring all non-essential workers to stay home and stay healthy and extending a moratorium on evictions to protect renters. As a result, significant changes in the Lacey, Olympia, and Tumwater area occurred, affecting businesses and residents alike.*

*The cities will continue to monitor the impact of the pandemic on housing in the coming months and develop plans for implementing appropriate actions whether included in this plan or not.*

## How to Create an Equitable Housing Market?

About one in four Thurston County residents is a person of color – those who are Hispanic or Latino of any race and those who are any race other than white alone. People of color generally have more people in their household, are less likely to own their own home, have a smaller household income, and are more likely to experience homelessness than their white, non-Hispanic counterparts. Increasing housing equity is not a single action but an overarching theme in this plan. Affordable housing opportunities cannot be created without also reducing housing-related inequities faced by people of color. Each strategy in this report includes a discussion of how it — and the actions associated with it — will reduce inequity in our community.

## Taking Action Locally

The Cities of Lacey, Olympia, and Tumwater are each actively implementing actions that remove barriers and encourage appropriate housing development. Of the actions considered in developing this plan, each of the three cities have already implemented 12 actions, including making strategic investments in infrastructure, reducing setback requirements, relaxing ground floor retail requirements, and simplifying requirements for accessory dwelling units.

In addition to the work each of the cities has already accomplished, this plan identifies a menu of 52 more actions the cities of Lacey, Olympia, and Tumwater can take to address housing gaps, needs, and equity:

- 16 actions that help increase the supply of permanent, income-restricted affordable housing.
- 7 actions that make it easier for households to access housing and stay housed.
- 15 actions that help expand the overall housing supply.
- 5 actions that help increase housing variety.
- 4 actions that help the cities maintain forward momentum in implementing housing strategies.
- 5 actions that help establish a permanent source of funding for low-income housing.

Some of the 52 actions have already been implemented by one or two of the cities. Other actions are in the process of development/implementation, and some have not been implemented by any of the cities. Not every action in this plan will be implemented by each city. This menu of options is intended to provide the cities flexibility as they investigate their communities' specific housing needs and play a part in meeting the needs of the greater Lacey/Olympia/Tumwater urban area.

## Setting a Legislative Agenda

While this plan outlines actions local cities can take to address housing gaps, needs, and equity, barriers also exist at the state and federal levels. By far, the largest barrier is a lack of funding for low-income and income-restricted housing – whether it is construction, improvement, rehabilitation, or rental subsidies. Other barriers include condominium liabilities for builders, tariffs on construction materials imported to the United States, and the impact of prevailing wage requirements tied to federal funding for small, non-profit housing developers.

# Chapter 1.

## Introduction

Thurston County is one of the fastest growing counties in Washington State. The pressure to ensure all households have affordable access to housing is also growing and represents a significant challenge for all stakeholders. The challenge to provide sufficient affordable housing is complicated by rising construction costs, insufficient inventory, and a greater need for coordinated responses between jurisdictions.

In 2019, the Washington State Legislature passed HB 1923 encouraging cities planning under the state Growth Management Act to take actions to increase residential building capacity. These actions include developing a housing action plan “...to encourage construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes, including strategies aimed at the for-profit single-family home market” (RCW 36.70A.600).

In recognition of the cross-jurisdiction need for affordable housing, the Cities of Lacey, Olympia, and Tumwater chose to collaborate with Thurston Regional Planning Council to develop a regional Housing Action Plan. Funding was provided by the Washington State Department of Commerce. The project includes four components:

- A regional housing needs assessment.
- A household income forecast to identify future housing needs.
- A survey of landlords and rental property owners to better understand housing costs.
- A regional housing action plan – to be adopted by the cities – identifying a menu of options for the cities to implement to encourage development of a housing stock adequate and affordable for current and future residents.

This report – the regional Housing Action Plan – is intended to identify a menu of actions for the Cities of Lacey, Olympia, and Tumwater to implement. Such actions should encourage development of a housing

stock adequate and affordable for current and future residents of all income levels. This information will be used by the cities to develop individual action plans and update housing elements of their respective comprehensive plans and joint plans covering the urban growth areas (in collaboration with Thurston County).

Appendix A provides more detailed information on each action while Appendix B lists all actions considered through the development of this plan. Where appropriate, explanations as to why an action was not included is provided.

### Sources of Actions

This plan combines data and action ideas from a range of sources. Key sources include:

- **Washington State Department of Commerce.** Actions identified in Commerce’s “Guidance for Developing a Housing Action Plan (public review draft)” were used as a starting point for the action list.
- **Comprehensive Plans.** Project staff reviewed housing elements in the cities’ comprehensive plans for actions to include.
- **Stakeholder Committee.** A stakeholder committee that included the Housing Authority of Thurston County, other low-income housing providers, real estate professionals, housing developers (low-income and market rate), and representatives of the Thurston Thrives Housing Action Team added to, and reviewed, the action list.
- **Staff from the Cities of Lacey, Olympia, and Tumwater.** City staff provided feedback on actions that have already been completed or are underway, added actions that were local priorities, and removed actions that were outside of the cities’ authority.
- **Other Sources.** Outreach was done to additional stakeholders as needed, including Habitat for Humanity, the Low-Income Housing Institute, Northwest Cooperative Development Center, and the Thurston Housing Land Trust.

### Addressing Housing Gaps and Needs

This regional Housing Action Plan was preceded by a Housing Needs Assessment. The Housing Needs Assessment reviewed data available on the region’s housing needs and the available housing stock to identify gaps. The most pressing needs identified were:



**Affordability.** Reduce the cost of housing for low-income and cost-burdened households.



**Supply.** Increase the inventory of housing for all households.



**Variety.** Increase the variety of housing sizes and types





**Seniors.** Increase the stock of housing options needed for aging seniors.



**Improvements.** Maintain the existing housing stock, including improving energy efficiency and air quality.



**Stability.** Increase household wealth by providing safe, stable options for rental housing and pathways to homeownership.



**Supportive Housing.** Increase permanent housing options for people with disabilities and those at risk of or experiencing homelessness.

Many actions included in this plan address multiple housing gaps/needs, and each action in this plan identifies which area of need it addresses.

### Equity in Housing Affordability

Not all households have access to affordable housing. Across Thurston County, people of color — those identifying as Hispanic or a race other than white alone — have lower incomes, are less likely to own their own home, are more likely to be housing cost-burdened, and are more likely to be homeless (Table 1-1).

Table 1-1. Metrics for equity in housing

Metric	Person of Color	White, Non-Hispanic
Cost Burdened Households	37%	31%
Homeowners	52%	66%
People Experiencing Homelessness	~ 4.4 per 1,000	~2.4 per 1,000
Household with an Income Less than \$50,000	41%	33%

Across the United States — including Thurston County and its communities — policies have led to and reinforce housing inequities faced by people of color:

- **Redlining.** Neighborhoods with a large number of people of color were denied access to financing for home improvement and construction. This made it harder for people of color to build financial equity and stay or move out of poverty. While redlining is now illegal, people of color are still more likely to have mortgage applications denied or pay higher interest rates.
- **Zoning.** Zoning regulations explicitly barred racial and ethnic minorities. While this, too, is illegal, zoning regulations today may implicitly bar people of color by placing restrictions on the sizes and types of housing that are affordable and accessible to disadvantaged populations. Zoning that exclusively allows single-family neighborhoods — an estimated 75 percent of all residential-

zoned land across major U.S. cities — perpetuates this legacy of barring racial and ethnic minorities.

- **Covenants.** Privately enforced housing covenants used to exclude racial and ethnic minorities from predominantly white neighborhoods. Racial covenants became more common after racial zoning ordinances were deemed unconstitutional by the U.S. Supreme Court.

Cities can help reverse the disparities caused by these problems by creating more opportunities for affordable housing. Cities are also responsible for ensuring new policies — not just around housing — do not exacerbate inequities. Resources like the Government Alliance on Race and Equity’s “Racial Equity Toolkit” can help cities incorporate equity considerations in policy making.

### How is Equity Addressed in the Plan?

Because creating affordable housing opportunities goes hand-in-hand with reducing housing-related inequities faced by people of color, increasing equity is not a single action but an overarching theme in this plan. Each strategy in this plan includes a discussion of how it — and the actions associated with it — work to reduce inequity in our community.

An action that promotes affordable housing — especially for the most vulnerable in our community — is an action that will promote equity.

### Defining Terms Used

The following terms are used in this plan.

**Affordable Housing.** Housing for which the household pays no more than 30 percent of its gross income for housing costs, including utilities.

**Income Restricted Housing.** Housing for which the occupancy of the units is restricted to households making 80 percent or less of the area median family income, as defined by the U.S. Department of Housing and Urban Development.

**Low-Income Housing.** Housing that is affordable for households making 80 percent or less of the area median family income, as defined by the U.S. Department of Housing and Urban Development. Low-income housing can take the form of income-restricted housing units or subsidized housing — whether the unit itself is subsidized or the household receives a housing voucher to subsidize market-rate rent conditions.

**Manufactured Home Park.** A site under single ownership where ground space is made available for mobile homes, manufactured homes, or a combination of the two. Mobile homes and manufactured homes are both factory-built and considered dwellings for habitation rather than vehicles (such as an

RV). Mobile homes refer to those units factory-constructed prior to June 15, 1976, while manufactured homes are units factory-constructed after that date.

**Permanent Supportive Housing.** Permanent housing intended specifically for chronically homeless and permanently disabled individuals and families. Supportive services (medical, mental health, enrichment programs, etc.) and case management are available on site or closely coordinated to reduce barriers the inhibit households from accessing such services.

### Assumptions

Four primary assumptions guided development of this plan:

**Menu of options.** This plan is intended as a menu of options for the Cities of Lacey, Olympia, and Tumwater to consider implementing. Not all actions will be utilized by each jurisdiction, and some actions may have already been implemented by one or more of the cities. Actions that can only be taken by other entities are not included in this plan.

**Analysis before implementation.** The Cities of Lacey, Olympia, and Tumwater are unique communities with different priorities, development patterns, and resources. This plan cannot respond to every issue and need, but it can provide a framework for each community to consider how best to act. Further analysis on an action should be undertaken to determine how well it will respond to the specific need or gap a city attempts to fill.

**People experiencing homelessness.** This action plan addresses permanent housing solutions. The Thurston County Homeless Crisis Response Plan guides the region's emergency response to homelessness. Although there will be some overlap, this plan is limited to actions that result in or support the creation/preservation of affordable and low-income housing, including permanent supportive housing. Permanent housing is a fundamental part of solving the homelessness crisis our region is experiencing. Despite having a coordinated entry system designed to quickly connect people experiencing homelessness to housing, being responsive to needs is hampered by high housing costs and a lack of housing units.

The Cities of Lacey, Olympia, and Tumwater also participate in the newly formed Regional Housing Council, created to leverage resources and partnerships to promote equitable access to safe and affordable housing in Thurston County. The Regional Housing Council looks at funding issues for responding to homelessness and housing affordability in the region.

**Addressing household income.** This plan does not address the income side of the housing equation. Attracting living wage jobs, increasing the minimum wage, and other actions impacting a household's income could help make housing more affordable. Local economic development plans and the Thurston Economic Development Council guide the region's response to economic development, which has a

direct impact on household incomes. Although there will be some overlap, this plan is limited to actions that result in or support the creation/preservation of affordable and low-income housing units.

# Chapter 2.

## Actions Already Implemented

As of January 31, 2021, the following actions have been implemented by the Cities of Lacey, Olympia, and Tumwater. This list comprises only those actions implemented by all three cities.

- **Adopt design standards that assist new forms of high-density housing and promote infill.**
- **Allow accessory dwelling units in all residential zones.**
- **Simplify requirements for accessory dwelling units (ex: title notification, owner living on site, etc.).**
- **Allow group homes in all residential zones and commercial zones that allow residential uses.** Group homes are a source of housing for people with disabilities, seniors, those undergoing treatment for a variety of medical concerns, children in foster care, etc.
- **Establish a multifamily tax exemption (MFTE).** The Multifamily Tax Exemption (MFTE) Program is intended to encourage the construction of new, rehabilitated, or converted multifamily housing within designated areas. MFTE is limited to multifamily units with four or more units. Eligible projects typically receive an eight-year tax break or twelve years if the property owner/developer commits to renting or selling at least 20 percent of the units to households with an income at or below 115 percent of the median family income during the same period of time. Once the period lapses, the owner/developer is free to rent or sell units at market rate.
- **Make strategic investments in infrastructure expansion to reduce development costs.** Each city makes a concerted effort to invest in infrastructure expansion where it makes the most sense, thereby reducing development costs and spurring needed development in the right locations. Although each community makes such strategic investments, new development constructs the majority of infrastructure, impacting the overall cost of housing in that development.

- **Process short plat applications administratively.** Short platting is the division of land into a limited number of lots. Typically, approving land divisions is a legislative function of the city council. However, state law requires cities to have a short plat process and approve such requests administratively. As of 2020, the Cities of Lacey, Olympia, and Tumwater all allow administrative short plats for land divisions of nine or fewer lots, the state's current limit for short platting.
- **Recognize modular/manufactured housing as a viable form of housing construction.** Since 2004, state law has recognized the value manufactured housing has on housing affordability. Cities must treat manufactured housing the same as it does traditionally built housing and must also allow mobile and manufactured homes to locate in existing manufactured home parks.
- **Reduce setbacks and increase lot coverage/impervious area standards.**
- **Relax ground floor retail requirements to allow residential units.** In commercial zones, retail uses are often required on the ground floor for mixed-use developments. The Cities of Lacey and Olympia have relaxed their requirements, while the City of Tumwater has never established a requirement for ground floor retail in a mixed-use development.
- **Require minimum residential densities.**
- **With major comprehensive plan updates, confirm land is suitably zoned for development of all housing types.** Cities and counties are required to include housing elements in their comprehensive plans. The Growth Management Act requires housing elements to include information on the types of housing available in the community and to confirm there is enough land available for such uses. As part of these updates, the Cities of Lacey, Olympia, and Tumwater confirm whether the land itself is zoned properly to sufficiently allow the types of units envisioned in the community in the quantities necessary to meet housing needs.

In addition to these actions, the Cities of Lacey, Olympia, and Tumwater are also taking advantage of a local revenue-sharing program established by [HB 1406](#), which allows the cities to receive a portion of the State's existing sales and use tax to fund affordable housing programs and services. The three cities plan to pool their resources with guidance from the Regional Housing Council.

# Chapter 3.

## Actions

This chapter identifies six strategies for addressing housing needs in the Cities of Lacey, Olympia, and Tumwater:

1. Increase the supply of permanent, income-restricted affordable housing.
2. Make it easier for households to access housing and stay housed.
3. Expand the overall housing supply by making it easier to build all types of housing projects.
4. Increase the variety of housing choices.
5. Continually build on resources, collaboration, and public understanding to improve implementation of housing strategies.
6. Establish a permanent source of funding for low-income housing.

Fifty-two actions are associated with one of the six strategies, and each action fills one or more of the seven gaps identified in the Housing Needs Assessment:



**Affordability.** Reduce the cost of housing for low-income and cost-burdened households.



**Supply.** Increase the inventory of housing for all households.



**Variety.** Increase the variety of housing sizes and types



**Seniors.** Increase the stock of housing options needed for aging seniors.



**Improvements.** Maintain the existing housing stock, including improving energy efficiency and air quality.



**Stability.** Increase household wealth by providing safe, stable options for rental housing and pathways to homeownership.



**Supportive Housing.** Increase permanent housing options for people with disabilities and those at risk of or experiencing homelessness.

The table of actions associated with each strategy includes key information to know:

- Gaps or needs addressed by the action (as indicated by the above icons).
- Implementation status for each city, as represented by the following symbols:



**The action is pending.** The city has begun the work necessary to implement the action, but it is not yet fully implemented.



**The action is implemented.** The city has completed the work necessary to implement the action.

More detailed information on each action is provided in Appendix A. For a complete list of actions considered as part of the development of this plan, see Appendix B.

Neither the strategies nor the actions associated with them are in priority order. Not all actions will be utilized by each city, and actions that can only be taken by other entities are not included in this plan.



Strategy 1: Increase the supply of permanently affordable housing for households that make 80 percent or less of the area median income.

Strategy 1 includes actions that increase the supply of permanently affordable housing for low-income households (those making 80 percent or less of the area median family income) and actions that support the providers of low-income housing.

### Why is this strategy important?

Demand for housing is straining the limited supply of affordable options. For households with the lowest incomes – such as those headed by a retail clerk, a home health aide, or a childcare provider – market rate housing is unlikely to be an affordable option. For these households, even home maintenance costs – let alone rent or mortgage payment costs – can be unaffordable.

### How do these actions reduce housing costs?

These actions increase the supply of housing where costs are kept permanently affordable to those earning the lowest incomes in our community. The need is great: according to the Housing Needs Assessment, about 20,200 households in Lacey, Olympia, and Tumwater have an income of 80 percent or less of the median family income (Table 3-1). Another 13,800 households in the same category are anticipated over the next 25 years.

Table 3-1. Households making 80 percent or less of the area median income by jurisdiction, 2012-2016 estimate and 2045 projection

Projection

	Households with an Income* of:			TOTAL HOUSEHOLDS
	<= 30% of area median	30% to 50% of area median	50% to 80% of area median	
2012-2016 Estimate				
Lacey	1,800	1,900	3,600	7,200
Olympia	3,300	2,700	3,500	9,500
Tumwater	1,200	900	1,400	3,500
Cities Combined	6,200	5,500	8,500	20,200
2045 Projection				
Lacey	2,200	3,000	5,500	10,700
Olympia	5,200	5,200	6,500	16,900
Tumwater	1,900	1,700	2,800	6,400
Cities Combined	9,300	9,900	14,800	34,000

\*Household income as a percent of the area median family income. Excludes people experiencing homelessness and other group quarters populations. Estimates are only for current city limits and do not include unincorporated UGAs.

Source: Thurston Regional Planning Council

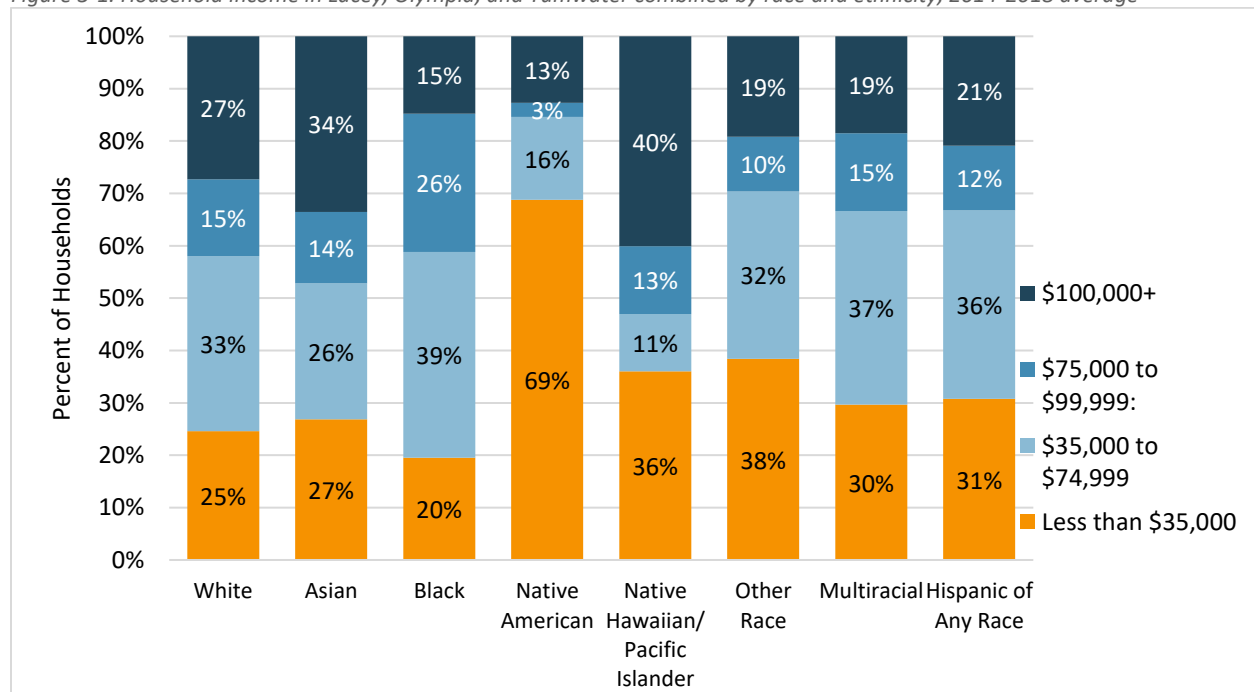
Reducing the cost of renting and owning a home are both part of the solution. For households looking toward homeownership, the up-front costs associated with purchasing a home can put this option out of reach. Low-income households, however, can benefit from the stabilization in housing costs owning a home offers – in general, monthly mortgage payments stay the same over 30 years while monthly rent payments increase.

These actions also address the need for permanent supportive housing. For people moving out of emergency housing situations – such as a homeless shelter – permanent supportive housing provides not only affordable housing but also access to health and social services. These services build stability and decrease the likelihood residents will experience homelessness again.

### How do these actions address equity?

The lowest income households in Thurston County are disproportionately headed by people of color (Figure 3-1). The same is true for people experiencing homelessness. Permanently affordable housing for households that make 80 percent or less of the area median income directly benefits both these populations by providing affordable, stable housing options. Housing affordable to households with the lowest incomes can be rental or owner units, both of which help stabilize households. Programs that expand homeownership opportunities can significantly improve a household's wealth; this is especially important to addressing inequities for households of color stemming from historical policies like redlining and exclusionary zoning.























Figure 3-1. Household income in Lacey, Olympia, and Tumwater combined by race and ethnicity, 2014-2018 average







































Note: In the figure above, householders who are Latino or Hispanic are only represented in "Hispanic of Any Race."



Source: U.S. Census Bureau American Community Survey.










Table 3-2. Actions that increase the supply of permanently affordable housing for households that make 80 percent or less of the area median income.

Actions that increase the supply of permanently affordable housing for households that make 80 percent or less of the area median income.	Implementation Status		
	Lacey	Olympia	Tumwater
1.a. Donate or lease surplus or underutilized jurisdiction-owned land to developers that provide low-income housing. <i>Gaps/Needs Addressed:</i>  			
1.b. Require Planned Residential Developments (PRDs)/Planned Unit Developments (PUDs) for low-density development and include standards for including low-income housing. <i>Gaps/Needs Addressed:</i>     			
1.c. Adopt a “Notice of Intent to Sell” ordinance for multifamily developments. <i>Gaps/Needs Addressed:</i> 			
1.d. Provide funding for the Housing Authority of Thurston County and other non-profit organizations to buy income-restricted units proposed to be converted to market rate housing. <i>Gaps/Needs Addressed:</i>  			
Key			
<b>Gaps and Needs</b>  = Affordability  = Supply  = Improvements  = Stability  = Variety  = Seniors  = Supportive Housing			<b>Implementation Status</b>  Action Pending  Action Implemented

Actions that increase the supply of permanently affordable housing for households that make 80 percent or less of the area median income.	Implementation Status		
	Lacey	Olympia	Tumwater
1.e. As part of comprehensive plan and development code changes, include an evaluation of the impact such changes will have on housing affordability, especially for low-income households. <i>Gaps/Needs Addressed:</i>   			
1.f. Provide funding for renovating and maintaining existing housing that serves low-income households or residents with disabilities. <i>Gaps/Needs Addressed:</i>    			
1.g. Allow manufactured home parks in multifamily and commercial areas. <i>Gaps/Needs Addressed:</i>   			
1.h. Provide funding for low-income and special needs residents to purchase housing through community land trusts. <i>Gaps/Needs Addressed:</i>     			
1.i. Offer density bonuses for low-income housing. <i>Gaps/Needs Addressed:</i>    			
Key			
<b>Gaps and Needs</b>  = Affordability  = Supply  = Variety  = Seniors  = Improvements  = Stability  = Supportive Housing			<b>Implementation Status</b>  Action Pending  Action Implemented

Actions that increase the supply of permanently affordable housing for households that make 80 percent or less of the area median income.	Implementation Status		
	Lacey	Olympia	Tumwater
1.j. Define income-restricted housing as a different use from other forms of housing in the zoning code. <i>Gaps/Needs Addressed:</i>  			
1.k. Offer and/or expand fee waivers for low-income housing developments. <i>Gaps/Needs Addressed:</i>    	✓	✓	
1.l. Require low-income housing units as part of new developments. <i>Gaps/Needs Addressed:</i>     			
1.m. Fund development projects that increase low-income housing through grants or loans. <i>Gaps/Needs Addressed:</i>      		✓	
1.n. Establish a program to preserve and maintain healthy and viable manufactured home parks. <i>Gaps/Needs Addressed:</i>   			
1.o. Enhance enforcement of property maintenance codes to keep housing in good repair. <i>Gaps/Needs Addressed:</i>   			
Key			
<b>Gaps and Needs</b>  = Affordability  = Supply  = Improvements  = Stability  = Variety  = Seniors  = Supportive Housing			<b>Implementation Status</b>  Action Pending  Action Implemented

Actions that increase the supply of permanently affordable housing for households that make 80 percent or less of the area median income.	Implementation Status		
	Lacey	Olympia	Tumwater
1.p. Partner with low-income housing developers (such as Habitat for Humanity) to expand homeownership opportunities. <i>Gaps/Needs Addressed:</i>  			

Key	
<b>Gaps and Needs</b>  = Affordability  = Supply  = Improvements  = Stability	<b>Implementation Status</b>  Action Pending  Action Implemented
 = Variety  = Seniors  = Supportive Housing	

## Strategy 2: Make it easier for households to access housing and stay housed.

Strategy 2 actions address housing stability by preventing evictions and displacement and creating opportunities to build financial equity through homeownership.

### Why is this important?

Housing stability is an important component of housing affordability. When households face housing insecurity due to income or other issues, there can be a fine line between being housed and being homeless. Evictions and foreclosures are both destabilizing and can lead to long-term poverty. These events also make it more likely a household will experience homelessness.

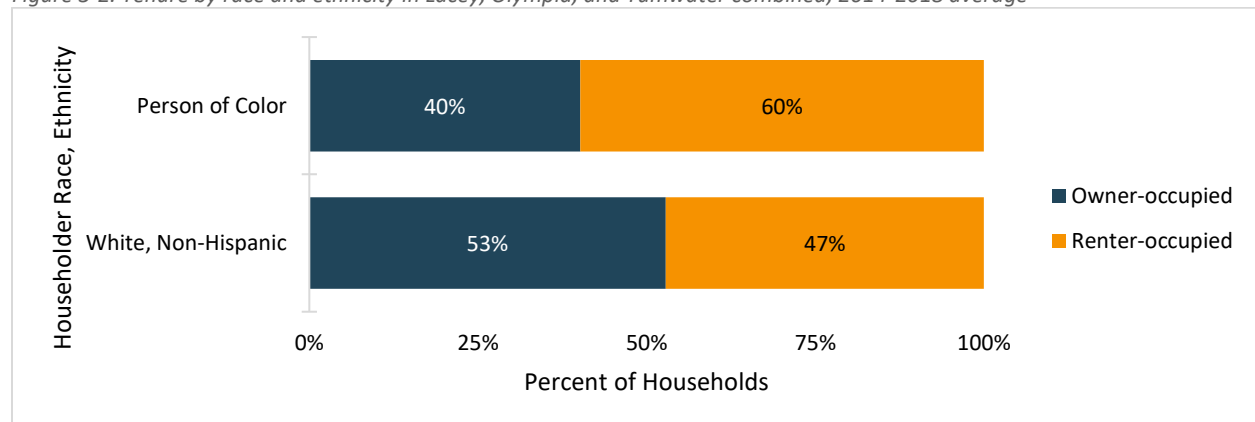
### How do these actions reduce housing costs?

Preventing homelessness in the first place is more cost-effective than housing someone already experiencing homelessness. Households that can avoid evictions and foreclosures also avoid likely increases in their monthly housing costs – if they are even able to find a new home to live in. For renters, the cost of finding new housing can also include application fees, deposits, and other charges that create additional financial hurdles.

### How do these actions address equity?

People of color are more likely to rent (Figure 3-2) and more likely to have a lower income than their white, non-Hispanic counterparts. This makes them particularly vulnerable to eviction when rent increases exceed their ability to pay. This concern is reflected in the population experiencing homelessness, which is also disproportionately people of color.


























Figure 3-2. Tenure by race and ethnicity in Lacey, Olympia, and Tumwater combined, 2014-2018 average



















Source: U.S. Census Bureau American Community Survey.

Homeownership is an important way for a household to build financial equity, move people out of poverty, and create generational wealth. Creating these opportunities for people of color – who were historically denied access to mortgages and loans – is particularly important.

Table 3-3. Actions that make it easier for households to access housing and stay housed.

Actions that make it easier for households to access housing and stay housed.	Implementation Status		
	Lacey	Olympia	Tumwater
2.a. Provide displaced tenants with relocation assistance. <i>Gaps/Needs Addressed:</i>  			
2.b. Partner with local trade schools to provide renovation and retrofit services for low-income households as part of on-the-job-training. <i>Gaps/Needs Addressed:</i>    			
2.c. Rezone manufactured home parks to a manufactured home park zone to promote their preservation. <i>Gaps/Needs Addressed:</i>  			
2.d. Adopt a “right to return” policy. <i>Gaps/Needs Addressed:</i>  			
2.e. Adopt short-term rental regulations to minimize impacts on long-term housing availability. <i>Gaps/Needs Addressed:</i>  			
Key			
<b>Gaps and Needs</b>  = Affordability  = Supply  = Improvements  = Stability		<b>Implementation Status</b>  Action Pending  Action Implemented	
 = Variety  = Seniors  = Supportive Housing			



Actions that make it easier for households to access housing and stay housed.	Implementation Status		
	Lacey	Olympia	Tumwater
2.f. Establish a down payment assistance program. <i>Gaps/Needs Addressed:</i>  			
2.g. Identify and implement appropriate tenant protections that improve household stability. <i>Gaps/Needs Addressed:</i>   			
Key			
<b>Gaps and Needs</b>  = Affordability  = Supply  = Improvements  = Stability  = Variety  = Seniors  = Supportive Housing			<b>Implementation Status</b>  Action Pending  Action Implemented

### Strategy 3: Expand the overall housing supply by making it easier to build all types of housing projects.

Strategy 3 includes actions that streamline the development and construction of market rate housing — both owner and renter-occupied homes.

#### **Why is this important?**

Between 2020 and 2045, the population of Lacey, Olympia, and Tumwater and their urban growth areas is projected to increase by over 60,000 people. This growth will require nearly 30,000 new housing units. When demand for housing is high — as it is now — but supply remains low, housing costs increase, reducing affordability. The increase in costs affects both renters and potential buyers.

#### **How do these actions reduce housing costs?**

The Housing Needs Assessment showed that we will likely see a growth of households in all income categories, from the lowest earning ones to those earning well above the median income. This will require the construction of housing affordable to a wide range of incomes.




























Expanding the housing supply also means people can find housing better suited their needs. For example: high prices for condos and rentals means empty nesters who want to downsize are more likely to stay in their single-family home. A young family looking to buy their first home may continue to rent or pay more than 30 percent of their household income on a mortgage if home sale prices are too high.


























#### **How do these actions address equity?**










When housing costs rise, those with the lowest incomes — who are disproportionately people of color — are most affected. Rising rents are correlated with increased evictions and homelessness. Rising home prices mean homeownership — a way for disadvantaged households to build equity — becomes more difficult. Increasing costs can also lead to cultural displacement as people move to new neighborhoods that lack the businesses and institutions important to their community. While this process may be voluntary, it can be destabilizing for communities of color. When higher income households — those that can afford to rent or purchase at market rates — find housing that better meets their needs and budgets, more units are freed up that lower income households can afford. Expanding the overall housing stock also slows the rent/housing price increases that disproportionately affect people of color.









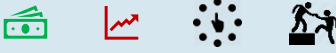









Market rate housing alone will not address the needs of the most disadvantaged populations, and pressure to develop market rate housing in communities of color can cause displacement. Strategy 1 includes actions to increase the supply of housing for the lowest-income households while Strategy 2 includes actions to make it easier for households to access housing and stay housed.

Table 3-4. Actions that expand the overall housing supply by making it easier to build all types of housing projects.

Actions that expand the overall housing supply by making it easier to build all types of housing projects.		Implementation Status		
		Lacey	Olympia	Tumwater
3.a	Offer developers density and/or height incentives for desired unit types. <i>Gaps/Needs Addressed:</i>    	✓	✓	
3.b	Allow third-party review of building permits for development projects. <i>Gaps/Needs Addressed:</i> 		✓	
3.c	Develop a plan for adapting vacant commercial space into housing. <i>Gaps/Needs Addressed:</i>      			
3.d	Expand allowance of residential tenant improvements without triggering land use requirements. <i>Gaps/Needs Addressed:</i>  			
3.e	Reduce parking requirements for residential uses, including for multifamily developments near frequent transit routes. <i>Gaps/Needs Addressed:</i> 	✓		
<b>Key</b> <b>Gaps and Needs</b>  = Affordability  = Supply  = Variety  = Seniors  = Improvements  = Stability  = Supportive Housing				
		<b>Implementation Status</b>  Action Pending  Action Implemented		

Actions that expand the overall housing supply by making it easier to build all types of housing projects.		Implementation Status		
		Lacey	Olympia	Tumwater
3.f	Identify strategically placed but underdeveloped properties and determine what barriers exist to developing desired housing types. <i>Gaps/Needs Addressed:</i>  			
3.g	Increase minimum residential densities. <i>Gaps/Needs Addressed:</i> 			
3.h	Reduce minimum lot sizes. <i>Gaps/Needs Addressed:</i> 			
3.i	Lower transportation impact fees for multifamily developments near frequent transit service routes. <i>Gaps/Needs Addressed:</i>   			
3.j	Expand the multifamily tax exemption to make it available in all transit corridors. <i>Gaps/Needs Addressed:</i>     			
3.k	Allow deferral of impact fee payments for desired unit types. <i>Gaps/Needs Addressed:</i> 			

Key			
<b>Gaps and Needs</b>		<b>Implementation Status</b>	
 = Affordability	 = Supply	 = Variety	 = Seniors
 = Improvements	 = Stability	 = Supportive Housing	 Action Pending
			 Action Implemented

Actions that expand the overall housing supply by making it easier to build all types of housing projects.		Implementation Status		
		Lacey	Olympia	Tumwater
3.l	<p>Simplify land use designation maps in the comprehensive plan to help streamline the permitting process.</p> <p><i>Gaps/Needs Addressed:</i></p> 			
3.m	<p>Integrate or adjust floor area ratio standards.</p> <p><i>Gaps/Needs Addressed:</i></p> 			
3.n	<p>Maximize use of SEPA threshold exemptions for residential and infill development.</p> <p><i>Gaps/Needs Addressed:</i></p> 			
3.o	<p>Consult with Washington State Department of Transportation as part of the SEPA review process to reduce appeals based on impacts to the transportation element for residential, multifamily, or mixed-use projects.</p> <p><i>Gaps/Needs Addressed:</i></p> 			
Key				
<b>Gaps and Needs</b>		<b>Implementation Status</b>		
 = Affordability	 = Supply	 = Variety	 = Seniors	 Action Pending
 = Improvements	 = Stability	 = Supportive Housing		 Action Implemented

## Strategy 4: Increase the variety of housing choices.

Strategy 4 actions address ways to increase the variety of housing options, including duplexes, triplexes, accessory dwellings, and other housing forms that are not as common in the Lacey, Olympia, and Tumwater area.

### **Why is this important?**

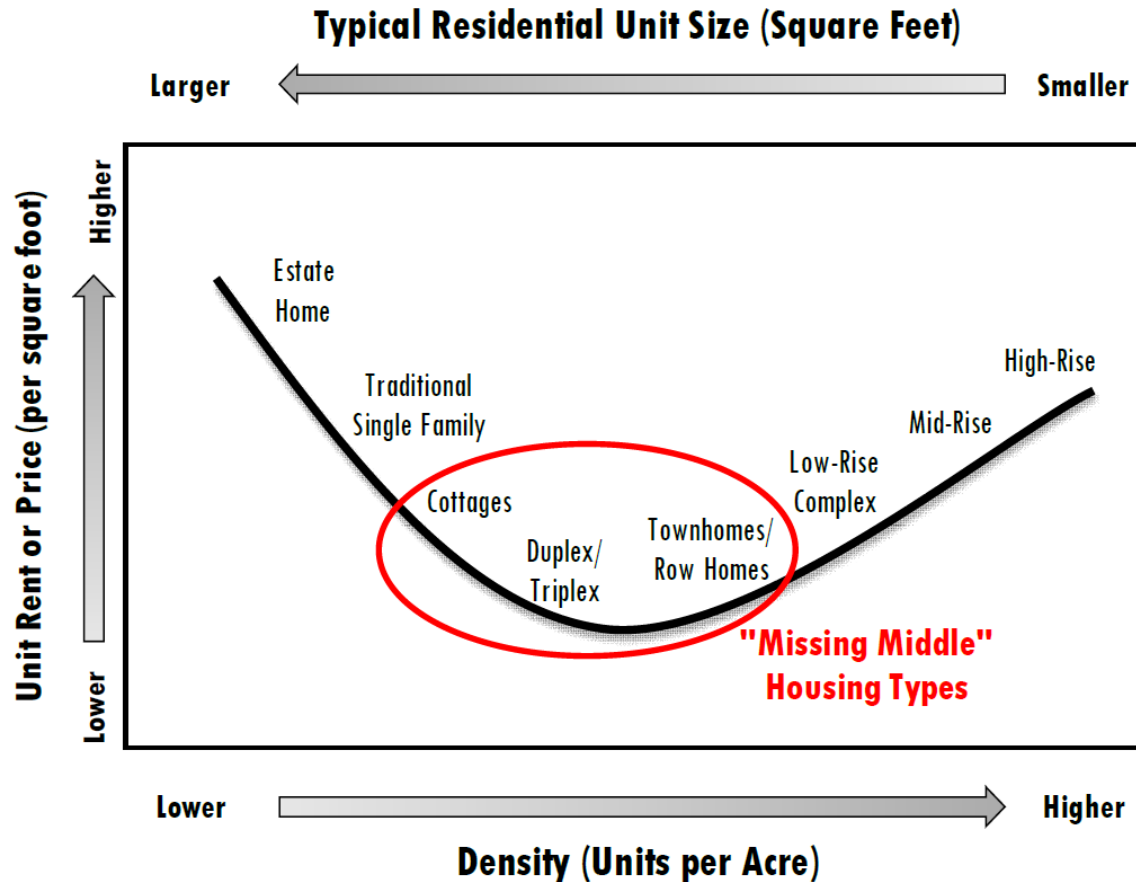
Household sizes in Thurston County have gotten smaller – reaching an average of 2.5 people per household today. There are more single-parent families and householders living alone. As household formation and composition have changed over time, so have housing needs. Increasing the variety of housing types allows more choices for households and creates a dynamic housing market better able to meet the needs of people living in the Lacey, Olympia, and Tumwater area.

### **How do these actions reduce housing costs?**

“Middle density” housing – a small part of Lacey, Olympia, and Tumwater’s current housing stock – is an important part of an affordable housing strategy. Middle density housing includes small multifamily housing (duplexes and triplexes), attached townhomes, cottage housing, and accessory dwellings. Per-unit costs tend to be lower than single family homes because the homes are smaller, and developers can benefit from economies of scale. Per-unit costs are also less than high-density multifamily because they are stick built (they don’t require structured parking or other concrete and steel structures) and are typically in neighborhoods with existing infrastructure. This leads to lower costs both for homeowners and renters (Figure 3-3).

Diversifying the housing stock also recognizes that households are unique and have a wide range of housing needs. This is particularly true as our population ages. Middle density housing provides seniors a way to downsize while remaining in the neighborhoods they love.

Figure 3-3. Relationship between Housing Types, Price and Rent, Unit Size, and Residential Density



































Source: Washington State Department of Commerce, *Housing Memorandum: Issues Affecting Housing Availability and Affordability* (2019), p. 85. <https://deptofcommerce.app.box.com/s/npwem3s3rvcsya15nylbroj18e794yk7>.

### How do these actions address equity?

Increasing the variety of housing options provides more affordable housing options for low-income households, who are disproportionately people of color. Middle density housing can be both rental and owner-occupied. Affordable owner-occupied units would be a potential way to build financial equity.

Middle density housing also expands the housing options available in predominantly single-family neighborhoods, leading to a mix of household incomes. This allows low-income households to access some of the resources – such as better school districts or healthier neighborhoods – available to higher-income households.

Table 3-5. Actions that increase the variety of housing choices

Actions that increase the variety of housing choices	Implementation Status		
	Lacey	Olympia	Tumwater
4.a. Increase the types of housing allowed in low-density residential zones (duplexes, triplexes, etc.). <i>Gaps/Needs Addressed:</i>      			
4.b. Allow more housing types in commercial zones. <i>Gaps/Needs Addressed:</i>  			
4.c. Adopt a form-based code for mixed-use zones to allow more housing types and protect the integrity of existing residential neighborhoods. <i>Gaps/Needs Addressed:</i>   			
4.d. Allow single-room occupancy (SRO) housing in all multifamily zones. <i>Gaps/Needs Addressed:</i>  			
4.e. Strategically allow live/work units in nonresidential zones. <i>Gaps/Needs Addressed:</i>   			
Key			
<b>Gaps and Needs</b>  = Affordability  = Supply  = Improvements  = Stability			<b>Implementation Status</b>  Action Pending  Action Implemented
 = Variety  = Seniors  = Supportive Housing			



## Strategy 5: Continually build on resources, collaboration, and public understanding to improve implementation of housing strategies.

Strategy 5 actions recognize the need for the Cities of Lacey, Olympia, and Tumwater to engage with the community and establish strong partnerships with affordable housing providers to address housing affordability.

### **Why is this important?**

While the Cities of Lacey, Olympia, and Tumwater do not build or manage low-income housing, the policies they enact can affect how much housing can be built and at what cost.

### **How do these actions reduce housing costs?**

By establishing partnerships and collaborations with organizations who serve low-income households, the cities can ensure that they are directing their resources and enacting policies that best serve low-income households.

For some, changes brought on by growth and new development in their established neighborhoods can be threatening. As a result, residents may support more affordable housing while at the same time seek to prevent actions needed to increase affordable options. By engaging with the community, the cities can also build a shared understanding of the challenges faced by low-income households and develop informed consent around the strategies needed to increase housing affordability.

### **How do these actions address equity?**

Building public understanding around the challenges faced by low-income households includes recognizing the historical reasons why they are disproportionately people of color.




























The people who typically engage in public review processes – especially land use processes – are often white and of higher income. Developing relationships with people of color as well as organizations that work with or represent communities of color and disadvantaged groups can help the Cities of Lacey, Olympia, and Tumwater better:

- Identify who benefits or is burdened by an action.
- Examine potential unintended consequences of taking an action.
- Mitigate unintended negative consequences of taking an action.
- Build in strategies to advance racial equity.

Proactive efforts to ensure engagement in decision-making processes are broadly inclusive and grounded in achieving equity are necessary. With broader input representative of the whole community, decisions are better balanced and actions the cities take can be more successfully implemented in an equitable fashion.

Inviting and bringing in people of all walks of life into the community conversation provides the most direct way to get feedback. Collaborating with community leaders and trusted representatives among disadvantaged populations can help make this happen and ensure government action does not increase inequities faced by people of color.

Table 3-6. Actions that improve implementation of housing strategies through collaboration, public understanding, and continually building on resources

Actions that improve implementation of housing strategies through collaboration, public understanding, and continually building on resources		Implementation Status		
		Lacey	Olympia	Tumwater
5.a	Conduct education and outreach around city programs that support affordable housing. <i>Gaps/Needs Addressed:</i>   			
5.b.	Fund Housing Navigators to assist households, renters, homeowners, and landlords with housing issues. <i>Gaps/Needs Addressed:</i>   			
5.c.	Identify and develop partnerships with organizations that provide or support low-income, workforce, and senior housing as well as other populations with unique housing needs. <i>Gaps/Needs Addressed:</i>       			
5.d.	Establish a rental registration program to improve access to data and share information with landlords.			
Key		Implementation Status		
<b>Gaps and Needs</b>  = Affordability  = Supply  = Improvements  = Stability		 = Variety  = Seniors  = Supportive Housing		
		 Action Pending  Action Implemented		

## Strategy 6: Establish a permanent source of funding for low-income housing.

Strategy 6 actions address the need to increase funding for low-income housing and to provide a regional strategy for distributing funds.

### Why is this important?

While the private sector will build most of the housing needed to meet demand in the Lacey, Olympia, and Tumwater area, a significant portion of households earn less than 80 percent of the median area income. Paying market rate rents or mortgages may not be affordable for them (Table 3-7).

Table 3-7. Maximum affordable housing costs at various income levels, 2020

HUD Income Limit* for a:	Yearly Income	Hourly Wage (Full Time)**	Maximum Monthly Affordable Rent or Mortgage Payment
<b>2-Person Family</b>			
Extremely Low Income (30%)	\$20,800	\$10.00	\$500
Very Low Income (50%)	\$34,700	\$16.70	\$900
Low Income (80%)	\$55,500	\$26.70	\$1,400
<b>4-Person Family</b>			
Extremely Low Income (30%)	\$26,200	\$12.60	\$700
Very Low Income (50%)	\$43,350	\$20.80	\$1,100
Low Income (80%)	\$69,350	\$33.30	\$1,700

\*For 2020, Housing and Economic Development (HUD) income limits are based on a median family income of \$86,700 for Thurston County.

\*\*Assumes one household member works full time at 40 hours per week.

Source: Thurston Regional Planning Council.

Whether developer is a nonprofit or a for-profit organization, there are real costs to consider in making a development project feasible. Table 3-8 provides an example of the monthly costs associated with developing a 100-unit apartment complex. This example is intended to give readers an idea of the costs associated with multifamily development; actual numbers for a real project will vary based on a variety of factors.

In this example, each apartment unit costs \$250,000 to develop, a total that includes acquiring land, engineering and architectural fees, environmental review, appraisals, city fees, construction costs, etc. Most developers do not have the cash to develop a project without financing. Some may not have funds for even a down payment to qualify for a development loan. Developers must also consider the ongoing costs once the development is up and running – such as costs for managing the property, taxes and insurance, and reserving funds for basic and more extensive repairs. In this example, monthly costs per unit would need to be \$1,695 just to cover the financing and ongoing operating costs; this does not take into account any profit – only the cost to break even on the project and ensure the developer does not lose any money.

Table 3-8. Example of costs associated with developing an apartment complex

	Per Unit Cost – Not Grant Funded	Per Unit Cost – 25% Grant Funded	Per Unit Cost – 100% Grant Funded
<b>Total Cost of Development</b> <i>Covers the total cost of development including land acquisition, engineering and architectural fees, environmental reports, appraisals, city fees, construction, etc.</i>	\$250,000	\$250,000	\$250,000
<b>Monthly Cost for Down Payment Financing</b> <i>approximately 25% of overall development cost. Assumes 5.8% return on investment.</i>	\$300	\$0	\$0
<b>Monthly Cost for Loan Payment</b> <i>approximately 75% of overall development cost. Assumes 4% interest rate.</i>	\$895	\$895	\$0
<b>Monthly Cost for Ongoing Operating Costs and Reserves*</b> <i>Covers property taxes and insurance; utilities; landscaping and general maintenance; basic repairs; property management; and maintenance reserves for painting, new roofs, appliance replacements, etc.</i>	\$500	\$500	\$500
<b>TOTAL Cost per month over 30-year loan term</b>	<b>\$1,695</b>	<b>\$1,395</b>	<b>\$500</b>

\*Per the Housing Authority of Thurston County, \$500 per unit is likely a modest amount for well-maintained properties.

Note: This example is intended to give readers an idea of the costs associated with development; actual numbers for a real project will vary.

Source: Housing Authority of Thurston County.

If a non-profit developer has the down payment covered through grant funding (about 25 percent of the total project cost), the cost per unit can be reduced to \$1,395 per month. If the non-profit developer is able to obtain grant funding for the total cost of development, the developer would still need about \$500 per unit per month to cover maintenance and operation costs. For households with extremely low incomes - making less than \$21,000 per year – this may still be a hard ask.

### How do these actions reduce housing costs?

Providing affordable housing for the lowest income households and those experiencing homelessness requires significant resources. Right now, those resources are scarce, leaving many households unable to afford a decent and affordable place to live. Many of the actions identified in this plan will not be possible without more funding. The Cities of Lacey, Olympia, and Tumwater can play a significant role in leveraging local, state, and federal dollars for low-income housing. The cities also recognize the need to collaborate regionally on a funding strategy so that funds are used efficiently and distributed to the

























areas of greatest need. With more funding, housing units become more affordable for households when costs for developing and maintaining units are reduced.












While the cities have some capacity to increase funding, Chapter 4 recognizes the need for action at the state and federal level to increase funding for affordable housing.

### How do these actions address equity?

People of color are disproportionately low-income, at risk of experiencing homelessness, or homeless. However, many of the actions in this plan to address these issues will be impossible to implement without additional funding.

Table 3-9. Actions that establish a permanent source of funding for low-income housing

Actions that establish a permanent source of funding for low-income housing	Implementation Status		
	Lacey	Olympia	Tumwater
6.a. Develop a comprehensive funding strategy for affordable housing that addresses both sources of funding and how the funds should be spent. <i>Gaps/Needs Addressed:</i>       			
6.b. Establish an affordable housing property tax levy to finance affordable housing for very low-income households. <i>Gaps/Needs Addressed:</i>  			
6.c. Establish an affordable housing sales tax. <i>Gaps/Needs Addressed:</i>    		✓	
6.d. Establish a regional housing trust fund to provide dedicated funding for low-income housing. <i>Gaps/Needs Addressed:</i>  			
Key			
<b>Gaps and Needs</b>  = Affordability  = Supply  = Improvements  = Stability  = Variety  = Seniors  = Supportive Housing			<b>Implementation Status</b>  Action Pending  Action Implemented

Actions that establish a permanent source of funding for low-income housing	Implementation Status		
	Lacey	Olympia	Tumwater
<p>6.e. Capture the value of city investments (utilities, roads, etc.) that increase private investments in neighborhoods, especially in areas with planned or existing transit.</p> <p><i>Gaps/Needs Addressed:</i></p>  			
Key			
<b>Gaps and Needs</b>  = Affordability  = Supply  = Improvements  = Stability  = Variety  = Seniors  = Supportive Housing			<b>Implementation Status</b>  Action Pending  Action Implemented

# Chapter 4.

## Legislative Needs

The regional Housing Action Plan identified a number of barriers to affordable housing that need to be addressed at the state or federal level. Cities the size of Lacey, Olympia, and Tumwater are not the best suited to leverage sufficient funding to meet the needs identified in this plan. They need state and federal government relief to fill the gap. Loss of funding at either the state or federal level can have severe impacts at the local level. A joint legislative agenda developed by the Cities of Lacey, Olympia, and Tumwater will be necessary to address these issues.

Many of the actions in this plan require funding — especially actions to create affordable housing for the lowest income households and people moving out of emergency and temporary housing situations. Therefore, an important part of this legislative agenda is the need for funding for the construction and maintenance of low-income housing and permanent supportive housing.

### State Legislative Agenda

- Increase funding for low-income housing construction.
- Increase funding for permanent supportive housing for those recently experiencing homelessness and moving out of emergency/transitional housing.
- Increase funding for renovating low-income housing to address accessibility upgrades, energy efficiency retrofits, and indoor health (e.g. lead and mold).
- Reform Washington's condo liability laws.
- Amend the Manufactured/Mobile Home Landlord-Tenant Act — such as in [HB2610](#) — to provide protections for tenants in the event of a sale.

- Allow tax increment financing.
- Require a portion of the Washington State Housing Trust Fund to be used for affordable homeownership projects.
- Update the multifamily tax exemption program to include projects that support homeownership opportunities.

**Federal Legislative Agenda**

- Reduce tariffs that raise housing construction costs, making it more expensive to build housing. Example: the cost of softwoods (heavily used in construction) from Canada are up by about 25 percent.
- Increase federal Housing and Urban Development (HUD) funding for affordable housing, including housing vouchers and funding for the Community Development Block Grant (CDBG) program, the Self-Help Homeownership Opportunity Program (SHOP), and the Home Investment Partnerships Program (HOME).
- Examine the effect of Davis-Bacon Act prevailing wage requirements on small, non-profit housing developers.
- Increase funding for down payment assistance. This could include providing tax credits for first-time home buyers with low-income, targeted down payment assistance for disadvantaged populations and communities of color, and increased funding for homeownership savings programs like Assets for Independence and the Family Self-Sufficiency initiative.
- Support the Neighborhood Homes Improvement Act tax credit, which would make it economically feasible to rehabilitate distressed homes for homeownership and expand affordable homeownership opportunities for local residents.



# Appendix A.

## Action Details

This appendix includes a fuller description of what each action included in this plan entails. Where appropriate, the appendix includes applicable information on what the Cities of Lacey, Olympia, and Tumwater can or have done as well as resources with more information. The actions are grouped into their strategy categories:

1. Increase the supply of permanently affordable housing for households that make 80 percent or less of the area median income.
2. Make it easier for households to access housing and stay housed.
3. Expand the overall housing supply by making it easier to build all types of housing projects.
4. Increase the variety of housing choices.
5. Continually build on resources, collaboration, and public understanding to improve implementation of housing strategies.
6. Establish a permanent source of funding for low-income housing.

Strategy 1: Increase the supply of permanently affordable housing for households that make 80 percent or less of the area median income.

1.a. Donate or lease surplus or underutilized jurisdiction-owned land to developers that provide low-income housing.

In areas with high land costs, acquiring suitable land can add significant expense to an affordable housing project. Public lands can be donated or leased to affordable housing developers, thereby reducing the cost of development. In this case, affordable housing means housing for households with incomes 80 percent or less of the area median income.

When a jurisdiction does not own land appropriate for housing development, purchasing such land may be an appropriate measure. The land can then be donated or leased to developers that provide low-income housing.

For more information on donating public lands, see [RCW 39.33.015](#).

1.b. Require Planned Residential Developments (PRDs)/Planned Unit Developments (PUDs) for low-density development and include standards for including low-income housing.

Planned Residential Developments (PRDs) and Planned Unit Developments (PUDs) are intended to provide a developer flexibility when designing very large subdivisions. Generally, flexibility is provided in terms of lot size and housing types. Requiring low-income housing as part of low-density PUDs/PRD can introduce a greater variety of housing of low-density housing types (duplexes, small apartment buildings, cottage housing, etc.) into a new neighborhood and ensure the neighborhood is affordable for a wider range of households. This may also encourage the private sector to partner with non-profits such as Habitat for Humanity to develop detached single-family homes for low-income households.

Low-density developments are more likely to consist only of detached single-family homes. Requiring PRDs/PUDs for low-density development can encourage more housing types in such developments. Requiring low-income housing in PRD/PUD proposals is a type of inclusionary zoning (income-restricted affordable housing must be included as part of new developments).

1.c. Adopt a “Notice of Intent to Sell” ordinance for multifamily developments.

Requiring notice to the city, housing officials, and tenants when the owner of a multifamily development intends to sell gives the city the opportunity to preserve low-income units for the same purpose and tenants ample additional time to prepare for a potential move. Not every multifamily development is appropriate for purchase to preserve affordability, but the notice allows jurisdiction staff the time to consider it. Cities may consider developing a list of criteria to determine the types of multifamily developments they want to preserve, including units currently required to be dedicated for low-income households but which may be converted to market-rate units in the future.

## Resources

- National Housing Preservation Database. Provides information on developments that have received housing subsidies. As of December 2020, more than 3,000 multifamily units (two or more units in a building) in Thurston County have active subsidies.

1.d. Provide funding for the Housing Authority of Thurston County and other non-profit organizations to buy income-restricted units proposed to be converted to market rate housing. Income-restricted housing units developed or rehabilitated with federal money may in the future be converted to market-rate units. Partnering with HATC and other nonprofit organizations to purchase such units can help preserve housing options for low-income households.

1.e. As part of comprehensive plan and development code changes, include an evaluation of the impact such changes will have on housing affordability, especially for low-income households. Changes to comprehensive plans and development codes should include an evaluation of how they would affect the amount of housing, the types of housing allowed, and the cost to permit, construct, and renovate housing. Evaluating the potential for displacement when affordable units are likely to be lost to redevelopment (such as a mobile home park that is redeveloped) is also appropriate. Particular attention should be given to areas of need identified in the Housing Needs Assessment, including low-income and permanent supportive housing, housing for seniors, and improving and retrofitting existing low-income housing.

1.f. Provide funding for renovating and maintaining existing housing that serves low-income households or residents with disabilities.

Low-income households and landlords that serve such households may not be able to afford costs for improving housing units that require renovation or rehabilitation. Need-based assistance to make home repairs, weatherization improvements, energy efficiency upgrades, and safety upgrades can ensure existing housing affordable to low-income households remains healthy for inhabitants, affordable, and in good repair. Assistance may be in the form of loans, tax reductions, or grants for landlords, homeowners, and tenants.

See also Action 2.b.

1.g. Allow manufactured home parks in multifamily and commercial areas.

Manufactured home parks serve as one of the most affordable housing options for households in the region. If a city has not adopted a dedicated zone for manufactured home parks, it should consider allowing such developments in commercial areas and all multifamily zones.

See also Actions 1.n and 2.c.

This strategy could make it easier to enhance enforcement of property maintenance codes (see Action 1.o.).

1.h. Provide funding for low-income and special needs residents to purchase housing through community land trusts.

Community land trusts provide permanently affordable housing opportunities by holding land on behalf of a place-based community. A non-profit organization, housing land trusts help make homeownership both possible and affordable for low-income households. Locally, the Thurston Housing Land Trust serves all of Thurston County.

1.i. Offer density bonuses for low-income housing.

Density bonuses allow developers to build more housing units than typically allowed if a certain percentage of units are low-income or income restricted. This policy is best implemented in coordination with low-income housing providers. Density bonuses are viable in areas where there is market demand for higher-density housing but do not pencil out where the demand is weak.

1.j. Define income-restricted housing as a different use from other forms of housing in the zoning code.

Defining income-restricted housing as a specific use allows cities to explicitly identify income-restricted housing as a permitted use in residential zones. It also allows cities to establish development regulations specific to low-income housing to streamline its design and permitting, making it a more attractive type of development for developers.

1.k. Offer and/or expand fee waivers for low-income housing developments.

Impact fees, utility connection fees, project review fees, and other fees increase the cost of housing construction. Reducing or waiving fees for low-income housing developments reduces their development costs and acknowledges that providing low-income housing has a positive impact on a community by:

- Ensuring vulnerable households can afford a home.
- Preventing individuals and families from becoming homeless.
- Reducing the cost of providing social services for households in crisis.

The costs for such offsets must be made up elsewhere. According to the Washington State Department of Commerce, reducing or waiving impact fees are most effective when paired with other housing affordability incentives.

See also Action 3.k.

For more information on fee waivers for low-income housing, see:

- [RCW 82.02.060](#) for exempting impact fees for low-income housing.
- [RCW 35.92.380](#) and [RCW 35.92.020](#) for waiving utility connection and other utility fees for low-income persons.
- [RCW 36.70A.540](#) for waiving or exempting fees for affordable housing.

### 1.l. Require low-income housing units as part of new developments.

Future Thurston County households will have a range of incomes, and a portion of residential development will need to be affordable to low-income households. Requiring low-income housing units – whether for rent or ownership – ensures such units will be built as part of development. Consideration should be given to the number of low-income units required, how they are integrated with market-rate units, and whether thresholds should be enacted that exempt smaller developments from this requirement. This policy is best implemented in coordination with low-income housing providers.

### 1.m. Fund development projects that increase low-income housing through grants or loans.

Cities can provide funding directly to low-income and permanent supportive housing providers through grants or loans. This recognizes the need for public funding to build low-income housing beyond what market-driven incentives can provide. This action can be best implemented for projects located close to transit and with good access to organizations and agencies that serve low-income households.

### 1.n. Establish a program to preserve and maintain healthy and viable manufactured home parks.

Manufactured home parks can be prime locations for higher density redevelopment in communities with strong demand for new housing. However, they also serve as one of the most affordable housing options for households in the region. A program that seeks to preserve and maintain healthy and viable manufactured home parks may consider ways to assist:

- Unit owners to purchase the park outright.
- Unit owners to maintain and repair individual manufactured homes.
- Unit owners with funding to replace units that would be better replaced than repaired.
- Unit owners with funding for relocation when a park cannot be preserved.
- Park owners with making service and utility upgrades.
- Park owners with converting from septic to sewer service.

See also Actions 1.g and 2.c.

### 1.o. Enhance enforcement of property maintenance codes to keep housing in good repair.

Property maintenance codes are intended to ensure the health, safety, and welfare of the public is adequately protected. Improved enforcement can help ensure pest infestations, lack of sanitary conditions, presence of mold, and structural issues are addressed in a timely fashion, thereby protecting homeowners, tenants, and the public at large. Enforcing adopted property maintenance codes is difficult due to the time, staffing, and funding needed to identify and address issues as they arise.

This strategy could have a negative impact on low-income households if resources are not also made available to such households (or their landlords) to make required repairs (see Action 1.f).

1.p. Partner with low-income housing developers (such as Habitat for Humanity) to expand homeownership opportunities.

Affordable homeownership opportunities allow low-income households to build wealth. Local jurisdictions can go beyond their own capabilities to encourage affordable homeownership opportunities by partnering with local housing groups and non-profit developers. This may include providing funding, gifting publicly owned property, supporting grant applications, providing assistance to property owners, and other programs that increase affordable homeownership opportunities. See also Action 1.a.

## Strategy 2: Make it easier for households to access housing and stay housed.

### 2.a. Provide displaced tenants with relocation assistance.

Displacement can happen for a variety of reasons through no fault of the tenant. As redevelopment becomes a more attractive option than keeping a development as is, households – especially low-income households – can be displaced. Moving costs money, and low-income households may not have the funds available for making a required move. State law authorizes local governments to adopt an ordinance requiring developers to provide displaced tenants with relocation assistance to households that have an income of 50 percent or less of the area median income. Cities and counties can also dedicate public funds or use a combination of public and private funds for relocation assistance. When public action results in tenant displacement, relocation assistance is required.

For more information on relocation assistance, see RCW 59.18.440 (developer action) and RCW 8.26 (public action).

### 2.b. Partner with local trade schools to provide renovation and retrofit services for low-income households as part of on-the-job-training.

According to a 2019 housing memorandum prepared by PNW Economics, LLC and LDC, Inc. for the Washington State Department of Commerce, the majority of general contracting firms struggle to find skilled tradespeople (Issues Affecting Housing Availability and Affordability, p. 71.) Trade schools, apprenticeship programs, and other professionals that provide repair, retrofit, and renovation services to homeowners can scale up training with the help of homeowners who are in need of services at reduced rates.

This action may require additional assistance to the household to accomplish (Action 1.f).

### 2.c. Rezone manufactured home parks to a manufactured home park zone to promote their preservation.

Manufactured home parks provide some of the most affordable, non-subsidized forms of housing in Thurston County. Occupants of manufactured and mobile homes who own their unit lease the land under the unit. As property values rise, pressure to redevelop manufactured home parks increases, putting unit owners at risk of having to move (which can be costly) and being unable to find a new place to establish their home. Rezoning such developments to a manufactured home park zone can limit the types of development allowed in the zone and result in a more thorough public review process if rezoning is proposed.

See also Actions 1.g and 1.n.

### 2.d. Adopt a “right to return” policy.

A “right to return” policy prioritizes down payment assistance for first-time home buyers that have been displaced due to direct government action. Establishing a right to return policy should only occur if the city has also established a down payment assistance program (see Action 2.f.).

## 2.e. Adopt short-term rental regulations to minimize impacts on long-term housing availability.

When a property owner rents out an entire living unit on a short-term basis (generally a period of time less than 30 days), that housing unit cannot be used for the community's long-term housing needs. Regulating short-term rentals can reduce negative impacts to the housing market as well as the neighborhood where the short-term unit is located. While this action is most effective in communities that attract a robust tourism base, establishing regulations/registration for this use ensures the city can track the impact short-term rentals have on long-term rentals.

## 2.f. Establish a down payment assistance program.

Washington State has a number of programs that provide down payment assistance to first time and low-income home buyers. Establishing a down payment assistance program at the local level can assist more households in the Thurston County community towards the goal of homeownership. Down payment assistance typically takes the form of a low- or no-interest loan to the home buyer, which can be paid back as part of the mortgage or at the time the mortgage is paid off, the home is sold/transferred to a new owner, or the property is refinanced.

For more information on state down payment assistance programs, see the Washington State Housing Finance Commission.

## 2.g. Identify and implement appropriate tenant protections that improve household stability.

Tenant protections help avoid or slow the process of displacement for households by preserving housing units, a household's tenancy, or access to information and assistance. Examples of tenant protections include but are not limited to:

- Adopting a just cause eviction ordinance that requires landlords to provide tenants with a legally justifiable reason for the eviction.
- Adopting a preservation ordinance, requiring developers to replace affordable housing units demolished as part of redevelopment.
- Adopting an eviction mitigation ordinance to find ways to mutually end a rental agreement rather than evicting tenants.
- Adopting an opportunity to purchase policy that better involves tenants in the decision-making process when a dwelling unit is to be sold.
- Developing a program to incentivize landlords to accept tenants with poor credit or criminal history.
- Improving enforcement of landlord/tenant laws.
- Increasing a tenant's access to legal assistance for landlord/tenant issues.
- Limiting or regulating fees associated with rental housing applications.
- Requiring landlords to establish payment plans for tenants that get behind on rent.

Each tenant protection has positive and negative aspects that should be reviewed and considered before implementing, and both tenants and landlords should be involved in the review process. For



more information on protections offered by the Residential Landlord Tenant Act, see [Chapter 59.18 RCW](#).

Strategy 3: Expand the overall housing supply by making it easier to build all types of housing projects.

3.a. Offer developers density and/or height incentives for desired unit types.

Increasing height limits or the number of dwelling units per acre can provide an incentive for developers to include desired unit types. Desired unit types depend on the neighborhood or policy context and could include defining the type of building (courtyard apartment or manufactured home, for example), the need for income-restricted units, units of a certain size, or units containing a certain number of bedrooms.

3.b. Allow third-party review of building permits for development projects.

While retaining control of issuing building permits, a city may find third-party reviews helpful for maintaining good customer service and ensuring reviews are timely as demand for reviews increase or the permit counter is short-staffed. Third-party reviews may also be employed if expedited review policies are established.

As of January 2021, the Cities of Lacey, Olympia, and Tumwater have each indicated building permit review times are generally within acceptable time frames for review.

3.c. Develop a plan for adapting vacant commercial space into housing.

New technology – and the current COVID-19 pandemic – are changing how people work and shop. The increase in telework decreases the need for office space. More online shopping increases the need for warehouses but decreases the need for brick-and-mortar retail space.

Planning for converting vacant commercial office and retail space with low market value into residential use can meet the needs of property owners losing rents and households needing housing. A streamlined permitting process can help transition vacant commercial space into needed residential units.

3.d. Expand allowance of residential tenant improvements without triggering land use requirements.

For improvement projects that add housing but have minimal neighborhood impacts – such as accessory dwelling units (ADUs) or conversions from single-family to a duplex or triplex, – waiving building, engineering, and land use requirements can reduce the cost to the property owner or developer. Before implementing, cities should consider the impact of waiving requirements for parking, frontage improvements, landscaping improvements, etc. as waving some standards may not be appropriate given the context of the neighborhood.

3.e. Reduce parking requirements for residential uses, including for multifamily developments near frequent transit routes.

Because parking can be expensive to install or take up valuable site area, reducing parking associated with new development or redevelopment can lower overall development costs. Reducing parking requirements can result in increased density and be an appropriate trade-off when the development is near transit routes that receive frequent service. Additionally, fewer residents are likely to own vehicles in areas within walking distance of frequent bus service or neighborhood centers.

3.f. Identify strategically placed but underdeveloped properties and determine what barriers exist to developing desired housing types.

It is not always clear why a property especially suitable for residential development is underutilized. Identifying existing barriers can lead to a better understanding of how existing codes, infrastructure, and market conditions affect the viability of development projects that contain desired unit types. Desired unit types depend on the neighborhood or policy context and could include defining the type of building (four-story building or courtyard apartments, for example), the need for income-restricted units, units of a certain size, or units containing a certain number of bedrooms. Identifying barriers may lead to the city making investments in roads or utilities and present an opportunity to capture the value of city investments that spur private development (see Action 6.e). Barrier identification may also lead to changes to improve/streamline city codes, policies, and processes.

3.g. Increase minimum residential densities.

Increasing minimum residential densities allows more dwelling units to be built per acre of land, can reduce the cost of each housing unit, increases the likelihood of public transit ridership, improves a neighborhood's walkability, and reduces the per housing unit cost of providing urban services (water, sewer, garbage, etc.).

3.h. Reduce minimum lot sizes.

Like increasing minimum residential densities, reducing minimum lot sizes allows more dwelling units to be built per acre of land, can reduce the cost of each housing unit, increases the likelihood of public transit ridership, improves a neighborhood's walkability, and reduces the per housing unit cost of providing urban services (water, sewer, garbage, etc.). For low-density developments like single-family neighborhoods, it also allows for smaller and low-maintenance yards.

3.i. Lower transportation impact fees for multifamily developments near frequent transit service routes.

Transportation impact fees are one-time charges assessed by a local government against a new development project to help pay for establishing new or improving existing public streets and roads. The streets and roads must be included in a community's Comprehensive Plan. The fee must directly address the increased demand on that road created by the development. For multifamily developments near

frequent transit service routes, the idea is that many residents and visitors are able to utilize the public transit system, thereby reducing the impact of the development on public streets and roads.

#### January 2021 Transportation Impact Fees (rounded to the nearest dollar)

- **Lacey:** \$610-\$3,989 per dwelling unit. Varies according to unit type with detached single-family dwellings having the highest fees.
- **Olympia:** \$728-\$3,219 per dwelling unit. Varies according to unit type with detached single-family dwellings having the highest fees.
- **Tumwater:** \$497-\$3,919 per dwelling unit. Varies according to unit type with detached single-family dwellings having the highest fees. Assisted living facilities have a fee of \$439 per bed.

#### 3.j. Expand the multifamily tax exemption to make it available in all transit corridors.

The Cities of Lacey, Olympia, and Tumwater have each established a multifamily tax exemption (MFTE) program but utilize the program for specific areas of their respective communities where they desire a more urban residential or mixed-use pattern of development. The target areas as of January 2021 are:

- **Lacey:** Applies to the Woodland District.
- **Olympia:** Generally applies to downtown Olympia and portions of Harrison Avenue and State/Fourth Avenues.
- **Tumwater:** Generally applies to the Brewery District, Capitol Boulevard Corridor, Tumwater Town Center, and the Littlerock Road Subarea.

Opening the program to transit corridors can lead to more units being constructed in areas with low transportation costs and more units – at least for a time – affordable to low-income households.

#### 3.k. Allow deferral of impact fee payments for desired unit types.

New development impacts existing municipal and community investments, and impact fees are a way to ensure new development pays their fair share. Impact fees may be delayed, but they must be paid before the impact is realized. Delaying payment of such fees allows a developer building desired unit types to spread the costs of a development over a longer period of time. State law already requires the Cities of Lacey, Olympia, and Tumwater to establish a system for deferring impact fee payments for small, single-family residential developments. This action would expand the deferral program to developments with desired unit types.

Desired unit types depend on the neighborhood or policy context and could include defining the type of building (courtyard apartment or manufactured home, for example), the need for income-restricted units, units of a certain size, or units containing a certain number of bedrooms.

See also Action 1.k.

3.l. Simplify land use designation maps in the comprehensive plan to help streamline the permitting process.

Development must be consistent with a community's comprehensive plan; broad land use categories in the comprehensive plan provide the vision while more precise land use zones provide the implementation framework. Land use designations that are too specific in a comprehensive plan may require a developer to apply for a comprehensive plan amendment in addition to a zone change. Because comprehensive plan amendments are typically considered only once a year, this can slow the permitting process down substantially.

- **Lacey:** 33 land use designations in the Comprehensive Plan implemented by 33 land use zones.
- **Olympia:** 15 future land use designations in the Comprehensive Plan implemented by 33 land use zones.
- **Tumwater:** 19 future land use designations in the Comprehensive Plan implemented by 19 land use zones.

3.m. Integrate or adjust floor area ratio standards.

Floor area ratio (FAR) is the ratio of a building's total floor area to the size of the property it sits on. Using FAR in place of density limits provides flexibility for developers to utilize more units and unit types. FAR can be used in place of density limits and when larger buildings are desired but using both standards (FAR and density limits) can result in limiting the number of units developed as well as the size of buildings constructed. FAR standards can also be paired with design guidelines to ensure the building form is consistent with existing or desired development.

3.n. Maximize use of SEPA threshold exemptions for residential and infill development.

The State Environmental Policy Act (SEPA) review process is intended to ensure government actions have fully taken into consideration the environment before a decision is made. Actions that will likely result in an adverse impact on the environment must go through a more rigorous review (an environmental impact statement or EIS). Some projects are exempt from the SEPA review process because their impact on the environment is generally considered to be minimal and not adverse, but developments must still meet environmental standards. Single-family and multifamily developments with four or fewer units are automatically exempt from review under SEPA, and state law allows cities to adopt more flexible exemptions. The Cities of Lacey, Olympia, and Tumwater may exempt single-family developments with up to 30 units and multifamily developments with up to 60 units from SEPA review.

Table A-1. Adopted SEPA Exemptions as of January 2021

Exemptions	Development Type	
	Single-Family	Multifamily
Allowed per SEPA	30 units	60 units
Lacey	4 units	60 units
Olympia	9 units	No exemption
Tumwater	9 units	60 units

### **Infill Exemptions**

In order to accommodate infill development, the Cities of Lacey, Olympia, and Tumwater may adopt SEPA exemptions for infill development to help fill in urban growth areas.

To qualify for the infill exemption:

- An EIS must already be issued for the comprehensive plan or the city must prepare an EIS that considers the proposal's use or density/intensity in the exempted area.
- The density of the area to be infilled must be roughly equal to or lower than what the adopted comprehensive plan calls for.
- The development must be residential, mixed-use, or non-retail commercial development. Commercial development that exceeds 65,000 square feet does not qualify for the exemption.
- Impacts to the environment from the proposed development must be adequately addressed by existing regulations.

If a city takes action to adopt an infill exemption before April 1, 2023, the city's action cannot be appealed through SEPA or the courts.

### **Planned Actions**

Up front review and analysis of impacts to the environment can help streamline the process for developments. Individual developments projects associated with an adopted plan (subarea plan or master planned development, for example) can be exempted from further SEPA review when a threshold determination or EIS has been issued for the adopted plan. The threshold determination or EIS for the adopted plan must detail the project-level impacts of the proposed development, thereby forgoing the need for review when the specific project applies for permitting.

For more information, see:

- RCW 43.21C.229 (infill exemptions).
- RCW 43.21C.440 (planned actions).

3.o. Consult with Washington State Department of Transportation as part of the SEPA review process to reduce appeals based on impacts to the transportation element for residential, multifamily, or mixed-use projects.

The State Environmental Policy Act (SEPA) provides citizens with a process for challenge decisions made by jurisdictions and government agencies. While an important tool for holding government accountable, SEPA appeals can slow down projects, adding time and costs to the approval process.

HB 1923 – passed into law in 2019 – recognized that SEPA appeals add cost to infill and affordable housing projects while having minimal impact on transportation systems. The law provides cities with an option to protect SEPA decisions from appeal based on impacts to the transportation element of the environment when:

- The approved residential, multifamily, or mixed-use project is consistent with the adopted transportation plan or transportation element of the comprehensive plan.
- The required impact fees and/or traffic and parking impacts are clearly mitigated under another ordinance.

- Washington State Department of Transportation (WSDOT) determines the project would not present significant adverse impacts to the state-owned transportation system.

Consultation with WSDOT as part of the SEPA review process can help streamline the development process. For residential, multifamily, and mixed-use projects that do not meet the criteria above, the right to appeal the SEPA decision is maintained.

For more information, See [RCW 43.21C.500](#).

## Strategy 4: Increase the variety of housing choices.

### 4.a. Increase the types of housing allowed in low-density residential zones (duplexes, triplexes, etc).

As previously discussed, zoning regulations may unintentionally bar disadvantaged populations, including people of color, from neighborhoods due to restrictions on the size and types of housing that are affordable and accessible such to them. When housing in low-density residential zones is generally limited to single-family homes, the zone does not meet community needs for ensuring affordable housing options are available to a wider array of households. Examples of housing types that may be appropriate for low-density zones include but are not limited to:

- Duplexes, triplexes, and quadplexes.
- Townhouses.
- Accessory dwelling units.
- Courtyard apartments.

Not every low-density zone is the same, and some types of housing are more appropriate than others. Cities will need to determine the most appropriate housing types for low-density residential zones.

### 4.b. Allow more housing types in commercial zones.

Like low-density residential zones, commercial zones may benefit from more diversity in housing types, especially as changes in consumer shopping habits and employer work policies (telework, for example) open opportunities to convert commercial space into housing. Examples of housing types that may be appropriate for commercial zones include but are not limited to:

- Live/work units.
- Multifamily units.
- Townhouses.
- Courtyard apartments.

Not all housing types are appropriate in commercial zones, and analysis will need to be done to determine the most appropriate housing types for a commercial zone.

### 4.c. Adopt a form-based code to allow more housing types and protect the integrity of existing residential neighborhoods.

A form-based code uses the physical form and design of the public realm (building façade and streetscape) as the framework for regulation rather than the need to separate uses. Because of this, form-based codes are most useful in mixed use zones where the widest variety of uses are already allowed and encouraged. Form-based codes are also useful when the goal is to protect an existing neighborhood character or where developing a cohesive character is desired.



#### 4.d. Allow single-room occupancy (SRO) housing in all multifamily zones.

Single room occupancy housing are rentals units consisting of small rooms intended for a single person to occupy. Kitchen and bathroom facilities are typically shared, as are other amenities offered by the housing facility. SROs and other types of micro housing (dormitories, small efficiency dwelling units, etc.) offer affordable options at both subsidized and market rates. Such uses are appropriate for and can integrate well in multifamily zones.

#### 4.e. Strategically allow live/work units in nonresidential zones.

A live/work unit is a single dwelling unit consisting of both a commercial/office space and a residential component that is occupied by the same resident who has the unit as their primary dwelling. The intent is to provide both affordable living and business space for a resident/business owner. The configuration of the live/work unit can vary:

- Live-within. The workplace and living space completely overlap.
- Live-above. The workplace is below the living space with complete separation between the two.
- Live-behind. The workplace is in front of the living space with complete separation between the two possible.
- Live-in-front. The workplace is behind the living space (typically a single-family dwelling) with some overlap between the two possible.

Although home occupations are a type of live/work unit, the emphasis here is on a more intensive nonresidential component (size, traffic generation, employees on site, etc.) that may not be appropriate to classify as a home occupation. Live/work units may also be appropriate in residential zones. In either case, cities will need to conduct additional analysis to determine the locations and types of uses appropriate for live/work units.

## Strategy 5: Continually build on resources, collaboration, and public understanding to improve implementation of housing strategies.

### 5.a. Conduct education and outreach around city programs that support affordable housing.

Providing the public and developers information about affordable housing programs can help households in need find assistance and developers identify resources for building desired unit types. Desired unit types depend on the neighborhood or policy context and could include defining the type of building (triplex or single-room occupancy building, for example), the need for income-restricted units, units of a certain size, or units containing a certain number of bedrooms. Education and outreach can also invite community dialogue on the need for diverse housing options in the community.

### 5.b. Fund Housing Navigators to assist households, renters, homeowners, and landlords with housing issues.

Housing issues are complex, and so are the resources available to households and landlords. When problems arise or a party needs to find information, having a designated resource to navigate issues and identify resources (development funding, tax assistance, housing opportunities, legal aid, weatherization programs, etc.) gives people more tools to reach their goals.

### 5.c. Identify and develop partnerships with organizations that provide or support low-income, workforce, and senior housing as well as other populations with unique housing needs.

Both for-profit and non-profit agencies provide or support low-income, workforce, and senior households. They often have expertise to deliver programs and housing the Cities of Lacey, Olympia, and Tumwater do not have as well as access to funding streams unavailable to the cities. Identifying shared vision and goals can help each organization leverage funding and improve household access to assistance.

### 5.d. Establish a rental registration program to improve access to data and share information with landlords.

Understanding how many dwelling units are being rented, the types of units being rented, and the cost of rent is important information needed to understand the impacts on landlords and tenants of many of the actions in this plan. It also provides the Cities of Lacey, Olympia, and Tumwater with an easy way to reach out to landlords and tenants, who are both important stakeholders when enacting many of the actions in this plan. This action is particularly suited to being implemented at the regional level and may be appropriate for the cities to develop through the regional Housing Council. Doing so would ensure the same data is collected across the jurisdictions effectively and economically.

## Strategy 6: Establish a permanent source of funding for low-income housing.

6.a. Develop a comprehensive funding strategy for affordable housing that addresses both sources of funding and how the funds should be spent.

Without a comprehensive funding strategy, it will be difficult to ensure dollars earmarked for developing affordable housing in the community are used to their full effect and meet the greatest need. A comprehensive funding strategy takes into consideration how the funds can be used, whether they can be leveraged to obtain other funding (grants, loans, etc.), and the types of projects the funding can support. This action is particularly suited to being implemented at the regional level and may be appropriate for the cities to develop through the Regional Housing Council.

6.b. Establish an affordable housing property tax levy to finance affordable housing for very low-income households.

The Cities of Lacey, Olympia, and Tumwater may impose a property tax levy up to \$0.50 per \$1,000 of a property's assessed value to fund affordable housing. The levy must be used for low-income households.

The levy, which lasts for up to 10 years, can only be enacted if:

- The city declares an emergency exists concerning the availability of affordable housing for households served by the levy.
- A majority of voters approve it.
- The city adopts a financial plan for spending the money.

If a property tax levy were enacted at the maximum rate of \$0.50 per \$1,000 of assessed value, homeowners can expect their property taxes to go up. This amounts to \$175 per year for a home valued at \$350,000 (Table A-2). Households that rent can expect their monthly rent to increase on average between \$6.71 and \$11.91 each month, depending on the type of unit rented.

Table A-2. Additional costs to households with a \$0.50 per \$1,000 property tax levy

Owner-Occupied*		Renter-Occupied	
Assessed Value	Additional Property Taxes (annual)	Building Size	Additional Monthly Rent (average) per unit
\$350,000	\$175	Single-Family Dwelling	\$11.91
\$450,000	\$225	2-, 3-, and 4-plex units	\$9.04
\$550,000	\$275	5+ unit apartments	\$6.71

Note: Rates for owners only apply to detached single-family homes. Costs – which are rounded – are based on the 2017 total assessed value of all taxable non-exempt properties and are adjusted for inflation to 2020 dollars.

Source: Thurston County Assessor.

Thurston County also has the ability to establish a property tax levy. If both cities and Thurston County impose the levy, the last jurisdiction to receive voter approval for the levies must be reduced or eliminated so that the combined rate does not exceed the \$0.50 per \$1,00 of assessed property value.

If the Cities of Lacey, Olympia, and Tumwater each enact the levy, nearly \$9.7 million could be collected for affordable housing in 2021 (Table A-3). If the tax levy were adopted countywide, more than \$30 million would be available to serve low-income households in 2021. This includes developing new housing, enabling affordable homeownership, and making home repairs.

*Table A-3. Potential affordable housing funding from maximum property tax levy*

Jurisdiction	2020 Assessed Property Values	Potential Affordable Housing Funds
Lacey	\$7.4 billion	\$3.7 million
Olympia	\$8.2 billion	\$4.1 million
Tumwater	\$3.9 billion	\$1.9 million
<b>TOTAL (cities only)</b>	<b>\$19.5 billion</b>	<b>\$9.7 million</b>
<b>TOTAL (Countywide)</b>	<b>\$31.5 billion</b>	<b>\$31.5 million</b>

*Note: Values – which are rounded – are based on the 2020 total assessed value of taxable non-exempt properties. Potential affordable housing funds are based on the total assessment of all properties combined.*

*Source: Thurston County Assessor.*

### Property Tax Levies

- **Lacey:** has not established a property tax levy.
- **Olympia:** has not established a property tax levy.
- **Tumwater:** has not established a property tax levy.
- **Thurston County:** has not established a property tax levy.

For more information, see [RCW 84.52.105](#).

### 6.c. Establish an affordable housing sales tax.

Beginning in 2020, cities may establish a 0.1 percent affordable housing sales tax by legislative authority or by voter approval. At least 60 percent of the revenue must be used for one or more of the following:

- Constructing affordable housing (new construction or retrofitting an existing building).
- Constructing facilities providing housing-related services.
- Constructing mental and behavioral health-related facilities.
- Funding the operations and maintenance costs of the above three projects.

Thurston County can also establish the affordable housing sales tax. If it does so before the Cities of Lacey, Olympia, and Tumwater, the cities will not be able to establish their own funds. If the cities and Thurston County impose the sales tax, the County must provide a credit to the cities for the amount they would have collected. If the Cities of Lacey, Olympia, and Tumwater had been able to enact an

affordable housing sales tax in 2019, nearly \$5 million would be available to serve low-income households (Table A-4).

For more information, see [RCW 82.14.530](#).

Table A-4. Potential affordable housing funding from maximum affordable housing sales tax in 2019

Jurisdiction	2019 Taxable Retail Sales	Potential Affordable Housing Funds
Lacey	\$1.5 billion	\$1.5 million
Olympia	\$2.4 billion	\$2.4 million
Tumwater	\$0.9 billion	\$0.9 million
<b>TOTAL (cities only)</b>	<b>\$4.8 billion</b>	<b>\$4.8 million</b>
<b>TOTAL (countywide)</b>	<b>\$6.2 billion</b>	<b>\$6.2 million</b>

Note: Taxable retail sales are rounded.

Source: Washington State Department of Revenue, [Taxable Retail Sales](#).

### Affordable Housing Sales Tax

- **Lacey:** has not established an affordable housing sales tax.
- **Olympia:** established an affordable housing sales tax in 2018, referred to as the “Home Fund.” Approximately 65 percent of funds are dedicated to construction projects and 35 percent to housing program operations. Must be re-authorized by voters in 2028.
- **Tumwater:** has not established a sales tax.
- **Thurston County:** has not established an affordable housing sales tax.

6.d. Establish a regional housing trust fund to provide dedicated funding for affordable housing. Housing trust funds are distinct funds established by local governments to receive funding to support housing affordability. It is not an endowment that operates from earnings but acts as a repository, preventing funds from being coopted for other purposes. Establishing a housing trust fund is particularly suited to being implemented at the regional level and may be appropriate for the cities to develop through the Regional Housing Council.

6.e. Use value capture to generate and reinvest in neighborhoods experiencing increased private investment (with a focus on areas with planned or existing transit).

Value capture is a type of public financing that recovers some or all the value public infrastructure generates for private landowners. When roads are improved, water and sewer lines extended, or new parks or public amenities developed, property values tend to increase. Value capture is best planned for from the outset of a project and can include developer contributions and special taxes and fees.

## Appendix B.

# Considered Actions

In developing this plan, many actions were considered, though not all were included. This appendix provides a full list of the actions considered in the plan's development. Where appropriate, explanations for why an action was excluded are included. Actions were developed and refined over six months and the wording may not match previous versions.

Action Status (Plan Reference)	Action	Explanation for Exclusion
Included (1.a)	Donate or lease surplus or underutilized jurisdiction-owned land to developers that provide low-income housing.	
Excluded	Create shovel-ready housing developments that can be handed off to a developer to construct.	Action is out of scale with what our region can reasonably accomplish. Cities do not have the budgets or expertise to perform this action.
Excluded	Purchase property with the intent to donate or lease to developers that provide income-restricted affordable housing.	Combined with Action 1.a.
Included (3.a)	Offer developers density and/or height incentives for desired unit types.	

Action Status (Plan Reference)	Action	Explanation for Exclusion
Included (1.b)	Require PRDs/PUDs for low-density development and include standards for including low-income housing.	
Excluded	Make regulations and permit processing more predictable, to remove some uncertainty for both builders and lenders.	Action not specific enough. Other actions more specifically address the need to improve predictability of regulations and permit processing.
Excluded	Allow third-party review and approval of development projects (anytime OR when cities are backlogged).	See Action 3.b.
Included (3.b)	Allow third-party review of building permits for development projects.	
Excluded	Adopt a single development code for Lacey, Olympia, Tumwater, and the UGAs to make regulations and permit processing more predictable.	Each community has a different identity with a desire for different standards.
Excluded	Waive reviews for energy code compliance when a project receives a green building certification.	It does not appear that a green building certification actually makes housing more affordable vs. complying with energy code. In the right market conditions, may be an incentive to buy.
Excluded	Require shot clocks for permit processing.	State law already requires timelines for review, and each city is able to accomplish their reviews in a timely manner.
Included (1.c)	Adopt a "Notice of Intent to Sell" ordinance for multifamily developments.	
Included (1.d)	Provide funding for the Housing Authority of Thurston County and other non-profit organizations to income-restricted units proposed to be converted to market rate housing.	
Included (2.a)	Provide displaced tenants with relocation assistance.	
Implemented	With major comprehensive plan updates, confirm land is suitably zoned for development of all housing types.	
Excluded	On a regular basis, hold a series of community meetings to discuss how housing and zoning regulations affect equity goals.	See Action 5.a.

Action Status (Plan Reference)	Action	Explanation for Exclusion
Included (4.a)	Increase the types of housing allowed in low-density residential zones (duplexes, triplexes, etc).	
Excluded	Allow more housing types in commercial and industrial zones.	See Action 4.c.
Included (4.b)	Allow more housing types in commercial zones.	
Included (4.c)	Adopt a form-based code for mixed-use zones to allow more housing types and protect the integrity of existing residential neighborhoods.	
Included (3.c)	Develop a plan for adapting vacant commercial space into housing.	
Included (3.d)	Expand allowance of residential tenant improvements without triggering land use requirements.	
Excluded	Prior to finalizing a draft for public review, vet comprehensive plans and development code changes with the development community to ensure desired housing types and locations are supported by market conditions.	See Action 1.e.
Included (1.e)	As part of comprehensive plan and development code changes, include an evaluation of the impact such changes will have on housing affordability, especially for low-income households.	
Implemented	Recognize modular/manufactured housing as a viable form of housing construction.	
Excluded	Provide for a dynamic mix of residential land uses and zones in order to create a diverse mix of sites available for different housing types	This action is already implemented. .
Implemented	Simplify requirements for accessory dwelling units (ex: title notification, owner living on site, etc.).	



Action Status (Plan Reference)	Action	Explanation for Exclusion
Implemented	Allow accessory dwelling units in all residential zones.	
Excluded	Allow accessory dwelling units in commercial zones.	Not an issue that's ever been raised to staff; need to focus on actions that have real and lasting impacts.
Included (3.e)	Reduce parking requirements for residential uses, including for multifamily developments near frequent transit routes.	
Included (3.f)	Identify strategically placed but underdeveloped properties and determine what barriers exist to developing desired housing types.	
Excluded	Identify strategically placed properties where up zoning is appropriate.	see Action 3.f.
Implemented	Require minimum residential densities.	
Included (3.g)	Increase minimum residential densities.	
Included (3.h)	Reduce minimum lot sizes.	
Excluded	Support and plan for assisted housing opportunities using federal, state, or local aid.	Action not clear/specific enough
Excluded	Support diverse housing alternatives and ways for older adults and people with disabilities to remain in their homes and community as their housing needs change.	Action not specific enough. Other actions more specifically address the need to support diverse housing alternatives for seniors.
Excluded	Retain existing subsidized housing.	None of the cities have subsidized units at this time, so it is not an action they would pursue. Other actions can support other entities in retaining existing subsidized housing.
Excluded	Encourage new housing on transportation arterials and in areas near public transportation hubs.	Action not specific enough. See Actions 3.i and 3.e for actions that more specifically address the issue of housing near transportation facilities.

Action Status (Plan Reference)	Action	Explanation for Exclusion
Included (3.i)	Lower transportation impact fees for multifamily developments near frequent transit service routes.	
Excluded	Reduce parking requirements for multifamily developments near frequent transit routes.	Combined with Action 3.e.
Implemented	Allow group homes in all residential zones and commercial zones that allow residential uses.	
Excluded	Limit the density of group homes in residential areas to prevent concentration of such housing in any one area.	May create a hindrance to ensuring there is enough housing opportunities for seniors. There are nearly 150 adult family homes in Thurston County now; their concentration in any one area is not known to be an issue.
Included (1.f)	Provide funding for renovating and maintaining existing housing that serves low-income households or residents with disabilities.	
Excluded	Support programs to improve energy efficiency, health conditions and public recognition of improvements in low-income rental housing	Statewide need - not just a local need. Combined with Action 1.f.
Excluded	Fund programs that improve the energy efficiency and health conditions in low-income rental housing.	Combined with Action 1.f.
Excluded	Encourage self-help housing efforts and promote programs in which people gain home equity in exchange for work performed in renovation or construction.	Action not specific enough. See Action 1.p.
Included (1.p)	Partner with local trade schools to provide renovation and retrofit services for low-income households as part of on-the-job-training.	
Excluded	Establish a manufactured home park zone to promote their preservation.	See Action 2.c.
Included (2.c)	Rezone manufactured home parks to a manufactured home park zone to promote their preservation.	
Included (1.g)	Allow manufactured home parks in multifamily and commercial areas.	

Action Status (Plan Reference)	Action	Explanation for Exclusion
Included (1.h)	Provide funding for low-income and special needs residents to purchase housing through community land trusts.	
Excluded	Fund programs that prevent homelessness for persons returning to the community from institutional or other sheltered settings (including foster care).	Action better suited to the Thurston County Homeless Response Plan.
Excluded	Fund self-sufficiency and transitional housing programs that help break the cycle of homelessness.	Deals with a temporary/emergency housing situation better addressed through the Regional Housing Council and other, more targeted efforts to address homelessness.
Excluded	Provide funding to the Regional Housing Council for temporary emergency housing programs.	Deals with a temporary/emergency housing situation better addressed through the Regional Housing Council and other, more targeted efforts to address homelessness.
Implemented	Adopt design standards that assist new forms or high-density housing and promote infill.	
Included (4.d)	Allow single-room occupancy (SRO) housing in all multifamily zones.	
Included (4.e)	Strategically allow live/work units in nonresidential zones.	
Excluded	Promote PUD/PRD and cluster subdivisions.	See Action 5.a.
Implemented	Establish a multifamily tax exemption.	
Included (6.a)	Develop a comprehensive funding strategy for affordable housing that addresses both sources of funding and how the funds should be spent.	
Excluded	On a regular basis, evaluate the effectiveness of how the multifamily tax exemption is being used to further affordable housing goals.	
Included (6.b)	Establish an affordable housing property tax levy to finance affordable housing for very low-income households.	
Included (6.c)	Establish an affordable housing sales tax.	

Action Status (Plan Reference)	Action	Explanation for Exclusion
Included (3.j)	Expand the multifamily tax exemption to make it available in all transit corridors.	
Included (1.i)	Offer density bonuses for low-income housing.	
Excluded	Require developers to provide income-restricted units as part of low-density developments.	The Thurston Region does not have the market to implement this action. Requires a market evaluation before implementing.
Excluded	Require property owners to provide an affordable housing fee when building homes over a certain size.	The Thurston Region does not have the market to implement this action. Requires a market evaluation before implementing.
Excluded	Establish alternative development standards for affordable housing. (standards in the zoning code to support affordable housing)	Action not specific enough. See Action 1.j.
Included (1.j)	Define income-restricted housing as a different use from other forms of housing in the zoning code.	
Included (1.k)	Offer and/or expand fee waivers for low-income housing developments.	
Excluded	Expand fee waivers for affordable housing developments.	Combined w/ Action 1.k.
Included (3.k)	Allow deferral of impact fee payments for desired unit types.	
Included (1.l)	Require low-income housing units as part of new developments.	
Included (1.m)	Fund development projects that increase low-income housing through grants or loans.	
Included (6.d)	Establish a regional housing trust fund to provide dedicated funding for affordable housing.	
Excluded	Establish a local housing trust fund to provide dedicated funding for low-income housing.	Coordination at the regional scale will have more of an impact than developing individual plans.
Excluded	Create partnerships with local housing groups to increase affordable housing options for seniors and other populations with unique needs.	Combined w/ Action 5.c.

Action Status (Plan Reference)	Action	Explanation for Exclusion
Implemented	Make strategic investments in infrastructure expansion to reduce development costs.	
Included (3.l)	Simplify land use designation maps in the comprehensive plan to help streamline the permitting process.	
Excluded	Inventory housing units dedicated for seniors, low-income households, and ADA-accessible units.	Data should support the actions that result in change.
Excluded	Inventory substandard housing units (units with poor energy efficiency, indoor air quality/mold issues, etc.).	Data should support the actions that result in change.
Included (5.d)	Establish a rental registration program to improve access to data and share information with landlords.	
Excluded	Require the owners of rental properties to obtain a business license.	Data should support the actions that result in change.
Excluded	On a regular basis, inventory rental housing.	Data should support the actions that result in change.
Included (3.m)	Integrate or adjust floor area ratio standards.	
Implemented	Relax ground floor retail requirements to allow residential units.	
Implemented	Reduce setbacks and increase lot coverage/impervious area standards.	
Excluded	Maximize SEPA threshold exemptions for single-family and multifamily development proposals.	See Action 3.n.
Included (3.n)	Maximize use of SEPA threshold exemptions for residential and infill development.	
Excluded	Utilize SEPA exemptions to encourage infill development in urban growth areas	See Action 3.n.
Excluded	Create subarea plans with non-project environmental impact statements.	See Action 3.n.
Excluded	Develop SEPA-authorized "planned actions" to streamline permitting process in designated areas.	See Action 3.n.

Action Status (Plan Reference)	Action	Explanation for Exclusion
Included (3.o)	Consult with Washington State Department of Transportation as part of the SEPA review process to reduce appeals based on impacts to the transportation element for residential, multifamily, or mixed-use projects.	
Implemented	Process short plat applications administratively.	
Excluded	Process preliminary long plat applications that meet specific requirements administratively.	Can implement this but if even one person requests a public hearing, a public hearing must be held. May not be worth implementing if a public hearing is always anticipated and it has different noticing requirements from the norm (administrative headaches).
Excluded	Market available housing incentives.	See Action 5.a.
Excluded	Establish a foreclosure intervention counseling program.	Already existing programs that fill this need.
Included (1.n)	Establish a program to preserve and maintain healthy and viable manufactured home parks.	
Excluded	Require developers to provide relocation assistance when a manufactured home park cannot be preserved.	
Excluded	Help residents convert manufactured home parks into cooperatives.	See Action #63
Excluded	Adopt a just cause eviction ordinance.	See Action 2.g.
Included (2.d)	Adopt a “right to return” policy.	
Included (2.e)	Adopt short-term rental regulations to minimize impacts on long-term housing availability.	
Included (2.f)	Establish a down payment assistance program.	
Excluded	Establish a property tax assistance program for low-income homeowners.	This may not be in the cities’ purview.
Excluded	Establish a property tax assistance program for homeowners with disabilities.	This may not be in the cities’ purview.

Action Status (Plan Reference)	Action	Explanation for Exclusion
Excluded	Require an impact analysis for new housing and land use proposals.	This action will lead to an increase in housing costs. Transportation impact analyses are already required where needed.
Excluded	Require subsidized housing be integrated with unsubsidized housing.	See Action 1.l.
Excluded	Develop and implement an education and outreach plan for affordable housing options	See Action 5.a.
Included (5.a)	Conduct education and outreach around city programs that support affordable housing.	
Included (5.b)	Fund Housing Navigators to assist households, renters, homeowners, and landlords with housing issues.	
Excluded	Review and, if necessary, update property maintenance codes (including standards for mold/moisture) to keep housing in good repair.	Enforcement of property maintenance codes is really the issue. See Action #76a
Included (1.o.)	Enhance enforcement of property maintenance codes to keep housing in good repair.	
Excluded	Co-locate emergency, transitional, and permanent affordable housing.	This is an action that is taken by the developer; may not be appropriate for the city to require.
Excluded	Working through the Regional Housing Council, identify appropriate locations for emergency housing within each jurisdiction.	This action deals with a temporary/emergency housing situation better addressed through the Regional Housing Council and other, more targeted efforts to address homelessness.
Included (5.c)	Identify and develop partnerships with organizations that provide or support for low-income, workforce, and senior housing as well as other populations with unique housing needs.	
Excluded	Look at options for creating workforce housing.	Action is not specific enough. Need to define what exactly should the cities be doing.

Action Status (Plan Reference)	Action	Explanation for Exclusion
Excluded	Explore creating dormitory-style housing, similar to what colleges have, with common bathrooms and communal kitchens for transitional housing.	See Action 4.d.
Excluded	Identify underutilized properties ripe for redevelopment.	See Action 3.f.
Excluded	Review the recommendations in the Urban Corridors Task Force Report (TRPC, 2012).	Data should support the actions that result in change.
Excluded	Adopt a preservation ordinance.	Combined with Action 2.g.
Included (1.p)	Partner with low-income housing developers (such as Habitat for Humanity) to expand homeownership opportunities.	
Excluded	Identify and remove code and fee impediments/disincentives to affordable housing.	Like equity, need to review all actions through an affordable housing lens. See Action 1.e.
Included (6.e)	Use value capture to generate and reinvest in neighborhoods experiencing increased private investment (with a focus on areas with planned or existing transit).	
Excluded	Limit or regulate fees associated with rental housing applications.	See Action 2.g.
Excluded	Require landlords to establish payment plans for tenants that get behind on rent.	See Action 2.g.
Excluded	Eviction mitigation to find mutual termination of rental agreement instead of evicting tenants.	See Action 2.g.
Excluded	Improve access to enforcement landlord/tenant laws (court enforcement is a barrier).	See Action 2.g.
Excluded	Increase access to legal assistance for landlord/tenant issues (free or sliding scale).	See Action 2.g.
Excluded	Program to incentivize LLs to accept tenants with poor credit or criminal history.	See Action 2.g.
Included (2.g)	Identify and implement appropriate tenant protections that improve household stability.	



City of Olympia  
April 26, 2021

## Housing Action Plan – Survey Report DRAFT

The City of Olympia posted a housing survey on Engage Olympia during the month of March 2021. Community members were asked to share information about their housing experiences and preferences, as well as level of support for various proposed actions. The survey was geared for Olympia residents, but open to others as well. There were 319 respondents.

### Limitations

This is not a statistically valid survey and represents the opinions of only a small fraction of the Olympia public. Engage Olympia users tend to be more actively engaged in City affairs, so opinions of more marginalized populations may not be widely reflected. In addition, a majority (77%) of respondents to this survey were homeowners rather than renters. Whereas, in Olympia only 45% of residents are homeowners. No one experiencing homelessness responded to this survey.

### Key Take-Aways

The attached survey report is generated from the Engage Olympia platform. Some key take-aways include:

- 92% of non-homeowners who responded to the survey (renters plus those who live with family or friends) said they would like to own a home someday.
- A majority of homeowners are not interested in renting in the future. Owners are mixed on whether to downsize, but there is a majority that does not want a larger home. This is even more pronounced among those free of a mortgage. Homeowners with a mortgage appear the most open to homesharing, however the majority still is strongly disinclined.
- While only 6% of respondents reported spending more than 50% of their income on housing, we dug deeper into the data to reveal the rate goes up to 14% for those born between 1990-1999 (the youngest demographic to respond).
- A deeper dive into the data also reveals that the younger the demographic, the more prone these respondents are to negative effects from COVID-19 in relation to their housing stability.
- Each type of housing action listed was supported somewhat or strongly by a majority of respondents.

# Housing Survey

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## **SURVEY RESPONSE REPORT**

19 March 2019 - 28 March 2021

### **PROJECT NAME:**

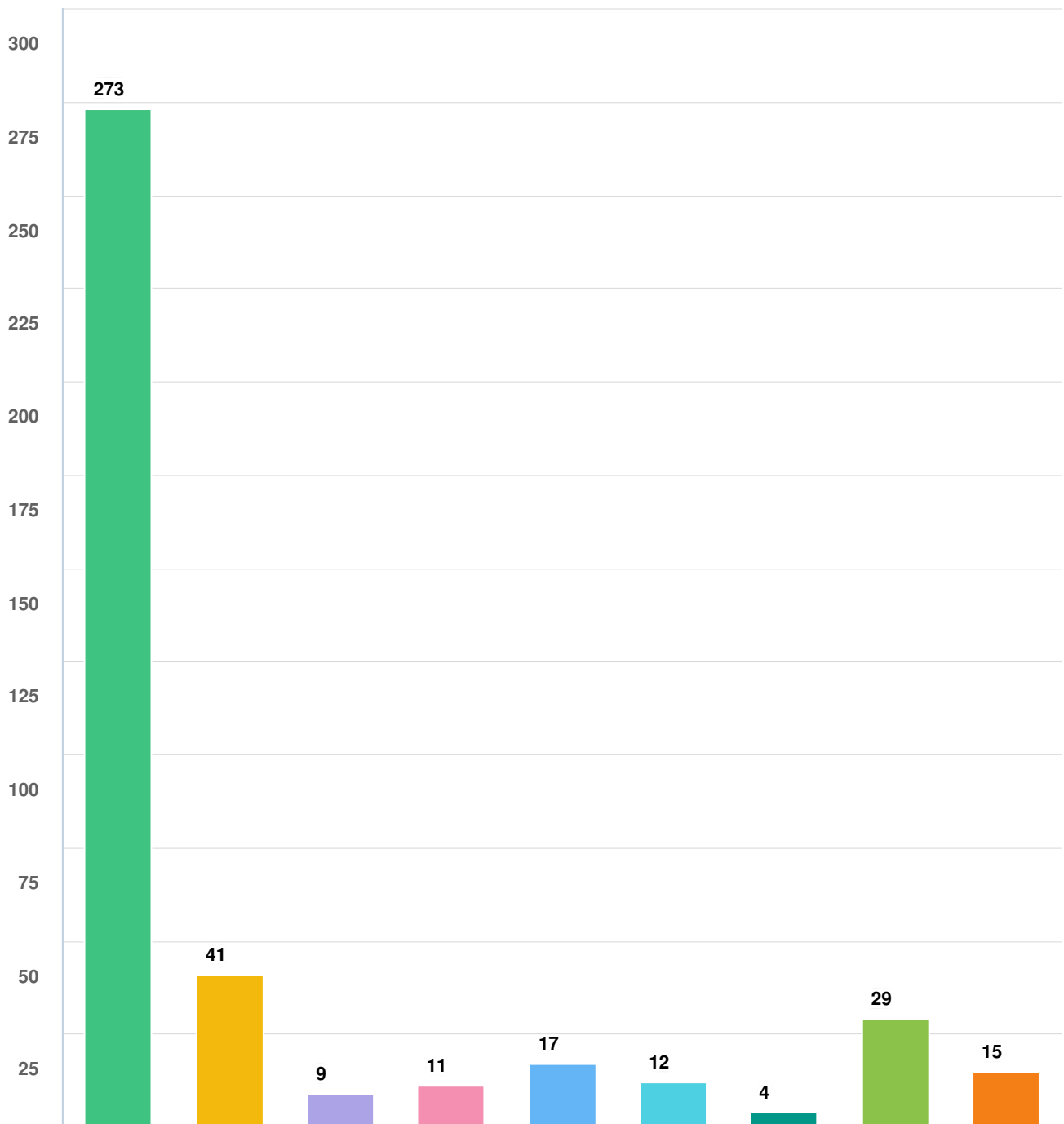
Housing Action Plan





# SURVEY QUESTIONS

**Q1 Which of the following describes your relationship with housing in Olympia?(check all that apply)**

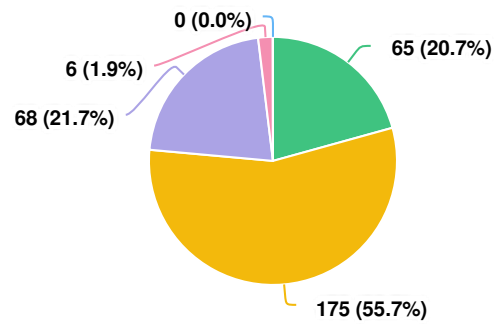


**Question options**

- Resident (primary address)
 ● Property manager/landlord
 ● Real estate agent
 ● Developer
- Housing services provider
 ● Builder or designer
 ● Second homeowner
 ● Visitor/past or future resident
- Other (please specify)

Optional question (314 response(s), 2 skipped)

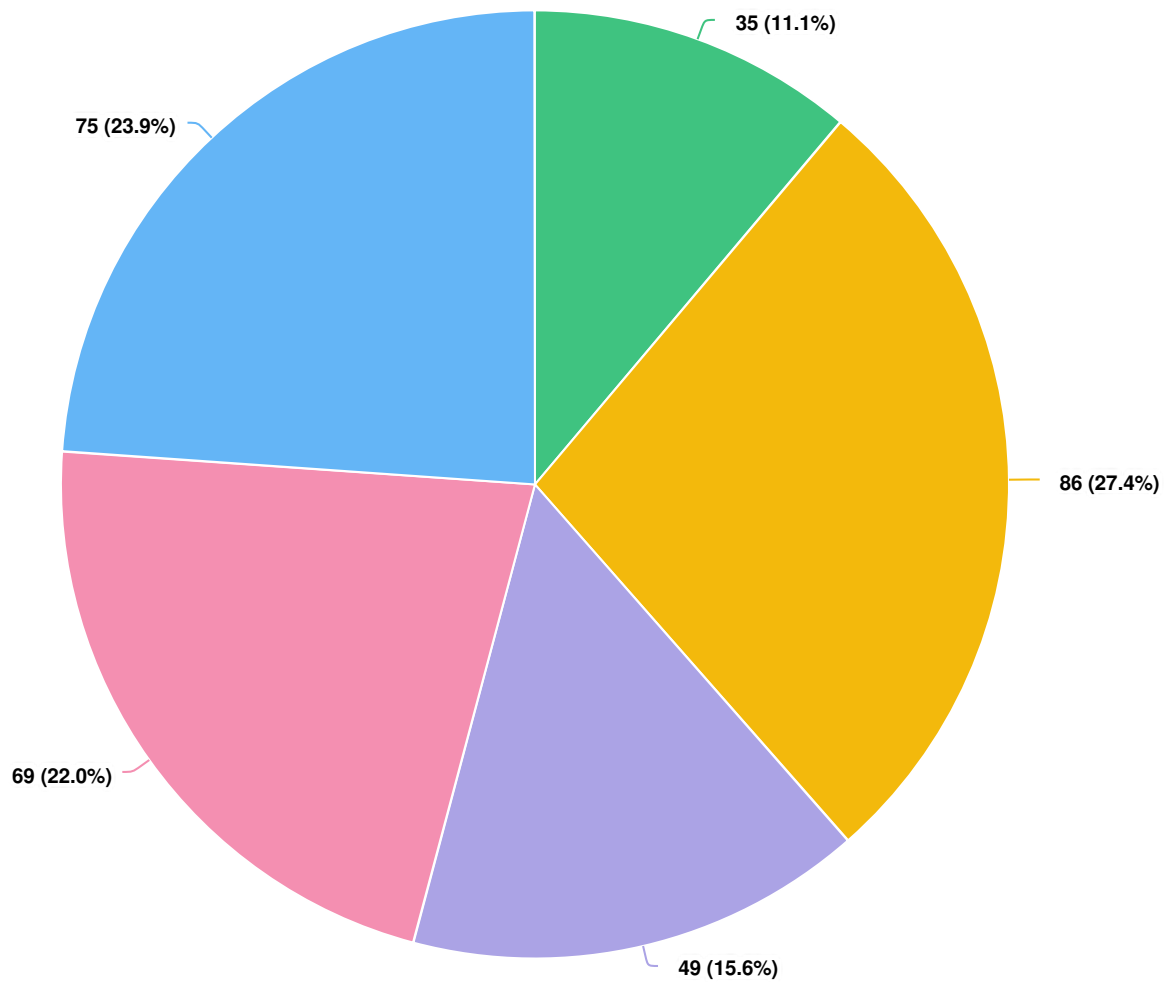
Question type: Checkbox Question

**Q2 | What best describes your current primary housing situation?****Question options**

- I rent my home
- I own my home (and still pay a mortgage or home equity loan)
- I own my home (and am free of mortgage or home equity payments)
- I have stable housing but do not pay rent (e.g., live with parents or children)
- I do not have stable housing (e.g., stay at a shelter, experiencing homelessness)

*Optional question (314 response(s), 2 skipped)*

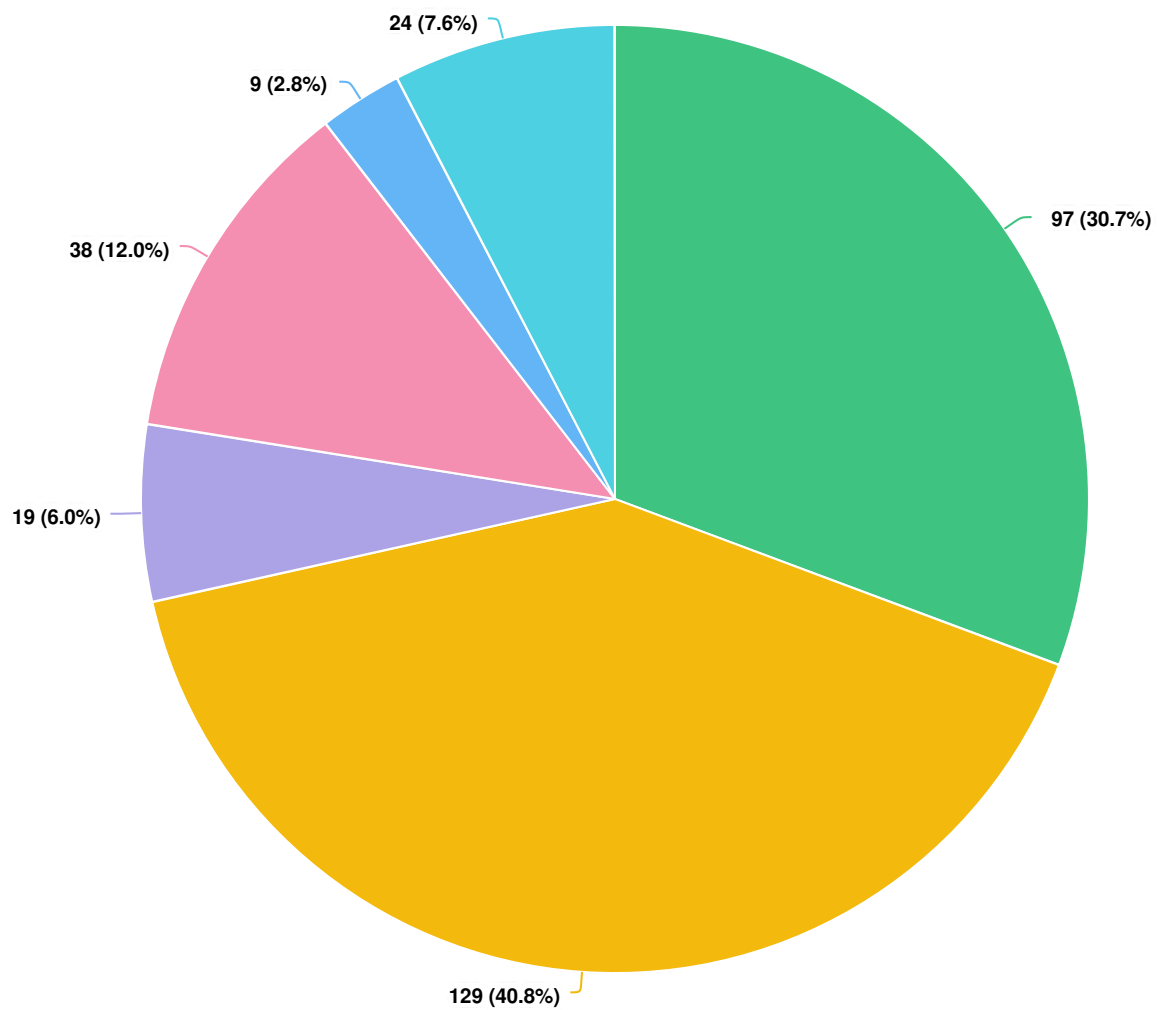
*Question type: Radio Button Question*

**Q3 When did you begin your current living situation?****Question options**

Within the past year   1-4 years ago   5-9 years ago   10-19 years ago   20+ years ago

Optional question (314 response(s), 2 skipped)

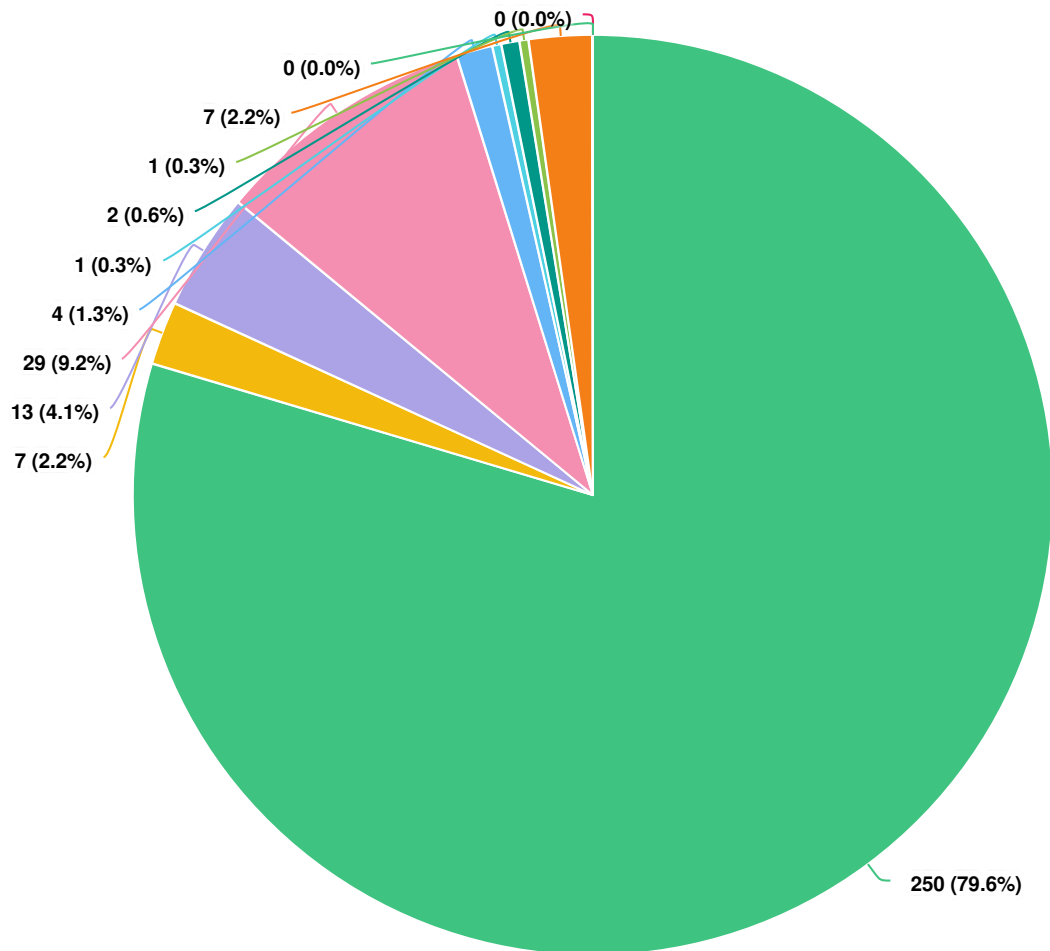
Question type: Radio Button Question

**Q4 Which best describes the make-up of your household?****Question options**

- Couple with children
 ● Couple no children
 ● Single parent living with children
 ● Householder living alone
- Householder living with non-family members
 ● Other (please specify)

Optional question (316 response(s), 0 skipped)

Question type: Radio Button Question

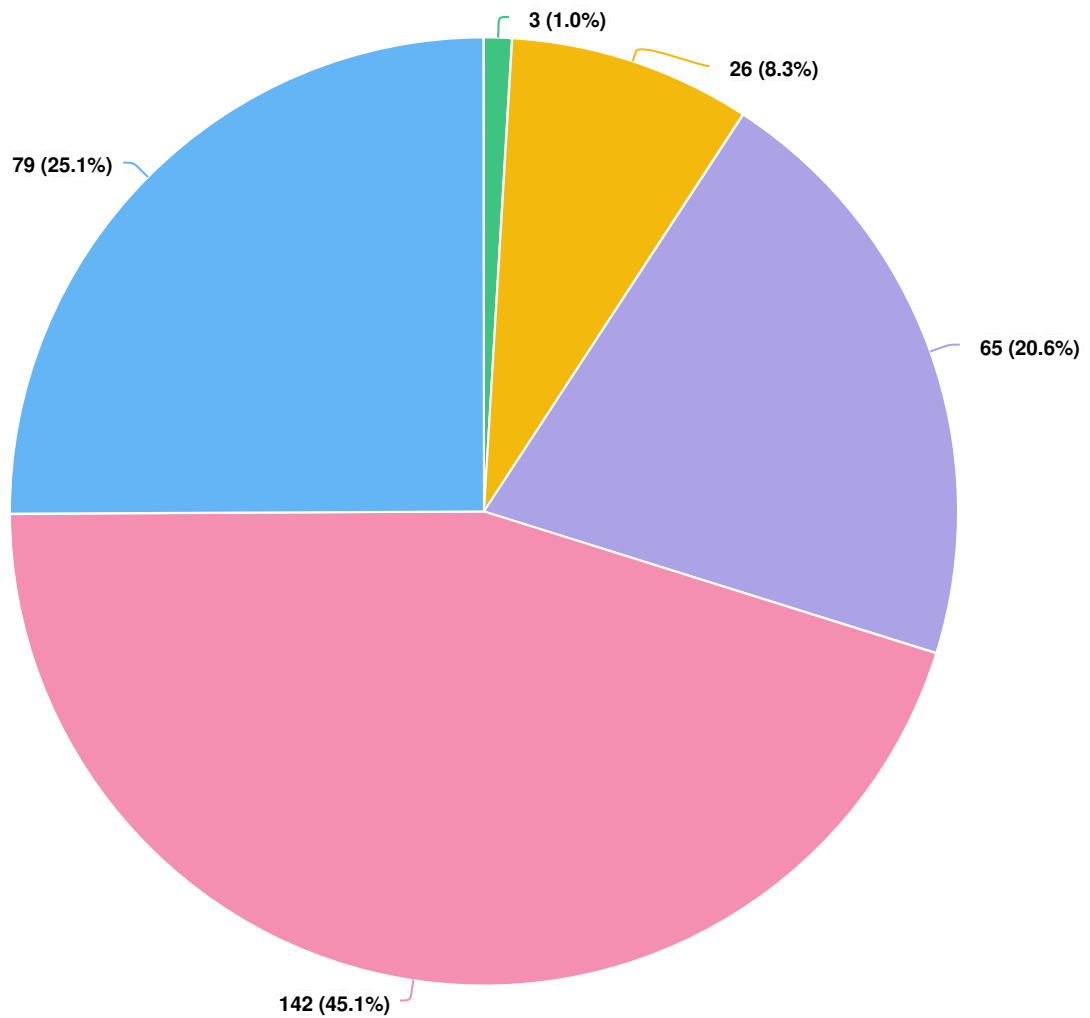
**Q5 What type of housing do you currently live in?****Question options**

- Detached house
 ● Townhouse
 ● Duplex, triplex, or fourplex
- Multifamily apartment or mixed-use building (Rental situation)
- Multifamily condominium or mixed-use building (Ownership situation)
- An accessory dwelling unit (backyard cottage or unit in home with separate entrance)
- Cottage housing (small homes with a shared common area)
 ● Mobile home or trailer
 ● Other (please specify)
- Student dormitory
 ● I do not have stable housing at this time

Optional question (314 response(s), 2 skipped)

Question type: Radio Button Question

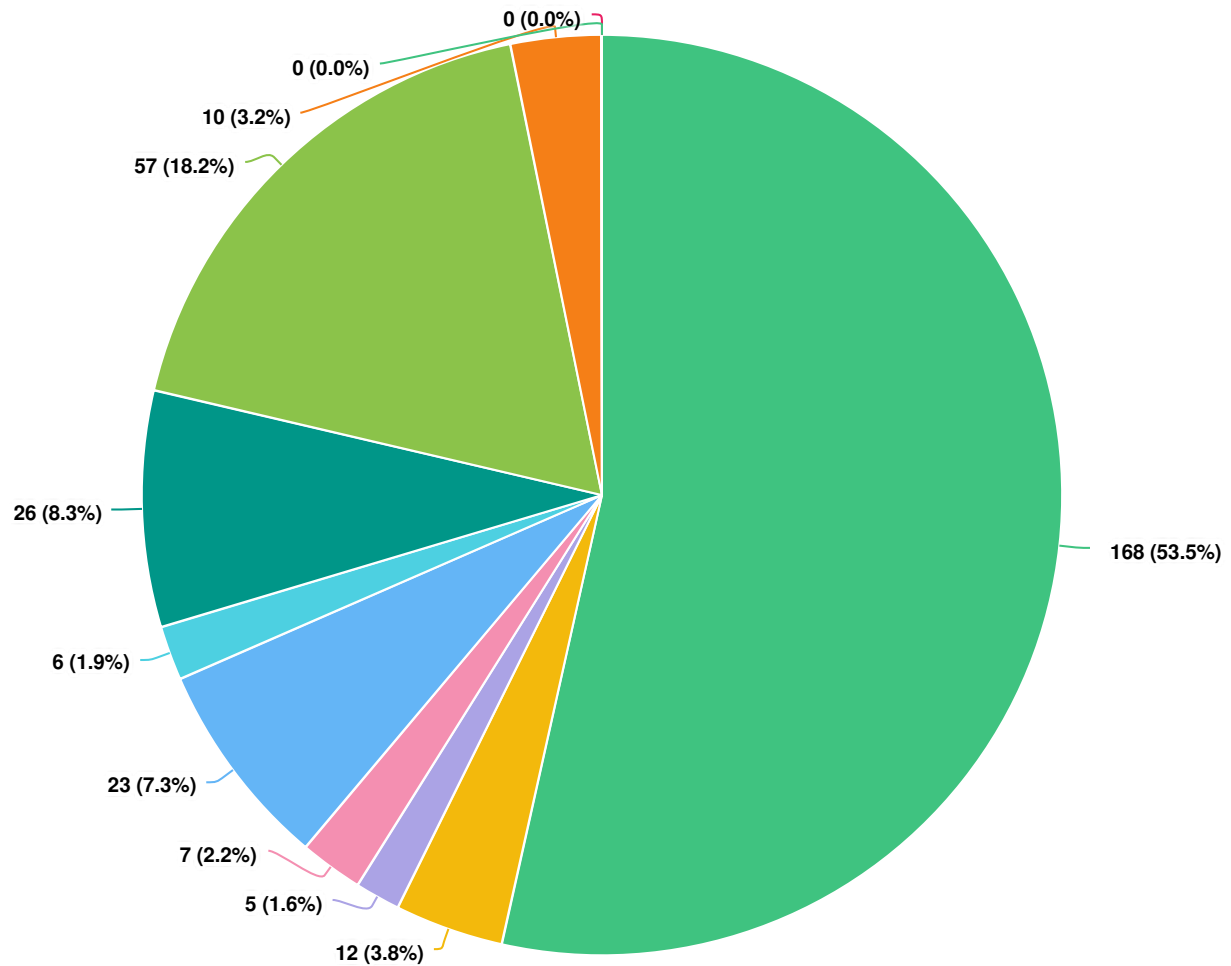


**Q6 | How many bedrooms is your current primary home?****Question options**

● Studio   ● 1 bedroom   ● 2 bedroom   ● 3 bedroom   ● 4+ bedrooms

*Optional question (315 response(s), 1 skipped)*

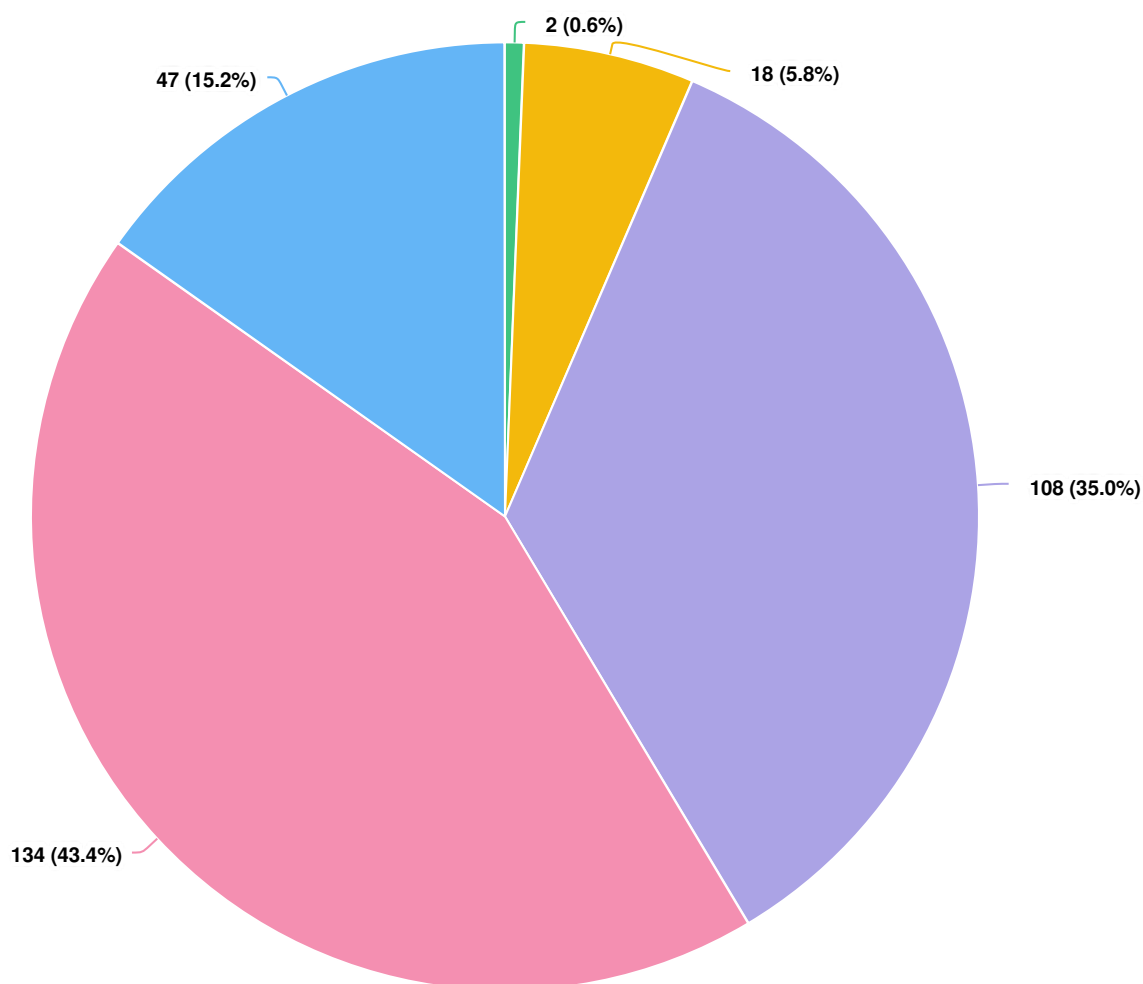
*Question type: Radio Button Question*

**Q7 | If you could choose, what type of housing would you most like to live in next?****Question options**

- Detached house
 ● Townhouse
 ● Duplex, triplex, or fourplex
- Multifamily apartment or mixed-use building (Rental situation)
- Multifamily condominium or mixed-use building (Ownership situation)
- An accessory dwelling unit (backyard cottage or unit in home with separate entrance)
- Cottage housing (small homes with a shared common area)
 ● None. I would stay where I am.
 ● Other (please specify)
- Mobile home or trailer
 ● Student dormitory

Optional question (314 response(s), 2 skipped)

Question type: Radio Button Question

**Q8** How many bedrooms would like to have in your home?**Question options**

● Studio    ● 1 bedroom    ● 2 bedroom    ● 3 bedroom    ● 4+ bedroom

Optional question (309 response(s), 7 skipped)

Question type: Radio Button Question

**Q9 | How much do you agree with the following statements?**

Optional question (315 response(s), 1 skipped)

Question type: Likert Question

### Q9 | How much do you agree with the following statements?

**I rent now, but would like to own my own home someday**

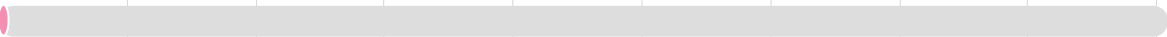
Not applicable : 215



Definitely disagree : 11



Somewhat disagree : 2



Neither agree nor disagree : 9



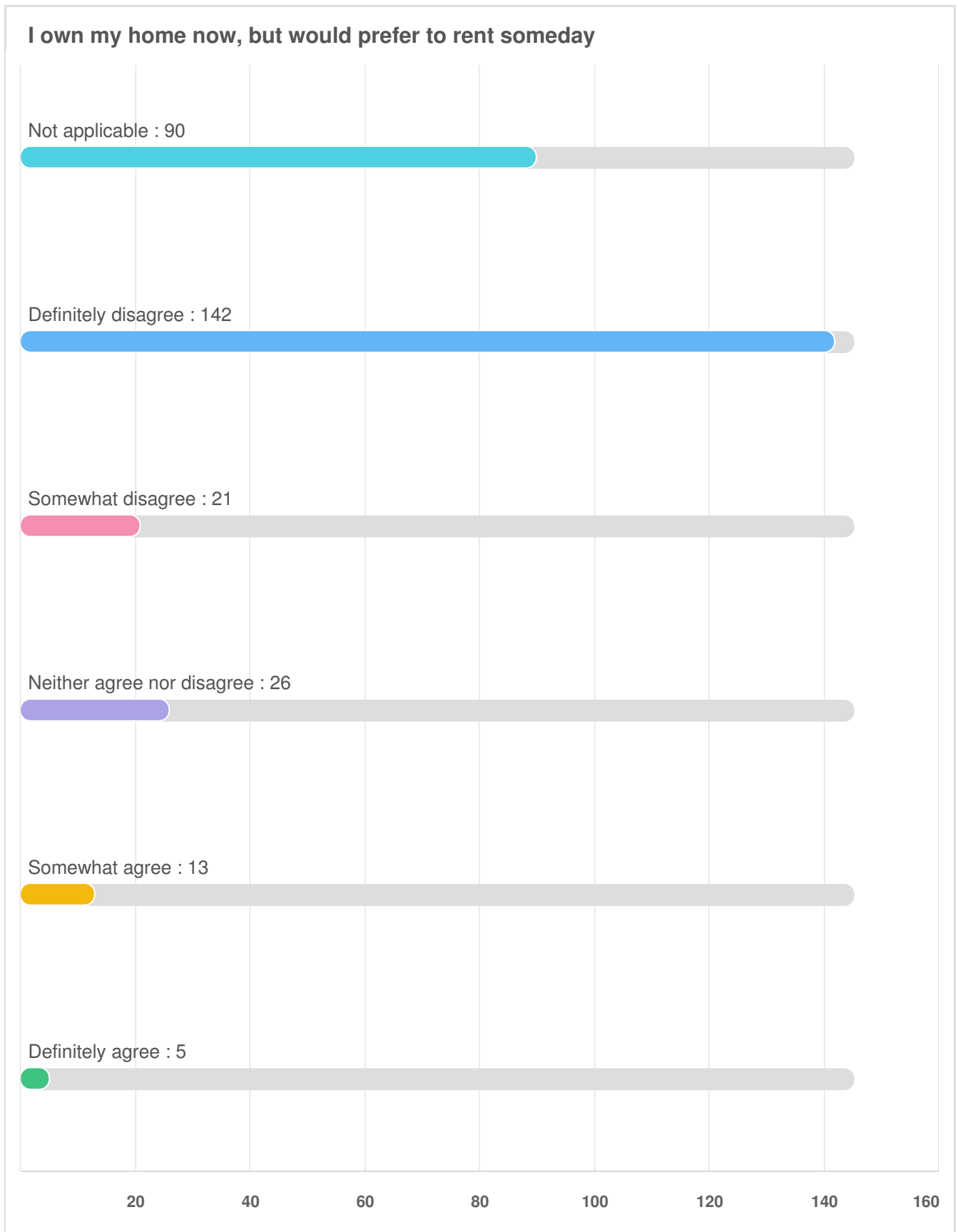
Somewhat agree : 11



Definitely agree : 46



25 50 75 100 125 150 175 200 225 250



**At some point I would like to downsize to a smaller home**

Not applicable : 21



Definitely disagree : 80



Somewhat disagree : 27



Neither agree nor disagree : 37

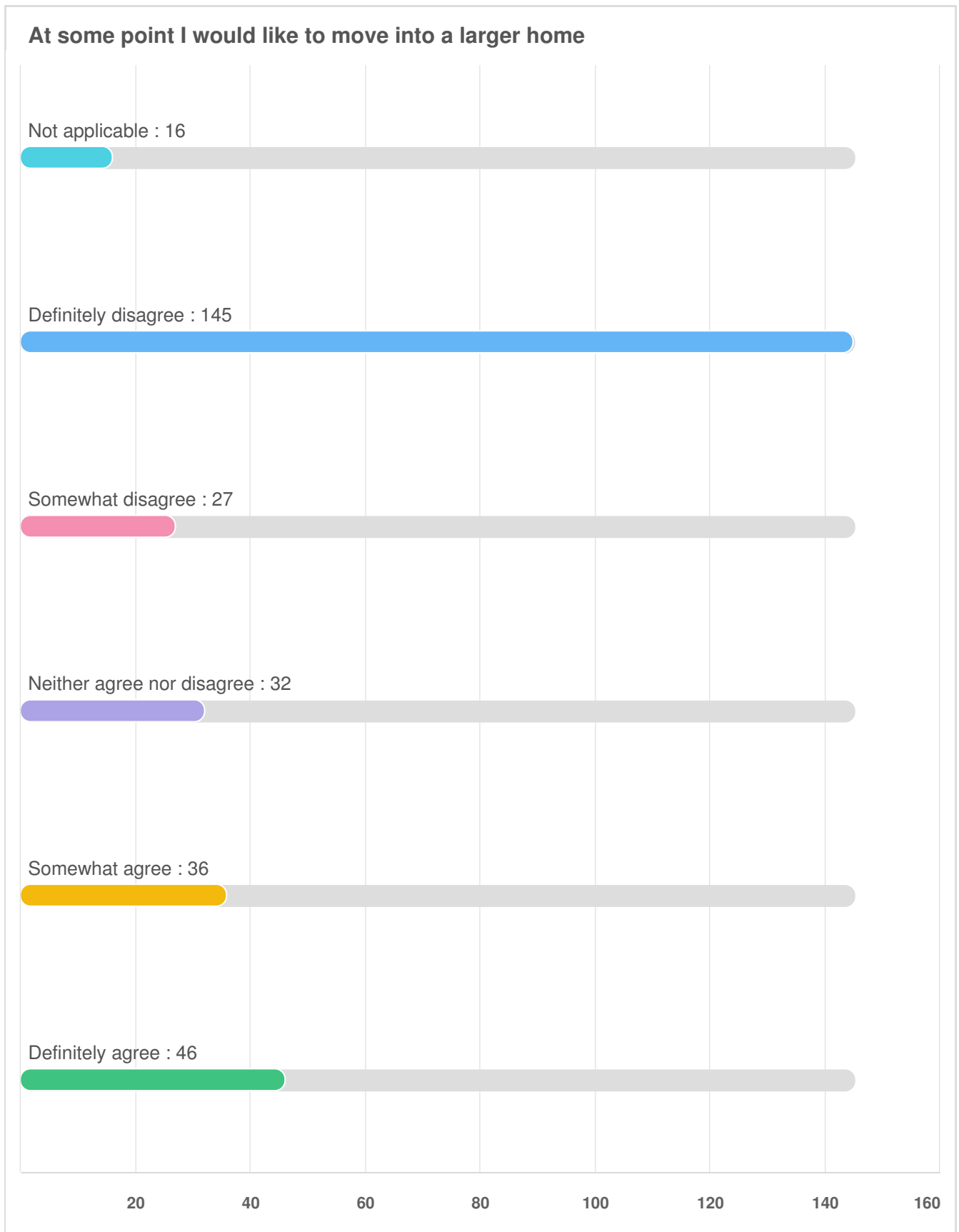


Somewhat agree : 70



Definitely agree : 66





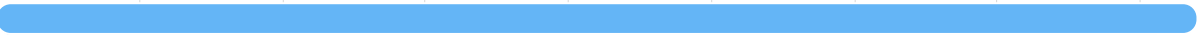


**The idea of homesharing (sharing a dwelling with one or more unrelated people) appeals to me**

Not applicable : 5



Definitely disagree : 168



Somewhat disagree : 38



Neither agree nor disagree : 25



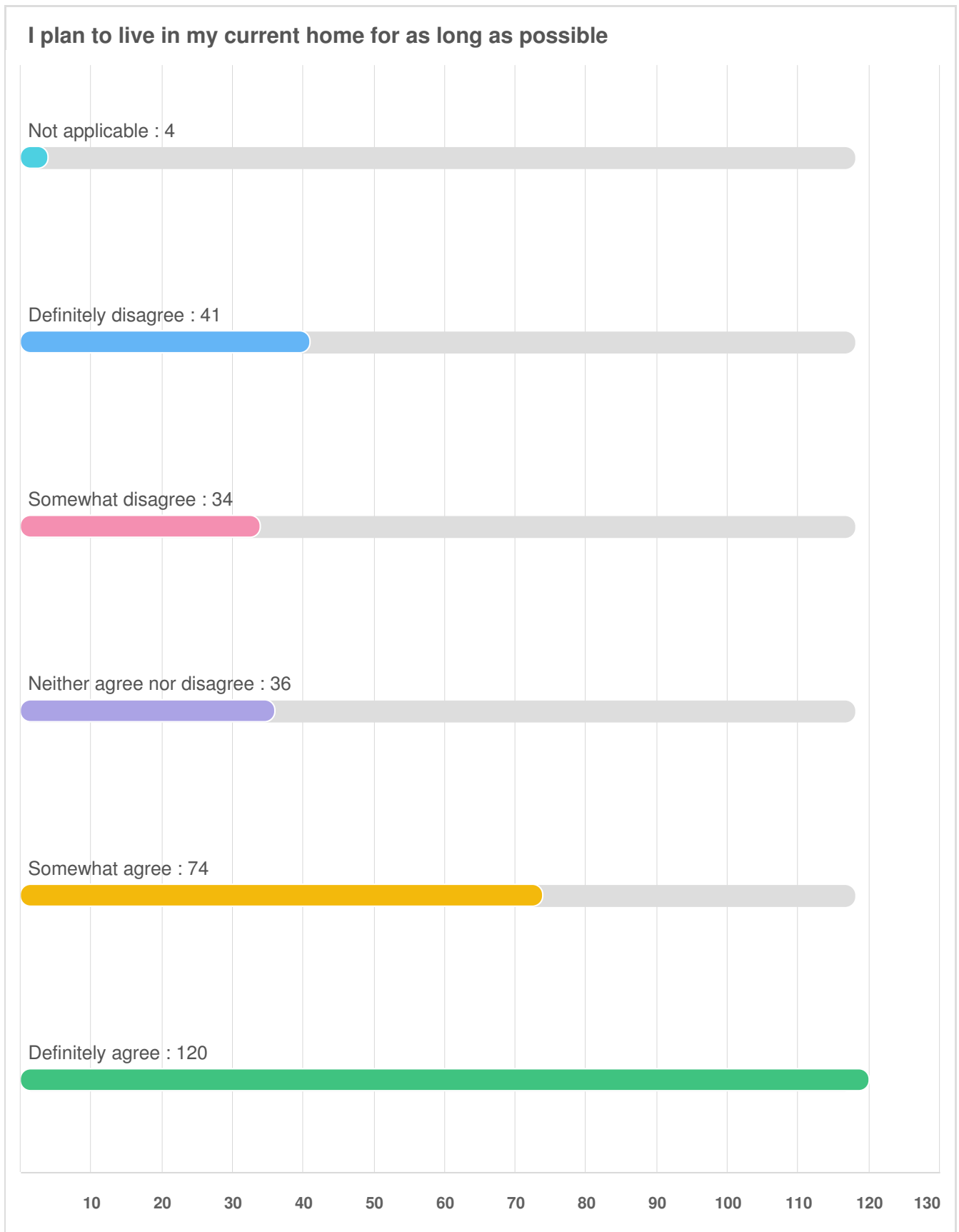
Somewhat agree : 46



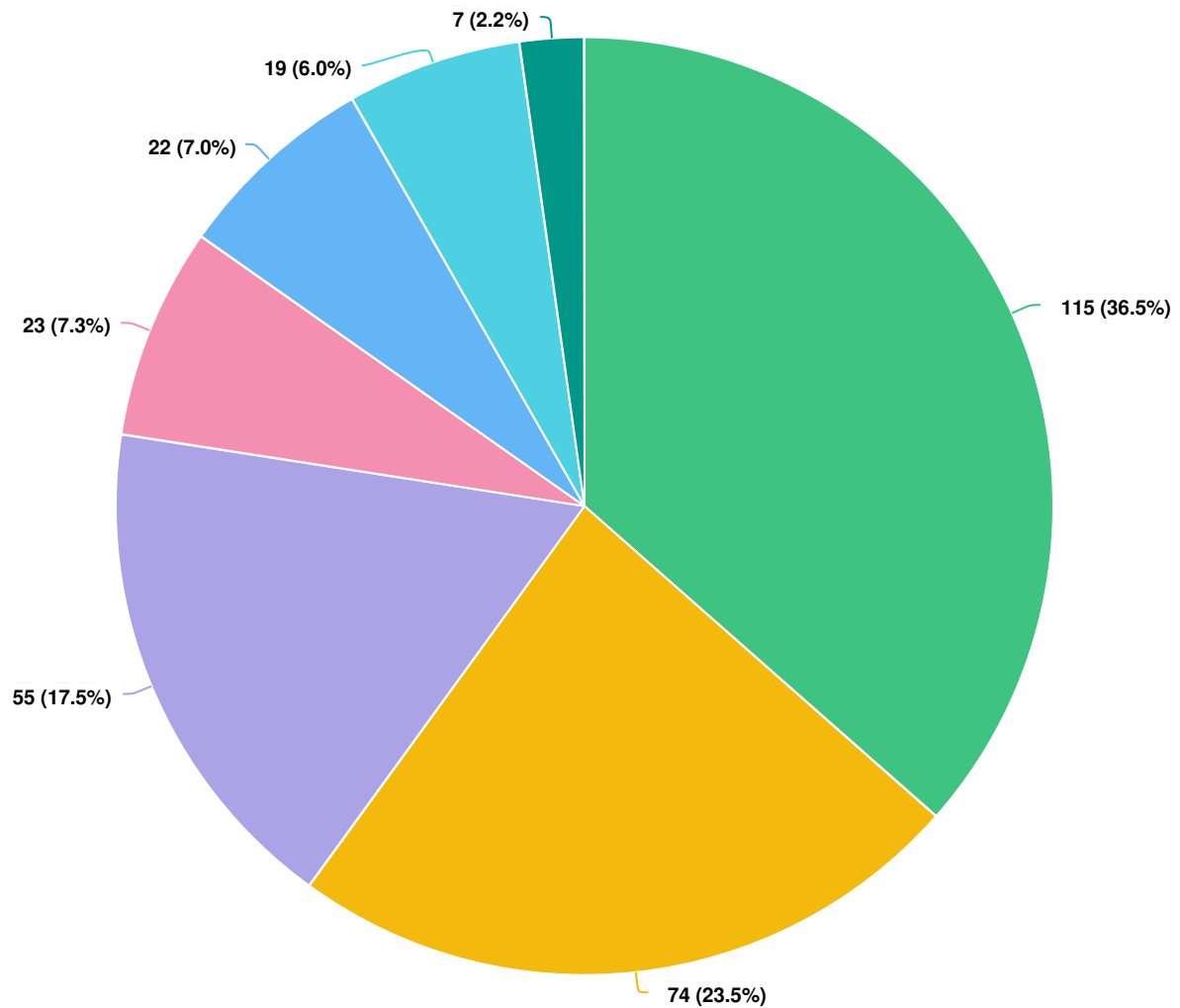
Definitely agree : 21



20 40 60 80 100 120 140 160 180



**Q10** Approximately what percentage of your monthly gross (before taxes) household income would you say you spend on housing costs (include rent/mortgage, utilities and insurance.)

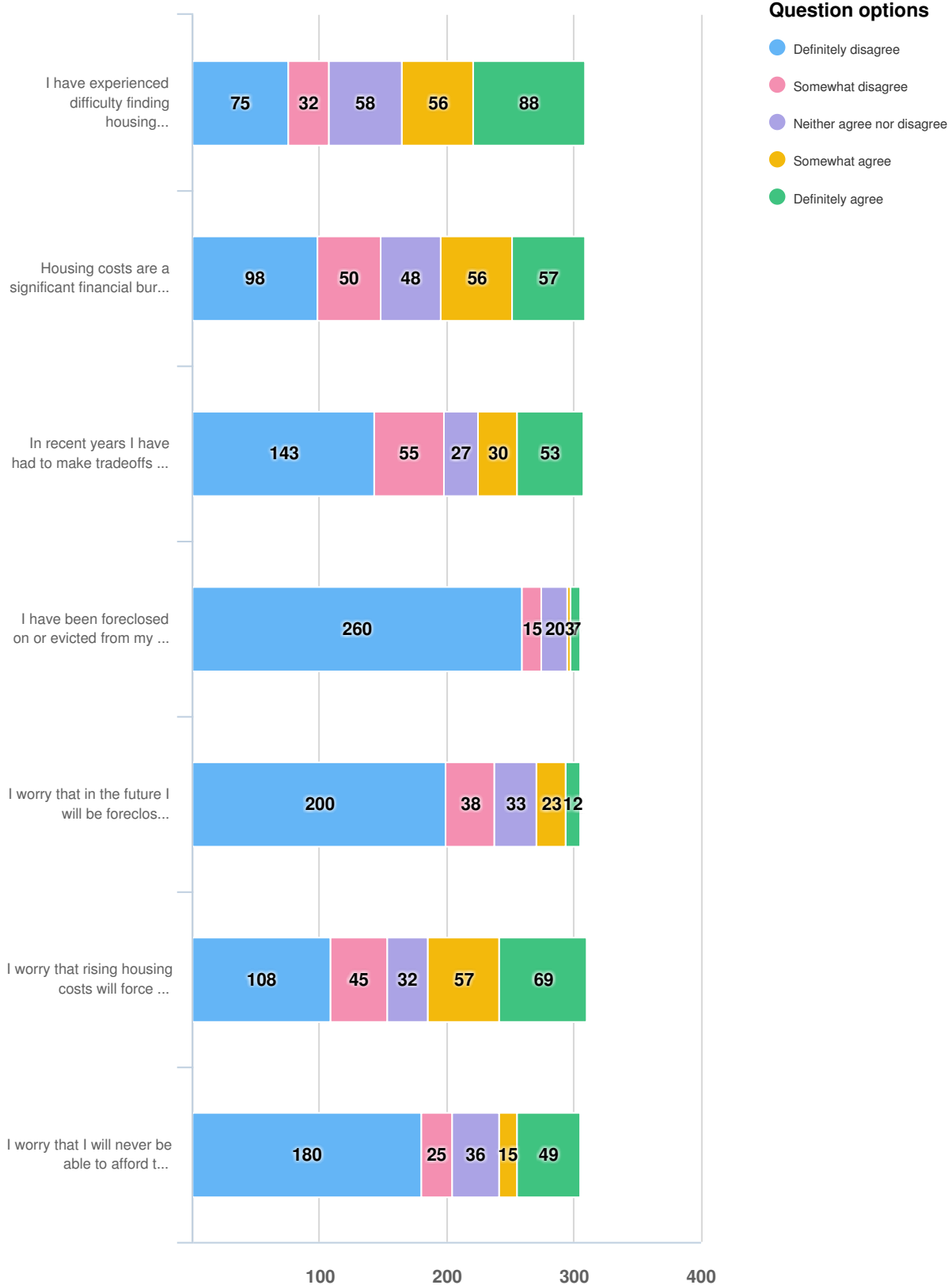


#### Question options

☐ Not sure
 ☐ More than 50%
 ☐ 41%-50%
 ☐ 36%-40%
 ☐ 31%-35%
 ☐ 21%-30%
 ☐ 20% or less

Optional question (315 response(s), 1 skipped)

Question type: Radio Button Question

**Q11 How much do you agree with the following statements?**

Optional question (314 response(s), 2 skipped)

Question type: Likert Question

**Q11 | How much do you agree with the following statements?****I have experienced difficulty finding housing that is affordable for me in Olympia**

Definitely disagree : 75



Somewhat disagree : 32



Neither agree nor disagree : 58



Somewhat agree : 56



Definitely agree : 88



10 20 30 40 50 60 70 80 90 100

**Housing costs are a significant financial burden for me**

Definitely disagree : 98



Somewhat disagree : 50



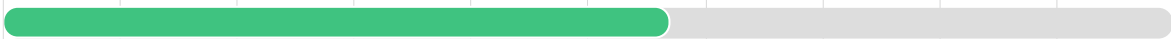
Neither agree nor disagree : 48



Somewhat agree : 56



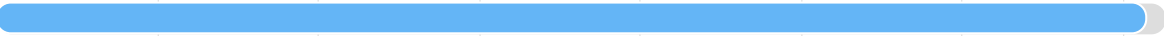
Definitely agree : 57



10 20 30 40 50 60 70 80 90 100 110

**In recent years I have had to make tradeoffs (such as cutting back on spending for other needs like health care or healthy food, or taking a second job) in order to make my housing payments**

Definitely disagree : 143



Somewhat disagree : 55



Neither agree nor disagree : 27



Somewhat agree : 30



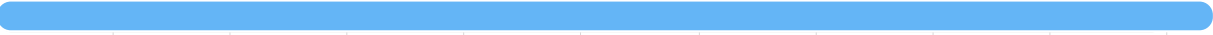
Definitely agree : 53



20 40 60 80 100 120 140 160

**I have been foreclosed on or evicted from my home due to an inability to afford my housing payments**

Definitely disagree : 260



Somewhat disagree : 15



Neither agree nor disagree : 20



Somewhat agree : 3



Definitely agree : 7



25 50 75 100 125 150 175 200 225 250 275



**I worry that in the future I will be foreclosed on or evicted from my home due to an inability to afford my housing payments**

Definitely disagree : 200



Somewhat disagree : 38



Neither agree nor disagree : 33



Somewhat agree : 23



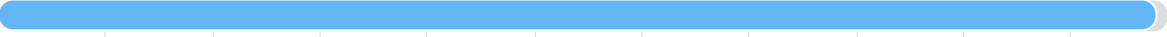
Definitely agree : 12



25 50 75 100 125 150 175 200 225

**I worry that rising housing costs will force me to move out of Olympia**

Definitely disagree : 108



Somewhat disagree : 45



Neither agree nor disagree : 32



Somewhat agree : 57



Definitely agree : 69



10 20 30 40 50 60 70 80 90 100 110 120

**I worry that I will never be able to afford to own a home**

Definitely disagree : 180



Somewhat disagree : 25



Neither agree nor disagree : 36



Somewhat agree : 15

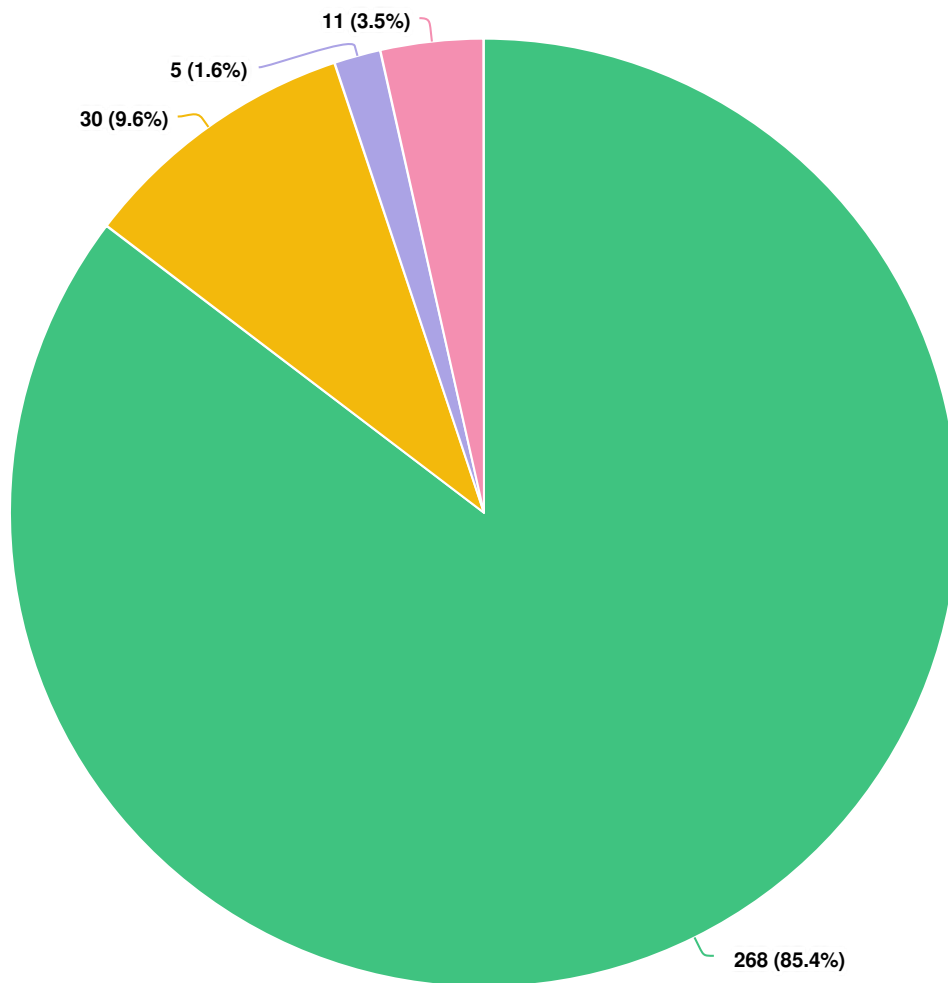


Definitely agree : 49



20 40 60 80 100 120 140 160 180 200

**Q12 Which best describes how the COVID-19 pandemic has affected the stability of your housing situation?**



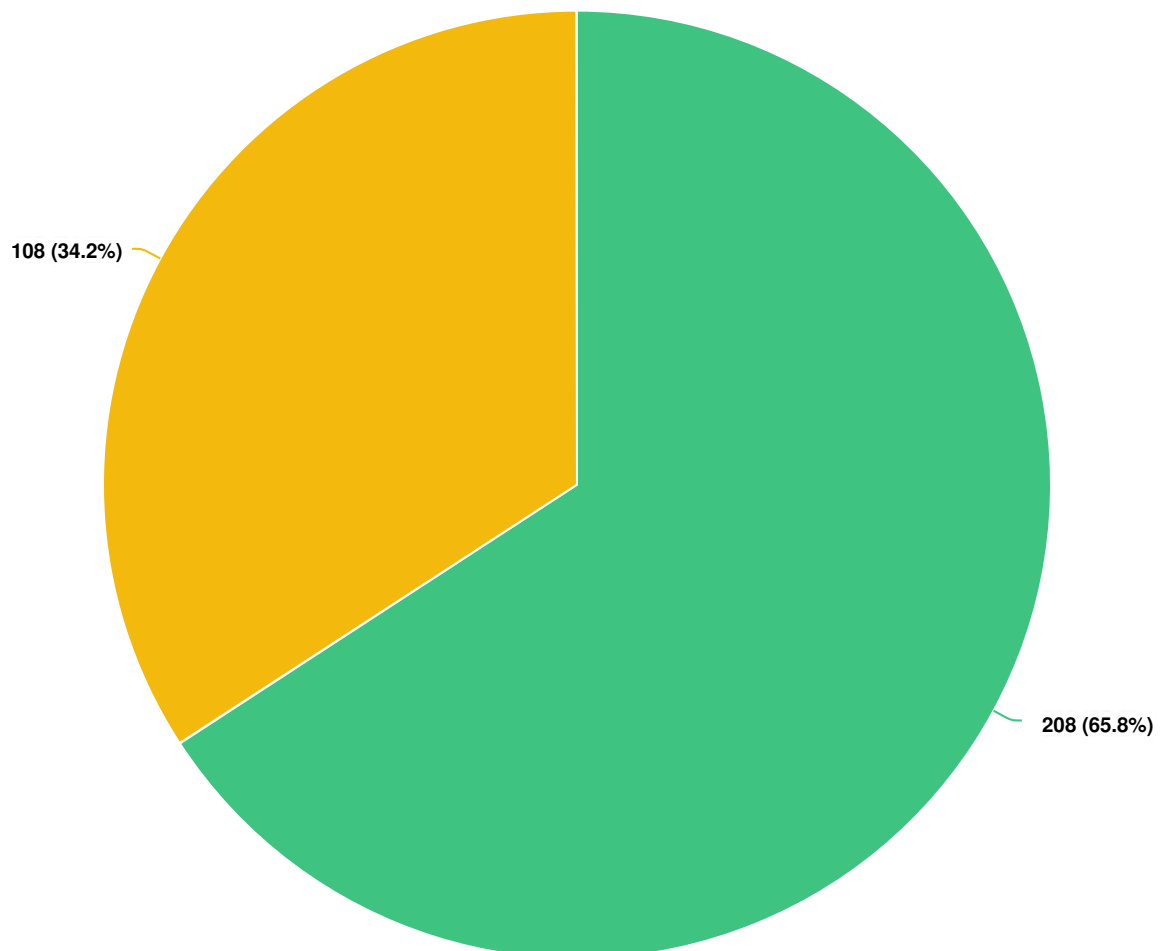
**Question options**

- My housing was already unstable and COVID made it worse
- My housing was already unstable, but COVID has not changed the situation
- My housing was stable, and COVID made it worse
- My housing was stable, and COVID has not changed the situation

Optional question (314 response(s), 2 skipped)

Question type: Radio Button Question

**Q13** First of all, did you read our storymap titled, “Welcome to the Neighborhood: Unlocking More Affordable Housing in Olympia”

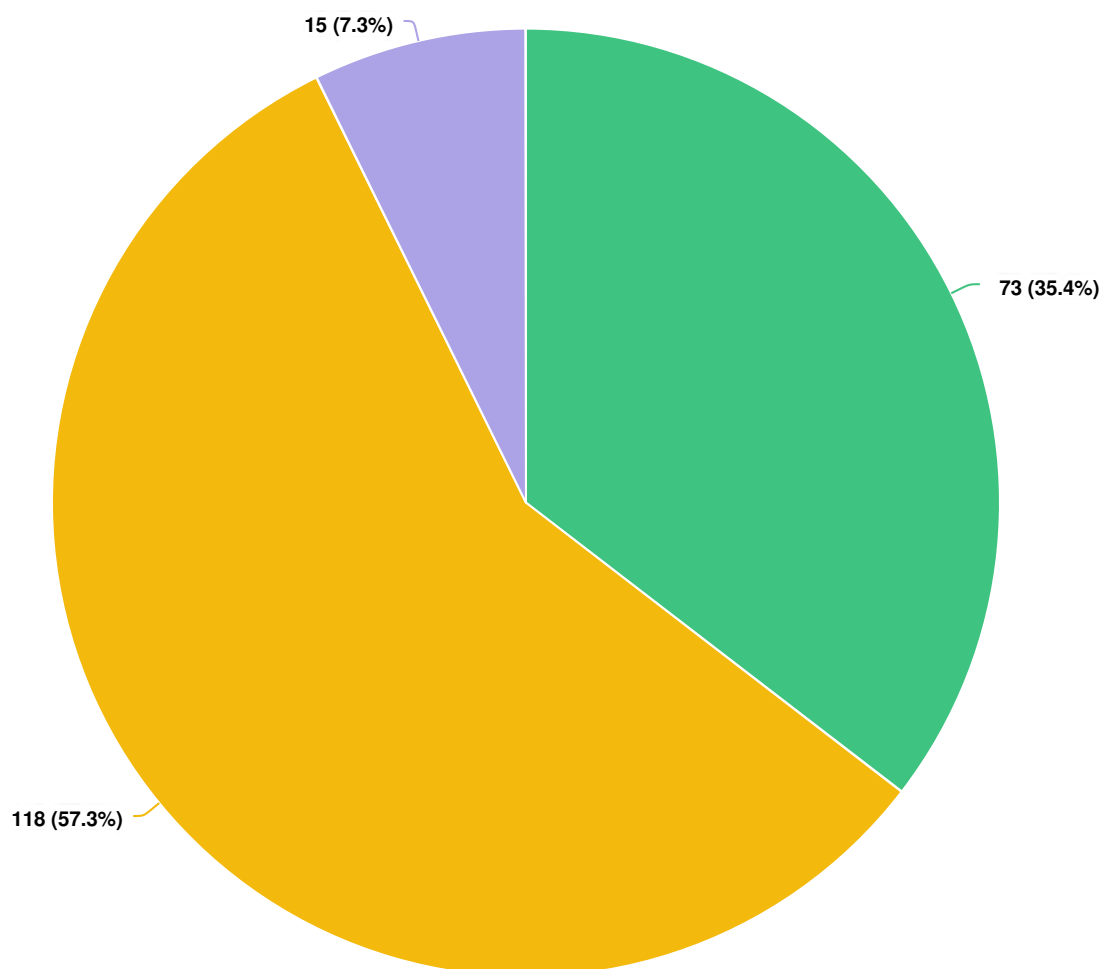


**Question options**

☐ No ☒ Yes

Mandatory Question (316 response(s))  
Question type: Radio Button Question

**Q14** How useful was the information in the storymap toward your understanding of the housing situation in Olympia?

**Question options**

☐ Not useful    ☐ Somewhat useful    ☐ Very useful

Optional question (206 response(s), 110 skipped)

Question type: Radio Button Question

**Q15 How much do you agree with the following statements?**

Optional question (316 response(s), 0 skipped)

Question type: Likert Question

**Q15 | How much do you agree with the following statements?****I want to see more housing built within Olympia**

Definitely disagree : 12



Somewhat disagree : 22



Neither agree nor disagree : 24



Somewhat agree : 63

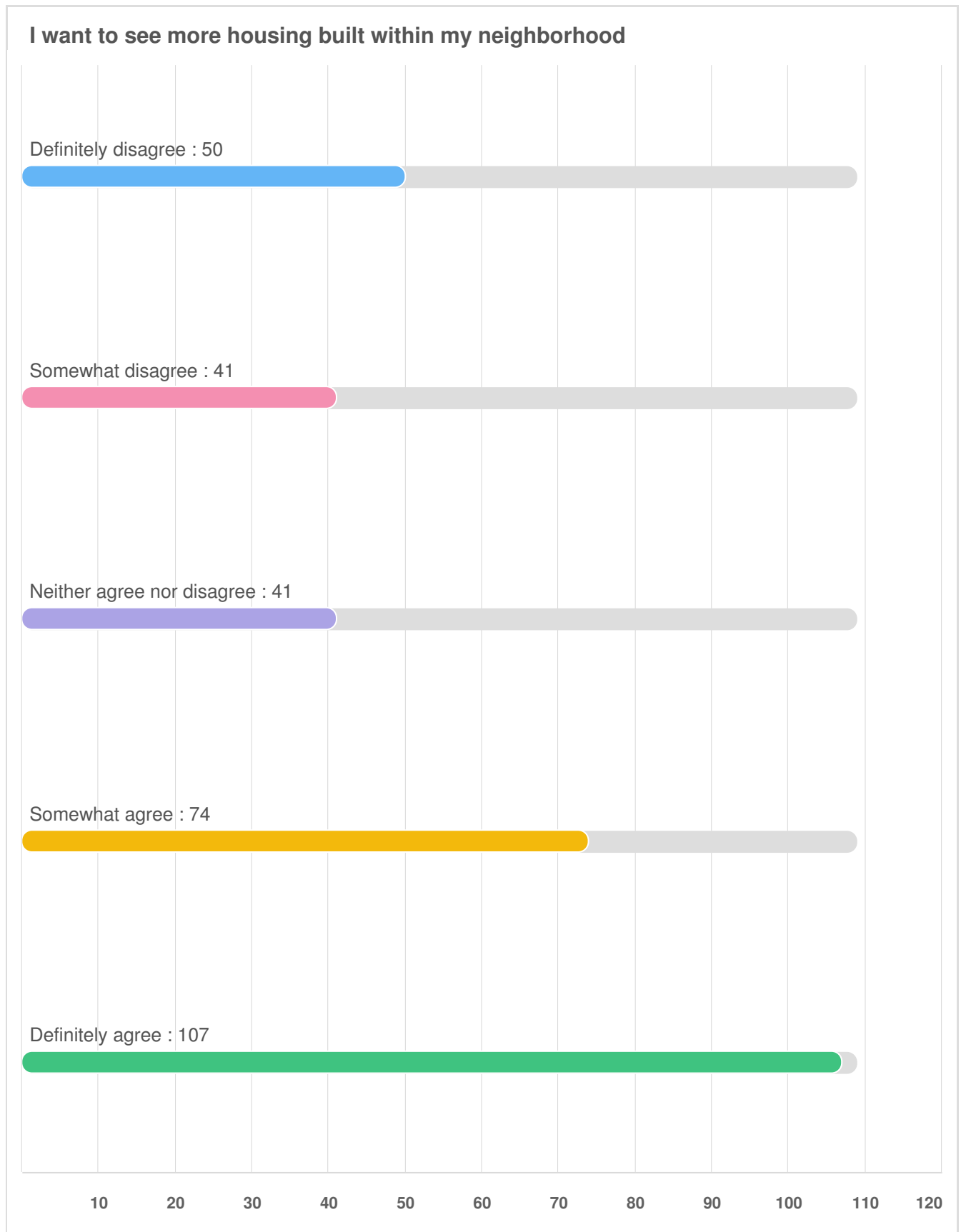


Definitely agree : 193



25 50 75 100 125 150 175 200 225





**I want Olympia to have more dedicated affordable housing for low-income people**

Definitely disagree : 11



Somewhat disagree : 22



Neither agree nor disagree : 20



Somewhat agree : 46



Definitely agree : 214



25 50 75 100 125 150 175 200 225

**I want my neighborhood to have more dedicated affordable housing for low-income people**

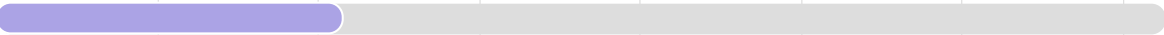
Definitely disagree : 42



Somewhat disagree : 25



Neither agree nor disagree : 43



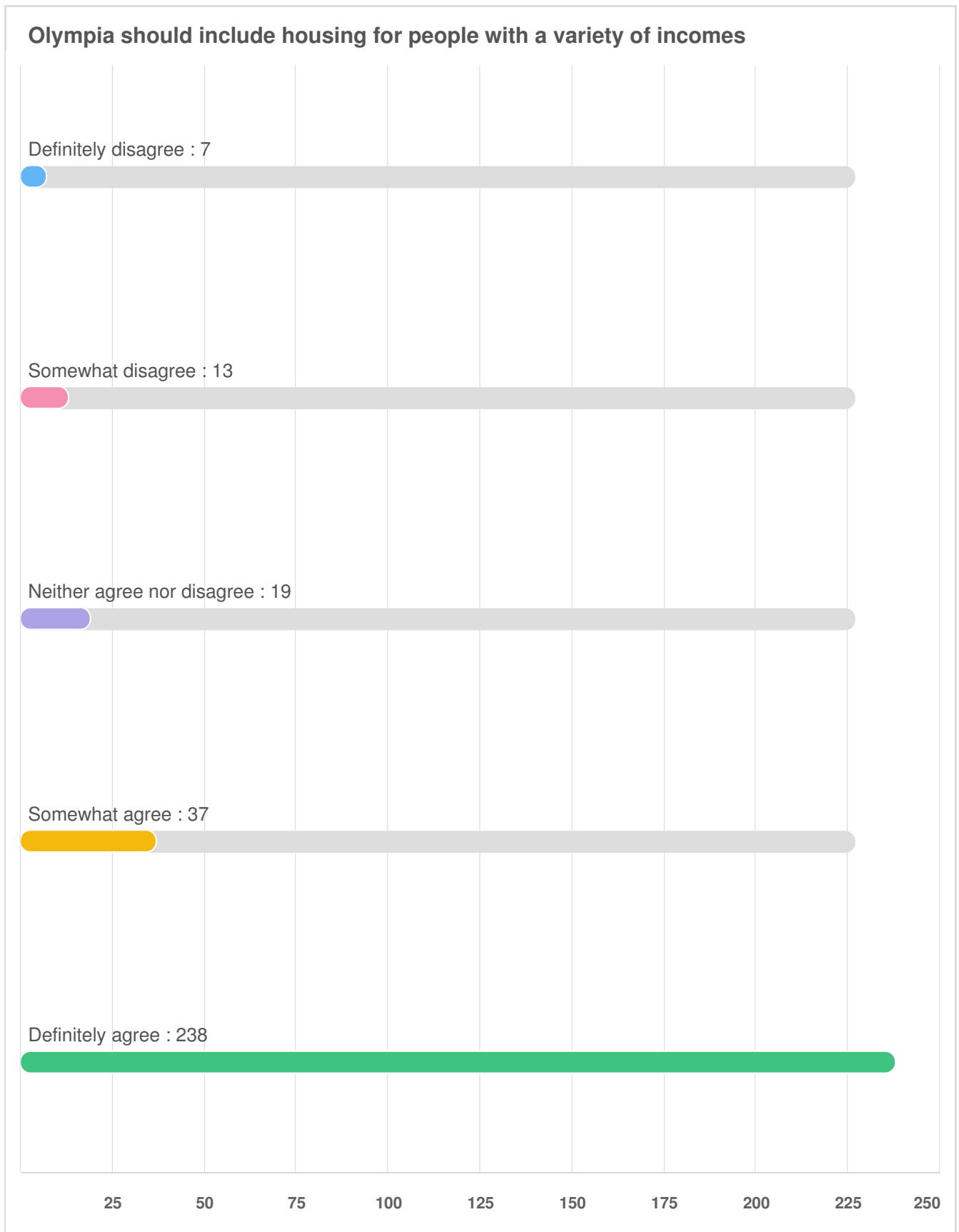
Somewhat agree : 50

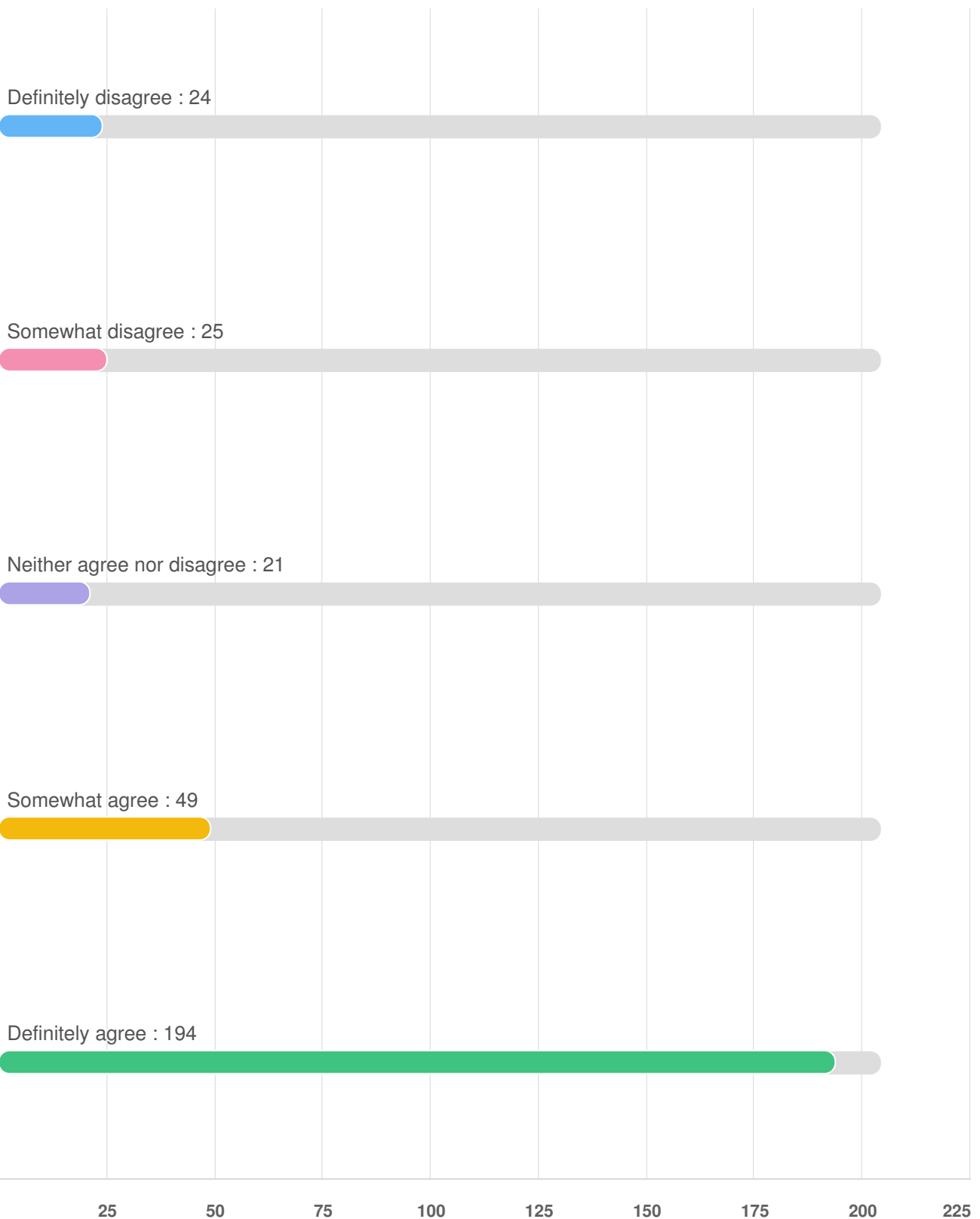


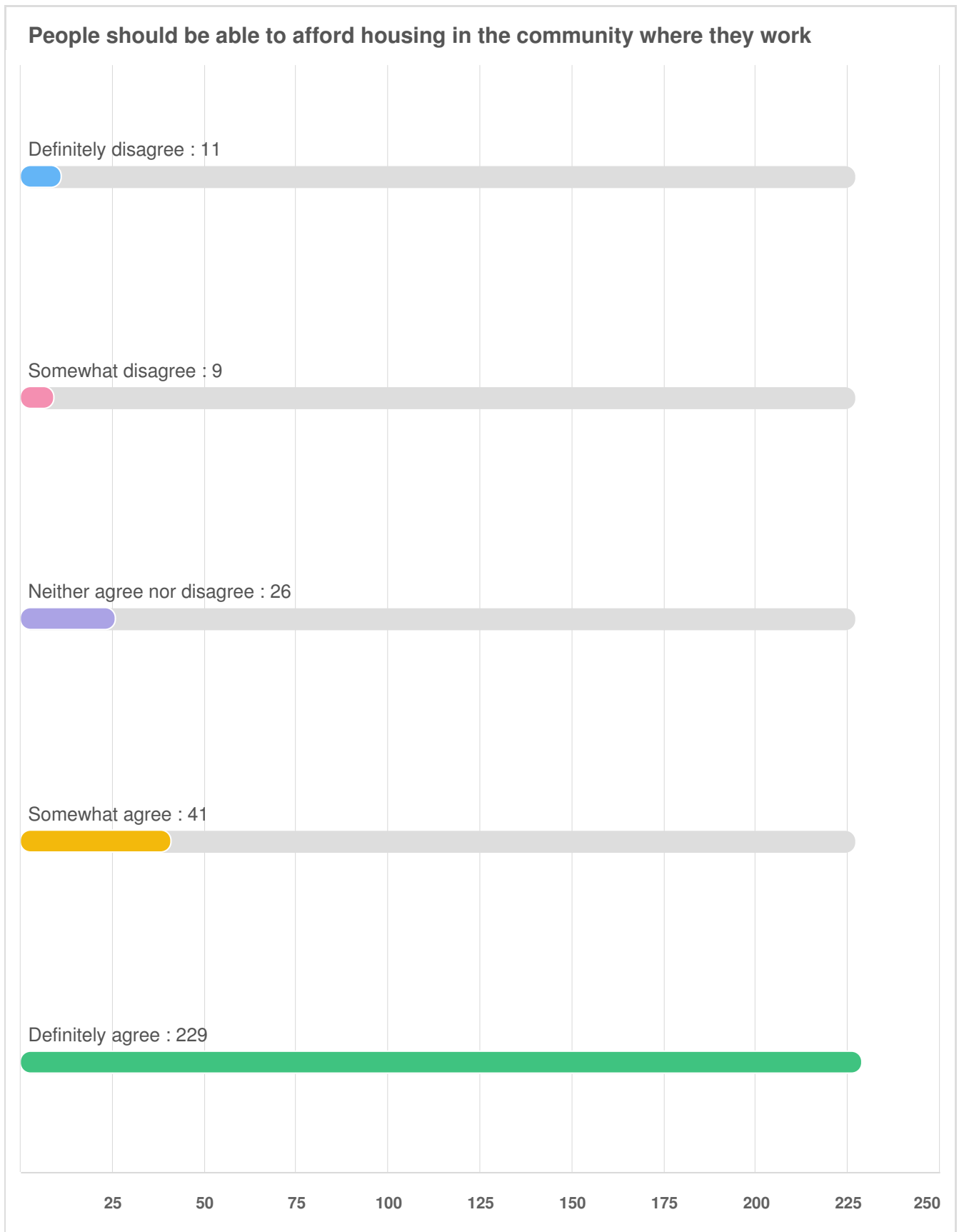
Definitely agree : 152



20 40 60 80 100 120 140 160



**Most, if not all, neighborhoods in Olympia should include housing for people with a variety of incomes**



**Q16 What is your level of support for the City of Olympia taking the following type of action?**

Optional question (315 response(s), 1 skipped)

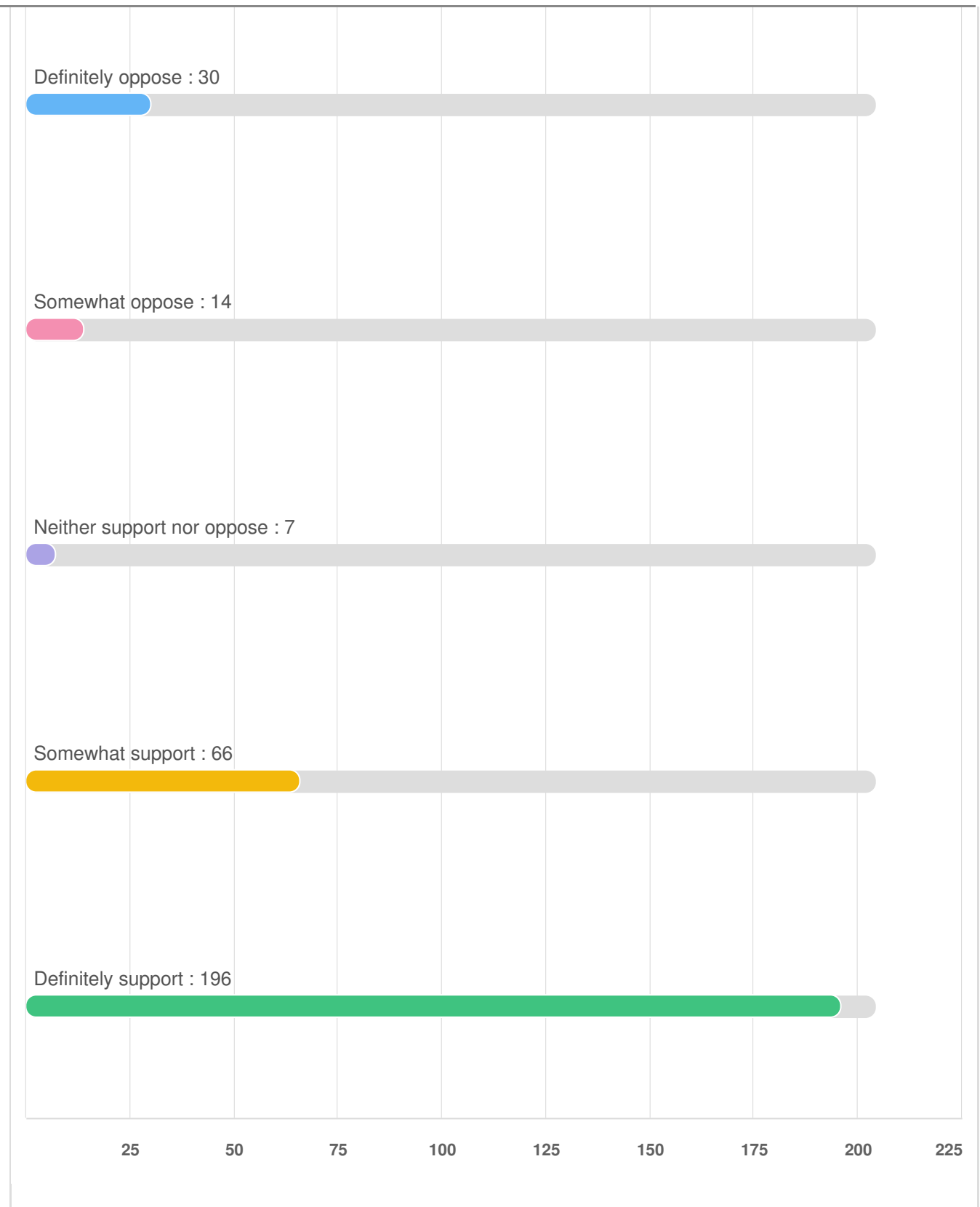
Question type: Likert Question

**Q16** | What is your level of support for the City of Olympia taking the following type of action?

Provide funding and/or land to non-profit organizations and low-income housing developers to help them purchase, build or maintain housing for low income households.



## Housing Survey : Survey Report for 19 March 2019 to 28 March 2021



**Establish a revolving affordable housing loan program to help non-profit and low-income housing developers purchase and develop properties for low income housing.**

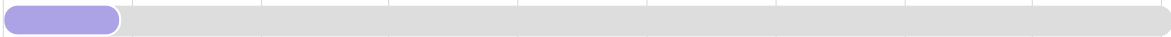
Definitely oppose : 22



Somewhat oppose : 14



Neither support nor oppose : 18



Somewhat support : 82



Definitely support : 179



20 40 60 80 100 120 140 160 180 200

**Make strategic infrastructure investments (e.g., sewer, transportation) in areas underdeveloped due to lack of infrastructure in order to spur housing development.**

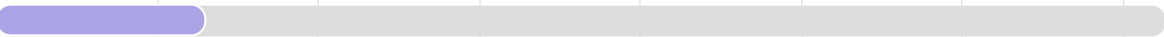
Definitely oppose : 21



Somewhat oppose : 22



Neither support nor oppose : 26



Somewhat support : 94



Definitely support : 147



20

40

60

80

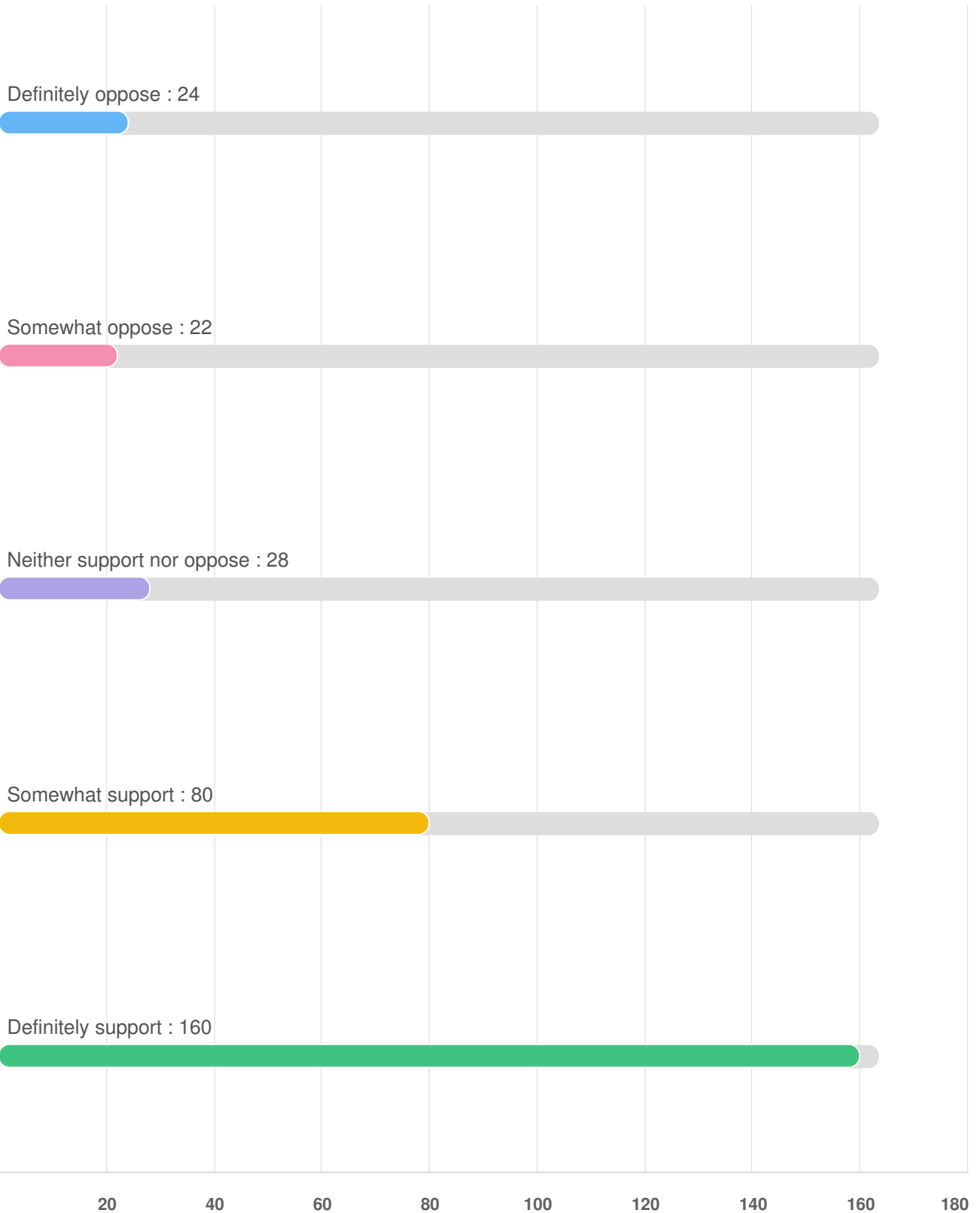
100

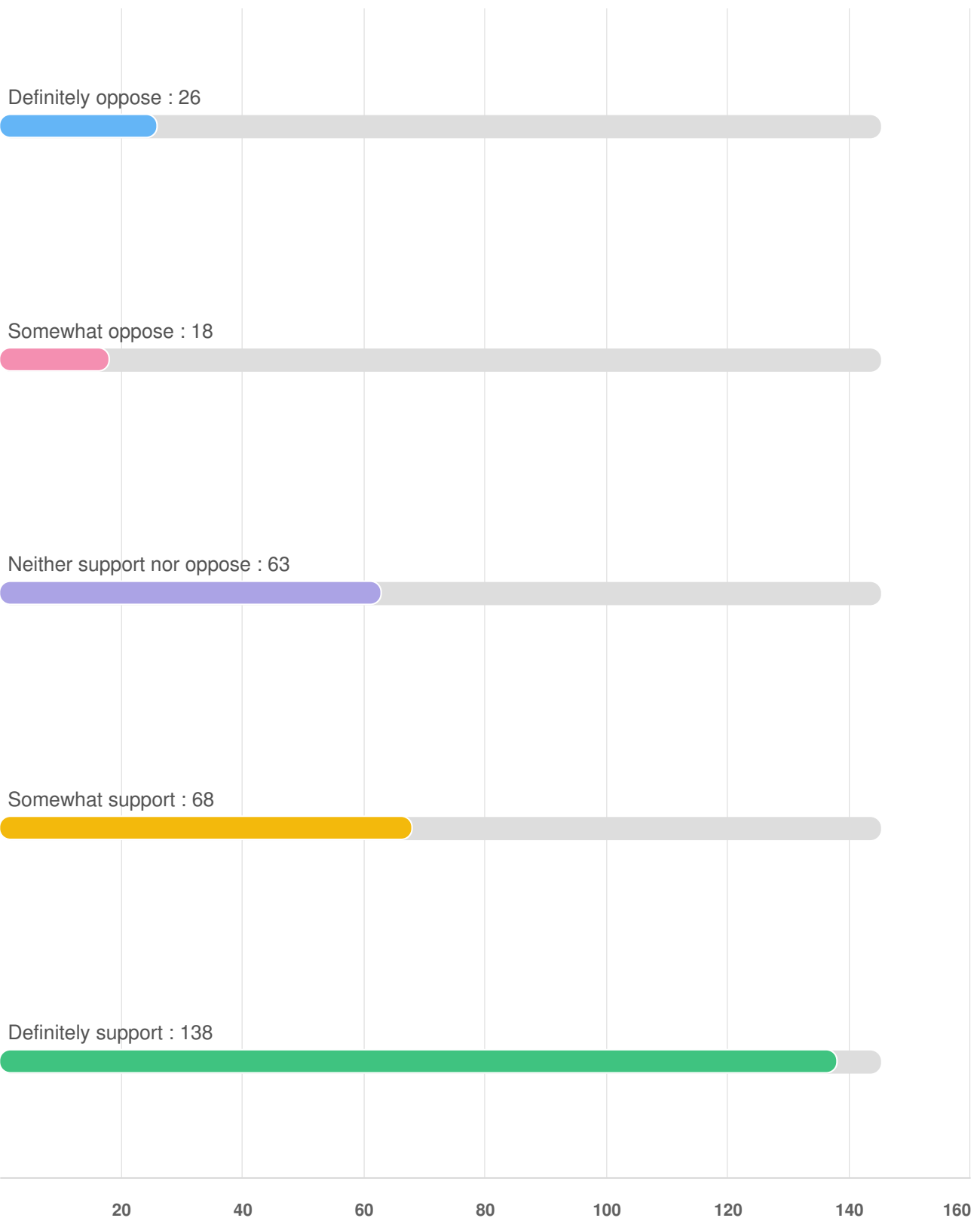
120

140

160

**Establish incentives (e.g., density bonus, development fee reductions, etc.) that help make it financially feasible for developers to include a certain percentage of low-income housing units within new multifamily developments.**



**Carry out a strategic planning process aimed at increasing residential density around the Capital Mall area on Olympia's westside.**

**Develop an easier path for adapting vacant commercial space into housing (e.g., relaxed regulations, incentives).**

Definitely oppose : 15



Somewhat oppose : 9



Neither support nor oppose : 17



Somewhat support : 66



Definitely support : 203



25 50 75 100 125 150 175 200 225

**Reduce parking requirements for residential uses near frequent transit routes.**

Definitely oppose : 42



Somewhat oppose : 28



Neither support nor oppose : 54



Somewhat support : 65



Definitely support : 122



10 20 30 40 50 60 70 80 90 100 110 120 130

**Review fees and regulations (e.g., thresholds for requiring street or other improvements, permit process) to identify housing cost reductions.**

Definitely oppose : 22



Somewhat oppose : 21



Neither support nor oppose : 43



Somewhat support : 74



Definitely support : 153



20 40 60 80 100 120 140 160 180



**Work with partners to help households achieve home ownership.**

Definitely oppose : 8



Somewhat oppose : 13



Neither support nor oppose : 44



Somewhat support : 69



Definitely support : 180



20 40 60 80 100 120 140 160 180 200

**Require owners of multifamily housing to provide tenants with the first opportunity to purchase the property when it is going up for sale.**

Definitely oppose : 41



Somewhat oppose : 22



Neither support nor oppose : 52



Somewhat support : 57



Definitely support : 143



20 40 60 80 100 120 140 160

**Require owners of single-family homes to provide rental tenants with the first opportunity to purchase the property when it is going up for sale.**

Definitely oppose : 44



Somewhat oppose : 25



Neither support nor oppose : 47



Somewhat support : 71



Definitely support : 127



20

40

60

80

100

120

140

**Require developers to provide low income tenants with relocation assistance if they will be displaced by redevelopment.**

Definitely oppose : 35



Somewhat oppose : 10



Neither support nor oppose : 31



Somewhat support : 59



Definitely support : 178



20 40 60 80 100 120 140 160 180 200

**Q17 | Is there anything else you would like to tell us?**

3/05/2021 02:03 PM

This survey is clearly biased and is aimed at the continuing to degrade our neighborhoods and support destruction of neighborhoods. It doesn't address environmental considerations and is aimed at supporting developers.

3/05/2021 02:07 PM

I'm a little nervous about easing parking requirements. Better to replace the need with alternatives to cars. Otherwise, we all need to do what we can to provide more housing for all, even if it affects us in ways that we don't like. Our housing policies are racist and classist. Maybe we didn't plan it that way, but the proof is in the pudding.

3/05/2021 02:15 PM

The City of OLYMPIA needs to reduce the Permit and impact fees on new housing. It also needs to remove the Sprinkler system mandate. it makes building in the city too expensive. This simple step will have a huge impact on new housing.

3/05/2021 02:15 PM

Don't place the burden of supplying low cost housing on landlords who have their own cost issues to deal with. This is a city or county responsibility; take ownership.

3/05/2021 02:23 PM

Go Olympia!

3/05/2021 02:47 PM

These choices are interesting but seem at odds with the current emphasis on building market-rate apartments while giving developers extreme tax deferrals. Requiring the developers to have a percentage of low-income housing should have happened years ago. Concentrating the drug -addicted and mentally unstable in the downtown core while not providing services is not compassionate and does not lead to people wanting to live and work in Olympia. At least not long-time residents who know what it was like before.

3/05/2021 02:48 PM

Don't try and manipulate the market. Provide incentives and reduce costs to building. There are so many new requirements and impact fees, that adds tremendously to the cost of construction. You can't build affordable housing when between impact fees of \$40k, pervious surface requirements, sprinkler system, and on site water retention, that can add upwards of \$100k to a home! You have to charge at least \$400-500k to make it pencil out. Then downtown requirements of flood gates, parking, trees, street lights etc, again it makes marginal projects unaffordable. Make development easier, quicker, and cheaper, and it will come. Also look at higher building heights so we go up vs out.

3/05/2021 02:51 PM

When will Capital Lake, Wheeler Road, Ensign Road and similar areas be cleaned out? Enough studies!

3/05/2021 03:07 PM

Reinvest in working people instead of the homeless and drug addicted that drain. Out already limited resources. Cut the tens of thousands of dollars

legal, county, state fees including permit fees to build a new home in Olympia.

3/05/2021 04:06 PM

Thanks for your thoughtful attention to this important issue. It's difficult to solve and reach agreement on how to create more housing at different price points/density for many reasons. On a personal note, I'd like to see more attention paid to building sidewalks next to busy roads that are used by pedestrians. I know sidewalks are expensive. But they are worth it for quality of life and for safety of walkers. I'm thinking in particular of the very busy road that leads to Marshall Middle School on the westside. It is so dangerous for kids walking up that hill. Also, please pay attention to building height. I was disappointed by the Parkside Cafe being so overwhelmingly tall and out of scale on Harrison Avenue. There need to be firm planning codes in place to prevent this from happening, no matter how well intentioned the developer is in creating a new retail space. I also encourage the city to continue working on ADUs. Providing approved models (like Lacey is doing) seems like a good route to go. We will need more of these as the population increases and ages. I'm glad the city has relaxed the sprinkler codes for older homes that are building ADUs. More needs to be done to incentivize their development and integration into existing neighborhoods without making them so costly to be compliant with city codes.

3/05/2021 04:09 PM

Maintain zoning that prevents out of town landlords and investors from building without interest or care of existing communities

3/05/2021 04:10 PM

When Seattle moved toward allowing developers to NOT provide parking space due to nearby mass transit, people brought their cars to the area anyway creating serious parking issues. Complex builders should be required to provide parking space on the property where they build whether on surface parking lots, underground, or in parking structures. If they can't do that, due to water tables, et al, the property should be repurposed to something else.

3/05/2021 04:15 PM

Consider impact of overflow parking on narrow residential streets to ensure easy access by emergency and sanitation vehicles.

3/05/2021 04:18 PM

I know this is irrelevant to your survey but, Thurston Co./cities, in coalition with other state counties/cities, must pressure the state legislature to institute law(s) making it mandatory for homeless residents (HR) to accept community/other placements when available and appropriate to the HR's situation. I know any such law will be appealed, referencing the 9th circuit, but we must keep trying. Thank you for the opportunity to take the survey and enter this comment.

3/05/2021 04:29 PM

This isn't truly a survey. Nowhere does it seek input or new ideas. It focuses narrowly on the topics the city considers important and that list is biased. It mentions infrastructure briefly but doesn't address issues related to homelessness such as Health and Safety or Environmental Impacts. More importantly, these plans do not address the new reality that is made clear by the pandemic - People want space, both indoors and outdoors to deal with

the lockdown. The pressure on housing is even greater than it was a year ago as residents realize that they need an extra room for office or schooling, not a space made smaller by cheaper and limited housing styles and cost-cutting measures by developers. They want to be able to have a yard and play space to enjoy the day not a 16 unit, 3 story box with a 5 foot yardline setback. The market pricing is already 13% higher than a year ago. How does your funding model pay for that? It does not address the impacts of creating classifications of neighborhoods which by style and manner of construction could amount to the development of ghettos and stigmas attached to the area and its residents. If tax breaks and reduced development fees were important, why did the city waste the incentives on expensive, high end developments near the waterfront that will never be affordable housing and only line the pockets of already wealthy developers and dentists. There is a high level of hypocrisy related to the wording of these plans verses the actions seen.

3/05/2021 05:01 PM

We need state level section 8 or federal that is need based and not limited. I have tried to get housing help for 10 YEARS. My rent is 105% of my income. I cannot get housing help if I am housed, I have to be on the streets. I am being penalized for steady fiscal discipline. I have to do a GFM to raise rent, so in other words I am forced to beg. I did get 3 months assistance in 2020 due to COVID and it made all the difference in my life. I should not have to live with this level of stress. My house is up for sale now. Luckily my landlord is trying to find an investor who will take the house and me as a package deal because despite my rent being so high relative to my income, I have always paid it because housing is my number one value. I stay housed in Oly on 15K a year. It is remarkable I can do it. It is a testament to my ability to survive on nothing. I use the food bank, union gospel, all the providers because I cannot get rental help. Yet able bodied young people will get vouchers ahead of me. I am not alone, I had a severely disabled woman staying in my spare room, she too could not get help unless she was on the streets. That is not right. I thought Housing First was designed to keep people off the streets not force them on to them. She tried the shelters, she tried to stay on the streets a couple nights to qualify, she did not, it was incredibly sad. I had a near breakdown over guilt when I had to have her leave due to my lease, and my fear that I would be in violation and lose my housing. This is NOT RIGHT! She was incontinent w heart & cognitive problems, and Olympia was forcing her to stay on the streets to get help. There was NOTHING for her. It was all going to the street subculture, she was left to fall. I honestly do not know what happened to her and it weighs on me constantly. It is stories like hers and mine (and so many others) that are propelling my run for Olympia City Council. It is morally WRONG.

3/05/2021 05:10 PM

My household is not cost burdened, because we had the good fortune to buy our home 20 years ago. It's really painful to watch many families not be able to get into stable rental housing or ownership. We need more diverse infill housing.

## Housing Survey : Survey Report for 19 March 2019 to 28 March 2021

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3/05/2021 05:34 PM	Drug addiction is the primary driver of homelessness. Affordable housing is largely unrelated to homelessness.
3/05/2021 05:47 PM	<p>Denser and more diverse neighborhoods are critical to a strong Olympia. As an owner of a single family home in an established neighborhood, I would love to welcome more neighbors to this great community - and my neighborhood in particular. It's people who give Olympia its great character. I strongly support whatever efforts are required to make sure all of Olympia is available to everyone who wants to live here regardless of income, age, race, and ability.</p>
3/05/2021 06:17 PM	<p>If new housing does not pay impact fees the rest of us will be paying for the needed parks, roads, etc. Okay to help people who really need support but I do not support subsidies for housing types that simply 'increase the inventory.' I don't really buy the 'trickle down' concept that any new housing makes housing more affordable. Large homes and expensive condos do not bring down the price for other housing. Developers and builders should be finding ways to offer housing that fits current needs. Also wages are part of this problem so having a minimum wage that offers a living wage makes sense as part of the solution.</p>
3/05/2021 07:13 PM	<p>I have lived in Olympia for 36 years. We as a city are losing our identity, allowing developers to get special concession, build high rate apartments with not enough parking. This takes parking away from people who are trying to shop at downtown business.</p>
3/05/2021 08:23 PM	<p>I do not have a lot of information about "low income property developers" and find myself wary and untrusting of their intent. This may just be a lack of clear information. I have some concerns about how well low income housing is managed and cared for now. I'd hate to see that grow!</p>
3/05/2021 08:25 PM	<p>Great work and keep up the good work.</p>
3/05/2021 10:55 PM	<p>Vadas, B. Jr. 2020. The future of Olympia's urban zoning in the face of covid-19 and climate change. Works In Progress (Olympia, WA) 31(3): 14 (<a href="https://olywip.org/the-future-of-olympias-urban-zoning">https://olywip.org/the-future-of-olympias-urban-zoning</a>). Vadas, R.L. Jr. 2021. OP-ED: Concerns about West Bay Yards development proposal. Olympia Tribune [online], March 4: 1 p. (<a href="https://theolympiatribune.com/op-ed-concerns-about-west-bay-yards-development-proposal">https://theolympiatribune.com/op-ed-concerns-about-west-bay-yards-development-proposal</a>).</p>
3/06/2021 08:00 AM	<p>While I am generally supportive of "missing middle"-type housing and increasing the density of inner-Olympia neighborhoods (NE, SE, Westside, etc.), city officials should not be so dismissive of the impacts of these types of changes on residents, many of whom are not particularly affluent. Go walk around similar neighborhoods in Seattle and Portland to see what lies ahead: 100-year old homes being demolished left and right, and being replaced with big shiny condos for even wealthier inhabitants. Rents and housing costs remain sky high. What's different about Olympia than Portland, Seattle, etc.,</p>

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is that there is TONS of vacant land here. Downtown is 25% parking lots or vacant buildings. The westside is home to some of the most regrettable land use decisions in Olympia planning history: Capital Mall and Cooper Point Blvd. Think of all the housing that could be there if city officials hadn't decided that thousands of parking stalls and half-vacant strip malls were a better use of all that space. (I'm sure the impact fees were great, though!) Maybe you should focus more of your efforts there? Sort of feels those of us who were fortunate enough to be able to move to inner-Olympia neighborhoods back when it was still barely affordable are now being asked to shoulder a disproportionate burden of the changes needed to accommodate the region's growing population.

Stop City leaders from recommending tenants start a rent strike. The City needs to be friendly to developers if you want the housing we need built.

3/06/2021 08:09 AM

You did not ask what other things people spend their money on. Without this info, you can hardly analyze who can afford what (ie people who choose to spend money on things other than housing, then complain they cannot afford housing). You also did not ask about whether the person was capable of gainful employment or voluntarily unemployed. You did not ask about why someone has unstable housing, and any attempts they have made to secure stable housing. As to the question about, essentially, being entitled to afford to live where one works, the question should be whether one should chose to live where one can afford to do so, or whether one who chooses to live in an area where one cannot afford should expect his fellow neighbor to absorb the cost of that decision. The city's job is to ensure the city runs efficiently and productively most of the time for most of the people. The city's job is not to socially engineer housing affordability so that a certain population in Olympia consumes a disproportional amount of the city's and taxpayer's time, money, and resources. I purchased my home in an area where there are stable, long-term residents. I do not wish to reside along unstable, short-term residents as there exists a difference in behavior, treatment of the land and property, expectations and involvement in community gatherings, safety, etc. In low-income, higher-density housing areas I see behavior of residents that are inconsistent with my values and expectations of behavior.

3/06/2021 08:37 AM

Whatever works to bring more housing online, I support it.

3/06/2021 09:33 AM

We live in a neighborhood that is currently all smaller, one story homes. However, directly behind us is a one-plus acre parcel with one dwelling (also a one story home). We are very worried that if this parcel is sold, it could be developed with two or three story dwellings, such that we lose all our backyard privacy. That would be devastating, since we purchased this home because of its relative privacy. If any future development was limited to only allow one-story homes, that would be perfect.

3/06/2021 11:22 AM

Olympia should be careful not to turn into Seattle.

**Housing Survey : Survey Report for 19 March 2019 to 28 March 2021**


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3/06/2021 03:11 PM

3/06/2021 04:16 PM

Consider reducing or eliminating any existing requirements that on-site parking be included in multi unit development near transit.

3/06/2021 04:35 PM

Housing people is - and will continue to be a challenge. Use all available strategies to continue to make progress on adequate housing and prevention of additional houselessness for as many people as possible in our city and region.

3/06/2021 09:15 PM

I'm particularly interested in seeing the city use the Housing Land Trust model.

3/07/2021 08:54 AM

I would need more information about these strategies. While some sound good, I want to better understand costs, funding sources, risks, and possible unintended consequences.

3/07/2021 08:58 AM

Build more middle-income housing!! More homes worth 300,000

3/07/2021 10:34 AM

We moved into Olympia, and bought a ridiculously over-sized house because that was all that was available. It's affordable for us, but we wished there were options close in to downtown Oly that were smaller.

3/07/2021 11:33 AM

Thanks for all your efforts to supply more affordable housing. This is an extremely important issue.

3/07/2021 11:39 AM

Use of tax incentives to achieve some affordable units.

3/07/2021 01:55 PM

How about enforcing some standards around RV's and Campers that dump waste into our waterways.. Preach about environmental consciousness but I guess they all get a pass. My property tax keeps going up but the streets are dirtier than ever and now I don't even want to go downtown because its disgusting.

3/07/2021 02:18 PM

Adjustments to housing cost metrics to take single parent/primary income budgets into consideration

3/07/2021 02:41 PM

City and county planners should inventory properties to deed over to a community land trust to develop permanently affordable housing for cost burdened families and preserve governmental housing subsidies with an affordable housing resale formula.

3/07/2021 04:27 PM

Thank you for working to increase density and affordable housing in Olympia's city limits!

Thanks for investing the time and resources to make the city a better place!

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## Housing Survey : Survey Report for 19 March 2019 to 28 March 2021

3/07/2021 05:59 PM

3/07/2021 08:20 PM

Use city public land, particularly downtown parking lots for housing. Remove parking requirements for all buildings, instead look into a parking cap and a goal for reduction in absolute (rather than relative to population) vehicle miles traveled in Olympia.

3/08/2021 08:18 AM

Safe, affordable housing in Olympia is very difficult to find. I had to relocate to Tacoma to find such housing. I would have preferred to stay in Olympia, where I work.

3/08/2021 08:32 AM

800 sf houses were common at one time. Small but affordable. No one builds small houses now due to high cost of development fees. \$40,000 in permit and impact fees averages out to \$50 a square foot for a 800sf house. Have to build big to lower the SF cost. Scale the fees to fit the size of the house. Technical engineering and studies (biologist report, tree report, geotechnical engineering, etc) add another \$5-15,000 in costs. Planners don't consider the cost impacts when they require more studies, reports and surveys. Costs are incorporated into the price of house (\$10,000 avg./ 800sf house = \$12.50 a square foot). Again you have to build big to average out the costs of the reports. Thank you

3/08/2021 08:35 AM

Clear the homeless camps.

3/08/2021 08:37 AM

I appreciate that the City of Olympia is working WITH other local jurisdictions to address our housing challenges. This is a regional problem and I am grateful to see Olympia leading the way to address it.

3/08/2021 08:40 AM

The following is a loaded question because it assumes it is not already "financially feasible" for developers to do this. Once again, the city is loading questions in favor of developers: Establish incentives (e.g., density bonus, development fee reductions, etc.) that help make it financially feasible for developers to include a certain percentage of low-income housing units within new multifamily developments. Also, this needs a whole lot more explanation: " Work with partners to help households achieve home ownership." What partners? Nonprofits? Developers? Without specifics, this is impossible to answer.

3/08/2021 09:48 AM

More funding for mental health services and supportive housing. More funding for seniors who need affordable housing. More funding for housing adults who need in home provider services due to health or disability, nursing homes are full and expensive. Funding for supportive housing for those with a criminal backgrounds. Look at the big picture it's not a simple fix, all must be included in affordable housing in order to help our city continue to exist.

3/08/2021 09:55 AM

I think we need to specifically discuss economic displacement, aka "gentrification," and come up with some concrete strategies to address it.

The burden of increased fees and the sprinkler mandate are the one of the

## Housing Survey : Survey Report for 19 March 2019 to 28 March 2021

3/08/2021 10:02 AM

largest costs of building a new home. Many of the review fees that were previously free, are now so cumbersome, that they dissuade business from investigating and possibly developing property to allow affordable housing. The cost of the fire sprinklers and the alarms are an additional roadblock to affordable housing. Every additional cost added to the building process by a jurisdiction, makes housing, that much further out of reach for first time homebuyers and people with lower incomes. The additional taxes, codes, and regulations may, in an academic sense, make housing safer, however, I do not believe a safer house is better than the population of a city being able to afford housing. The burden placed on the citizen's housing looks acceptable at the micro level. In my opinion, if you step back and look at housing in its totality, these costs and regulations are making housing unattainable for the people you are trying to help.

3/08/2021 10:47 AM

Converting commercial space seems to me to hold the best possibility for quickly creating transitional housing, even if it's not permanent, and help folks get off the street.

3/08/2021 11:00 AM

The homeless situation in Downtown area has reached a serious risk to public safety. I am interested in helping with the issue as a member of this community.

3/08/2021 11:27 AM

The homelessness issue is more and more visible everyday. How are they allowed to throw all of their trash on the ground and not be held accountable? They are destroying our environment and ruining the image of this beautiful city. If they want to be apart of the community they should be held to the same standards as everyone else. I understand not all encampments can be removed, and even the homeless deserve compassion and a safe place to sleep, but they need to be accountable for preserving the environment and valuing the land that they live on.

3/08/2021 11:28 AM

Please reduce sprawl onto undeveloped land. Instead focus development in city centers or along major streets. Also consider bringing in a fresh grocer like Spuds and a business such as a Rite Aid to downtown. Walkable access to fresh food, grocery staples, prescriptions, over the counter medical supplies and items like toothpaste, etc. seem to be missing in downtown Olympia. I believe these would be welcome amenities for people living in apartments (don't own a car or want to drive to run these errands) or people living in senior housing. As a non-downtown resident but semi-regular visitor, I would head downtown more often if I could take care of multiple errands at once (i.e. hit the bakery, grab some q-tips, get that birthday gift, and some groceries for dinner that night). I also appreciate the focus on neighborhood centers - let's create more incentives to eat/shop nearby. It gets people out of their cars and activates neighborhoods. Lastly, I think NIMBYs tend to stereotype middle housing with those 'box store eye sore beige plastic 5-story buildings' overlooking their lawn. It would be great if the initial projects to increase housing in Oly were developed with some care. Housing that reflects the character of the neighborhood/area instead of building the cheapest nastiest option on the block. Great work and loved the story map!

**Housing Survey : Survey Report for 19 March 2019 to 28 March 2021**


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3/08/2021 11:47 AM	No more tax breaks for housing development aimed at middle to upper class.
3/08/2021 12:21 PM	Dismantle the homeless encampments due to inhumane living conditions. Work with nonprofits to find solutions.
3/08/2021 12:34 PM	Additional work to maintain spaces for other species to live within cities and in underdeveloped areas. Increase in community owned housing. Work with local tribes on discussing land treaties and land back reparations, as well as input on city owned property.
3/08/2021 02:15 PM	This survey is a joke. The real problem with affordable housing in Olympia is the cost of permitting, impact fees, whole house sprinkler systems, requirement for engineered drains from roof water and the new energy code. Until the City is open to addressing their contribution to the cost of new housing, new housing will continue to be out of the reach of most people. Until the City is open to addressing their contribution to utility costs, ie; adding City taxes to all utilities not provided by the City and the City's escalating water, sewer, garbage and storm water fees any type of housing including rentals will be out of the reach of many people.
3/08/2021 02:25 PM	The only reason why I didn't select DEFINATELY SUPPORT for all is simply a lack of information currently acquired on my part about any particular subject. But at the end of the day I want to help our homeless and struggling population in anyway possible. Thank you for all that you do. Please keep me in the loop; I have been working with the homeless population of Thurston County since 2012. Beau D> Shattuck He/Him Pronouns Thurston County/City of Olympia Housing Liaison
3/08/2021 02:50 PM	I would really like to add an adu to my home and being able to get a loan from the city and/or reduction of fees and expensive unnecessary requirements like sprinklers and parking when I'm within a mile of three bus line would really help.
3/08/2021 04:33 PM	Young adults getting good paying jobs should be able to afford their own housing. It can't be that over 50% of their paycheck should be going towards rent, making them have to find roommates to split the costs! It's unbelievable what has been happening around here.
3/08/2021 04:46 PM	1) explore guaranteed minimum income as tried in Stockton 2) lobby Congress & President to eliminate the mortgage income tax deduction, at least for high income households. 3) create/assist pathways to home/land ownership for low income minority households 4) reduce the huge excess amount of commercially zoned & developed land and revert to residential zoning/development, and control/slow conversion of land in other jurisdictions to commercial development. 5) preserve historic housing and character of historic neighborhoods...new housing can and should be designed to be compatible rather than intrusive. 6) revive federal public housing construction programs.

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Please revoke MFTE for market rate housing.

3/08/2021 04:51 PM

3/08/2021 08:48 PM

While my housing in this community is fairly stable, I am watching many of my friends leave this community due to not being able to find affordable rental housing or not being able to find a pathway toward home ownership in this community. Most of them are living on a single income. It really concerns me that there aren't affordable options in this community for folks on a single income. I don't want to diminish families that are priced out of our area. That, too, is of great concern. I have also watched many families leave the community due to the cost of housing. I have a great fear that with the increase in telework, our community will become made of people that don't work here while the people who work here will flee to larger or cheaper homes farther from Olympia. I don't think that supports the model for growth that many folks want to see here. I'd like to live in community where the people that work in the community can afford to live in the community.

3/08/2021 09:38 PM

The Capital Mall area floods! Also, do not put people into homes/rentals without adequate parking. Causes conflict between residents, and too hard to bring groceries in, move furniture in or out. Provide people with privacy, like fencing/barriers between homes, even a small yard. Despite promises, someone will sublease, violate parking rules, and let their pets and kids run wild. Also, lots of issues with drug users and multiple families moving into low income housing, sometimes 3 or more family units in a 3 bedroom, and all have cars. People use cars because of daycare, employment hours, unsafe alternative transportation- no one wants to go to the dangerous downtown Olympia bus station or even walk through that crime cesspool or get on a Covid bus. Put homes in over by the Capitol building or by the park near Oly high school - less traffic there. Maybe repurpose the old police department and old Thurston County jail into safe warm temporary housing for homeless persons. Transitional housing for recovering sex trafficking survivors would be a great idea - in a different community than where they lived before so they can make a clean break and be safe.

3/08/2021 11:27 PM

The city and county need to bold about the un-housed. It is going to be a long time until there is enough affordable housing built and available (like all the ideas mentioned in the survey) even if regulations and fees are streamlined. The need is huge and immediate. We can all see that without a survey. That is the reality. We have camps all over the place. That is a fact. Why is there not more focus on planning and preparing for this reality? Should we be asking people if they would rather have a condoned or random camp in their neighborhood? I understand the desire to dream big but that means we have people living wherever they can in the mean time, which will be years. We must do better and act more boldly and quickly. Sites need to be identified that are not a wet land, durable tents/shelter and facilities need to be provided. And I'm going to say it.... those who receive these services should give something back and help take care, not just take. Without that there is no investment and buy in. (There is no doubt that people can get

things for free. We see all these things along our roads. There is a HUGE resistance to asking anyone who receives a service to give anything back. When there is no contribution there is no sense of investment, pride, or need to maintain and people will destroy an area). Providing this temporary shelter is a huge investment we need to make as a community. It literally drains my soul to see what looks like a Landfill along I-5. The exposed camps that are piles of garbage cause intense damage to the morale, pride, compassion and sense of well being in our community. I cannot over emphasize what a negative impact a few camps have on an ENTIRE community. I wish we could, as a community, help those people in particular and clean up the insane amount of garbage that has been hauled in. We can't wait for developers to build a few units of low income housing. We need better tents and a garbage limit/system. I know this is a wicked problem but I don't see how what is happening now is the best our city can do for the unhoused or housed. Thank you for the opportunity to comment.

We need more bathrooms, garbage cleanup, and support for people on the street.

3/09/2021 06:27 AM

While we are building permanent Supportive Housing for our house les Neighbors, we need to have more stable transitional housing until that is accomplished. Get people inside. I don't understand why the City of Olympia Lacey and Tumwater are not purchasing hotels to accommodate people like Seattle is doing. They have been able to get people inside, Provide support systems with meals Etc and really made it work.

3/09/2021 07:46 AM

Senior Housing is too often neglected. Between seniors with extra rooms in their house as their kids leave, and seniors living on SSI who lack funds for an apartment, there is a real need for a program like Home Share that is offered by Senior Services for South Sound. For transparency, I am the Executive Director there! Home Share helps in a very cost-effective and community building way.

3/09/2021 08:56 AM

Glad to see the inclusion of senior housing as a priority, hope to see actions that follow suit. Data shows that seniors are cost burdened & severely cost burdened at nearly the exact same rate as the general population, yet there have been zero public investments in low-cost senior housing in over 20 years. Thank you for your work - excellent materials!

3/09/2021 09:30 AM

City needs to eliminate costly "nice to have" but nonessential requirements, such as fire sprinklers in single family homes. Analyze how the City can make building easier and more affordable.

3/09/2021 09:41 AM

Homeownership is a means to create wealth and equity in housing that has long been ignored and/or undersupported at the local level (as evidenced by the number of renters in Olympia). Homeownership is a means to create equity for low-income residents (who disproportionately represent marginalized groups) if a goal for the city of Olympia is to create a diverse and inclusive community, it should start with an investment in permanently

3/09/2021 01:36 PM

affordable homeownership. Many types of affordable housing require public investment at multiple points during the project's life cycle. Affordable homeownership projects require a single investment of capital funds that can be leveraged and multiplied at an impressive rate and with a huge social return on investment.

3/09/2021 02:52 PM

I support Homeownership over renting. it builds generational wealth for families and supports better health and educational opportunities to the families that own their homes.

3/09/2021 05:31 PM

I would like to see support for housing land trusts to make homes permanently affordable. I would end all subsidies/tax abatements, etc. to developers of market rate housing. I would put a moratorium on development of market-rate housing, and tie future development to the availability of new low-income housing developed by low-income developers.

3/09/2021 06:13 PM

City of Olympia needs to decrease permit fees, look at cities such as Ft Collins, CO - how they've revitalized downtown and have managed growth.

3/09/2021 06:35 PM

This process (not the survey itself) is cumbersome for non-techies, particularly figuring out if I was looking at the "storymap" (whatever that is) and then finding the survey - seems to require lots of tabbing & clicking & often finding myself back on the same page. I appreciate text boxes for explanations as everyone's situation is a bit different. Good luck bringing more affordable housing to Oly; I want my kids to be able to live here - just not with me!

3/09/2021 06:39 PM

For many of these questions I indicated some support. However, in some cases I didn't really feel like I knew enough about the question to give more than a tepid response. I definitely support things like backyard cottages, and getting rid of CCRs that that require a minimum house size. I don't think I support developments that are all low income. If I were low income, I'd want to live in the same neighborhoods as everyone else, not in the special "poor peoples" neighborhood. I'd rather see small homes built well and sustainably than big cheaply built developer projects. I like to see projects with character, and I'm wary of developers trying to make a buck. Finally, I absolutely do not support that the city's shoreline master program allows for development of housing along sensitive shorelines. Shorelines should be protected and accessible to ALL. I re ignite that population growth is inevitable and we will have more density. Let it be small, good quality, have character and integrate low income everywhere

3/09/2021 07:54 PM

Housing is a basic need. We need more density, and assistance for low-income citizens. Home ownership isn't the goal. The goal is decent shelter for those who lack it.

3/09/2021 08:39 PM

Remove height restrictions, abolish single-family zoning, make it easier to build rowhouses, mixed use buildings, and affordable condos everywhere. Encourage architectural diversity, invest in better mass transit and pedestrian-centered spaces.



## Housing Survey : Survey Report for 19 March 2019 to 28 March 2021

3/09/2021 09:24 PM

Encourage options such as Community Land Trusts/Housing Trust that keeps the land ownership with the Trust and the home ownership with the resident as a long-term affordable housing option. Also models of low-income or supported housing rentals that allow for residents to build equity - <https://renterequity.org/>. Other cities have used these strategies successfully. We must get people out of tents and into decent housing. And it is my hope that we keep a diverse mix of housing to keep Olympia affordable and able to keep a creative, quirky mix of residents who are able to follow their passions. We risk becoming a wealthy enclave as developable land shrinks in the region. I hope we can remain welcoming to all.

3/09/2021 10:59 PM

Hey. So I don't know if you really read these comments. But I was born down town 40 years ago. I've lived in Olympia almost my whole life. I currently live in a tiny house with my toddler during this unending pandemic. I'm on disability and can't even afford an apartment on the \$1014 I get a month, so building this tiny house was my last option to staying connected to my support network. What I really need to happen is for y'all to relax all the rules about tiny homes and just let folks live. It's already stressful, but having to worry about code enforcement or some other bs rule just makes things harder. Y'all literally building 8' boxes for folks to live in, but when I try to buy a tiny sliver of land I'm told I can't park my house on it with out a ton of inspections. I'm literally one step away from homelessness and y'all just gotta make things harder.

3/10/2021 08:43 AM

It's simple. The more the city attempts to regulate free market the more expensive and difficult it becomes to build. If the city would pull their nose out of people's business in regards to what they can build on their properties, how much the gouge for permits, and other requirements such as off street parking, impenetrable surface, and mole studies there would be much more housing available at various levels of price.

3/10/2021 09:11 AM

Please help people afford single family housing over building developments for low income or high income.

3/10/2021 10:26 AM

As much accountability as possible for everyone involved in the process

3/10/2021 10:42 AM

There is a program in New York where they're using the Land Trust model of land acquisition to provide housing (i.e. a Housing Trust). A non-profit can receive grant funds to acquire land where affordable housing can be built. The title/deed on the property would have a restriction that the property can only be used for affordable housing. It's an interesting model that I did not necessarily see captured above. These are complex problems that require sometimes complex solutions so thank you for all you're doing! Some of these ideas are great and I haven't been able to give them much thought, so many of my answers are first instinct. Thanks again!

3/10/2021 11:30 AM

Take a look at existing environmental permitting regulations (EIS, SEPA, EJ) and require a review/analysis of current cultural/community demographics to

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ensure new/redevelopment doesn't unjustly impact the existing community. When there is a focus on building expensive fancy dwellings for investment return, the existing community is inadvertently impacted by rising costs (home values and taxes). And eventually the old community gets forced out.

Thanks!!!!

3/10/2021 11:45 PM

Clean up our once lovely city. It is a disgrace, health problems, and eye sore ----- and, we are the Capitol!!!!!! Pay the homeless \$5.00 (maybe by the pound) to cleanup their camp sites.

3/11/2021 07:57 AM

We should be creating as much density as possible downtown and in surrounding neighborhoods. Lots of units inside big buildings are the most cost effective and environmentally sound way to increase housing supply. Locating these buildings close to downtown helps to create that feedback loop of jobs creation close to homes, and we can stop planning our cities for cars instead of people.

3/11/2021 09:35 AM

More housing downtown for many income levels

3/11/2021 10:05 AM

Please address the lack of safety that is now becoming a "norm" in the Olympia area due to the ever increasing homeless population. Driving through the city there is trash visible in areas which used to be encampments and have since been abandoned. My kids and I routinely run into needles on our walks/bike rides that are just thrown into the sidewalks and/or streets. It's important to provide housing for people in need, but it is equally important to maintain working families in the area and not reduce their home values which those same families worked hard to attain.

3/11/2021 10:26 AM

Stop building million dollar apartments. Stop prioritizing money over people. Stop trying to give people money for having to care about other people and calling it "incentives." Developers shouldn't shouldn't richer while others here suffer. Stop fawning over development, stop accepting money for deals, and give the city back to the people.

3/11/2021 01:31 PM

I am glad you realize that affordable housing in Olympia, Lacey, Tumwater is impossible to find. I have personally experienced this. I am very fortunate to live in an apartment with one roommate in apartments that are "low income". However I pay 50% of my income on rent and utilities. Get this, a 2 bed, 2 bath apartment that is quite old and kind of shabby is \$1029 in rent. I pay half of that and have to put up with a roommate when I would prefer to not have one. Also there is a huge problem, from personal experience, that it is very difficult to find housing that will allow a pet. I have one cat. I have spent hours, probably hundreds of hours searching for housing here in this area. I have had to move 3 times in 7 years due to: 1. Owner of house decided to live there, 2. renting a room from homeowner who had a dog that barked constantly, I couldn't even have a visitor, 3. renting a small cabin on property

3/11/2021 02:37 PM

where the owner spied on me and said hateful things to some friends because they looked poor 4. now my roommate whose name the apartment is in is threatening to kick me out because she doesn't like me and she's a racist and I'm not. I only got this living situation because her son knew the manager of the apartments, low income. I pay 50% in rent yet, before Covid, I got \$30 in WA food stamps. Systems are against poor people.

3/11/2021 03:20 PM

New construction should reflect the neighborhood where it occurs. For example, in Bigelow a developer could build a property that has character similar to existing homes, even those 100 years old like mine. Ranch homes, overtly boxy homes, contemporary homes a la the 1960s are not appropriate for Bigelow.

3/11/2021 03:24 PM

Owning a home in Olympia is rapidly becoming unattainable for my household with a gross income of 140K a year because it is outrageously difficult to be financially prepared with a down payment and other related moving/purchasing costs. Help the houseless and low income first, but don't leave the middle class behind. Don't leave the middle class behind, but don't help us at the expense of the houseless and low income People.

3/11/2021 03:50 PM

Many of these questions are coming from a place of misinformation around the housing crisis and the very essence of poverty. It's not about developing more housing, there's largely enough. It's about 1) making those spaces ethically livable and 2) making them affordable. 80% of my income goes towards housing expenses. This includes maintenance because the "affordable" living space I could find with my spouse is full of mold and leaks that go without repair- or we get charged for those repairs that aren't our fault. There needs to be a cap on how much rent can be depending on the square footage. This is also why I don't believe in housing for "multiple incomes." There has to be a standard, or the living conditions will be horrendous. Reducing parking requirements just make the housing inaccessible. Disabled people, like myself, are among the poorest populations. We also need to be able to park closely to our own apartments. Walking is hard. We have limited mobility. Olympia needs a housing plan that focuses on affordability, not development. Development is expensive, but maintenance saves money. It's incredibly basic knowledge every poor person in this city knows, but you haven't been listening to us. You're too busy calling us terrorists.

3/11/2021 04:52 PM

None of this addresses the true issues here. Housing isn't affordable or accessible. So many poor, disabled, and mentally ill individuals are stuck in abhorrent living situations because landlords do not care. There is plenty of physical housing in most cases, however those places that are open are too expensive or are inaccessible. Maybe focus on fixing those issues, not incentivizing more building when it will continue being inaccessible and unaffordable.

3/12/2021 12:03 PM

We neeeeeeeeeeeeeeeeeed emergency housing for the unhoused now. Also, if I'm making over 50k a year I shouldn't have to worry about meeting apartment income requirements, but every one bedroom built in the last 4 years is above my price range. How? Who can afford to live there? Not the

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service industry folks that work here.

3/12/2021 01:28 PM

Any of the strategies you develop must address the intersection of landlords denying people housing who have conviction histories. You can build housing all day but if landlords won't rent to people with conviction histories it will not help. We over-criminalize and over-incarcerate communities of color then make laws that allow landlords to pull background checks up to 7 years, locking people out of housing for far too long. Additionally, there is no data to prove that having a record has any bearing on whether a tenant pays the rent or is a good tenant. We have to address this hidden issue.

3/13/2021 05:33 AM

Some of these questions seem to assume one size fits all. The answers I gave might apply to my neighborhood but not others. For example when I am lukewarm about more density or more lower income housing it is because I live in a dense downtown neighborhood with apartments and some housing designated for housing authority use. So I may not support more, but might for other neighborhoods in Olympia. Otherwise had fun with the survey  
Thanks!

3/14/2021 10:42 AM

The City currently seems rather focused on expensive apartment rental development in Downtown Olympia, which is good, but does not provide the needed diversity in housing opportunities. Expensive apartments in the downtown core, and along West Bay Drive, will not get us to where we need to be. The West Bay Yards Development proposal seems really ill conceived and poorly thought out. There are currently pretty unfriendly walking infrastructure on West Bay Drive, there are no public transportation opportunities present, the current road capacity will not support the number of vehicles associated with such a large development, and given it's location people will need to drive to get to the store, work, and everything else. And the overall lack of adequate sidewalks in Olympia's neighborhoods is something that the needs to be prioritized, along with more alternative transportation opportunities. And, unless you work for State Government, there are limited well paying job opportunities in our area, meaning most people need to commute somewhere... How about planning for light rail to come into Thurston County to address this issue that will only continue to get worse as the area grows.

3/14/2021 11:02 PM

I support creating more economically diverse communities through housing policies. I also support all that's being done to facilitate more ADUs. I also agree with construction of many more tiny homes for the unhoused population. I favor developing housing in some or all of LBA Park (won't happen but still wanted you to know there are some Oly residents who live near that park who would strongly support using some of it for mixed income housing and tiny homes.) FYI I grew up on the West side of Oly from 1971 to 1989 so I have seen so so many changes since then. Many are good, some others, not so much, Thank you for seeking our opinions!

3/15/2021 04:13 PM

We live in Thurston County in unincorporated Olympia but are huge supporters of affordable housing initiatives and incentives. We look forward to downsizing in the future and moving closer to the center of town and to

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transit routes. Thanks for doing this!

3/15/2021 04:49 PM

We have been residents in Tumwater for almost 6 years and I work in the home inspection business. The lack of housing in Thurston County is a huge concern for my family and many people I work with in the real estate industry. The current market is causing gentrification and exacerbated the homeless crisis.

3/15/2021 04:57 PM

As a business owner downtown I see a lot of luxury apartments going up from urban Olympia that most cannot afford unless they come larger cities with higher income. While the homeless population continues to grow. I think Olympia needs to shift their focus from allowing luxury apartments to helping address the homeless population struggling with housing and mental health. Human beings are living in deplorable conditions with some resources but it's not enough, yet luxury apartments seem to go up and either sit with empty business space on the bottom or empty apartments. This is a huge problem. We need to take care of our community before we build luxury spaces to enhance the aesthetic of downtown. We need more affordable housing, spaces for low income families and better resources to address mental health and rehabilitation. The homeless population is seen as an eye sore when in fact we forget that these are someone's sons, daughters, mothers and fathers. Everyone deserves adequate care.

3/15/2021 07:19 PM

Many landlords require people to make 4-6x the rent in order to be approved to live in the space. I understand they want security that rent will arrive, but that isn't feasible for many people, especially with low wages and an unstable economy.

3/15/2021 07:23 PM

I also support any programs that assist younger first-time homebuyers. The difficulty of buying a house for younger people is significant.

3/15/2021 08:15 PM

Rent caps if the landlord is not investing in or changing/enhancing their properties. Why is it a landlord is able to rent our a shitty 2 bedroom place and constantly up the rent when no investments or changes have occurred?

3/15/2021 10:27 PM

Loans for individuals trying to purchase, maybe who have good credit and can afford a mortgage...but are struggling to get a down payment saved, etc.

3/16/2021 02:29 AM

On Question 16: Providing land or funding to non-profits is good but that can't be the only strategy. The affordable housing shortage is too big for non-profits or faith-based organizations to handle on their own, although they certainly should be part of the mix. It will also need to be government and even regulated private sector operations. Staffing these organizations with the necessary level of talent and resources will take more than shoestring budgets.

3/16/2021 07:09 AM

The cost of trash pick-up coupled with it only coming every other week is a huge financial burden on our family and not being able to afford the giant trash can means we are living with growing piles of trash we cannot afford to throw away. I've never lived in a city where this was a problem and I wish I

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had known how much the city of Olympia charges to do so little before moving here.

3/16/2021 07:48 AM

Full strategic dreaming and planning is essential to successful increased development. Don't just increase density without considering our vision for the community. Walkability, access to transit, healthy food options, neighborhood stores, restaurants and other businesses.

3/16/2021 09:09 AM

There needs to be some monitoring and regulations against who can buy up all this new housing. Too many people who already own homes are buying secondary properties to rent out the spaces, trapping lower-income residents into a renting cycle they can't break out of.

3/16/2021 12:57 PM

Whatever plans that are developed or strategies implemented, you have to make it rewarding for the private developer and builder to build low income housing. There is very limited incentive now.

3/16/2021 03:58 PM

I strongly oppose surrendering impact fees to facilitate increased development. Impact fees are to mitigate for development, so cutting impact fees \*and\* increasing development is extremely counterproductive.

3/16/2021 04:12 PM

I am disappointed to see that there is no mention in any of your plans about developing mixed income social housing. Instead it's focused on market housing, financial incentives and isolating poor people in low income areas to be stigmatized and neglected. We need solutions that explicitly move housing and the land under it out of the market. Incentives to convert land into CLTs and financing for turning low density lots into slightly higher density social housing that could be developed locally as well as with existing profit and non-profit developers. The plan feels incredibly limited and reliant on for profit housing developers, tilted towards existing homeowners, and with an eye on financial profits instead of housing people. Not a particularly inspiring plan despite a few decent ideas scattered throughout. Little vision in changing the paradigm about how and why we build what we do. We need much better than this.

3/16/2021 04:25 PM

The city must listen to residents and not developers when making decisions on housing density and policy changes.

3/16/2021 04:50 PM

Yes, Please think about building affordable housing between Eastside St. SE, Union Ave., Plum Street, and I-5. The majority of the property is owned by Vine Street Developers. Allow 9 stories of affordable housing in this area. It will not affect anyone view of the Capitol or Downtown Olympia. At 9 stories, it should pencil out for the developer and provide good affordable housing close to downtown.

3/16/2021 05:08 PM

Neighborhoods that already have a range of affordable housing options - apts, duplexes, and affordable small, older homes - should not be upzoned to increase density. Target increases in density to new developments and existing single-family housing areas.

Many proposals seem to sacrifice what Olympia is, in the hopes of bending

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3/16/2021 06:34 PM

the market. Extreme density is a punt maneuver, which will likely only leave us with a still costly—but less desirable—housing stock down the road.

3/16/2021 08:03 PM

The city has failed its residents in every conceivable way. I've been downtown 4 years, nothing has changed. This is going to end up being another few million we sink into planning to make a commission on a study to consider the effects of potentially building an extra 3 tiny homes in 2025. I have no faith or confidence this will produce literally any substantive change.

3/16/2021 08:17 PM

My spouse and I are fortunate - we just bought a home in Oly after renting for a year. We get the keys tomorrow. We sold our home in NE Oly one year ago, planning on renting and then buying when we figured out where our next home should be. The real estate market went BANANAS! We didn't know better or we would have stayed in our previous home. We have lived in Oly for 15 years and were afraid we'd never be able to stay in Oly since prices just kept going up and up this last year during COVID. We put 7 offers on 7 homes. We were outbid by folks with CASH!!! Oly is getting a face lift for sure and it'll be interesting to see how it changes with so many folks coming down from Seattle. The face lift isn't even one of diversity. It feels gentrified. We almost moved to another state and would have if my spouse hadn't a secure job working for the State for 15 years and I didn't own a business of 7 years, which I love. We didn't want to leave, but were willing to leave our secure employment just to find a place to live! Our rental is moldy uninsulated 2 bedrooms and \$1850 a month. Fortunately we were able to continue to work during COVID - but so were a lot of other folks (which is great!) but many of those folks are coming to town and have lots of money to spend on the already very low inventory of homes in Oly - middle income homes. I know we are very lucky - we DO have jobs and aren't suffering as much as many are. We have been able to buy a home. Incredibly. But, Oly is getting squeezed in a weird way that is affecting low and middle income home owners. It feels so smarmy. Like real estate sharks in the waters - not a relaxing place to swim anymore. The home we purchased was at the very edge of our possible price range. We will live and work here until we retire and feel lucky that we could get a home in this crazy housing crisis! But we also look forward to moving since Oly is getting pretty funky - we'll see what happens, we have 15 years to go. Maybe it'll get better - it feels so hostile right now. Like a major disconnect on display. Its capacity is really getting squeezed. I don't understand why we can't use the vacant YMCA to help house and resource folks who need it! When I was young and in need, I lived at the YWCA in Bellingham for 8 months. It was a great resource for good folks in need to help them when people needed a little support. There are so many boarded up shops downtown. It's really strange that the Mistake on the Lake and so many other condos are going up but there's also a pop up shanty village around every green space. I don't get it. The system has really failed us. Someone is getting rich and it ain't the people.

3/16/2021 09:44 PM

I consider equal opportunity for housing, diversity in neighborhoods and nearby transit and shopping to be essential elements in developing solutions to our housing crisis. Even more important, however, is ensuring that

farmland, water sources, shoreline, forest and prairie habitat are "sacrosanct;" i. e. are preserved from development and not fragmented into habitat islands. I also think the increasing vulnerability of western Washington to wildfire due to climate change needs to be a consideration. Thank you to all who have worked long and hard on this planning process!

3/17/2021 08:31 AM

Why is the burden of creating homes for low and no income being placed on non-profits and developers? Why isn't the city and county taking the majority of the responsibility to ensure low and no income housing is developed?

3/17/2021 09:15 AM

In theory it would be great for people to afford housing in the areas they worked in, this would be great to reduce the carbon footprint of our community and provide housing. I see a challenge with this though, it is still the individuals have opportunity costs that they must consider when choosing their profession, and where they want to live. Housing is best served by the free market where there are many suppliers and many buyers. Government intervention in housing prices to drive down the price of housing would likely drive more consumers from other areas to move to our community and purchase the lower income housing, especially with the shift in telecommuting for work.

3/17/2021 09:17 AM

Actually use the multifamily tax exemption for affordable housing projects. Make it less accessible to high-end developers who are displacing low-income tenants downtown by installing expensive investment properties. I understand that this is not a panacea, but I feel like I have heard assurances that we need a "diversity" of housing in every municipal and legislative statement on the topic of housing, and yet somehow exemptions meant to decrease the cost of development serve only to create more market-rate and above-market-rate housing in Olympia. Maybe in order to create a "diversity" of housing it would be helpful to leave market-rate and above-market-rate housing off the table for a couple years - if we focus on lower-income housing exclusively for a little while, maybe we can finally bring these things into balance. It would be great to incentivize development so that we end up with as many Merritt Manors as we currently have Views On Fifths and 123 4ths.

3/17/2021 10:50 AM

In-fill by repurposing/remodeling vacant commercial buildings and commercial-zoned property for low-income and affordable housing, rather than overcrowding already dense housing in established neighborhoods. There is an over-abundance of abandoned or empty commercial space that could be converted to desperately needed housing.

3/17/2021 08:04 PM

These programs you're advocating will destroy neighborhoods

3/17/2021 08:44 PM

Make it easier and more affordable to build ADUs. Review all the fees and reduce as much as possible. Don't make people build little bits and pieces of sidewalks. Also, find a way to tax excess profits when people flip houses or when the market bids up properties so much. Its getting out of control. Also -



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STOP GIVING LARGE PROPERTY TAX BREAKS for high end apartments in downtown. As a homeowner I don't like subsidizing property tax breaks for high end housing downtown - by now incentives for that are not needed. I wouldn't mind subsidizing lower income tho. Olympia public works are in shambles - street medians are not maintained, street tree wells are horrible, downtown sidewalks and curbs are broken and dirty. Olympia keeps building bump-outs, roundabouts, medians, etc. but does not keep them up. It makes our town look shabby and ugly.

3/18/2021 09:20 AM

Support progressive tax rates (the top income levels should be paying more). Offer lower property tax rates for families with multi-generational housing (incentivize families to stick together).

3/18/2021 12:37 PM

Housing for all! Our primary goal in life is to help eliminate wealth/cost barriers to home ownership. My wife and I were unable to purchase a home in Olympia for many years. Sadly, my wife's mother passed away in 2017 and we inherited her home. The fact that she was able to give us the gift of home ownership is amazing and truly a blessing. It is the only reason I was able to voluntarily step away from my awesome job with The Olympian and pursue larger opportunities in life and be able to volunteer/contribute more to helping others realize home ownership. If I can't help thousands of folks who dream of buying a home actually realize it, what's the point of all this? I want to help folks get stable housing, gain equity, and be able to start their own businesses to ensure our communities thrive locally and our GDP/GNP grows nationally. Entrepreneurs are the future and I want to flood the market with talented people with amazing ideas/ideals. For a grain of salt, the 41-50% of our income towards our home is entirely voluntarily (we pay x5 the minimums each month to pay off the home quickly). We are fortunate to be in a position like this and will only be able to give back more after we stop paying interest to credit unions, etc. Happy to chat anytime -- 360-870-9975, John Canfield

3/18/2021 01:11 PM

Olympia, Tumwater & Lacey should be developing a housing action plan collaboratively. Independent housing plans for each city, and a separate Thurston county plan is unlikely to address the housing inequity and homelessness. Develop incentives to build Accessory Dwelling Units (ADU) for existing residents who are zoned at a denser residential dwelling units/lot than is currently in use. In particular, property owners who live within Urban Growth Areas. A grant program and low interest loan program that requires renting the ADU once constructed to those with housing vouchers, and includes a reasonable market assessed rental maximum. There must be some assurance at the back end that the property owner will actually collect rent so the system must include a security account. This will avoid 'ghettoizing' low income housing in development tracts, and increase the appeal to property owners to stay if they are collecting rental income and increasing value of their property.

3/18/2021 01:48 PM

Thurston County makes building housing way harder than it should be. Why would someone build in Thurston County when they have to jump through

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3/18/2021 03:32 PM

hoops and wait an unacceptable amount of time to obtain permits! Additionally, investors and developers don't want to do business in a city that is overrun by drugs, garbage and rioters that are allowed to continue destroying the city. I think that there are many issues that need to be addressed in order to make investing in Olympia a desirable thing.

I've only seen luxury style development in town in recent time, I know that some low income housing has also been created as well, but does not in anyway seem like a 1:1 or even 1:2 ratio as it appears we (the city) need it to be. Out of all the solutions listed above, I think it would be most important to require a proportion of all new multi-unit housing secure a certain percentage of low-income/subsidized units. Sending low-income folks to live on the outskirts of town up Martin Way in a humongous subsidized apartment setup can't be the primary direction that we go if we want to reach equality among all the residents of this town.

3/18/2021 05:21 PM

We don't need any more so called market rate or luxury living type housing whatsoever until we are able to catch up to the needs of the majority of the people. The average person in Olympia has an income far below the area median income. We need to stop using this model as it doesn't accurately represent the majority. I was recently literally told that downtown Olympia is better suited for wealthier people because it's on the water and has amazing mountain views by one of the people I managed to actually get on a phone. I wish I'd written down his name, I wanna say Steve, who admitted to me he was new to the area. How dare he imply that the place I grew from was wasted on me as if the systemic poverty I grew up in and live in still somehow has made me blind to the beauty of my home. Downtown Olympia is losing all it's already existing affordable housing. 5 years ago at least half the rentals downtown were either directly subsidized or private owned below market rate. Now 77% is market rate being built with tax credits (MFTE) that the cost of is put off on taxes to the people. This is wrong. Why have we chosen to rubber stamp through these 8 year MFTE developments for already rich people to get richer when they can afford to support the community and still get an MFTE deal under the 12 year MFTE but have to give back for said deal with 20% units held for affordable housing? When the 123 4th avenue building was going in people worried. Gentrification was trying to move in. Mayor Selby said back then, according to an article I saw in Olympian newspaper, that she would be open to more affordable housing in the future, what happened? The city had the option to require the 12 year MFTE. The people are crying out for affordable housing. Trickle down economy isn't working for anyone but those at the top. Start bubbling up. It's what the average salary deserves. No more median income because it isn't representing the majority of the people. And please be aware many people won't even be aware this survey is out so many of the answers you receive will be from connected people who don't necessarily have the community at large in mind. I'm thinking downtown association, rotary club, etc. . those who want to gentrify because they will pad their already fat pockets. Please stand up for the true majority of the people's needs not the wants of bigger

## Housing Survey : Survey Report for 19 March 2019 to 28 March 2021

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pockets.

3/18/2021 08:38 PM

It would have been nice to have known a year or so ago, that you were working on a plan such as the one we have now been made aware of - and I found out about it from someone on the Nextdoor Neighborhood Blog, just this evening (3/18/21)! I did not find out about it from The Olympian, or any of the mayors of the towns involved in the process...

3/18/2021 10:04 PM

The problem Olympia has is it is becoming such an unsafe environment not only due to homeless, but to radical opinions that hard-working people will continue to avoid it due to safety issues. Nothing in this survey addresses this.

3/18/2021 10:35 PM

Low income housing is well intentioned and yet so misguided. Please stay out of the real estate market in our great little city!

3/19/2021 10:08 AM

Infill of existing residential areas is preferable to expanding into currently undeveloped or low development areas

3/19/2021 01:52 PM

The last thing this city needs is more "low income housing" where it is starting at 1200 a month for a studio And really the other last thing this city needs is more high rise condos that are topping out on Tacoma/Seattle prices and just sitting vacant except for the squatters. How about the city focus on the middle class? Those that are holding this city together? Stop pandering to bend over backwards to give handouts based on the middle class's taxes.

3/19/2021 06:20 PM

Improved availability and access to mental health services is critical for a portion of the homeless population. I am also committed to creating housing for homeless women and children and feel this population should be a priority. Studies show that foster children that leave placement and become homeless reduce their risk for chronic homelessness if they can find stable housing soon after becoming homeless.

3/20/2021 09:12 AM

We also need to take care of the mental health issues that live on our streets. If we can help the people who can work and be part of the community that is a start but the people who have mental health and drug issues that cannot work/or won't participate in making a better community need a place to be so that they are safe, fed and warm and not sitting on the corners or in tents discarding garbage and drug paraphernalia and stealing from business and families that work hard for their money. The tax payers have to look at or pay to clean up their mess. If they are not willing to get help then they need to move on to another city besides Thurston County. This all started in the 1990's when they shut down our mental health institutes because they were not "Humane" I don't think what we are seeing now is humane, at least there they had medication, food, a bed to sleep in and were housed and yes that was a better use of our tax dollars.

3/21/2021 12:42 PM

Affordable housing won't be built by private developers because there's not enough profit. The newly adopted Housing policies are incentivizing developers to buy lots in the City to tear down or renovate houses so they

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can make a profit, as shown by the increased valuations for land on the West side and concomitant devaluations of structures. My daughter can no longer afford a home in Olympia. The City is prioritizing any kind of development. That is WRONG. The City is prioritizing profit driven development and has been captured by development and commercial forces to the detriment of its citizens. That is WRONG. The City should prioritize diverse income housing in all neighborhoods and not allow any tax breaks for market rate housing.

3/21/2021 03:33 PM

Over regulation & huge fees are the main cause of this problem. Private enterprise, without such expensive regulation will provide adequate housing for all. Government doesn't belong in the housing business- have you learned nothing from the huge government "projects" in the past. They create misery for all.

Density is good but the devil is in the details.

3/21/2021 07:00 PM

We have a housing crisis which severely impacts low income citizens. This needs to change but not at the expense of destroying the environment.

3/21/2021 07:14 PM

Rely less on "incentivizing": the private sector by reducing their fees and taxes and redirect their tax revenue to subsidizing housing. Developers will build here without the subsidies and they won't build lower income housing. Protect low-density neighborhoods. They are not a problem, they are a defining strength of Olympia. Increase lower-income and density by fostering increased construction of ADU's. They can be made to be compatible with SF neighborhoods. While you plan for a future population, think about respecting the people who live here now and who made Olympia a place that others want to live in the future.

3/21/2021 08:22 PM

Thank you for your time:)

3/22/2021 02:00 PM

We need to develop with the future of the environment in the forefront of our thinking. You talk about a lot of incentives for the developers ~ what about for the good of humanity? Or for the good of our community? I believe we must be transparent when we're talking about profit margins. I'm a bit tired of developers walking away with a payload while the rest of us deal with their mistakes ~ especially in terms of infrastructure. Please, let us develop with a high level of forethought. Thanks!

3/22/2021 03:19 PM

Do not wall off our waterfront, with buildings. Invest in open space. Whatever is done for housing/increasing density needs to be paired with open space, parks, walking paths. Quality of environment, quality of life. Cut the light pollution, dim and hood street lights. Thanks for asking for my input.

3/23/2021 11:17 AM

I think the City of Olympia would be a great candidate for a pilot program of Universal Basic Income (UBI) so that the homeless population could afford rent and the UBI would go back into the local economy. I also believe that

3/24/2021 08:57 PM

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tiny house villages that are rent to own could be a great low income option. Not in a religious facility and not regulated like the other free tiny house villages for the homeless. These would be geared toward single workers and low income households. What incentives are there for making the building more eco friendly? Can the city encourage low flow toilets, energy efficient appliances etc. Are there incentives for hiring local contractors and shopping from local lumber/building supply stores and keeping the money even more local that way? I would love to be involved further with helping address Olympias housing and homeless crisis. Please feel free to reach out at glory805@gmail.com. Thank You, Glory Nylander

3/25/2021 12:49 PM

When it's time to downsize (soon!), we would strongly consider cooperative housing or townhouses, particularly if there were high quality options. New development should be very dense and located close to major transit routes.

3/25/2021 12:58 PM

MORE ASSISTANCE FOR THE UNHOUSED POPULATION. The cost of living is too high here for even just a tiny studio apartment! i would be homeless if I didn't live with my sister.

3/25/2021 01:11 PM

Much of the pressure on housing costs in Olympia is being driven by Seattle/King County not providing enough affordable housing. It's bad for us here in Olympia from both a housing and transportation perspective as a result. I urge you to work with Seattle and King County, through the courts if necessary, to take responsibility for and fix their housing issues. No matter how much additional housing you create here in Olympia, you will never satisfy the demand until Seattle/King County fix their issues first

3/25/2021 02:59 PM

The housing crisis in Thurston County is acute and worsening each year. Property taxes are out of control and my adult children with govt jobs are unable to afford most houses or find affordable housing for rent. Not sure what the solution is but this action your organization is embarking on is a good starting point.

3/25/2021 03:37 PM

Most people start out renting apartments/homes and have roommates until they have worked themselves up financially to owning homes. Home ownership is not a right, it is a goal. High density causes infrastructure problems with traffic, pollution, schools, etc. Cutting down every tree and building on every foot of land is not smart planning. The best way to help the homeless (that are committed to helping themselves) is by getting them into apartments and helping them get work. Things earned are appreciated, free is not.

3/25/2021 03:37 PM

My family and I know how fortunate we are to have stable housing in a lovely neighborhood. The economic disparities in our community continue to grow and we (our city, county, state, and federal governments) have to quickly take steps to create more opportunities for all people to have stable housing.

3/25/2021 03:38 PM

Increase the level of police funding to keep all neighborhoods safe from theft, drugs, vandalism, and other crimes.

## Housing Survey : Survey Report for 19 March 2019 to 28 March 2021

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3/26/2021 07:29 AM	<p>Until Affordable Housing is offered to Working Class, the cycle of real poverty- those who pay outrageous rents every month- will never be broken. There is no way a person making \$80K can buy a \$375,000 house and then be expected to fix it up. That's what this market demands. 'Affordable Housing' isn't a term for Transients- it's for people who have worked everyday and are productive in your community.</p>
3/26/2021 08:27 AM	<p>Reduce requirements for fire sprinklers in new ADUs. Reduce fees for ADUs - keep making it easier for homeowners to establish them.</p>
3/26/2021 08:28 AM	<p>I would like to see incentives for developers to include a certain percentage of low-income units but only if they keep them that way for at least 20 years, to be reviewed at that time for possible changes. Making it anything less than that incentivizes landlords finding ways to kick low income tenants out as soon as they know they can start renting the property for more money.</p>
3/26/2021 08:36 AM	<p>My biggest worry about developing more affordable housing is that emphasis will be placed on single family home ownership which has been artificially propped up in this country for the last century. I also worry that developing housing for a "variety of incomes" is code for a few low income units and a bunch of middle to high, so it's harder to support statements like that when there is no policy detail attached. I'm also wary of building out when we need to focus on building up. One of the best things Olympia could do is make it easier for ADUs to be built, offer grants or easy loans for homeowners to develop ADUs but with the requirement that the unit must be rented for 10% under market for a certain number of years. We would jump on the chance to build an ADU and gladly rent it, it wouldn't even have to make money, just pay for itself. If the City offered grants for that, it would offset the cost, you could require a rental cap as a condition of the grant, my payment to the bank would be less and I could and would have to, charge someone less rent. Especially if it wasn't a huge hassle to build them, the city could even offer 3 pre-approved building plans.</p>
3/26/2021 08:55 AM	<p>I agree with the need to develop new and affordable housing, but I also want to be careful to avoid urban sprawl, especially into natural areas (like Missiom Creek or Scatter Creek).</p>
3/26/2021 09:05 AM	<p>While I understand the need for affordable housing and for high-density housing, I live on the westside and don't believe the current road/traffic infrastructure can support it. We also have already lost a lot of the "charm" of west olympia in recent years. I would rather see more ADUs, single-family, duplex, triplex options as opposed to the HUGE apartment complexes that continue to pop up on the westside. As well as thoughtful development of parks, village-type atmosphere, walkability in high density neighborhoods.</p>
3/26/2021 09:18 AM	<p>Let's keep Olympia blended with many socioeconomic groups.</p>
	<p>I think we need more PUBLICLY OWNED low income housing. Tax credit</p>

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## Housing Survey : Survey Report for 19 March 2019 to 28 March 2021

3/26/2021 10:41 AM	housing is inadequate for very low incomes.
3/26/2021 05:11 PM	<p>There needs to be more affordable housing in Olympia but development and building more homes I dont see as the answer. Take vacant buildings and make them affordable housing. Like the big building by Bayview and Capitol Lake.. that would have been GREAT affordable housing, close to the bus stops and many downtown jobs. Too much new downtown condos for the wealthy!!!</p> <p>Need more direct funding for low income and homeless individuals to obtain or maintain housing</p>
3/26/2021 09:47 PM	<p>Low oncoming housing needs private green/outdoor space and community gardens. The outdoors as part of a living situation should just be a privilege of wealth. Sidewalks and bike routes need to be part of any housing plan.</p> <p>I think that it would be great to work with developers to build extremely small studios spaces to make affordable, functional, healthy spaces where no subsidy is needed.</p>
3/27/2021 10:32 AM	
3/27/2021 03:21 PM	<p>Olympia is too expensive. Our children will never be able to own houses here. Prices are way overpriced. It's great for us homeowners but terrible for young people. But I can't move either everything is so expensive.</p>
3/28/2021 08:40 AM	<p>I understand there are limitations to what the City can do as opposed to what other levels of government can do (county, state, federal). I support the City taking an active role in educating residents about these constraints and the roles different levels of government play and advocating for changes at these other levels of government which would support more equitable and affordable housing here in Olympia. I would also love for the City to be bold and creative and not rely so heavily on existing dominant models of housing that rely on the market.</p>
3/28/2021 08:56 AM	<p>I am a local Realtor and the biggest is problem that is driving our housing prices up is that there are not enough home's for sale. THE PERMITTING PROCESS, GOPHER LAW, and PERMITTING COSTS are entirely to blame for this issue. The exorbitant permitting costs make it impossible for affordable homes to be built. If it costs \$80,000-90,000 to develop a lot including permits and studies and requirements, then a more expensive house has to be built to help the contractor recover that cost. In addition the amount of time required to get through the permit process and the red tape is making small builders not want to build here and so they build in other counties. This is a fact. This issue has to be addressed to resolve the problem.</p>
3/28/2021 10:53 AM	<p>1. Enact affordable housing/linkage fee. 2. End tax breaks and impact fee discounts on market rate housing.</p>
3/28/2021 02:07 PM	<p>While I support density I do not support new construction in neighborhoods that go far above market rate and that no infrastructure like roads or schools</p>

do not match

3/28/2021 04:30 PM

We have too much population, and should not be developing more housing. If we build it, they will come. We need to reduce the population in Thurston County, and all public efforts should be focused on population reduction, not developer subsidies. The best solution to our housing shortfall is to ask Congress to close Joint Base Lewis McChord. That would dramatically reduce pressure on the housing market, reduce traffic on I-5, and reduce certain types of crime.

3/28/2021 06:31 PM

I don't like the "missing middle" plan (now dormant) that would have required re-zoning residential properties to allow 2-, 3- or 4-family housing practically anywhere in the city. Such zoning is appropriate ON A BUSLINE but not on the next two or three blocks out. Denser zoning should be encouraged in places where it would be helpful, that is, in big transportation corridors. The hinterlands (away from the buslines) should be considered "commons," areas that are not being milked for every penny of profit but are there for the benefit of low-income people to pay what they can afford.

3/28/2021 07:34 PM

I think this is already being worked on, but mixed use corridors of 2-4 story buildings on Harrison. Same thing on Pacific in the vicinity of Ralph's. Also would like to see further easing of ADU rules and the ability to include 2 to 4 plexes in most neighborhoods. And while you are at it can you abolish HOAs except for minimum required maintenance of common areas? :)

**Optional question** (180 response(s), 136 skipped)

**Question type:** Essay Question





## Planning Commission

### 2021 Code Amendments - Briefing

**Agenda Date:** 5/3/2021  
**Agenda Item Number:** 6.C  
**File Number:** 21-0425

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

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#### Title

2021 Code Amendments - Briefing

#### Recommended Action

Information only. No action requested.

#### Report

##### Issue:

Discussion on the revised draft 2021 Code Amendments.

#### Staff Contact:

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

#### Presenter(s):

Joyce Phillips, Principal Planner, Community Planning and Development

#### Background and Analysis:

The Olympia Municipal Code (OMC) is made up of several Titles, Chapters, and Sections that pertain to a wide variety of topics related to laws and requirements. The Planning Division of the Community Planning and Development Department deals primarily with Title 14 (Environmental Protection), Title 16 (Buildings and Construction), Title 17 (Subdivisions), and Title 18 (Unified Development Code) of the OMC.

It can be challenging to keep code sections consistent with each other and to update the code when clarification is needed or to correct errors. In some cases, such as for the new sign code that was adopted in early 2019, staff seeks amendments related to questions that have come up over the course of using the new code for a year or two. In addition, sometimes a code amendment is desired but by itself does not warrant the time it takes to go through the code amendment process. City staff keep a list of these types of code amendments, generally thought of as minor or of a housekeeping nature, and periodically compiles the proposals into a set of code amendments for review. The last set of such code amendments were proposed in 2019. Staff estimates that these types of amendments will generally occur every two to three years.

The proposal consists of amendments to two chapters in Title 16 related to tree protection measures. These amendments are primarily at the request of the City's Urban Forester. The remainder of the

proposed amendments are to Title 18, to a variety of chapters at the request of multiple city planners.

In an attempt to make the proposed amendments easy to follow, the proposed amendments are numbered and identified by Title, Chapter, and Section number. Each proposal includes a brief statement as to the intent of the revision. The proposed amendments are shown in “track changes” format, with new proposed text shown in red and underlined and with text proposed to be deleted shown in red strikethrough text.

The initial draft was made available in early March. Based on comments received from members of the public and city staff, additional revisions were made in late April. Additionally, a revision to the parking code has been added to address the number of parking spaces required for certain housing types within a certain distance of transit routes with frequent service. The revised draft amendments are attached.

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

Neighborhood or community interests or concerns are not yet fully known. To help raise awareness of these proposed amendments, staff did route the proposed amendments to the designated contacts for all Recognized Neighborhood Associations in the City on March 12, 2021, with a request to share the information with their neighbors. In the materials, staff noted that public comments would be accepted through the end of the public hearing but that in order for comments to be considered by staff before the public hearing the comments should be submitted by April 16, 2021.

In addition, on March 12, 2021, the proposed amendments were also routed to other City Departments, adjacent jurisdictions, business organizations, Tribes, State Agencies, and the City’s media list.

Comments received will be provided to the Planning Commission for consideration.

**Options:**

Information only. No action requested.

**Financial Impact:**

The process of drafting and reviewing the proposed amendments are covered by the Community Planning and Development Department’s base budget.

**Attachments:**

Revised amendments  
Public comments  
RCW 36.70A.620

## Amendments to the Olympia Municipal Code (OMC) for Consideration in 2021

The City of Olympia is proposing amendments to the Olympia Municipal Code for consideration in 2021. The proposal includes multiple chapters in Title 16 (Buildings and Construction) and Title 18 (Unified Development Code). Each Title has Chapters, and each Chapter has sections.

Headers have been used to identify which **Title** and **Chapter** is proposed for revision. Each proposal is separately numbered and identified with a **bold blue heading**. A brief explanation of why the amendment is proposed is provided *in italics*. Proposed amendments are shown at the subsection level of each section of the chapter. The complete existing code can be viewed online at: <https://www.codepublishing.com/WA/Olympia/?OlympiaNT.html>

Existing and unchanged code language is shown in regular text (with hyperlinks in the existing code shown in blue underlined text). Proposed new text is shown as red and underlined text. Text that is proposed to be deleted is shown in ~~red and strikethrough text~~.

### TITLE 16 – BUILDINGS AND CONSTRUCTION

#### OMC Chapter – 16.48, Clearing

##### **Proposal #1 - 16.48.030, Definitions**

*Intent: To strengthen the definition of tree and match with tree definitions used elsewhere in the Olympia Municipal Code.*

H. "Tree" means any self-supporting perennial woody plant characterized by one main stem or trunk maturing at a height of seven (7) feet above ground level with a definite crown~~of at least 6" d.b.h., or a multistemmed trunk system with a definite crown, maturing at a height of at least 6' above ground.~~

##### **Proposed change to definition, as of 04/08/2021:**

H. "Tree" means any self-supporting perennial woody plant characterized by one main stem or trunk, of at least 6"one (1) inch d.b.h., maturing at a height of seven (7) feet above ground level with a definite crown~~or a multistemmed trunk system with a definite crown, maturing at a height of at least 6' above ground.~~

## **Proposal #2 - 16.48.040, Permit or Approval Required**

*Intent: To strengthen tree protection measures in the City.*

No trees, as defined in Section 16.48.030, and associated soil or native vegetation within the critical root zone of the tree(s), shall be removed without first obtaining approval of a tree protection and replacement plan and a tree removal permit pursuant to this chapter. No person, corporation, or other legal entity shall engage in land clearing in the city without having complied with one of the following:

- A. Obtaining approval of a Tree, Soil and Vegetation Plan ~~soil and vegetation plan~~ and obtaining a tree removal permit as provided for in this chapter;

## **Proposal #3 - 16.48.060(A)(1)(d), Permit Application – Requirements – Processing – Conditions of Issuance**

*Intent: Provide a higher level of detail for trees and vegetation for the use by City staff when reviewing an application for clearing.*

- A. An application for a clearing permit shall be submitted on a form provided by the city. Accompanying such form shall be a general plot plan which shall include the following information:
  - 1. a. General vicinity map,
  - b. Property boundaries indicating extent and location of proposed clearing activities, and major physical features of the property (i.e., streams, ravines, etc.),
  - c. Location and dimensions of buffer areas to be maintained or established, and location and description of proposed erosion-control devices or structures,
  - d. Identification and location, by a professional forester, of all individual trees (including their critical root zone) and associated soil and vegetation within the critical root zone of the trees, that are to be removed, retained and protected (see Chapter 9 – Mitigation, Tree, Soil and Vegetation Manual, for Soil and Vegetation site plan requirements);
- 2. As determined at the discretion of the building official, other information as deemed appropriate to this chapter may be required in instances related to geological hazard, shoreline protection, tree, vegetation and soils protection and replacement or project scope;
- 3. An application fee as adopted in Title 4 of this code will be assessed at time of permit issuance.

## OMC Chapter – 16.60, Tree, Soil and Native Vegetation and Replacement

### Proposal #4 - 16.60.020, Definitions

*Intent: Better define terms used to protect trees used in OMC 16.60, as requested by the City's Urban Forester.*

#### 16.60.020 Definitions

K. "Diameter at Breast Height (DBH)" is a tree's diameter in inches at 4-1/2' feet above the ground. On multi-stemmed or trunked trees, the diameter shall be the diameter equivalent to the ~~sum~~ average of trunk areas measured at 4-1/2' above the ground.

W. "Remove or removal" is the act of removing a tree and associated soil, ~~or~~ and vegetation within the critical root zone of the tree, by digging up, cutting down, or any act which causes a tree to die, significantly impacts its natural growing condition or results in diminished environmental benefits or a hazard tree; including but not limited to, damage inflicted on the root system by machinery, storage of materials, or soil compaction; changing the ground level in the area of the tree's root system; damage inflicted on the tree permitting infections or infestation; excessive pruning; paving with concrete, asphalt, or other impervious material within the critical root zone, or any other action which is harmful to the tree.

AA. "Specimen tree" is a tree on the buildable area of the site that has been given greater than standard tree density value through the evaluation process delineated in the Urban Forestry Manual.

BB. "Street trees" ~~are~~ is trees located within the street rights-of-way, adjacent to public or private streets, ~~including~~ and undeveloped areas.

DD. "Tree" is any self-supporting perennial woody plant characterized by one main stem or trunk maturing at a height of at least 7' above ground level with a definite crown ~~that matures at a height greater than 6'.~~

#### Proposed change to definition, as of 04/08/2021:

DD. "Tree" means any self-supporting perennial woody plant characterized by one main stem or trunk, of at least ~~6"~~ one (1) inch d.b.h., maturing at a height of seven (7) feet above ground level with a definite crown ~~or a multistemmed trunk system with a definite crown, maturing at a height of at least 6' above ground.~~

MM. "Tree Canopy" includes all healthy branches and foliage of the upper part of the tree, measured from the lowest permanent branch upward (12-16 feet in height at 20 years maturity), per ANSI A300 Part 1.

## Proposal #5 - 16.60.050, Soil and Vegetation Plan Required (Table A)

Intent: Update language and numbering.

**TABLE A**  
**PROJECTS OR ACTIVITIES FOR WHICH SOIL AND VEGETATION PLANS ARE REQUIRED**

ACTIVITY or PROJECT	LEVEL (see manual)
Residential subdivisions (1-4 units)	<del>1</del>
Residential subdivisions (more than 4 units)	<del>IV, V4, 5</del>
Commercial/Industrial/Multifamily (over 4 units)	<del>IV, V4, 5</del>
Developed Commercial/Industrial/Multifamily (over 4 units), proposing a building addition or other site disturbance	<del>2</del>
Multifamily (1-4 units)	<del>1</del>
Planned Residential Development	<del>IV, V4, 5</del>
<del>Mobile-Manufactured</del> Home Park	<del>IV, V4, 5</del>
Nuisance Tree removal permit	<del>3</del>
Conversion Option Harvest Permit	<del>6</del>
Residential 1-4 unit, building permit	<del>1</del>

## Proposal #6 - 16.60.070, Soil and Vegetation Plan Review Standards

Intent: Improve readability and understandability of the requirements.

H. Developed commercial, industrial, multifamily (~~more than four units~~ five units or more) properties, nuisance tree removal. Proposals to remove a tree or trees on these properties shall comply with the following standards.

1. The tree must meet the following criteria:
  - a. Tree is causing obvious, physical damage to private or public property, including but not limited to: sidewalk, curb, road, parking lot, building foundation, roof, stormwater infiltration or treatment system; or
  - b. Tree has been damaged by past maintenance practices, that cannot be corrected with proper arboricultural practices;
2. The problems associated with the tree must be such that they cannot be corrected by any other reasonable practice. Including but not limited to the following:
  - a. Pruning of the crown or roots of the tree and/or, structural changes to a

building, parking lot, sidewalk or other site modifications to alleviate the problem.

b. Pruning, bracing, cabling, to reconstruct a healthy crown.

J. Street trees. Street trees shall be included ~~in-on~~ the soil and vegetation protection site map and in the soil and vegetation protection report plan. It should be drawn to scale on the site plan and should include the following information:

1. Location, size, and species of trees to be planted;
2. Description and detail showing site preparation, installation and maintenance measures;
3. Timeline for site preparation, installation and maintenance of street trees;
4. Cost estimate for the purchase, installation and maintenance for a minimum of three years of street trees;
5. The description and location of any underground or overhead utilities within the rights-of-way or near proposed street trees;
6. Additional information. The City's Urban Forester may require any additional information deemed necessary to ensure compliance with the provisions of this chapter;
7. Information waiver. The City's Urban Forester may waive the requirements for a scaled drawing and other submission data if they find that the information presented is sufficient to determine the project's compliance with the provisions of this Chapter;
8. Design guidelines: See OMC Chapters 18.100 through 18.180 ~~in general and section 18.170.010 in particular~~.

### **Proposal #7 - 16.60.080, Tree Density Requirement**

*Intent: Provide clarification of the requirements for conifer trees to help meet tree density requirements.*

E. Replacement Tree Selection and Distribution. Replacement trees shall be native species or well-adapted drought-tolerant vegetation, and at least 60% ~~evergreenconifer~~ trees, unless determined by the Urban Forester as not appropriate for site conditions. A conifer produces cones with naked seeds, typically perennial leaves. The leaves are always simple, either narrow, linear or needle-like leaces or very small and scale-like.

## TITLE 18 – UNIFIED DEVELOPMENT CODE

### OMC Chapter – 18.02, Basic Provisions

#### Proposal #8 - 18.02.180, Definitions

*Intent: Provide greater clarification in definitions or to match them to definitions elsewhere in the Olympia Municipal Code (OMC).*

Accessory Structure. A structure detached from the principal building located on the same lot and customarily incidental and subordinate to the principal building. Any part of the main building which shares a common wall and roof is considered a part of that building. A building or portion thereof is not considered attached if the attachment is by a covered breezeway. (See also Subordinate.) Examples of accessory structures include garages, sheds, and ground-mounted solar photovoltaic systems.

#### **Added on 03/30/2021**

Accessory Use. A use of land or a portion thereof customarily incidental and subordinate to the principal use of the land and located on the same lot with the principal use, such as: garage sales; merchandise displays outside of a business; community oriented outdoor activity associated with schools, churches, and other non-profit organizations; and temporary contractor offices on a construction site. Accessory uses may also include uses subordinate to the primary use, such as rooftop solar PV on an existing structure.

Family. An individual, or two or more persons related by blood, or marriage, or a group of not more than six persons ~~(excluding servants)~~ who are not related by blood or marriage, living together in a dwelling unit or a foster family home, or an adult family home, as defined under Washington State law or administrative code.

Parking Facility or Lot. A land area, building or structure that is ~~devoted primarily to~~for the temporary parking or storage of vehicles for which a fee may or may not be charged, and where no service or repairs of any kind are furnished.

Property Line. Any line bounding the ownership of a parcel of land.

- a. Front property line. Any property line separating any parcel of land from the street rights-of-way. In case of a corner lot, the owner of such lot may elect any property line abutting on a street as the front property line, provided such choice, in the opinion of the Building Official, will not be detrimental to the existing or future development of adjacent properties. In case of a through lot, both property lines abutting on a street are front property lines. In the case of a lot not abutting a street, the front property line is that line nearest to and roughly parallel with a street, provided that the Building Official may approve an alternative front line if it will not be detrimental to existing and future



development. However, for historic properties or in historic districts, for properties with more than one street frontage the front property line shall be the one the front door of the house is historically oriented toward, unless otherwise approved by the Director.

- b. Rear property line. Any property line that does not qualify as a front or side property line.
- c. Side property line. Any property lines that intersect the front property line. These lines may intersect at any angle and be of any length. (See also Yards.)

Setback. The distance between the building and any lot line or public right of way. See specific zone district for allowed projections into setback areas and point of measurement. (See also Yard.)

Tree. A self-supporting perennial woody plant characterized by one main stem or trunk maturing at a height of at least seven (7) feet above ground level with a definite crown ~~of at least six inches in diameter at breast height, or a multi-stemmed trunk system with a definite crown, maturing at a height of at least six feet above ground level.~~

**Proposed change to definition, as of 04/08/2021:**

H. "Tree" means any self-supporting perennial woody plant characterized by one main stem or trunk, of at least 6"one (1) inch d.b.h., maturing at a height of seven (7) feet above ground level with a definite crown ~~or a multistemmed trunk system with a definite crown, maturing at a height of at least 6' above ground.~~

Trip. A single or one-way ~~motor vehicle~~ movement of a person via any mode of travel either to or from a subject property within a study area.

Yard. An open space on a parcel of land, other than a court, unobstructed and unoccupied from the ground upward, except for projections permitted by this code.

- a. Front yard. A yard extending across the full width of the building site, having at no point less than the minimum required distance between the front property line or right of way and the building line.
- b. Rear yard. A yard extending from one side property line to the other, except in the case of a corner building site when the rear yard shall extend from the interior side property line or right of way to the opposite side yard.
- c. Side yard. A yard extending from the front yard to the rear yard, except in the case of a corner building site when the side yard on the flanking street shall extend to the rear property line. [NOTE: See Figure 2-10 for yard examples.]

## OMC Chapter – 18.04, Residential Districts

### Proposal #9 – 18.04.060 (L), Home Occupations

*The intent of this amendment is to clarify that a home occupation can occur in the home or in an accessory structure such as a garage, as long as the business is operated from the residential property of the permit holder.*

#### L. HOME OCCUPATIONS.

The purpose of the home occupation provisions is to allow for the use of a residential structure for a non-residential use which is clearly an accessory use to the residential use and does not change the residential character of the neighborhood. Home occupations meeting the below requirements are allowed in any district in which residential uses are permitted.

1. Review. Prior to both initial occupancy and issuance of any business license, the business operator or the operator's agent shall certify that the home occupation will conform with the applicable requirements.
2. General Standards. The following are the general requirements for home occupations. Also see specific standards for family child care homes, adult day care homes, bed and breakfast houses, and counseling.
  - a. Home occupations must be conducted within the principal residence of the permit holder, or within an accessory structure on the same property. Permit holders shall provide evidence thereof through such means as voter registration, driver's license, tax statement, or other evidence of residency and sign a notarized affidavit attesting to their principal residence at the site.
  - b. Home occupations are subject to inspections by city staff insofar as permitted by law. Permit holders shall execute a notarized affidavit agreeing to allow appropriate city staff the ability to conduct an inspection of the residence, after reasonable notice is given, to determine compliance with the home occupation permit.
  - c. No person(s) other than the family member(s) who resides in the residence shall participate in the home occupation. The home occupation permit shall list the names of each resident who is employed by the business. Furthermore, the residence shall not be used as a place of congregation for work that occurs off the premises. This limitation shall not apply to properties abutting the west side of the 300 and 400 blocks of West Bay Drive Northwest.
  - d. Home occupations shall occupy not more than twenty-five (25) percent of the total floor area of the dwelling or five hundred (500) square feet per dwelling unit, whichever is less; provided, however, that properties abutting the west side of the

300 and 400 blocks of West Bay Drive Northwest shall occupy not more than fifty percent (50%) of the total floor area of the dwelling or one thousand five hundred (1,500) square feet per dwelling unit, whichever is less. This limitation does not apply to family child care homes, adult day care homes, elder care homes, or bed and breakfast houses.

e. The residential character of the lot and dwelling shall be maintained. The occupation shall be conducted entirely within a dwelling and/or accessory building by the occupant of the dwelling. A carport shall not be used for home occupations, except for parking. There shall be no structural alteration nor any exterior modification of the structure in order to accommodate the occupation.

f. The occupation shall be conducted in such a manner as to give minimal outward appearance of a business, in the ordinary meaning of the term, that would infringe upon the right of the neighboring residents to enjoy peaceful occupancy of their homes.

g. Except for adult daycare, child daycare, and bed and breakfast businesses, the hours of operation, as related to customer or client visitations, shall be limited to no earlier than 7:00 a.m. and no later than 9:00 p.m.

h. The following types of uses shall not be permitted as home occupations:

- i. Veterinarian, medical, and dental offices and clinics;
- ii. Vehicle sales or repair;
- iii. Contractors' yards;
- iv. Restaurants;
- v. Exterminating services;

i. No stock in trade shall be sold or displayed on the premises; provided, however, that this limitation shall not apply to properties abutting the west side of the 300 and 400 blocks of West Bay Drive Northwest. No equipment or material shall be stored on any exterior portion of the premises.

j. Home occupations shall emit no noise, vibration, smoke, dust, odor, heat, glare, fumes, electrical interference, pollutants or waste products detrimental to the environment, public safety or neighborhood, beyond those normally emanating from residential uses.

k. Home occupations shall comply with all applicable local, state or federal regulations. Requirements or permission granted or implied by this section shall not be construed as an exemption from such regulations.

- l. A home occupation permit issued to one (1) person residing in the dwelling shall not be transferable to any other person, nor shall a home occupation permit be valid at any address other than the one appearing on the permit.
- m. Any person engaging in a home occupation shall register as a business under Chapter [5.04](#) of the Olympia Municipal Code, and shall be subject to the Business and Occupation Tax levied by the Olympia Municipal Code.
- n. The applicant shall demonstrate compliance with all city and state licensing requirements, including those pertaining to building, fire safety, and health codes.
- o. Parking of customer, employee, or client vehicles shall not create a hazard or unusual congestion. No more than two (2) off-street parking stalls shall be provided in addition to any required for the residence. A driveway may be used as off-street parking. Except for commercial type postal carriers, traffic generated by the home occupation shall not exceed two (2) commercial vehicles per week. See OMC Chapter [18.38](#) for parking requirements for specific home occupations.

### 3. Specific Home Occupation Standards.

- a. Family Child Care Home. Family child care homes are allowed in all districts permitting residences, subject to the following conditions:
  - i. Structural or exterior alterations which would alter the single-family character of an existing single family dwelling or be incompatible with surrounding residences are prohibited.
  - ii. Prior to initiation of child care services, each child care provider must file a Child Care Registration Form with the Department of Community Planning and Development. The child care provider must demonstrate compliance with the applicable requirements of the code as listed on the Registration Form. No fee will be required for registration.
- b. Adult Day Care Homes. Adult day care homes are permitted in the districts specified in Table 4.01 and Table 5.01, subject to the following conditions.
  - i. No more than six (6) adults (at least eighteen (18) years of age) shall be cared for in an adult day care home.
  - ii. Adult day care homes shall not operate for more than twelve (12) hours per day.
  - iii. The primary care giver shall reside in the adult day care home.

- iv. Emergency medical care may be provided in adult day care homes, but not routine care necessitating the services of a licensed health care professional (e.g., dispensing of medicine or convalescent care). The caregiver must be certified in basic First Aid and cardiopulmonary resuscitation. First Aid supplies, including bandages and an antiseptic, shall be available on premises.
  - v. A smoke detector must be provided in each room occupied by people in day care. A fire extinguisher (rated 2A10 BC or the equivalent) must be installed in a readily accessible location. It shall be the responsibility of the day care operator to maintain the smoke detectors and fire extinguisher in operating condition.
  - vi. The structure and grounds accommodating an adult day care shall not be altered in such a way that they manifest characteristics of a business or pose a nuisance for the occupants of abutting properties.
- c. Bed and Breakfast Houses. Bed and breakfast houses are subject to the following conditions:
- i. The owner shall operate the facility and shall reside on the premises.
  - ii. There shall be no more than five (5) guest (rental) rooms for persons other than the members of the operator's immediate family.
  - iii. No bed and breakfast establishment shall be located closer than two hundred (200) feet to another bed and breakfast establishment, as measured in a straight line from property line to property line.
- d. Counseling. Counseling by single practitioners is permitted as a home occupation under the following conditions:
- i. Counseling for sex offenders and substance abuse is prohibited.
  - ii. Group sessions are prohibited (i.e., more than two (2) people per session). This limitation shall not apply to home occupations in properties abutting the west side of the 300 and 400 blocks of West Bay Drive Northwest.

### **Proposal #10 – 18.04.060(E)(1), Garage Placement and Width**

*Intent: Apply the garage placement and width standards to the areas of the city that are subject to the Infill and Other Residential design review regulations of OMC 18.175.*

(Also see OMC [18.100](#), Design Review, and OMC [18.175](#), Infill and Other Residential.)

1. Applicability. The standards listed in Subsection 3 below apply only to:

a. Single-family dwellings on lots of less than five thousand (5,000) square feet in size ~~located in subdivisions for which a complete preliminary plat application is submitted after April 22, 1996;~~

b. Single-family dwellings on lots within the areas depicted by Figure 4-2a;

~~b.c.~~ Duplexes;

~~c.d.~~ Triplexes; and

~~d.e.~~ Fourplexes.

### **Proposal #11 – 18.04.080, Residential Districts Development Standards**

*Intent: Remove the requirement for a Transfer of Development Right (TDR) to be purchased from property owners in the County in order to develop property in the R 4-8 Zoning District between 4.0 - 4.99 or 7.1 - 8.0 dwelling units per acre.*

Table 4.04 identifies the basic standards for development in each residential district contained in this chapter. The sections referenced in Table 4.04 refer to the list of additional regulations below.

#### **A. Maximum Housing Densities.**

##### **1. Calculation of Maximum Density.**

a. The maximum housing densities specified in Table 4.04 are based on the total area of the entire site, including associated and/or previously dedicated right-of-way, but not including streams, wetlands, landslide hazard areas, "important habitat areas," and "important riparian areas" and land to be dedicated or sold for public parks, schools or similar non-residential uses.

b. Convalescent homes. Convalescent homes and nursing homes containing dwelling units which rely on shared cooking/dining facilities shall count as one (1) dwelling unit for purposes of the maximum density calculation. Independent dwelling units (i.e., containing a bed, bathroom and a kitchen with a sink, stove, and refrigerator) in convalescent/nursing homes, however, shall be counted as individual dwelling units in the density calculation. The density for a site or parcel containing a convalescent/nursing home which is part of a larger project shall be calculated separately from other portions of the site under development (i.e., density shall not be transferred from a site occupied by a nursing home to another portion of the development).

2. **Mixed Residential and Multifamily Districts.** The maximum housing densities shown in Table 4.04 refer to the maximum density of each project. Projects within multiple districts shall conform with the density for the portion in each district.
3. **Accessory Dwelling Units.** Accessory dwelling units built subsequent to the initial occupancy of the primary residence on a lot are not subject to the maximum density limits specified in Table 4.04. In addition, accessory units built on a maximum of twenty (20) percent of a subdivision's lots prior to the time the primary unit on the lot is initially sold are not subject to the maximum density limitations.
4. **Density Bonuses.** The maximum housing densities identified in Table 4.04 may be increased as follows, provided, however, that in the R 4-8 District, TDRs must be obtained (see Section [18.04.080](#)(A)(5)(b)):
  - a. **Restoration of Critical Areas.** At the request of the applicant, the Hearing Examiner may grant a density bonus of up to twenty (20) percent for sites on which damaged or degraded wetlands or stream corridors (e.g., streams and stream banks within the outer limits of any required buffer) will be restored and maintained according to specifications approved by the City. Sites proposed for this density bonus shall be posted with a notice describing the proposal and opportunities for the public to comment. Property owners within three hundred (300) feet of the site shall be given notice of the proposal and fifteen (15) days to comment. Such notice may be done concurrently with any other notice required by this Code. Prior to taking action on a request for a density bonus, the Hearing Examiner shall consider the public's comments, the expected public benefit that would be derived from such restoration, the probable net effect of the restoration and the increased density on the site, the relative cost of the restoration and the value of the increased density, and the potential impact of increased density on surrounding land uses, traffic, infrastructure, schools, and parks. The City may require the applicant to provide an estimate of the cost of the proposed restoration and other information as necessary to make this determination. This bonus does not apply to site features which were damaged in the course of a current project (e.g., under an active permit) or as a result of an illegal or intentional action by the current property owner or their representative.
  - b. **Cottage housing.** Cottage housing projects shall receive a twenty (20) percent density bonus.
  - c. **Townhouses.** Townhouses shall receive a fifteen (15) percent density bonus in the R 4-8 and R 6-12 districts.
  - d. **Low income housing.** A density bonus shall be granted for low income housing (see Section [18.02.180](#), Definitions) at the rate of one (1) additional housing unit allowed for each unit of low income housing provided, up to a maximum of a twenty (20) percent bonus.

The applicant shall submit to the Department a document approved by the City Attorney stating that the low income housing which is the basis for the density bonus shall remain for a period of at least twenty (20) years from the date the final inspection is conducted by the Building Official. This document shall be recorded, at the applicant's expense, at the Thurston County Auditor's Office as part of the chain of title of the affected parcels.

5. Transfer of Development Rights. Development Rights must be obtained from an eligible property owner in a Thurston County Transfer of Developments Rights (TDR) Sending Zone in order to develop above ~~seven (7)~~eight (8) units per acre in an R 4-8 District. However, this requirement does not apply to density bonuses granted in accordance with Section 18.04.080(4). With one (1) TDR credit, a density of nine (9) units per acre can be achieved in the Residential 4-8 District.

## B. Minimum Housing Densities

### 1. Calculation of Minimum Density.

a. (Note: Table 5.05 in Section 18.05.) The total area of the entire site shall be included in the minimum density calculation except streams, wetlands, landslide hazard areas, floodplains, "important habitat areas," and "important riparian areas" and their associated buffers; tracts accommodating stormwater facilities required in compliance with the Drainage Manual tracts provided for trees pursuant to the Tree Protection and Replacement Ordinance; existing, opened street rights-of-way; and land to be sold or dedicated to the public in fee (e.g., school sites and public parks, but not street rights-of-way to be dedicated as part of the proposed development).

b. All dwelling units in convalescent homes/nursing homes and accessory dwelling units count toward the minimum density required for the site by Table 4.04.

2. Average Density. A housing project may contain a variety of housing densities (consistent with Table 4.04) provided that the average density for the entire development (e.g., all of the property subject to a single subdivision, site plan, or PRD approval) is neither less than the minimum density nor more than the maximum average density established for the applicable district in Table 4.04.

3. Allowance for Site Constraints. At the request of the applicant, the Director may reduce the minimum density required in Table 4.04, to the extent the Director deems warranted, to accommodate site constraints which make development at the required minimum density impractical or inconsistent with the purposes of this Article. Factors which may warrant a density reduction include poor soil drainage, the presence of springs, topography exceeding twenty (20) percent slope, rock outcrops, sensitive aquifers used as a public water source or wellhead protection areas). As a condition of granting a density reduction, the applicant must demonstrate that the minimum density cannot be achieved by clustering the housing on the



buildable portions of the site (see Section [18.04.080\(F\)](#)). The Director may also authorize a reduction in the minimum density requirements, if necessary, to enable development of small (i.e., less than six (6) acres in size), oddly shaped, or partially developed parcels if the site's configuration or constraints (e.g., existing structures) preclude development at the minimum density specific in Table 4.04. Also see Subsection (E), Developments without Sewer Service, below.

4. Allowance for Transitional Housing and Mixed Residential Projects. The Director may reduce the minimum densities required by Table 4.04 to enable provision of lower density housing along the perimeter of multifamily housing projects, as required by Section [18.04.060\(14\)](#) or as necessary to accommodate the mix of housing types required by Section [18.04.060\(Q\)\(1\)](#).

~~5. Transfer of Development Rights. In the alternative, in order to develop at a density of four (4) to four point ninety-nine (4.99) dwelling units per acre in the R-4-8 District, Development Rights may be obtained from an eligible property owner in a Thurston County Transfer of Development Rights Sending Zone (see Section [18.02.180](#), Definitions). The number of dwelling units proposed for the site plus the number of Development Rights units applied to the site shall total at least five (5) units per acre. (For example, if the applicant proposes to develop a ten (10) acre site at four (4) units per acre, the applicant would have to obtain ten (10) Development Rights.) (Also see Chapter [18.90](#), Transfer of Development Rights.)~~

## OMC Chapter – 18.32, Critical Areas

### Proposal #12 – 18.32.435(C), Streams and Priority Riparian Areas - Buffers

*Intent: Clarify alternative buffer width provisions for situations when a stream is located in a ravine.*

*Please note that the table below does not reflect proposed amendments currently under consideration as part of the Shoreline Master Program Periodic Review.*

C. Stream buffers shall be based on the water type classification as established by the Department of Natural Resources Stream Typing Classification System and required by OMC [18.32.410](#). The table below includes detail differentiating stream types based on fish habitat presence, stream widths, and mass wasting potential:

Stream Type and Description	Buffer
Type S – Shorelines of the State	250 feet
Type F streams greater than 5 feet wide (bankfull width) that provide habitat for fish	250 feet
Type F streams less than 5 feet wide (bankfull width) that provide habitat for fish	200 feet

Stream Type and Description	Buffer
Type Np and Ns streams (no fish habitat) with high mass wasting potential	225 feet
Type Np and Ns streams (no fish habitat) without high mass wasting potential	150 feet

1. Stream buffers shall be measured on a horizontal plane, outward from the ordinary high water mark (OHWM) on each side of the stream. (See Figure 32-1).
2. For streams that occur within ravines ~~(which are not designated as a landslide hazard area) (where the stream is at the bottom of a slope of approximately thirty percent (30%) or greater and is at least ten (10) feet in height) and where the standard buffer extends onto a slope of 30% or greater that is at least 10 feet in height,~~ the standard buffer listed above may be replaced by a shall extend a minimum of 25 feet buffer of at least fifty (50) feet beyond the top of the slope to protect the stream channel from sediment loading from mass wasting events (e.g., landslides, earth/debris flows and slumps, and rock falls/earth topples) and reduce the risk to structures and human safety. In order to obtain approval of this alternative, it must be supported by both the stream and geotechnical reports. Enhancements to the buffer will be required if the current condition does not reflect a relatively intact native vegetation community, as determined by the City.

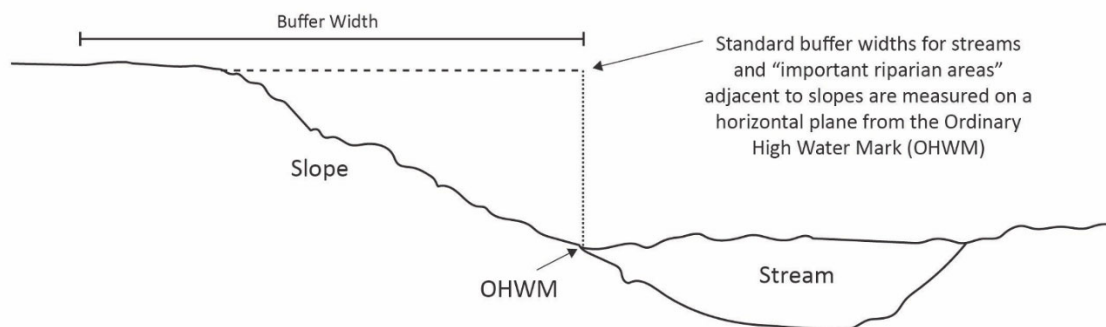


FIGURE 32-1

## OMC Chapter – 18.36, Landscaping and Screening

### Proposal #13 - 18.36.060(G), General Requirements

*Intent: Clarify the type of vegetation that counts toward the requirement for evergreen species.*

#### G. Trees.

1. Trees. Trees size and quality shall comply with standards delineated in the Urban Forestry Manual.

2. Tree Distribution. Trees in Soil and Vegetation Protection Areas shall be comprised of at least 60% ~~evergreen conifer~~ species, unless site conditions are not suitable as determined by the Urban Forester. A conifer produces cones with naked seeds, typically perennial leaves. The leaves are always simple, either narrow, linear or needle-like leaves or very small and scale-like.
3. Street Trees. Street trees will be required as part of frontage improvements pursuant to City of Olympia Engineering Design and Development Standards. The species and spacing of required trees will be approved by the City of Olympia's Urban Forester, or designee, consistent with the provisions of OMC [16.60](#) and this Chapter.

### **Proposal #14 - 18.36.180(C)(3)(d), Parking Lot Landscape and Screening**

*Intent: Provide more direction about tree canopy provisions.*

#### **C. Interior Parking Lot Landscaping.**

1. The following interior parking lot landscape area is required for all development covered by 18.36.180(A). Space requirements are considered minimums, additional landscape area may be necessary to meet design requirements below.

Required landscape area per parking stall.

<b>Stall size</b>	<b>(1-20)</b>	<b>(21-30)</b>	<b>(31-40)</b>	<b>(41 +)</b>
Standard	23 sq. ft. (8.25%)	27 sq. ft. (9.75%)	31 sq. ft. (11.25%)	35 sq. ft. (12.75%)
Small Space	17 sq. ft. (8.3%)	20 sq. ft. (9.8%)	23 sq. ft. (11.3%)	26 sq. ft. (12.7%)

#### **2. Landscape Islands - Design.**

- a. The applicant shall install landscape islands which must be a minimum of one hundred forty-four (144) square feet. Islands must be designed so that trees will be planted a minimum of six (6) feet from any hard scape surface. The minimum island size may be reduced if appropriate accommodations for the trees and roots to mature to full size are provided. Accommodations can include 'structural soil' or other methods that provide adequate soil volume as provided by the City.
- b. Islands shall be provided in the following location:
  - i. Landscaping islands shall be placed at the end of every parking row and with a spacing of approximately one (1) island for every nine (9) parking spaces consistent with a goal of maximizing canopy tree coverage at maturity;

and

ii. Between loading doors/maneuvering areas and parking area; and

iii. Any remaining required landscaping shall be dispersed throughout the parking lot interior to reduce visual impact.

c. Permanent curbing shall be provided in all landscape areas within or abutting parking areas. Based on appropriate surface water considerations, other structural barriers such as concrete wheel stops may be substituted for curbing.

### 3. Landscape Islands - Materials.

a. One tree must be planted for every two hundred (200) square feet of landscape island area; provided that every landscape island must contain at least one (1) tree. Two (2) trees are required in islands separating or ending a double row of parking, regardless of the island size. Planting areas must be provided with the maximum number of trees possible given recommended spacing for species type, and the estimated mature size of the tree.

b. All landscape islands within parking areas shall be comprised of a minimum of 60% native vegetation, or well-adapted drought-tolerant vegetation, where site conditions are appropriate for establishment and long-term survival. Grass lawn is prohibited except as needed and approved for stormwater conveyance.

c. No plant material greater than twelve inches in height shall be located within two (2) feet of a curb or other protective barrier in landscape areas adjacent to parking spaces and vehicle use areas.

d. Deciduous and/or ~~evergreen~~conifer trees shall be used which form a vase, round, oval, open, pyramidal, irregular, weeping or spreading shaped canopy. Deciduous trees shall have a minimum size of two (2) inches in caliper measured six (6) inches above the base. Evergreen trees shall be a minimum six (6) feet in height at planting.

e. Shrubs and ground cover. Ground cover shall be planted and spaced in a triangular pattern which will result in eighty (80) percent coverage in three (3) years. The mature size of shrubs and trees whose canopy is no more than two (2) feet above the ground may also be included in total ground cover calculations.

f. Motor vehicle overhang. Parked motor vehicles may overhang landscaped areas up to two (2) feet when wheel stops or curbing are provided. Plants more than twelve (12) inches tall are not allowed within the overhang area.

## OMC Chapter – 18.38, Parking and Loading

### Proposal #15 – 18.38.060, Parking and Loading General Regulations

*Intent: Clarify when parking is required, especially for redevelopment or when a change of use occurs to an existing development.*

A. Off-street parking and loading spaces shall be provided in accordance with the provisions of this chapter when any of the following actions occur. These provisions apply to all uses and structures in all land use districts unless otherwise specified.

1. When a main or accessory building is erected.
2. ~~When a main or accessory building is relocated or expanded.~~ When a legally established existing structure is remodeled or enlarged on a legally established site, it shall be exempt from providing additional off street parking provided that the structure is not enlarged, extended, or structurally altered outside the exiting building envelope in a manner that would require additional parking pursuant to this chapter. In the case of a structure expanding, the number of additional spaces shall be computed only to the extent of the enlargement, regardless of whether or not the number of previous existing spaces satisfies the requirements of the chapter. In residential structures, alterations that do not increase the number of dwelling units are exempt.
3. When a use is changed to one requiring more or less parking or loading spaces it must comply with parking requirements. Except, when a new use of an existing building requires a similar amount of parking as the previous use (within 10% or 5 spaces, whichever is greater) regardless of the number of existing spaces onsite. A change of use exceeding this will require additional vehicular and bicycle parking. This also includes all occupied accessory structures.
4. When the number of stalls in an existing parking lot is decreased or increased by twenty-five (25) percent or 6 stalls, whichever is less. Only those stalls and areas proposed to be added or removed shall be subject to the provisions of this Chapter. (Note: proposed expansions of existing parking lots not subject to the minimum parking requirements of this Chapter).

B. Required Plans. Building permits shall not be approved unless there is a building plan and ~~plot-site~~ plan identifying parking, pedestrian routes, and loading facilities in accordance with this chapter. No permit or city license shall be issued unless there is proof that required parking, pedestrian routes, and loading facilities have been or are currently provided in accordance with the provisions of this chapter.

## Proposal #16 – 18.38.100, Parking, Vehicular and Bicycle Parking Standards

*Intent: Clarify how the City's parking requirements are applied.*

A. Required Vehicular and Bicycle Parking. A minimum number of bicycle parking spaces are required as set forth in Table 38-01 below. The specific number of motor vehicle parking spaces set forth in Table 38-01 must be provided, however the project proponent may increase or decrease by +/- ten percent (10%) automatically. This is not exclusive of other modifications as outlined elsewhere in the chapters shall be provided, unless varied pursuant to OMC 18.38.080 or other provision of this code. Any change in use which requires more parking shall install vehicular and bicycle facilities pursuant to Table 38.01 and consistent with the location standards of OMC 18.38.220.

**Proposed change to parking requirements, added to the Residential section of Table 38.1 to address new state law (RCW 36.70A.620), added on 04/22/2021:**

TABLE 38.01			
Use	Required Motor Vehicle Parking Spaces	Minimum Required Long-Term Bicycle Spaces	Minimum Required Short-Term Bicycle Spaces
<b>RESIDENTIAL</b>			
Accessory Dwelling Unit	None	None	None
Bed and Breakfast	One (1) space in addition to space(s) required for the residential unit.	One (1) per ten (10) rooms. Minimum of one (1).	None
Collegiate Greek system residences and dormitories	One (1) space for every three (3) beds, plus one (1) space for the manager.	One per fourteen (14) beds. Minimum of two (2).	Ten (10) per dormitory, or Collegiate Greek system residence
Community Club Houses		None	One (1) per ten (10) auto stalls. Minimum of two (2).
Cottage Housing	One (1) space per unit or 1.5 space per unit if on-street parking is not available along street frontage (One (1) space per twenty (20) linear feet).	One per five (5) units, or one (1) per three (3) units if no on-street parking. Minimum of two (2).	One per ten (10) units, or one (1) per six (6) units if no on-street parking. Minimum of two (2).
Elder Care Home	One (1) space in addition to space(s) required for the residential unit.	Minimum of two (2).	Minimum of two (2).

**TABLE 38.01**

<b>Use</b>	<b>Required Motor Vehicle Parking Spaces</b>	<b>Minimum Required Long-Term Bicycle Spaces</b>	<b>Minimum Required Short-Term Bicycle Spaces</b>
Fraternities, Sororities and Dormitories	One (1) space for every three (3) beds, plus one (1) space for the manager.	One per fourteen (14) beds. Minimum of two (2).	Ten (10) per dormitory, fraternity or sorority building.
Group Home	One (1) space for each staff member plus one (1) space for every five (5) residents. Additionally, one (1) space shall be provided for each vehicle used in connection with the facility.	One (1) per ten (10) staff members plus one (1) per thirty (30) residents. Minimum of one (1). Additional spaces may be required for conditional uses.	None
Home Occupations	None, except as specifically provided in this table.	None	None
Mobile Home Park	Two (2) spaces per lot or unit, whichever is greater. If recreation facilities are provided, one (1) space per ten (10) units or lots.	None	None
Triplex, when in a zoning district with a maximum density of twelve units per acre or less	Five (5) spaces.	None	None
Multifamily Dwellings	Three or more units shall provide one and one-half (1.5) off-street parking spaces per dwelling unit. Multifamily dwelling units located on HDC-4 properties, where the new project provides for the development of replacement dwelling units in a development agreement, and the project site is all or part of an area of 40 acres or more that was in contiguous ownership in 2009, are exempt from the parking requirements of this section. If parking is voluntarily provided by the property owner, then the Director shall permit such parking to be shared with parking provided for non-residential development on the property.	One (1) storage space per unit that is large enough for a bicycle.	One (1) per ten (10) units. Minimum of two (2) per building.

TABLE 38.01

Use	Required Motor Vehicle Parking Spaces	Minimum Required Long-Term Bicycle Spaces	Minimum Required Short-Term Bicycle Spaces
Single Family to include Duplex and Townhouse.	Two (2) spaces per unit. Note: parking spaces may be placed in tandem (behind the other). DB, CSH and RMH zone districts require one (1) space/unit.	None	None
Studio Apartments.	Apartments with one (1) room enclosing all activities shall provide one (1) off-street parking space per dwelling unit	None	One (1) per ten (10) units. Minimum of two (2) per building.
<u>Residential units for people who are very low income and extremely low income, when located within one quarter mile of a transit route</u>	<u>0.75 spaces per unit. The city may require more parking in areas with a lack of access to street parking capacity, physical space impediments, or other reasons supported by evidence that would make on-street parking infeasible for the units.</u>	<u>One (1) storage space per unit that is large enough for a bicycle.</u>	<u>One (1) per ten (10) units. Minimum of two (2) per building.</u>
<u>Residential units for seniors or people with disabilities, when located within one quarter mile of a transit route</u>	<u>None for the units. Staff and visitor parking may be required at a ratio of one (1) space per every four units. The city may require more parking in areas with a lack of access to street parking capacity, physical space impediments, or other reasons supported by evidence that would make on-street parking infeasible for the units.</u>		
<u>Market rate multifamily housing when located within one quarter mile of a transit route</u>	<u>0.75 spaces per unit. The city may require more parking in areas with a lack of access to street parking capacity, physical space impediments, or other reasons supported by evidence that would make on-street parking infeasible for the units.</u>	<u>One (1) storage space per unit that is large enough for a bicycle.</u>	<u>One (1) per ten (10) units. Minimum of two (2) per building.</u>
<b>Note:</b> The state statute contains information specific to the <u>frequency and duration</u> of transit service and the language is different for low income housing ( <i>at least two times per hour for twelve or more hours per day</i> ) than it is for housing for seniors or those with disabilities or market rate housing ( <i>at least four times per hour for twelve or more hours per day</i> ). Staff's proposal is more general than required under state law, which would increase where these parking provisions apply within the City.			



## Proposal #17 – 18.38.120, Handicapped Parking Requirements

*Intent: The proposed revision to delete “Handicapped Parking Requirements” from the parking chapter is for two reasons: 1) The term “handicapped” is not appropriate; and 2) Accessible parking requirements are specified in the building codes.*

### ~~18.38.120 Handicapped parking requirements~~

~~Handicapped parking requirements shall be provided as established by the 1991 Washington State Building Code. The parking standards contained within this Section represent those established by the 1991 Washington State Building Code. Any change in the State’s handicapped parking requirements shall preempt the affected requirements of this Section.~~

#### ~~A. ACCESSIBLE PARKING REQUIRED:~~

~~Refer to the table below and WAC 51-30, Parking Facilities, for required accessible parking spaces. Refer to Chapter 11 of the Uniform Building Code for building occupancy definitions.~~

#### ~~NUMBER OF ACCESSIBLE PARKING SPACES~~

<del>Total Parking Spaces in Lot or Garage</del>	<del>Minimum Required Number of Accessible Spaces</del>
<del>1-25</del>	<del>1</del>
<del>26-50</del>	<del>2</del>
<del>51-75</del>	<del>3</del>
<del>76-100</del>	<del>4</del>
<del>101-150</del>	<del>5</del>
<del>151-200</del>	<del>6</del>
<del>201-300</del>	<del>7</del>
<del>301-400</del>	<del>8</del>
<del>401-500</del>	<del>9</del>
<del>501-1,000</del>	<del>2% of total spaces</del>
<del>Over 1,000</del>	<del>20 spaces plus 1 space every 100 spaces, or fraction thereof, over 1,000</del>

~~One (1) of every eight (8) spaces or fraction thereof shall be designed to be accessible to wheelchair side loading vans.~~

#### ~~EXCEPTIONS:~~

- ~~1. Inpatient Medical Care Facilities. Twenty (20) percent of parking spaces provided shall be accessible.~~

~~2.—Outpatient Medical Care Facilities. Ten (10) percent of parking spaces provided shall be accessible.~~

~~3.—Apartment Buildings. One (1) accessible parking space for each fully accessible parking unit shall be provided. When total parking provided on site exceeds one (1) parking space per apartment, two (2) percent of the additional parking shall be accessible.~~

#### ~~B.—DESIGN AND CONSTRUCTION:~~

~~1.—Location. Accessible parking spaces shall be located on the shortest possible accessible route of travel to an accessible building entry. In facilities with multiple accessible building entries with adjacent parking, accessible parking spaces shall be dispersed and located near the accessible entrances. Wherever practical, the accessible route of travel shall not cross lanes of vehicular traffic. Where crossing traffic lanes is necessary, the route of travel shall be designated and marked as a crosswalk.~~

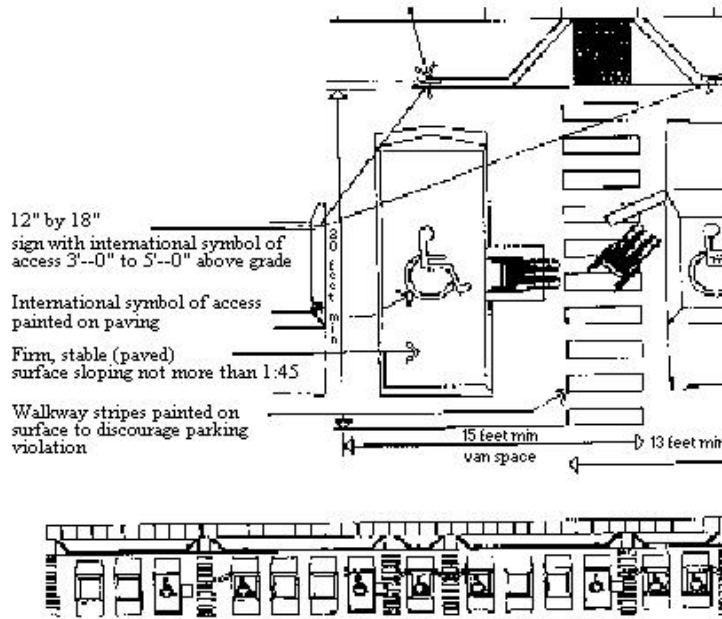
~~2.—Size. Parking spaces shall be no less than eight (8) feet in width and shall have an adjacent access aisle no less than five (5) feet in width. Where two adjacent spaces are provided, the access aisle may be shared between the two spaces. Access aisles shall be marked so that the aisles will not be used as parking space. Van accessible parking spaces shall have an adjacent access aisle no less than eight (8) feet in width or a total of sixteen (16) feet including parking space.~~

~~3.—Vertical Clearance. Where accessible parking spaces are required for vans, the vertical clearance shall be no less than nine and a half (9.5) feet.~~

~~4.—Slope. Accessible parking spaces and access aisles shall be located on a surface with a slope not to exceed one (1) vertical in forty-eight (48) horizontal.~~

~~5.—Surface. Parking spaces and access aisles shall be firm, stable, smooth and slip resistant.~~

~~6.—Signs. Every parking space required by this section shall be identified by a sign, centered between three (3) and five (5) feet above the parking surface, at the head of the parking space. The sign shall include the International Symbol of Access and the phrase "State Disabled Parking Permit Required."~~

**FIGURE 38-1**

### Proposal #17 – 18.38.160, Specific Zone District Requirements

*Intent: These proposed revisions are related to those of Proposal #15 to provide clarification of how the parking reduction requirements of certain zoning districts are applied.*

#### A. Ten (10) Percent Required Reduction in Parking Requirements.

The median motor vehicle parking requirements contained in Section 18.38.100 shall be reduced by an additional ten (10) percent for uses in the High Density Corridor 1, 2, 3, and 4 Districts (see High Density Corridor Map), Neighborhood and Urban Villages, and within the Downtown (see Figure 38-2). ~~This shall not be used in combination with an administrative parking variance or other reductions unless approved by the Director.~~

#### B. Urban Residential (UR), High Rise Multifamily (RM-H) Residential Mixed Use (RMU) and Commercial Services - High Density (CS-H) Zones.

Residential uses shall be provided with one (1) motor vehicle parking space per unit unless otherwise exempted below elsewhere in this chapter.

### Proposal #18 – 18.38.220, Design Standards – General

*Intent: Clarify that all portions of parking areas, including the maneuvering areas, must be paved. Revisions should also better align with the City's engineering standards.*

Off-street parking facilities shall be designed and maintained in accordance with the standards hereunder, provided that up to 30% of parking stalls may be small spaces as described in section B. In the alternative, an applicant may propose and, if providing equal or better function, the Director may approve alternative parking geometrics consistent with the most recent specific standards promulgated by the Institute of Transportation Engineers or the

National Parking Association.

A. General Requirements. Also see the specific zone district design standards of OMC [18.38.240](#).

<b>1</b>	<b>2 SW</b>	<b>3 WP</b>	<b>4 VPW</b>	<b>5 VPi</b>	<b>6 AW</b>	<b>7 W2</b>	<b>8 W4</b>
<b>Parking Class</b>	<b>Basic Stall Width (ft)</b>	<b>Stall Width Parallel to Aisle (ft)</b>	<b>Stall Depth to Wall (ft)</b>	<b>Stall Depth to Interlock (ft)</b>	<b>Aisle Width (ft)</b>	<b>Modules Wall-to-Wall (ft)</b>	<b>Modules Interlock to Interlock (ft)</b>
A	2-Way Aisle-90° 9.00	9.00	17.5	17.5	24	59	59
A	2-Way Aisle-60° 9.00	10.4	18.0	16.5	24	60	57
A	1-Way Aisle-75° 9.00	9.3	18.5	17.5	20	57	55
A	1-Way Aisle-60° 9.00	10.4	18.0	16.5	16	52	49
A	1-Way Aisle-45° 9.00	16.5	16.5	14.5	13	46	42

**STANDARD PARKING DIMENSIONS  
FIGURE 38-4**

Figure 7-1. Dimensional elements of parking layouts.  
 SOURCE: Adapted from R. A. Weant, "Parking Garage Planning and Operation," Fig. 20, Eno Foundation for Transportation, Inc., 1978.

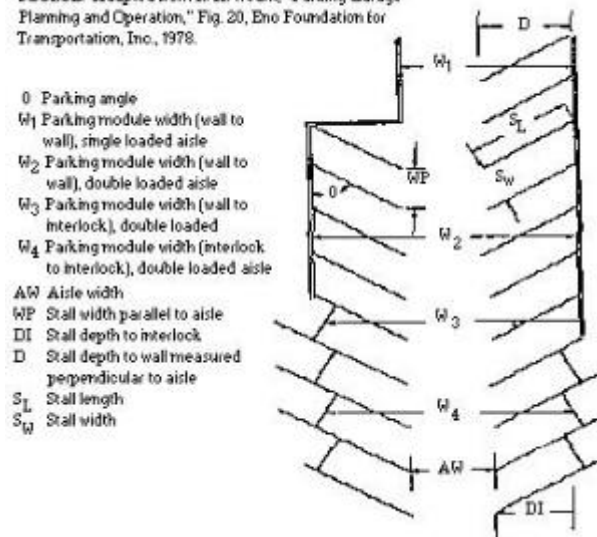


FIGURE 38-5

1. Driveway Approaches. Driveway approaches and curb cuts within public rights-of-way shall be located and designed in accordance with the City's current Engineering Design and Development Standards.
2. Ingress/Egress Requirements.
  - a. The Director, or designee, and after appropriate traffic study, including consideration of total parcel size, frontage on thoroughfares, uses proposed and other vicinity characteristics, shall have the authority to fix the location, width and manner of approach of a vehicular ingress and egress from a building or parking area to a public street and to alter existing ingress or egress as may be required to control street traffic in the interest of public safety and general welfare.
  - b. Generally, but not in all cases, the internal circulation system and the ingress and egress to commercial or multifamily developments from an access street shall be so designed that the principal point of automobile cross-traffic on the street occurs at only one point--a point capable of being channelized for turning movements. Access shall be shared with adjoining parcels by placing ingress/egress points on shared lot lines, wherever safe and practical. Where parcels are bounded by more than a single street, generally, but not in all cases, access shall be provided only from the street having the lowest classification in the hierarchy of streets as established in the Engineering Design and Development Standards.
3. Maneuvering Areas.
  - a. All maneuvering areas, ramps, access drives, etc. shall be provided on the

property on which the parking facility is located; however, if such facility adjoins an alley, such alley may be used as a maneuvering area. A garage or carport entered perpendicular to an alley must be located a minimum of ten (10) feet from the property line. A garage or carport entered parallel to an alley may be placed on the rear property line; provided sight distances are maintained.

b. Maneuvering areas shall be provided so that no vehicle is obliged to back out of a parking stall onto the street, except into neighborhood collector and local access streets within the R-1/5, RLI, R-4, R 4-8, and R 6-12 use districts, or where approved by the City Engineer.

4. Parking Surface. All parking, maneuvering, and driving areas ~~lots~~ must be paved and designed to meet drainage requirements. Approved pervious pavements surfaces and other approved dust free surfaces may be used. ~~A maintenance agreement may be required to ensure such surface is properly maintained.~~

## OMC Chapter – 18.40, Property Development and Protection Standards

### Proposal #19 – 18.40.060(H)(2)(a), General Standards

*Intent: Clarify that setbacks are measured from the right of way edge when the property line actually extends into the right of way.*

#### H. Yards.

1. In addition to the following, yard regulations found in OMC 18.04.060(B) (Accessory Structures) apply to all building sites in all use districts of the city.

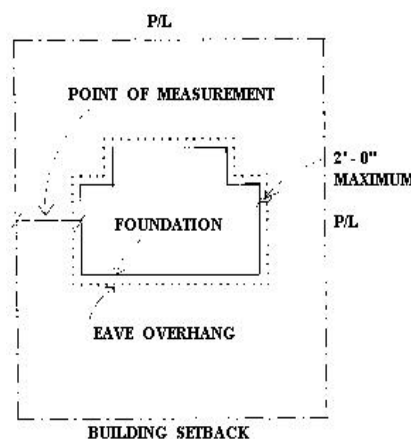
#### 2. Yards/Setbacks.

a. The required setback area shall be parallel to the structure requiring a setback. Setback width shall be measured from the outermost edge of the building foundation to the closest point of the parallel (or nearly parallel) adjoining lot line, or right of way line if closer. In the event of a planned unit development or binding site plan, such development shall meet all Uniform Building Code separation requirements. (See Figure 40-4.)

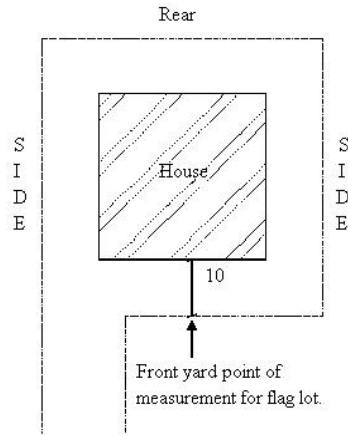
b. A required yard area shall be kept free of any building or structure taller than thirty (30) inches, except that a building or projection shall be allowed as provided below:

i. Cornices, window sills, bay windows, flues and chimneys, planters, and eaves of roofs may project two (2) feet into the required yard area.

- ii. Marquees and awnings of commercial buildings may project into required setback areas.
  - iii. Fences may project into the required yard area if they meet fence height requirements found in OMC [18.40.060\(C\)](#).
  - iv. Uncovered steps, porches, or patios, which are no more than thirty (30) inches above the adjacent grade may be placed within the required setback area.
  - v. Uncovered swimming pools, hot tubs and satellite dish antennas may be placed in the rear or interior side yard setback area.
  - vi. Signs in compliance with OMC [18.43](#).
  - vii. Refer to each land use district for other allowed projections in required yards.
- c. No building construction nor projection is allowed within any utility, access or public/private easement.
- d. The front yard setback for a flag lot shall be a minimum of ten (10) feet measured from the nearest parallel or nearly parallel lot line adjacent to the front facade of the dwelling.



**FIGURE 40-4**

**FIGURE 40-5**

3. Use of Yard by Another Building. No yard or other open space required by this chapter for any building shall be considered as a yard or other open space for any other building; nor shall any yard or open space on one building site be considered as a yard or open space for a building on any other building site.

## OMC Chapter – 18.43, Signs

### Proposal #20 - 18.43.010, Purpose

*Intent: Address minor issues that have come up during review of various sign permit applications and inquiries since the sign code was adopted in 2019.*

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

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

### Proposal #21 - 18.43.070(F), Permanent Sign Types and Standards

*Intent: The revisions would treat corner tenant spaces the same way we treat buildings on corner lots, which would allow signs on both the front and side of the building.*



F. Business Identification Signs can be freestanding or building mounted, depending on the sign zone the business is located in. Such signs are limited in number based on the number of property lines that abut a street frontage, however for the purposes of the sign code the City may interpret a private street or internal access road as being a second street frontage when calculating the total amount of signage allowed. In cases where tenant spaces are located on the end of a building, signs are allowed on the front and side walls.

## **Proposal #22 - 18.43.080(I), Commercial Message Temporary Sign Types and Standards**

*Intent: Identify that real estate signs cannot be specifically illuminated.*

I. Real Estate Signs. Where permitted, the following standards shall apply:

1. Permits and Temporary Sign Agreements - not required (see 18.43.040).
2. Materials - all exterior real estate signs must be of wood or plastic or other durable material.
3. Placement - signs may not be attached to a utility pole or traffic safety device or interfere with traffic safety.
4. Real Estate signs shall not be specifically illuminated, either internally or externally.

### 5. Residential properties:

- a. For Sale and Sold signs
  - Maximum size – ten (10) square feet, provided that if a single faced sign, sign shall not exceed 5 square feet.
  - Height – seven (7) feet maximum.
  - Placement - signs shall be placed wholly on the property for sale. If sign is greater than five (5) square feet in sign surface area, it must be placed more than thirty (30) feet from the abutting owner's property line.
- b. Directional Open House Signs
  - Maximum size - ten (10) square feet, provided that if a single faced sign, sign shall not exceed five (5) square feet.
  - Height – four (4) foot maximum.
  - Placement - signs may be placed no less than ten (10) feet from the traveled portion of public rights-of-way, provided it does not interfere with traffic safety.
  - Hours - permitted only during daylight hours and when the broker, agent, or seller is in attendance at the property for sale.

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

#### **65. Commercial and Industrial Properties:**

##### **a. For Sale, Rent, or Lease Signs**

- Maximum size – fifty (50) square feet, provided that if a single faced sign, sign shall not exceed thirty-two (32) square feet.
- Height – eight (8) foot maximum.
- Placement - for all commercial and industrial properties, if the sign is freestanding, it shall be located more than fifteen (15) feet from public rights-of-way and from any abutting property line if the adjacent property is developed. These signs can be single or double sided and can be angled to maximize readability to motorists (in the shape of a “v”) as long as the sign meets this setback criteria. For developed commercial and industrial properties, if the face of the building is less than fifteen (15) feet from the property line, the sign shall be placed on the building or in a window.
- Removal - signs shall be displayed only while the property is actually for rent or sale.
- Number of signs - one (1) sign per street frontage while the property or building is actually for sale, rent, or lease.

**76.** Additional Real Estate Signs - The Hearing Examiner may grant a special use permit to allow temporary off-premises signs in addition to those permitted above. Notice of adjacent property owners shall not be required. Such additional signs may be used to advertise open houses, to provide directions to new developments, or for similar purposes. Such signs may be placed no less than ten (10) feet from the traveled portion of the public right-of-way, provided they do not interfere with traffic safety, but they may not be attached to utility poles or traffic safety devices. The Hearing Examiner shall determine the number and locations of such signs, and the period during which they may be displayed. The Hearing Examiner shall take into account the number of existing signs in any proposed location, and shall limit or prohibit new ones so as to prevent a traffic hazard or a detrimental effect on neighboring property.

### **Proposal #23 - 18.43.100, Downtown Sign Zone**

*Intent: Two amendments are proposed in the section. The first would ease restrictions on where projecting signs are allowed – which is currently only for single tenant buildings. The second proposed amendment would allow freestanding business identification signs in a portion of the Downtown Sign Zone area where freestanding signs are currently more common and where automobile traffic is more predominant than pedestrian patrons.*

Table 43-2

Sign Types Allowed	Standards	Notes
Development Identification	Freestanding or Building Mounted sign up to 50 sq. ft. maximum size (1/2 the sq. ft. if double sided).	1 per exterior public entry
Business Identification	Building mounted sign(s); <u>Except freestanding signs are allowed in a small area per 18.43.100.C.5 below.</u>	Up to 200 sq. ft. max., per 18.43.100.A.1; (1/2 the sq. ft. if double sided)
Building Entrance	1 per exterior public entry	10 sq. ft. max (half if double sided, such as a blade sign)
Business Directory	Multiple Occupancy Buildings and Multiple Building Complexes only	A type of development ID; See 18.43.070
Directional	See 18.43.070	
Entrance/Exit	See 18.43.070	
Public Service	Public Service signs do not count toward the total amount of signage allowed.	See 18.43.070

### C. Sign Regulations Specific to Downtown Sign Zone

1. No alley sign shall project out from the wall into the alley or interfere with the ability of vehicles to pass, including garbage collection trucks or delivery vehicles.
2. Freestanding business identification signs up to twenty-four (24) square feet in size (12 sq. ft. per side if double sided) and up to four (4) feet in height are permitted for city-approved surface parking lots that do not contain a building on which to place the sign.
3. Window Signs: (see 18.43.080)
  - a. Coverage: all window signs combined shall not exceed twenty-five (25) percent of the window in which the sign(s) is located. When windows are grouped to provide a large expanse of transparency, this provision is applied separately to each window.
  - b. Window films count toward the total sign coverage allowed, whether they are opaque, solid, or consist of images with or without text or logos. The director may

approve exceptions for banks or similar uses for the protection of sensitive personal data; when requested or supported by the Police Department to reduce or deter crime or to protect the public health, safety, or general welfare; or when a window treatment is proposed that results in a minimal amount of window tinting to reduce glare and/or energy for heating/cooling the building but that still provides for easy public viewing into the building space from public rights of way.

c. Coverage is measured using the square footage of the smallest rectangle that covers the entire sign compared to the square footage of the individual window itself.

4. Businesses in multiple tenant buildings that have a separate public entrance, or businesses in single tenant buildings, may have blade or projecting signs as a business identification sign. In no case shall the sign exceed the Projecting Sign size standards.

5. Freestanding or Building Mounted business identification signs are permitted for businesses located between Plum Street and Eastside Street. Freestanding signs may be up to 200 square feet in size (100 square feet per side if double sided) and up to four feet in height.

### **Proposal #24 - 18.43.120, Business & Corridor Sign Zone**

*Intent: A revision to the Sign Code was made before the code was adopted that allowed more than one business identification sign in some instances. When that change in language was made Table 43-7 was not updated to reflect the text change. This amendment would correct that inconsistency.*

**Table 43-7**

<b>Permanent Signs</b>	<b>Standards</b>	<b>Notes</b>
Development ID Signs for Multiple Occupancy Buildings	Building Mounted OR Freestanding	1 per exterior public entry
Development ID Signs for Multiple Building Complexes	Building Mounted OR Freestanding	1 per street frontage which has a driveway entry to the development
Business ID Sign for Individual Use in Single Occupancy Bldg	Building Mounted OR Freestanding	1 per street frontage, <u>or per 18.43.120.A.1.b.1</u>

**Table 43-7**

<b>Permanent Signs</b>	<b>Standards</b>	<b>Notes</b>
Business ID Sign for Tenants in Multiple Occupancy Buildings	Building Mounted Only	1 per street frontage, per tenant, <u>or per 18.43.120.A.1.b.1</u>
Building Entrance	1 per exterior public entry	10 sq. ft. max (half if double sided such as a blade sign)
Business Directory	Multiple Occupancy Buildings and Multiple Building Complexes only	A type of development ID; See 18.43.070
Directional	See 18.43.070	
Entrance/Exit	See 18.43.070	
Public Service	Public Service signs do count toward the total amount of signage allowed.	See 18.43.070
Window	Up to 35% of the window area may be covered with signage, however window signs do count toward the total amount of Business Identification signage allowed per business.	See 18.43.080
<b>Temporary Signs</b>		
The following Temporary Signs are permitted, in conformance with the provisions in 18.43.080: Sandwich Board/Pedestal; Banners; Construction; Inflatable; Yard/ Lawn; and Real Estate Signs.		

## OMC Chapter – 18.59, Olympia Comprehensive Plan Amendment Process

### Proposal #25 - 18.59.055, Consistency Between Zoning Map and Future Land Use Map

*Intent: Add a zoning district that was not included in the table.*

<b>FUTURE LAND USE MAP DESIGNATION</b>	<b>ZONING DISTRICT(S)</b>
Low Density Neighborhoods	Residential – 1 Unit per 5 Acres Residential Low Impact Residential – 4 Units per Acre <u>Residential – 4 units per Acre Chambers Basin</u> Residential – 4 to 8 Units per Acre

<b>FUTURE LAND USE MAP DESIGNATION</b>	<b>ZONING DISTRICT(S)</b>
	Residential – 6 to 12 Units per Acre (only when adjacent to similar or higher density zoning district)
Medium Density Neighborhoods	Residential Multifamily – 18 Units per Acre Residential Multifamily – 24 Units per Acre
Mixed Residential	Mixed Residential 7 – 13 Units per Acre Mixed Residential 10 – 18 Units per Acre
Neighborhood Centers	Neighborhood Retail Neighborhood Center District
Residential Mixed Use	Residential Mixed Use Urban Residential Urban Waterfront – Housing
Planned Developments	Planned Unit Developments Neighborhood Village District Community-Oriented Shopping Center Urban Village District
Professional Office & Multi-family Housing	Professional Office / Residential Multi-family
Urban Corridor	High-Density Corridor – 1 High-Density Corridor – 2 High-Density Corridor – 3 (only within area designated High Density Neighborhood Overlay) High-Density Corridor – 4 General Commercial Commercial Services – High Density Manufactured Housing Park Mixed Residential 10 to 18 Units per Acre Residential Multifamily 18 Units per Acre Residential Multifamily 24 Units per Acre
Urban Waterfront	Urban Waterfront Urban Waterfront – Housing
Central Business District	Downtown Business
General Commerce	General Commercial Commercial Services – High Density
Auto Services	Auto Services
Medical Services	Medical Services
Light Industry	Light Industrial / Commercial
Industry	Industrial

## OMC Chapter – 18.60, Land Use Review and Approval

### Proposal #26 - 18.60.240, Final Approval – Expiration

*Intent: Correct a discrepancy between code sections about the duration of land use approvals.*

Unless utilized by application for unexpired construction permits or explicitly extended by the

Director pursuant to OMC 18.72.140, the final approval of a land use application shall expire in ~~one (1)~~two (2) years pursuant to 18.72.140(D), Expiration of Approvals.

## OMC Chapter – 18.72, Administration

### Proposal #27 – 18.72.140(B) Expiration of Approval

*Intent: Recognize that a Conditional Use Permit decision is not always issued by the Hearing Examiner.*

B. Conditional Use Permit. Unless exercised or otherwise specified, a conditional use permit shall be void one (1) year from the date a notice of final decision was issued. If exercised, a conditional use permit shall be valid for the amount of time specified by the ~~Hearing Examiner~~approval authority. If the use allowed by the permit is inactive, discontinued or abandoned for twelve (12) consecutive months, the permit is void and a new permit shall be obtained in accordance with the provisions of this title prior to resuming operations.

## OMC Chapter – 18.75, Appeals/Reconsideration

### Proposal #28 – 18.75.100, Council Action

*Intent: Remove text about appeals of Hearing Examiner decisions to City Council. The City Council does not handle such appeals.*

~~A. Except for decisions regarding planned residential developments, master planned developments, rezones and related ordinances, action on any appeal before the City Council shall be taken by the adoption of a motion by the Council. When taking any final action, the Council shall make and enter written conclusions which support its action. The City Council may adopt or modify the Examiner's conclusions, based on the findings of fact in the record.~~

~~B.~~—The decision of the Council shall be final upon adoption of such written findings and conclusions and approval of any necessary ordinance.

~~B.C.~~ The action of the Council, approving, modifying, or rejecting a ~~decision recommendation~~ of the Hearing Examiner shall be conclusive, unless within twenty-one (21) calendar days from the date of the final Council action an aggrieved party or person files a land use petition with the Superior Court of Washington for Thurston County for the purpose of review of the action taken.

Proposed Revision as of 4/19/2021: Do not include sections C and D. This type of language is addressed in 18.75.120 and is not needed in Section 18.75.100.

~~C. The action of the City Council approving Comprehensive Plan or Development Regulation amendments shall be final and conclusive, unless declared invalid by the Washington State Growth Management Hearings Board as provided under the Revised Code of Washington. The cost of preparing and certifying the transcript of records ordered by the Board shall be borne by appellant.~~

~~D. Appeals of a decision to grant, deny or rescind a shoreline permit shall be governed by the provisions of Chapter 90.58 of the Revised Code of Washington.~~



## OMC Chapter – 18.06, Commercial Districts

### Proposal #29 – 18.06.040 Table 6.01 and 6.02 (Commercial Districts)

*Intent: Include reference to standards that apply and to identify that accessory uses are permitted in Commercial Zoning Districts. In addition, the amendments would allow Single Room Occupancy (SRO) buildings in more commercial zoning districts, similar to where apartments are allowed.*

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
District-Wide Regulations	18.06.060 (R)				18.06.060 (F)(2)	18.06.060 (HH)	18.06.060 (F)(2)						18.130 .020	
<b>1. EATING &amp; DRINKING ESTABLISHMENTS</b>														
Drinking Establishments			P		P	P	P		C 18.06.060 (P)		P	P	P	
Drinking Establishments - Existing		P 18.06.060(GG)				P								
Restaurants, with drive-in or drive-through			P 18.06.060 (F)(3)										P 18.06.060 (F)(3)	
Restaurants, with drive-in or drive-through, existing			P				P 18.06.060 (U)					C	P	
Restaurants, without drive-in or drive-through	P 18.06.060 (U)(3)	C	P	P 18.06.060 (U)(2)	P	P	P 18.06.060 (U)(1)	P	P	P	P	P	P	
District-Wide Regulations	18.06.060 (R)				18.06.060 (F)(2)	18.06.060 (HH)	18.06.060 (F)(2)							
<b>2. INDUSTRIAL USES</b>														

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Industry, Heavy														
Industry, Light			C		P/C 18.06.060 (N)									
On-Site Treatment & Storage Facilities for Hazardous Waste					P 18.06.060 (Q)									
Piers, Wharves, Landings					P									
Printing, Industrial			C		P/C 18.06.060 (N)									
Publishing		C	C		P		P		C	C				
Warehousing			P		P/C 18.06.060 (AA)		P							
Welding & Fabrication			C		P/C 18.06.060 (N)		P							
Wholesale Sales		C 18.06.060 (BB)(3)	P		P/C	18.06.060 (BB)		P		P	18.06.060 (BB)(2)			
Wholesale Products Incidental to Retail Business			P		P	P						P	P	
District-Wide Regulations	18.06.060 (R)				18.06.060 (F)(2)	18.06.060 (HH)	18.06.060 (F)(2)							
<b>3. OFFICE USES (See also SERVICES, HEALTH)</b>														

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Banks		P	P		P/C 18.06.060 (D)(2)	P 18.06.060 (D)(2)	P/C 18.06.060 (D)(2)	P	P	P	P	P 18.06.060 (D)(1)	P 18.06. 060 (F)(3)	
Business Offices		P	P		P	P	P	P	P	P	P	P	P	
Government Offices		P	P		P	P	P	P	P	P	P	P	P	
District-Wide Regulations	18.06.060 (R)				18.06.060 (F)(2)	18.06.060 (HH)	18.06.060 (F)(2)							
<b>4. RECREATION AND CULTURE</b>														
Art Galleries	P	P	P		P	P	P		P	P	P	P	P	
Auditoriums and Places of Assembly			P		P	P	P					P	P	
Boat Clubs					P	P								
Boating Storage Facilities					P			P						
Commercial Recreation		C	P		P	P	P	P		C	C	P	P	
Health Fitness Centers and Dance Studios	P	P 18.06. 060(L)	P	P	P	P	P	P	P	P 18.06. 060(L)	P 18.06.060 (L)	P	P	
Libraries	C	C	C	C	P	P	P		P	C	P	P	P	18.04.060 (V)
Marinas/Boat Launching Facilities					P 18.06.060 (CC)	P								
Museums		C	P		P	P	P		P	C	C	P	P	18.04.060 (V)
Parks, Neighborhood	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060 (T)

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

<b>COMMERCIAL DISTRICT</b>	<b>NR</b>	<b>PO/RM</b>	<b>GC</b>	<b>MS</b>	<b>UW</b>	<b>UW-H</b>	<b>DB</b>	<b>AS</b>	<b>CSH</b>	<b>HDC-1</b>	<b>HDC-2</b>	<b>HDC-3</b>	<b>HDC-4</b>	<b>APPLICABLE REGULATIONS</b>
Parks & Playgrounds, Other	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060 (T)
Theaters (Drive-in)			C											
Theaters (No drive-ins)			P		P	P	P				C	P	P	
District-Wide Regulations	18.06.060 (R)				18.06.060 (F)(2)	18.06.060 (HH)	18.06.060 (F)(2)							
<b>5. RESIDENTIAL</b>														
Apartments		P	P	P	P	P	P		P	P	P	P	P	
Apartments above ground floor in mixed use development	P	P	P	P	P	P	P		P	P	P	P	P	
Boarding Houses		P	P	P	P	P	P		P	P	P	P	P	
Co-Housing		P	P			P	P			P	P		P	
Collegiate Greek system residence, dormitories		C	P	P	P	P	P		P	C	P	P	P	
Duplexes	P	P	P	P			P		P	P	P		P	
Group Homes (6 or less)	P	P	P 18.06.060 (K)	P	P	P	P 18.06.060 (K)		P	P	P	P 18.06.060 (K)	P 18.06.060 (K)	18.04.060 (K)
Group Homes (7 or more)	C	C	C 18.06.060 (K)	C	C	C	C 18.06.060 (K)		C	C	C	C 18.06.060 (K)	P 18.06.060 (K)	18.04.060 (K)
Mobile or Manufactured Homes Park - Existing		C	C	C						C			C	18.04.060 (P)

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Quarters for Night Watch person/Caretaker					P	P								
Retirement Homes		P	P	P	P	P	P		P	P	P	P	P	
Single-Family Residences	P	P	P	P			P		P	P	P	P	P	
Single Room Occupancy Units		<u>P</u>	<u>CP</u>	<u>P</u>	P	P	P		P	<u>P</u>	<u>P</u>	<u>P</u>	<u>CP</u>	
Townhouses	P	P	P	P 18.06.060 (T)		P	P		P	P	P	P	P	
Triplexes, Four-plexes, and Cottage Housing		P											P	
District-Wide Regulations	18.06.060 (R)				18.06.060 (F)(2)	18.06.060 (HH)	18.06.060 (F)(2)							
<b>6. RETAIL SALES</b>														
Apparel and Accessory Stores			P		P	P	P					P	P	
Boat Sales and Rentals			P		P	P	P	P					P	
Building Materials, Garden and Farm Supplies	P		P		P	P	P					P	P	
Commercial Greenhouses, Nurseries, Bulb Farms	C	C 18.04. 060(G)	C	C					C		P	P		18.04.060 (G)
Electric Vehicle Infrastructure	P	P	P	P	P 18.06.060 (W)	P 18.06.060 (W)	P 18.06.060 (W)	P	P	P	P	P	P	
Food Stores	P	P  18.06.	P		P	P	P		P	P 18.08. 060(H)	P	P	P	

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
		060(H)												
Furniture, Home Furnishings, and Appliances			P		P	P	P				P	P	P	
Gasoline Dispensing Facilities accessory to a permitted use	P 18.06.060 (W)(4)		P		P 18.06.060 (W)		P 18.06.060 (W)(2)	P				P 18.06.060 (W)	P 18.06.060 (W)	
Gasoline Dispensing Facility accessory to a permitted use - Existing	P 18.06.060 (W)		P		P 18.06.060 (W)		P 18.06.060 (W)				P	P 18.06.060 (W)	P	
General Merchandise Stores	P	P 18.06.060(J)	P		P	P	P			P 18.06.060(J)	P	P	P	
Mobile, Manufactured, and Modular Housing Sales			P											
Motor Vehicle Sales			P				P	P					P	
Motor Vehicle Supply Stores			P		P	P	P	P			P	P	P	
Office Supplies and Equipment		P 18.06.060(DD)	P		P	P	P		P	P 18.06.060(DD)	P	P	P	18.06.060 (CC)
Pharmacies and Medical Supply Stores	P	P 18.06.060(EF)	P	P	P	P	P		P	P 18.06.060(EF)	P	P	P	18.06.060 (DD)
Specialty Stores	P 18.06.060 (Y)(3)	P 18.06.060 (Y)(4)	P	C 18.06.060 (Y)(2)	P	P	P			P 18.06.060 (Y)(4)	P	P 18.06.060 (Y)(1)	P	
District-Wide Regulations	18.06.060 (R)				18.06.060 (F)(2)	18.06.060 (HH)	18.06.060 (F)(2)							

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
<b>7. SERVICES, HEALTH</b>														
Hospitals				P			P		P					
Nursing, Congregate Care, and Convalescence Homes	C	P	C	P			C		C	C	C	P	P	18.04.060 (S)
Offices, Medical		P	P	P	P	P	P	P	P	P	P	P	P	
Veterinary Offices/Clinics		P	P	P			P			P	P	P	P	
District-Wide Regulations	18.06.060 (R)				18.06.060 (F)(2)	18.06.060 (HH)	18.06.060 (F)(2)							
<b>8. SERVICES, LODGING</b>														
Bed & Breakfast Houses (1 guest room)	P	P 18.06.060(E)	P 18.06.060 (E)	P 18.06.060 (E)	P	P	P			P	P	P	P	18.04.060 (L)(3)(c)
Bed & Breakfast Houses (2 to 5 guest rooms)	C	P 18.06.060(E)	P 18.06.060 (E)	P 18.06.060 (E)	P	P	P		C	P	P	P	P	18.04.060 (L)(3)(c)
Hotels/Motels			P	C	P		P		P				P	
Lodging Houses		P	P	P	P		P		P	P	P	P	P	
Recreational Vehicle Parks			P										P	
District-Wide Regulations	18.06.060 (R)				18.06.060 (F)(2)	18.06.060 (HH)	18.06.060 (F)(2)							
<b>9. SERVICES, PERSONAL</b>														
Adult Day Care Home	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060 (L)(3)(b)
Child Day Care Centers	C	P	P	P	P	P	P		P	P	C	P	P	18.04.060 (D)

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
Crisis Intervention	C	P	C	P			P		C	P	C	C	C	18.04.060 (I)
Family Child Care Homes	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060 (L)
Funeral Parlors and Mortuaries		C	P				P			C		P	P	
Laundries and Laundry Pick-up Agencies	P	P	P	P	P	P	P			P <u>18.06.060(O)</u>	P <u>18.06.060(O)</u>	P 18.06.060 (O)	P	
Personal Services	P	P	P	P	P	P	P	P	P	P	P	P	P	
District-Wide Regulations	18.06.060 (R)				18.06.060 (F)(2)	18.06.060 (HH)	18.06.060 (F)(2)							
<b>10. SERVICES, MISCELLANEOUS</b>														
Auto Rental Agencies			P		P	P	P	P			C	P	P	
Equipment Rental Services, Commercial			P		P		P				P	P	P	
Equipment Rental Services, Commercial - Existing		P 18.06.060(FF)												
Ministorage			P				P							
Printing, Commercial	P	P	P		P	P	P		P	P	P	P	P	
Public Facilities (see also Public Facilities, Essential on next page)	C	C	C	C	P	C	P	P	P	C	C	C	C	18.04.060 (V)
Radio/T.V. Studios		P	P		P	P	P		P	P	P	P	P	
Recycling Facilities	P	P	P	P	P		P		P	P	P	P	P	18.06.060 (V)



**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

<b>COMMERCIAL DISTRICT</b>	<b>NR</b>	<b>PO/RM</b>	<b>GC</b>	<b>MS</b>	<b>UW</b>	<b>UW-H</b>	<b>DB</b>	<b>AS</b>	<b>CSH</b>	<b>HDC-1</b>	<b>HDC-2</b>	<b>HDC-3</b>	<b>HDC-4</b>	<b>APPLICABLE REGULATIONS</b>
School - Colleges and Business, Vocational or Trade Schools		C	P		P	P	P		P	C	C	C	P	18.06.060 (X)
Service and Repair Shops			P				P	P				P	P	
Service Stations/Car Washes			P				P 18.06.060 (W)	P				P 18.06.060 (W)	P 18.06.060 (W)	
Service Stations/Car Washes - Existing			P		P 18.06.060 (W)		P 18.06.060 (W)				P	P 18.06.060 (W)	P 18.06.060 (W)	
Servicing of Personal Apparel and Equipment	P	P	P		P	P	P			P	P	P	P	
Truck, Trailer, and Recreational Vehicle Rentals			P					P						
Workshops for Disabled People	C	C	C	C	P	C	P		C	C	C	C	C	18.04.060 (R)
District-Wide Regulations	18.06.060 (R)				18.06.060 (F)(2)	18.06.060 (HH)	18.06.060 (F)(2)							
<b>11. PUBLIC FACILITIES, ESSENTIAL</b>														
Airports			C										C	18.06.060 (G)
Inpatient Facilities		C	C	C 18.06.060 (T)	C		C		C	C	C	P	P	18.06.060 (G) 18.04.060 (K)

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

<b>COMMERCIAL DISTRICT</b>	<b>NR</b>	<b>PO/RM</b>	<b>GC</b>	<b>MS</b>	<b>UW</b>	<b>UW-H</b>	<b>DB</b>	<b>AS</b>	<b>CSH</b>	<b>HDC-1</b>	<b>HDC-2</b>	<b>HDC-3</b>	<b>HDC-4</b>	<b>APPLICABLE REGULATIONS</b>
Jails			C		C		C		C				C	18.06.060 (G)
Mental Health Facilities			C	C 18.06.060 (T)	C		C						C	18.06.060 (G) 18.04.060 (K)
Other Correctional Facilities		C	C	C 18.06.060 (T)	C	C	C		C	C	C	C	C	18.06.060 (G)
Other facilities as designated by the Washington State Office of Financial Management, except prisons and solid waste handling facilities		C	C		C		C			C	C	C	C	18.06.060 (G)
Radio/TV and Other Communication Towers and Antennas	C	C	C	C	C	C	C	C	C	C	C	C	C	18.06.060 (G) 18.44.100
Sewage Treatment Facilities	C	C	C	C	P		P		C	C	C	C	C	18.06.060 (G) 18.04.060 (X)
State Education Facilities		C	C		C		C		C	C	C	C	C	18.06.060 (G) 18.06.060 (X)
State or Regional Transportation Facilities	C	C	C	C	C	C	C		C	C	C	C	C	18.06.060 (G)
District-Wide Regulations	18.06.060 (R)				18.06.060 (F)(2)	18.06.060 (HH)	18.06.060 (F)(2)							

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

COMMERCIAL DISTRICT	NR	PO/RM	GC	MS	UW	UW-H	DB	AS	CSH	HDC-1	HDC-2	HDC-3	HDC-4	APPLICABLE REGULATIONS
<b>12. TEMPORARY USES</b>														
Entertainment Events			P		P	P	P						P	
Off Site Contractor Offices	P	P	P	P	P	P	P	P	P	P	P	P	P	18.04.060 (DD)
Emergency Housing	P	P	P	P	P			P	P	P	P	P	P	18.04.060 (DD)
Emergency Housing Facilities	P	P	P	P	P	P	P	P	P	P	P	P	P	18.50
Fireworks, as determined by Fire Dept.			P		P	P	P				P	P	P	9.48.160
Mobile Sidewalk Vendors		P	P	P	P	P	P			P	P	P	P	
Parking Lot Sales			P		P	P	P	P			P	P	P	
Residences Rented for Social Event (6 or less in 1 year)	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060 (DD)
Residences Rented for Social Event (7 or more in 1 year)	C	C	C	C	C	C	C		C	C	C	C	C	
Temporary Surface Parking Lot		P	P		P	P	P		P					
District-Wide Regulations	18.06.060 (R)				18.06.060 (F)(2)	18.06.060 (HH)	18.06.060 (F)(2)							
<b>13. OTHER USES</b>														
Accessory Structures/Uses	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	
Adult Oriented Businesses			P										P	18.06.060 (B)
Agriculture	P	P	P	P					P	P	P	P	P	

**TABLE 6.01  
PERMITTED AND CONDITIONAL USES**

<b>COMMERCIAL DISTRICT</b>	<b>NR</b>	<b>PO/RM</b>	<b>GC</b>	<b>MS</b>	<b>UW</b>	<b>UW-H</b>	<b>DB</b>	<b>AS</b>	<b>CSH</b>	<b>HDC-1</b>	<b>HDC-2</b>	<b>HDC-3</b>	<b>HDC-4</b>	<b>APPLICABLE REGULATIONS</b>
Animals	P	P	P	P	P	P	P		P	P	P	P	P	18.06.060 (C)
Cemeteries	C	C	C	C					C	C	C		C	
Conference Center			P		P	P	P						P	
Gambling Establishments			C											
Garage/Yard/Rummage and Other Outdoor Sales	P	P	P	P	P	P	P		P	P	P	P	P	5.24
Home Occupations	P	P	P	P	P	P	P		P	P	P	P	P	18.04.060 (L)
Parking Facility, Commercial		P	P		P	P	P 18.06.060 (S)			P	P	P 18.06.060 (S)	P	18.04.060 (V)
Places of Worship	C	C	P	C	P	P	P		C	C	C	P	P	18.04.060 (U)
Racing Pigeons	C	C	C	C					C	C	C	C	C	18.04.060 (Y)
Satellite Earth Stations	P	P	P	P	P	P	P	P	P	P	P	P	P	18.44.100
Schools	C	C	P	C	C	C	C		C	C	C	P	P	18.04.060 (DD)
Social Organizations		P	P		P	P	P		P/C 18.06.060(I)	P	P	P	P	
Utility Facility	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	18.04.060 (X)
Wireless Communications Facilities	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	18.44

**LEGEND**

P = Permitted Use

MS = Medical Services

DB = Downtown Business

C = Conditional Use

PO/RM = Professional

Office/Residential Multifamily

AS=Auto Services

NR = Neighborhood Retail

GC = General Commercial

UW = Urban Waterfront

UW-H = Urban Waterfront-Housing

CSH = Commercial Services-High Density

HDC-1=High Density Corridor-1

HDC-2=High Density Corridor-2

HDC-3=High Density Corridor-3

HDC-4=High Density Corridor-4

Intent: Clarify the height provisions that apply in the Downtown Business Zoning District.

**TABLE 6.02  
COMMERCIAL DISTRICTS' DEVELOPMENT STANDARDS**

STANDARD	NR	PO/RM	GC	HDC-1	HDC-2	HDC-3	HDC-4 and HDC-4 Capital Mall	ADDITIONAL REGULATIONS
MINIMUM LOT SIZE	7,200 Sq. Ft.	No minimum, except 1,600 = cottage 3,000 = zero lot 1,600 sq. ft. minimum 2,400 sq. ft. average = townhouse 6,000 sq. ft. = duplex 7,200 sq. ft. = multifamily 4,000 = other	No minimum, except 1,600 sq. ft. minimum 2,400 sq. ft. average = townhouse	No minimum, except 1,600 = cottage 3,000 = zero lot 1,600 sq. ft. minimum 2,400 sq. ft. average = townhouse 6,000 sq. ft. = duplex 7,200 sq. ft. = multifamily 4,000 = other	No minimum, except 1,600 = cottage 3,000 = zero lot 1,600 sq. ft. minimum 2,400 sq. ft. average = townhouse 6,000 sq. ft. = duplex 7,200 sq. ft. = multifamily 4,000 = other	No minimum, except 1,600 sq. ft. minimum 2,400 sq. ft. average = townhouse	No minimum, except 1,600 sq. ft. minimum 2,400 sq. ft. average = townhouse	See also 18.06.100(D) for regulations on existing undersized lots of record.
FRONT YARD SETBACK	See Chapter <a href="#">18.110</a> , Basic Commercial Design Criteria	10' maximum, if located in a High Density Corridor; 10' minimum otherwise.	5' minimum for residential otherwise none.	0-10' See 18.130	0-10' See 18.130	0-10' See 18.130	0-10' See 18.130	1. 50' minimum from property line for agriculture buildings (or structures) which house animals other than pets. 2. Must comply with clear sight triangle requirements, Section <a href="#">18.40.060(C)</a> . 3. Must comply with site design standards, Chapter <a href="#">18.100</a> .

**TABLE 6.02  
COMMERCIAL DISTRICTS' DEVELOPMENT STANDARDS**

<b>STANDARD</b>	<b>NR</b>	<b>PO/RM</b>	<b>GC</b>	<b>HDC-1</b>	<b>HDC-2</b>	<b>HDC-3</b>	<b>HDC-4 and HDC-4 Capital Mall</b>	<b>ADDITIONAL REGULATIONS</b>
REAR YARD SETBACK	15' minimum.	10' minimum; Except: 1. Next to an R 4, R 4-8, or R 6-12 district = 15' minimum + 5' for each bldg. floor above 2 stories. 2. Next to MR 7-13, MR 10-18, RM- 18, RM-24 or RMH district = 10' minimum + 5' for each bldg. floor above 2 stories.	10' minimum; Except: 1. Next to single-family use or an R 4, R 4-8, or R 6- 12 district = 15' minimum + 5' for each bldg. floor above 2 stories. 2. Next to MR 7-13, MR 10- 18, RM-18, RM-24 or RMH district (refer to 1 above if adjacent use is single- family) = 10' minimum + 5' for each bldg. floor above 2 stories.	10' minimum; Except: 1. Next to an R4, R4-8, or R6-12 district = 15' minimum + 5' for each bldg. floor above 2 stories; 10 ft. where an alley separates HDC-1 from the above residential district. 2. Next to MR7- 13, MR 10-18, RM-18, RM-24 or RMH district = 10' minimum + 5' for each bldg. floor above 2 stories.	10' minimum; Except: 1. Next to an R4, R4-8, or R6-12 district = 15' minimum + 5' for each bldg. floor above 2 stories; 10 ft. where an alley separates HDC-2 from the above residential district. 2. Next to MR7- 13, MR 10-18, RM-18, RM-24, or RMH district = 10' minimum + 5' for each bldg. floor above 2 stories.	10' minimum; Except: 1. Next to single- family use or an R4, R4-8, or R6- 12 district = 15' minimum + 5' for each bldg. floor above 2 stories. 2. Next to MR7- 13, MR10-18, RM-18, RM-24 or RMH district (refer to 1 above if adjacent use is single-family) = 10' minimum + 5' for each bldg. floor above 2 stories.	10' minimum; Except: 1. Next to single- family use or an RLI, R4, R4-8, or R6-12 district - 15' minimum + 5' for each bldg. floor above 2 stories. 2. Next to MR7- 13, MR10-18, RM- 18, RM-24 or RMH district (refer to 1 above if adjacent use is single-family) = 10' minimum + 5' for each bldg. floor above 2 stories.	1. 50' minimum from property line for agriculture buildings (or structures) which house animals other than pets. 2. Must comply with site design standards, Chapter <a href="#">18.100</a> .
SIDE YARD SETBACK	15' minimum.	No minimum on interior, 10' minimum on flanking street; Except: 1. Next to R 4, R 4-8, or R	No Minimum; Except: 1. Next to R 4, R 4-8, or R 6-12 district = 15' minimum + 5' for each building floor	No minimum on interior, 10' minimum on flanking street; Except: 1. Next to R4, R4-8, or R6-12 district = 15'	No minimum on interior, 10' minimum on flanking street; Except: 1. Next to R4, R4- 8, or R6-12 district = 15'	No Minimum; Except: 1. Next to R4, R4- 8, or R6-12 district = 15' minimum + 5' for each building	No Minimum; Except: 1. Next to RLI, R4, R4-8, or R6- 12 district = 15' minimum + 5' for each building	1. 50' minimum from property line for agriculture buildings (or structures) which house animals other than pets.

**TABLE 6.02  
COMMERCIAL DISTRICTS' DEVELOPMENT STANDARDS**

STANDARD	NR	PO/RM	GC	HDC-1	HDC-2	HDC-3	HDC-4 and HDC-4 Capital Mall	ADDITIONAL REGULATIONS
		6-12 district = 15' minimum + 5' for each building floor above 2 stories. 2. Next to MR 7-13, MR 10-18, RM-18, RM-24 or RMH district = 10' minimum + 5' for each bldg. floor above 2 stories. 3. Residential excluding mixed use structures: 5' except 6' on one side of zero lot.	above 2 stories. 2. Next to MR 7-13, MR 10-18, RM-18, RM-24 or RMH district = 10' minimum + 5' for each bldg. floor above 2 stories. 3. Residential excluding mixed use structures: 5' except 6' on one side of zero lot.	minimum + 5' for each building floor above 2 stories. 2. Next to MR7-13, MR10-18, RM-18, RM-24 or RMH district = 10' minimum + 5' for each bldg. floor above 2 stories. 3. Residential excluding mixed use structures: 5' except 6' on one side of zero lot.	minimum + 5' for each building floor above 2 stories. 2. Next to MR7-13, MR10-18, RM-18, RM-24 or RMH district = 10' minimum + 5' for each building floor above 2 stories. 3. Residential excluding mixed use structures: 5' except 6' on one side of zero lot.	floor above 2 stories. 2. Next to MR7-13, MR10-18, RM-18, RM-24 or RMH district = 10' minimum + 5' for each bldg. floor above 2 stories. 3. Residential excluding mixed use structures; 5' except 6' on one side of zero lot.	floor above 2 stories. 2. Next to MR7-13, MR10-18, RM-18, RM-24 or RMH district = 10' minimum + 5' for each bldg. floor above 2 stories. 3. Residential excluding mixed use structures; 5' except 6' on one side of zero lot.	2. Must comply with clear sight triangle requirements, Section <a href="#">18.40.060(C)</a> . 3. Residential sideyards can be reduced consistent with 18.04.080(H)(5). 4. Must comply with site design standards, Chapter <a href="#">18.100</a> .
MAXIMUM BUILDING HEIGHT	35'	Up to 35', if any portion of the building is within 100' of R 4, R 4-8, or R 6-12 district;	Up to 35', if any portion of the building is within 100' of R 4, R 4-8, or R 6-12 district;	The portion of a building within 100' of land zoned for maximum density of less than 14 units per acre is limited to 35'.	The portion of a building within 100' of land zoned for maximum density of less than 14 units per acre is limited to 35'.	The portion of a building within 100' of land zoned for maximum density of less than 14 units per acre is limited to 35'.	The portion of a building within 100' of land zoned for maximum density of less than 14 units per acre is limited to 35'.	1. Not to exceed height limit set by State Capitol Group Height District, 18.10.060, for properties near



**TABLE 6.02  
COMMERCIAL DISTRICTS' DEVELOPMENT STANDARDS**

<b>STANDARD</b>	<b>NR</b>	<b>PO/RM</b>	<b>GC</b>	<b>HDC-1</b>	<b>HDC-2</b>	<b>HDC-3</b>	<b>HDC-4 and HDC-4 Capital Mall</b>	<b>ADDITIONAL REGULATIONS</b>
		Up to 60' otherwise.	Up to 60' otherwise; or up to 70', if at least 50% of the required parking is under the building; or up to 75', if at least one story is residential.	The portion of a building within 50' of land zoned for a maximum density of 14 units per acre or more is limited to the lesser of 60' or the height allowed in the abutting district. Up to 60' otherwise. Provided that one additional story may be built for residential development only.	The portion of a building within 50' of land zoned for a maximum density of 14 units per acre or more is limited to the lesser of 60' or the height allowed in the abutting district. Up to 60' otherwise. Provided that one additional story may be built for residential development only.	The portion of a building within 50' of land zoned for a maximum density of 14 units per acre or more is limited to the lesser of 60' or the height allowed in the abutting district. Up to 60' otherwise; or up to 70', if at least 50% of the required parking is under the building; or up to 75', if at least one story is residential.	The portion of a building within 50' of land zoned for a maximum density of 14 units per acre or more is limited to the lesser of 60' or the height allowed in the abutting district. Up to 60' otherwise; or up to 70', if at least 50% of the required parking is under the building; or up to 75', if at least one story is residential. See 18.130.060 Significant Building Entry tower exemption (allows an additional 30' for a tower element at Capital Mall). Up to 75' for HDC-4 zoned properties where the proposed project provides	the State Capitol Campus. 2. Must comply with site design standards, Chapter <a href="#">18.100</a> . 3. HDC-1 and HDC-2 additional story must comply with OMC 18.06.100.A.6.4. In a Downtown Design Sub-District, see 18.120.220 and 18.120.440 for upper story step back requirements.

**TABLE 6.02  
COMMERCIAL DISTRICTS' DEVELOPMENT STANDARDS**

<b>STANDARD</b>	<b>NR</b>	<b>PO/RM</b>	<b>GC</b>	<b>HDC-1</b>	<b>HDC-2</b>	<b>HDC-3</b>	<b>HDC-4 and HDC-4 Capital Mall</b>	<b>ADDITIONAL REGULATIONS</b>
							for the development of replacement dwelling units in a development agreement and the project site is all or part of an area of 40 acres or more that was in contiguous common ownership in 2009.	
MAXIMUM BUILDING COVERAGE	45%	70%, except 55% for residential only structures	70%; or 85% if at least 50% of the required parking is under the building.	70% for all structures	70% for all structures	70% for all structures, 85% if at least 50% of the required parking is under the building.	70% for all structures. 85% of the site if at least 50% of the required parking is under the building. On redeveloped sites, 85% if at least 50% of new required parking is under the building or in a structured parking form. 85% for HDC-4 zoned properties where the proposed project	For projects in the GC and HDC-4 zones west of Yauger Way, limitations of building size per 18.06.100(C) and 18.130.020 apply.

**TABLE 6.02  
COMMERCIAL DISTRICTS' DEVELOPMENT STANDARDS**

STANDARD	NR	PO/RM	GC	HDC-1	HDC-2	HDC-3	HDC-4 and HDC-4 Capital Mall	ADDITIONAL REGULATIONS
							provides for the development of replacement dwelling units in a development agreement and the project site is all or part of an area of 40 acres or more that was in contiguous common ownership in 2009.	
MAXIMUM IMPERVIOUS SURFACE COVERAGE	50%	70%	85%	85% for all structures	85% for all structures	85% for all structures	85% for all structures	See OMC <a href="#">18.06.100(D)</a> .
MAXIMUM HARD SURFACE	70%	85%	100%	100%	100%	100%	100%	
ADDITIONAL DISTRICT-WIDE DEVELOPMENT STANDARDS	Maximum building size (gross sq. ft.): 3,000 for single use; 6,000 for mixed use.	Building floors above 3 stories which abut a street or residential district must be stepped back a minimum of 8 feet (see	Building floors above 3 stories which abut a street or residential district must be stepped back a minimum of 8 feet (see 18.06.100(B)).	Building floors above 3 stories which abut a street or residential district must be stepped back a minimum of 8 feet (see 18.06.100(B)).	Building floors above 3 stories which abut a street or residential district must be stepped back a minimum of 8 feet (see 18.06.100(B)).	Building Floors above 3 stories which abut a street or residential district must be stepped back a minimum of 8 feet (see 18.06.100(B)).	Building floors above 3 stories which abut a street or residential district must be stepped back a minimum of 8 feet (see 18.06.100(B)).	For properties in the vicinity of Kaiser Road and Harrison Ave NE, also see Pedestrian Streets Overlay District, Chapter <a href="#">18.16</a> . For retail uses over 25,000 square feet in

**TABLE 6.02  
COMMERCIAL DISTRICTS' DEVELOPMENT STANDARDS**

STANDARD	NR	PO/RM	GC	HDC-1	HDC-2	HDC-3	HDC-4 and HDC-4 Capital Mall	ADDITIONAL REGULATIONS
		18.06.100(B) and Figure 6-3). In a Downtown Design Sub- District, see Chapter <a href="#">18.120</a> for upper story stepbacks.	In a Downtown Design Sub- District, see Chapter <a href="#">18.120</a> for upper story stepbacks.					gross floor area, see Section <a href="#">18.06.100</a> (G) Large Scale Retail Uses. EXCEPTION: Section <a href="#">18.06.100</a> (G) shall not apply to motor vehicle sales. In a Downtown Design Sub-District, see Chapter <a href="#">18.120</a> .

**LEGEND**

NR = Neighborhood Retail  
GC = General Commercial

PO/RM = Professional  
Office/Residential Multifamily

HDC-1=High Density Corridor-1  
HDC-2=High Density Corridor-2  
HDC-3=High Density Corridor-3  
HDC-4=High Density Corridor-4

**TABLE 6.02  
COMMERCIAL DEVELOPMENT STANDARDS**

STANDARD	MS	UW	UW-H	DB	CS-H	AS	ADDITIONAL REGULATIONS
MINIMUM LOT AREA	7,200 Sq. Ft.	No minimum.	No minimum.	No minimum.	7,200 Sq. Ft. if bldg. height is 35' or less.	No minimum.	

**TABLE 6.02  
COMMERCIAL DEVELOPMENT STANDARDS**

STANDARD	MS	UW	UW-H	DB	CS-H	AS	ADDITIONAL REGULATIONS
					12,500 Sq. Ft. if bldg. height is over 35'.		
FRONT YARD SETBACK	10' maximum.	No minimum; however, see Chapter <a href="#">18.100</a> for design guidelines for pedestrian access and view corridors. In a Downtown Design Sub-District: 12' from the curb on Type A and B Streets, 10' from curb for Type C Streets.	No minimum. In a Downtown Design Sub-District: 12' from the curb on Type A and B Streets, 10' from curb for Type C Streets.	No minimum. In a Downtown Design Sub-District: 12' from the curb on Type A and B Streets, 10' from curb for Type C Streets.	No minimum.	30' minimum for buildings; 15' for other structures except signs	1. 50' minimum from property line for agriculture buildings (or structures) which house animals other than pets. 2. Must comply with clear sight triangle requirements, Section <a href="#">18.40.060(C)</a> . 3. See Design Guidelines, Chapter <a href="#">18.100</a> .
REAR YARD SETBACK	15' minimum; If next to a residential zone, 15' minimum plus 5' for every story over 3 stories.	No minimum; however, see Chapter <a href="#">18.100</a> for design guidelines for pedestrian access and view corridors.	No minimum.	No minimum.	5' minimum if building has 1 or 2 stories. 10' minimum if building has 3 or more stories.	15' minimum.	50' minimum from property line for agriculture buildings (or structures) which house animals other than pets.
SIDE YARD SETBACK	10' minimum; 15' minimum plus 5' for every story over 3 stories if next to	No minimum; however, see Chapter <a href="#">18.100</a> for design guidelines for pedestrian access and view corridors.	No minimum.	No minimum.	5' minimum if building has 1 or 2 stories. 10' minimum if building has 3 or more stories; AND	5' minimum 30' minimum for buildings and 15' minimum for other	1. 50' minimum from property line for agriculture buildings (or structures) which

**TABLE 6.02  
COMMERCIAL DEVELOPMENT STANDARDS**

STANDARD	MS	UW	UW-H	DB	CS-H	AS	ADDITIONAL REGULATIONS
	a residential zone.				the sum of the 2 side yards shall be no less than 1/2 the building height.	structures from flanking streets.	house animals other than pets. 2. Must comply with clear sight triangle requirements, Section <a href="#">18.40.060(C)</a> . 3. See Design Guidelines, Chapter <a href="#">18.100</a> .
MAXIMUM BUILDING HEIGHT	75'; except hospitals, which may exceed that height.	See 18.06.100(A)(2) and Figure 6-2, Urban Waterfront District Height Limits Exceptions: 1) In the portion of the area Downtown with a height limit of 65', two additional residential stories may be built. See 18.06.100. 2) In the portion of the area on West Bay Drive with a height limit of 42' to 65', the taller height limit is conditioned upon the provision of certain waterfront amenities. See 18.06.100(A)(2)(c).	Refer to Figure 6-2 and 6-2B for specific height and building configurations required on specific blocks. In a Downtown Design Sub-District, see view protection measures in 18.06.100 and Chapter <a href="#">18.120</a> .	75'; PROVIDED, however, that two additional stories may be built, if they are residential. <del>There are also restrictions around Sylvester Park.</del> For details, see <del>18.06.100(A)(4).</del> <u>In a Height, Downtown Design Sub-Business District, see view protection measures in 18.06.100 and Chapter 18.120.</u> <u>There are restrictions around Sylvester Park (see 18.100.080).</u>	75' Exception: Up to 100' may be allowed with conditional approval by the City Council, upon recommendation of the Hearing Examiner. For details, see 18.06.100(C)(5), Height, Commercial Services-High Density. In a Downtown Design Sub-District, see view protection measures in 18.06.100 and Chapter <a href="#">18.120</a> .	40' accessory building limited to 20'.	Not to exceed height limit set by State Capitol Group Height District, 18.10.060, for properties near the State Capitol Campus.

**TABLE 6.02  
COMMERCIAL DEVELOPMENT STANDARDS**

<b>STANDARD</b>	<b>MS</b>	<b>UW</b>	<b>UW-H</b>	<b>DB</b>	<b>CS-H</b>	<b>AS</b>	<b>ADDITIONAL REGULATIONS</b>
MAXIMUM BUILDING COVERAGE	50%	60% for properties between the shoreline and the nearest upland street. 100% for properties not between the shoreline and the nearest upland street. See also Chapter <a href="#">18.100</a> for design guidelines for pedestrian access and view corridors.	100%	No requirement.	No requirement.	85%	
MAXIMUM IMPERVIOUS SURFACE COVERAGE	60%	100%	100%	100%	100%	85%	See OMC <a href="#">18.06.100(D)</a> .
MAXIMUM HARD SURFACE	80%	100%	100%	100%	100%	100%	
ADDITIONAL DISTRICT-WIDE DEVELOPMENT STANDARDS	Building floors above 3 stories which abut a street or residential district must be stepped back a minimum of 8 feet (see <a href="#">18.06.100(F)</a> ). Residential uses (Section 5 of Table 6.01) may not be constructed	Street ends abutting the water shall be preserved to provide views of and public access to the water, pursuant to Section <a href="#">12.16.050(D)</a> OMC. Section <a href="#">18.06.100(A)(2)(c)</a> for West Bay Drive building height and view blockage limits; and Chapter <a href="#">18.100</a> for West Bay Drive view corridors. See also Chapter <a href="#">18.100</a> for	Street ends abutting the water shall be preserved to provide views of and public access to the water, pursuant to OMC Section <a href="#">12.16.050(D)</a> .		Residential uses must comply with High Rise Multi-family (RM-H) development standards.	6' of sight-screening buffer shall be provided along north, east, and west district boundaries. See Olympia Park Replat covenants for access, and other standards	For properties in the vicinity of the Downtown, also see the Downtown Design Guidelines in <a href="#">18.120</a> . For retail uses over 25,000 square feet in gross floor area, see Section <a href="#">18.06.100 (C)</a> Large Scale

**TABLE 6.02  
COMMERCIAL DEVELOPMENT STANDARDS**

<b>STANDARD</b>	<b>MS</b>	<b>UW</b>	<b>UW-H</b>	<b>DB</b>	<b>CS-H</b>	<b>AS</b>	<b>ADDITIONAL REGULATIONS</b>
	within 600 feet of Lilly Road except in upper stories of mixed use building; all other development standards are the same as for commercial uses.	Downtown design guidelines for Pedestrian Access and View Corridors and Waterfront Public Access; Chapter <a href="#">18.100</a> for Port Peninsula design guidelines for Pedestrian Connections and View Corridors; Section <a href="#">18.06.100</a> (A)(2)(c) for West Bay Drive building height and view blockage limits; and Chapter <a href="#">18.100</a> for West Bay Drive view corridors.				applicable to replat lots.	Retail Uses. EXCEPTION: Section <a href="#">18.06.100</a> (C) shall not apply to motor vehicle sales.

**LEGEND**

MS = Medical Services

DB = Downtown Business

CS-H = Commercial Services - High Density

AS=Auto Services

UW = Urban Waterfront

UW-H = Urban Waterfront-Housing





**Nisqually Indian Tribe  
Tribal Historic Preservation Office  
4820 She-Nah-Num Dr. S.E.  
Olympia, WA 98513  
(360) 456-5221**

April 7, 2021

To: Joyce Phillips, AICP  
Principal Planner  
City of Olympia  
Community Planning and Development  
601 4th Avenue  
Olympia WA 98507

From: Brad Beach, Tribal Historic Preservation Officer (THPO)

**Re: 21-1385 2021 Minor Code Amendments to Titles 16 & 18 of the  
Olympia Municipal Code**

The Nisqually Indian Tribe's THPO has reviewed the 2021 Code Amendments and supplementary materials that you provided for the above named project and has no comments or concerns at this time. Please keep us informed if there are any Inadvertent Discoveries of Archaeological Resources/Human Burials.

Sincerely,

Brad Beach, THPO  
Nisqually Indian Tribe  
360-456-5221 ext 1277  
[beach.brad@nisqually-nsn.gov](mailto:beach.brad@nisqually-nsn.gov)

cc: Annette Bullchild, Director, Nisqually Indian Tribe,

**From:** [Shaun Dinubilo](#)  
**To:** [Joyce Phillips](#)  
**Subject:** RE: City of Olympia - Notice of SEPA DNS - 21-1385 2021 Minor Code Amendments to Titles 16 & 18 of the Olympia Municipal Code  
**Date:** Wednesday, April 07, 2021 11:26:40 AM

**External Email Alert!**

This email originated from a source outside of the City's network. Use caution before clicking on links or opening attachments.

Hello Ms. Phillips,

Thank you for contacting the Squaxin Island Tribe Cultural Resources Department regarding the above listed project for our review and comment. We have no specific cultural resource concerns for this project. However, if DAHP recommends a survey, or any other additional recommendations, we concur with DAHP's recommendations. We would prefer to receive an electronic copy by email once completed. If any archaeological or cultural resources are uncovered during implementation, please halt work in the area of discovery and contact DAHP and the Squaxin Island Tribe's Archaeologist, Shaun Dinubilo via email at [sdinubilo@squaxin.us](mailto:sdinubilo@squaxin.us).



Shaun Dinubilo  
 Archaeologist  
 Cultural Resource Department  
 Squaxin Island Tribe  
 200 S.E. Billy Frank Jr. Way  
 Shelton, WA 98584  
 Office Phone: 360-432-3998  
 Cell Phone: 360-870-6324  
 Email: [sdinubilo@squaxin.us](mailto:sdinubilo@squaxin.us)

As per 43 CFR 7.18[a][1]) of the Archaeological Resource Protection Act, Section 304 of the National Historic Preservation Act, and RCW 42.56.300 of the Washington State Public Records Act- Archaeological Sites, all information concerning the location, character, and ownership of any cultural resource must be withheld from public disclosure.

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**From:** Kenneth Haner <[khaner@ci.olympia.wa.us](mailto:khaner@ci.olympia.wa.us)>  
**Sent:** Wednesday, April 7, 2021 7:31 AM  
**Cc:** Nicole Floyd <[nfloyd@ci.olympia.wa.us](mailto:nfloyd@ci.olympia.wa.us)>  
**Subject:** City of Olympia - Notice of SEPA DNS - 21-1385 2021 Minor Code Amendments to Titles 16 & 18 of the Olympia Municipal Code

The City of Olympia has issued the following **Notice of State Environmental Policy Act**

**Determination of Nonsignificance (SEPA DNS) for the project known as 2021 Minor Code Amendments to Titles 16 & 18 of the Olympia Municipal Code.**

PROJECT: **21-1385**

See the above attachments for further details.

Please forward questions and comments you may have regarding this project to the staff contact listed below:

- **Joyce Phillips, AICP, Principal Planner, 360.570.3722, [jphillip@ci.olympia.wa.us](mailto:jphillip@ci.olympia.wa.us)**

Ken Haner  
Program Assistant  
City of Olympia  
Community Planning and Development  
PO Box 1967 | 601 4th Avenue | Olympia WA 98507  
Phone: (360) 753-8735  
Email: [khaner@ci.olympia.wa.us](mailto:khaner@ci.olympia.wa.us)

**From:** [j.d](#)  
**To:** [Joyce Phillips](#)  
**Subject:** How convenient  
**Date:** Wednesday, April 07, 2021 12:37:08 PM

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**External Email Alert!**

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"The amendments are **generally minor in nature** and are intended to correct code citations and typographical errors, update definitions, provide greater clarity, update language, or provide better alignment with other code sections or the Comprehensive Plan."

This wouldn't be associated with most of Olympia's elected officials wanting to ram through/full speed ahead the WBY development ... would it? Do you really believe that those [of us] opposed to the WBY agreement [as passed by the OCC] are so stupid to believe that "The amendments are **generally minor in nature ...**"

So, the developer's deep pockets [may] reach not only to the mayor and a majority of the [elected] city council members, but also to specific members of the Planning Commission?

Joe Digranes  
2634 17th Ave. NW  
Olympia, WA 98502

**From:** [Joyce Phillips](#)  
**To:** [j d](#)  
**Subject:** RE: How convenient  
**Date:** Wednesday, April 07, 2021 12:53:00 PM  
**Attachments:** [2021 Code Amendments.pdf](#)

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Thank you for your comments. The comments have been added to the record for this proposal and will be shared with the Planning Commission and City Council during the decision making process. I have attached a copy of the proposed code amendments for your consideration.

The public hearing has been tentatively scheduled for May 17, 2021.  
Joyce

Joyce Phillips, AICP, Principal Planner  
 City of Olympia | Community Planning and Development  
 601 4th Avenue East | PO Box 1967, Olympia WA 98507-1967  
 360.570.3722 | [olympiawa.gov](http://olympiawa.gov)

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**From:** j d <[digranesjl@gmail.com](mailto:digranesjl@gmail.com)>  
**Sent:** Wednesday, April 07, 2021 12:37 PM  
**To:** Joyce Phillips <[jphillip@ci.olympia.wa.us](mailto:jphillip@ci.olympia.wa.us)>  
**Subject:** How convenient

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"The amendments are **generally minor in nature** and are intended to correct code citations and typographical errors, update definitions, provide greater clarity, update language, or provide better alignment with other code sections or the Comprehensive Plan."

This wouldn't be associated with most of Olympia's elected officials wanting to ram through/full speed ahead the WBY development ... would it? Do you really believe that those [of us] opposed to the WBY agreement [as passed by the OCC] are so stupid to believe that "The amendments are **generally minor in nature ...**"

So, the developer's deep pockets [may] reach not only to the mayor and a majority of the [elected] city council members, but also to specific members of the Planning Commission?

Joe Digranes  
 2634 17th Ave. NW  
 Olympia, WA 98502

**From:** [JUDITH BARDIN](#)  
**To:** [Joyce Phillips](#)  
**Subject:** RE: OMC Code Revisions  
**Date:** Wednesday, April 14, 2021 4:17:47 PM

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Hi Joyce,  
 Thanks for clarifying. It was confusing because the changes were in legislative mock up language with a red underline so it looked like a revision. I agree what goes to Superior Court and what goes to the Board is confusing.  
 I appreciate the time you took to respond to me, Judy

Judy Bardin  
 1517 Dickinson Ave NW  
 Olympia, WA 98502  
 360-401-5291

On 04/14/2021 3:05 PM Joyce Phillips <jphillip@ci.olympia.wa.us> wrote:

Hi, Judy.

Well, I think I may have somehow inadvertently combined two code sections. My intent was to clean up language in 18.75.100 to clarify that appeals of Hearing Examiner decisions do not go to the City Council, they go to the courts. But trying to also recognize that sometimes (e.g. for site specific rezones), the Council makes a decision based on a recommendation from the Hearing Examiner. Sometimes appeals of the Council's decision could go to the courts and sometimes appeals go to the Growth Management Hearings Board.

The language you asked about below, and that I show as proposed new language in the draft amendments, is already in Section 18.75.120, which states:

**18.75.120 Appeal of City Council decision**

A. State Growth Management Hearings Board. The action of the City Council approving Comprehensive Plan amendments shall be final and conclusive, unless appealed to the Growth Management Hearings Board as provided under the Revised Code of Washington. The cost of preparing and certifying the transcript of records ordered by the Board shall be borne by appellant.

B. Thurston County Superior Court. Consistent with the requirements and jurisdiction of chapter [36.70C](#) RCW, the action of the City Council on a permit, shall be final and conclusive, unless within twenty-one (21) calendar days from the date of the Council's final action an aggrieved party files a land use petition in the Superior Court of Washington for Thurston County. The cost of preparing and certifying the transcript of records ordered by the court shall be borne by appellant.

My intent is not to amend language in 18.75.120. I will work on adjusting the language in 18.75.100 before the public hearing. I will try to remember to send you any revisions to this section – but please reach out to me in a couple of weeks if you haven't heard back from me on this.

Thanks for bringing that language to my attention.

Joyce

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**From:** JUDITH BARDIN <judybardin@comcast.net>  
**Sent:** Wednesday, April 14, 2021 11:01 AM  
**To:** Joyce Phillips <jphillip@ci.olympia.wa.us>  
**Subject:** RE: OMC Code Revisions

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Thank you, Joyce no rush.

Judy

On 04/14/2021 8:01 AM Joyce Phillips <[jphillip@ci.olympia.wa.us](mailto:jphillip@ci.olympia.wa.us)> wrote:

I will look into that and get back to you. I will be in meetings most of the day, so it may take me a little longer than usual though.

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**From:** JUDITH BARDIN <[judybardin@comcast.net](mailto:judybardin@comcast.net)>

**Sent:** Wednesday, April 14, 2021 1:35 AM

**To:** Joyce Phillips <[jphillip@ci.olympia.wa.us](mailto:jphillip@ci.olympia.wa.us)>

**Subject:** RE: OMC Code Revisions

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Joyce,

Thank you for your detailed explanation. You are right it is confusing, but clearer now.

I still wondered about the last sentence where appellants have to pay for preparing and certifying the transcript of records requested by the Board. What type of records? Are these City records? Is this a change in policy?

Judy

Judy Bardin  
1517 Dickinson Ave NW  
Olympia, WA 98502  
360-401-5291

On 04/13/2021 5:22 PM Joyce Phillips  
<[jphillip@ci.olympia.wa.us](mailto:jphillip@ci.olympia.wa.us)> wrote:



Hi, Judy.

Nice to hear from you! I am well and hope you are too! This sunshine sure helps.

I have added you to the parties of record for this proposal. I have a tentative hearing date of May 17, 2021 in mind - but feel free to check in along the way to keep track of anything that changes. And I will send you a notice by email about ten days before the hearing.

The proposed language below is meant to identify that Council actions on Comprehensive Plan Amendments or changes to the development regulations are final unless invalidated by the Growth Management Hearings Board.

We're primarily amending the appeals language in that section because any appeals of the Hearing Examiner decision go to the courts, not the City Council. And any appeals of Council decisions go to the Board. It does get a little confusing because while the Hearing Examiner's decision is usually the final city action, for rezones the Hearing Examiner makes a recommendation to the City Council.

Hope that makes sense. Please let me know if you have questions.

Thanks, Judy!

Joyce

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**From:** JUDITH BARDIN <[judybardin@comcast.net](mailto:judybardin@comcast.net)>  
**Sent:** Tuesday, April 13, 2021 3:02 PM  
**To:** Joyce Phillips <[jphillip@ci.olympia.wa.us](mailto:jphillip@ci.olympia.wa.us)>  
**Subject:** OMC Code Revisions

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Hi Joyce,

Can I get put on the list to receive information/notices about the OPC meetings and other land use type actions, such as the proposed changes to the OMC?

I noticed that changes to the OMC are in the works. I reviewed the changes that are attached to the April 5th OPC agenda.

Could you explain this change a little more fully?

*The action of the City Council approving Comprehensive Plan or Development Regulation amendments shall be final and conclusive, unless declared invalid by the Washington State Growth Management Hearings Board as provided under the Revised Code of Washington. The cost of preparing and certifying the transcript of records ordered by the Board shall be borne by appellant.*

Thanks for your help, I hope you are doing well,

Judy.

Judy Bardin  
1517 Dickinson Ave NW  
Olympia, WA 98502  
360-401-5291

**From:** [Isaac Duke](#)  
**To:** [Joyce Phillips](#)  
**Subject:** Re: Sign Code Revisions proposed  
**Date:** Wednesday, April 14, 2021 7:24:47 AM  
**Attachments:** [NWSS.2019.031 Mike Trotter.pdf](#)  
[NWSS.2020.029 Terry Whitcomb.pdf](#)  
[NWSS.2021.011 Evan Appleby Wetland.pdf](#)

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I love it. Still a bit of wriggle room for experts like me though :). I think it is sufficient to get Tim on board with common sense however. Like I mentioned previously, I usually stay out of downtown, but in the last two years I have had 6-10 requests.

Another interesting sign is the projecting sign above new fitness place - I think it is Annie's lofts. Of course whoever did it used the old 'art-piece' trick. I know all about that...

On a another note, can the city upload a standard vectorized pdf of critical area, wetland, and other required buffer signs.

I get requests from people in county all the time, and for some reason, the wording is always a tiny bit different? Ive attached some examples.

Thank you,  
 Isaac Duke  
 360-259-2178

On Apr 8, 2021, at 4:14 PM, Joyce Phillips <jphillip@ci.olympia.wa.us> wrote:

Hi, Isaac.

The City is considering a variety of code amendments, including a few to the sign code, so I wanted to make sure I brought it to your attention. The public comment period is open now. The public hearing is tentatively scheduled for May 17<sup>th</sup>.

Of course you are welcome to review and comment on any of the proposed amendments – but the proposed sign code changes begin on page 27. They are relatively minor but I do think proposal #23 adds language (see page 31) that would allow more opportunities for blade signs than is currently allowed. Any comments you submit will be shared with the Planning Commission and City Council.

Thanks for considering, Isaac!  
 Joyce

Joyce Phillips, AICP, Principal Planner  
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601 4th Avenue East | PO Box 1967, Olympia WA 98507-1967  
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<2021 Code Amendments.pdf>

**RCW 36.70A.620****Cities planning under RCW 36.70A.040—Minimum residential parking requirements.**

In counties and cities planning under RCW 36.70A.040, minimum residential parking requirements mandated by municipal zoning ordinances for housing units constructed after July 1, 2019, are subject to the following requirements:

(1) For housing units that are affordable to very low-income or extremely low-income individuals and that are located within one-quarter mile of a transit stop that receives transit service at least two times per hour for twelve or more hours per day, minimum residential parking requirements may be no greater than one parking space per bedroom or .75 space per unit. A city may require a developer to record a covenant that prohibits the rental of a unit subject to this parking restriction for any purpose other than providing for housing for very low-income or extremely low-income individuals. The covenant must address price restrictions and household income limits and policies if the property is converted to a use other than for low-income housing. A city may establish a requirement for the provision of more than one parking space per bedroom or .75 space per unit if the jurisdiction has determined a particular housing unit to be in an area with a lack of access to street parking capacity, physical space impediments, or other reasons supported by evidence that would make on-street parking infeasible for the unit.

(2) For housing units that are specifically for seniors or people with disabilities, that are located within one-quarter mile of a transit stop that receives transit service at least four times per hour for twelve or more hours per day, a city may not impose minimum residential parking requirements for the residents of such housing units, subject to the exceptions provided in this subsection. A city may establish parking requirements for staff and visitors of such housing units. A city may establish a requirement for the provision of one or more parking space per bedroom if the jurisdiction has determined a particular housing unit to be in an area with a lack of access to street parking capacity, physical space impediments, or other reasons supported by evidence that would make on-street parking infeasible for the unit. A city may require a developer to record a covenant that prohibits the rental of a unit subject to this parking restriction for any purpose other than providing for housing for seniors or people with disabilities.

(3) For market rate multifamily housing units that are located within one-quarter mile of a transit stop that receives transit service from at least one route that provides service at least four times per hour for twelve or more hours per day, minimum residential parking requirements may be no greater than one parking space per bedroom or .75 space per unit. A city or county may establish a requirement for the provision of more than one parking space per bedroom or .75 space per unit if the jurisdiction has determined a particular housing unit to be in an area with a lack of access to street parking capacity, physical space impediments, or other reasons supported by evidence that would make on-street parking infeasible for the unit.

[ 2020 c 173 § 3; 2019 c 348 § 5.]