



City of Olympia

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8447

Meeting Agenda City Council

Tuesday, February 25, 2014

7:00 PM

Council Chambers

1. ROLL CALL

1.A ANNOUNCEMENTS

1.B APPROVAL OF AGENDA

2. SPECIAL RECOGNITION - None

3. PUBLIC COMMUNICATION

(Estimated Time: 0-30 Minutes) (Sign Up Sheets are Provided in the Foyer)
During this portion of the meeting, citizens may address the Council regarding only items related to City business, including items on the Agenda, except on agenda items for which the City Council either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days. Individual testimony is limited to three minutes or less. In order to hear as many people as possible during the 30-minutes set aside for Public Communication, the Council will refrain from commenting on individual testimony until all public comment has been taken. The City Council will allow for additional testimony to be taken at the end of the meeting for those who signed up at the beginning of the meeting and did not get an opportunity to speak during the allotted 30-minutes.

COUNCIL RESPONSE TO PUBLIC COMMUNICATION (Optional)

4. CONSENT CALENDAR

(Items of a Routine Nature)

4.A [14-0166](#) Approval of February 11, 2014 City Council Meeting Minutes

Attachments: [Minutes](#)

4.B [14-0180](#) Approval of Bills and Payroll Certification

Attachments: [Certificates](#)

4.C [14-0170](#) Approval of Resolution in Support of The Regional Plan for Sustainable Development

Attachments: [1. Resolution](#)

[2. Link to Sustainable Thurston webpage and the Regional Plan](#)

4.D [14-0157](#) Authorization to Apply for Watershed Protection and Restoration Grant in the Amount of \$350,000

Attachments: [UAC Letter](#)
[Map](#)

- 4.E [14-0167](#) Authorization to Apply for Washington Department of Ecology Grant in the amount of \$35,000

Attachments: [Project Limits Map](#)

- 4.F [14-0171](#) Amendment of the 2013 Community Development Block Grant (CDBG) Action Plan to Redirect Use of \$25,650 for the Downtown Ambassador Program

Attachments: [Amendment to CDBG Action Plan DT Ambassador Program 1.10.14](#)
[Downtown Ambassador Program Funding chart](#)
[Clean Team Job Description](#)
[Ambassador Job Description](#)

- 4.G [14-0165](#) Approval of the 2014 Finance Committee Workplan

Attachments: [2014 Finance Committee Workplan](#)

- 4.H [14-0060](#) Approval of 2014 General Government Committee Work Plan

Attachments: [Work Plan](#)

SECOND READINGS

- 4.I [14-0096](#) Approval of Ordinance Amending OMC 18.06.808 Related to High Density Corridor Zoning

Attachments: [Ordinance](#)
[HDC Sketch #1](#)
[HDC Sketch #2](#)
[08192013 OPC Minutes](#)
[10212013 OPC Minutes](#)
[11042013 OPC Minutes](#)
[11182013 OPC Minutes](#)
[Public Comments](#)

FIRST READINGS - None

5. PUBLIC HEARING - None

6. OTHER BUSINESS

- 6.A [14-0172](#) Comprehensive Plan Update Initial Direction

Attachments: [Hyperlink - Imagine Olympia and Comp Plan Draft Webpage](#)
[Summary of Policy Changes in Draft Comp Plan with SEIS references](#)
[City Manager & Staff Recommendations](#)
[Memo Plain Talk Edits for Public Hearing Draft](#)

6.B [14-0168](#) Community and Economic Revitalization Committee (CERC) Report

Attachments: [ECONorthwest Planning Process Memo](#)
[Urban Design Principles](#)
[Property Owner Meeting Summary](#)

6.C [14-0209](#) Approval of Emergency Ordinance Amending Chapter 5.16 of the
Olympia Municipal Code Relating to Adult Oriented Businesses - Added
to Agenda

Attachments: [Final Ordinance](#)
[Draft Ordinance](#)

7. CONTINUED PUBLIC COMMUNICATION

(If needed for those who signed up earlier and did not get an opportunity to speak during the allotted 30 minutes)

8. REPORTS AND REFERRALS

**8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND
REFERRALS**

8.B CITY MANAGER'S REPORT AND REFERRALS

9. ADJOURNMENT

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 Council meeting, please contact the Council's Secretary at 360.753-8244 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 of Olympia

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8447

Meeting Minutes - Draft City Council

Tuesday, February 11, 2014

7:00 PM

Council Chambers

1. ROLL CALL

Present: 7 - Mayor Stephen H. Buxbaum, Mayor Pro Tem Nathaniel Jones, Councilmember Jim Cooper, Councilmember Julie Hankins, Councilmember Steve Langer, Councilmember Jeannine Roe and Councilmember Cheryl Selby

1.A ANNOUNCEMENTS - None

1.B APPROVAL OF AGENDA

Councilmember Langer moved, seconded by Councilmember Hankins, to approve the agenda. The motion carried by the following vote:

Aye: 7 - Mayor Buxbaum, Mayor Pro Tem Jones, Councilmember Cooper, Councilmember Hankins, Councilmember Langer, Councilmember Roe and Councilmember Selby

2. SPECIAL RECOGNITION

2.A 14-0137 Special Recognition - Olympia Bakers' Guild

City Manager Steve Hall stated the official food of Olympia is pie. Councilmembers each read a portion of the proclamation. Ms. Kathy Kinard accepted the proclamation on behalf of the Olympia Pie Bakers Guild and thanked the Council for the recognition.

The recognition was received.

3. PUBLIC COMMUNICATION

Ms. Rose Gunderson, Thurston County Coalition Against Human Trafficking, spoke of the tie between strip clubs and human trafficking.

Mr. Jim Reeves, spoke of an impending earthquake.

COUNCIL RESPONSE TO PUBLIC COMMUNICATION (Optional)

Councilmembers asked the City Manager to clarify the status of a proposed strip club.

City Manager Steve Hall stated strip clubs are protected under the Constitution within zoning. He noted the applicant does not have a business license for the strip club at this time. City Attorney Tom Morrill said staff is looking at code provisions, and before a moratorium can be put into place, there must be a discussion and analysis of the prospects of a moratorium.

4. CONSENT CALENDAR

Councilmember Cooper pulled Item 4C for discussion and action following the Consent Calendar. Mayor Buxbaum proposed placing this item after Other Business Item 6C as a new Item 6D. Council agreed.

4.A 14-0143 Approval of February 4, 2014 City Council Meeting Minutes

The minutes were adopted.

4.B 14-0113 Approval of an Ownership Transition Agreement Between the City of Olympia and the Washington Center for Performing Arts (WCPA) for 15 Art Work Panels

The contract was adopted.

SECOND READINGS - None

FIRST READINGS - None

Approval of the Consent Agenda

Councilmember Langer moved, seconded by Councilmember Hankins, to adopt the Consent Calendar, minus Item 4C. The motion carried by the following vote:

Aye: 7 - Mayor Buxbaum, Mayor Pro Tem Jones, Councilmember Cooper, Councilmember Hankins, Councilmember Langer, Councilmember Roe and Councilmember Selby

5. PUBLIC HEARING - None

6. OTHER BUSINESS

6.A 14-0133 Update and Guidance on Isthmus Project

Parks, Arts and Recreation Director Paul Simmons said the purpose tonight is to provide Council with an update.

He reviewed the background, the estimated demolition costs and funding strategies, and the next steps.

Councilmembers discussed erecting signage on the site to keep the community informed and agreed this is important. Staff will pursue this.

Also, the City will continue to lease parking spaces at the site.

The report was received.

6.B 14-0116 Approval of Memorandum of Understanding to Create the Community Investment Partnership for Health and Human Services

City Manager Steve Hall introduced this item and said the Memorandum of Understanding is a way to streamline social service dollars from the four jurisdictions and distribute the money to various agencies with the help of United Way of Thurston County. He said it is a two-year pilot program.

Councilmember Cooper noted he works for United Ways of Washington and there is no direct connection to United Way of Thurston County.

Comments included the following:

- This group should consider whether it's better to allocate these resources to high capacity organizations on an ongoing basis, or if this money should be allocated to issues which are emergent such as high risk situations.
- The conflict of interest wording in ROLES, Section 4, may be too limiting. Consider setting a dollar threshold on donations and allow considerations for having previously worked with an agency.
- Empower young agencies to enter into this process.
- Changing the conflict of interest could slow things down.

City Attorney Tom Morrill suggested the Council pass as is, issue the Request for Proposal, and then amend it at a later date. Council agreed

Mayor Buxbaum said he will write a letter of conveyance outlining concerns brought up this evening to the other jurisdictions.

Councilmember Cooper moved, seconded by Councilmember Roe, to authorize the Mayor to sign the Memorandum of Understanding to create the Community Investment Partnership for Health and Human Services funding.

Aye: 7 - Mayor Buxbaum, Mayor Pro Tem Jones, Councilmember Cooper, Councilmember Hankins, Councilmember Langer, Councilmember Roe and Councilmember Selby

6.C 14-0134 Approval of 2014 City Priorities

Assistant City Manager Jay Burney provided an overview of the 2014 priorities that were established at the Council's annual retreat in January.

He said the 2014 priorities remain the same as in 2013:

- Adopt a Sustainable Budget
- Champion Downtown
- Change the Culture of Community Development
- Inspire Strong Relationships

He reviewed the actions to achieve each of these goals and stated the next steps will be to develop work plans, strategies, and measures for each priority. Also staff will coordinate with Advisory Committee work plans.

Councilmembers suggested some wording changes and Mr. Burney said he will incorporate these changes into the final report.

Mayor Pro Tem Jones moved, seconded by Councilmember Langer, to approve, with minor changes, the 2014 City Priorities as identified by the City Council at its 2014 annual retreat.

Aye: 7 - Mayor Buxbaum, Mayor Pro Tem Jones, Councilmember Cooper, Councilmember Hankins, Councilmember Langer, Councilmember Roe and Councilmember Selby

PULLED FROM CONSENT CALENDAR

- 4.C 14-0117** Approval of Community Renewal Area Ad Hoc 2014 Work Plan and Calendar, Name Change and Committee Charter Revision

New Item 6D

Councilmember Cooper said he pulled this item to clarify that Work Plan items #2 - Annual Annexation Report; #6 - Consider the Comp Plan from an Economic Development Perspective; and #7 - Consider the role of the CFP from an Economic Development Perspective are within the six opportunity sites (Kaiser/Harrison; Divison/Harrison; Olympia Landfill; Downtown; Headwaters; and Kmart Site) and not throughout the entire city. Mayor Buxbaum confirmed this is true.

Councilmember Langer moved, seconded by Councilmember Hankins, to approve the work plan.

Aye: 7 - Mayor Buxbaum, Mayor Pro Tem Jones, Councilmember Cooper, Councilmember Hankins, Councilmember Langer, Councilmember Roe and Councilmember Selby

7. CONTINUED PUBLIC COMMUNICATION - None

8. REPORTS AND REFERRALS

8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS

Councilmember Hankins reported on highlights of the Coalition of Neighborhood Association Steering Committee meeting.

Mayor Pro Tem Jones reported on highlights of the Intercity Transit Authority Board meeting, the Thurston Regional Planning Council meeting, and the Urban Growth Management Committee meeting. He also said he attended the grand opening of Camp Quixote Village.

Councilmember Roe reported on highlights of the HOME Consortium meeting and the Joint Animal Services Committee meeting. She stated the General Government Committee met earlier in the evening and agreed to extend the deadline for applications to advisory committees to March 1. She reminded everyone that the dedication celebration for The Washington Center will be held on February 27.

Mayor Buxbaum said he will write a letter to our 22nd Legislative District regarding recent action by the Legislature extending the sunset to 2020 for the recording fee program. Council agreed and asked that he send a copy to the other legislative districts as well.

Councilmember Langer stated he attended the Capital Land Trust Conservation Breakfast meeting.

Councilmember Cooper stated he also attended the Capital Land Trust Conservation Breakfast meeting. He noted the Olympic Regional Clean Air Agency issues permits for asbestos abatement.

Mayor Buxbaum stated he also attended the Capital Land Trust Conservation Breakfast meeting.

8.B CITY MANAGER'S REPORT AND REFERRALS

City Manager Steve Hall said the Olympia Downtown Association's Main Street Legislative Reception is February 12.

He also reported the ReSource Management's one-sided collection program will move to another neighborhood. He said this saves money, gas, and the environment.

9. ADJOURNMENT

The meeting adjourned at 8:59 p.m.

CITY OF OLYMPIA
EXPENDITURE SUMMARY

"I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN, THAT ANY ADVANCE PAYMENT IS DUE AND PAYABLE PURSUANT TO A CONTRACT OR IS AVAILABLE AS AN OPTION FOR FULL OR PARTIAL FULFILLMENT OF A CONTRACTUAL OBLIGATION, AND THAT THE CLAIMS ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF OLYMPIA, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIMS", AND,

"I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT CLAIMS FOR EMPLOYEE AND OFFICER EXPENSES ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF OLYMPIA, AND THAT I AM AUTHORIZED TO CERTIFY SAID CLAIMS".

FOR PERIOD	<u>12/29/2013</u>	THROUGH	<u>1/4/2014</u>
FOR A/P CHECK NUMBERS	<u>342426</u>	THROUGH	<u>342652</u>
FOR ELECTRONIC PAYMENTS	<u></u>	THROUGH	<u></u>

INCLUSIVE IN THE AMOUNT TOTALING

DATED

ADMINISTRATIVE SERVICES DIRECTOR

TOTAL APPROVED FOR PAYMENT
FUND

\$573,218.13	001	GENERAL FUND
\$0.00	002	SHOP FACILITIES
\$24,715.49	003	REVOLVING ACCOUNT FUND
\$0.00	004	URBAN ARTERIAL FUND
\$10.44	025	WASHINGTON CENTER
\$0.00	026	MUNICIPAL ARTS FUND
\$486.50	029	EQUIP & FACIL REPLACE RES
\$0.00	107	HUD
\$0.00	108	HUD
\$0.00	127	IMPACT FEES
\$0.00	130	SEPA MITIGATION FUND
\$0.00	132	LODGING TAX FUND
\$0.00	133	ARTS AND CONFERENCE FUND
\$476.27	134	PARKS AND REC SIDEWALK UT TAX
\$3,535.50	135	PARKING BUSINESS IMP AREA
\$0.00	136	FARMERS MRKT REPAIR/REPLC
\$0.00	137	CHILDREN'S HANDS ON MUSEUM
\$0.00	138	TRANS BENEFIT DISTRICT
\$0.00	208	LID OBLIGATION CONTROL
\$0.00	216	4th/5th AVE PW TRST
\$0.00	223	LTGO BOND FUND '06-PARKS
\$0.00	224	UTGO BOND FUND 2009 FIRE
\$0.00	225	CITY HALL DEBT FUND
\$0.00	226	2010 LTGO BOND-STREETPROJ
\$0.00	227	LOCAL DEBT FUND
\$0.00	228	2010B LTGO BONDS-HOCM
\$33,051.99	317	CIP
\$0.00	322	4/5th AVE CORRIDOR/BRIDGE
\$0.00	323	CIP CONSTR FUND - PARKS
\$0.00	324	FIRE STATION 4 CONSTRUCT
\$9,474.93	325	CITY HALL CONST
\$0.00	326	TRANSPORTATION CONST
\$0.00	329	GO BOND PROJECT FUND
\$0.00	331	FIRE EQUIPMENT REPLACEMENT FUND
\$56,457.95	401	WATER
\$13,907.09	402	SEWER
\$705.59	403	SOLID WASTE
\$3,597.53	404	STORM AND SURFACE WATER
\$0.00	434	STORM AND SURFACE WATER CIP
\$323,492.23	461	WATER CIP FUND
\$0.00	462	SEWER CIP FUND
\$159.42	501	EQUIPMENT RENTAL
\$0.00	502	C. R. EQUIPMENT RENTAL
\$0.00	503	UNEMPLOYMENT COMPENSATION
\$0.00	504	INS TRUST FUND
\$250.00	505	WORKERS COMPENSATION
\$2,465.60	604	FIREMEN'S PENSION FUND
\$0.00	605	CUSTOMERS WATER RESERVE
\$0.00	621	WASHINGTON CENTER ENDOW
\$0.00	631	PUBLIC FACILITIES
\$0.00	682	LAW ENFORCEMENT RECORD MGNTSYS
\$0.00	701	PARKS-NEIGHBORHOOD
\$0.00	702	PARKS-COMMUNITY
\$0.00	703	PARKS-OPEN SPACE
\$0.00	707	PARKS-SPECIAL USE
\$0.00	711	TRANSPORTATION
\$0.00	720	SCHOOLS

\$1,046,004.66 GRAND TOTAL FOR WEEK

CITY OF OLYMPIA
EXPENDITURE SUMMARY

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FOR PERIOD	<u>1/5/2014</u>	THROUGH	<u>1/11/2014</u>
FOR A/P CHECK NUMBERS	<u>342653</u>	THROUGH	<u>342910</u>
FOR ELECTRONIC PAYMENTS	<u></u>	THROUGH	<u></u>

INCLUSIVE IN THE AMOUNT TOTALING

DATED

January 15, 2014

ADMINISTRATIVE SERVICES DIRECTOR

Jason R. Kikemo

TOTAL APPROVED FOR PAYMENT
FUND

\$1,233,561.80	001	GENERAL FUND
\$0.00	002	SHOP FACILITIES
\$86,686.02	003	REVOLVING ACCOUNT FUND
\$0.00	004	URBAN ARTERIAL FUND
\$18,598.33	025	WASHINGTON CENTER
\$0.00	026	MUNICIPAL ARTS FUND
\$24,348.05	029	EQUIP & FACIL REPLACE RES
\$4.22	107	HUD
\$152,684.81	108	HUD
\$0.00	127	IMPACT FEES
\$0.00	130	SEPA MITIGATION FUND
\$18,500.00	132	LODGING TAX FUND
\$0.00	133	ARTS AND CONFERENCE FUND
\$2,041.42	134	PARKS AND REC SIDEWALK UT TAX
\$4,101.86	135	PARKING BUSINESS IMP AREA
\$0.00	136	FARMERS MRKT REPAIR/REPLC
\$9,655.00	137	CHILDREN'S HANDS ON MUSEUM
\$0.00	138	TRANS BENEFIT DISTRICT
\$0.00	208	LID OBLIGATION CONTROL
\$0.00	216	4th/5th AVE PW TRST
\$0.00	223	LTGO BOND FUND '06-PARKS
\$0.00	224	UTGO BOND FUND 2009 FIRE
\$0.00	225	CITY HALL DEBT FUND
\$0.00	226	2010 LTGO BOND-STREETPROJ
\$0.00	227	LOCAL DEBT FUND
\$0.00	228	2010B LTGO BONDS-HOCM
\$54,664.94	317	CIP
\$0.00	322	4/5th AVE CORRIDOR/BRIDGE
\$0.00	323	CIP CONSTR FUND - PARKS
\$0.00	324	FIRE STATION 4 CONSTRUCT
\$3,436.36	325	CITY HALL CONST
\$0.00	326	TRANSPORTATION CONST
\$0.00	329	GO BOND PROJECT FUND
\$0.00	331	FIRE EQUIPMENT REPLACEMENT FUND
\$19,395.28	401	WATER
\$888,635.13	402	SEWER
\$266,952.28	403	SOLID WASTE
\$6,073.65	404	STORM AND SURFACE WATER
\$24,217.50	434	STORM AND SURFACE WATER CIP
\$350,642.27	461	WATER CIP FUND
\$3,078.45	462	SEWER CIP FUND
\$9,819.12	501	EQUIPMENT RENTAL
\$75,627.69	502	C. R. EQUIPMENT RENTAL
\$0.00	503	UNEMPLOYMENT COMPENSATION
\$1,526,209.00	504	INS TRUST FUND
\$0.00	505	WORKERS COMPENSATION
\$2,973.56	604	FIREMEN'S PENSION FUND
\$0.00	605	CUSTOMERS WATER RESERVE
\$56,200.00	621	WASHINGTON CENTER ENDOW
\$0.00	631	PUBLIC FACILITIES
\$554.88	682	LAW ENFORCEMENT RECORD MGNTSYS
\$0.00	701	PARKS-NEIGHBORHOOD
\$0.00	702	PARKS-COMMUNITY
\$0.00	703	PARKS-OPEN SPACE
\$0.00	707	PARKS-SPECIAL USE
\$0.00	711	TRANSPORTATION
\$0.00	720	SCHOOLS
\$4,838,661.62		GRAND TOTAL FOR WEEK

CITY OF OLYMPIA
EXPENDITURE SUMMARY

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FOR PERIOD	<u>1/12/2014</u>	THROUGH	<u>1/18/2014</u>
FOR A/P CHECK NUMBERS	<u>342911</u>	THROUGH	<u>343245</u>
FOR ELECTRONIC PAYMENTS	<u> </u>	THROUGH	<u> </u>

INCLUSIVE IN THE AMOUNT TOTALING

DATED

ADMINISTRATIVE SERVICES DIRECTOR

January 21, 2014

Jane Ragland-Hikemo

TOTAL APPROVED FOR PAYMENT
FUND

\$763,830.99	001	GENERAL FUND
\$0.00	002	SHOP FACILITIES
\$2,929.82	003	REVOLVING ACCOUNT FUND
\$0.00	004	URBAN ARTERIAL FUND
\$289.58	025	WASHINGTON CENTER
\$2,294.00	026	MUNICIPAL ARTS FUND
\$6,203.09	029	EQUIP & FACIL REPLACE RES
\$0.00	107	HUD
\$5,000.00	108	HUD
\$0.00	127	IMPACT FEES
\$0.00	130	SEPA MITIGATION FUND
\$962.48	132	LODGING TAX FUND
\$0.00	133	ARTS AND CONFERENCE FUND
\$6,061.77	134	PARKS AND REC SIDEWALK UT TAX
\$4,177.50	135	PARKING BUSINESS IMP AREA
\$76.16	136	FARMERS MKT REPAIR/REPLC
\$0.00	137	CHILDREN'S HANDS ON MUSEUM
\$2,500.00	138	TRANS BENEFIT DISTRICT
\$0.00	208	LID OBLIGATION CONTROL
\$0.00	216	4th/5th AVE PW TRST
\$0.00	223	LTGO BOND FUND '06-PARKS
\$0.00	224	UTGO BOND FUND 2009 FIRE
\$0.00	225	CITY HALL DEBT FUND
\$0.00	226	2010 LTGO BOND-STREETPROJ
\$0.00	227	LOCAL DEBT FUND
\$0.00	228	2010B LTGO BONDS-HOCM
\$32,288.43	317	CIP
\$0.00	322	4/5th AVE CORRIDOR/BRIDGE
\$0.00	323	CIP CONSTR FUND - PARKS
\$0.00	324	FIRE STATION 4 CONSTRUCT
\$23,733.84	325	CITY HALL CONST
\$0.00	326	TRANSPORTATION CONST
\$0.00	329	GO BOND PROJECT FUND
\$0.00	331	FIRE EQUIPMENT REPLACEMENT FUND
\$80,102.64	401	WATER
\$9,615.15	402	SEWER
\$16,267.59	403	SOLID WASTE
\$3,473.31	404	STORM AND SURFACE WATER
\$0.00	434	STORM AND SURFACE WATER CIP
\$209,187.23	461	WATER CIP FUND
\$0.00	462	SEWER CIP FUND
\$3,136.83	501	EQUIPMENT RENTAL
\$0.00	502	C. R. EQUIPMENT RENTAL
\$0.00	503	UNEMPLOYMENT COMPENSATION
\$5,557.50	504	INS TRUST FUND
\$0.00	505	WORKERS COMPENSATION
\$0.00	604	FIREMEN'S PENSION FUND
\$0.00	605	CUSTOMERS WATER RESERVE
\$0.00	621	WASHINGTON CENTER ENDOW
\$0.00	631	PUBLIC FACILITIES
\$5,473.40	682	LAW ENFORCEMENT RECORD MGNTSYS
\$0.00	701	PARKS-NEIGHBORHOOD
\$0.00	702	PARKS-COMMUNITY
\$0.00	703	PARKS-OPEN SPACE
\$0.00	707	PARKS-SPECIAL USE
\$0.00	711	TRANSPORTATION
\$31,310.34	720	SCHOOLS
<hr/>		
\$1,214,471.65 GRAND TOTAL FOR WEEK		

CITY OF OLYMPIA
EXPENDITURE SUMMARY

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FOR PERIOD	<u>1/19/2014</u>	THROUGH	<u>1/25/2014</u>
FOR A/P CHECK NUMBERS	<u>343246</u>	THROUGH	<u>343441</u>
FOR ELECTRONIC PAYMENTS	<u>12/1/2013</u>	THROUGH	<u>12/31/2013</u>

INCLUSIVE IN THE AMOUNT TOTALING

DATED

ADMINISTRATIVE SERVICES DIRECTOR

January 29, 2014

Janet Kiskemö

TOTAL APPROVED FOR PAYMENT
FUND

\$884,287.67	001	GENERAL FUND
\$0.00	002	SHOP FACILITIES
\$13,150.48	003	REVOLVING ACCOUNT FUND
\$0.00	004	URBAN ARTERIAL FUND
\$0.00	025	WASHINGTON CENTER
\$0.00	026	MUNICIPAL ARTS FUND
\$182,290.49	029	EQUIP & FACIL REPLACE RES
\$0.00	107	HUD
\$14,198.87	108	HUD
\$0.00	127	IMPACT FEES
\$0.00	130	SEPA MITIGATION FUND
\$0.00	132	LODGING TAX FUND
\$0.00	133	ARTS AND CONFERENCE FUND
\$0.00	134	PARKS AND REC SIDEWALK UT TAX
\$0.00	135	PARKING BUSINESS IMP AREA
\$0.00	136	FARMERS MKRT REPAIR/REPLC
\$0.00	137	CHILDREN'S HANDS ON MUSEUM
\$1,972.60	138	TRANS BENEFIT DISTRICT
\$0.00	208	LID OBLIGATION CONTROL
\$0.00	216	4th/5th AVE PW TRST
\$0.00	223	LTGO BOND FUND '06-PARKS
\$0.00	224	UTGO BOND FUND 2009 FIRE
\$0.00	225	CITY HALL DEBT FUND
\$0.00	226	2010 LTGO BOND-STREETPROJ
\$0.00	227	LOCAL DEBT FUND
\$0.00	228	2010B LTGO BONDS-HOCM
\$36,161.08	317	CIP
\$0.00	322	4/5th AVE CORRIDOR/BRIDGE
\$0.00	323	CIP CONSTR FUND - PARKS
\$0.00	324	FIRE STATION 4 CONSTRUCT
\$0.00	325	CITY HALL CONST
\$0.00	326	TRANSPORTATION CONST
\$0.00	329	GO BOND PROJECT FUND
\$0.00	331	FIRE EQUIPMENT REPLACEMENT FUND
\$25,443.66	401	WATER
\$28,433.45	402	SEWER
\$35,184.41	403	SOLID WASTE
\$6,595.69	404	STORM AND SURFACE WATER
\$1,025.99	434	STORM AND SURFACE WATER CIP
\$59,506.25	461	WATER CIP FUND
\$0.00	462	SEWER CIP FUND
\$7,349.44	501	EQUIPMENT RENTAL
\$378,466.34	502	C. R. EQUIPMENT RENTAL
\$0.00	503	UNEMPLOYMENT COMPENSATION
\$1,740.00	504	INS TRUST FUND
\$44,153.25	505	WORKERS COMPENSATION
\$0.00	604	FIREMEN'S PENSION FUND
\$0.00	605	CUSTOMERS WATER RESERVE
\$0.00	621	WASHINGTON CENTER ENDOW
\$0.00	631	PUBLIC FACILITIES
\$0.00	682	LAW ENFORCEMENT RECORD MGNTSYS
\$0.00	701	PARKS-NEIGHBORHOOD
\$0.00	702	PARKS-COMMUNITY
\$0.00	703	PARKS-OPEN SPACE
\$0.00	707	PARKS-SPECIAL USE
\$0.00	711	TRANSPORTATION
\$0.00	720	SCHOOLS

\$1,719,959.67 GRAND TOTAL FOR WEEK

CITY OF OLYMPIA
EXPENDITURE SUMMARY

"I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN, THAT ANY ADVANCE PAYMENT IS DUE AND PAYABLE PURSUANT TO A CONTRACT OR IS AVAILABLE AS AN OPTION FOR FULL OR PARTIAL FULFILLMENT OF A CONTRACTUAL OBLIGATION, AND THAT THE CLAIMS ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF OLYMPIA, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIMS", AND,

"I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT CLAIMS FOR EMPLOYEE AND OFFICER EXPENSES ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF OLYMPIA, AND THAT I AM AUTHORIZED TO CERTIFY SAID CLAIMS".

FOR PERIOD	<u>1/26/2014</u>	THROUGH	<u>2/1/2014</u>
FOR A/P CHECK NUMBERS	<u>343442</u>	THROUGH	<u>343655</u>
FOR ELECTRONIC PAYMENTS	<u> </u>	THROUGH	<u> </u>

INCLUSIVE IN THE AMOUNT TOTALING

DATED

ADMINISTRATIVE SERVICES DIRECTOR

February 4, 2014

Jane Raymond Gikemo

TOTAL APPROVED FOR PAYMENT
FUND

\$319,666.91	001	GENERAL FUND
\$0.00	002	SHOP FACILITIES
\$556.57	003	REVOLVING ACCOUNT FUND
\$0.00	004	URBAN ARTERIAL FUND
\$2,093.31	025	WASHINGTON CENTER
\$1,077.12	026	MUNICIPAL ARTS FUND
\$7,138.76	029	EQUIP & FACIL REPLACE RES
\$0.00	107	HUD
\$31,398.48	108	HUD
\$0.00	127	IMPACT FEES
\$0.00	130	SEPA MITIGATION FUND
\$0.00	132	LODGING TAX FUND
\$0.00	133	ARTS AND CONFERENCE FUND
\$540.78	134	PARKS AND REC SIDEWALK UT TAX
\$0.00	135	PARKING BUSINESS IMP AREA
\$0.00	136	FARMERS MRKT REPAIR/REPLC
\$0.00	137	CHILDREN'S HANDS ON MUSEUM
\$0.00	138	TRANS BENEFIT DISTRICT
\$0.00	208	LID OBLIGATION CONTROL
\$0.00	216	4th/5th AVE PW TRST
\$0.00	223	LTGO BOND FUND '06-PARKS
\$0.00	224	UTGO BOND FUND 2009 FIRE
\$0.00	225	CITY HALL DEBT FUND
\$0.00	226	2010 LTGO BOND-STREETPROJ
\$0.00	227	LOCAL DEBT FUND
\$0.00	228	2010B LTGO BONDS-HOCM
\$3,682.33	317	CIP
\$0.00	322	4/5th AVE CORRIDOR/BRIDGE
\$0.00	323	CIP CONSTR FUND - PARKS
\$0.00	324	FIRE STATION 4 CONSTRUCT
\$0.00	325	CITY HALL CONST
\$0.00	326	TRANSPORTATION CONST
\$0.00	329	GO BOND PROJECT FUND
\$0.00	331	FIRE EQUIPMENT REPLACEMENT FUND
\$14,853.68	401	WATER
\$18,120.82	402	SEWER
\$16,299.90	403	SOLID WASTE
\$6,011.28	404	STORM AND SURFACE WATER
\$21,978.18	434	STORM AND SURFACE WATER CIP
\$688.52	461	WATER CIP FUND
\$40,100.78	462	SEWER CIP FUND
\$16,640.01	501	EQUIPMENT RENTAL
\$131.64	502	C. R. EQUIPMENT RENTAL
\$0.00	503	UNEMPLOYMENT COMPENSATION
\$0.00	504	INS TRUST FUND
\$250.00	505	WORKERS COMPENSATION
\$1,215.03	604	FIREMEN'S PENSION FUND
\$0.00	605	CUSTOMERS WATER RESERVE
\$0.00	621	WASHINGTON CENTER ENDOW
\$0.00	631	PUBLIC FACILITIES
\$2,837.50	682	LAW ENFORCEMENT RECORD MGNTSYS
\$0.00	701	PARKS-NEIGHBORHOOD
\$0.00	702	PARKS-COMMUNITY
\$0.00	703	PARKS-OPEN SPACE
\$0.00	707	PARKS-SPECIAL USE
\$0.00	711	TRANSPORTATION
\$0.00	720	SCHOOLS
<hr/>		
\$505,281.60	GRAND TOTAL FOR WEEK	

CITY OF OLYMPIA
EXPENDITURE SUMMARY

"I THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN, THAT ANY ADVANCE PAYMENT IS DUE AND PAYABLE PURSUANT TO A CONTRACT OR IS AVAILABLE AS AN OPTION FOR FULL OR PARTIAL FULFILLMENT OF A CONTRACTUAL OBLIGATION, AND THAT THE CLAIMS ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF OLYMPIA, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIMS", AND,

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FOR PERIOD	<u>2/2/2014</u>	THROUGH	<u>2/8/2014</u>
FOR A/P CHECK NUMBERS	<u>343656</u>	THROUGH	<u>343906</u>
FOR ELECTRONIC PAYMENTS	<u> </u>	THROUGH	<u> </u>

INCLUSIVE IN THE AMOUNT TOTALING

DATED

ADMINISTRATIVE SERVICES DIRECTOR

February 11, 2014

Jane Ragsdale Kirkemo

TOTAL APPROVED FOR PAYMENT

FUND

\$558,996.74	001	GENERAL FUND
\$0.00	002	SHOP FACILITIES
\$29,324.57	003	REVOLVING ACCOUNT FUND
\$0.00	004	URBAN ARTERIAL FUND
\$18,512.83	025	WASHINGTON CENTER
\$0.00	026	MUNICIPAL ARTS FUND
\$93,521.14	029	EQUIP & FACIL REPLACE RES
\$0.00	107	HUD
\$93,893.92	108	HUD
\$0.00	127	IMPACT FEES
\$0.00	130	SEPA MITIGATION FUND
\$0.00	132	LODGING TAX FUND
\$0.00	133	ARTS AND CONFERENCE FUND
\$213.38	134	PARKS AND REC SIDEWALK UT TAX
\$0.00	135	PARKING BUSINESS IMP AREA
\$0.00	136	FARMERS MRKT REPAIR/REPLC
\$0.00	137	CHILDREN'S HANDS ON MUSEUM
\$0.00	138	TRANS BENEFIT DISTRICT
\$0.00	208	LID OBLIGATION CONTROL
\$0.00	216	4th/5th AVE PW TRST
\$0.00	223	LTGO BOND FUND '06-PARKS
\$0.00	224	UTGO BOND FUND 2009 FIRE
\$0.00	225	CITY HALL DEBT FUND
\$0.00	226	2010 LTGO BOND-STREETPROJ
\$0.00	227	LOCAL DEBT FUND
\$0.00	228	2010B LTGO BONDS-HOCM
\$6,940.20	317	CIP
\$0.00	322	4/5th AVE CORRIDOR/BRIDGE
\$0.00	323	CIP CONSTR FUND - PARKS
\$0.00	324	FIRE STATION 4 CONSTRUCT
\$26.40	325	CITY HALL CONST
\$0.00	326	TRANSPORTATION CONST
\$0.00	329	GO BOND PROJECT FUND
\$0.00	331	FIRE EQUIPMENT REPLACEMENT FUND
\$42,659.29	401	WATER
\$12,163.75	402	SEWER
\$936.53	403	SOLID WASTE
\$13,119.16	404	STORM AND SURFACE WATER
\$0.00	434	STORM AND SURFACE WATER CIP
\$9,812.96	461	WATER CIP FUND
\$56,132.03	462	SEWER CIP FUND
\$43,700.99	501	EQUIPMENT RENTAL
\$1,917.14	502	C. R. EQUIPMENT RENTAL
\$0.00	503	UNEMPLOYMENT COMPENSATION
\$0.00	504	INS TRUST FUND
\$32,668.90	505	WORKERS COMPENSATION
\$2,469.60	604	FIREMEN'S PENSION FUND
\$0.00	605	CUSTOMERS WATER RESERVE
\$0.00	621	WASHINGTON CENTER ENDOW
\$0.00	631	PUBLIC FACILITIES
\$0.00	682	LAW ENFORCEMENT RECORD MGNTSYS
\$0.00	701	PARKS-NEIGHBORHOOD
\$0.00	702	PARKS-COMMUNITY
\$0.00	703	PARKS-OPEN SPACE
\$0.00	707	PARKS-SPECIAL USE
\$0.00	711	TRANSPORTATION
\$51,791.97	720	SCHOOLS

\$1,068,801.50 GRAND TOTAL FOR WEEK

CITY OF OLYMPIA
EXPENDITURE SUMMARY

"I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN, THAT ANY ADVANCE PAYMENT IS DUE AND PAYABLE PURSUANT TO A CONTRACT OR IS AVAILABLE AS AN OPTION FOR FULL OR PARTIAL FULFILLMENT OF A CONTRACTUAL OBLIGATION, AND THAT THE CLAIMS ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF OLYMPIA, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIMS", AND,

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FOR PERIOD	<u>2/9/2014</u>	THROUGH	<u>2/15/2014</u>
FOR A/P CHECK NUMBERS	<u>343907</u>	THROUGH	<u>344152</u>
FOR ELECTRONIC PAYMENTS	<u></u>	THROUGH	<u></u>

INCLUSIVE IN THE AMOUNT TOTALING

DATED

February 18, 2014

ADMINISTRATIVE SERVICES DIRECTOR

Jane Rayana Kirkemo

TOTAL APPROVED FOR PAYMENT
FUND

\$267,377.38	001	GENERAL FUND
\$0.00	002	SHOP FACILITIES
\$3,770.33	003	REVOLVING ACCOUNT FUND
\$0.00	004	URBAN ARTERIAL FUND
\$0.00	025	WASHINGTON CENTER
\$0.00	026	MUNICIPAL ARTS FUND
\$0.00	029	EQUIP & FACIL REPLACE RES
\$0.00	107	HUD
\$7,828.55	108	HUD
\$0.00	127	IMPACT FEES
\$0.00	130	SEPA MITIGATION FUND
\$8,333.33	132	LODGING TAX FUND
\$0.00	133	ARTS AND CONFERENCE FUND
\$2,036.77	134	PARKS AND REC SIDEWALK UT TAX
\$3,046.06	135	PARKING BUSINESS IMP AREA
\$0.00	136	FARMERS MRKT REPAIR/REPLC
\$0.00	137	CHILDREN'S HANDS ON MUSEUM
\$0.00	138	TRANS BENEFIT DISTRICT
\$0.00	208	LID OBLIGATION CONTROL
\$0.00	216	4th/5th AVE PW TRST
\$0.00	223	LTGO BOND FUND '06-PARKS
\$0.00	224	UTGO BOND FUND 2009 FIRE
\$0.00	225	CITY HALL DEBT FUND
\$0.00	226	2010 LTGO BOND-STREETPROJ
\$0.00	227	LOCAL DEBT FUND
\$0.00	228	2010B LTGO BONDS-HOCM
\$29,659.94	317	CIP
\$0.00	322	4/5th AVE CORRIDOR/BRIDGE
\$0.00	323	CIP CONSTR FUND - PARKS
\$1,436.87	324	FIRE STATION 4 CONSTRUCT
\$0.00	325	CITY HALL CONST
\$0.00	326	TRANSPORTATION CONST
\$0.00	329	GO BOND PROJECT FUND
\$0.00	331	FIRE EQUIPMENT REPLACEMENT FUND
\$20,387.17	401	WATER
\$833,184.79	402	SEWER
\$11,259.87	403	SOLID WASTE
\$8,912.31	404	STORM AND SURFACE WATER
\$6,510.00	434	STORM AND SURFACE WATER CIP
\$714,358.24	461	WATER CIP FUND
\$0.00	462	SEWER CIP FUND
\$7,403.16	501	EQUIPMENT RENTAL
\$0.00	502	C. R. EQUIPMENT RENTAL
\$0.00	503	UNEMPLOYMENT COMPENSATION
\$0.00	504	INS TRUST FUND
\$0.00	505	WORKERS COMPENSATION
\$5,249.22	604	FIREMEN'S PENSION FUND
\$0.00	605	CUSTOMERS WATER RESERVE
\$0.00	621	WASHINGTON CENTER ENDOW
\$0.00	631	PUBLIC FACILITIES
\$0.00	682	LAW ENFORCEMENT RECORD MGNTSYS
\$0.00	701	PARKS-NEIGHBORHOOD
\$0.00	702	PARKS-COMMUNITY
\$0.00	703	PARKS-OPEN SPACE
\$0.00	707	PARKS-SPECIAL USE
\$0.00	711	TRANSPORTATION
\$0.00	720	SCHOOLS
<hr/>		
\$1,930,753.99	GRAND TOTAL FOR WEEK	

**CITY OF OLYMPIA
PAYROLL CERTIFICATION**

The Administrative Services Director of the City of Olympia, Washington, hereby certifies that the payroll gross earnings, benefits, and LEOFF I post-retirement insurance benefits for the pay cycle ending **1/31/2014** have been examined and are approved as recommended for payment.

Employees Gross Pay:

\$ 1,715,634.22

Employer Share of Benefits:

\$ 605,759.55

Employer Share of LEOFF I
Police Post-Retirement Benefits:

Employer Share of LEOFF I
Fire Post-Retirement Benefits:

TOTAL

\$ 2,321,393.77

Paid by:

Payroll Check Numbers

86726

86732

Manual Checks

And

Fire Pension Checks

And

86733

86749

Semi Payroll Checks

and Direct Deposit transmission.

February 4, 2014
DATE


ADMINISTRATIVE SERVICES DIRECTOR

City of Olympia

City Council

City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8447

Approval of Resolution in Support of The Regional Plan for Sustainable Development

Agenda Date: 2/25/2014

Agenda Number: 4.C

File Number: 14-0170

File Type: resolution

Version: 1

Status: Consent Calendar

..Title

Approval of Resolution in Support of The Regional Plan for Sustainable Development

..Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to adopt the Resolution regarding the Regional Plan for Sustainable Development

..Report

Issue:

The Thurston Regional Planning Council has adopted the Regional Plan for Sustainable Development, which is titled "Creating Places Preserving Spaces: A Sustainable Development Plan for the Thurston Region." One of the next steps is for each local jurisdiction in Thurston County to sign their own resolution accepting the Plan.

Staff Contact:

Amy Buckler, Associate Planner, Community Planning & Development, 360.570.5847

Presenter(s):

N/A

Background and Analysis:

In 2010, the Thurston Regional Planning Council (TRPC) received a Sustainable Communities Regional Planning Grant from the U.S. Department of Housing and Urban Development to craft a sustainable development vision and strategies to guide the region through 2035. During the next three years, thousands of residents attended Sustainable Thurston community workshops, answered surveys and participated online to share their hopes, fears and ideas about the future of our region.

On December 6, 2013, the TRPC adopted *Creating Places - Preserving Spaces: A Sustainable Development Plan for the Thurston Region*, which sets 12 Priority Goals and Targets and recommends roughly 40 goals and 370 actions across a broad array of topics, including transportation and land use, water quality, health and human services, public safety, and other issues.

Agenda Date: 2/25/2014

Agenda Number: 4.C

File Number: 14-0170

The Plan is intended to be a resource for providing background information, informed actions, and a viable template for a coordinated approach to sustainable development in the Thurston Region. A continuing role for TRPC will be to raise awareness, look for best practices, monitor priority goals and targets, and lead supportive regional efforts, as funds are available.

To make the Plan a reality will require leadership, support and participation by local jurisdictions and other community partners. Although the Regional Plan is not binding on jurisdictions; policy makers might consider implementing relevant actions to support the Plan goals. By signing the attached resolution, the Olympia City Council would be communicating their intent to move the Plan forward to staff and planning groups for integration of relevant action in local plans, regulations and programs, as appropriate.

The Council's Land Use & Environment Committee is scheduled to discuss potential actions to implement the Regional Plan at its meeting on April 25, 2014. Olympia staff has been tracking Sustainable Thurston as compared to the City's Comprehensive Plan Update. The Regional Plan's goals and policies align with Olympia's draft Comprehensive Plan; it is not expected to result in needed changes to the Comprehensive Plan's goals and policies. The Regional Plan provides opportunities for the City to strategically align its goals with the goals of other regional organizations, and form stronger partnerships and implementation toward a more sustainable community and region.

Achieving the goals and hitting the targets described in the Regional Plan would result in the following measurable outcomes by 2035:

- 95 percent of growth in areas designated for urban growth
- \$1.6 billion savings in road, water, sewer, and other related infrastructure costs
- 43 percent of the population living within a quarter-mile of transit service
- 72 percent of urban households living within a half-mile of goods and services
- 33 percent reduction in land consumption
- No net loss of forestlands
- No net loss of rural farmlands
- 30 percent reduction in per capita annual vehicle miles traveled (compared to 1990 levels)
- 45 percent reduction in total greenhouse gas emissions (compared to 1990 levels)
- 33 percent reduction per capita water use
- 34 percent reduction in new impervious area in protected stream basins
- 31 percent reduction in new impervious area in sensitive stream basins

What are the next steps?

- Ongoing community conversation...

Agenda Date: 2/25/2014

Agenda Number: 4.C

File Number: 14-0170

- Implementation will occur at the local level with jurisdictions identifying programs, processes and actions to take based on their priorities.
- Regional, non-profit and private partners will also continue to play an important role. They will facilitate ongoing discussion, monitor, lead and support actions that move the region toward sustainability goals.
- Jurisdictions adopting their own Resolutions:

Jurisdiction Date Notes

Olympia February 25, 2014 City Council will consider a Resolution

April 25, 2014 Council's Land Use & Environment Committee will discuss potential actions to implement the Regional Plan

Tumwater January 21, 2014 City Council adopted a Resolution

Lacey February 27, 2014 City Council will consider a Resolution

Yelm March (appx.) City Council will consider a Resolution

Thurston County March (appx.) County Commissioners will consider a Resolution

Rainier 1st half of 2014 City Council will consider a Resolution

Bucoda 1st half of 2014 City Council will consider a Resolution

Tenino 1st half of 2014 City Council will consider a Resolution

Neighborhood/Community Interests (if known):

TRPC's Sustainable Thurston website includes summaries of multiple public engagement efforts related to development of the Regional Plan (see attached link.)

Options:

Option 1: Move to adopt the Resolution regarding the Regional Plan for Sustainable Development

Option 2: Take no action

Financial Impact:

This action is included in the base budget.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON, REGARDING THE REGIONAL PLAN FOR SUSTAINABLE DEVELOPMENT TITLED *CREATING PLACES PRESERVING SPACES: A SUSTAINABLE PLAN FOR THE THURSTON REGION (2013)*.

WHEREAS, in 2011, thirty partners signed a Memorandum of Understanding to work in cooperation to complete a Regional Plan for Sustainable Development (Plan) for the Thurston Region; and

WHEREAS, this effort was funded by a grant from the U.S. Department of Housing and Urban Development (HUD) under the Sustainable Communities Regional Planning Grant Program; and

WHEREAS, the Sustainable Thurston Task Force was convened by the Thurston Regional Planning Council (TRPC) to undertake the development of the Plan; and

WHEREAS, the City of Olympia was an active member of the Sustainable Thurston Task Force, along with other cities, Thurston County, Intercity Transit, Housing Authority of Thurston County, Washington State Departments of Commerce and Enterprise Services, TRPC's Transportation Policy Board and panel chairpersons representing the Blue Ribbon Economic Development Panel, Health and Human Services Panel, Housing Panel, Local Food Systems Panel, Public Outreach and Education Panel, Public Safety Panel, North and South County Schools and Transportation Panels, Water Infrastructure Panel, and Energy workgroup; and

WHEREAS, hundreds of community members participated on topic panels, developing white papers and strategy briefs to help inform Plan development; and

WHEREAS, the Plan was informed by local data, research, modeling, and surveys; and

WHEREAS, thousands of residents considered the challenges and opportunities facing our community; and

WHEREAS, the Sustainable Thurston Task Force articulated the following vision for the Thurston Region: *In one generation – through innovation and leadership – the Thurston Region will become a model for sustainability and livability. We will consume less energy, water, and land, produce less waste, and achieve carbon neutrality. We will lead in doing more while consuming less. Through efficiency, coupled with strategic investments, we will support a robust economy. Our actions will enhance an excellent education system, cultivate a healthy environment, and foster an inclusive and equitable social environment that remains affordable and livable. We will view every decision at the local and regional level through the sustainability lens. We will think in generations, not years. The region will work together toward common goals, putting people in the center of our thinking, and inspire individual responsibility and leadership in our residents; and*

WHEREAS, the Sustainable Thurston Task Force completed the Plan, identifying 12 priority goals and targets, and approximately 300 actions to enhance quality of life, foster economic vitality, and protect the environment while balancing our needs today with those of future residents; and

WHEREAS, continued coordination, tracking, and education will be essential to the successful progress toward these goals; and

WHEREAS, the City of Olympia has a history of regional collaboration and coordination on activities of mutual interest; and

WHEREAS, this Plan can only be successful if implemented on a community-wide basis with business groups, nonprofits, other government entities, community groups, neighborhoods, and others.

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The City Council accepts the document entitled *Creating Places Preserving Spaces: A Sustainable Development Plan for the Thurston Region (2013)* as a resource for providing background information, informed actions, and a viable template for a coordinated approach to sustainable development in the Thurston Region; and

Section 2. The City of Olympia will participate in the coordinated consideration of the Sustainable Thurston Vision through continued partnership opportunities; and

Section 3. The City of Olympia acknowledges a continuing role of the Thurston Regional Planning Council, as funds are available, to raise awareness, look for best practices, monitor priority goals and targets, and lead supportive regional efforts.

Section 4. The City of Olympia will move the Plan forward to their respective staff and planning groups for integration, as appropriate, of relevant actions into local plans, regulations, and programs.

PASSED BY THE OLYMPIA CITY COUNCIL this _____ day of _____ 2014.

STEPHEN H. BUXBAUM, MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

- Home
- Regional Planning
 - Commutes
 - Environment
 - Land Use
 - Sustainability
 - Thurston Here to There
 - Transportation
 - Publications
- Maps
- Data
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- Public and Legal Notices
- About TRPC
- Jobs at TRPC
- Contact TRPC

You are at the Sustainable Thurston Homepage



- Home
- About
- Plan
- Partners
- Goals & Actions
- News
- Resources

"What is Sustainable Thurston?" Video



Click the image above to view a 7-minute video about the Sustainable Thurston Plan.

What is Sustainability?



"What is the Definition of Sustainability?" Click the image above and check out the Foundational Principles & Policies.

Stay Informed



Welcome to Sustainable Thurston!

"How do you want your community to look, function and feel in 2035?"

Sustainable Thurston has been the beginning of what must be an ongoing community conversation and actions to achieve the bold vision for a vibrant, healthy and resilient future.

A sustainable community will enhance quality of life, foster economic vitality, and protect the environment while balancing our needs today with those of future residents.



Click the Thurston County map above to take a snapshot tour of what a sustainable Thurston Region might look like in the year 2035.

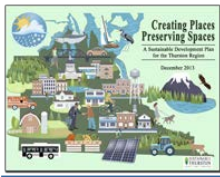
Or, if you care to skip the tour, you can go directly to the [Sustainable Thurston Plan Page](#) and read the details.

Featured News

The Olympian article ... *Thurston County Can Help the Climate Now (Jan. 23, 2014).* While Gov. Jay Inslee continues his search for a few good Republicans in the Legislature to respond to his call for statewide action, government and citizen groups in Thurston County are moving along with actions of their own.



Sustainable Thurston Plan



Click the cover to download the Sustainability Plan [PDF 13 MB]

Sustainable Thurston Vision

"In one generation - through innovation and leadership - the Thurston Region will become a model for sustainability and livability. We will consume less energy, water, and land, produce less waste, and achieve carbon neutrality. We will lead in doing more while consuming less. Through efficiency, coupled with strategic investments, we will support a robust economy. Our actions will enhance an excellent education system, and foster a healthy, inclusive, and equitable social environment that remains affordable and livable. We will view every decision at the local and regional level through the sustainability lens. We will think in generations, not years. The region will work together toward common goals, putting people in the center of our thinking, and inspire individual responsibility and leadership in our residents."

Click above to join the Sustainable
Thurston email list.

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The Olympian article ... *A Sustainable Future is the Right Choice to make (Dec. 29, 2013).* Online and in person, thousands of citizens took a stab at answering the question, sharing their hopes and concerns about the economy, the environment, land use, housing, transportation and all the other facets of a community.



Overview & What's
Happening



Click the image above to download a
4-page introduction [PDF].

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2424 Heritage Court SW, Suite A, Olympia, Washington 98502 360-956-7575

City of Olympia

City Council

City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8447

Authorization to Apply for Watershed Protection and Restoration Grant in the Amount of \$350,000

Agenda Date: 2/25/2014

Agenda Number: 4.D

File Number: 14-0157

File Type: decision

Version: 1

Status: Consent Calendar

..Title

Authorization to Apply for Watershed Protection and Restoration Grant in the Amount of \$350,000

..Recommended Action

Committee Recommendation:

The Utility Advisory Committee supports application for this grant (see attached memo).

City Manager Recommendation:

Move to authorize staff to submit the grant application .

..Report

Issue:

Whether to authorize staff to submit a Watershed Protection and Restoration Grant in the amount of \$350,000 to the Washington Department of Ecology (Ecology), National Estuary Program.

Staff Contact:

Joe Roush, Planning Supervisor, Public Works Water Resources, 360.753.8563

Andy Haub, Interim Director, Public Works Water Resources, 360.753.8475

Presenter(s):

None - Consent Calendar Item

Background and Analysis:

The application for grant funding under Ecology and the US EPA National Estuary Program (NEP) for Watershed Protection and Restoration is due on February 28, 2014.

The funding opportunity is specific to the Puget Sound. It is focused on design and/or field implementation of riparian or floodplain restoration projects. Proposals must demonstrate how the project was selected using a watershed-based approach and how the project will address protection and/or restoration of watershed processes (e.g., fish and wildlife habitat).

City Storm and Surface Water staff proposes to submit an application that builds upon our recently completed, preliminary Habitat and Stewardship Strategy. The Strategy

Agenda Date: 2/25/2014

Agenda Number: 4.D

File Number: 14-0157

was presented to the City Utility Advisory Committee (UAC) on January 2, 2014, and is scheduled for presentation to Council's Land Use and Environment Committee on March 27, 2014. The Strategy was well received and is supported by the UAC (See attached letter of support).

This strategy consolidates and updates several other studies that have been developed over the past 20 years related to aquatic habitat conservation in the City of Olympia. It uses a watershed-based framework to identify and prioritize riparian habitat acquisition and restoration needs throughout the Storm and Surface Water Utility Service area (City of Olympia and its Urban Growth Area). Habitat enhancement is one of three key responsibilities of the Utility.

The grant application proposes both development and implementation of a comprehensive suite of natural resource stewardship tools designed to restore aquatic and riparian habitat on a multitude of properties within the Green Cove Basin (See attached map). The proposal is consistent with both the priorities and strategies outlined within the Habitat and Stewardship Strategy presented to the UAC.

Through this grant, staff and regional partners (Olympia Parks Arts and Recreation Department, Capital Land Trust, Goldcrest Homeowner's Association and others) seek to implement the first phase of the Habitat and Stewardship Strategy. The grant does not require a local financial match. The City's funding request is for \$350,000.

Neighborhood/Community Interests (if known):

The proposal is consistent with neighborhood and community environmental interests. Several neighborhoods have already expressed their interest (e.g., Goldcrest Association). Other individuals and neighborhoods will be encouraged to participate.

Options:

Approve or decline the request to submit the grant application.

Financial Impact:

None. The grant will cover necessary expenses.

Although the grant does not require a financial match, the grant scoring gives credit for local match. As such, we are proposing a 10 to 15 percent financial match (in the form of in-kind staff time) as leverage. Funding to cover staff time is available without affecting the delivery of other core services.



February 13, 2014

To Whom It May Concern:

SUBJECT: Support for City of Olympia's Application for the National Estuary Program Watershed Protection and Restoration Grant

This letter is in support of the City of Olympia's application for a National Estuary Program (NEP) Watershed Protection and Restoration Grant.

On January 2, 2014, Storm and Surface Water Utility staff presented the City of Olympia Utility Advisory Committee (UAC) with a Habitat and Stewardship Strategy, in response to a specific 2012 UAC request to better address and implement aquatic habitat enhancements in the City. The UAC request was subsequently supported by the Olympia Planning Commission and City Council.

The resulting Strategy consolidates and updates several other studies that have been developed over the past 20 years related to aquatic habitat conservation in the City of Olympia. It uses a watershed-based framework to identify and prioritize sustainable riparian habitat acquisition and restoration needs throughout the Storm and Surface Water Utilities Service area (the City of Olympia and its UGA). The Strategy was well received and is supported by the UAC.

The Strategy prioritizes the Green Cove basin in northwest Olympia. The basin is unique and has a history of natural resource study and protection work. It was the focus of extensive work in 1998-2001 to create one of the first comprehensive environmentally-based zoning districts in the Puget Sound region. The zoning district, which put many development requirements in place, continues to be implemented. Green Cove basin also encompasses the City-owned, 245-acre Grass Lakes wetland refuge, extensive neighborhood-owned green belts, and land trust conservation easements. It is the home of chinook, coho, chum, steelhead, sea-run cutthroat trout, western brook lamprey and Olympic mud-minnows.

The recently-completed Habitat and Stewardship Strategy identified the need for active stewardship across the entire Green Cove landscape to lessen the ongoing indirect effects of urbanization (e.g. invasive species, yard waste dumping, buffer encroachments) and to help reverse the effects of legacy land management practices including logging, land clearing, and grazing. We propose using the grant to implement an integrated watershed protection and restoration strategy within the Green Cove Basin.

Specifically, the grant proposes the development and implementation of a comprehensive suite of stewardship tools designed to restore aquatic and riparian habitat on a multitude of properties of varying size and land use classification, exclusively within the high quality Green Cove Basin. The work has identified 14 potential partnerships, representing 704 acres of land already in some level of protection status (e.g., government, homeowner open space tracts). Also identified are approximately 250 residential properties that are directly adjacent to habitat in the basin. Other partnerships are available and will be developed with neighborhoods and individual property owners.

UAC Support of NEP Grant

February 13, 2014

Page 2

On behalf of the Utility Advisory Committee, I respectfully submit this letter in support of the City of Olympia's application for National Estuary Program Watershed Protection and Restoration Grant.

Sincerely,

A handwritten signature in black ink, appearing to read "Thad Curtz". The signature is written in a cursive, flowing style.

THAD CURTZ

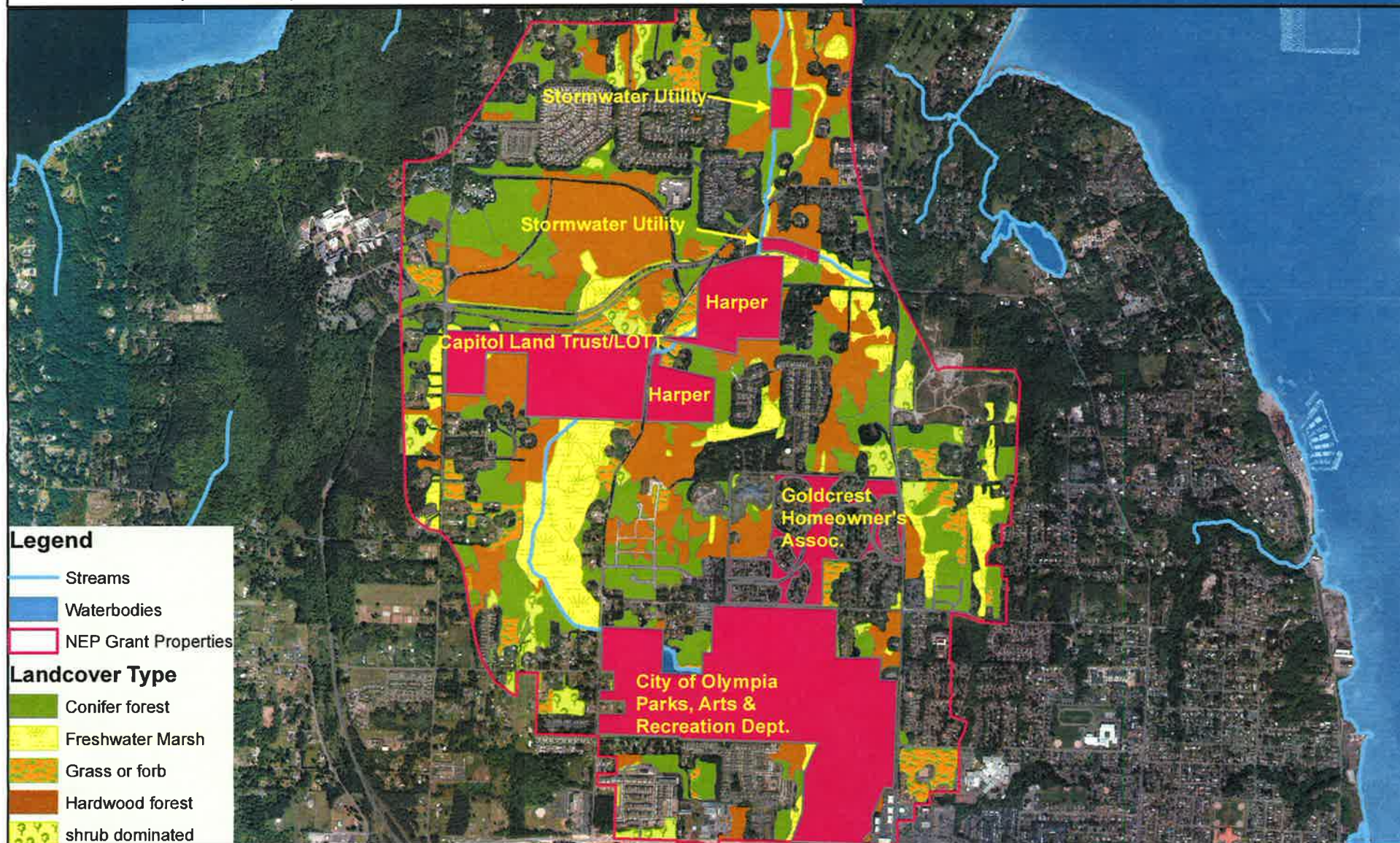
Chair

Utility Advisory Committee

Environmental Services Division

NEP Grant Properties Map

City of Olympia | Capital of Washington State



Map created: 2013
 Marcus Goodman
 Senior Program Specialist
 City of Olympia
 mgoodman@ci.olympia.wa.us
 (360) 570-5838

0 5 10 20 Miles



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City of Olympia

City Council

City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8447

Authorization to Apply for Washington Department of Ecology Grant in the amount of \$35,000

Agenda Date: 2/25/2014

Agenda Number: 4.E

File Number: 14-0167

File Type: decision

Version: 1

Status: Consent Calendar

..Title

Authorization to Apply for Washington Department of Ecology Grant in the amount of \$35,000

..Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to authorize staff to submit a grant application.

..Report

Issue:

Whether to authorize staff to submit a \$35,000 Terry Husseman Grant application to the Washington State Department of Ecology (Ecology) to establish a riparian forest buffer along the edge of the Black Lake Ditch.

Staff Contact:

Joe Roush, Planning Supervisor, Public Works Water Resources, 360.753.8563

Andy Haub, Interim Water Resources Director, 360.753.8475

Presenter(s):

None - Consent Item

Background and Analysis:

The deadline to apply for a Terry Husseman grant through the Washington State Department of Ecology (Ecology) is February 28, 2014.

The grants from this program support local projects to restore or enhance the natural environment. Typical projects address water quality issues and protection of fish and wildlife habitat.

The City's proposed project is intended to establish a riparian forest edge along the Black Lake Ditch adjacent to the City of Olympia-owned Black Lake Meadows Stormwater Facility. The Black Lake Ditch is a 303(d) listed water body (federal list of water bodies that don't meet minimum water quality standards), and is a study area in the Deschutes, Capitol Lake, Budd Inlet Total Maximum Daily Limit (TMDL) Water Quality Study. The TMDL study found that the temperature in Black Lake Ditch

Agenda Date: 2/25/2014

Agenda Number: 4.E

File Number: 14-0167

exceeded water quality standards.

By establishing a healthy riparian forest buffer along the ditch we will improve the water quality by shading the ditch and lowering the water temperature. (see attached project map)

The grant does not require a local financial match. As proposed, the funding request is for \$35,000. The funds will cover labor and material costs to implement this restoration project.

Neighborhood/Community Interests (if known):

The proposal is consistent with neighborhood and community environmental interests.

Options:

Approve the request to submit the grant application.

This allows staff to address an identified need with grant funding.

Decline the request to submit the grant application.

Staff will be unable to address this need in 2014 but will continue to seek further funding sources.

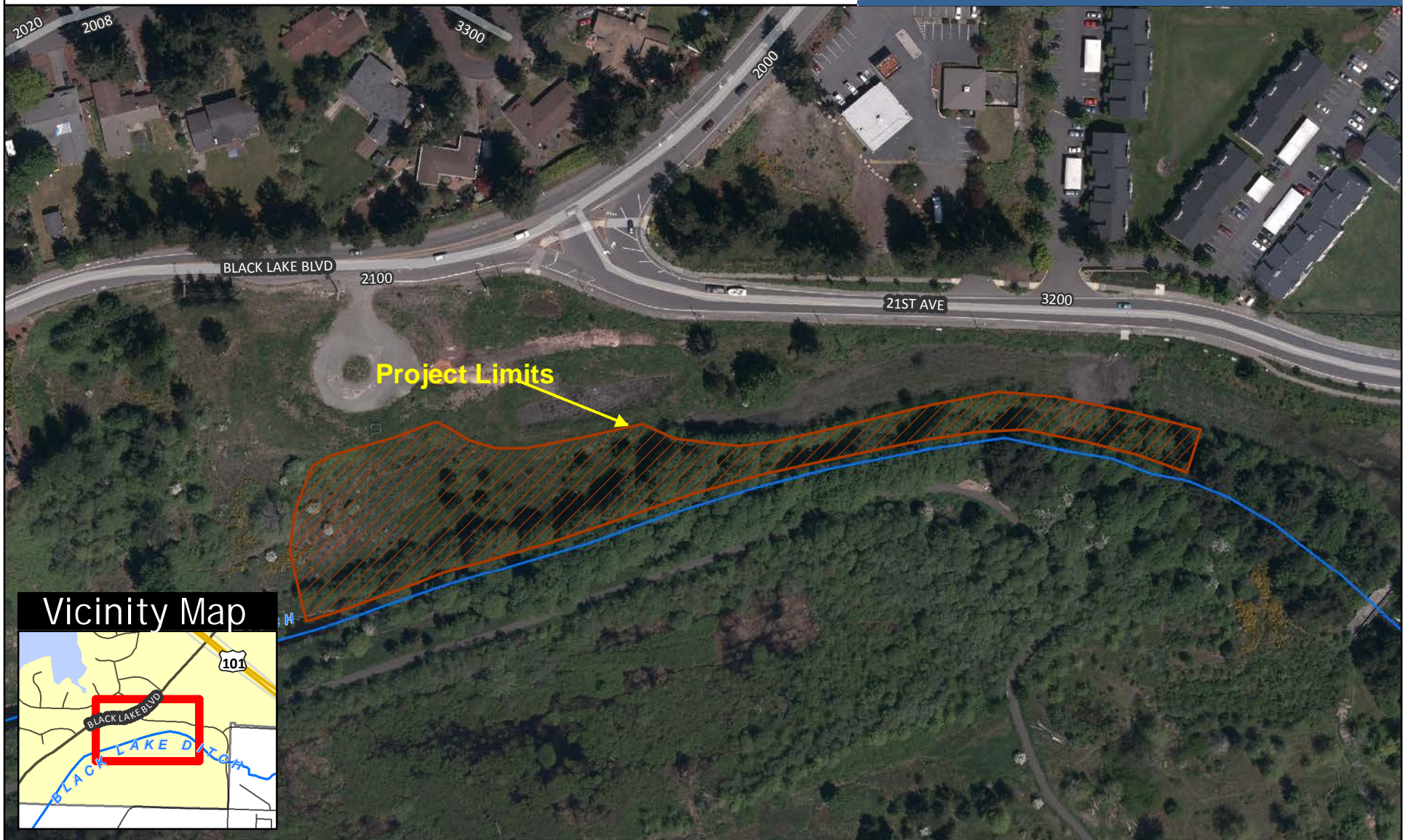
Financial Impact:

None. The grant will cover necessary expenses.

Black Lake Ditch Riparian Restoration

Black Lake Meadows Regional Stormwater Complex

City of Olympia | Capital of Washington State



Map created: 2014
Marcus Goodman
Senior Program Specialist
City of Olympia
mgoodman@ci.olympia.wa.us
(360) 570-5838

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City of Olympia

City Council

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360-753-8447

Amendment of the 2013 Community Development Block Grant (CDBG) Action Plan to Redirect Use of \$25,650 for the Downtown Ambassador Program

Agenda Date: 2/25/2014

Agenda Number: 4.F

File Number: 14-0171

File Type: decision

Version: 1

Status: Consent Calendar

..Title

Amendment of the 2013 Community Development Block Grant (CDBG) Action Plan to Redirect Use of \$25,650 for the Downtown Ambassador Program

..Recommended Action

Committee Recommendation:

General Government Committee recommends amending the 2013 CDBG Action Plan to Redirect Use of \$25,650 for the Downtown Ambassador Program

City Manager Recommendation:

Move to amend the 2013 CDBG Action Plan to Redirect Use of \$25,650 for the Downtown Ambassador Program

..Report

Issue:

Should the City amend its PY2013 CDBG Action Plan to shift \$25,650 from Isthmus Park Project to Downtown Ambassador program?

Staff Contact:

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

Presenter(s):

Consent Calendar Item.

Background and Analysis:

The Community Development Block Grant (CDBG) is a program of the U.S. Department of Housing and Urban Development. There are two basic sources of Community Development Block Grant funds.

Annual Entitlement Grants: The City receives CDBG funds as an entitlement grant from the Department of Housing and Urban Development (HUD). The funds must be used in accordance with detailed regulations to benefit low- and moderate-income households or aid in the elimination of slum or blighted conditions. The CDBG grant in PY2013 is \$357,000.

Program Income: In previous years, housing rehabilitation funding was distributed by the City in the form of loans. These are repaid to the City

Agenda Date: 2/25/2014

Agenda Number: 4.F

File Number: 14-0171

according to the loan terms and reused for other housing projects that benefit low- and moderate-income households. These funds are called "Program Income". During PY2013 the City anticipates receiving approximately \$300,000 in program income.

Olympia's adopted CDBG Action Plan allocates approximately \$1.02 million towards a variety of projects for PY2013. This \$1.02 million allocation is predicated on all additional program income being utilized for the Isthmus Park project, up to \$450,000.

The proposed CDBG Action Plan amendment is attached. It would divert \$25,650 of the program income currently allocated to the Isthmus Park to fund one position of the Downtown Ambassador Program for the period March 1, 2014 through August 31, 2014. Downtown Ambassadors provide services on behalf of all members of the downtown community and collaborate daily with social service agencies to refer services to those in need on the street, and they provide conflict and dispute resolution services and engage in problem solving with local service agencies, City of Olympia, Olympia Police Department and other interested parties in order to address quality of life and place-making issues within the service areas. The project will serve a predominantly low- to moderate-income population within the downtown area.

A timeline chart and Downtown Ambassador/Clean Team position descriptions are included in the attachments. The City Council can consider extending CDBG funding for the position in the PY2014 CDBG Action Plan, which it will consider for adoption in late spring or early summer 2014. The City Council could also consider "re-funding" \$25,650 to the Isthmus Park project in the PY2014 CDBG Action Plan.

Neighborhood/Community Interests (if known):

The CDBG program is a city-wide program created to help low to moderate income residents. Downtown Olympia is within a low to moderate income census block group.

The City Council held a public hearing on February 4, 2014, as part of a 30-day public comment period January 14 - February 13, 2014. One person testified at the public hearing in support of the proposal. No written comments were received.

Options:

1. Adopt the amendment of the 2013 CDBG Action Plan to Redirect Use of \$25,650 for the Downtown Ambassador Program.
2. Do not adopt the amendment of the 2013 CDBG Action Plan to Redirect Use of \$25,650 for the Downtown Ambassador Program.

Financial Impact:

Re-direct use of \$25,650 CDBG program income.

Agenda Date: 2/25/2014

Agenda Number: 4.F

File Number: 14-0171



Proposed City of Olympia CDBG PY2013 Action Plan Amendments

Amend page 104 of Action Plan as follows:

Olympia CDBG Action Plan

(Excerpt from CDBG Action Plan)

The City of Olympia will direct CDBG funds to projects and programs benefiting those with low to moderate incomes. Projects benefiting geographical areas will be located in designated low- to moderate-income areas. Many of the pocket areas of racial/ethnic minority concentration are located in Olympia's identified low- to moderate-income areas.

Table 25. Olympia CDBG Projects, 2013

Recipient	Project/ Activity	Outcomes	Strategic Goal(s) Met	HUD CDBG Objective(s) Met	Proposed 2013 Award
Panza	Quixote Village	Cottage Housing for up to 30 formerly homeless people	Homeless continuum of care	Benefit to low- and moderate-income persons	\$55,000
Community Youth Services	Rosie's Drop-In Young Adult Center	45 youth drop-in center clients daily; 10 shelter beds providing 3,650 bed nights annually	Public facilities and infrastructure / Homeless continuum of care	Benefit to low- and moderate-income persons	\$144,000
Family Support Center	Smith Building Family Shelter and Affordable Housing Project	6 homeless families accommodated; 7 formerly homeless families housed, 60 total people assisted	Public facilities and infrastructure / Homeless continuum of care / Affordable housing	Benefit to low- and moderate-income persons	\$158,000
Panza	Quixote Village Social Services	Social services for up to 30 formerly homeless people	Homeless continuum of care	Benefit to low- and moderate-income persons	\$40,500
Community Youth Services	Transitional Housing for Youth	55 youth housed in 15 housing units annually	Homeless continuum of care	Benefit to low- and moderate-income persons	\$10,000
Out of the Woods	Family Shelter	Shelter for up to 48 family members providing 2,190 bed nights annually	Homeless continuum of care	Benefit to low- and moderate-income persons	\$12,000
Together!	Evergreen Villages Youth Program	40 to 50 drop-in youth daily; 60 to 70 drop-in adult clients twice monthly	Homeless continuum of care	Benefit to low- and moderate-income persons	\$13,627
Enterprise for Equity	Microenterprise Training	9 to 12 entrepreneurs trained; 25 to 28 existing businesses assisted	Economic development programs	Benefit to low- and moderate-income persons	\$25,500

Recipient	Project/ Activity	Outcomes	Strategic Goal(s) Met	HUD CDBG Objective(s) Met	Proposed 2013 Award
City of Olympia	Isthmus Park	Two derelict buildings demolished <i>*Contingency use of any additional program income received</i> <i>**Includes an additional \$48,885 allocated by Olympia Council from new CDBG Funds</i>	Public facilities and infrastructure / Land acquisition	Elimination of slum and blight	\$424,350*
Capital Recovery Center	Downtown Ambassador Program	Hire 1 FTE Downtown Ambassador to provide street outreach, referrals and related services	Homeless continuum of care	Benefit to low- and moderate-income persons	\$25,650
City of Olympia	General administration (20% cap)				\$60,000
City of Olympia	Rehabilitation Projects Delivery Costs				\$50,000
Olympia CDBG Total: \$1,018,627*					

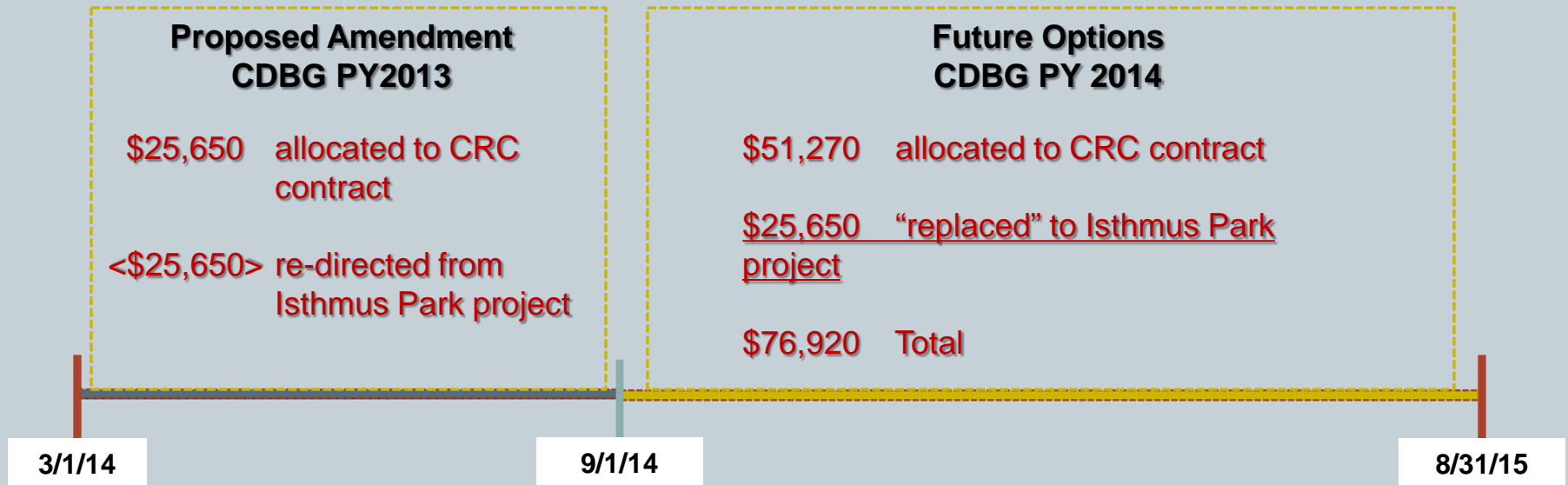
*Funds for the Isthmus Park project will only be made available upon receipt of additional program income.

Downtown Ambassador Program Funding

PY 2013 -PY 2014



- Capital Recovery Center Ambassador: \$4,272/month





Clean Team Job Description

The Clean Team seeks to improve the atmosphere in Downtown Olympia by focusing their energy on making daily improvements to the cleanliness of the core, and by bringing positivity and a solutions-based approach to their daily work.

Duties

- Report to Team Lead
 - Services/work orders
 - Stakeholder communication
 - Scheduling
 - Personnel matters
- Adhere to all CRC policies and procedures
- Arrive to work on time; take breaks/lunches as scheduled
- Communicate any schedule deviations to via established procedure
- Conduct daily litter patrol throughout entire zone
- Collect program data as directed by Program Manager
- Complete work orders in a timely manner
 - Maintain a work order schedule
 - Communicate to stakeholders about the status of their ticket
- Monitor sidewalks and storefronts daily for graffiti, posters, stickers, and any other issue requiring Clean Team attention, and submit work orders accordingly

Responsibilities

- Represent the program in a friendly and positive manner. This may include occasionally providing simple directions and assistance to Downtown shoppers, visitors, and employees
- Develop and continually improve data tracking system in order to refine Clean Team work plan
- Enhance and improve the general atmosphere of Downtown, including increasing communication and engagement with stakeholders
- Develop and maintain relationships with stakeholders
- Assist with other duties as assigned by Team Lead and/or Program Manager



Ambassador Job Description

Downtown Ambassadors act as goodwill ambassadors on behalf of all members of the downtown community. They present a positive attitude and customer-service oriented approach. Ambassadors patrol the 18 block-Downtown core. Their primary role is to provide information, referrals to resources, and support to citizens and visitors to the area, as well as to be on call should conflict arise.

Program Activities

- Attend and participate in meetings as necessary to support all program activities.
- Be knowledgeable of Olympia history, sites of interest, local businesses, recreation activities, current entertainment, social services and other information to assist and direct shoppers, visitors, and others.
- Greet every passerby with a friendly attitude and smile.
- Deliver information to businesses in regards to downtown events, news, parking, and updates on the Ambassador Program.
- Work with City Departments and other organizations to provide expertise and resources for work program activities.
- Collaborate daily with social service agencies to help determine and refer services to those in need on the streets.
- Aid in communications among businesses and organizations with the service area.
- Provide information and directions to Downtown users.
- Conflict and dispute resolution.
- Engage in problem solving with local social service agencies, City of Olympia, Olympia Police Department, and other interested parties in order to address quality of life and place-making issues within the service area.
- Other duties as assigned.

City of Olympia

City Council

City Hall
601 4th Avenue E.
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360-753-8447

Approval of the 2014 Finance Committee Workplan

Agenda Date: 2/25/2014

Agenda Number: 4.G

File Number: 14-0165

File Type: decision

Version: 1

Status: Consent Calendar

..Title

Approval of the 2014 Finance Committee Workplan

..Recommended Action

Committee Recommendation:

Move to approve the 2014 Finance Committee Workplan.

City Manager Recommendation:

As recommended by the Finance Committee, approval the committee's 2014 work plan.

..Report

Issue:

Approval of the 2014 Finance Committee Workplan

Staff Contact:

Jane Kirkemo, Administrative Services Director, 360.753.6499

Presenter(s):

None. Consent calendar item.

Background and Analysis:

Each year, all advisory committees submit a workplan to the City Council for review. The Finance Committee typically submits a "skeleton" for review, allowing time at each meeting to respond to emerging issues. Attached is the workplan approved by the Finance Committee. Please note there are two special meetings:

- 1) March 13th at the Olympia Center in Room 102 - The committee will meet with advisory boards regarding their letters on the Capital Facilities Plan.
- 2) In April (date to be determined) - The committee will host a Brown Bag meeting to discuss the state of the City.

Neighborhood/Community Interests (if known):

N/A

Options:

- 1) Approve the 2014 workplan for the Finance Committee

Agenda Date: 2/25/2014

Agenda Number: 4.G

File Number: 14-0165

2) Amend the workplan by deleting items or adding or additional items

Financial Impact:

N/A



2014 Finance Committee Agenda

(Second Wednesday of the Month @ 5:00 p.m.)

March 12th

- Update on Building Repair Fund & Parks Asset Management
- Final report on 2013 year end closing
- Next steps in implementation of Best Practices Report on the Farmer's Market

March 13th *Special Meeting*** room 102 in the Olympia Center**

- Meet with advisory boards regarding their comments on the 2014-2019 CFP

April

- Report from the Washington Center on operations and capital
- Meet with EDC to discuss Business & Occupation Tax
- Discussion of regionalization/partnerships in the delivery of services

Brown Bag meeting with the Finance Committee (date TBD)

Discussion of the state of the city

May

- 2015 budget and public engagement plan
- Continue Discussion of Long Term Revenue Strategies
- Funding Indigent defense and meeting new standards
- Discussion on the issuance of debt

June

- Discussion of short and long term cost of the Affordable Care Act (ACA)
- Committee discussion on the CFP Comprehensive Plan Goals and Policies

July

- Preliminary 2015-2020 Capital Facilities Plan (CFP)
- 5 year budget projections
- Discussion of deferral of impact fees as incentive for economic development

August

- Performance Measures
- Sick and Safe leave policy for Olympia
- Minimum wage for city contractors

September

- Review proposed utility rates
- City services “at risk”

October

- Review of 2015 Projected Revenues
- Use of LIDs in sub area plans

November

- Review of 2015 Operating budget

December

- Budget Balancing Proposal for Budget and CFP

City of Olympia

City Council

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601 4th Avenue E.
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Approval of 2014 General Government Committee Work Plan

Agenda Date: 2/25/2014

Agenda Number: 4.H

File Number: 14-0060

File Type: decision

Version: 2

Status: Consent Calendar

..Title

Approval of 2014 General Government Committee Work Plan

..Recommended Action

Committee Recommendation:

General Government Committee unanimously recommends approval of its 2014 Work Plan with the understanding that topics and schedule may change throughout the year. to accommodate emerging issues.

City Manager Recommendation:

Move to approve the General Government 2014 Work Plan with the understanding that topics and schedule may change throughout the year to accommodate emerging issue.

..Report

Issue:

Council Guidelines suggest that each committee develop an annual work plan at its first meeting of the year.

Staff Contact:

Cathie Butler, Communications Manager, 360.753.8361

Background and Analysis:

General Government Committee developed the attached Work Plan at its February 11 meeting. The committee's 2014 regular meetings will be the 3rd Tuesday of each month at 4:30 p.m.

Neighborhood/Community Interests:

N/A

Options:

Approve, modify, or do not approve the work plan as submitted.

Financial Impact:

None.



General Government Committee 2014 Work Plan

Meeting Date 3 rd Tuesday, 4:30 p.m.	Issue / Item
February 11	<ul style="list-style-type: none"> • Report from Arts Commission • Washington Center Proposal • CDBG – Shift to Economic Priorities • Advisory Committee Interview Process • General Government Work Plan
March 18	<ul style="list-style-type: none"> • Continued Discussion about CDBG Process for PY-2014 with Focus on Economic Priorities (<i>Leonard Bauer, CPD; Anna Schlecht, CPD</i>) • Advisory Committee Work Plans – Meet with chairs to review (<i>Cathie Butler, Exec</i>) • Continued Discussion about Washington Center Fundraising Proposal (<i>Jay Burney, Exec</i>)
March TBD	<ul style="list-style-type: none"> • Advisory Committee Interviews (<i>Cathie Butler, Exec</i>) • Discussion about Procedures for Responding to Committee Letters
April 15	<ul style="list-style-type: none"> • [if needed] Continued Discussion about CDBG Process for PY-2014 with Focus on Economic Priorities (<i>Leonard Bauer, CPD; Anna Schlecht, CPD</i>) • Recap of Discussion with County on Drug Use/Needles (<i>Ronnie Roberts, Police</i>) • Recap of 2014 Legislative Session (<i>Cathie Butler, Exec; Jay Burney, Exec; Paul Simmons, Parks</i>) • Briefing on Status of Marijuana Laws (<i>Tom Morrill, Legal</i>)
May 20	<ul style="list-style-type: none"> • Briefing on Plastic Bag Ban Outreach and Communication (<i>Ron Jones, PW</i>) • Music Out Loud Proposal from Olympia Arts Commission (<i>Stephanie Johnson, Parks</i>) • Discussion about “Telling Our Story” (<i>Cathie Butler, Exec</i>)
June 17	<ul style="list-style-type: none"> • Joint Economic Development Meeting with Economic Development Council, Thurston Chamber, Visitor & Convention Bureau, Olympia Downtown Association, West Olympia Business Association (<i>Cathie Butler, Exec</i>) • Discussion about Minimum Wage in Context of Local, Regional and Statewide Economic Impact
July 15	<ul style="list-style-type: none"> • Briefing and Discussion about City-Wide Economic Development Impact of the Capital Facilities Plan • Update on Status of HOME Consortium and Health and Human Services Council (<i>Steve Hall, Exec</i>)
August 19	<ul style="list-style-type: none"> • Briefing and Discussion about Public Safety and Olympia Policing Strategy (<i>Ronnie Roberts, Police</i>)
September 16	<ul style="list-style-type: none"> • Briefing and Discussion about Economic Development Aspects of the Updated Comprehensive Plan and Action Plan (<i>Keith Stahley, CPD</i>)
October 21	<ul style="list-style-type: none"> • Annual meeting with Advisory Committee Chairs (<i>Cathie Butler, Exec</i>) • Review of Council Guidelines (<i>Cathie Butler, Exec</i>)
November 18	<ul style="list-style-type: none"> • Program Year 2015 Community Development Block Grant Process (<i>Leonard Bauer, CPD; Anna Schlecht, CPD</i>) • Scoping – 2014 Advisory Committee Work Plan Process (<i>Cathie Butler, Exec</i>) • Scoping – 2014 Advisory Committee Application Process (<i>Cathie Butler, Exec</i>)
December 16	<ul style="list-style-type: none"> • Year End Recap and Celebration

City of Olympia

City Council

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360-753-8447

Approval of Ordinance Amending OMC 18.06.808 Related to High Density Corridor Zoning

Agenda Date: 2/25/2014

Agenda Number: 4.I

File Number: 14-0096

File Type: ordinance

Version: 2

Status: Second Reading

..Title

Approval of Ordinance Amending OMC 18.06.808 Related to High Density Corridor
Zoning

..Recommended Action

The Olympia Planning Commission recommends adoption of the ordinance.

City Manager Recommendation:

Move to approve on second reading the ordinance revising High Density Corridor
Zoning.

..Report

Issue:

Whether to amend the City's Development Code to provide that in High Density
Corridor zones buildings within 100 feet of lower density residential zones (14 units
per acre or less) shall be limited to a height of 35 feet; and where within 50 feet of
other zones to the maximum height of such adjacent zone.

Staff Contact:

Todd Stamm, Principal Planner, Community Planning and Development Department,
360.753.8597

Presenter(s):

None. Consent agenda item.

Background and Analysis:

This ordinance was approved on first reading by Council on February 4, 2014.

Following is the Background and Analysis from that meeting:

On December 11, 2012, the Olympia City Council responded to public concerns about
development near certain single-family housing by adopting an emergency ordinance
changing building height regulations in the High Density Corridor zones (HDC-1;
HDC-2; HDC-3; HDC-4). Ordinance 6820 temporarily requires that within any of the
four High Density Corridor zones:

- any new buildings within 100 feet of a single-family lot shall not exceed a height
of 35 feet, and
- any buildings on property adjacent to 1) a single-family home, 2) a residential
zone, or 3) a public street, shall have 8-foot step-backs at every third floor (aka

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'wedding cake' design).

This emergency ordinance has been extended through June of 2014.

In the meantime, as directed by the Council, the Olympia Planning Commission has considered this and other approaches to addressing the issue of new tall buildings in these zones adjacent to housing. In particular, the Commission was briefed on this matter on August 19, 2013; and held a public hearing on October 21, 2013. That hearing was continued to the Commission's next meeting on November 4, 2013. The Commission's hearing was preceded by notice mailed to most of the property owners in and near these zoning districts. The Commission received written and oral comments from about a dozen parties. These written comments and minutes of the Commission's meetings on this topic are attached.

Following deliberation on November 4 and November 18, the Commission approved a 'hybrid' recommendation with one member opposing. The primary features of the Commission's 'hybrid' recommendation are that:

- the third-floor 'step-back' requirement of Ordinance 6820 not be adopted, and
- instead of limiting the heights of buildings based on adjacency to a single-family home, the building height limitations at the fringes of the High Density Corridor zones should depend upon the residential density and heights allowed in the adjacent zoning districts.

Specifically, the Commission recommended:

- a 35-foot height limit for any part of a new building that is within 100 feet of a residential zone with a maximum density of 14 housing units per acre (see attachment labeled "Sketch Olympia HDC), and
- any new building within 50 feet of other zones should be limited to either 60' or the height allowed in the adjacent zone, whichever is less (see attachment labeled "Olympia sketch HDC 2).

For example, the single-family homes in the vicinity of Bing Street NW (the area where a controversial tall building was recently proposed) are in a multi-family zone that allows up to 18 units per acre (RM-18) and limits building heights to 35 feet. The first bullet above would not apply because the adjacent zoning is greater than 14 housing units per acre. Thus, under the second bullet above, the Commission's recommendation would result in a 35-foot height limit within 50 feet of the adjacent single-family properties.

Notice of the Council's consideration of this proposal on February 4 was provided to all parties that have commented or expressed interest during consideration of this issue. As noted below, the Council may either adopt the Commission's recommendation - which is supported by the City Manager - or elect to hold its own public hearing. If the Council chooses to schedule a hearing, for efficiency it could be held in conjunction

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with a hearing on the issue of whether to extend the interim ordinance for another six months.

Neighborhood/Community Interests (if known):

Interested parties have expressed a variety of views regarding the proposal, including support, opposition, and suggested alternatives. Written comments received to date are attached.

Options:

1. Approve the proposed ordinance on second reading.
2. Do not approve the ordinance; instead direct that a Council public hearing be scheduled regarding this proposal.

Financial Impact:

No direct impact to City budget; indirect impacts through effects on property values and development opportunities.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, AMENDING OLYMPIA MUNICIPAL CODE SECTION 18.06.080, TABLE 6.02, BUILDING HEIGHT AND ADDITIONAL DISTRICT-WIDE DEVELOPMENT STANDARDS FOR THE HIGH DENSITY CORRIDOR ZONING DISTRICTS; AND REPEALING ORDINANCE NO. 6820 AND ORDINANCE NO. 6878.

WHEREAS, the City of Olympia established High Density Corridor Commercial zoning districts (the HDC zones); and

WHEREAS, the Olympia Comprehensive Plan promotes higher densities and intensities within the HDC zones subject to higher levels of development regulations and design review; and

WHEREAS, the development regulations in place do not require additional setback from single family dwellings located in the Residential Multiple Family 18 and 24 Zoning Districts; and

WHEREAS, the development regulations in place only require a single step back for buildings greater than 35 feet in height; and

WHEREAS, the City, through its development review process, has analyzed the impacts of the existing regulations and have found that they do not fully protect adjoining single family development; and

WHEREAS, the City Council has heard testimony and public comments from numerous City residents about the impacts that tall buildings with small setbacks and limited step backs can have on adjoining properties and neighborhoods; and

WHEREAS, on December 11, 2012, the Olympia City Council enacted Ordinance No. 6820, which established interim regulations providing for enhanced setbacks and building step backs within the HDC zones to ensure sufficient regulation while staff conducted a review and analysis process, including participation by the public and the Olympia Planning Commission; and

WHEREAS, on December 3, 2013, the Olympia City Council extended the duration of the interim regulations for an additional six month by virtue of Ordinance No. 6878; and

WHEREAS, the Olympia Planning Commission held public hearings on October 21, 2013, and November 4, 2014, to receive testimony from the public on the impacts of tall buildings in the HDC zones adjacent to residential and mixed use zones; and

WHEREAS, on November 18, 2013, the Olympia Planning Commission recommended that the Olympia Municipal Code be amended to provide that the portion of a building within 100' of land zoned for a maximum density of less than 14 units per acre be limited to 35' and the portion of a building within 50' of land zoned for a maximum density of 14 units per acre or more be limited to the lesser of 60' or the height allowed in the abutting district; and

WHEREAS, based on the foregoing, the City Council has determined that it is in the City's interest to amend OMC Section 18.06.080, Table 6.02, as recommended by the Olympia Planning Commission; and
WHEREAS, this Ordinance is supported by the staff report, attachments, documents and prior public comment and testimony on file with the City of Olympia; and

WHEREAS, general residential use is prohibited in the Industrial and Auto Services zones; and

WHEREAS, residential uses are allowed in Commercial zones, except the Auto Services zone; and,

WHEREAS, this Ordinance is adopted pursuant to RCW 36.70A and Article 11, Section 11, of the Washington Constitution;

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

Section 1. Amendment of the OMC 18.06.080. Olympia Municipal Code Section 18.06.080, Table 6.02, is hereby amended to read as follows:

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	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 City- Wide Design Guideline: "Building Design - Orientation & Form of Commercial & Public Buildings," 18.20.090.	10' maximum, if located in a High Density Corridor; 10' minimum otherwise.	5' minimum for residential otherwise none.	0-10' See 18.06A.180	0-10' See 18.06A.180	0-10' See 18.06A.180	0-10' See 18.06A.180	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 18.40.060(C). 3. Must comply with site design standards,

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
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.	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 (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 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.	Chapter 18.06A.180. 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 18.06A.180.	
SIDE YARD SETBACK	15' minimum.	No minimum on interior, 10' minimum on flanking street; Except: 1. Next to R	No Minimum; Except: 1. Next to R 4, R 4-8, or R 6-12 district = 15' minimum + 5' for each building	No minimum on interior, 10' minimum on flanking street; Except: 1. Next to R4, R4-8, or R6-12 district = 15' minimum + 5'for each building	No minimum on interior, 10' minimum on flanking street; Except: 1. Next to R4, R4-8, or R6-12 district = 15' minimum + 5'for each building	No Minimum; Except: 1. Next to 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
		4, R 4-8, or R 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 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 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.	district = 15' 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.	district = 15' 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.	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 18.40.060(C). 3. Residential sideyards can be reduced consistent with 18.04.080(H)(5). 4. Must comply with site design standards, Chapter 18.06A.180.
MAXIMUM BUILDING HEIGHT	Up to 35', whichever is less.	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; Up to 60'	Up to 35', if any portion of the building is within 100' of R4, R4-8, or R6-12 district; The portion of a building within	Up to 35' if any portion of the building is within 100' of R4, R4-8, or R6-12 district; The portion of a building within	Up to 35', if any portion of the building is within 100' of R4, R4-8, or R6-12 district; The portion of a building within	Up to 35', if any portion of the building is within 100' of R4, R4-8, or R6-12 district; The portion of a building within	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							
STANDARD	NR	PO/RM	GC	HDC-1	HDC-2	HDC-3	HDC-4 and HDC-4 Capital Mall
		Up to 60' otherwise.	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.	100' of land zoned for a maximum density of less than 14 units per acre is limited to 35'. 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.	100' of land zoned for a maximum density of less than 14 units per acre is limited to 35'. 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.	100' of land zoned for a maximum density of less than 14 units per acre is limited to 35'. 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 18.06A.251(4) Significant Building Entry tower exemption	the State Capitol Campus. 2. Must comply with site design standards, Chapter 18.06A.180. 3. HDC-1 and HDC-2 additional story must comply with OMC 18.06.100.A.6.

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
							(allows an additional 30' for a tower element at Capital Mall). Up to 75' for HDC-4 zoned properties where the proposed 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 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	Must comply with site design standards, Chapter 18.06A.180.

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
							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 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 DEVELOPMENT COVERAGE	60%	85%, except 75% for residential only structures	85%	85% for all structures	85% for all structures	85% for all structures	85% for all structures	Must comply with site design standards, Chapter 18.06A.180.
ADDITIONAL	Maximum	Building floors	Building floors	Building floors	Building floors	Building Floors	Building floors	For properties 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
DISTRICT- WIDE DEVELOPMENT STANDARDS	building size (gross sq. ft.): 3,000 for single use; 6,000 for mixed use.	above 3 stories which abut a street or residential district must be stepped back a minimum of 8 feet (see 18.06.100(D) and Figure 6- 3).	above 3 stories which abut a street or residential district must be stepped back a minimum of 8 feet (see 18.06.100(D)).	above 3 stories which abut a street or residential district must be stepped back a minimum of 8 feet (see 18.06.100(D)).	above 3 stories which abut a street or residential district must be stepped back a minimum of 8 feet (see 18.06.100(D)).	above 3 stories which abut a street or residential district must be stepped back a minimum of 8 feet (see 18.06.100(D)).	above 3 stories which abut a street or residential district must be stepped back a minimum of 8 feet (see 18.06.100(D)).	the vicinity of the Downtown, also see Pedestrian Streets Overlay District, Chapter 18.16. For retail uses over 25,000 square feet in gross floor area, see Section 18.06.100(G) Large Scale Retail Uses. EXCEPTION: Section 18.06.100(G) shall not apply to motor vehicle sales.

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. 12,500 Sq. Ft. if	No minimum.	

TABLE 6.02 COMMERCIAL DEVELOPMENT STANDARDS							
STANDARD	MS	UW	UW-H	DB	CS-H	AS	ADDITIONAL REGULATIONS
FRONT YARD SETBACK	10' maximum.	No minimum; however, see Chapter 18.100 for design guidelines for pedestrian access and view corridors.	No minimum.	No minimum.	No minimum.	bldg. height is over 35'. 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 18.40.060(C). 3. See Design Guidelines, Chapter 18.100.
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 18.100 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 a residential	No minimum; however, see Chapter 18.100 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 house animals

TABLE 6.02 COMMERCIAL DEVELOPMENT STANDARDS							
STANDARD	MS	UW	UW-H	DB	CS-H	AS	ADDITIONAL REGULATIONS
	zone.				the sum of the 2 side yards shall be no less than 1/2 the building height.	structures from flanking streets.	other than pets. 2. Must comply with clear sight triangle requirements, Section 18.40.060(C). 3. See Design Guidelines, Chapter 18.100.
MAXIMUM BUILDING HEIGHT	75'; except hospitals, which may exceed that height.	See 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(A)(2)(b). 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.	75'; PROVIDED, however, that two additional stories may be built, if they are residential. There are also restrictions around Sylvester Park. For details, see 18.06.100(C)(6) Height, Downtown Business District.	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.	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.
MAXIMUM BUILDING COVERAGE	50%	60% for properties between the shoreline and the nearest upland street.	100%	No requirement.	No requirement.	85%	

TABLE 6.02 COMMERCIAL DEVELOPMENT STANDARDS							
STANDARD	MS	UW	UW-H	DB	CS-H	AS	ADDITIONAL REGULATIONS
		100% for properties not between the shoreline and the nearest upland street. See also Chapter 18.100 for design guidelines for pedestrian access and view corridors.					
MAXIMUM DEVELOPMENT COVERAGE	65%	100% development coverage.	100%	100%	100%	85%	
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 18.06.100(F)). Residential uses (Section 5 of Table 6.01) may not be constructed within 600 feet of Lilly Road except in upper stories of mixed use building; all other	Street ends abutting the water shall be preserved to provide views of and public access to the water, pursuant to Section 12.16.050(D) OMC. See also Chapter 18.100 for Downtown design guidelines for Pedestrian Access and View Corridors and Waterfront Public Access; Chapter 18.100 for Port Peninsula design guidelines for Pedestrian Connections and View Corridors; Section 18.06.100(A)(2)(c) for West Bay Drive building height and view blockage	Street ends abutting the water shall be preserved to provide views of and public access to the water, pursuant to OMC Section 12.16.050(D).		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 applicable to replat lots.	For properties in the vicinity of the Downtown, also see Pedestrian Streets Overlay District, Chapter 18.16. For retail uses over 25,000 square feet in gross floor area, see Section 18.06.100 (G) Large Scale Retail Uses. EXCEPTION: Section 18.06.100 (G) shall not apply to motor vehicle sales.

TABLE 6.02 COMMERCIAL DEVELOPMENT STANDARDS						
STANDARD	MS	UW	UW-H	DB	CS-H	AS
	development standards are the same as for commercial uses.	limits; and Chapter 18.100 for West Bay Drive view corridors. See also Chapter 18.100 for Downtown design guidelines for Pedestrian Access and View Corridors and Waterfront Public Access; Chapter 18.100 for Port Peninsula design guidelines for Pedestrian Connections and View Corridors; Section 18.06.100(A)(2)(c) for West Bay Drive building height and view blockage limits; and Chapter 18.100 for West Bay Drive view corridors.				

LEGEND

MS = Medical Services CS-H = Commercial Services - UW = Urban Waterfront
 DB = Downtown Business High Density UW-H = Urban Waterfront-Housing
 AS=Auto Services

Section 2. Repeal of Interim Regulation Ordinances. Ordinance No. 6820 and Ordinance No. 6878 are hereby repealed.

Section 3. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 4. Effective Date. This Ordinance shall take effect five (5) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

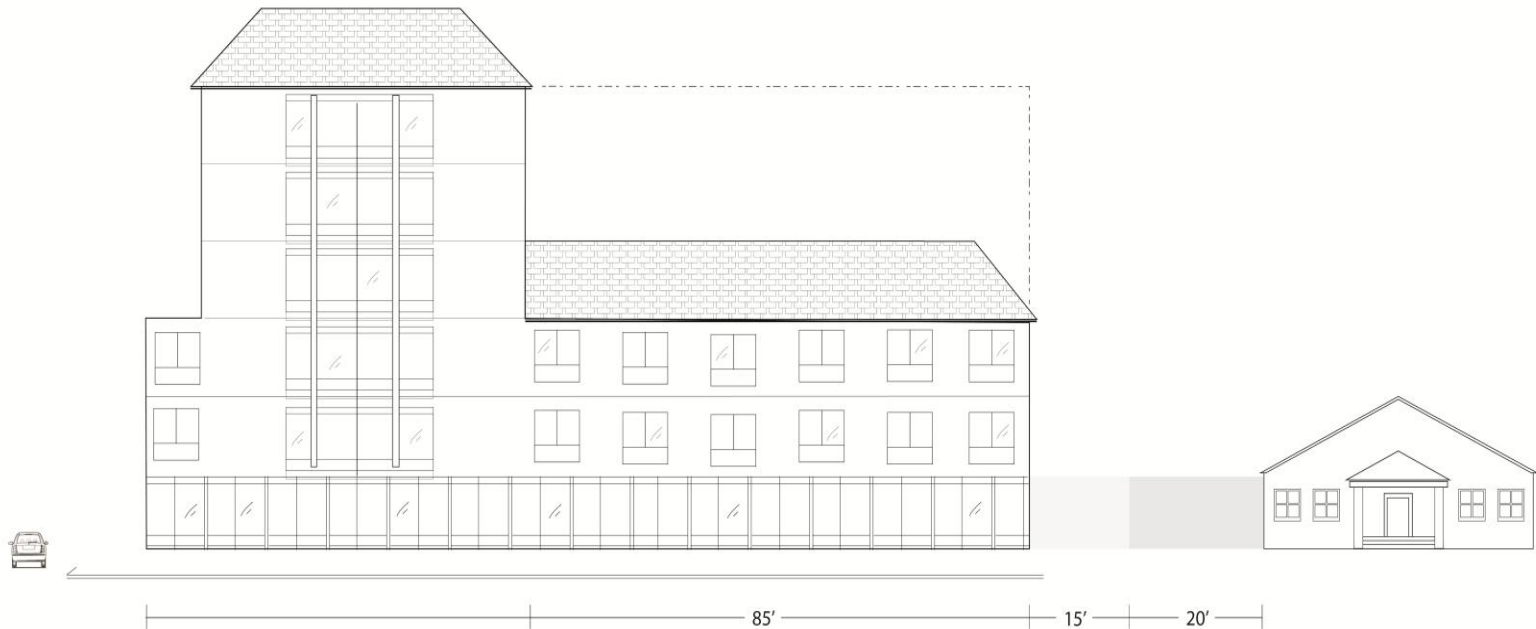


DEPUTY CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



Example of proposed 'Stepback' adjacent to low density (14 or less housing units per acre) zone



**Example of proposed
minimum 'Stepback'
adjacent to high
density (maximum
more than 14 units per
acre) zone**





City of Olympia

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Amy Buckler
(360) 570-5847

Meeting Minutes Planning Commission

Monday, August 19, 2013

6:30 PM

Room 207

1. CALL TO ORDER

1.A ROLL CALL

Present: 5 - Chair Jerome Parker, Vice Chair Judy Bardin, Commissioner Max Brown, Commissioner Roger Horn, and Commissioner Carole Richmond

Absent: 4 - Commissioner Kim Andresen, Commissioner Jessica Bateman, Commissioner Darrell Hoppe, and Commissioner Missy Watts

2. APPROVAL OF AGENDA

3. PUBLIC COMMENT

There were no public comments.

4. ANNOUNCEMENTS

Associate Planner Amy Buckler announced the Commission should meet by the front doors at 9:00 AM on Saturday, August 24 for their annual retreat/tour. Coffee will be available.

Commissioner Horn asked if the December 2nd meeting could be moved to December 9th due to the preceding Thanksgiving holiday. The Commission agreed.

5. INFORMATION REQUESTS - None

6. BUSINESS ITEMS

[13-0601](#)

Discussion: What Makes a Great Neighborhood Center?

Community Planning & Development Director Keith Stahley gave a presentation with photographs of 'great neighborhood centers.' Examples included Alrich's Market in Port Townsend; Huntington Beach, California; Crystal Springs Neighborhood in Roanoke, Virginia; Grandin Neighborhood Center in Roanoke; Fairhaven in Bellingham, Washington; Nelson's Market in Bellingham; Town Center in Burien, Washington; Freemont in Portland, Oregon; Belmont in Portland; Midvile Plaza Shopping Center in Madison, Wisconsin; Hyde Park Historic District in Boise, Idaho; Vermillion in Huntersville, North Carolina; Delridge Branch Library in Seattle, Washington; Newport Avenue in Bend, Oregon. The examples

include planned neighborhood centers, as well as older, redeveloped centers.

Common elements include: close to residential development; walkable; mixed use; proximity to street; bike parking; small commercial node that is detached from the commercial core and serves local neighborhoods; historic districts. Popular uses include: coffee shops, restaurants, retail, ice cream parlors, and libraries.

Commission Discussion:

- There is information about population around the 17 designated neighborhood centers in the retreat packet.
- Most of Mr. Stahley's examples showed 3 or 4 story buildings, which could be a challenge for Olympia.
- Mr. Stamm commented that in the future, the Commission may be asked to make a recommendation regarding the code requirements for neighborhood centers. At the retreat, think about whether the current requirements are viable as compared to the conditions. The City anticipates sub-area planning processes will spur community discussion of neighborhood centers.
- Mr. Stamm commented that the parking requirements for neighborhood centers are relatively the same as in the HDC's, where it is required to be in the back, with some exception. Finding location of vehicle parking in these areas is a real challenge given the limited space.
- Mr. Stahley commented that one of the needs of a form-based code is a public charette process.
- Current requirements require a master plan proposal for neighborhood centers.
- Might be more economical for all parties if developers know what the public wants before putting in a proposal.
- You could have a standard zone that applies to all neighborhood centers.
- 5 of the 17 neighborhood centers are already approved.

The report was received.

[13-0552](#)

Briefing: Proposed development code amendment relating pending change in Olympia's Comprehensive Plan Future Land Use Map to Zoning Map

On August 5, the Commission asked that the two versions of the urban neighborhoods map be distributed for the benefit of new members, prior to making a decision about the public hearing on the zoning map consistent with the future land use map.

- Chair Parker, and Commissioner Horn and Bardin, were uncomfortable moving forward on this item until the Council considers the land use map.
- Ms. Buckler, staff will discuss with Land Use Committee.
- Mr. Stamm commented we may not need to have to adopt the zoning map consistent with the land use map at the same time, but if we don't it will create problems at the development stage.
- There has been discussion between OPC and Council about OPC requesting a 2014 work item revisiting the Urban Neighborhood's proposal as a 2014 work item. OPC will need to request.

- Even if OPC holds public hearing in September, may need to be revised again. Want more direction from Council before holding the public hearing.
- No Commissioners are opposed to the notion of collapsing the land use categories into 14; the issues with moving forward now are that Council hasn't reviewed the OPC recommendation on the Comp Plan yet, and we don't know who will be the hearing body on rezones yet.
- Would be good to get the Urban Neighborhoods revisit on the 2014 OPC work plan, and address it as early as possible (i.e., first meeting in April).
- Commissioner Bardin asked if there a way to shift something else. Mr. Stamm responded it's up to the Council.
- Direction from Council will precede consideration by the Planning Commission.

The report was received.

[13-0555](#)

PUBLIC HEARING: Code Amendment to Change Rezone Hearing Body

Hearing Body - Mr. Stamm gave a briefing on a possible code amendment to change the rezone hearing body. Since the current future land use map and zoning maps are mirrored images of each other, any changes to the zoning map also requires a change to the future land use map (a comprehensive plan amendment). Currently, the Municipal Code grants authority to the Planning Commission (OPC) to make recommendations on any Comprehensive Plan amendments, thus standard practice has been for OPC to review zoning changes.

The Code, which was written decades ago, gives authority to the Hearing Examiner to review zoning changes when a Comp Plan amendment is not required. If the Council ultimately decides to change the format of the land use map (as proposed in OPC's recommended Comp Plan), the Commission would not get to review all zoning changes. OPC has asked for a work item to consider changing the code so OPC is always the review body on zoning changes.

The amendment would not apply to village master plans.

The City typically explores 2-3 zoning changes a year. The difference for staff between having OPC vs. Hearing Examiner review zoning changes is minimal.

The Commission is comfortable with September 23rd as the public hearing date for this item.

The public hearing was received.

[13-0556](#)

Briefing: Potential Code Amendment for Buffering Single-Family Housing

Buffering SF - at 8:48 p.m.

Mr. Stamm gave a briefing about a proposed code amendment to change the code regarding buffering single family from multi-family through setbacks and step backs, as described in the staff report.

Council adopted an interim code in December 2012. They also changed the code so that it applies to multi-family adjacent to single family USES, not just single family ZONES, which is a change from current code.

Council's interim measure did not apply to General Commercial zones; however the Planning Commission could, since similar circumstances may exist in that zone.

Current height limit in HDC zones is generally 35' if you're within 100' of a residential zone; up to 60 if not; up to 70' with structured parking; and up to 75' if one story is residential.

In the proposal, the step back requirement for "every third" applies to the 3rd story.

In response to questions posed by staff, the Commission agreed to the following:

- Public Hearing date is October 21.
- Notice public as normal (which includes recognized neighborhood associations) plus targeted to all directly affected property owners.
- Make a recommendation on GC and PO/RM, in addition to HDC zones.
- Propose a menu of regulatory options, as opposed to keeping only within Council's interim regulation. There are other options for buffering.

The report was received.

[13-0557](#)

Briefing: Housing Type Mix in Multi-family Housing Projects

Mr. Stamm briefed the Commission on a proposed code amendment to change the threshold for requiring buffering between single family and multi-family from 10 to 5 acres. This would pertain to RM-18 and parts of the RMU. This would drive the mix up, likely drive density down a bit. So far, the City has not experienced problems with other existing requirements. Does not pertain to the RM-24 zone; if you invoke this clause in that zone, developer can't meet minimum density. Developers don't build this high yet, because the combination of requirements would ultimately require structured parking.

One of the questions before the Commission tonight is do you want staff to notice all potentially affected property owners?

Tentative hearing is December 2nd, but that date has now been moved to December 9th. Staff will need a lot of lead time to build the notice list if it is to go to all potentially affected property owners.

- At the public hearing, staff will provide pictures to help the Commission visualize 5 vs. 10 acres.
- Is there a better option than "5 acres?" The Comprehensive Plan amendment that is moving forward proposes 5. There are lots of current requirements pertaining to "5" acres.
- Request for staff to consider including other zones that this would apply to, including other commercial zones.
- All of our commercial zones allow unlimited residential development. Current buffering

requirements do not apply to these.

- Is there any attempt to do smaller units (800 sq. ft.)? Staff will provide at hearing. The City doesn't regulate unit size, the market does that. Impact fees apply per unit.
- There are no explicit requirements for how townhouses and multi-family relate to each other, other than connectivity requirements.
- Blending is for both aesthetics and mix of housing options (ideally, a mix of incomes.)
- You can't take an apartment building, and create a condo out of it.

The Commission moved to hold the public hearing on December 9, with notice to all affected developers and adjacent property owners.

The report was held and left open.

[13-0622](#)

Discussion: Downtown Master Planning Task Force

Chair Parker announced there was a 3-person committee of the Planning Commissioner (OPC) who drafted a revised Option 2 for the Downtown Master Plan Task Force. They also discussed an Option 3, supported by Commissioner Richmond.

- Option 1 is for just OPC to scope this effort. This was the OPC recommendation made in the 2014 OPC Work Plan.
- Option 2, as revised by the OPC committee, is for there to be a task force of various stakeholders, including 2 representatives from OPC. The original Option 2 was discussed by the Land Use & Environment Committee (LUEC) on July 25, but LUEC did not make a formal decision at the time. A handout was provided at the meeting.
- Option 3 is a hybrid of Options 1 and 2, that sets up more of a collaboration of OPC and the other stakeholders.

Councilmember Brown explained how the committee revised Option 2, including having full OPC review the final proposal on November 4 before it goes to the Council; adding some new stakeholders; review of the 2013 Comprehensive Plan, rather than 'Imagine Olympia' wordsmithing. The committee expressed frustration about OPC not doing this alone. This would need to be a budget item for 2014.

Give them the freedom to do what they think is best, but needs to be grounded in reality, not passion. Preferred way is for OPC to do this alone, but option with stakeholders is a concession.

Commissioner Bardin recollects from the July 25 LUEC meeting that at least Councilmember Roe expressed concern that this step would not be completed by OPC only.

Councilmember Richmond wonders why the other stakeholders want to be involved in the planning to plan effort, rather than just the process itself. She views this as an effort to be made by 'resource people,' not just people who are interested. This could be done by OPC, with review by other stakeholders. She proposes a phased approach to planning and development, as well as other ideas for the process. She agrees with the stakeholders

identified in Option 2. Planning process, timeline and budget would be the deliverable; followed by the RFQ.

OPC is a recommending body, and City Council will make the final decision.

Commission Discussion:

- What does it mean for OPC to 'be the lead' for this effort?
- OPC could have a subcommittee do this
- How would a process with OPC differ from Jerry's Comments?
- Commissioner Horn likes the idea of the task force; gets more community members involved. Sustainable South Sound may not be a good fit. Suggested that a Councilmember be involved, to keep things on track. Nine may be too many members.
- Committee was looking for an environmental perspective.
- If a Councilmember participated, that may help Council be on board with the recommendation.
- This committee should not get too big. Should be an odd number, with at least 5, but not more than 9.

Mr. Stahley said budget discussions have begun, and it looks like the City will need to cut \$1.6m out of the budget for 2014. Thus, the sooner we have an estimated budget for this work item to present to Council, the better. It will likely be in the range of \$200,000. Generally, the City does not go out with an RFQ before there is a budget. The Scope of Work and RFQ don't necessarily need to be complete before Council budgets the item.

Commissioner Brown, seconded by ?, moved to present to Land Use Committee next Monday Option 2 as further revised as follows: change membership to one Downtown Association member, add a Land Use & Environment member; Sound member to Utility Advisory member; under deliverable, change second; budget to be written with assistance; deliverable should be a statement of work to be covered by the consultant. Ask staff to begin a discussion with Council for an approximate \$200,000 budget allocation for an RFQ. All in favor.

Brown, Richmond amendment to change deliverable to Statement of Work. all in favor.

Horn amendment- revise this and present to LUEC next Monday night. All in favor. Mr. Stahley encouraged Chair Parker to report out on this during report-outs at LUEC.

Commissioner Richmond passed out copies a presentation by George Crandall made to the community in 2011.

7. APPROVAL OF MINUTES

[13-0559](#) Approval of June 17, 2013 Planning Commission Meeting Minutes

The minutes were approved as amended.

[13-0553](#) Approval of July 15, 2013 Planning Commission Meeting Minutes

The minutes were postponed until September 9th.

8. REPORTS

Commissioner Horn reported that the CFP Subcommittee met with staff. Are there any issues from last year that OPC wants to carry over into this year's letter. The Subcommittee will draft the letter during the meetings on August 28 and September 11.

Commissioner Bardin asked for the Subcommittee meetings to be staggered, so they don't occur in same week as a regular Planning Commission meeting. The Subcommittee will discuss moving the September 11 meeting at their next meeting.

Chair Parker announced the Leadership Team discussed the Planning-to-Plan and the agenda for the retreat issue at their meeting on August 16. Things are still up in the air regarding the Downtown Master Plan scoping, since Council hasn't made a formal decision yet.

Commissioner Bardin attended the last Heritage Commission meeting 9:28pm

Commissioner Brown announced the CRA Committee met with the Mayor, but there is nothing to report yet. It is not clear where this is heading.

Commissioner Horn reported that he attended the Downtown Association meeting ... 9:30
They discussed the SMP, CRA, Comp Plan, Downtown Master Plan

9. ADJOURNMENT

Accommodations



City of Olympia

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Amy Buckler
(360) 570-5847

Meeting Minutes Planning Commission

Monday, October 21, 2013

6:30 PM

Council Chambers

1. CALL TO ORDER

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

1.A ROLL CALL

Present: 9 - Chair Jerome Parker, Vice Chair Judy Bardin, Commissioner Kim Andresen, Commissioner Jessica Bateman, Commissioner Max Brown, Commissioner Darrell Hoppe, Commissioner Roger Horn, Commissioner Carole Richmond, and Commissioner Missy Watts

OTHERS PRESENT - Staff

Deputy Director Leonard Bauer, Principal Planner Todd Stamm, Associate Planner Amy Buckler

2. APPROVAL OF AGENDA

The agenda was approved.

3. PUBLIC COMMENT

Bonnie Jacobs of 720 Governor Stevens Avenue SE, a member of the Governor Stevens Neighborhood Association, commented on the development in her area on Capital Way where there is a new produce market, coffee shop and coming pizza place. She supports that type of development in her neighborhood but would like the Commission to remove the designation of that area as an urban corridor. She thinks her neighborhood should be part of the South Capital Neighborhood Association and asked the Commission to consider a designation for her neighborhood that is more compatible with its proximity to South Capital. She thanked the Commission for their hard work in the past and current efforts.

4. ANNOUNCEMENTS

Ms. Buckler spoke about the meetings that had recently taken place to include the public in discussions about the Comprehensive Draft Plan Update.

5. INFORMATION REQUESTS - None

6. BUSINESS ITEMS

Discussion Included:

- Olympia's building size transition regulations possibly amended to limit building heights in HDC zones near single-family homes; require step backs at 3,5,7 floor; impose same or similar requirements in general commercial and profession office-multi-family zones; buffer existing single-family homes.
- Options to Commissioners are many.
- Commission could explore other options and may extend for 6 months to do more research.
- Setbacks vary considerably.
- Many 4th Avenue and State Street older homes have been converted to offices.
- Regulations protect the use, not the building, therefore converted buildings are not protected.
- Multi-family residential zones height limits.
- Cottage and accessory dwelling units.

13-0847**PUBLIC HEARING: HDC Stepbacks and Setbacks**

Mr. Stamm gave an overview of the proposal outlining the history and background. He discussed the current High Density Corridor (HDC) Regulations. A map of potentially affected areas was presented and explained. Examples of buildings that comply with setback requirements were represented.

The public hearing was opened at 6:39 p.m. Chair Parker requested the public to submit their written questions by October 25th so the Commission can study them in preparation for the next meeting. Every homeowner and commercial property owner had been mailed a notice about the public hearing. Concern that the public did not have adequate time to respond. Chair Parker moved, seconded by Vice Chair Bardin to continue the public hearing. The motion was approved. The written comment period was left open until the end of the next meeting and all emails must be into staff by November 4, 2013.

Jim Morris of P.O. Box 11221, Olympia 98502 an affected property owner spoke about the concern he has regarding the setbacks.

Discussion:

- Olympia does not have a 30-day notice for a public hearing. The statutory minimum is 10 days.
- Homeowners will be notified that the time has been extended until November 4th.
- Difficulty in finding staff reports is a problem for the public and staff will inquire about having an easier means of getting staff reports.
- Options for Commission.

Carolyn Roos of 2109 Bush Avenue NW supports protection of current homes. She is concerned about her neighborhood's privacy and the only access to 301 Bing Street is through a small residential street.

Rueben Bernal of 2612 Bush Avenue spoke about the problem in his neighborhood of drivers using Bush Avenue as a short-cut to the commercial area of the mall. This is problematic and causes serious congestion at certain times of the day. He is concerned about the

privacy that is lost when apartments are built and interfere with the existing yards of the original homes. He believes that property values will drop as a result of further development. He received a notice in the mail on Friday of last week and does not feel that was adequate time for him to respond. Stress on the water, sewage and other systems will be too great if more development occurs in these residential areas. Safety concerns for the kids are another concern as traffic increases. He supported the choice of other areas in the City that he feels would be better suited for development.

Bob Jacobs of 720 Governor Stevens Avenue SE stated the public hearing is improper and possibly illegal because there is nothing on the website that announced it. He supports the extension of the hearing and will address the Commission again when he understands exactly what is being proposed. Questions and comments included:

Why are land uses protected?

How to deal with the impacts with one type of use on another?

He has 20 years of experience dealing with these sorts of problems and wants the Commission to personally view the building examples presented by Mr. Stamm.

He talked about the Tumwater redevelopment and presented some slides that define zones.

He encouraged the Commission to attend the next meeting for Tumwater on November 12th.

The public hearing was closed at 8:01 p.m.

Commissioner Bateman moved, seconded by Vice Chair Bardin, to keep the written record open until 5:00 p.m. on Monday November 4th.

[13-0799](#) Deliberation: Code Amendment to Change Rezone Hearing Body

Commissioner Horn moved, seconded by Commissioner Hoppe, that the proposed language beginning on page 14 of 50 be approved.

Discussion:

- Expand the scope of review for urban villages and put request on future work plan.
- Retain the current responsibility or authority for rezoning.
- It is likely that similar rezones will come to the Commission without amendment.
- Process or easing of workload should be considered.
- Concern about changing the protocol when the current Hearing Examiner is competent and meetings are open to the public.
- Hearing Examiner may be a better fit for these hearings.
- Planning Commission is tasked with big picture decisions and Hearing Examiner can attend to smaller matters of policy.
- Policy issues should come to the Commission and are more appropriate for their oversight.
- The Commission can reliably decide rezone questions.
- 9 member Commission could help decisions be more diverse and protective of policy.
- Difference between site specific and regional process decisions.

Commissioner Horn moved, seconded by Commissioner Hoppe, to approve the recommendation. The motion carried by the following vote:

Aye: 9 - Chair Parker, Vice Chair Bardin, Commissioner Andresen, Commissioner Bateman, Commissioner Brown, Commissioner Hoppe, Commissioner Horn, Commissioner Richmond and Commissioner Watts

[13-0885](#) Review of the 'Urban Neighborhoods' proposal

Ms. Buckler outlined the Land Use meeting results which included the questions that Commissioners Parker, Bardin and Horn had posed at the meeting. Council returned the Comprehensive Plan to the Commission for revision and completion. Problems and issues with the May addendum were not clearly delineated and questions need to be addressed by staff. Requests by the Council for the Commission were reiterated. Commission raised the following point that keeping the height limits had been discussed at great length in the past. New Commissioners have not heard the Public comment from the past. New Commissioners should be exposed to this history in order to be informed. Concern about the inconsistencies between the recommendations and the language in the proposal. There was not sufficient information for the Commission to make informed recommendations. Review of plans should be done to clear up the inconsistencies. New Commissioners want to rely on the expertise of the other Commissioners for recommendations. Contradictions in the plan can be cleared up when Commissioners outline what they support.

Discussion:

- Commission raised the point that changes in the addendum regarding the Future Land Use map were inconsistent with the intent of the Commission.
- The HDC as shown on the current map is consistent.
- Changes that were made need to be discussed.
- The Commission wants the neighborhoods to determine what occurs in their neighborhoods and this should be reflected in the plan.
- Unintentional change for areas with high groundwater.
- Last minute changes were not made to the map.
- Commission is not in a position to support the intensive study involved in this proposal.
- New work plan for April 2014 through May 2015 could include this proposal.
- Decisions about neighborhood centers are parallel to this topic.
- Commission will discuss Council request for inclusion.

Current urban corridor of the 1994 plan defines are 1/2 mile for corridors, 1/4 mile on either side of the street. Staff was under the impression that the Commission had determined certain areas were not to be designated urban corridors or that certain corridors could be narrowed. The Commission does not want the corridors to change but wants to change the zoning for the corridors. The map is confusing because the nodes are now within the corridor and do not stand out. Commission needs a map that is accurate so that discussion can continue. More information needs to be provided for new members. 1/4 mile is about 3 to 4 blocks. Defining the widths should be done in the Comprehensive Plan. Staff will integrate the clarification that has been made by the Commission tonight. Commission would like to see the map that had 18 nodes. Discussion will be ongoing about the nodes to determine if they are adequate.

The work session was completed.

7. APPROVAL OF MINUTES

[13-0882](#) Approval of August 24, 2013 Planning Commission Meeting Minutes

The minutes were approved as amended.

[13-0883](#) Approval of August 28, 2013 Planning Commission Finance Subcommittee Meeting Minutes

The minutes were approved as amended.

[13-0884](#) Approval of September 12, 2013 Planning Commission Finance Subcommittee Meeting Minutes

The minutes were approved as amended.

8. REPORTS

Finance Sub-committee Chair Horn and Chair Parker reported on their testimony before the Council and the letter submitted. Capital Facilities Plan of the Olympia School District will be reviewed and brought to the next meeting.

Design Review Board approved a dental building that has broken ground on Martin Way, and a new bakery and additional commercial space being built next to the Sandwich Shop on 4th Avenue.

Parks Committee members are meeting with a City employee about the future of forestry within the City.

Community Renewal Advisory Committee met and emphasized the need for coordination with the Downtown Plan and the need for community input regarding Capital Lake.

9. ADJOURNMENT



City of Olympia

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Amy Buckler
360.570.5847

Meeting Minutes Planning Commission

Monday, November 4, 2013

6:30 PM

Room 207

1. CALL TO ORDER

Chair Parker called the meeting to order at 6:28 p.m.

1.A ROLL CALL

Present: 9 - Chair Jerome Parker, Vice Chair Judy Bardin, Commissioner Kim Andresen, Commissioner Jessica Bateman, Commissioner Max Brown, Commissioner Darrell Hoppe, Commissioner Roger Horn, Commissioner Carole Richmond, and Commissioner Missy Watts

OTHERS PRESENT

Staff Present:

Community Planning and Development Deputy Director Leonard Bauer, Principal Planner Todd Stamm, Public Works Senior Program Specialist Ron Jones

Guests Present:

Olympia School District Assistant Superintendent Jennifer Priddy, Coalition of Neighborhood Associations (CNA) Chair Bob Jones and Vice Chair Phil Schulte

2. APPROVAL OF AGENDA

The agenda was approved.

3. PUBLIC COMMENT - None

4. ANNOUNCEMENTS

The last public forum on the Comprehensive Plan will be held on November 7, 2013 at The Olympia Center. A short course about local planning will be held at Lacey City Hall on November 13, 2013 from 6:30 to 9:30 p.m. and all Commissioners are invited to attend.

5. INFORMATION REQUESTS - None

6. BUSINESS ITEMS

13-0918 Sub-Area Planning Briefing & Discussion with Coalition of Neighborhoods

Mr. Bob Jones reviewed a map by the CNA that represents Olympia's sub-areas or districts. He described the Northeast quadrant or sub-area A.

Discussion Included:

- A sub-area planning process proposed by the CNA and a two year pilot effort to implement this process in one sub-area of Olympia.
- Outline of the 5 active neighborhoods in sub area A for pilot project.
- Engaging the participation of all neighborhoods and the organization of those that currently do not have associations.
- Distribution of the most recent version of the sub-area planning process proposed by the CNA.
- Possible fast track zoning options.

Mr. Schulte spoke about the genesis of the participation of the CNA and the original desire of the neighborhoods to define "active participation in City decision-making". He discussed the creation of the Memorandum of Understanding (MOU) and spoke about the CNA's January 2013 proposal to the Land Use and Environment Committee (LUEC), including the action plan and the development of the implementation strategy. He spoke about the challenges and opportunities faced by the Coalition in working with the City and highlighted the policy and procedural recommendations made to the CNA by the LUEC.

Both speakers urged the Commission to remove the Sub-area map from the Comprehensive Plan and to make it part of the Implementation Plan. Each noted that the boundaries of the sub-areas would change as development occurs and that these changes should not require amendment of the Comprehensive Plan.

Discussion Included:

- Review of LUEC recommendations.
- Budget/funding implementation and CNA resource allotment.
- Importance of open-ended decision processes.
- Maintaining the unique differences between neighborhoods.
- Possibility of a more rapid evolution and implementation.
- Identification of neighborhood hot spots.
- Consistency of neighborhood development with the Comprehensive Plan.
- Lack of funding and delayed start time.
- Practicality of using volunteers.
- Achieving results and accountability.
- West Side boundaries and homogeneity.
- Residential, mixed use and the complex issues involving multi-purpose differences.
- Resident involvement and planning actions regarding fundamental redevelopment.
- Process of communication and information sharing with staff.
- Non-conformity of pilot project.
- Need for funding in 2014 for a 90-day implementation strategy.
- Community forum to review the Sub Area Plan.

- Consulting with Public Works and Finance about infrastructure and utility references.
- Reviewing the Comprehensive Plan's goals and policies.

The report was discussed and deliberation will continue at the next Planning Commission meeting on 11/18/2013.

**13-0911 PUBLIC HEARING (Continued): High Density Corridor Zone
Building Step-backs and Setbacks**

The public hearing was opened at 7:16 p.m.

Property owner R. L. Thiebe of 4340 Martin Way spoke about the potential for adverse economic impacts of restricting development in his area. He does not support the emergency ordinance currently in place and believes that the requirements for setbacks are inappropriate for Martin Way.

Discussion:

- Definition of detached residential property and whether it includes mobile homes.
- Confusion surrounding the definition of mixed use areas.

Property owner Carolyn Roos of 2109 Bush Avenue NW spoke about the reasons for the original proposal which pertained to a 6-story apartment building and the problems related to that building. She supports the setback amendment and wants the traffic for High Density Corridor (HDC) developments to be directed away from Bing and Jackson streets, two small local access streets which were not intended to carry traffic to HDC zones.

Discussion:

- The potential noise and air pollution problems without a buffer between single-family homes and High Density Corridor traffic.
- Although not included in the moratorium, buffer considerations need to be considered.

Bob Jacobs of 720 Governor Stevens Avenue spoke about Tumwater's approach to this problem. He gave examples of poorly executed buildings which he thinks look terrible, but has setback compliance that conforms to zoning requirements. He urged the Commission to look at the Key Bank building as an example of compliance that works. He spoke about the problems associated with private property owners' decisions to build smaller buildings, the effect on zoning for adjacent property and spoke against the emergency ordinance. He suggested that the City not contradict the zoning adopted by public process as was done with the emergency ordinance to restrict development in the urban corridor zones.

Ruben Bernal of Bush Avenue spoke about the problems associated with the proposed Bush Avenue apartments. He is especially concerned about the dangerous situation for kids and other pedestrians, and the potential for decreased property values as traffic increases.

Chris van Daalen of 3203 Lawrence Street spoke about the recent forum on green urbanism. He supports redevelopment for HDC using design specifics for pedestrian and alternative transportation proven to support a greater quality of life.

The public hearing closed at 7:43 p.m.

Discussion:

- Possible denial of the previously proposed project for traffic, design and stormwater reasons.
- Proximity of HDC zone and single-family homes.
- Implications of Emergency Code.
- The differences between High Density Zone (HDZ) and High Density Corridor.
- Buildings height limits in the HDC.
- Effect on single family property owners when zones historically single family are converted to multi-use.

The decision was forwarded to the next Planning Commission meeting on 11/18/2013.

13-0928 Final Deliberation and Recommendation on Proposed Landscaping and Screening Code Amendment Related to Screening of Solid Waste Receptacles (Containers)

Mr. Ron Jones outlined the changes made to the final version of the screening proposal. Utility will work with property owners individually for areas that are special situations such as higher pedestrian traffic areas.

Discussion:

- New pilot project to decorate dumpsters in 2014.
- Unified color coded system.
- Concerns about viewing dumpsters from above for people in apartments.

The Planning Commission recommended to the City Council the amendment of the OMC 18.36.060 Landscaping and Screening, sub-sections (I) and (L), with or without additional amendments.

Aye: 8 - Chair Parker, Vice Chair Bardin, Commissioner Andresen, Commissioner Bateman, Commissioner Brown, Commissioner Horn, Commissioner Richmond and Commissioner Watts

Nay: 1 - Commissioner Hoppe

13-0920 Initial Deliberation on Olympia School District's Capital Facilities Plan (CFP)

Ms. Priddy presented an overview of the Olympia School District Capital Facilities Plan for 2014 - 2019. The material included answers to questions previously sent by the Commissioners regarding the calculation of impact fees.

Discussion Included:

- The correct fee amounts.
- The future need for an earlier release of Plan material enabling the Commission to address inconsistencies.
- Speeding the process using the latest data instead of last year's data.
- Drafting a letter to City Council with this new information.

Discussion will continue at the next meeting on November 18, 2013.

13-0921 Review of the 'Urban Neighborhoods' proposal

Mr. Bauer spoke to the Commission about the proposal.

Discussion Included:

- Accuracy of the draft map.
- Description of medium density neighborhoods.
- Height limits on the Westside and State Street.
- The 35-foot limit in the code prior to the emergency ordinance.
- Some problem with continuous buildings of 35 feet with limited setbacks.
- The Comprehensive Plan (CP) and conceptual boundaries versus specific zoning.
- The March 18th proposal and a refined addendum for the Council.
- Changes including a significant reduction of overall size of urban corridor.
- Non-conforming existing buildings.
- The Woodland Square, Capital Way, Brewery and 4th Avenue area nodes.
- Problems with traffic noise and air pollution for urban corridors with denser housing.
- Increased exposure may be an environmental justice issue.
- Port jurisdiction of areas that are designated high density residential.
- Urban neighborhood proposal height limits.
- Landmark view retention.
- Downtown height limits application.
- Current central business 4-story height limit.
- CP parameters for urban neighborhood inclusion.
- Earthquake hazards and liquefaction potential of proposed high density neighborhoods in downtown..
- The Shoreline Master Plan prohibits housing within 200 feet of shoreline.
- Consideration of climate change effects.

Discussion will continue at the next meeting on November 18, 2014.

7. APPROVAL OF MINUTES

13-0923 Approval of August 16, 2013 Planning Commission (Downtown Tour) Meeting Minutes

The minutes were approved.

13-0925 Approval of October 7, 2013 Planning Commission Meeting Minutes

The minutes were approved as amended.

8. REPORTS

Leadership Team:

Chair Parker and Commissioners Andresen, Bateman, and Brown, will participate in polling for upcoming appointments.

Finance Sub-committee:

Chair Parker and Commissioner Horn provided the draft letter to the Olympia School District.

Liaison:

Citizen Advisory Committee will meet on November 20, 2013. The Tree Committee, composed mostly of members of the Olympia Parks and Utilities Advisory Committees, met to brainstorm urban forestry approaches and evaluate other jurisdictions' plans. Their next meeting will be on November 20, 2013.

Utilities:

There has been a change in membership.

9. OTHER TOPICS**10. ADJOURNMENT**

The meeting was adjourned at 9:35 p.m.



City of Olympia

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Olympia, WA 98501

Contact: Amy Buckler
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Meeting Minutes Planning Commission

Monday, November 18, 2013

6:30 PM

Room 207

1. CALL TO ORDER

Chair Parker called the meeting to order at 6:29 p.m.

1.A ROLL CALL

Present: 8 - Chair Jerome Parker, Vice Chair Judy Bardin, Commissioner Kim Andresen, Commissioner Max Brown, Commissioner Darrell Hoppe, Commissioner Roger Horn, Commissioner Carole Richmond, and Commissioner Missy Watts

Excused: 1 - Commissioner Jessica Bateman

OTHERS PRESENT

Staff Present:

Deputy Director Leonard Bauer, Principal Planner Todd Stamm, Principal Planner Steven Friddle, Associate Planner Amy Buckler

Guests Present:

Mayor Stephen Buxbaum, Olympia Master Builders (OMB) Government Affairs
Director Adam Frank

2. APPROVAL OF AGENDA

The agenda was approved.

3. PUBLIC COMMENT - None

4. ANNOUNCEMENTS

Ms. Buckler told the Commission about two recent events with the South Sound Military & Communities Partnership, an organization of cities that are working with the Joint Base Lewis-McChord. She provided disc copies of the Joint Base Lewis McChord Master Plan to the Commission.

5. INFORMATION REQUESTS - None

6. BUSINESS ITEMS

13-0952 PUBLIC HEARING & RECOMMENDATION ON OLYMPIA SCHOOL DISTRICT'S CAPITAL FACILITIES PLAN (CFP)

Mr. Frank spoke about affordable housing and the mission of OMB. He expressed concern about the Olympia School District (OSD) impact fee increases and the lack of transparency surrounding the reason for the increases. A letter from OMB to the Mayor and City Council expressing OMB's concerns was distributed and reviewed.

Discussion:

-The Commission requested that Mr. Frank provide copies of cited information regarding the economic benefits of new home construction.

Commissioner Horn explained that the updated letter of recommendation to City Council includes a specific recommendation and minor edits.

Discussion:

-The Commission wants the OSD in the future to provide calculations and more information about any impact fee changes.

-The schedule should be changed to support earlier substantive discussion and review by the Commission.

-The Commission recognizes a lack of transparency and clarity which conflicts with the Comprehensive Plan.

Commissioner Horn moved, seconded by Vice Chair Bardin, to recommend approval of the Olympia School District's Capital Facilities Plan and forward the associated letter to Council. The motion passed unanimously.

The recommendation was approved.

13-0965 ORAL BRIEFING ON COMMUNITY RENEWAL AREA (CRA)

Mayor Buxbaum provided a briefing about the Community Renewal Area (CRA) process and timeline, and its relationship to downtown master planning. He described the ad hoc committee's work and reviewed CRA project goals from the Council's perspective. He outlined some barriers to achieving goals including soil contamination, liquefaction, blight, decaying buildings, vacancies, homelessness, aging infrastructure, storm surge, and the deterioration of Percival Landing. He outlined several economic stressors and made recommendations for strategies to support a deliberate approach.

Discussion:

-Design charrette to promote joint ownership of solutions between residents, business owners, City shareholders and developers.

-Composition of the citizen advisory group.

-Past problems of achieving agreement.

-Consensus of agreement regarding the Isthmus problem and the effect on development.

-Future of action plan for CRA.

- Actions that can be taken without a Downtown Master Plan (DMP).
- DMP continuance and relevance.
- Council goals around commerce and development.
- Influence and shaping of high quality development.
- Revenue crisis and potential to affect revenue base downtown.
- High quality development and partnering with developers.
- Importance of Percival Landing and the commercial waterfront status as amenities.
- Vagrancy and its role in deterring development.
- Isthmus blight challenges.
- Extreme pressure created by lack of revenue and the limits of activity due to these constraints.
- Public/private partnerships.
- Disinvestment of infrastructure maintenance by the City.
- Thurston County responsibilities around homelessness.
- Complementary relationship between DMP and Comprehensive Plan.
- Moving forward with multiple strategies.
- Concern expressed by multiple Commissioners at the CRA moving ahead of the Downtown Master Plan.

The report was received.

**13-0956 RECOMMENDATION: High Density Corridor Zone Building
Step-backs and Setbacks**

Vice Chair Bardin distributed copies of some new proposal language she drafted recommending set back limitations for buildings with and adjacent to the HDC, and the Revised Code of Washington (RCW) #35-63-900 relative to the Planning Commission to prevent overcrowding of land; to avoid undue concentration of population; to encourage formation of community units; to encourage and protect access to direct sunlight for solar energy systems. She believes that the Urban Neighborhood Proposal (UNP) should be finished before recommending the setback ordinance and supports advising Council to extend the emergency ordinance.

Discussion:

- Tie-in with the Comprehensive Plan (CP) addendum.
- Looking at the whole issue rather than focusing on one aspect of the issue.
- 6820 ordinance description of intended development.
- High Density Corridor and High Density Zoning as separate issues.
- Whether Commission will be able to affect zoning in the High Density Corridor (HDC). Staff responded that there is difficulty in determining future effects.
- Protection of homes adjacent to the corridor.
- Residents represented at past meetings do not live in the corridor, and adoption of proposal will not impact them.
- Compatibility of height limits between homes in the corridor and homes adjacent to the corridor.
- Low density districts.
- Encouraging development without destroying the character of neighborhoods.
- Downtown development undermining corridor development.

Commissioner Brown moved, seconded by Commissioner Andresen to approve the amendment as proposed by Chair Parker.

Discussion:

- Protection of houses within the HDC zones would be removed.
- Opportunity in the long-term for Commission to influence zoning codes.

Vice Chair Bardin asked about discussing inclusion of some new language that she proposed.

Discussion:

- Current HDC zones and challenging the emergency ordinance.
- No public comment from residents within the zone.
- Generating certainty for residents.
- Areas of clusters within the HDC.

Vice Chair Bardin moved to amend the language to include height limits for development within 100 feet of single-family homes within and adjacent to the HDC. There was no second, the motion failed.

Commissioner Horn moved, seconded by Commissioner Brown, to insert the word "residential" between the words "maximum and density" in line 3, page 43 of 88 in section 5A2, and adopt the language on page 44 of 88, item 6 to remove the words "or a lot that has a built single-family home" from the provisions regarding step-backs from the Table 6.02.

Discussion:

- Explanation and impact of this proposal.
- Remove from columns HDC 1, 2, 3, and 4 "any lot that has a built single-family home" and substitute the words "up to 35 feet if any portion of the building is within 100 feet of a residential zone with a maximum density of 14 units or less per acre, for buildings within 50 feet abutting a residential or mixed use zone with maximum residential density exceeding 14 units per acre up to the height allowed in the abutting district".
- Clarification of height limits to determine if greater heights are being intended or allowed, or the purpose is to restrict height.

Commissioner Brown moved, seconded by Commissioner Andresen to approve the amendment to the original amendment as proposed with the understanding that the intention is to restrict height and language of limitation will be included by staff to reflect that. The motion passed with dissent by Vice Chair Bardin.

The motion to approve the amendment as amended as proposed was passed with abstention by Commissioner Richmond and dissent by Vice Chair Bardin.

The recommendation was approved as amended.

13-0953 Review of the 'Urban Neighborhoods' proposal

The work session was begun and will continue at the next Planning Commission meeting on 12/9/2013.

7. APPROVAL OF MINUTES

13-0950 Approval of September 23, 2013 Planning Commission Meeting Minutes

The minutes were approved as amended.

13-0951 Approval of October 21, 2013 Planning Commission Meeting Minutes

The minutes were approved as amended.

8. REPORTS

Finance Sub-committee:

Commissioner Horn reported that at the Lacey short course he spoke with a representative of the city of Redmond which has done a long-range community development capital facilities plan term plan covering 18 years. This can be seen online and could be used as an example.

Parks Committee: None

Heritage Committee: Next meeting is in January.

Design Review Board:

Commissioner Hoppe reported on the resubmission of the McDonalds design for the Haggens Market site. Some concessions were made on green space and the entryway and the design was approved. The Hilton Inn Garden will develop the empty parcel near the Henderson roundabout. The Wildwood Neighborhood Association had concern about the lighting intruding on their tranquility. The Hilton team met with the Neighborhood Association to address their concerns and made concessions on the color selection. The Olympia School District has made an exterior color change to the Olympia Regional Learning Academy to have consistency with other school district buildings.

Nominating Committee:

Chair Parker and Commissioners Brown and Bateman will provide names at the next meeting and invite those individuals to present at the next meeting. The Commission will plan on voting at the December 16th meeting.

Vice Chair Bardin asked if the Commissioners would like Paul Ingman to present the history and vision of the Urban Neighborhood Proposal. She believes that it would help to clarify the issue.

9. ADJOURNMENT

The meeting was adjourned at 9:45 p.m.

Amy Buckler

From: Jim Lazar <jim@jimlazar.com>
Sent: Monday, October 21, 2013 3:52 PM
To: Amy Buckler
Subject: Comment on Tonight's Meeting

Please accept this written comment on tonight's public hearing agenda.

I have two concerns. One is process, the other is substance.

Process: The staff proposed language change was not posted on the Planning Commission agenda, for the public to review before this meeting. I request that you continue the hearing to your next meeting, to allow time for the public posting of the proposed change, so that the public can adequately review the proposal.

Substance: I received a copy of what I understand to be the staff proposal at 3:30 PM on the afternoon of the hearing. It appears to impose limitations to 35' maximum building height if the lot is "*within 100 feet of a lot with a single family home*". 4th Avenue and State Avenue are covered with single-family homes, nearly all being used as Professional Offices. But they are still "single family homes." Even a property in the center of the corridor, between the north side of 4th and the south side of State, is "within 100 feet of a lot with a single family home." It appears to me that the Staff proposal would make it impossible to develop the High Density Corridors in the intended manner: to a high level of density. This would set back our efforts to improve transportation options in Olympia.

Sincerely,

Jim Lazar

--
Jim Lazar, Consulting Economist
Microdesign Northwest
1063 Capitol Way S. #202
Olympia, WA 98501
360-786-1822

The saddest aspect of life right now is that science gathers knowledge faster than society gathers wisdom. Isaac Asimov

Dear Chairman Parker and Members of the Planning Commission:

RECEIVED
10/21/13

I am writing in regard to the changes that you are considering making permanent to the zones within the high density corridor. While I am not as concerned about reducing the amount of space for commercial and professional office space on the high density corridors that will result from reducing the allowable heights, I am concerned about the reduction of space allowed for residential housing. The HDC are one of the zones that increased residential density makes sense for the future because of the easy access to transit. Multi-family housing on the corridor is important to Olympia's future because the largest population groups are young people between the ages of 18 and 30 and baby boomers. The groups are looking for smaller places as the younger group begins living on their own and the older group is downsizing. These groups are most likely not to drive as much or own cars. TRPC's urban corridors study emphasizes this.

I would recommend that for buildings that create at least one floor of housing you consider allowing an extra floor.

Thank you for considering my comments.

Sincerely,

Holly Gadbow

1625 Sylvester Street SW

Olympia, WA 98501

*Submitted by
S. Burbrook at
ORC 10/21/13 Hearing*

The neighborhood around 301 Bing Street

The sole public access for this six story, 70 foot tall apartment would have been on Bing Street NW, a local access street. Much of this would take Jackson Avenue -- another small local access street -- out to Division.



In an apparent effort to get around traffic limitations on Bing and Jackson, the developer's traffic analysis claimed most of the traffic would choose to use the Desco alley as an access instead of Bing Street. Initially CP&D planners and the traffic engineer agreed with the developer's analysis.



DESIGN COMPARED TO AN UNACCEPTABLE EXAMPLE IN OLYMPIA MUNICIPAL CODE

Illustration in OMC 18.170.110 showing an example of an unacceptable design not meeting code requirements



FIGURE 18.170.110-C

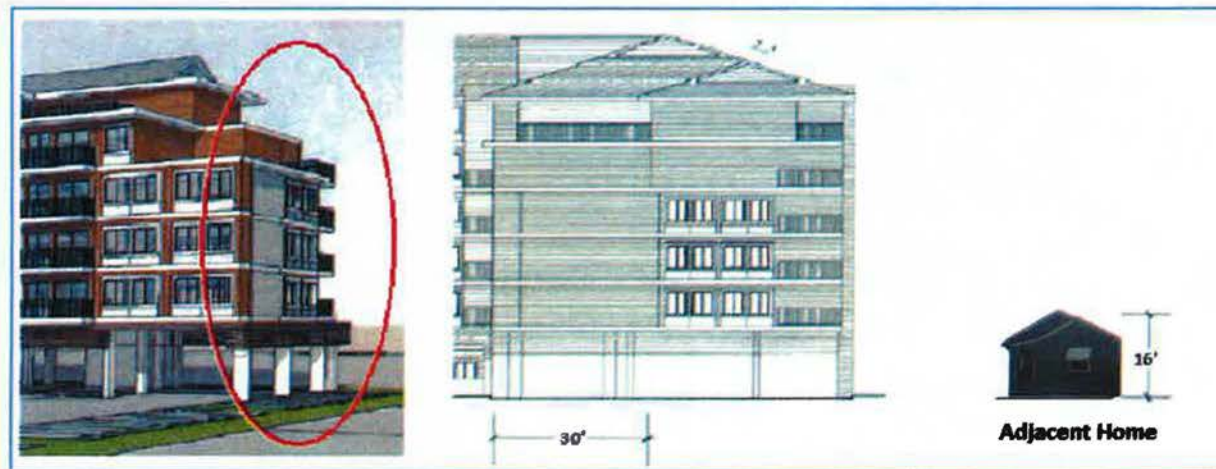
(Not Acceptable)

East elevation of the proposed Bing Street Apartments and an adjacent home on the corner of Bing Street and Jackson Avenue, showing the similarity to the example design in OMC 18.170.110 that is deemed “not acceptable”.



INSUFFICIENT WALL PLANE MODULATION AND DIVISION INTO BUILDING SEGMENTS

- REQUIREMENT: "Minimize any appearance of scale differences between project building(s) and existing neighborhood buildings by stepping the height of the building mass, and dividing large building facades into smaller segments." (OMC18.170.110)
- Guidelines intend dividing the building facade into "house-size building segments."



ARCHITECTURAL FEATURES OF HOMES ON SAME STREET ARE NOT REFLECTED

- **REQUIREMENT:** "Reflect the architectural character of the neighborhood (within 300' on the same street) through use of related building elements." (OMC18.170.110)
- Guidelines intend similar roof forms and pitch, similar window patterns and proportions, and similar façade materials
 - Major lines of Bing Street Apartments are horizontal and vertical -- not the diagonal pitch of roofs.
 - Wall areas are dominated by rows of balconies and windows.
 - Roofs of adjacent homes on the corner of Bing and Jackson have steeper slopes.



Supplemental information for testimony on proposed 301 Bing St. Apts. Olympia City Council, July 24, 2012.

William M. Crabtree, Jr.
P.O. Box 12895
Olympia, WA 98508-2895



October 26, 2013

Todd Stamm
Principal Planner
City of Olympia
P.O. Box 1967
Olympia, WA 9857-1967

Dear Todd,

In response to your letters dated October 11, 2013 and October 23, 2013, I am interested in commenting on the proposed *Residential Transitional Zoning* proposal. I will not be able to attend the hearing November 4th so I am sending you this letter. . . . Aside from the concerns expressed by home owners near High Density Zones (I am one of those home owners), I believe the larger question is how do we integrate more (affordable) housing in our neighborhoods? For me, an accessory dwelling ordinance without the current 'owner-occupant' restrictions would be a giant step in forward in providing access to those who otherwise could not afford to live in our neighborhoods. Simply put, most of our neighborhoods have alleys. Allow an apartment to be built above the garage(s) facing the alley, cause it to match (roof pitch and siding) the house at the front of the lot so the neighborhood retains its architectural integrity, and assess fees that are 'reasonable' reflecting the less-intense use of the apartment. I recognize that the neighborhood associations are not keen about liberalizing the ADU ordinance but aren't we, as a community, about fairness, acceptance, and quality neighborhoods? Thank you for allowing me to comment.

Sincerely,



Bill Crabtree

November 3, 2013

To Whom It May Concern:

I am thankful for the opportunity to address the subject of the Zoning Code Amendment for Residential Buffering (File 13-0118). I was out of town and did not receive the first notice within the designated comment period. I was quite troubled to discover that the first notification, although dated the 11th of October, was not posted until the 12th. If I understand correctly, the standard notification period for public comment is ten days, already a short notification period- a travesty to have it shortened by even one day.

I strongly urge the Planning Commission to adopt the Zoning Code Amendment for Residential Buffering in its clearest possible form. I believe it should become a standard part of the City's zoning and not only apply to the High Density Corridor zones (HDC-1,2,3 or 4) but should apply to similar situations in the City's General Commercial (GC) and Professional Office- Multifamily (PORM) zones.

In my view, as a member of a small group of Westside residents who spent countless hours researching the Bing Street Apartment project and engaging with the Community Planning & Development staff, it was not easy to be heard. We sought simply to have our voices heard- voices that addressed issues in the Olympia Municipal Code, the Comprehensive Plan and the EDDS. I feel when residents spoke of the Olympia Comprehensive Plan, I heard from CP&D staff: it is of no consequence; I feel that when residents spoke of community concerns, I heard from CP&D staff: the zoning codes permit this project; I feel that when residents spoke of safety concerns, I heard from CP&D staff: we aren't responsible for safety.

In my view it is imperative that the community have strong, clearly defined codes and regulations upon which to rest their concerns. Zoning codes, if my memory is accurate, were written to protect the community; this amendment protects the quality and integrity of existing communities- the small neighborhoods that are the fabric of the city of Olympia. In my opinion, there is no need, as Mr. Stamm suggested in his October 11th letter, to 'slow down'. What we do need are more safeguards in place to aid the neighborhoods of Olympia. This amendment, applying to both High Density Corridor zones and General Commercial and Professional Office zones, accomplishes that and is a positive step forward.

Thank you for your consideration of this most important matter.

Susan Burgoon

2616 Bush Ave. NW

Todd Stamm

From: djlaf115@comcast.net
Sent: Sunday, November 03, 2013 10:23 PM
To: Todd Stamm
Subject: Height Changes - NO

Mr Todd Stamm and Planning Commision

Please do not allow height restrains on our properties. I believe the city has tried for years to keep service in the city with increase growth staying local. If the city of Olympia allows these kind of restrains, there asking business to locate outside of Olympia. (That decision decreases land value, opportunity, and affects the tax value). With population growth continuing and available space decreasing we shouldn't limit height and increase building costs by allowing unnecessary requirements.

I would gladly attend a public hearing, but my job requires me to work out of town, and again will not be available to attend.

Thanks
Dan LaFreniere
3500 Stoll Road S.E.
Olympia, Wa 98501
(360)412-0266

Todd Stamm

From: Holly Gadbaw <hollygadbaw@comcast.net>
Sent: Monday, November 04, 2013 4:58 PM
To: Todd Stamm
Subject: Urban Corridors Amendment

Dear Chairman Parker and Members of the Planning Commission,

I appreciate you extending the chance to comment on the amendment to the urban corridors. Having a chance to think about it more, I urge you not to adopt this amendment at this time. I believe that allowing for mixed use buildings of six stories on these corridors is Olympia's best chance of providing affordable housing for younger people just getting into the housing market, some without children. Studies have shown that this group of young adults between the ages 18 and 30 are not driving as much some even not pursuing obtaining a driver's license. The same goes for empty nesters and seniors who want to drive less or not at all and want to use public transportation or live in a walkable neighborhood. Many are ready to give up their single family houses, and want to stay in their neighborhoods, but cannot find smaller places that provide easy access to public transportation or are walkable. Adopting this amendment would wipe out many opportunities to achieve these goals.

Further, if Olympia truly cares about reducing the pressure for the conversion of rural and agricultural lands to suburban sprawl and homes that leave no choice but to drive, adopting this amendment, further exacerbates this pressure.

I recommend that you review Thurston Regional Planning's excellent report, "Revitalizing Urban Transit Corridors", and reports by John Owen and Greg Easton, "Creating Walkable Neighborhood Business Districts" and "Protecting Existing Neighborhoods from the Impact of New Development".

During the upcoming comprehensive planning process, you will have the opportunity to gather some data on Olympia's ability to accommodate growth and meet its transportation and land use goals and evaluate then whether the current regulations need amending. I hope that good design can mitigate lowering the heights and reducing densities.

Sincerely,
Holly Gadbaw
1625 Sylvester Street SW
Olympia, WA 98501

Public Hearing

WRITTEN TESTIMONY

You may use this form to provide written testimony to the City Council on any issue of City business.

If at a City Council meeting, complete this form and turn it in to the meeting Clerk.

If you wish to return this form by postal mail, the Council's address is:

Olympia City Council

PO Box 1967

Olympia WA 98507-1967

11/26/13

Your completed form will be copied to all Olympia City Councilmembers. Thank you for your comments.

PLEASE WRITE OR PRINT CLEARLY

Name: Timothy Kelly

Residence Address (optional): 5813 Swaym Dr NE

City, State, Zip: Oly WA 98516

Phone Number (optional): 360 491 5641

Email (optional): _____

Subject: High Density Corridor



FOR

making ordinance / building
floor setbacks permanent



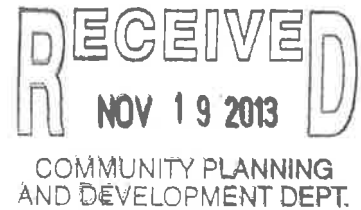
AGAINST

Comments: _____

I own a house at 2325 Jackson St. NW on Oly's west side. Last year we faced a challenge when a 40' apartment building was proposed for the high density corridor. In the end it was not permitted to go forward; it had a number of problems (traffic impact, water, others.) But the building, as designed would have risen monolithically about 100' behind my house. The requirement for setbacks on each 3rd floor is one way to mitigate the worst effects of building in the high density corridor. I would support making the recent changes in design demands permanent.

Tim Kelly

November 19, 2013



Dear Mayo Buxbaum and Members of the Olympia City Council,

I am writing in regard to the changes that you are considering making permanent to the zones within the high density corridor. While I am not as concerned about reducing the amount of space for commercial and professional office space on the high density corridors that will result from reducing the allowable heights, I am concerned about the reduction of space allowed for residential housing. The HDC are one of the zones that increased residential density makes sense for the future because of the easy access to transit. Multi-family housing on the corridor is important to Olympia's future because the largest population groups are young people between the ages of 18 and 30 and baby boomers. These age groups are looking for smaller places as the younger group begins living on their own and the older group is downsizing. These groups are most likely not to drive as much or own cars. TRPC's urban corridors study emphasizes this. Higher densities on the corridors is key to making transit work better and reducing single occupancy auto trips and air pollution caused by these vehicles.

Further, if Olympia is going to keep its commitment to making Thurston County a more sustainable place, then higher density development on the corridors is the city's greatest contribution to reducing pressure on development of rural and agricultural lands.

In 2001 when the council added to the allowable heights along Columbia Street and various properties in the downtown and along the corridors (pre-isthmus controversy), the council was told that to incorporate underground parking at least five stories was necessary to make it feasible. At only three stories, at this proposal recommends, any redevelopment on the corridors would need surface parking lots and would detract from your goal to have a walkable, well designed community. I think the concerns about these buildings can be met with better design standards and getting some professional design assistance for corridor projects to make sure these buildings meet neighborhood concerns and the city's goals.

Thank you for considering my comments.

Sincerely,

Holly Gadbaw
1625 Sylvester Street SW
Olympia, WA 98501

Cc: Todd Stamm
Jerry Parker

November 25 2013



Mayor Buxbaum and Councilmembers:

I am appreciative for the opportunity to express my thoughts on the Zoning Code Amendment For Residential Buffering.

I strongly urge the City Council to adopt the Zoning Code Amendment For Residential Buffering in its clearest possible form. I believe it should become a standard part of the City's zoning and not only apply to the High Density Corridor Zones (HDC-1,2,3 or 4) but should apply to similar situations in the City's General Commercial (GM) and Professional Office- Multifamily (PORM) Zones.

The discovery that I carry forward from my involvement in the Bing Street Apartment project is that codes are present to protect and safeguard the integrity and viability of the existing community. The standards detailed in Olympia Municipal Code (OMC) 18.04.060: Residential districts' use standards, Section FF: High Density Corridor Transition Area, clearly exhibit awareness of this importance. In Chapter 18.04.020 of the OMC: Residential Districts: Purposes, Section A extensively outlines the general purposes of the residential districts contained in the chapter. One definition, "To ensure the compatibility of dissimilar adjoining land uses" (A.8), strikes me as most relevant to the discussion concerning residential buffering. It underscores the importance of the transition area to existing neighborhoods.

One facet of my interaction with the City of Olympia Community & Planning Development staff that remains most clearly in my mind is that voices of concern seem to be defined as voices of

dissent. I would like to assert the possibility that when dissenting voices arise they might indeed speak of the vision that runs as a vital current within the community; they might indeed be voices that have the dedication and perseverance to state boldly and persistently the thoughts that others will only guardedly whisper.

As a citizen active in the community for the first time, I stumbled upon an extraordinary learning: law supports community. In other words, zoning codes and regulations serve to shepherd a society in a well-considered manner through inevitable transition. The Amendment For Residential Buffering is simply an informed response to present circumstances, an action that responds with sound intention to interweave the new with the old.

Thank you for your consideration.

Susan Burgoon

2616 Bush Ave. NW

City of Olympia

City Council

Comprehensive Plan Update Initial Direction

City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8447

Agenda Date: 2/25/2014

Agenda Number: 6.A

File Number: 14-0172

File Type: discussion

Version: 1

Status: Study Session

..Title

Comprehensive Plan Update Initial Direction

..Recommended Action

City Manager Recommendation:

1. Identify issues to:
 - Include in the Council's Public Hearing Draft; and/or
 - Discuss in more detail at future Council Study Session(s); and/or
 - Refer to a Council Committee.
2. If future study sessions are desired, direct staff to schedule open house style public workshops immediately before the study sessions to provide opportunities for public questions and comment.

..Report

Issue:

The draft Comprehensive Plan is moving forward to Council consideration in 2014. Staff has identified some issues for Council consideration. How do you wish to proceed?

Council will have an opportunity to review and provide initial guidance during tonight's Special Study Session and will be asked to confirm that guidance during the Council's Business Meeting.

Staff Contact:

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

Presenter(s):

Leonard Bauer, Deputy Director, Community Planning and Development
Sophie Stimson, Senior Planner, Public Works
Stacey Ray, Associate Planner, Community Planning and Development
Greg Wright, Deputy Fire Chief, Olympia Fire Department
Rich Hoey, Director, Public Works
Dave Okerlund, Program and Planning Supervisor, Parks-Arts-Recreation

Background and Analysis:

Tonight begins Council's review of the Planning Commission final draft of the Comprehensive Plan. Staff has reviewed the draft in detail and proposes 14 alternate

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recommendations for consideration, including a recommendation from the Land Use and Environment Committee about Implementation/Action Plan oversight.

The purpose of tonight's Study Session is to identify those topics that the Council may wish to review in more detail, either at a future Study Session or through referral to the Council's Land Use and Environment Committee.

Confirmation of any initial guidance identified during the Study Session will take place during the *Other Business* portion of tonight's Council Business Meeting,

Comprehensive Plan Draft and Documents

The final draft of the Comprehensive Plan prepared by the Olympia Planning Commission is posted on the City's website (attachment #1 is the link). Also posted are numerous other documents, including:

1. Final Supplemental Environmental Impact Statement
2. Summary of the Planning Commission Draft
3. Comparisons of the Planning Commission Draft to the existing Olympia Comprehensive Plan (originally adopted in 1994)
4. All documents produced during the "Imagine Olympia" public process leading to the final draft Comprehensive Plan.
5. Other documents describing the role of the city's comprehensive plan

The attachments highlight some of the policy changes in the Draft Comprehensive Plan from the existing city Comprehensive Plan, and the city manager's recommendations. A memo is also attached summarizing results of a consultant's "Plain Talk" edits, which will be incorporated later into a final Council public hearing draft of the Plan.

Background

In 2009, the City initiated a major update to its Comprehensive Plan. The Comprehensive Plan describes the City's vision for the next twenty years, and provides the policy direction for the City to achieve that vision. The state Growth Management Act (GMA) requires that the Comprehensive Plan accommodate the growth that is projected to occur over the next twenty years. Plan elements include land use, housing, capital facilities, utilities, natural resources, transportation, economic development, cultural resources, and other topics.

The Comprehensive Plan may be amended annually and a major update is required every eight years by the GMA. Each major update must also address development regulations, and coordination with Thurston County to update urban growth areas. This is the City of Olympia's major comprehensive plan update. The remaining portions of the City's required GMA update will be completed by the deadline in 2016.

Public Process

Between 2009 and 2012, City staff and the Olympia Planning Commission reached

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out to the community through the *Imagine Olympia* process - including meetings, events, personal interviews, online surveys and more. Over one thousand community members participated in the public process to develop the draft Comprehensive Plan.

The Olympia Planning Commission completed preliminary draft recommendations in March 2013. After the Planning Commission submitted an Addendum to those recommendations in May 2013, the City Council returned the Addendum to the Commission in October for additional consideration. The Planning Commission completed its final recommendations in December 2013.

"Plain Talk" Edits

In October 2013, the City Council authorized a "Plain Talk" edit of the Comprehensive Plan to improve its clarity and usefulness to Olympia citizens. The professional editor has completed these edits, which are summarized in the attached memo (attachment #4). "Plain Talk" edits will be incorporated in the draft being prepared for the Council's Public Hearing (to be scheduled).

City Manager Recommendations

Staff has identified 14 recommendations that differ from the Planning Commission draft. The staff recommendations are outlined in attachment #3.

Public Hearing Draft Plan

An updated draft containing the "Plain Talk" edits and any Council-directed changes to the Planning Commission draft will be issued before the Council holds a Public Hearing. The date of the Hearing is yet to be scheduled.

The purpose of tonight's study session is to identify those issues Council wishes to discuss further at either a Study Session or with referral to Land Use & Environment Committee.

Neighborhood/Community Interests (if known):

There has been community-wide interest in the comprehensive plan update throughout its development.

Options:

1. Discuss each of the city manager recommendations included in the attachment. For each recommendation, direct staff to either:
 - a. Include the recommendation in an updated Draft Comprehensive Plan for consideration at a future public hearing; or
 - b. Schedule the recommendations for additional discussion at a future City Council work session or refer specific chapters or issues to a Council

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Committee. Include an open house-style public workshop immediately prior to each work session to receive public comment on the issue.

2. Refer the city manager recommendations to the Land Use and Environment, General Government, Finance or Community and Economic Revitalization Committee as Council deems appropriate for additional consideration and recommendation.
3. Direct staff to schedule a public hearing on the draft Olympia Comprehensive Plan, including specified city manager recommendations.

Financial Impact:

No immediate financial impact. Eventual adoption of the comprehensive plan will include policy direction for establishment or continuation of numerous city programs and projects, which would need to be included in future city budgets to be implemented.

[Home](#) » [Imagine Olympia](#)

Imagine Olympia

Featured Links

- [FINAL Supplemental Environmental Impact Statement](#)
- [Shoreline Master Program](#)
- [Growth Management Act](#)

Send comments on the draft to City Council anytime at imagineolympia@ci.olympia.wa.us

Background

In 2009, the City initiated a major update to its Comprehensive Plan. Between 2009 and 2012, City staff and the Olympia Planning Commission reached out to the community through meetings, events, personal interviews, online surveys and more.

Over one thousand community members shared their thoughts about how we can best shape our community, face collective challenges, and meet shared goals.

[What is a Comprehensive Plan?](#)

The Comprehensive Plan is our roadmap for the future. How we face the challenges of today determines what kind of City Olympia will be tomorrow.

The Comprehensive Plan is a land use document that provides the direction to manage where and how growth needs are met. Plan elements include land use, housing, capital facilities, utilities, natural resources, transportation, economic development, cultural resources, and other topics.

The Comprehensive Plan may be amended annually and a major update is required every eight years.

[What Does the Comprehensive Plan Do and How Does it Guide the City's Plans and Actions?](#)

What's Happening Now?

We are in the final stages of updating the Comprehensive Plan vision, goals and policies. Other steps required by the State's Growth Management Act will be completed between 2014-2016.

Olympia Planning Commission's (OPC) Recommended Draft Now Available!

Click to view the [OPC Recommended Draft Plan](#). Our new online service allows for simple and intuitive viewing, searching, cross-referencing, sharing and printing of City plans and documents.

Olympia's Comprehensive Plan Update is a work in progress. See proposed recommendations:

- [Changes in the current draft](#)
- [Summary of Planning Commission Recommendations Revised December 2013](#)
- [City Manager Recommendations Revised December 2013](#)

[New Comparison Matrix: 1994 Comprehensive Plan and May 2013 Comprehensive Plan Draft](#)

This document provides a method to track where the goals and policies in the existing Comprehensive Plan (also called the "1994 Comprehensive Plan") may be found in the December 2013 Comprehensive Plan Draft.

When goals or policies have been significantly revised, removed or replaced, brief notes explain the reason for the change. The notes provided are not intended to be an in-depth description. For additional information about a particular goal or policy, please contact



Comment Now

GIVE FEEDBACK ON THE COMPREHENSIVE PLAN UPDATE



Budget 365

LEARN ABOUT OUR NEW BUDGET PROCESS.



City Calendar

	J	F	M	A	M	J	J	A	S	O	N	D
CITY OF OLYMPIA EVENTS AND MEETINGS	1	2	3	4	5	6	7	8	9	10	11	12
	13	14	15	16	17	18	19	20	21	22	23	24
	25	26	27	28	29	30	31					

City Calendar

02/24 - 6:30 p.m.

[Olympia Planning Commission Regular Commission Meeting](#)

02/24 - 6:30 p.m.

[Hearing Examiner Public Hearing](#)

02/25 - 5:30 p.m.

[Special Study Session](#)

02/25 - 7:00 p.m.

[City Council Meeting](#)

02/26 - 08:15 a.m.

[Site Plan Review Committee Meeting](#)

Other calendars:

Select

→ [View full calendar...](#)

City Updates

COMMITTEE APPLICATION DEADLINE EXTENDED.

Apply by March 1 for appointment to Olympia's citizen-member advisory committees / commissions. [More...](#)

CALL FOR PROJECTS. Olympia neighborhoods have until May 1 to apply for a Pathways grant. Attend a March 5 open house to learn more. [News Release...](#)

2014-2019 FINAL CAPITAL FACILITIES PLAN.

The City's [2014-2019 Final Capital Facilities Plan](#) is now online. View proposed projects for Parks, Transportation, General Facilities and Utilities, plus highlights for projects that will be completed by the end of 2013.

OLYMPIA MUNICIPAL CODE.

Quick link to the [Olympia Municipal Code](#).

MEETINGS. [Agenda and Minutes](#)

For City Council and most advisory committees.



Associate Planner Stacey Ray at 360.753.8046.

- [Chapter 1: Land Use](#)
- [Chapter 2: Environment](#)
- [Chapter 3: Sustainable Economy](#)
- [Chapter 4: Urban Growth Management](#)
- [Chapter 5: Utilities](#)
- [Chapter 6: Transportation](#)
- [Chapter 7: Parks, Arts and Recreation](#)
- [Chapter 8: Energy](#)
- [Chapter 9: Historic Preservation](#)
- [Chapter 10: Urban Forestry](#)
- [Chapter 11: Housing](#)
- [Chapter 12: Public Involvement](#)
- [Chapter 13: Public Safety](#)

The City Council is beginning their review process. Once they determine a public hearing, and deliberation schedule, it will be posted here. The City Council hosted a series of public forums in October and November explaining new goals and policies, the Commission's recommendations, and the update process. "Phase 4 - Council Process" below links to information provided at the forums.

You may request that staff present information about the update to your organization or neighborhood by emailing imagineolympia@ci.olympia.wa.us.

How We Got Here - The Process

[Phase 1 - Scoping *New Information*](#)

During 2009-2010, the City asked community members to imagine the City over the next 20 years. We wondered, what are your hopes and dreams for Olympia? What are your priorities? What would a perfect day in the Olympia of the future be like?

This year-long conversation took place through meetings both small and large, online comments, mailed-in forms, a phone survey, as well as numerous personal interviews.

- [Community Conversations Summary \(2009\)](#)
- [Community Meeting Comments \(2010\)](#)
- [Scope of the Update with Commentaries](#) *New*

[Phase 2 - Focus Areas](#)

After reviewing the hundreds of comments collected during Phase 1, the Olympia Planning Commission selected four focus areas around which to engage the community in a deeper dialogue. The focus areas were downtown, urban corridors, neighborhood planning, and environmental stewardship.

The Planning Commission hosted meetings from October 2010 through Spring 2011 in an effort to learn more specific concerns and preferences of the community as well as to share the City's constraints and challenges around these issues. There were additional opportunities to get involved online.

- [Focus Meetings Summary](#)

[Phase 3 - Drafts and Recommendations *New Information*](#)

April Draft

On April 2nd of 2012, City staff released the first draft of the Comprehensive Plan update. Recommended changes were based on the scope of the update and public input. These included new demographic and background information, incorporating master plans and other related planning efforts, and some new goals and policies that reflect the desires of the community.

In an effort to increase public access to the Plan, the text was edited to eliminate redundancy and for readability. The document was also reorganized and converted to a web-based format to improve accessibility and search-ability. Many options were offered to the public for commenting on the April Draft by using the City website, email, postal service, and hand deliveries to City Hall:

- [Online Comments](#)
- [Emails - A to M alphabetically by last name](#)
- [Emails - N to Z alphabetically by last name](#)
- [Hard Copies - by postal service or hand deliveries to City Hall](#)

- [April 21, 2012 Forum and Open House Comments](#)
- [Nonrecord Miscellaneous Comments](#)

Planning Commission Public Hearing (July 2012) Draft

On July 6, 2012, the City released a second draft of the Comprehensive Plan Update. Staff reviewed and considered all comments on the April Draft in order to make revisions and prepare a draft on which the Olympia Planning Commission could base their recommendations for City Council. The Commission held seven public hearings between July and October 2012.

- [2012 Public Comment Response Summary](#)
- [July 23, 2012 Planning Commission Public Hearing Summary and Comments](#)
- [July 25, 2012 Planning Commission Public Hearing Summary and Comments](#)

Public comments received during record period July 6 through July 27, 2012 by 5:00 p.m.

- [Emails - 1](#)
- [Emails - 2](#)
- [Online submissions](#)
- [Hard Copies](#)

Public comments received post-July 27, 2012 record closure

- [Hard Copies](#)
- [Emails and Hard Copies](#)
- [Additional Emails](#) - July 27 to September 4, 2012

Public comments received for the Planning Commission public hearing October 29, 2012

- [Hard Copies](#)
- [Emails](#)

Planning Commission extended the record to 5:00 p.m., November 2, 2012

- [Comments of Record](#)

Planning Commission Recommendations

Following several months of reviewing the draft plan and accepting public comments, the Olympia Planning Commission submitted a recommendation to the City Council on March 18, 2013. Later in 2013, the Commission revised some of these recommendations, referred to as the 'Urban Neighborhoods' package, and forwarded their final recommendations to Council on December 16, 2013.

- [Chair's Cover Letter & Addendum](#)
- [Individual Commissioner Letters](#)
- [Planning Commission Recommendations Revised December 2013](#) *New*

Phase 4 - Council Process

The City Council is beginning their review process. At 7:00 p.m. on January 21, 2014, the Council held a study session to learn more about the Planning Commission's recommendation. The Council will hold another study session at 7:00 p.m. on Tuesday, February 25, 2014. When the Council establishes a specific review process including a public hearing date, more information will be posted here. In the meantime, the 'Forum Materials' below provide some background information.

[January 21st Council Study Session Materials](#)

PowerPoint Presentation:

- [Olympia Planning Commission Recommended Draft December 2013](#)

Video



- [Imagine Olympia - Shaping How We Grow](#)


Forum Materials

PowerPoint Presentation:

- [Welcome and Forum Overview](#)

Posters:

- Imagine Olympia [Phase 1](#) 
- Imagine Olympia [Phase 2](#) 

- Imagine Olympia [Phase 4](#) 

Handouts:

- [Tips for Navigating the Online Comprehensive Plan](#)
- [Public Comment Card](#)
- [Planning Commission Recommendations Updated May 2013](#)
- [Substantive Change List for the Planning Commission May 2013 Draft](#)

The Vision and the Process Handouts:

- [Phase IV Council Review Timeline](#)
- [Public Process Update Fall 2013-2014](#)
- [What is the Comprehensive Plan](#)
- [Public Forums - Plan Highlights](#)
- [2009-2012 Planning Commission Process](#)
- [Olympia Community Values and Vision](#)

Putting the Plan into Action Handouts:

- [Implementation Strategy - Action Plan](#)
- [Sub-Area Planning](#)

Environmental Stewardship & Parks Handouts:

- [Climate Change and Sea Level Rise](#)
- [Urban Forestry and Green Space](#)
- [Low Impact Development](#)


Land Use - Urban Design Housing Handouts:

- [Urban Agriculture](#)
- [Land Use and Design](#)
- [Scenic Views](#)

Transportation Handouts:

- [Transportation Chapter Overview](#)
- [West Olympia Transportation Studies](#)
- [Transportation Network Connectivity](#)
- [High Density Corridors FAQs](#)
- [Urban Corridors](#)

[Current and Previous Comprehensive Plans](#)

- [Current Comprehensive Plan as of December 2013](#) 
- [1994 Comprehensive Plan with updates](#)
- Adopted Original 1994 Comprehensive Plan - [Section 1](#) | [Section 2](#) | [Section 3](#) | [Section 4](#)
- 1988 Comprehensive Plan - [Section 1](#) | [Section 2](#) | [Section 3](#) | [Section 4](#) | [Section 5](#)
- [1975 Comprehensive Plan](#)
- [1959 Comprehensive Plan](#)
- [1946 Comprehensive Plan](#)

Questions?

Email imagineolympia@ci.olympia.wa.us

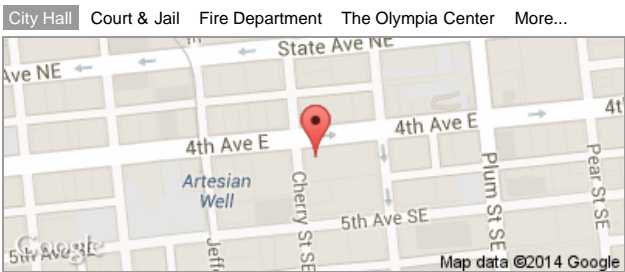
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Comprehensive Plan Update – Olympia Planning Commission Final Draft

Highlights of Changes from Existing Comprehensive Plan

Olympia’s proposed comprehensive plan update includes a variety of changes from the current plan. The list below highlights some of these changes that may be of special interest. For more information see the [December 2013 Draft Comprehensive Plan](#), and the Comparison Matrix on the [Imagine Olympia website](#).

Specific Goal or Policy in Draft Comprehensive Plan	Topic of Change	Why does it matter?	Chapter Reference in Final Supplemental Environmental Impact Statement
Natural Environment policies 1.5 & 1.7	Increased emphasis on keeping existing topography, i.e., less grading of land	May lead to stricter regulations, especially of hillside development	Section IV, Ch. 7 Pgs. 69-71
Natural Environment Goal 2 & its policies	New goal and policies regarding land management in urban setting	May lead to new open space preservation & other initiatives	Section IV, Ch. 11 Pgs. 79-80
Natural Environment Goal 5 & its policies	Guide to how City will develop and implement a ‘sea level rise strategy’	A topic new to Olympia’s comprehensive plan	Section IV, Ch. 14 Pgs. 87-88
Natural Environment Goal 9 & its policies	Guide to how City will manage green-house gas emissions	A topic new to Olympia’s comprehensive plan	Section IV, Ch. 17 Pgs. 93-95
Natural Environment Goal 10 & its policies	Goal for control of ‘light pollution’	‘Dark skies’ is a topic new to Olympia’s comprehensive plan	Section IV, Ch. 18 Pgs. 97-99
Land Use and Urban Design policy 3.3	New policy of preserving “historic vistas” to and from Capitol Campus	May lead to new building height and vegetation management rules	Section IV, Ch. 24 Pgs. 113-115
Land Use Goal 15 & its policies	Three new ‘focus areas’ (special planning areas) identified	May lead to more detailed planning for Lilly/Pacific, Martin Way, and Harrison Avenue / Capital Mall areas	Section IV, Ch. 28 Pgs. 123-125
Land Use policy 15.6	New policy of allowing long-term approval of ‘campus plans’	May result in long-term ‘vesting’ for SPSCC and other master plans	No applicable chapter
Land Use policy 16.2	Reduce from 10 to 5 acres the size of projects that must mix housing types	May lead to amending multi-family development code	Section IV, Ch. 30 Pgs. 129-130
Land Use policy 16.14	New ‘annual housing report’ policy	Cost of producing annual report	No applicable chapter
Land Use policy 17.1	Planning for downtown – much of content of current plan to be removed and re-adopted in a ‘Downtown Plan’	Moving details for downtown from comprehensive plan to a separate document may change emphasis	No applicable chapter

Land Use policy 18.8	Capitol dome view protection policy formerly part of downtown detail	Move to a specific policy may increase emphasis	Section IV, Ch. 24 Pgs. 113-115
Land Use Goal 23, Public Participation Goal 5 & their sections	New program of 'subarea planning' in both the Public Participation and Land Use and Urban Design chapters	Significant commitment of resources to working with public to implement plan in twelve geographic subareas	Section IV, Ch. 4 Pgs. 61-63
Land Use goal 25 and its policies	New food production and self-sufficiency goal and policies	May lead to new initiatives and programs	Section IV, Ch. 32 Pgs. 133-134
Transportation policy 1.11	Require connecting parking lots in commercial areas	No policy requiring commercial parking lots to connect	Section IV, Ch. 46
Transportation policy 2.5	Include sidewalk access to all designated transit stops	No policy requiring development to build off-site sidewalks except for safe routes to schools	Section IV, Ch. 49
Transportation policy 16.7	Eliminate minimum parking requirements along bus corridors	Minimum parking requirements for new developments. Reduce requirements over time.	Section IV, Ch. 48
Transportation policy 25.11	Require end-of-trip facilities such as clothes lockers, showers and bike parking	End-of-trip facilities encouraged; some required	Related discussion in Section IV, Ch. 49
Utility policy 3.8	New policy for dispersing funds from all utilities to community programs	Current policy is limited to the drinking water utility	No applicable chapter
Utility Goal 11 and its policies	A second new 'sea level strategy' goal – this one for stormwater utility	Must be consistent citywide strategy listed above	Section IV, Ch. 14 Pgs. 87-88
Parks policy 6.2	New effort to secure sources of funds for maintenance of City grounds	Could result in significant change in budget	No applicable chapter
Parks policy 8.1	New policy of pursuing a regional community arts center	May lead to new initiatives or significant budget impact	No applicable chapter
Parks policy 8.2	New policy of pursuing artist space	May lead to new initiatives	Section IV, Ch. 53 Pgs. 189-191
Parks policy 8.7	New policy supporting a downtown theatre and arts district	Topic not previously addressed in Plan	No applicable chapter
Parks policy 8.9	New policy of encouraging 'early arts education'	May result in new programs or initiatives	No applicable chapter
Economy policy 11.2	Policy of 'allowing more' home-based businesses	May lead to relaxing zoning limits on home occupations	Section IV, Ch. 55 Pgs. 197-198
Public Service goals 10 to 12 and that section	Plan-support for development code enforcement program	A topic new to Olympia's Comprehensive Plan	Section IV, Ch.56 Pgs. 199-200
Policies that require changes to	Amend a variety of engineering standards that	Current engineering standards are revisited and	Section IV, Ch. 46

engineering standards	guide size and specifications for constructing public facilities	amended regularly	
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City of Olympia, WA Comprehensive Plan Update - Olympia Planning Commission (OPC) Final Draft City Manager and Staff Recommendations

Staff reviewed the Comprehensive Plan in detail and identified 14 policies with staff recommendations that differ from the Planning Commission draft.

One of those policies, Item #5 below (Action Plan Process), includes a recommendation from the Land Use and Environment Committee that responsibility for Comprehensive Plan Implementation/Action Plan Process rest directly with the City Council through the Council's Land Use and Environment Committee instead of the Planning Commission. The intent is to place responsibility for Comprehensive Plan implementation at the highest policy level with a community-wide focus.

Transportation Policies

1. Speed Limits

OPC Recommendation in Draft Plan:

The OPC recommends lowering speed limits to 20 mph on local access streets and in the City Center.

PT1.3 Establish speed limits to create a safe environment for pedestrians and bicyclists, while maintaining motor vehicle traffic flow. Speed limits shall not exceed 35 miles per hour on arterial and major collector streets, 25 miles per hour on neighborhood collectors, and 20 miles per hour on local access streets, and in the City Center.

Proposed City Manager Recommendation:

Staff recommends continuing with a 25 mph speed limit on local access streets, with provisions to establish 20 mph speed limits for select conditions.

PT1.3 Establish speed limits to create a safe environment for pedestrians and bicyclists, while maintaining motor vehicle traffic flow. Speed limits shall not exceed 35 miles per hour on arterial and major collector streets, and 25 miles per hour on neighborhood collectors and local access streets, and in the City Center. Provisions are allowed to establish 20 mph speed limits for select conditions and as allowed by state law.

Discussion:

Speed limits on local access streets (small neighborhood streets) and in the City Center are 25 mph. On certain streets in school zones and near playgrounds, 20 mph can be posted. While a 20 mph speed limit may influence some people to drive slower, if dependent on enforcement, it is unrealistic that these speeds will be achieved. Street design and physical features that create "friction" influence speeds more than speed limits.

Currently, unless otherwise posted, the speed limit on City streets is 25 mph. It would be a major work effort and cost to add and replace signs indicating the 20 mph speed limit. Having all local access streets at 20 mph would de-emphasize the need for slower speeds in school zones and near playgrounds. 20 mph speed limits would be more effective in very specific and limited circumstances, like school zones.

Vehicle speeds are a major influence on the safety and comfort for bicycling and walking. Speeds should be evaluated on both major and local access streets. Considerations should include the function of the street, as well as the safety of bicyclists and pedestrians.

2. Street Connectivity

OPC Recommendation in Draft Plan:

The OPC recommends adding a policy to evaluate all street connections.

PT4.21 Pursue all street connections. When a street connection is proposed, the developer, City, or County will analyze how not making the street connection will impact the street network. This information will be shared with the neighborhood and other stakeholders before any final decision is made. At a minimum, this evaluation will include:

- *Impacts on directness of travel for pedestrians, bicyclists, transit users, and motorists*
- *Impacts on directness of travel for emergency-, public-, and commercial-service vehicles*
- *An assessment of travel patterns of the larger neighborhood area*
- *An assessment of traffic volumes at the connection and at major intersections in the larger neighborhood area*
- *Identification of major topographical barriers or environmental constraints that make a connection infeasible*
- *Involve the neighborhood and other stakeholders in the identification of potential mitigation measures for the new connection*
- *Bicycle and pedestrian safety*
- *Noise impacts and air pollution*
- *Likelihood of diverting significant cross-town arterial traffic on to local neighborhood streets*
- *Effectiveness of proposed traffic-calming measures*

Proposed City Manager Recommendation:

Staff recommends adding a policy to require an analysis only when a street connection is opposed.

PT4.21 Pursue all street connections. If a street connection is opposed, the developer or the City will analyze how the street connection will impact the street network. This information will be shared with stakeholders before any final decision is made. At a minimum, this evaluation will include:

- *Impacts on directness of travel for pedestrians, bicyclists, transit users, and motorists*
- *Impacts on directness of travel for emergency-, public-, and commercial-service vehicles*
- *An assessment of travel patterns of the larger neighborhood area*

- *An assessment of traffic volumes at the connection and at major intersections in the larger neighborhood area*
- *Identification of major topographical barriers or environmental constraints that make a connection infeasible*
- *Identification of potential mitigation measures for the new connection, with the involvement of the neighborhood*

Discussion:

Street connectivity helps to achieve transportation safety and efficiency, and increase mode choice. A connected grid of streets allows short, direct route options for walking, biking, driving, and to access transit. A connected street grid also provides better access for emergency and commercial vehicles.

Olympia has not been able to build many planned street connections. Staff proposes street connectivity policy language that all street connections have value, and provides guidance about when to make exceptions to street connectivity policy. The goal is to make fewer exceptions to policy and to base the decision on objective measures. These measures gauge the impact of not making the connection on the transportation system.

The OPC's recommendation to evaluate all street connections undermines the base assumption that all street connections have value and will require a great deal of City staff resources.

3. Connection of Park Drive SW

OPC Recommendation in Draft Plan:

The OPC recommends the future connection of Park Drive as a bike, pedestrian and emergency access connection only. Text in Appendix A reads:

"If at some future time, Kaiser Road is extended to Black Lake Boulevard, extension of Park Drive to Kaiser Road may be considered in order to provide access for bicycles, pedestrians, and emergency vehicles."

The proposal to limit the Park Drive connection to bike, pedestrian and emergency vehicle access would also need to be reflected in the updated Comprehensive Plan project list and the Transportation 2030–Westside map.

Proposed City Manager Recommendation:

Staff recommends the future connection at Park Drive be a full-street connection providing access for walking, biking, and motor vehicles. Text in Appendix A would read:

"A neighborhood collector street connection is also planned between Kaiser Road and Park Drive. Both connections add needed connectivity to the area, serving different functions in the street network. The neighborhood collector connection between Kaiser Road to Park Drive will not be a substitute for the major collector connection between Kaiser Road and Black Lake Boulevard. The Park Drive connection should not be built until the Kaiser Road connection is in place."

Discussion:

Future street connections are planned from Park Drive to Kaiser Road, and Kaiser Road to Black Lake Boulevard. These street connections are needed for transportation safety and efficiency in this area. Both streets should be constructed together, or Kaiser Road, the larger street, should be connected first so that traffic is not directed to Park Drive.

Park Drive currently does not have sidewalks. When Park Drive is made a full-street connection, traffic-calming devices and sidewalk would be appropriate modifications to the street. When changed from a dead-end street to a connected street, a pedestrian walking facility (sidewalk or shoulder) would be built to improve pedestrian safety.

Eliminating vehicle access at Park Drive will result in fewer route options for drivers when construction or emergencies occur, and longer routes for motor vehicle drivers in the vicinity of Park Drive.

4. Alleys**OPC Recommendation in Draft Plan:**

The OPC recommends requiring alleys in new development

- *PT3.4 Require alleys and retain alleys as public right-of-way.*
- *PT3.5 Require alleys behind lots fronting on arterials and collectors, so that houses or businesses can face the street, sidewalks are continuous, and vehicles can access properties from behind.*

Proposed City Manager Recommendation:

Staff recommends that alleys be encouraged, but not required.

- *PT3.4 Encourage alleys and retain alleys as public right-of-way.*
- *PT3.5 Encourage alleys behind lots fronting on arterials and collectors, so that houses or businesses can face the street, sidewalks are continuous, and vehicles can access properties from behind.*

Discussion:

Alleys contribute to more access and mobility in our transportation system. Alleys contribute to improved urban form, by minimizing the need for driveways at the front of a lot. However, more alleys would be difficult for the City to maintain. Funding is not in place to maintain the alleys we already have. Because alleys are typically paved or compacted gravel, more alleys will result in more impervious surfaces, which will result in rainwater runoff that must be treated and/or conveyed off site.

Public Participation Policies

5. Action Plan Process

OPC Recommendation in Draft Plan:

PP1.1 and PP1.2 in the Public Participation and Partners Chapter in the draft Comprehensive Plan describe specific roles for staff, Council, and the Commission in the development and ongoing management of the Implementation Strategy (Action Plan). In PP1.1, the Council and Commission are charged with identifying actions with a special emphasis on the priorities of advisory groups. PP1.2 specifically outlines how the Plan will be managed and updated, including the creation of a committee, the make-up of that committee, and what bodies the committee will report to on an annual basis.

Proposed City Manager Recommendation:

Staff recommends that proposed policies PP1.1 and PP1.2 be replaced with one policy that identifies that there will be an Implementation Strategy. However, the details regarding how it will be developed and maintained would not be specified .

- Replace PP1.1 with: *PP 1.1 Engage partners in the development and regular updating of an implementation strategy to fulfill Comprehensive Plan goals and policies. This strategy will include a monitoring and reporting process.*
- Delete PP1.2.

Discussion:

The intent of adding the Implementation Strategy to scope of the update was to develop a tool for identifying and prioritizing specific actions for carrying out the goals and policies in the Comprehensive Plan. Subsequently, it allowed the staff writing team to draft the update with a focus on goal and policy-level language. Policies that were more akin to methods of implementation were removed and reserved for possible inclusion in a Strategy. PP1.1 and PP1.2 are highly prescriptive methods for public participation in implementation and performance measurement.

Secondly, during initial phases of discussions with LUEC, they determined in September 2012 that LUEC (i.e. Council) is the most appropriate advisory body to provide staff with strategic direction on development of the Strategy, as opposed to the Commission. This was because the Strategy is a community-wide document that will help guide community-wide priorities for implementation, and is more in line with the role of Council. This allows for the Strategy design, performance measures, and ongoing maintenance to remain adaptive and responsive to feedback from LUEC, all advisory groups, and community members.

Land Use and Urban Design Policies

6. Re-Zoning Criteria for Low Density Neighborhoods Land Use Designation

OPC Recommendation in Draft Plan:

The Land Use and Urban Design chapter text includes five detailed criteria that proposed rezones would be required to meet (pages 56-57 of the OPC Final Draft Plan).

Proposed City Manager Recommendation:

Revise the text as follows to refer to topics that should be addressed in future development code amendments that govern rezones:

“Proposed rezones shall meet criteria to be adopted into the Olympia Municipal Code that address:

- 1. Consistency with the comprehensive plan.*
- 2. Consistency with the city’s development regulations that implement the comprehensive plan.*
- 3. Consideration of adjoining zoning districts*
- 4. Adequacy of infrastructure in light of development potential of the proposed zoning.”*

Discussion:

The current comprehensive plan includes 34 categories of land use designations, each of which corresponds directly with a single zoning district that implements it. A request for a change in zoning district also required a comprehensive plan amendment.

The Draft Plan’s Future Land Use Map aggregates the 34 land use designations into 15 categories, without recommending any changes to the number of zoning districts. As a result, most of the land use categories will have multiple zoning districts that could implement them. Requests from property owners for changes to the zoning for their property would be possible without also requiring a comprehensive plan amendment. This could lead to an increase in requests from property owners for rezones.

The city code contains decision criteria for rezone requests (OMC 18.59.050). However, it is fairly general and the OPC recommends additional criteria to guide future rezone requests. Staff agrees, but recommends the detailed criteria be contained in the city code, with general guidance for developing that criteria in the comprehensive plan.

7. High Density Neighborhoods Minimum Density Requirement

OPC Recommendation in Draft Plan:

High Density Neighborhoods are multi-family residential, commercial and mixed use neighborhoods with densities of at least 25 dwelling units per acre. Specific zoning may provide for densities higher than 25 units per acre.

Proposed City Manager Recommendation:

High Density Neighborhoods are multi-family residential, commercial and mixed use neighborhoods with a goal of densities of at least 25 dwelling units per acre for single-use

residential developments. Specific zoning may provide for densities higher than 25 units per acre, but not less than 15 units per acre.

Discussion:

High-density Neighborhood overlay zones are recommended in the Draft Plan for three areas: Downtown Olympia; Pacific Ave/Martin Way/Lilly Road triangle; and the Capital Mall vicinity. The overlay would concentrate high-density residential mixed with commercial uses, which would directly serve the residents and allow people to meet their daily needs without traveling outside their neighborhoods. These neighborhoods would transition from their current automobile orientation to becoming more walkable.

Staff concern centers on requiring a minimum density of 25 units per acre. While a few developments in the city have been built at that density (e.g. Boardwalk Apartments downtown), the Olympia market has primarily supported multi-family development at a lesser density (approximately 14-18 units per acre). Restricting residential development to at least 25 units per acre may preclude the type of multi-family development that is currently supported by the market. Staff recommendation would retain that higher density as a goal, but provide flexibility for a broader range of residential development to locate in these neighborhoods.

8. Urban Corridors

OPC Recommendation in Draft Plan:

The OPC recommends:

- removing sections of the Urban Corridor on Capitol Boulevard south of I-5; and
- reducing the width of Urban Corridors on East 4th and State Avenues, and Harrison Avenue (from ¼ mile to about one-lot deep).

Proposed City Manager Recommendation:

Staff supports removal of Capitol Boulevard but recommends no change to the width of the Urban Corridor along Harrison, Fourth and State

Discussion:

Urban Corridors are an integrated transportation and land use concept initially designated in 1994 by Olympia, Lacey, Tumwater and Thurston County. They are major arterials with high-density mixed land uses ¼ mile on either side. Along these corridors, the compact land uses are supported by a multimodal transportation system, including high-quality transit service. Urban Corridors are key to the region's strategy to avoid sprawl by providing an appealing housing alternative for people who want to live in an attractive, walkable, urban environment close to transit, work, services and shopping.

Olympia's current Plan describes half-mile wide mixed use corridors in these areas, but designated only the lots along the main street for commercial use. The remaining portions of the corridor were designated for low to medium density housing, with a target of 7 units per acre. The staff recommendation reaffirms the 7 units per acre target, and allows for mixed commercial/residential uses throughout the corridor subject to 'transition policies.'

Residents of the Capitol Boulevard area opposed this proposal and strongly requested eliminating the urban corridor designation in their area. Although in their March, 2013, action OPC initially supported

staff's proposal, ultimately OPC went beyond the request of the Capitol Boulevard residents' proposal and recommended reducing the urban corridors along 4th/State and Harrison corridors, as well.

Reducing the size of these corridors diminishes the City's commitment to achieving their long-term vision. The reduction to areas designated as Urban Corridors will minimize commercial uses in these corridors. Without the commercial uses, the transit system is not optimized to its fullest potential. Without the commercial uses as envisioned, the corridors will not function as areas where people can work, as well as access shopping and other services within their neighborhood.

Maintaining the Urban Corridors for the ¼ mile width on either side of these arterials provides flexibility in achieving the region's vision. Specific zoning can be refined to address the unique characteristics of districts along these corridors, while maintaining the envisioned mix of land uses.

9. Design Review Jurisdiction

OPC Recommendation in Draft Plan:

Proposed policy PL6.1 requires residential and commercial development adjacent to freeways and public streets be subject to design review process.

Proposed City Manager Recommendation:

Delete residential from policy PL6.1.

Discussion:

Olympia's existing design review process applies to projects within designated design review districts, as well as certain development in other limited circumstances. The staff-recommended Draft Plan included a policy to extend design review to all commercial development adjacent to freeways or public streets. OPC further extended the recommendation to include all residential development adjacent to freeways and public streets. This would include virtually all development in the City of Olympia. Staff is concerned that this would significantly increase costs to the City and applicants, while expanding the permitting process for developments that have raised little to no concerns in the community (e.g., single-family homes).

10. View Protection Goal and Policies

OPC Recommendation in Draft Plan:

The OPC supported a policy amendment proposed by staff of protecting views from designated public points instead of from street corridors, and expanded this proposal to be a goal with additional policies. Two of these would constrain implementation methods:

PL8.1 Implement public processes, including the use of Olympia's digital simulation software, to identify important landmark views and observation points.

PL8.2 Use Olympia's digital simulation software to identify view planes and sightline heights between the landmark view and observation point.

Proposed City Manager Recommendation:

Staff recommends that the Plan not specifically call for use of specific analysis methods such as ‘digital simulation software,’ view planes and sightline heights. These two policies should be consolidated into a single policy:

Through a public process, identify important landmark views and observation points and appropriate methods (e.g., visual simulations) for preserving valued aspects of these public views.

Discussion:

One of the guiding principles of this Comprehensive Plan update was to provide flexibility in implementing the plan. As a result staff removed many such provisions from the Plan, with the intent of bringing options forward as part of the complementary implementation strategy. As recommended by OPC, proposed new policies 8.1 and 8.2 would unnecessarily constrain the City to just one of the many techniques for analyzing scenic views. In staff’s opinion, it is overly specific and might prevent the City from utilizing new or other better methods and technologies

11. Urban Green Space and Tree Canopy

OPC Recommendation in Draft Plan:

The Planning Commission drafted and recommended policy PL7.4 with the intent to increase green space and tree canopy by specific methods and measures: area per capita of urban green space and tree canopy-to-area ratio within each neighborhood.

Proposed City Manager Recommendation:

Staff is recommending that the policy be revised to reflect a target to increase the total acreage of preserved urban green space that currently exists (i.e. no net loss of urban green space), rather than a target based on increasing a ratio of open space to population. A separate policy in the Natural Environment Chapter already addresses tree canopy: *PN3.2 Measure the tree canopy and set a city-wide target for increasing it through tree preservation and planting*

Revise policy PL7.4 to state:

PL7.4 Increase the availability of urban green space throughout the community.

Discussion:

The primary concerns of staff are that it is likely not possible to maintain the current ratio of urban green space to population as population increases, and that tree canopy shall be increased to a target ratio at the neighborhood scale as opposed to citywide.

Using GIS, staff has already determined that approximately 25% of the city is currently set aside as urban green space. “Set aside” is meant that the land is limited in its ability to be developed and very likely to remain as open space for the foreseeable future. Examples include parks, critical areas, and privately owned open space, such as tree tracts or village greens.

The Parks, Arts, and Recreation Department currently manages 765 acres of public open space, which equates to an impressive 11.62 acres per 1,000 residents (in addition to approximately 200 acres of

parks with a “Neighborhood” or “Community” classification). Staff has determined that with the current population growth projections, to maintain the existing ratio of open space, 142 acres of additional land would need to be purchased every ten years (pg. 101-102, 2010 Parks, Arts, and Recreation Plan).

If the City were to attempt to increase urban green space as population increases, implementation would need to include some combination of the following tools:

- Additional revenue for purchase of city-owned open space;
- Enhanced regulation for requiring open space as an element of new development;
- Increased open space impact fees; or
- Other conservation tools, such as land banks or conservation easements.

Secondly, it is common practice in urban forestry to measure tree canopy, and having a tree canopy goal is an effective way to ensure progress towards a healthy and diverse urban forest. To that end, staff drafted a policy in the Natural Environment Chapter that addresses tree canopy: *PN3.2 Measure the tree canopy and set a city-wide target for increasing it through tree preservation and planting*. Policy PN3.2 sufficiently addresses tree canopy; reserve determination of an appropriate canopy coverage goal and scale at which to measure progress for the Implementation Strategy.

Unlike the Commission’s recommended policy, PN3.2 purposely leaves determination of the target as an action for implementation, and directs canopy to be measured city-wide. Good urban forest managers are always aware of the need for equity citywide; however, implementation on a neighborhood scale limits flexibility to plant trees where appropriate and use resources efficiently citywide. This is especially true within an urban growth area, where both increasing density and tree canopy need to balance.

Public Services Policies

12. Disaster Planning (Subduction Earthquake Policies)

OPC Recommendation in Draft Plan:

Adopt a new set of policies addressing the risk of a 'Cascadia subduction zone earthquake,' specifically:

- *Policy S13.9: Educate citizens about the possibility, and potential impacts, of a Cascadia subduction zone earthquake and actions they can take to prepare for such an event.*
- *Policy S13.10: Address the severe and extended impacts of a Cascadia subduction zone earthquake in the City's emergency response plans and preparations.*
- *Policy S13.11: Continue to gather best available information on the impacts of a Cascadia subduction zone earthquake, including the potential magnitude and impacts of vertical movements and tsunamis*

Proposed City Manager Recommendation:

Do not adopt the language in the recommendations; instead, continue policy of coordinating City's efforts related to disaster risks through the accepted standard of all-hazard formatting in cooperation with the region's other Emergency Management programs. Revise policy S13.11 to state:

Continue to gather best available information on earthquakes, and the potential magnitude and impacts of vertical movement, while educating citizens on the impacts of all hazards.

Discussion:

The City of Olympia coordinates with neighboring jurisdictions in preparing and updating 'Resilient Washington State – A Framework for Minimizing Loss and Improving Statewide Recovery after an Earthquake,' a 'Natural Hazards Mitigation Plan for the Thurston Region' and the City's own 'Comprehensive Emergency Management Plan.' In implementing the former, the State of Washington provides information to all local jurisdictions regarding certain development standards, such as seismic-related elements of the building code. The latter two plans address all manner of hazards, such as fires, floods and earthquakes, and form the foundation for the City's efforts to minimize and respond to damage resulting from such events. Direction from the State is to plan in an all hazard format as is the standard of the industry.

The nature of a subduction zone earthquake including the potential to generate a tsunami (tidal wave), if occurring in the vicinity of Olympia, leads some to a conclusion that it would result in catastrophic damage both in Olympia and a much wider region. Projected effects on Olympia differ depending on models used and the inclusion of tsunami damage is highly speculative. A subduction zone earthquake by definition would have to occur along the subduction zone that is off the Washington Coast. Although such an earthquake may cause a tsunami, such a wave would be in the Pacific Ocean and have to travel around the northwest corner of the state and down the Puget Sound before reaching Olympia. This travel around significant landforms would significantly dissipate the destructive energy of a wave. Like all earthquakes, the timing and scale of such an earthquake is unpredictable. However, research

indicates that there is about a .2% chance of such an earthquake in the western Washington area in any given year.

The possibility of a subduction zone earthquake is just one of the many types of natural hazards addressed by federal, state, and local emergency and disaster planning. While additional focus on this specific risk could lead to reduction in damage and better response were such an event to occur, it could also result in diverting attention and resources away from preparation for other more likely hazards. Further, given the scale of this particular type of disaster it is unlikely that the City of Olympia working alone could make a significant difference. Instead, Olympia's experience has demonstrated that multi-jurisdictional coordinated all hazard emergency management, including education and preparation for all types of hazards, is more effective than localized focus on a single risk.

Utilities Policies

13. Locating underground utilities

OPC Recommendation in Draft Plan:

Draft policy PU3.6 states that utilities will be grouped, and to include in the Engineering Design and Development Standards (EDDS) a guidance drawing with street trees and public and private utilities co-located in the public right-of-way.

Proposed City Manager Recommendation:

Revise policy PU3.6 as follows:

Locate public and private utilities in public rights-of-way and/or easements on private property in a manner to facilitate safe and efficient operation, maintenance and repair. Provide a guidance drawing within the Engineering Design and Development Standards that shows how and where public and private utilities should be located.

Discussion:

If adopted, the proposed policy conflicts with the City's current practice of allowing for utilities in the right-of-way, but also in an easement on private property. The policy states that public and private utilities should be co-located within the public right-of-way only.

The EDDS require all new utilities to be installed underground (see 3.090(B)). A Standard Utilities Location Schematic (4-44) demonstrates that utilities be located under the street surface in right-of-way or in a section of easement adjacent to the sidewalk on private property.

Additionally, the policy emphasizes grouping underground utilities together, so would necessitate a revised schematic with additional details regarding *how* and *where* to place underground utilities. Lastly, the proposed policy elevates accommodating street trees—particularly an issue in areas where a planting strip is not a required element of the frontage improvements. This is also in alignment with new policy language in the Natural Environment Chapter to provide new trees with adequate conditions for healthy growth.

Public Health, Arts, Parks and Recreation Policies

14. Parks Maintenance and Operations Funding Consideration

OPC Recommendation in Draft Plan:

Draft policy PR6.5 states:

Ensure adequate park maintenance and operation funding before new facilities are developed.

Proposed City Manager Recommendation:

Revise Policy 6.5 to read:

Ensure adequate maintenance and operation funding before new park facilities are acquired and developed.

Also, in the chapter-concluding section titled 'For More Information', the statement, "*The Parks, Arts & Recreation Plan contains a detailed list of proposed projects and programs for the next 10 years*" should be deleted.

Discussion:

The proposed Public Health, Arts, Parks and Recreation chapter should be revised to better reflect the planning process. Specifically, policy PL6.5 does not reflect that consideration of adequate maintenance and operation funding occurs before new park facilities are acquired.

The existing Parks, Arts and Recreation Plan is updated every five years, and the next scheduled update will begin in the next year. The reference to the current list of proposed projects in that plan is dated. For clarity, it should be deleted from the draft comprehensive plan.

Comprehensive Plan Draft Edits

In June, 2010, the City Council approved a Scope for the Comprehensive Plan Update. Included in the approved scope was direction to “Improve public access to the [Comprehensive] Plan by eliminating redundancy, editing for readability and reorganizing the document to improve accessibility and ensure that it is adapted to internet searching and display.”

Plaintalk Training

Several steps have been taken throughout the *Imagine Olympia* update process to ensure the final adopted Comprehensive Plan (Plan) is clear, concise, simple to navigate, and easy to read. The first was to use a style of writing for the Plan called ‘Plaintalk.’

Plaintalk has been adopted by the State of Washington, and is widely recognized as producing documents that are very readable for a diverse audience. City staff members who were going to participate in drafting the Plan attended state-hosted trainings to learn how to write using Plaintalk guidelines.

Staff also met with consulting editor Dana Botka of Plainpoint Communications, an expert in Plaintalk. Ms. Botka provided a personalized training for staff writers. Based on the training, staff then developed an internal Style Guide to capture the Plaintalk writing principles and use as a reference during the writing process.

Technical Review

Prior to issuing the first draft of the Plan in April, staff hired Joy Michaud of Herrera Environmental Consultants to complete a technical review. Ms. Michaud’s review focused on the organization of the document, confirming factual information, eliminating redundancy, and ensuring a consistent writing ‘voice’ throughout the Plan.

Plaintalk Review

After the Planning Commission completed their initial recommendations, Council confirmed staff’s recommendation to retain the services of a third-party consultant to review the Plan for a second time. Ms. Botka was hired to make recommended edits consistent with Plaintalk guidelines.

Ms. Botka's edits focus on the following three main goals:

- Establish an obvious and consistent structure;
- Keep the Plan's content as concise as possible out of respect for the reader's time and practical purposes; and
- Choose terms that should be understandable to the layperson.

To achieve those goals, Ms. Botka's recommended edits do the following:

- Highlight words that are 'jargon' for a replacement term or a definition;
- Eliminate redundancy;
- Eliminate words that aren't needed to express a concept;
- Ensure one written 'voice' throughout the document;
- Maintain a consistent tense; and
- Replace, remove, or add headings to help a reader navigate the Plan.

Other Fixes

Since issuing the Planning Commission Draft in December, staff has also found other minor errors that should be corrected prior to issuing the City Council Public Hearing Draft. Examples of minor edits include:

- Correcting punctuation;
- Correcting minor grammar mistakes;
- Rewriting photo captions for ADA accessibility; and
- Adding hyperlinks between sections in the Plan that are closely related.

City of Olympia

City Council

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Olympia, WA 98501
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Community and Economic Revitalization Committee (CERC) Report

Agenda Date: 2/25/2014

Agenda Number: 6.B

File Number: 14-0168

File Type: report

Version: 1

Status: Other Business

..Title

Community and Economic Revitalization Committee (CERC) Report

..Recommended Action

Committee Recommendation:

Receive a report on the February 6, 2014 property owner meeting, the proposed March 6, 2014 Citizen Advisory Committee Meeting process and the redevelopment principles and provide feedback and direction.

City Manager Recommendation:

Receive report and provide feedback and direction.

..Report

Issue:

In approving the CERC Work Plan on February 4th City Council asked the committee to maintain strong lines of communication and to provide frequent updates and status reports to keep the full Council apprised of committee activities.

Staff Contact:

Keith Stahley, Community Planning and Development Director, 360.753.8227

Presenter(s):

Keith Stahley, Community Planning and Development Director

Background and Analysis:

The CERC met on Wednesday February 12, 2014. At that meeting, the committee reviewed the attached memorandum from Lorelei Juntunen with ECONorthwest and the attached redevelopment principles. In addition the committee heard a report from Keith Stahley and Mayor Buxbaum about the property owner meeting that was held on February 6. A summary of that meeting is attached.

The committee recommends moving forward with the Citizens Advisory Committee (CAC) meeting as outlined in Attachment 1. This meeting will be used to set the stage for the April 5th Urban Design Workshop focused on the Isthmus. Attachment 1 also lays out the entire Community Renewal Area Planning process including the isthmus Urban Design Workshop and subsequent meetings focused on the creation of the Community Renewal Area Plan. The committee is still reviewing this aspect of the document and anticipates presenting final recommendations in March.

Agenda Date: 2/25/2014

Agenda Number: 6.B

File Number: 14-0168

The principles listed in Attachment 2 were developed by staff and were gleaned from meetings with property owners, the CAC and CERC. These principles will serve as a basis for continuing discussion with the CAC and the Isthmus Area property owners on March 6th where they will be refined and used to guide the work at the Urban Design Work Shop on April 6th.

Options:

1. Receive committee report and provide feedback and direction regarding the March 6th CAC meeting and Urban Design Principles.

Financial Impact:

This project is funded through the end of the Isthmus Area planning process. Additional budget will be needed to finish the CRA planning process or the Planning Projects Work Plan will need to be adjusted to free staff resources to complete the project.

DATE: Feb 12, 2014 ECO Project #: 20765
TO: Community and Economic Revitalization Committee (CERC)¹
FROM: Lorelei Juntunen
SUBJECT: SCOPE FOR COMPLETING A COMMUNITY RENEWAL AREA PLAN FOR DOWNTOWN OLYMPIA

ECONorthwest is under contract to the City of Olympia to provide redevelopment strategic planning and a Community Renewal Plan (CRP) for downtown Olympia. Significant outreach and technical analysis has been completed, but additional work is needed to advance to Council an adoptable CRP. This memorandum provides the scope for completing the CRP, including preparation for a workshop focused on the Isthmus Area.

The goal of the re-scope remains to produce **an adoptable CRP** that will: (1) address stakeholder concerns about community renewal and help the City move stakeholders toward consensus on a vision for Isthmus redevelopment; (2) define viable projects for Isthmus and roles community renewal can play to achieve these projects ; (3) explain community renewal's potential to catalyze redevelopment in downtown Olympia. A key component of the revised scope is a community workshop, facilitated with property owners in the Isthmus area and an existing Citizens Advisory Committee (CAC) in a process of evaluating options for redevelopment of that District. **Because the outcome of the community workshop is primarily about engaging the CAC, and their input is likely to affect collective thinking about the CRP and the process that follows, it is possible that additional re-scoping will be necessary after the design workshop.** The CRA process is likely to move forward in some form regardless of outcomes at the workshop, but the specific steps and areas of focus may shift.

Expected outcomes:

- Support outreach and education efforts around the creation of the Community Renewal Area, and a vision for redevelopment of the Isthmus.
- Create a Community Renewal Plan for Downtown Olympia as required by RCW 35.81.010(18) for Council's consideration.
- Identify what land is to be acquired, buildings demolished or redeveloped and what improvements are to be carried out to revitalize Downtown and in the Isthmus in particular.
- Identify what changes in existing land use regulations are necessary to implement the Community Renewal Plan.
- Create an action plan with clear next steps for project implementation.
- Provide an ample opportunity for public engagement while sustaining a sense of urgency and an action orientation.

¹ Formerly, and sometimes in this document, the "Ad Hoc Committee"

Tasks

1. Isthmus area workshop process

For this workshop, Fregonese Associates, a regional planning and facilitation firm, will join the ECONorthwest team.

A. Preparation

Property owner meeting (February 6, 2014)

This first meeting was convened to discuss the purpose and timing of the workshop, to understand the desires, and to encourage the productive engagement in the workshop of the Isthmus area property owners.

CAC meeting: principles and process (March 6)

To set the workshop conversation off with the right tone, we recommend a pre-meeting with the CAC and property owners², facilitated by Fregonese Associates to accomplish the following:

- Identify a set of principles for the Isthmus that all can agree to. These principles are likely to be basic and high-level statements, such as “the Isthmus must be improved”.
- Identify any areas of disagreement or strongly held opinions that will need to be reconciled through the process.
- Identify and get buy-in on a set of re-use options that can help to test areas of agreement

Fregonese will use instant polling software to allow the participants to remain anonymous, if they choose, in their opinions about the area’s future.

The outcomes of this meeting will significantly shape the agenda and focus of the Design workshop (described in Step 2). With an understanding of likely areas of agreement and disagreement, we can design a workshop and associated visualizations that will best meet the needs of the group.

Community and Economic Revitalization Committee (CERC) Meeting (March 20)

We will check in with the CERC following these two meetings to report findings from the property owner and CAC meeting, and to review a preliminary agenda and process in advance of the design workshop.

² All references to CAC in this scope assume that property owners in the Isthmus are included as members of the CAC.

B. Design workshop

CAC Design Workshop (April 5, 2014)

The Consultant and the City will host a workshop with CAC members (including key property owners) to address issues raised in previous CAC meetings. The workshop will focus on the Isthmus, and be organized as a half-day workshop, facilitated by John Fregonese from Fregonese Associates. ECO will work with Fregonese Associates and City staff to design the details of the workshop, but in general, it will follow this format:

- ECO will present the work completed to date, including the market analysis for downtown Olympia. This is important context for understanding the challenges to redevelopment, but also the imperative for action for downtown.
- The purpose of the workshop will be to work toward agreement on potential uses, public improvements, and design characteristics for the Isthmus properties.
- Fregonese Associates effectively uses instant polling technology to anonymously “take the temperature” of participants, and would use this technology for this workshop to move participants toward consensus by providing value statements about area redevelopment and determining the degree of agreement with those statements.

After the workshop, Fregonese Associates will design one or two (depending on the degree of agreement) conceptual diagrams and site plans, which may be augmented with more detailed photo illustrations at a later date (see “optional visualizations” later in the scope).

CERC/CAC meeting (May 15)

At this meeting, the team will present findings and conclusions from the workshop, including site plans, to receive comments that can be used to fine tune the scenarios and ensure that they are ready for additional public comment.

C. Follow-up

Open house (July, date TBD)

Outputs of the design workshop will be shared with attendees of an open house (described in more detail in the CRP plan completion sections below).

Ad Hoc Committee Meeting (August 21)

We will meet with the Ad Hoc Committee following the CAC meeting to debrief and gather additional feedback for use in preparation of a draft CRP.

CAC meeting (August 21)

The results will be presented at a CAC meeting, along with ideas on how to implement them, to get feedback on how to incorporate the results into a CRP, thoughts about next steps for

additional community engagement and to describe and get feedback on lessons learned through the process.

2. Community Renewal Plan process

A. Outreach and public involvement

ECO will work with City staff to develop materials for and attend an open house that will provide an opportunity for feedback regarding the scenarios from the Isthmus area workshop, but will also provide educational materials and opportunities for feedback regarding the CRP process. The open house will be organized as a drop-in event with topic-specific tables, rather than as a facilitated workshop.

City staff will coordinate venue, invitations, and material production. Fregonese Associates staff will provide refinements to their visualizations and will attend the open house. ECO staff will provide materials regarding CRP, and will attend the open house.

The budget for this task supports additional CAC and Ad Hoc committee meetings, as described in the meetings schedule provided at the end of this work scope. Additional interviews or conversations with property owners or stakeholders may also be necessary; the budget supports some limited additional outreach.

B. Planning and analysis

Evaluation of blight.

ECO will update (as necessary to reflect a final boundary) its analysis of socio-demographic trends in the Area, including unemployment, household income, as well as real estate trends such as improvement-to-land-value ratios, vacancy rates, crime rates, and floor-to-area ratios and visual surveys. This will include an update to the property-specific findings of health and safety blight. Using these data, ECO will document blight findings within the final boundary.

Project identification and evaluation

An outcome of the workshop will be a conceptual visualization (or possibly two options) for the area's redevelopment that matches the vision developed through the workshop process. These visualizations, based on preliminary land use code and regulations review, and review of market data and economic viability, will help communicate to the community the power of a public-private partnership on the Isthmus area to transform Downtown Olympia into a more vibrant, urban community. Realizing that many projects would not pencil out through private resources alone, ECO will examine a range of financing tools that could help spur new development in Downtown Olympia, including State and Federal grants, Local Improvement Districts, Section 108 loans, New Market Tax Credits, EB5 foreign investments, sole-source Impact Fees, City revenue bonds, and various tax credits and abatements. While the numbers will be estimates, the team will also roughly forecast future tax revenues that could be generated through redevelopment of the Isthmus area.

Where appropriate, the Consultant will recommend changes to local land-use regulations to better facilitate the desired redevelopment in the Isthmus area. During this analysis, the Consultant will work with staff to confirm consistency with other City planning efforts, such as the updates of the City's Comprehensive Plan and Shoreline Master Program.

C. Plan document

ECO will produce visually appealing draft and final versions of the CRP, and present them to the CAC, the CERC Committee, and Council as described in the meeting schedule at the end of this scope of work. The CRP will reflect the broad input received from stakeholders throughout the process, support the City's vision for a more vibrant Downtown, and provide a clear path forward on Isthmus area properties for the next five years while meeting the requirements of the Revised Code of Washington as provided in 35.81.010(18).

D. Additional visualizations

The budget includes dollars for additional optional visualization in the Isthmus area or other sites. These visualizations may include site plans, photomorphs, massings, or other representations, and will be developed based on conversations between City staff, the CERC, and with Fregonese Associates as needed.

Budget

Task	Additional Budget Needed
1. Isthmus Workshop	
1A. Preparation	None. Covered in initial contract.
1B. Workshop	None. Covered in initial contract.
1C. Follow up	None. Covered in initial contract.
2. Community Renewal Plan	
2A. Outreach	\$15,000
2B. Planning and Analysis	\$15,000
2C. Plan document	\$10,000
2D. Additional Visualization (Optional)	\$10,000
Total	\$50,000

Schedule

Figure 1 provides an overview of key tasks and timeline. Figure 2 provides an overview of meetings and process, with a description of who will attend each meeting.

Figure 1. Overview of key tasks

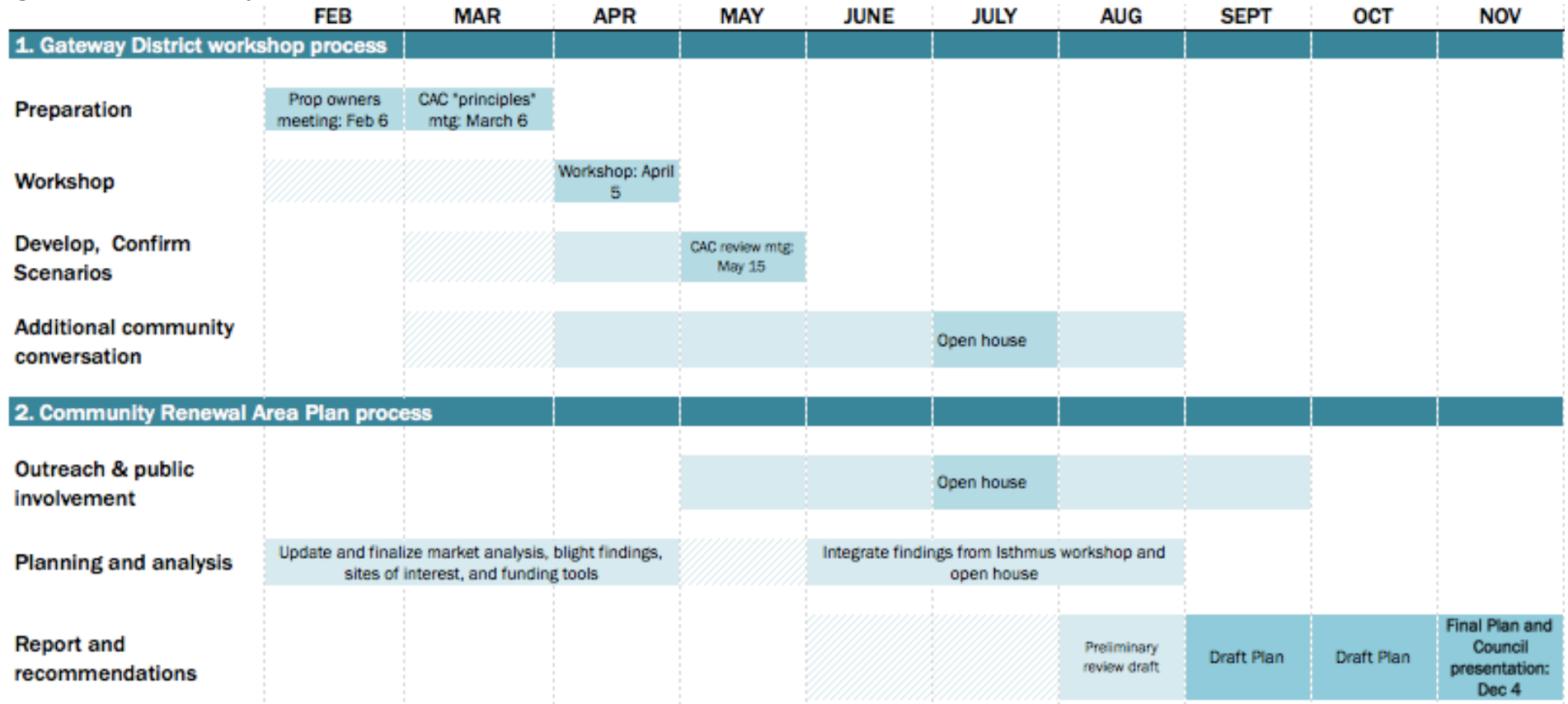


Figure 2. Meeting schedule

Event	Dates	Purpose	CC	Ad Hoc	CAC	Who attends		
						Staff	ECO	Fregonese
Property owners in Gateway	February 6, 2014	Discuss design workshop and interests in Gateway area						
Ad Hoc Committee	March 6, 2014	CRA process update and principles for Gateway area						
CAC mtg	March 6, 2014	CRA process update and principles for Gateway area						
Ad Hoc Committee	March 20, 2014	Finalize CRA process for Council Consideration						
CAC	April 5, 2014	Design workshop for Gateway area						
CAC	May 15, 2014	Fine tune scenarios for workshop						
OPEN HOUSE	Date TBD, in July	CRA and Gateway area						
Ad Hoc Committee	August 21, 2014	Discuss feedback from open house; show final scenarios; Consider initial draft of CRA plan; clarify development toolkit						
CAC	August 21, 2014	Discuss feedback from open house; show final scenarios; consider initial draft of CRA plan						
Ad Hoc Committee	October 16, 2014	Revised draft of CRA plan						
CAC	October 16, 2014	Revised draft of CRA plan						
Ad Hoc Committee	November 13, 2014	Review draft of CRA plan						
Ad Hoc Committee	December 4, 2013	finalize draft for Council consideration						
City Council	late Dec TBD	Final report draft						
City Council	Jan TBD	Final report presentation						



Gateway District Urban Design Principles?

1. Create a vibrant mixed use area combining housing, retail, office and park space. That is a community destination.
2. Consider the needs of existing businesses so they can grow and prosper.
3. Consider the role of the City's newly acquired park property.
4. Create an extraordinary pedestrian environment, which could include public art, public gathering spaces, outdoor dining, street vendors, performance space, retail and restaurants.
5. Consider the role that a new library, arts center or other public facility might play as an anchor for redevelopment.
6. Enhance connectivity to and through the isthmus for all transportation modes.
7. Consider parking needed to support redevelopment.



Gateway District Urban Design Principles?

8. Consider how to eliminate blight and stimulate reinvestment.
9. Consider the role of development along Water Street, and the relationship between this area, the adjoining fountain park, capital campus and the downtown core to the east.
10. Create a graceful transition along 5th Ave from the open space of Heritage Park to the Isthmus properties to the north.
11. Consider the impacts of redevelopment on views of the State Capitol Building, Budd Inlet and the Olympic Mountains from the Law Enforcement Memorial, 4th Ave bridge, Port Plaza and other key vantage points in and around downtown.
12. Create resiliency from sea level rise.
13. Consider the future of Percival Landing.
14. Consider the viability of redevelopment proposals from an economic perspective.



CRA Process Overview

	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV
1. Gateway District workshop process										
Preparation	Prop owners meeting: Feb 6	CAC "principles" mtg: March 6								
Workshop			Workshop: April 5							
Develop, Confirm Scenarios				CAC review mtg: May 15						
Additional community conversation						Open house				
2. Community Renewal Area Plan process										
Outreach & public involvement						Open house				
Planning and analysis	Update and finalize market analysis, blight findings, sites of interest, and funding tools				Integrate findings from Isthmus workshop and open house					
Report and recommendations							Preliminary review draft	Draft Plan	Draft Plan	Final Plan and Council presentation: Dec 4



CRA Meeting Schedule

Event	Dates	Purpose	CC	Ad Hoc	CAC	Who attends		
						Staff	ECO	Fregonese
Property owners in Gateway	February 6, 2014	Discuss design workshop and interests in Gateway area						
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Ad Hoc Committee	December 4, 2013	finalize draft for Council consideration						
City Council	late Dec TBD	Final report draft						
City Council	Jan TBD	Final report presentation						

Property Owner Meeting Summary February 6, 2014

Property Owner Attendees: Ed, Vida, Thomas and Victor Zvirzdys, Neil Falkenburg, Kevin Stormans, and Tom Skillings and Leo Rancour from the Yacht Club.

There was general agreement that the Isthmus was a bad name for the area and consensus around calling it **the Gateway District or something other than the Isthmus**.

There was much **fear and distrust** expressed about the City's past behavior and possible future actions.

There was also strong agreement that **the area should be redeveloped as a vitally important mixed use area with commercial and residential uses and that it should be teeming with people**. It should be **a destination** rather than a blight.

The group felt that there was **a need for there to be principles** and that whatever scenarios are developed need to be **based on what is economically viable**.

There was agreement that there was a need for **a shared vision** for how the area should redevelop.

Interest remains in developing the Capitol Center building for a **hotel**.

The Yacht Club representatives said that they are interested in staying where they are, but they recognize that the rest of the area needs to change.

There was interest in the **group meeting with other councilmembers** to share their perspective.

There was strong agreement that the **property owners should have a prominent voice** in developing the vision for the area given that they are the ones who have an actual financial stake in the area.

There was a desire **to meet again** and to remain engaged in the process.

City of Olympia

City Council

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Approval of Emergency Ordinance Amending Chapter 5.16 of the Olympia Municipal Code Relating to Adult Oriented Businesses - Added to Agenda

Agenda Date: 2/25/2014

Agenda Number: 6.C

File Number: 14-0209

File Type: ordinance

Version: 1

Status: Other Business

..Title

Approval of Emergency Ordinance Amending Chapter 5.16 of the Olympia Municipal
Code Relating to Adult Oriented Businesses - **Added to Agenda**

..Recommended Action

City Manager Recommendation:

Move to adopt the revised ordinance on first and final reading.

..Report

Issue:

The City Council will recess to Executive Session to discuss this item. After reconvening in the Council meeting, the Councilmembers will consider taking action on this item.

Presenter(s):

City Attorney Tom Morrill

Ordinance No. 6894

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, AMENDING SECTIONS 5.16.060, 5.16.070, 5.16.080, 5.16.090 AND 5.16.190 OF THE OLYMPIA MUNICIPAL CODE RELATING TO ADULT ORIENTED BUSINESSES.

WHEREAS, on March 4, 1997, the Olympia City Council adopted Ordinance No. 5671 amending the City's regulations concerning adult oriented businesses; and

WHEREAS, the City Council made certain findings at that time, based on information presented to the Council and the City Planning Commission, concerning the neighborhood and community secondary impacts related to adult oriented businesses; and

WHEREAS, the City Council found that adult oriented businesses generally create an atmosphere for increases in crimes, such as assault, theft, robbery, prostitution, drug use, and other serious offenses in the area in which those businesses are located; and

WHEREAS, the City of Olympia's regulations concerning adult oriented businesses have the intended purpose of establishing reasonable regulations that do not infringe on constitutionally protected rights but that do prevent criminal activity and antisocial activity which is typically committed in conjunction with the operation of adult oriented businesses; and

WHEREAS, the City Council has determined that the City's current regulations need to be updated to provide necessary clarifications to ensure that the purposes and goals of the regulations concerning adult oriented businesses are realized; and

WHEREAS, the City Council acknowledges that such regulations and updates must be framed within the constraints of the First Amendment of the U.S. Constitution since the courts have recognized that some activities within adult oriented businesses contain protected expression under that amendment; and

WHEREAS, the existing regulations and the amended regulations are intended to fall within the purview of reasonable time, place, and manner regulations; and

WHEREAS, the City Council finds that it is necessary to implement the amendments to the adult oriented businesses regulations on an immediate basis to ensure that the purposes of the City's adult oriented businesses regulations are realized and thus to protect public health, safety, property and peace; and

WHEREAS, after the Council adopted Ordinance No. 5671, the legislature adopted new laws regulating human trafficking, and clarification to the City's codes are thus necessary; and

WHEREAS, after the Council adopted Ordinance No. 5671, the legislature adopted new laws regarding background checks for occupation licenses, and clarification to the City's codes are thus necessary; and

WHEREAS, this Ordinance is adopted pursuant to Article 11, Section 11 of the Washington State Constitution and any other applicable legal authority;

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

Section 1. Recitals. The recitals above are hereby adopted as findings of fact in support of this Ordinance.

Section 2. Amendment of OMC 5.16.060. Olympia Municipal Code Section 5.16.060 is hereby amended to read as follows:

5.16.060 Application for license

A. Adult oriented business. Any application for an adult oriented business shall be made on a form provided by the Director and shall contain the following information and be accompanied by the following documents, which shall be submitted to the Director:

1. If the applicant is:

a. An individual/sole proprietor, the individual/owner shall state his/her legal name and any aliases, stage names, or previous names, date of birth, and social security number and submit satisfactory proof that he/she is eighteen (18) years or twenty-one (21) years of age or older, whichever is applicable.

b. A partnership, the partnership shall state its complete name, and the legal names of all partners, including their dates of birth, social security numbers, and whether the partnership is general or limited, and a copy of the partnership agreement, if any.

c. A corporation, including a limited liability organization, the corporation shall state its complete name, the date of its incorporation, evidence that the corporation is in good standing under the laws of the State of Washington, the legal names, dates ~~or~~ of birth, social security numbers of all directors, or principal stockholders, and the capacity of all officers, directors, and principal stockholders; the name of the registered corporate agent, and the address of the registered officer for service of process.

d. As part of the application process, each officer, director, or principal stockholder, as defined above, shall provide the Director with an affidavit attesting to their identity and relationship to the corporation. Principal stockholder shall mean those persons who own ten percent (10%) or greater interest in the adult entertainment facility.

2. Whether the applicant or any other individuals listed pursuant to Subsection A.(1)(a), (b), and (c) above within a four (4) year period immediately preceding the date of the application has been convicted of a crime and, if so, the specific criminal act involved, the date of conviction and the place of conviction.

3. Whether the applicant or any of the other individuals listed pursuant to this section has, within the last four (4) years, had a previous permit or license under this ~~ordinance~~chapter or other similar ordinances from another city or county denied, suspended, or revoked, including the name and location of the adult facility for which the permit or license was denied, suspended, or revoked, the entity denying the same, as well as the date of the denial, suspension, or revocation.
4. Whether the applicant or any other entity listed pursuant to this section holds any other permits and/or licenses under this chapter, or other similar adult oriented business, including a sexually oriented business license from another city or county, and if so, the names and locations of such other permitted businesses.
5. The classification of license for which the applicant is filing.
6. The location of the proposed adult oriented business, including a legal description of the property, street address, and telephone number(s), if any.
7. The applicant's mailing address and residential address.
8. Two (2) two-inch by two-inch color photographs of the applicant, including any corporate applicants, taken within six (6) months of the date of the application, showing only the full face of the same. The photographs shall be provided at the applicant's expense. The license, when issued, shall have affixed to it one such photograph of the applicant.
9. The applicant and/or each corporate applicant's driver's license number, social security number, and/or his/her state or federally issued tax identification number.
10. Each application shall be accompanied by a complete set of fingerprints of each person required to be a party to the application, including all corporate applicants as defined above, utilizing fingerprint forms as prescribed by the Chief of Police or his/her designee. A designee may include a contracted third party entity.
11. In the case of all adult oriented businesses, a sketch or diagram must be professionally prepared and submitted to and accepted by the City, and it must be drawn to a designated scale or drawn with marked dimensions of the interior of the premises to an accuracy of plus or minus six (6) inches.
12. Applicants for a license under this ~~ordinance~~chapter shall have a continuing duty to promptly supplement application information required in the event that said information changes in any way from what is stated on the application. The failure to comply with said continuing duty within thirty (30) days from the date of such change by supplementing the application on file with the Director or his/her designee, shall be grounds for suspension of a license.

13. In the event the Director or his/her designee determines or learns at any time that the applicant has improperly completed the application for a proposed adult oriented business permit or license, he/she shall promptly notify the applicant of such fact and allow the applicant ten (10) days to properly complete the application. (The time period for granting or denying a permit shall be stayed during the period in which the applicant is allowed an opportunity to properly complete the application.)

14. The applicant must be qualified according to the provisions of this section, and the premises must be inspected and found to be in compliance with health, fire, and building codes of the City.

15. The applicant shall be required to pay a nonrefundable initial application fee of \$2,400.00 and an annual application fee of \$500.00. In addition, applicants shall also be responsible for background check fees.

16. The fact that a person possesses other types of state or city permits and/or licenses does not exempt him/her from the requirement of obtaining an adult oriented business permit.

17. The application form for licenses and permits issued under this ~~ordinance~~ chapter shall contain a provision providing that under penalty of perjury the applicant verifies that the information contained therein is true to the best of his/her knowledge.

B. Adult Cabaret Manager and Entertainer Licenses.

1. No person shall work as a manager, assistant manager, or entertainer at an adult cabaret without an entertainer's or manager's license from the City. Each applicant for a manager's or entertainer's license shall complete an application or forms provided by the Director containing the information identified below and submit same to the Director. A nonrefundable application fee of ~~\$100.00~~ \$150.00 shall accompany the application. In addition, applicants shall also be responsible for background check fees. A copy of the application shall be provided to the police department for its review, investigation, and recommendation. All applications for a manager's or entertainer's license shall be signed by the applicant and certified to be true under penalty of perjury. The manager's or entertainer's license application shall require the following information:

a. The applicant's name, home address, home telephone number, date and place of birth, ~~fingerprints taken by Olympia police department employees,~~ social security number, and any ~~state~~ stage names or nicknames used in entertaining.

b. The name and address of each business at which the applicant intends to work.

c. Documentation that the applicant has attained the age of eighteen (18) or twenty-one (21) years, whichever is applicable. Any two of the following shall be accepted as documentation of age:

i. A motor vehicle operator's license issued by any state bearing the applicant's photograph and date of birth;

ii. A state issued identification card bearing the applicant's photograph and date of birth;

iii. An official passport issued by the United States of America;

iv. An immigration card issued by the United States of America;

v. Any other identification that the City determines to be acceptable.

d. A complete statement of all convictions of the applicant for any misdemeanor or felony violations in this or any other city, county, or state within five (5) years immediately preceding the date of the application, except parking violations or minor traffic infractions.

e. A description of the applicant's principal activities or services to be rendered.

f. Two two-inch by two-inch color photographs of applicant, taken within six (6) months of the date of application showing only the full face.

g. Authorization for the City, its agents, and employees to investigate and confirm any statements set forth in the application.

h. For managers and assistant managers, fingerprints shall be provided as prescribed by the Olympia Police Department or designee. A designee may include a contracted third party entity.

2. Every adult entertainer shall provide his or her license to the adult cabaret manager on duty on the premises prior to his or her performance. The manager shall retain the licenses of the adult entertainers readily available for inspection by the City at any time during business hours of the adult cabaret/theater.

3. The Director may request additional information or clarification when necessary to determine compliance with this chapter.

4. The application form for licenses and permits issued under this chapter shall contain a provision providing that under penalty of perjury the applicant verifies that the information contained therein is true to the best of his/her knowledge.

Section 3. Amendment of OMC 5.16.070. Olympia Municipal Code Section 5.16.070 is hereby amended to read as follows:

5.16.070 Investigation and application

A. Upon receipt of an application properly filed with the Director, and upon payment of the nonrefundable license fee, the Director or his/her designee shall immediately stamp the application as received and shall immediately thereafter send photocopies of the application to the city departments or other agencies responsible for enforcement of health, fire, criminal, and building codes and laws. Each department or agency shall promptly conduct an investigation of the application and the proposed adult oriented business. ~~Said investigation shall be completed within twenty (20) days of receipt of the application by the Director or his/her designee, unless circumstances support extending the investigation. If the investigation is extended, the City shall inform the applicant of the extension and the reason. The extension shall be for no longer than ten (10) additional days from the original expiration of the twenty (20) day time period stated above. For owners,~~ managers and assistant managers, the Police Department shall seek criminal history background information from Washington State and other states and may accept a reliable FBI criminal history provided by an applicant if authorized by the Director. For entertainers, the Olympia Police Department will review publicly available criminal history background information from Washington State and may require additional criminal background information if determined appropriate. At the conclusion of its investigation, each department or agency shall indicate on the photocopy of the application its recommendation as to approval or disapproval of the application, date it, sign it, and in the event it recommends disapproval, state the specific reasons therefor, citing applicable laws or regulations.

B. A department or agency shall recommend disapproval of an application if it finds that the proposed adult oriented business will be in violation of any provision of any statute, code, ordinance, regulation, or other law in effect in the City, or if the applicant does not meet the conditions as specified in this chapter. After its indication of approval or disapproval, each department or agency shall immediately return the photocopy of the application to the Director or his/her designee.

Section 4. Amendment of OMC 5.16.080. Olympia Municipal Code Section 5.16.080 is hereby amended to read as follows:

5.16.080 Issuance of licenses

A. Adult oriented business license. The Director shall grant or deny an application for an adult oriented business within thirty (30) days from the date of its filing unless the City or applicant establishes a good reason for up to a ~~ten (10)~~ thirty (30) day extension. The Director shall grant the application unless one or more of the criteria set forth below is present. The license, if granted, shall state on its face the name of the person(s) to whom it is granted, the expiration date, and the name and address of the adult oriented business. The

license shall be posted in a conspicuous place, at or near the entrance to the adult oriented business, so that it can be easily read at any time. The license shall be valid until the end of the year during which it was granted. The City may also conditionally approve the license, subject to the City's additional investigation as to whether the applicant meets the criteria set forth below. The Director shall deny an application for an adult oriented business for any of the following reasons:

1. An applicant is under eighteen (18) or twenty-one (21) years of age or will be employing a person under eighteen (18) or twenty-one (21) years of age, whichever is applicable under Section 5.16.050 of this ~~ordinance chapter~~.
2. An applicant is overdue on his/her payment to the City of taxes, fees, fines, assessments, or penalties assessed against him/her or imposed upon him/her in relation to an adult oriented business.
3. An applicant has failed to provide information required by this ~~ordinance chapter~~ for application for the license, or has falsely answered a question or request for information on the application form.
4. The applicant has failed to comply with any provision or requirement of this chapter.
5. The applicant has failed to comply with any city codes or zoning regulations, or other state or federal regulations or court order applicable to an adult oriented business.
6. The applicant has been convicted of a felony involving adult oriented businesses including, but not limited to, prostitution, promoting prostitution, violation of RCW 9A.40.100 and RCW 9.68A.100-103, and/or ~~possession of~~ controlled substances as that term is defined in Chapter 69.50 RCW, within the last ten (10) years.

B. Adult cabaret managers or adult entertainer's license.

1. An adult cabaret manager's or entertainer's license shall be issued by the Director within ~~fourteen (14)~~ thirty (30) days from the date the complete application and fee are received unless the Director determines that the applicant has failed to provide all information required to be supplied according to this chapter, has made any false, misleading, or fraudulent statement of material fact in the application, or has failed to meet any of the requirements for issuance of a license under this chapter. The Director may extend the application review time for an additional twenty (20) days if more time is needed for investigation. If the Director determines that the applicant has failed to qualify for the license applied for, the Director shall deny the application in writing and shall cite the specific reasons therefor, including applicable laws. An adult cabaret manager and entertainer's license shall be denied for the same reasons that are set forth in subsection A of this section.
2. If the Director has failed to approve or deny an application for an adult cabaret manager's license within ~~fourteen (14)~~ thirty (30) days of filing a complete application, the applicant may, subject to all other applicable laws, commence work as an adult cabaret manager in a duly licensed adult

~~cabaret/theater until notified by the Director that the license has been denied, but in no event may the Director extend the application review time for more than an additional twenty (20) days. Director may conditionally approve the license, subject to the City's additional investigation as to whether the applicant meets the criteria set forth below. -.~~

~~32. An applicant for an adult entertainer's license shall be issued a temporary license upon receipt of a complete license application and fee. Said temporary license will automatically expire on the fourteenth (14th) thirtieth (30th) day following the filing of the complete application and fee, unless the Director has failed to approve or deny the license application in which case the temporary license shall be valid until the Director approves or denies the application, or until the final determination of any appeal from a denial of the application. In no event may the Director extend the application review time for more than an additional twenty (20) days.~~

Section 5. Amendment of OMC 5.16.090. Olympia Municipal Code Section 5.16.090 is hereby amended to read as follows:

5.16.090 Appeal

A. Denial of license. Any person aggrieved by the action of the Director in refusing to issue or renew any license issued under this chapter shall have the right to appeal such action to the ~~City Manager~~Hearing Examiner, or to such other hearing body as may hereafter be established by the City Council for the hearing of license appeals, by filing a notice of appeal with the Director within ten (10) days of notice of the refusal to issue or renew. The ~~City Manager~~Hearing Examiner or other hearing body shall set a date for the open record hearing on such appeal, to take place within forty-five (45) days of the date of receipt of the notice of appeal. At such hearing the appellant and other interested persons may appear and be heard, subject to rules and regulations of the ~~City Manager~~Hearing Examiner or other hearing body. The Hearing Examiner shall uphold the Director's decision unless it finds the decision is not supported by substantial evidence . The ~~City Manager~~Hearing Examiner or other hearing body shall render its decision on the appeal within fifteen (15) days following the close of the appeal hearing.

B. Appeal to Superior Court. Any person aggrieved by the decision of the ~~City Manager~~Hearing Examiner or hearing body may appeal to the Superior Court ~~for a writ of certiorari, prohibition, or mandamus as authorized by law.~~

Section 6. Amendment of OMC 5.16.190. Olympia Municipal Code Section 5.16.190 is hereby amended to read as follows:

5.16.190 Suspension or revocation of licenses and appeal procedure

A. When the Director suspends or revokes a license hereunder, he/she shall notify the applicant in writing of the same, describing the reasons therefor, and shall inform the applicant of his/her right to appeal to the ~~City Manager~~Hearing Examiner within ten (10) days of the date of the written notice by filing a written notice of

appeal with the Director containing a statement of the specific reasons for the appeal and a statement of the relief requested.

B. Whenever the Director has found or determined that any violation of this ~~ordinance~~ chapter has occurred, he/she shall issued a Notice of Violation and Suspension or Revocation ("Notice") to the licensee. In addition, the Director shall issue a Notice of Suspension or Revocation to the licensee or permit holder under the following circumstances:

1. Where such license was obtained by fraud or false representation of fact;
2. For the violation of, or failure to comply with, the provisions of this chapter or any other similar local or state law by the licensee or by any of its agents, employees, or representatives; when the licensee knew or should have known of the violations committed by its agents, employees, or representatives;
3. For the conviction of the licensee of any crime or offense involving prostitution, promoting prostitution, violation of RCW 9A.40.100 and RCW 9.68A.100-103, or ~~transactions involving controlled substances~~ (as that term is defined in chapter 69.50 RCW) committed on the premises, or the conviction of the licensee's employees, agents, or representatives of any crime or offense involving prostitution, violation of RCW 9A.40.100 and RCW 9.68A.100-103, or ~~transactions involving controlled substances~~ (as that term is defined in Chapter 69.50 RCW) committed on the licensed premises.

C. The notice shall include the following:

1. Name(s) of person(s) involved.
2. Description of the violation(s), including date and section of this ~~ordinance~~ chapter violated.
3. Description of the administrative action taken.
4. Rights of appeal as set forth above.

The notice shall be served either personally or by mailing a copy of the notice by certified mail, postage prepaid, return receipt requested, to the licensee at his or her last known address. Proof of service shall be made at the time of service by a written declaration under penalty of perjury, executed by the person effecting the service, declaring the time, date, and the manner by which service was made. The decision may be appealed to the ~~City Manager~~ Hearing Examiner if request for appeal is properly filed with the Director within ten (10) calendar days of receipt of the notice. Said request shall be in writing, state specific reasons for the appeal, and the relief requested.

D. The suspension or revocation of a license shall be effective at the end of the expiration of any appeal period, unless there is a written request for an appeal properly filed by the licensee. If there is an appeal so

requested, then the revocation or suspension shall be stayed pending the outcome of the appeal. This effective date of suspension shall not apply to any fire code violation or building code violation deemed by the appropriate officials to be a serious risk to health and welfare.

E. Within ten (10) working days of receiving a timely appeal, the Director shall forward the administrative record of the licensing decision to the ~~City Manager~~Hearing Examiner.

F. When an applicant has appealed the Director decision according to the ~~stipulations-procedures~~ herein, the ~~City Manager~~Hearing Examiner shall review the administrative record as soon as possible, but no later than thirty (30) working days after the City receives the appeal. Written notice of the date, time, and place of the scheduled ~~meeting-open record hearing~~ will be given to the applicant by the Director by mailing the same, postage prepaid, to the applicant at the address shown on the license or permit application, at least five (5) days prior to the meetinghearing, which take place within forty five (45) days of the date of the receipt of the notice of appeal.

G. If the licensee appeals the notice to the ~~City Manager~~Hearing Examiner, the licensee shall be afforded a reasonable opportunity to be heard as to the violation and action taken. The applicant and Director or his or her representative shall be given an opportunity to argue the merits of the appeal before the ~~City Manager~~Hearing Examiner.

H. The ~~City Manager~~ Hearing Examiner shall uphold the Director's decision unless it finds the decision is not supported by substantial evidence in the administrative record.

I. The ~~City Manager~~ Hearing Examiner shall issue a written decision within ten (10) working days of hearing the appeal. The ~~City Manager~~ Hearing Examiner may uphold the Director's decision and deny the permit, overrule the Director's decision and grant the permit, or remand the matter to the Director for further review and action. The Director shall complete further action or review within thirty (30) working days of receiving any remand.

J. Decision by the ~~City Manager~~ Hearing Examiner shall constitute final administrative review. The applicant shall be responsible for the cost of any preparation of the record for appeal.

Section 7. 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 8. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 9. Effective Date. This Ordinance is designated as a public emergency ordinance necessary for the protection of public health, safety, property, and peace and therefore shall take effect immediately upon adoption by the City Council.


MAYOR

ATTEST:


CITY CLERK

APPROVED AS TO FORM:


CITY ATTORNEY

PASSED: February 25, 2014

APPROVED: February 25, 2014

PUBLISHED: February 27, 2014

Ordinance No.

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, AMENDING SECTIONS 5.16.060, 5.16.070, 5.16.080, 5.16.090 AND 5.16.190 OF THE OLYMPIA MUNICIPAL CODE RELATING TO ADULT ORIENTED BUSINESSES.

WHEREAS, on March 4, 1997, the Olympia City Council adopted Ordinance No. 5671 amending the City's regulations concerning adult oriented businesses; and

WHEREAS, the City Council made certain findings at that time, based on information presented to the Council and the City Planning Commission, concerning the neighborhood and community secondary impacts related to adult oriented businesses; and

WHEREAS, the City Council found that adult oriented businesses generally create an atmosphere for increases in crimes, such as assault, theft, robbery, prostitution, drug use, and other serious offenses in the area in which those businesses are located; and

WHEREAS, the City of Olympia's regulations concerning adult oriented businesses have the intended purpose of establishing reasonable regulations that do not infringe on constitutionally protected rights but that do prevent criminal activity and antisocial activity which is typically committed in conjunction with the operation of adult oriented businesses; and

WHEREAS, the City Council has determined that the City's current regulations need to be updated to provide necessary clarifications to ensure that the purposes and goals of the regulations concerning adult oriented businesses are realized; and

WHEREAS, the City Council acknowledges that such regulations and updates must be framed within the constraints of the First Amendment of the U.S. Constitution since the courts have recognized that some activities within adult oriented businesses contain protected expression under that amendment; and

WHEREAS, the existing regulations and the amended regulations are intended to fall within the purview of reasonable time, place, and manner regulations; and

WHEREAS, the City Council finds that it is necessary to implement the amendments to the adult oriented businesses regulations on an immediate basis to ensure that the purposes of the City's adult oriented businesses regulations are realized and thus to protect public health, safety, property and peace; and

WHEREAS, after the Council adopted Ordinance No. 5671, the legislature adopted new laws regulating human trafficking, and clarification to the City's codes are thus necessary; and

WHEREAS, after the Council adopted Ordinance No. 5671, the legislature adopted new laws regarding background checks for occupation licenses, and clarification to the City's codes are thus necessary; and

WHEREAS, this Ordinance is adopted pursuant to Article 11, Section 11 of the Washington State Constitution and any other applicable legal authority;

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

Section 1. Recitals. The recitals above are hereby adopted as findings of fact in support of this Ordinance.

Section 2. Amendment of OMC 5.16.060. Olympia Municipal Code Section 5.16.060 is hereby amended to read as follows:

5.16.060 Application for license

A. Adult oriented business. Any application for an adult oriented business shall be made on a form provided by the Director and shall contain the following information and be accompanied by the following documents, which shall be submitted to the Director:

1. If the applicant is:

a. An individual/sole proprietor, the individual/owner shall state his/her legal name and any aliases, stage names, or previous names, date of birth, and social security number and submit satisfactory proof that he/she is eighteen (18) years or twenty-one (21) years of age or older, whichever is applicable.

b. A partnership, the partnership shall state its complete name, and the legal names of all partners, including their dates of birth, social security numbers, and whether the partnership is general or limited, and a copy of the partnership agreement, if any.

c. A corporation, including a limited liability organization, the corporation shall state its complete name, the date of its incorporation, evidence that the corporation is in good standing under the laws of the State of Washington, the legal names, ~~dates of~~ birth, social security numbers of all directors, or principal stockholders, and the capacity of all officers, directors, and principal stockholders; the name of the registered corporate agent, and the address of the registered officer for service of process.

d. As part of the application process, each officer, director, or principal stockholder, as defined above, shall provide the Director with an affidavit attesting to their identity and relationship to the corporation. Principal stockholder shall mean those persons who own ten percent (10%) or greater interest in the adult entertainment facility.

2. Whether the applicant or any other individuals listed pursuant to Subsection A.(1)(a), (b), and (c) above within a four (4) year period immediately preceding the date of the application has been convicted of a crime and, if so, the specific criminal act involved, the date of conviction and the place of conviction.

3. Whether the applicant or any of the other individuals listed pursuant to this section has, within the last four (4) years, had a previous permit or license under this ~~ordinance~~chapter or other similar ordinances from another city or county denied, suspended, or revoked, including the name and location of the adult facility for which the permit or license was denied, suspended, or revoked, the entity denying the same, as well as the date of the denial, suspension, or revocation.
4. Whether the applicant or any other entity listed pursuant to this section holds any other permits and/or licenses under this chapter, or other similar adult oriented business, including a sexually oriented business license from another city or county, and if so, the names and locations of such other permitted businesses.
5. The classification of license for which the applicant is filing.
6. The location of the proposed adult oriented business, including a legal description of the property, street address, and telephone number(s), if any.
7. The applicant's mailing address and residential address.
8. Two (2) two-inch by two-inch color photographs of the applicant, including any corporate applicants, taken within six (6) months of the date of the application, showing only the full face of the same. The photographs shall be provided at the applicant's expense. The license, when issued, shall have affixed to it one such photograph of the applicant.
9. The applicant and/or each corporate applicant's driver's license number, social security number, and/or his/her state or federally issued tax identification number.
10. Each application shall be accompanied by a complete set of fingerprints of each person required to be a party to the application, including all corporate applicants as defined above, utilizing fingerprint forms as prescribed by the Chief of Police or his/her designee. A designee may include a contracted third party entity.
11. In the case of all adult oriented businesses, a sketch or diagram must be professionally prepared and submitted to and accepted by the City, and it must be drawn to a designated scale or drawn with marked dimensions of the interior of the premises to an accuracy of plus or minus six (6) inches.
12. Applicants for a license under this ~~ordinance~~chapter shall have a continuing duty to promptly supplement application information required in the event that said information changes in any way from what is stated on the application. The failure to comply with said continuing duty within thirty (30) days from the date of such change by supplementing the application on file with the Director or his/her designee, shall be grounds for suspension of a license.

13. In the event the Director or his/her designee determines or learns at any time that the applicant has improperly completed the application for a proposed adult oriented business permit or license, he/she shall promptly notify the applicant of such fact and allow the applicant ten (10) days to properly complete the application. (The time period for granting or denying a permit shall be stayed during the period in which the applicant is allowed an opportunity to properly complete the application.)

14. The applicant must be qualified according to the provisions of this section, and the premises must be inspected and found to be in compliance with health, fire, and building codes of the City.

15. The applicant shall be required to pay a nonrefundable initial application fee of \$2,400.00 and an annual application fee of \$500.00. In addition, applicants shall also be responsible for background check fees.

16. The fact that a person possesses other types of state or city permits and/or licenses does not exempt him/her from the requirement of obtaining an adult oriented business permit.

17. The application form for licenses and permits issued under this ~~ordinance~~ chapter shall contain a provision providing that under penalty of perjury the applicant verifies that the information contained therein is true to the best of his/her knowledge.

B. Adult Cabaret Manager and Entertainer Licenses.

1. No person shall work as a manager, assistant manager, or entertainer at an adult cabaret without an entertainer's or manager's license from the City. Each applicant for a manager's or entertainer's license shall complete an application or forms provided by the Director containing the information identified below and submit same to the Director. A nonrefundable application fee of ~~\$100.00~~ \$150.00 shall accompany the application. In addition, applicants shall also be responsible for background check fees. A copy of the application shall be provided to the police department for its review, investigation, and recommendation. All applications for a manager's or entertainer's license shall be signed by the applicant and certified to be true under penalty of perjury. The manager's or entertainer's license application shall require the following information:

a. The applicant's name, home address, home telephone number, date and place of birth, ~~fingerprints taken by Olympia police department employees,~~ social security number, and any ~~state~~ stage names or nicknames used in entertaining.

b. The name and address of each business at which the applicant intends to work.

c. Documentation that the applicant has attained the age of eighteen (18) or twenty-one (21) years, whichever is applicable. Any two of the following shall be accepted as documentation of age:

- i. A motor vehicle operator's license issued by any state bearing the applicant's photograph and date of birth;
- ii. A state issued identification card bearing the applicant's photograph and date of birth;
- iii. An official passport issued by the United States of America;
- iv. An immigration card issued by the United States of America;
- v. Any other identification that the City determines to be acceptable.

d. A complete statement of all convictions of the applicant for any misdemeanor or felony violations in this or any other city, county, or state within five (5) years immediately preceding the date of the application, except parking violations or minor traffic infractions.

e. A description of the applicant's principal activities or services to be rendered.

f. Two two-inch by two-inch color photographs of applicant, taken within six (6) months of the date of application showing only the full face.

g. Authorization for the City, its agents, and employees to investigate and confirm any statements set forth in the application.

h. For managers and assistant managers, fingerprints shall be provided as prescribed by the Olympia Police Department or designee. A designee may include a contracted third party entity.

2. Every adult entertainer shall provide his or her license to the adult cabaret manager on duty on the premises prior to his or her performance. The manager shall retain the licenses of the adult entertainers readily available for inspection by the City at any time during business hours of the adult cabaret/theater.

3. The Director may request additional information or clarification when necessary to determine compliance with this chapter.

4. The application form for licenses and permits issued under this chapter shall contain a provision providing that under penalty of perjury the applicant verifies that the information contained therein is true to the best of his/her knowledge.

Section 3. Amendment of OMC 5.16.070. Olympia Municipal Code Section 5.16.070 is hereby amended to read as follows:

5.16.070 Investigation and application

A. Upon receipt of an application properly filed with the Director, and upon payment of the nonrefundable license fee, the Director or his/her designee shall immediately stamp the application as received and shall immediately thereafter send photocopies of the application to the city departments or other agencies responsible for enforcement of health, fire, criminal, and building codes and laws. Each department or agency shall promptly conduct an investigation of the application and the proposed adult oriented business. ~~Said investigation shall be completed within twenty (20) days of receipt of the application by the Director or his/her designee, unless circumstances support extending the investigation. If the investigation is extended, the City shall inform the applicant of the extension and the reason. The extension shall be for no longer than ten (10) additional days from the original expiration of the twenty (20) day time period stated above.~~ For owners, managers and assistant managers, the Police Department shall seek criminal history background information from Washington State and other states and may accept a reliable FBI criminal history provided by an applicant if authorized by the Director. For entertainers, the Olympia Police Department will review publicly available criminal history background information from Washington State and may require additional criminal background information if determined appropriate. At the conclusion of its investigation, each department or agency shall indicate on the photocopy of the application its recommendation as to approval or disapproval of the application, date it, sign it, and in the event it recommends disapproval, state the specific reasons therefor, citing applicable laws or regulations.

B. A department or agency shall recommend disapproval of an application if it finds that the proposed adult oriented business will be in violation of any provision of any statute, code, ordinance, regulation, or other law in effect in the City, or if the applicant does not meet the conditions as specified in this chapter. After its indication of approval or disapproval, each department or agency shall immediately return the photocopy of the application to the Director or his/her designee.

Section 4. Amendment of OMC 5.16.080. Olympia Municipal Code Section 5.16.080 is hereby amended to read as follows:

5.16.080 Issuance of licenses

A. Adult oriented business license. The Director shall grant or deny an application for an adult oriented business within thirty (30) days from the date of its filing unless the City or applicant establishes a good reason for up to a ~~ten (10)~~ thirty (30) day extension. The Director shall grant the application unless one or more of the criteria set forth below is present. The license, if granted, shall state on its face the name of the person(s) to whom it is granted, the expiration date, and the name and address of the adult oriented business. The

license shall be posted in a conspicuous place, at or near the entrance to the adult oriented business, so that it can be easily read at any time. The license shall be valid until the end of the year during which it was granted. The City may also conditionally approve the license, subject to the City's additional investigation as to whether the applicant meets the criteria set forth below. The Director shall deny an application for an adult oriented business for any of the following reasons:

1. An applicant is under eighteen (18) or twenty-one (21) years of age or will be employing a person under eighteen (18) or twenty-one (21) years of age, whichever is applicable under Section 5.16.050 of this ~~ordinance~~ chapter.
2. An applicant is overdue on his/her payment to the City of taxes, fees, fines, assessments, or penalties assessed against him/her or imposed upon him/her in relation to an adult oriented business.
3. An applicant has failed to provide information required by this ~~ordinance~~ chapter for application for the license, or has falsely answered a question or request for information on the application form.
4. The applicant has failed to comply with any provision or requirement of this chapter.
5. The applicant has failed to comply with any city codes or zoning regulations, or other state or federal regulations or court order applicable to an adult oriented business.
6. The applicant has been convicted of a felony involving adult oriented businesses including, but not limited to, prostitution, promoting prostitution, violation of RCW 9A.40.100 and RCW 9.68A.100-103, and/or ~~possession of~~ controlled substances as that term is defined in Chapter 69.50 RCW, within the last ten (10) years.

B. Adult cabaret managers or adult entertainer's license.

1. An adult cabaret manager's or entertainer's license shall be issued by the Director within ~~fourteen (14)~~ thirty (30) days from the date the complete application and fee are received unless the Director determines that the applicant has failed to provide all information required to be supplied according to this chapter, has made any false, misleading, or fraudulent statement of material fact in the application, or has failed to meet any of the requirements for issuance of a license under this chapter. The Director may extend the application review time for an additional twenty (20) days if more time is needed for investigation. If the Director determines that the applicant has failed to qualify for the license applied for, the Director shall deny the application in writing and shall cite the specific reasons therefor, including applicable laws. An adult cabaret manager and entertainer's license shall be denied for the same reasons that are set forth in subsection A of this section.
2. If the Director has failed to approve or deny an application for an adult cabaret manager's license within ~~fourteen (14)~~ thirty (30) days of filing a complete application, the applicant may, subject to all other applicable laws, commence work as an adult cabaret manager in a duly licensed adult

~~cabaret/theater until notified by the Director that the license has been denied, but in no event may the Director extend the application review time for more than an additional twenty (20) days. Director may conditionally approve the license, subject to the City's additional investigation as to whether the applicant meets the criteria set forth below. -.~~

~~32. An applicant for an adult entertainer's license shall be issued a temporary license upon receipt of a complete license application and fee. Said temporary license will automatically expire on the fourteenth (14th) thirtieth (30th) day following the filing of the complete application and fee, unless the Director has failed to approve or deny the license application in which case the temporary license shall be valid until the Director approves or denies the application, or until the final determination of any appeal from a denial of the application. In no event may the Director extend the application review time for more than an additional twenty (20) days.~~

Section 5. Amendment of OMC 5.16.090. Olympia Municipal Code Section 5.16.090 is hereby amended to read as follows:

5.16.090 Appeal

A. Denial of license. Any person aggrieved by the action of the Director in refusing to issue or renew any license issued under this chapter shall have the right to appeal such action to the ~~City Manager~~Hearing Examiner, or to such other hearing body as may hereafter be established by the City Council for the hearing of license appeals, by filing a notice of appeal with the Director within ten (10) days of notice of the refusal to issue or renew. The ~~City Manager~~Hearing Examiner or other hearing body shall set a date for the open record hearing on such appeal, to take place within forty-five (45) days of the date of receipt of the notice of appeal. At such hearing the appellant and other interested persons may appear and be heard, subject to rules and regulations of the ~~City Manager~~Hearing Examiner or other hearing body. The Hearing Examiner shall uphold the Director's decision unless it finds the decision is not supported by substantial evidence . The ~~City Manager~~Hearing Examiner or other hearing body shall render its decision on the appeal within fifteen (15) days following the close of the appeal hearing.

B. Appeal to Superior Court. Any person aggrieved by the decision of the ~~City Manager~~Hearing Examiner or hearing body may appeal to the Superior Court ~~for a writ of certiorari, prohibition, or mandamus as authorized by law.~~

Section 6. Amendment of OMC 5.16.190. Olympia Municipal Code Section 5.16.190 is hereby amended to read as follows:

5.16.190 Suspension or revocation of licenses and appeal procedure

A. When the Director suspends or revokes a license hereunder, he/she shall notify the applicant in writing of the same, describing the reasons therefor, and shall inform the applicant of his/her right to appeal to the ~~City Manager~~ Hearing Examiner within ten (10) days of the date of the written notice by filing a written notice of

appeal with the Director containing a statement of the specific reasons for the appeal and a statement of the relief requested.

B. Whenever the Director has found or determined that any violation of this ~~ordinance~~chapter has occurred, he/she shall issued a Notice of Violation and Suspension or Revocation ("Notice") to the licensee. In addition, the Director shall issue a Notice of Suspension or Revocation to the licensee or permit holder under the following circumstances:

1. Where such license was obtained by fraud or false representation of fact;
2. For the violation of, or failure to comply with, the provisions of this chapter or any other similar local or state law by the licensee or by any of its agents, employees, or representatives; when the licensee knew or should have known of the violations committed by its agents, employees, or representatives;
3. For the conviction of the licensee of any crime or offense involving prostitution, promoting prostitution, violation of RCW 9A.40.100 and RCW 9.68A.100-103, or ~~transactions involving controlled substances~~ (as that term is defined in chapter 69.50 RCW) committed on the premises, or the conviction of the licensee's employees, agents, or representatives of any crime or offense involving prostitution, violation of RCW 9A.40.100 and RCW 9.68A.100-103, or ~~transactions involving controlled substances~~ (as that term is defined in Chapter 69.50 RCW) committed on the licensed premises.

C. The notice shall include the following:

1. Name(s) of person(s) involved.
2. Description of the violation(s), including date and section of this ~~ordinance~~chapter violated.
3. Description of the administrative action taken.
4. Rights of appeal as set forth above.

The notice shall be served either personally or by mailing a copy of the notice by certified mail, postage prepaid, return receipt requested, to the licensee at his or her last known address. Proof of service shall be made at the time of service by a written declaration under penalty of perjury, executed by the person effecting the service, declaring the time, date, and the manner by which service was made. The decision may be appealed to the ~~City Manager~~Hearing Examiner if request for appeal is properly filed with the Director within ten (10) calendar days of receipt of the notice. Said request shall be in writing, state specific reasons for the appeal, and the relief requested.

D. The suspension or revocation of a license shall be effective at the end of the expiration of any appeal period, unless there is a written request for an appeal properly filed by the licensee. If there is an appeal so

requested, then the revocation or suspension shall be stayed pending the outcome of the appeal. This effective date of suspension shall not apply to any fire code violation or building code violation deemed by the appropriate officials to be a serious risk to health and welfare.

E. Within ten (10) working days of receiving a timely appeal, the Director shall forward the administrative record of the licensing decision to the ~~City Manager~~Hearing Examiner.

F. When an applicant has appealed the Director decision according to the ~~stipulations-procedures~~ herein, the ~~City Manager~~Hearing Examiner shall review the administrative record as soon as possible, but no later than thirty (30) working days after the City receives the appeal. Written notice of the date, time, and place of the scheduled ~~meeting-open record hearing~~ will be given to the applicant by the Director by mailing the same, postage prepaid, to the applicant at the address shown on the license or permit application, at least five (5) days prior to the ~~meetinghearing, which take place within forty five (45) days of the date of the receipt of the notice of appeal.~~

G. If the licensee appeals the notice to the ~~City Manager~~Hearing Examiner, the licensee shall be afforded a reasonable opportunity to be heard as to the violation and action taken. The applicant and Director or his or her representative shall be given an opportunity to argue the merits of the appeal before the ~~City Manager~~Hearing Examiner.

H. The ~~City Manager~~Hearing Examiner shall uphold the Director's decision unless it finds the decision is not supported by substantial evidence ~~in the administrative record~~.

I. The ~~City Manager~~Hearing Examiner shall issue a written decision within ten (10) working days of hearing the appeal. The ~~City Manager~~Hearing Examiner may uphold the Director's decision and deny the permit, overrule the Director's decision and grant the permit, or remand the matter to the Director for further review and action. The Director shall complete further action or review within thirty (30) working days of receiving any remand.

J. Decision by the ~~City Manager~~Hearing Examiner shall constitute final administrative review. The applicant shall be responsible for the cost of any preparation of the record for appeal.

Section 7. 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 8. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 9. Effective Date. This Ordinance is designated as a public emergency ordinance necessary for the protection of public health, safety, property, and peace and therefore shall take effect immediately upon adoption by the City Council.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED: