



Meeting Agenda

Planning Commission

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

Monday, July 24, 2017

6:30 PM

Room 207

1. CALL TO ORDER

Estimated time for items 1 through 5: 20 minutes

1.A ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.A [17-0750](#) Approval of the July 10, 2017 Olympia Planning Commission Meeting Minutes

Attachments: [OPC 7.10.17 draft minutes](#)

4. PUBLIC COMMENT

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

5. STAFF ANNOUNCEMENTS

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

6. BUSINESS ITEMS

6.A [17-0700](#) South Capitol Neighborhood Association Comprehensive Plan Amendment - Public Hearing

Attachments: [Review Criteria](#)
[Application Packet](#)
[Intercity Transit Comments](#)
[Public Works Comments](#)
[Capitol Campus Map](#)

Estimated time: 30 minutes

6.B [17-0712](#) Revisions to the Septic to Sewer Program Public Hearing

Attachments: [Draft Ordinance](#)

[UAC Letter](#)

Estimated time: 30 minutes

6.C [17-0737](#) City of Olympia Emergency Management Plan

Attachments: [2016 Emergency Management Plan](#)

[2016 Overview](#)

Estimated time: 45 minutes

6.D [17-0745](#) Gateways Draft Master Plan Presentation

Estimated time: 30 minutes

7. REPORTS

From Officers and Commissioners, and regarding relevant topics.

8. OTHER TOPICS**9. ADJOURNMENT**

Approximately 9:30 p.m.

Upcoming Meetings

Next regular Commission meeting is August 7, 2017. See 'meeting details' in Legistar for list of other meetings and events related to Commission activities.

Accommodations

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



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

Planning Commission

Approval of the July 10, 2017 Olympia Planning Commission Meeting Minutes

Agenda Date: 7/24/2017
Agenda Item Number: 3.A
File Number: 17-0750

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

Title

Approval of the July 10, 2017 Olympia Planning Commission Meeting Minutes



Meeting Minutes

Planning Commission

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

Monday, July 10, 2017

6:30 PM

Room 207

1. CALL TO ORDER

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

1.A ROLL CALL

Commissioner Burns arrived after the roll call was taken.

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

Excused: 1 - Commissioner Negheen Kamkar

Absent: 1 - Commissioner Tammy Adams

OTHERS PRESENT

Community Planning and Development:

Senior Planner Joyce Phillips

Minutes Recorder Stacey Rodell

Public Works:

Engineering and Planning Supervisor Randy Wesselman

2. APPROVAL OF AGENDA

Vice Chair Auderer proposed tabling business item 6.E to the Planning Commission meeting on July 24, 2017 due to the volume of business items on the agenda at this meeting.

The agenda was unanimously approved as amended.

3. APPROVAL OF MINUTES

3.A [17-0697](#) Approval of the June 19, 2017, Olympia Planning Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. STAFF ANNOUNCEMENTS - None**6. BUSINESS ITEMS**

Chair Mark indicated the written comment period for all four public hearings will be extended through Monday - July 17, 2017. He reviewed public hearing guidelines.

**6.A [17-0699](#) Tsuki Corner Comprehensive Plan Amendment and Rezone Proposal
- Public Hearing**

Ms. Phillips presented information regarding the Tsuki Corner Comprehensive Plan amendment and rezone proposal via a PowerPoint presentation.

Chair Mark opened the public hearing.

The follow members of the public spoke:

Philip Jones is opposed to the amendment and rezone due to the following concerns:

- Increased traffic volumes
- Children and pedestrian safety
- Especially opposed to the two eastern most lots of the proposal being rezoned

Michael Lang is opposed to the amendment and rezone due to the following concerns:

- Increased impacts on schools due to increased housing/children
- Increased traffic volumes
- Safety - increased accidents

Billy Pitt is opposed to the amendment and rezone due to the following concerns:

- Apartments backing up to his property - potential multiple stories could reduce the amount of privacy to his home
- Purchased his property with the understanding of the current zoning for these parcels was for single family residential homes and future residential development would be similar
- High density housing in a low density area

Lynley Olson is in favor of the amendment and rezone for the following reasons:

- Front corner zoned as professional office and residential in the rear of the property may assist with safety of children not living directly on the corner where the traffic volumes are higher
- Potential to stimulate business and economy to the area

Tom Hulbert was in attendance representing his brother, who is the owner of the Tsuki Nursery (two of the parcels in the proposal). They are in favor of the amendment and rezone as they feel the corner of the parcels at the intersection would be better served with offices and businesses. The corner of the property is not

family friendly due to the traffic.

Bob Prandi, owner 1707 Yelm Highway (one of the parcels in the proposal) is in favor of the amendment and rezone for the following reasons:

- Would match existing zoning of the other three corners of this intersection
- Professional Office zoning would allow for business development on the corner where the traffic is the busiest and would potentially improve safety with residential property development in the rear of the parcels away from the busy intersection
- Could potentially influence further economic development to Briggs Village development

Chair Mark asked Ms. Phillips for more information on projected increase of traffic flow in that area and she stated she would look into finding more information.

Andrew Easley, a boardmember of the Henderson Ridge Homeowners Association is opposed to the amendment and rezone due to the following concerns:

- Increase in noise and traffic
- Set back and buffers - removal of the trees
- Decreased property values
- Increased impacts on schools due to increased housing/children

Betsy Johnson is opposed to the amendment and rezone due to the following concerns:

- Already going to be an increase in traffic due to completion of surrounding developments
- Removal of the greenbelt/trees could change the cooler climate in the neighborhood

Trong Hong, owner 1705 Yelm Highway (one of the parcels in the proposal) is in favor of the amendment and rezone for the following reasons:

- Contributed part of his property to the widening of Yelm Highway from 2 lanes to 4 lanes
- Developers contribute money to the schools so more will be built to accommodate the growth
- Supports community growth

Jim Bennett is in favor of professional office on Yelm Highway and maybe lower density single family residence in the south part of the properties.

John Park is opposed to the amendment and rezone due to the following concerns:

- Increase traffic resulting in a decrease of safety
- Office buildings would not fit in with the residential design of the surrounding area
- Increase in noise
- Decrease in privacy

Andrew Easley added additional comments. He reiterated his concern of safety and indicated he and his son were hit by a car while on his bike. An increase in traffic could increase the incidents of accidents and will increase noise.

Chair Mark closed the public hearing and announced the Commission will begin its deliberations at the July 24, 2017 meeting.

The public hearing was held and closed.

6.B [17-0698](#) Olympia Bentrige Village Comprehensive Plan Amendment and Rezone Proposal - Public Hearing

Ms. Phillips presented information regarding the Olympia Bentrige Village Comprehensive Plan amendment and rezone proposal via a PowerPoint presentation.

Commissioner Burns inquired about the history of Bentrige Village and Ms. Phillips provided information.

Commissioner Hoppe requested information on the transportation corridor designations for the connector road through this property. Ms. Phillips indicated she would provide that information once it has been obtained.

Chair Mark opened the public hearing.

The follow members of the public spoke:

Collen Hawes stated after receiving clarification from another homeowner she has a better understanding of this rezone. She suggested that in the future it may be helpful to clarify that zone R4-8 means park land.

Linda Lamb stated the original notice of application was confusing in regards to the rezone. She understands the City's plan of the connector road through the property but is uncertain how it can be cut through the ridge on the property. She is not opposed to lower density R4-8 rezone but highly concerned about the medium density neighborhood center being located at the lowest part of the property. The retention pond that serves the water tower overflows now and she is concerned a higher density center will only create more flooding issues in this area. She is concerned about an increase in traffic with the higher density zoning. She would like to see the entire property be zoned lower density R4-8.

George Lamb is highly concerned about the medium density rezone for the following reasons:

- Traffic flow and the increase of speed
- Ingress and egress
- Water runoff not addressed properly

Jamie Bellamy is concerned with the medium density rezone as she has concerns of

the impact on schools with the increase of children. She approves of the low density rezone.

Deborah Jaqua expressed her concern that the City does not have a specific zoning designation for parks. She urged the City to add Parks to the zoning designations.

Chair Mark closed the public hearing.

Chair Mark requested additional information be obtained regarding the reason why Olympia does not have a Parks zoning designation. Ms. Phillips indicated she will obtain that information for the Commission.

The public hearing was held and closed.

6.C [17-0700](#) South Capitol Neighborhood Association Comprehensive Plan
Amendment - Public Hearing

Ms. Phillips presented information regarding the South Capitol Neighborhood Association Comprehensive Plan amendment via a PowerPoint presentation. She indicated an error in the meeting packet. The review criteria that was included for this particular amendment erroneously was the Bentrige Village criteria instead of the South Capitol Neighborhood review criteria. She handed out the proper version of the review criteria to the Commission as she would be referencing it throughout the briefing.

Chair Mark asked about the benefit of approving staff's recommendation versus the applicant's request. Ms. Phillips and Mr. Wesselman replied if the street designation that is currently major collector is reduced to a lower classification such as neighborhood collector or local access, then the City would not be able to use Federal transportation funds for street improvements.

Chair Mark opened the public hearing.

The follow member of the public spoke:

Katie Pruit, President of the South Capitol Neighborhood Association is in favor of the amendment to reduce the street to a neighborhood collector as written in the application for the following reasons:

- Does not meet the criteria of major collector street designation
- Keeping the existing major collector classification could affect the design guidelines for such things as the type of street lighting.

Ms. Pruit would like to see more information on the major collector classification. Ms. Pruit asked that the street be reclassified to a lower designation than major collector.

Due to the fact there was an issue with notification of this hearing to the residents of this neighborhood the Commission will continue this public hearing at the its meeting on July 24, 2017. This will allow more time for residents to reply to staff's

recommendation.

The public hearing was continued to the Planning Commission due back on 7/24/2017.

6.D [17-0701](#) City of Olympia Public Works Department Comprehensive Plan Amendment Request - Public Hearing

Ms. Phillips presented information regarding the City of Olympia Public Works Department Comprehensive Plan amendment via a PowerPoint presentation.

Chair Mark opened the public hearing. There was no public comment so Chair Mark closed the public hearing.

The public hearing was held and closed.

6.E [17-0712](#) Revisions to the Septic to Sewer Program

The information was postponed and referred to the Planning Commission due back on 7/24/2017.

7. REPORTS

Commissioner Hoppe reported on his attendance to a recent training called *Jurassic Parliament*.

8. OTHER TOPICS

Ms. Phillips indicated that Council requested a Planning Commissioner attend the Council meeting on July 11, 2017 to attest to the deliberation of the Critical Area Ordinance Phase II agenda item. Commissioner Richmond and Commissioner Hoppe indicated they would be able to attend.

9. ADJOURNMENT

The meeting adjourned at 8:51 p.m.



Planning Commission

South Capitol Neighborhood Association Comprehensive Plan Amendment - Public Hearing

Agenda Date: 7/24/2017
Agenda Item Number: 6.A
File Number: 17-0700

Type: public hearing Version: 1 Status: In Committee

Title

South Capitol Neighborhood Association Comprehensive Plan Amendment - Public Hearing

Recommended Action

Move to approve that Maple Park Avenue, between Capitol Way S and Jefferson Street SE, remain designated as a Major Collector but that a new set of engineering standards be developed for Major Collectors in the South Capitol Historic District. The engineering standards should be developed in collaboration with the South Capitol Neighborhood Association through a public process and brought forward to the City Council for a final decision.

Report

Issue:

Whether the Planning Commission will make a written recommendation to City Council regarding the Comprehensive Plan Amendment proposed by the South Capitol Neighborhood Association to amend the Transportation 2030 Maps.

Staff Contact:

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

Presenter(s):

Joyce Phillips, Senior Planner, Community Planning and Development

Background and Analysis:

Each year the Community Planning and Development Department sends notification of the annual Comprehensive Plan Amendment process to recognized neighborhoods in the City.

In 2016 the South Capitol Neighborhood Association submitted a preliminary application to amend the Transportation 2030 Maps by removing the Major Collector designation on Maple Park Avenue between Capitol Way S and Jefferson Street SE and designating it to a lower standard. Earlier in 2017, the City Council advanced the request to the final docket along with three other applications.

Neighborhood/Community Interests (if known):

This section of street has multiple parties of interest. Maintenance of street and median/park is shared between the State of Washington Department of Enterprise Services and the City of Olympia. Essentially, the City maintains the travel lanes and the state maintains the median, which is Maple Park. The street is primarily used by state employees to access the state's main parking facility and the residents of the adjacent neighborhood. Intercity Transit runs bus service on the street and has four transit stops.

Maple Park Avenue is a unique, landscaped boulevard that is wholly within the nationally recognized historic south capitol neighborhood. It serves as the transition between the residential neighborhood and the State Capitol Campus.

The engineering standards the City applies to streets are based upon their classification. If a street is designated as a Major Collector, certain standards are applied. Redesignation of the street classification may not affect the way the street is used, however it will impact the standards and funding sources applied to the street.

Options:

1. Recommend the Transportation 2030 Maps be amended, as proposed by the South Capitol Neighborhood Association, by designating Maple Park Avenue as a Neighborhood Collector.
2. Recommend the Transportation 2030 Maps not be amended, but that a new set of engineering standards be developed for Major Collectors in the South Capitol Historic District. The engineering standards should be developed in collaboration with the South Capitol Neighborhood Association through a public process and brought forward to the City Council for a final decision.
3. Recommend the Transportation 2030 Map amendments be denied and retain the Major Collector designation on Maple Park Avenue.

Financial Impact:

If Maple Park Avenue is reclassified as a Neighborhood Collector rather than a Major Collector, the City would need to remove it from the Federal Aid Classification System. This means that the City would not be able to use Federal transportation funds on this street in the future.

Attachments:

Review Criteria
Application Packet
Intercity Transit Comments
Public Works Comments
Capitol Campus Map

**Final Review and Evaluation Criteria
Olympia Municipal Code - Section 18.59.040**

South Capitol Neighborhood Association Comprehensive Plan Amendment Request
Project #: 17-1238

Chapter 18.59 of the Olympia Municipal Code addresses the Comprehensive Plan Amendment process. Sections 18.59.040 and 18.59.050 identify the final review and evaluation criteria to be used during the review and decision-making process for such applications, including when a concurrent rezone is requested.

18.59.040 Final review and evaluation

A. The Department shall distribute the final docket of proposed amendments, including rezones, to any state or local agency which is required by law to receive notice of proposed amendments and revisions to the Comprehensive Plan and implementing development regulations within the time required. In addition, the Department shall distribute the final docket of proposed amendments to recognized neighborhood associations and other affected interests identified by the City Council. The Department shall include issues identified in amendment proposal analyses and conduct any review required by SEPA of the proposed amendments, including rezones, listed on the final docket.

Routed to State Agencies: April 6, 2017

60 Day Notice of Intent to Adopt Comment Period Ends: June 6, 2017

Routed to Recognized Neighborhood Associations: April 13, 2017

Notice of Application Published in the Olympian: April 19, 2017

Planning Commission Briefing: April 17, 2017

SEPA Determination Issued: June 23, 2017

SEPA Determination Notice Published, Mailed, and Posted: June 28, 2017

SEPA Comment Period Ends: July 12, 2017

SEPA Appeal Period Ends: July 19, 2017

B. The Department shall prepare a report including any recommendations on each proposed amendment, including rezones, on the final docket and forward the report to the Planning Commission. At a minimum the Planning Commission recommendation and the Council decision should address the following:

1. Does the proposed amendment or revision maintain consistency with other plan elements or development regulations? If not, are amendments or revisions to other plan elements or regulations necessary to maintain consistency with the current final docket that will be considered by the Planning Commission and the City Council?

Staff Opinion: The redesignation to a lower street classification could have implications to future capital facilities plans as a lower street classification would result in the city losing its ability to use federal transportation funds on this street.

Additionally, segments of the street are nearing the traffic counts that would make a lesser street classification challenging and perhaps inappropriate as trips may increase over time. Although it is not likely there will be significant infill within the South Capitol Neighborhood, it is possible that new development may occur on one or both of the “opportunity areas” in this portion of the Capitol Campus, and that at least some of the employees in those buildings would be likely use Maple Park Avenue to access the Plaza Parking Garage.

The Engineering Design and Development Standards are a significant element of the city development standards. Currently, the traffic counts for Maple Park Avenue are slightly below the threshold for Major Collectors. However, given that there is potential for additional development on the Capitol Campus in this area, and the fact that there will be continued growth in the city, the street classification should not be reduced without careful consideration.

2. Is the proposed amendment or rezone consistent with the goals of the Comprehensive Plan?

Staff Opinion: There are goals and policies that address land use and transportation (among others). Some of the most applicable to consider include:

Land Use and Urban Design Chapter:

What Olympia Values: *Neighborhoods with distinct identities; historic buildings and places; and walkable and comfortable downtown; increased urban green space; locally produced food; and public spaces for citizens in neighborhoods, downtown, and along our shorelines.*

Our Vision for the Future: *A walkable, vibrant city.*

GL1 Land use patterns, densities and site designs are sustainable and support decreasing automobile reliance.

GL 3 Historic resources are a key element in the overall design and establishment of a sense of place in Olympia.

PL3.1 Protect and evaluate historic and archaeological sites.

PL3.2 Preserve those elements of the community which are unique to Olympia or which exemplify its heritage.

PL3.4 Safeguard and promote sites, buildings, districts, structures and objects which reflect significant elements of the area’s history.

- PL3.5 Encourage development that is compatible with historic buildings and neighborhood character, and that includes complementary design elements such as mass, scale, materials, setting, and setbacks.*
- PL3.6 Plan for land uses that are compatible with and conducive to continued preservation of historic neighborhoods and properties; and promote and provide for the early identification and resolution of conflicts between the preservation of historic resources and competing land uses.*
- PL3.7 Identify, protect and maintain historic trees and landscapes that have significance to the community or a neighborhood, including species or placement of trees and other plants.*

GL4 Neighborhoods take pride in their historic identity.

- PL4.1 Assist older neighborhoods and districts to discover their social and economic origins and appreciate their historic features. (Also see downtown section below.)*
- PL4.2 Facilitate the preservation of historic neighborhood identity and important historic resources.*

GL5 Historic preservation is achieved in cooperation with all members of the community and is integrated into City decision-making processes.

- PL5.1 Work with the State archeologist to protect archeological resources.*
- PL5.2 Coordinate with adjacent governments; particularly to provide public information about the area's history and development.*
- PL5.3 Recognize the contributions of minorities, workers, women and other cultures to Olympia's history.*
- PL5.4 Continue programs -- such as the Heritage Commission, the Heritage Register and the historic marker program -- that effectively identify, recognize, and encourage the preservation and continued use of historic structures, districts, and sites which provide physical evidence of the community's heritage.*
- PL5.5 Provide incentives and assistance for preserving, restoring, redeveloping and using historic buildings, districts, neighborhoods, streets, structures, objects and sites.*

- PL5.6 *Support public or non-profit acquisition of the most important historic resources to ensure their preservation.*
- PL5.7 *Recognize the value of historic preservation as part of the effort to maintain an affordable housing stock.*
- PL5.8 *Promote economic vitality through historic preservation.*
- PL5.9 *Promote mutual goals in historic areas, including districts, buildings and site, through collaboration among City departments, the Heritage Commission and other commissions.*

GL 20 *Development maintains and improves neighborhood character and livability.*

- PL20.1 *Require development in established neighborhoods to be of a type, scale, orientation, and design that maintains or improves the character, aesthetic quality, and livability of the neighborhood.*

GL 23 *Each community's major neighborhoods has its own priorities.*

- PL23.1 *In cooperation with residents, landowners, businesses, and other interested parties, establish priorities for the planning sub-areas. The specific area, content, and process for each sub-area is to be adapted to the needs and interests of each area.*
- PL23.2 *Create sub-area strategies that address provisions and priorities for community health, neighborhood centers and places of assembly, streets and paths, cultural resources, forestry, utilities, open space and parks.*
- PL23.3 *Develop neighborhood and business community approaches to beautification that include activities in residential and commercial areas.*

Transportation Chapter:

What Olympia Values: *A transportation system that can move people and goods through the community safely while conserving energy and with minimal environmental impacts. We want it to connect to our homes, businesses and gathering spaces and promote healthy neighborhoods.*

Our Vision for the Future: *Complete streets that move people, not just cars.*

Staff Comments: *The Planning Commission will need to make a recommendation that considers the text, goals, and policies of the comprehensive plan. The recommendation should address the Commission's*

position regarding whether or not the proposal is consistent with the comprehensive plan. If the Commission makes a recommendation that is different than that of the proposal, it should include a statement regarding its consistency with the comprehensive plan.

For example, it is possible to recommend that a new street standard be developed, one that is for Major Collectors in a Historic District, where the classification remains a major collector but the associated engineering standards are specific to the historic district in which it is located. The recommendation would require development of a new standard which would have to be developed and agreed upon through a public process and then be adopted by the City Council.

3. Is the proposed amendment or revision consistent with the county-wide planning policies?

Staff Opinion: Yes, the proposed amendment is consistent with the county-wide planning policies adopted by Thurston County and the cities within its borders.

4. Does the proposed amendment or rezone comply with the requirements of the GMA?

Staff Opinion: Yes, the proposed amendment and rezone is compliant with the requirements of the Growth Management Act (RCW 36.70A). Consistent with the Act, the proposal was routed to the Washington State Department of Commerce and other state agencies for the opportunity to review and comment on the proposal. No comments were received.

Staff Recommendation: There is support in the comprehensive plan for neighborhoods to take pride in their historic identity and for historic preservation to be achieved in cooperation with all members of the community that is integrated into the City decision-making process. CPD staff recommends the Planning Commission recommend to City Council that Maple Park Avenue, between Capitol Way S and Jefferson Street SE, remain designated as a Major Collector but that a new set of engineering standards be developed for Major Collectors in the South Capitol Historic District. The engineering standards should be developed in collaboration with the South Capitol Neighborhood Association through a public process and brought forward to the City Council for a final decision.



Final Comprehensive Plan Amendment Application

RECEIVED
MAR 30 2017

OFFICIAL USE ONLY

Case #: 17-1238
Received By: [Signature]

Master File #: _____
Project Planner: _____

Date: _____
Related Cases: _____

COMMUNITY PLANNING
AND DEVELOPMENT DEPT.

One or more of the following supplements must be attached to this Comprehensive Plan Amendment Application:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Comprehensive Plan Amendment (Proposed Specific Text and/or Maps) | <input type="checkbox"/> Adjacent Property Owner List (If site-specific amendment) |
| <input type="checkbox"/> Any Related Zoning Map (Rezone) or Text Amendment | <input checked="" type="checkbox"/> SEPA Checklist |
| <input type="checkbox"/> Other | |

Applicant: South Capitol Neighborhood Association
Mailing Address: 205 Maple Park Ave SE, Olympia, WA 98501
Phone Number(s): 360-628-2882
E-mail Address: Katie.knight@yahoo.com

Site Owner: City of Olympia/public
Mailing Address: 601 4th Avenue SE, Olympia, WA 98501
Phone Number(s): (360) 753-8325

Other Authorized Representative (if any): _____
Mailing Address: _____
Phone Number(s): _____
E-mail Address: _____

Description of Proposed Amendment: Change the street designation of Maple Park Ave SE from Major Collector to a lower classification on the Comprehensive Plan Transportation Maps. Maple Park Avenue does not function as a Major Collector and it does not meet the street design standards and characteristics of a Major Collector as described in Chapter 4 of the City of Olympia 2016 Engineering Design and Development Standards. In addition, Maple Park is also a unique landscaped boulevard that is wholly within the nationally recognized historic south capitol neighborhood. Please see attached proposal for supplemental information.

Size of Proposed Amendment Area: Approximately 1200 linear feet of street.

Assessor Tax Parcel Numbers (s): See attached proposal for a list of tax parcel numbers.

Site Address (if applicable): Maple Park Avenue SE, downtown Olympia.

Special areas on or near site (show areas on site plan):

- | | |
|--|--|
| <input type="checkbox"/> None | |
| <input type="checkbox"/> Creek or Stream (name): _____ | |
| <input type="checkbox"/> Lake or Pond (name): _____ | |
| <input type="checkbox"/> Swamp/Bog/Wetland | <input type="checkbox"/> Steep Slopes/Draw/Gully/Ravine |
| <input type="checkbox"/> Scenic Vistas | <input checked="" type="checkbox"/> Historic Site or Structure |
| <input type="checkbox"/> Flood Hazard Area | |

I affirm that all answers, statements, and information submitted with this application are correct and accurate to the best of my knowledge. I also affirm /do not affirm that I am the owner of the subject site or am duly authorized by the owner to act with respect to this application (in the case of a rezone application). Further, I grant permission from the owner to any and all employees and representatives of the City of Olympia and other governmental agencies to enter upon and inspect said property as reasonably necessary to process this application.

Print Name <u>Katie K. Pruitt</u>	Signature(s) <u>[Signature]</u>	Date <u>3/30/17</u>
--------------------------------------	------------------------------------	------------------------



GENERAL LAND USE APPLICATION



OFFICIAL USE ONLY

Case #: 17-1238 Master File #: _____ Date: _____
 Received By: [Signature] Related Cases: _____ Project Planner: _____

One or more of the following **Supplements** must be attached to this **General Land Use Application** and submitted electronically with the application:

- | | |
|---|---|
| <input type="checkbox"/> Adjacent Property Owner List | <input type="checkbox"/> Large Lot Subdivision |
| <input type="checkbox"/> Annexation Notice of Intent | <input type="checkbox"/> Parking Variance |
| <input type="checkbox"/> Annexation Petition (with BRB Form) | <input type="checkbox"/> Preliminary Long Plat |
| <input type="checkbox"/> Binding Site Plan | <input type="checkbox"/> Preliminary PRD |
| <input type="checkbox"/> Boundary Line Adjustment | <input type="checkbox"/> Reasonable Use Exception (Critical Areas) |
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> SEPA Checklist |
| <input type="checkbox"/> Design Review – Concept (Major) | <input type="checkbox"/> Shoreline Development Permit (JARPA Form) |
| <input type="checkbox"/> Design Review – Detail | <input type="checkbox"/> Short Plat |
| <input type="checkbox"/> Environmental Review (Critical Area) | <input type="checkbox"/> Soil and Vegetation Plan |
| <input type="checkbox"/> Final Long Plat | <input type="checkbox"/> Variance or Unusual Use (Zoning) |
| <input type="checkbox"/> Final PRD | <input checked="" type="checkbox"/> Other <u>COMPREHENSIVE PLAN AMENDMENT</u> |
| <input type="checkbox"/> Land Use Review (Site Plan) Supplement | |

Project Name: Maple Park Avenue Transportation Map Amendment

Project Address: Maple Park Avenue SE, downtown Olympia.

Applicant: South Capitol Neighborhood Association

Mailing Address: 205 Maple Park Avenue SE, Olympia, WA 98501

Phone Number(s): 360-628-2882

E-mail Address: katie.knight@yahoo.com

Owner (if other than applicant): _____

Mailing Address: _____

Phone Number(s): _____

Other Authorized Representative (if any): _____

Mailing Address: _____

Phone Number(s): _____

E-mail Address: _____

Project Description: Change street designation of Maple Park Avenue to a lower classification.

Size of Project Site: Approximately 1200 linear feet of street

Assessor Tax Parcel Number(s): see application materials attached

Section: 23 Township: 18 Range: 2W

Full Legal Description of Subject Property (attached):

Zoning: _____

Shoreline Designation (if applicable): _____

Special Areas on or near Site (show areas on site plan):

- Creek or Stream (name): _____
- Lake or Pond (name): _____
- Swamp/Bog/Wetland Historic Site or Structure
- Steep Slopes/Draw/Gully/Ravine Flood Hazard Area (show on site plan)
- Scenic Vistas None

Water Supply (name of utility if applicable): _____

Existing: _____

Proposed: _____

Sewage Disposal (name of utility if applicable): _____

Existing: _____

Proposed: _____

Access (name of street(s) from which access will be gained): _____

I affirm that all answers, statements, and information submitted with this application are correct and accurate to the best of my knowledge. I also affirm that I am the owner of the subject site or am duly authorized by the owner to act with respect to this application. Further, I grant permission from the owner to any and all employees and representatives of the City of Olympia and other governmental agencies to enter upon and inspect said property as reasonably necessary to process this application. I agree to pay all fees of the City that apply to this application.

Signature  Date 3/30/17

Examiner I understand that for the type of application submitted, the applicant is required to pay actual Hearing
Initials costs, which may be higher or lower than any deposit amount. I hereby agree to pay any such costs.

Applicants may be required to post the project site with a sign provided by the City within seven days of this application being deemed complete. Please contact City staff for more information.

CITY OF OLYMPIA

2017 COMPREHENSIVE PLAN AMENDMENT

FINAL PROPOSAL

A. Type of proposed amendment

1. Text amendment Map amendment

Map

2. What issue is addressed or problem solved by the proposed amendment?

Change the street designation of Maple Park Ave SE from Major Collector to a lower classification on the Comprehensive Plan Transportation Maps. Maple Park Avenue SE is not a Major Collector street as designated in the Comprehensive Plan Transportation Maps. Maple Park should be changed to a lower street classification to ensure it is not held to engineering and design standards that are inappropriate for this boulevard. Maple Park's historic significance, function as a boulevard with a landscaped park between the Capitol Campus and an historic neighborhood, and low through traffic volumes, among other things merit a lower classification. It primarily functions as a local access street to the neighborhood that serves one entrance to the Plaza parking garage at the Capitol Campus.

B. Proposed map amendment (if any)

All three Transportation 2030 maps and any other associated comprehensive plan maps that include this street designation.

1. If any associated map amendments are proposed, please describe the purpose.

Maps should be amended to change the Major Collector street designation of Maple Park Avenue to a lower designation.

2. Please describe the specific proposed map designation change(s) and related information.

Map(s) proposed to be amended	Acres or square feet	Current Designation(s)	Proposed Designation(s)
Comprehensive Plan Map(s):	1200 linear feet of street	Major Collector	None
Zoning or other Development Code Map(s):	Unknown if needed.		

3. Please submit with the specific site highlighted on the following maps or excerpts and a list of tax parcel numbers for all of the properties directly affected by the proposed map amendment(s):

1. Comprehensive Plan Future Land Use Map
2. Zoning Map
3. Other relevant maps

A. See *Maple Park Avenue on Transportation 2030 Maps*¹

B. *Effected tax parcels are as follows:*

1. 60800200100
2. 60800301100
3. 60800301000
4. 60800300900
5. 60800300800
6. 60800300700
7. 60800300600
8. 60800300500
9. 60800300400
10. 60800300300
11. 60800300200
12. 60800300101
13. 60800401000
14. 60800400800
15. 60800400700
16. 60800400600
17. 60800400500
18. 60800400400
19. 60800400200
20. 56300000700

C. Other information (please feel free to attach any additional information)

1. If a text amendment is proposed, please describe the proposed Comprehensive Plan amendment and provide any specific proposed wording. Please be as specific as possible regarding any text to be deleted, added, etc.

Maple Park Avenue SE is approximately 1200 linear feet of street with a landscaped median that separates one lane of traffic flowing east from one lane of traffic flowing west. It is the entrance to the historic South Capitol neighborhood and a historic park. It is designated as a Major Collector on the City of Olympia Comprehensive Plan Transportation Maps.

¹ <http://olympiawa.gov/city-government/departments/community-planning-and-development/maps-community-planning-and-development.aspx>

Maple Park itself is historic and is wholly within a nationally recognized historic district. No other street with a Major Collector designation has this unique attribute. The Park is identified on the Olympia Streets Map¹ and provides the city of Olympia's most attractive boulevard. The Park platted by Hazard Stevens at the turn of the century (see attached National Historic Register, page 8) provides an attractive greenspace and buffer between the campus and the historic homes. Aesthetics have clearly influenced the development and care of Maple Park.

Our concern with a Major Collector street designation is that it determines standards the street is held to in the Olympia Municipal Code. For example, street lighting standards found in the Engineering Design and Development Standards include .6 foot candles on the street and 1 foot candles at intersections. We do not find Maple Park to have the traffic volume to justify this level of lighting. It currently has at most 0.1 foot candle lighting and is the most intensely lit street, aside from Capitol Way, within the South Capitol neighborhood.

The function of Major Collectors, based on language in the Comprehensive Plan, is to discourage heavy traffic on local access streets. (PT4.13, Transportation Chapter, Connectivity). However, Maple Park is not used to connect traffic between arterials, but rather primarily brings traffic during peak commute hours to the Franklin Street entrance of the Plaza garage for the Capitol Campus. We understand a 2017 traffic volume study was completed in January. We hope the information gathered is able to demonstrate the flow of traffic to access the parking garage or neighborhood, rather than as a pass through or connector.

Outside of commute hours, Maple Park Avenue has very little traffic and functions as a local access for the neighborhood. Vehicles rarely drive speeds more than 20 mph as they are driving no more than 600 feet on the street. A review of the 2016 City of Olympia Engineering Design and Development Standards² revealed the street length, percentage of local traffic, driveway access, street spacing, one-sided street parking, and speed limits are consistent with a Local Access street classification. No characteristics were found to be consistent with the Major Collector classification and only a few are consistent with the Neighborhood Collector classification (mainly traffic volumes).

2. Please describe or explain any development code amendment that you believe might be appropriate to implement the proposed Comprehensive Plan amendment.

² <http://www.codepublishing.com/WA/Olympia/?edds/OlympiaEDDSNT.html>

The 2016 City of Olympia Engineering Design and Development Standards should be amended. Chapter 4, Transportation, Table 1, Street Classification and Number of Lanes should be amended to a lower street classification for Maple Park Avenue.

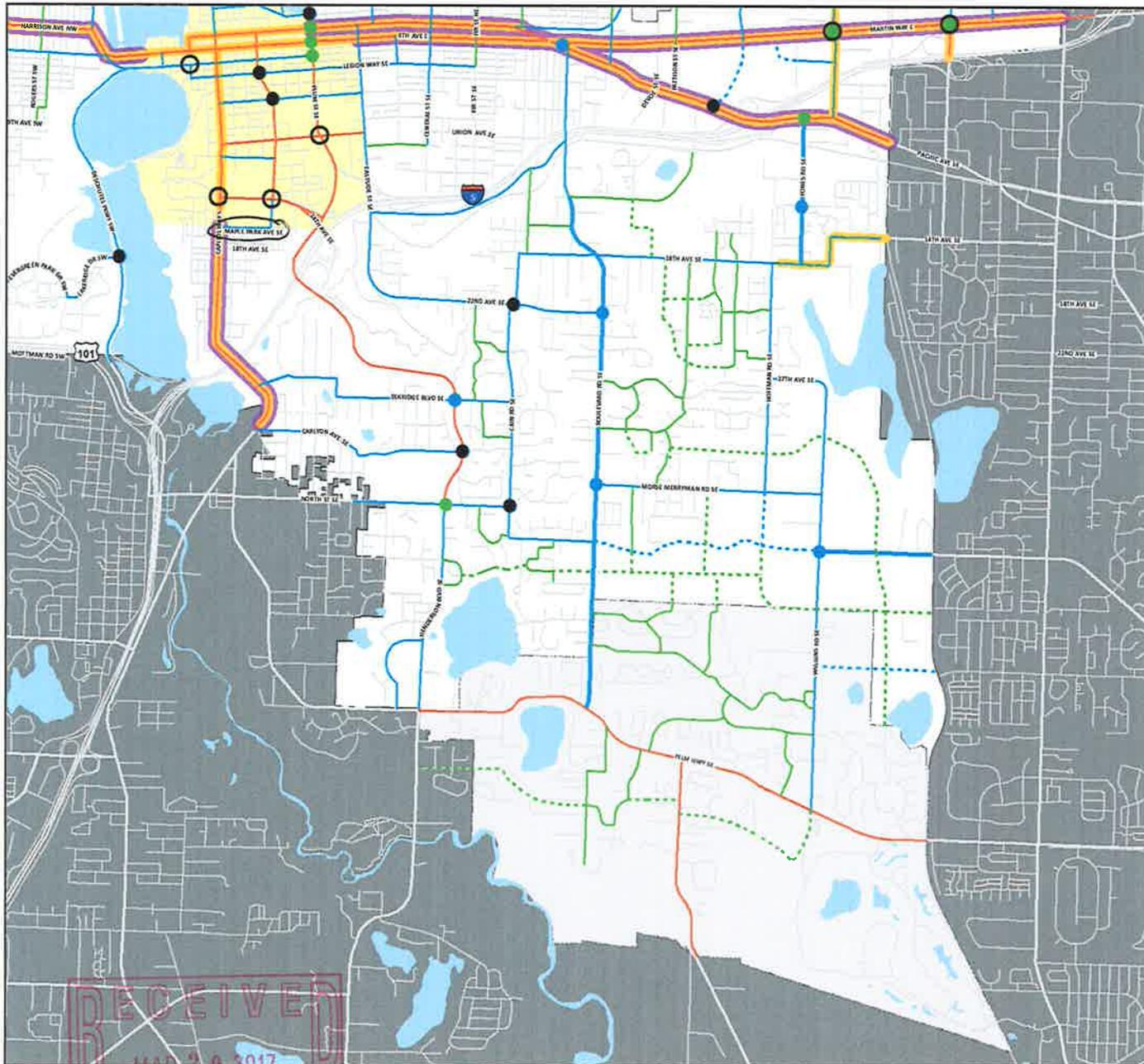
3. Are you aware of any other City of Olympia plans (e.g., water, sewer, transportation) affected by, or needing amending, to implement the proposed amendment? If so, please explain.

The 2016 City of Olympia Engineering Design and Development Standards should be amended. Chapter 4, Transportation, Table 1, Street Classification and Number of Lanes should be amended to a lower street classification for Maple Park Avenue.

Attachments:

- **Transportation Map**
- **Streets Map**
- **National Historic Register – South Capitol Neighborhood**

○ = area of proposed reclassification



Transportation 2030 Southeast

Publication Date: 12/18/2014 Effective Date: 12/23/2014

Ordinance #6945

- Add Signal or Roundabout
- Add Turn Lanes Only
- Add Roundabout
- Level of Service (LOS) F*
- Existing Arterial
- Widening of Existing Arterial
- Future Arterial
- Existing Major Collector
- Widening of Existing Major Collector
- Future Major Collector
- Existing Neighborhood Collector
- Future Neighborhood Collector
- Strategy Corridor
- Urban Corridor
- Downtown
- Urban Growth Area
- City Limits

* LOS will be allowed to fall below adopted levels of service at these sites. Some types of improvements are appropriate.

Notes:

On Strategy Corridors, level of service may fall below adopted standards. Widening may not be a solution to congestion on these streets. Other improvements are needed for mobility.

In the downtown and along Urban Corridors LOS E will be acceptable on arterial and major collectors. In the rest of the City and Urban Growth Area LOS D is acceptable.

The specific alignment of the future streets shown will be determined based on more detailed analysis during development review or City alignment studies.

All widening projects will be built to current street standards.



The City of Olympia and its personnel cannot assure the accuracy, completeness, reliability, or suitability of this information for any particular purpose. The parcels, rights-of-ways, utilities and structures depicted herein are based on record information and aerial photos only. It is recommended the recipient and/or user field verify all information prior to use. The use of this data for purposes other than those for which they were created may yield inaccurate or misleading results. The recipient may not assert any proprietary rights to this information. The City of Olympia and its personnel neither accept or assume liability or responsibility, whatsoever, for any activity involving this information with respect to lost profits, lost savings or any other consequential damages.

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Planning Commission

United States Department of the Interior
National Park Service

National Register of Historic Places Registration Form



Section number 7 Page 7

In addition to the Lord and McCleary mansions, Wohleb also designed the neighborhood Lincoln School in his signature Mission Revival style. Built in 1923 while Wohleb was Olympia School District architect, its notable features include a tiled parapet, plaques, cast stone arches, and friezes. Wohleb's residential works in the district include houses in the Colonial Revival and Craftsman/Bungalow styles. Interestingly, Wohleb built his own home in the neighborhood in 1926, on W. 21st St. facing the Lord and McCleary mansions, just after the houses were built.

The "Frog Pond" store, at 2102 S. Capitol Way, has been a fixture in the neighborhood since 1910. The false front style building has been altered over the years with non-historic siding; but, the simple building retains its siting and general form and shape. Two churches are also located in the neighborhood. Trinity Lutheran Church, built in 1955 (and therefore noncontributing) replaces an earlier church built in 1908 at that same location. The church is quite similar in style to the earlier structure. The St. John's Episcopal Church and parish hall were built in the 1950's in a design by Seattle architects Richardson, Carlson & Dentlie, with the newer section dating from the late 1980's. The structure is noncontributing.

The district encompasses two significant open spaces. Stevens Field, long a center of recreation in Olympia, was originally part of the Clanrick Crosby and Enoch Wilson Donation Land Claims. The area was platted by Hazard Stevens, son of first territorial governor Isaac Stevens. George C. Mills, a local hardware dealer and school trustee purchased the land and deeded it to the Olympia School District for \$6,000 in 1921 for athletic purposes. Toilets, water service and bleachers were installed. An agricultural fair was one of the first events there. The water tower was built in 1933-34 and is 254 feet above sea level with a capacity of 250,000 gallons.

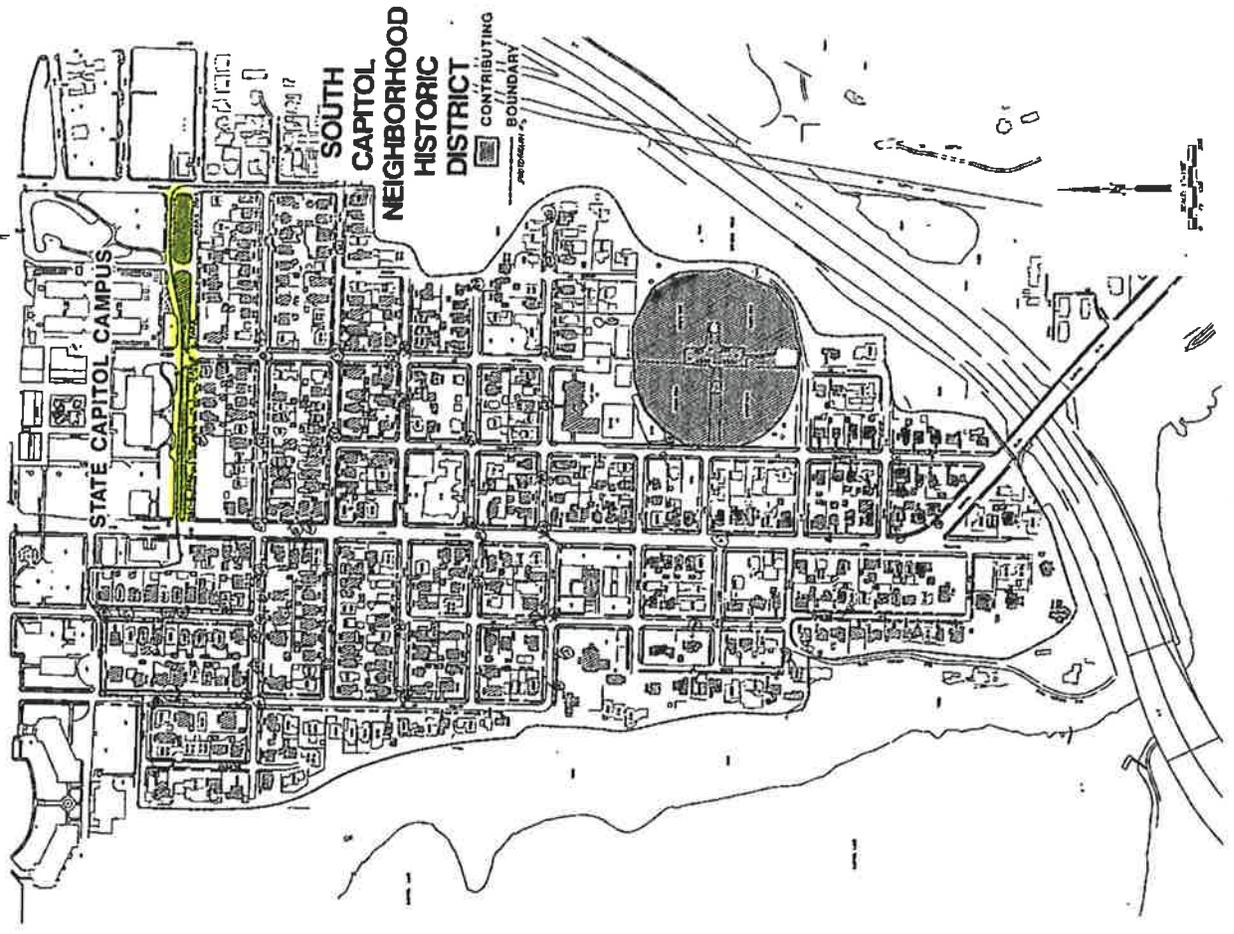
Maple Park was created in 1871 as part of the Hazard Stevens plat. Stevens deeded four acres between Main (Capitol Way) and Jefferson Street for a public park with the proviso that the city pay for the planting of 100 maple trees and protect them. By December 5, 1871, Stevens reported that he had planted the trees and received \$200 for the work done. During the expansion of the capitol campus in the early 1970's the original trees were removed and a parkway added adjacent to the enlarged capitol grounds. The maples were replanted in 1971.

Contributing/Non-Contributing Criteria:

Of the 443 primary properties included with the district boundaries (exclusive of garages), 314 (or 71%) contribute to the significance of the district because of their architectural importance, their association with people important to the development of state government or the city, their construction during the period of historical significance (1878-1941), and for their retention of general integrity of historic form, design and character.

= Maple Park

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SEPA ENVIRONMENTAL CHECKLIST



Purpose of checklist:

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants:

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for Lead Agencies:

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals: [\[help\]](#)

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B plus the [SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS \(part D\)](#). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for Nonprojects) questions in Part B - Environmental Elements –that do not contribute meaningfully to the analysis of the proposal.

A. Background [\[help\]](#)

1. Name of proposed project, if applicable: [\[help\]](#)

Maple Park Avenue Transportation Map Amendment

2. Name of applicant: [\[help\]](#)

South Capitol Neighborhood Association

3. Address and phone number of applicant and contact person: [\[help\]](#)

Katie Knight Pruitt, SCNA President
205 Maple Park Avenue SE
Olympia, WA 98501
360-628-2882

4. Date checklist prepared: [\[help\]](#)

March 30, 2017

5. Agency requesting checklist: [\[help\]](#)

City of Olympia

6. Proposed timing or schedule (including phasing, if applicable): [\[help\]](#)

Amendment effective upon adoption.

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. [\[help\]](#)

No.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. [\[help\]](#)

Unknown. Not applicable.

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. [\[help\]](#)

Unknown.

10. List any government approvals or permits that will be needed for your proposal, if known.

[\[help\]](#)

Comprehensive Plan Amendment approval.

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.) [\[help\]](#)

Change the street designation of Maple Park Ave SE from Major Collector to a lower classification on the Comprehensive Plan Transportation Maps. Maple Park Avenue does not function as a Major Collector and it does not match the street design standards and characteristics of a Major Collector as described in Chapter 4 of the City of Olympia 2016 Engineering Design and Development Standards.

Maple Park is approximately a quarter mile long with a landscaped median that separates one lane of traffic flowing east, from one lane of traffic flowing west. It is a unique

landscaped boulevard that is a historic park wholly within the nationally recognized historic south capitol neighborhood.

Maple Park Avenue SE is not a Major Collector street, but rather functions as a local access street that serves one entrance to the Plaza parking garage at the Capitol Campus. The Major Collector street designation requires standards that are inappropriate for this street because of its historic significance, function as a boulevard with a landscaped park between the Capitol Campus and an historic neighborhood, and low through traffic volumes, among other things.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist. [\[help\]](#)

Maple Park Avenue legal description unknown. Township 18, Range 2W, Section 23. It is about 1200 linear feet of street flowing east/west between Jefferson Street SE and Capitol Way South. It is located north of 17th Avenue SE in the historic south capitol neighborhood and south of 14th Avenue SE in downtown Olympia, Washington.

B. ENVIRONMENTAL ELEMENTS [\[help\]](#)

1. Earth [\[help\]](#)

a. General description of the site: [\[help\]](#)

(circle one): Flat, rolling, hilly, steep slopes, mountainous, other _____

b. What is the steepest slope on the site (approximate percent slope)? [\[help\]](#)

Mostly flat with the exception of about 300 feet between Franklin and Jefferson streets with an approximate 5% slope (Thurston County Geodata 2017).

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils. [\[help\]](#)

Skipopa silt loam, 3 to 15% slopes; Yelm fine sandy loam, 3 to 15% slopes.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. [\[help\]](#)

Unknown.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill. [\[help\]](#)
Nonproject action. Does not apply.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. [\[help\]](#)
Nonproject action. Does not apply.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? [\[help\]](#)
Nonproject action. Does not apply.

h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any: [\[help\]](#)
Nonproject action. Does not apply.

2. Air [\[help\]](#)

a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known. [\[help\]](#)
Nonproject action. Does not apply.

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. [\[help\]](#)
Nonproject action. Does not apply.

c. Proposed measures to reduce or control emissions or other impacts to air, if any: [\[help\]](#)
Nonproject action. Does not apply.

3. Water [\[help\]](#)

a. Surface Water:

1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. [\[help\]](#)
No.

2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. [\[help\]](#)
Nonproject action. Does not apply.

3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material. [\[help\]](#)
Nonproject action. Does not apply.

- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known. [\[help\]](#)
Nonproject action. Does not apply.
- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. [\[help\]](#)
No.
- 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. [\[help\]](#)
Nonproject action. Does not apply.

b. Ground Water:

- 1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. [\[help\]](#)
Nonproject action. Does not apply.
- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. [\[help\]](#)
Nonproject action. Does not apply.

c. Water runoff (including stormwater):

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. [\[help\]](#)
Nonproject action. Does not apply.
- 2) Could waste materials enter ground or surface waters? If so, generally describe. [\[help\]](#)
Nonproject action. Does not apply.
- 3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe. [\[help\]](#)
Nonproject action. Does not apply.

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any: [\[help\]](#)

Nonproject action. Does not apply.

4. **Plants** [\[help\]](#)

- a. Check the types of vegetation found on the site: [\[help\]](#)
Nonproject action. Does not apply.

deciduous tree: alder, maple, aspen, other
 evergreen tree: fir, cedar, pine, other
 shrubs
 grass
 pasture
 crop or grain
 Orchards, vineyards or other permanent crops.
 wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
 water plants: water lily, eelgrass, milfoil, other
 other types of vegetation

- b. What kind and amount of vegetation will be removed or altered? [\[help\]](#)
Nonproject action. Does not apply.

- c. List threatened and endangered species known to be on or near the site. [\[help\]](#)
Nonproject action. Does not apply.

- d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: [\[help\]](#)
Nonproject action. Does not apply.

- e. List all noxious weeds and invasive species known to be on or near the site. [\[help\]](#)
Nonproject action. Does not apply.

5. **Animals** [\[help\]](#)

- a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site. [\[help\]](#)
Nonproject action. Does not apply.
Examples include:

birds: hawk, heron, eagle, songbirds, other:
mammals: deer, bear, elk, beaver, other:
fish: bass, salmon, trout, herring, shellfish, other _____

- b. List any threatened and endangered species known to be on or near the site. [\[help\]](#)
Nonproject action. Does not apply.

- c. Is the site part of a migration route? If so, explain. [\[help\]](#)
Nonproject action. Does not apply.

- d. Proposed measures to preserve or enhance wildlife, if any: [\[help\]](#)
Nonproject action. Does not apply.

e. List any invasive animal species known to be on or near the site. [\[help\]](#)

Nonproject action. Does not apply.

6. Energy and Natural Resources [\[help\]](#)

a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc. [\[help\]](#)

Nonproject action. Does not apply.

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. [\[help\]](#)

Nonproject action. Does not apply.

c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any: [\[help\]](#)

Nonproject action. Does not apply.

7. Environmental Health [\[help\]](#)

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe. [\[help\]](#)

Nonproject action. Does not apply.

1) Describe any known or possible contamination at the site from present or past uses.

[\[help\]](#)

Nonproject action. Does not apply.

2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity. [\[help\]](#)

Nonproject action. Does not apply.

3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project. [\[help\]](#)

Nonproject action. Does not apply.

4) Describe special emergency services that might be required. [\[help\]](#)

Nonproject action. Does not apply.

5) Proposed measures to reduce or control environmental health hazards, if any: [\[help\]](#)

Nonproject action. Does not apply.

b. Noise [\[help\]](#)

1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? [\[help\]](#)

Nonproject action. Does not apply.

2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. [\[help\]](#)

Nonproject action. Does not apply.

3) Proposed measures to reduce or control noise impacts, if any: [\[help\]](#)

Nonproject action. Does not apply.

8. Land and Shoreline Use [\[help\]](#)

a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe. [\[help\]](#)

The entire street is within a nationally recognized historic district (see attached national historic register, page 19 of the PDF). There is a landscaped median, as well as landscaping in the right of way on each side of the street. Residential zoning and the historic south capitol neighborhood is located on the south side of the street. The state capitol campus is located on the north side of the street.

b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use? [\[help\]](#)

No.

1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how: [\[help\]](#)

No.

c. Describe any structures on the site. [\[help\]](#)

Nonproject action. Does not apply.

d. Will any structures be demolished? If so, what? [\[help\]](#)

Nonproject action. Does not apply.

e. What is the current zoning classification of the site? [\[help\]](#)

Zoning on the south side of the street is Two Family Residential 6 to 12. Zoning on the north side is Capitol Campus/ Commercial Service High.

f. What is the current comprehensive plan designation of the site? [\[help\]](#)

Major Collector street designation on Comprehensive Plan Transportation Maps.

g. If applicable, what is the current shoreline master program designation of the site? [\[help\]](#)
Not applicable.

h. Has any part of the site been classified as a critical area by the city or county? If so, specify. [\[help\]](#)
No.

i. Approximately how many people would reside or work in the completed project? [\[help\]](#)
Nonproject action. Does not apply.

j. Approximately how many people would the completed project displace? [\[help\]](#)
Nonproject action. Does not apply.

k. Proposed measures to avoid or reduce displacement impacts, if any: [\[help\]](#)
Nonproject action. Does not apply.

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: [\[help\]](#)
Does not apply.

m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any: [\[help\]](#)
Does not apply.

9. Housing [\[help\]](#)

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. [\[help\]](#)
Nonproject action. Does not apply.

b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. [\[help\]](#)
Nonproject action. Does not apply.

c. Proposed measures to reduce or control housing impacts, if any: [\[help\]](#)
Nonproject action. Does not apply.

10. Aesthetics [\[help\]](#)

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? [\[help\]](#)
Nonproject action. Does not apply.

b. What views in the immediate vicinity would be altered or obstructed? [\[help\]](#)
Nonproject action. Does not apply.

- b. Proposed measures to reduce or control aesthetic impacts, if any: [\[help\]](#)
Nonproject action. Does not apply.

11. Light and Glare [\[help\]](#)

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? [\[help\]](#)
Nonproject action. Does not apply.
- b. Could light or glare from the finished project be a safety hazard or interfere with views? [\[help\]](#)
Nonproject action. Does not apply.
- c. What existing off-site sources of light or glare may affect your proposal? [\[help\]](#)
Nonproject action. Does not apply.
- d. Proposed measures to reduce or control light and glare impacts, if any: [\[help\]](#)
Nonproject action. Does not apply.

12. Recreation [\[help\]](#)

- a. What designated and informal recreational opportunities are in the immediate vicinity? [\[help\]](#)
Maple Park is used by some for recreation as is east Capitol Campus. In the fall, Maple Park is a popular destination for photos. The Park is identified on the Olympia Streets Map (see attached) and provides the city of Olympia's most attractive boulevard.
- b. Would the proposed project displace any existing recreational uses? If so, describe. [\[help\]](#)
Nonproject action. Does not apply.
- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: [\[help\]](#)
Nonproject action. Does not apply.

13. Historic and cultural preservation [\[help\]](#)

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe. [\[help\]](#)
Yes. The entire neighborhood and Maple Park are on the national register of historic places.
- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources. [\[help\]](#)
Maple Park was platted by Hazard Stevens, son of Washington state's first territorial governor. He deeded the park to the City of Olympia and planted the first

maple trees on the park. The park is described in an entry in national historic registry (see attached National Historic Register, page 8 of the PDF).

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.

[\[help\]](#)

The neighborhood association consulted with State of Washington Department of Archaeology and Historic Preservation, and the US Dept of Interior National Register of Historic Places.

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required. [\[help\]](#)

The historic significance is one of many reasons for requesting this change. Maple Park continues to be an attractive greenspace and provides a well established buffer between the capitol campus and the historic neighborhood.

14. Transportation [\[help\]](#)

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any. [\[help\]](#)

Maple Park Avenue is approximately 1200 linear feet between Capitol Way South and Jefferson Street SE. Maple Park Avenue forms a T-intersection with Franklin Street SE at the midpoint.

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop? [\[help\]](#)

Yes. Intercity Transit buses, including Dash, service Maple Park Avenue SE. There are 4 bus stops on the street.

- c. How many additional parking spaces would the completed project or Nonproject proposal have? How many would the project or proposal eliminate? [\[help\]](#)

Nonproject action. Does not apply.

- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private). [\[help\]](#)

Nonproject action. Does not apply.

- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe. [\[help\]](#)

Nonproject action. Does not apply.

f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates? [\[help\]](#)

Nonproject action. Does not apply.

g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe. [\[help\]](#)

Nonproject action. Does not apply.

h. Proposed measures to reduce or control transportation impacts, if any: [\[help\]](#)

Nonproject action. Does not apply.

15. Public Services [\[help\]](#)

a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. [\[help\]](#)

Nonproject action. Does not apply.

b. Proposed measures to reduce or control direct impacts on public services, if any. [\[help\]](#)

Nonproject action. Does not apply.

16. Utilities [\[help\]](#)

a. Circle utilities currently available at the site: [\[help\]](#)

electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other _____

All of the above.

b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed. [\[help\]](#)

Nonproject action. Does not apply.

C. Signature [\[help\]](#)

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: _____

Name of signee Katrina K. Pruitt

Position and Agency/Organization President - S. Capitol Neighborhood Assoc.

Date Submitted: 3/30/17

D. supplemental sheet for nonproject actions [\[help\]](#)

(IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

This street designation change should have no effect on any of the above.

Proposed measures to avoid or reduce such increases are:
Not applicable.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

This designation change should have no effect on any of the above.

Proposed measures to protect or conserve plants, animals, fish, or marine life are:
Not applicable.

3. How would the proposal be likely to deplete energy or natural resources?

Reducing the street designation would likely result in a savings of energy. The street designation informs the engineering and design standards applied for infrastructure, such as street lighting.

Proposed measures to protect or conserve energy and natural resources are:
Nonproject action. Does not apply.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

Reducing the street designation and possible infrastructure demands would likely benefit the park.

Proposed measures to protect such resources or to avoid or reduce impacts are:
Nonproject action. Does not apply.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

The street designation should not effect the land use of an established residential neighborhood and the capitol campus.

Proposed measures to avoid or reduce shoreline and land use impacts are:

Nonproject action. Does not apply.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

A change in street designation should not increase demand for any of the above.

Proposed measures to reduce or respond to such demand(s) are:

Nonproject action. Does not apply.

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

The proposal does not conflict with any environmental laws.

Joyce Phillips

From: DBloom@intercitytransit.com
Sent: Monday, April 17, 2017 8:45 PM
To: Joyce Phillips
Subject: File # 17-1238 - Comp Plan Amendment Proposal: Remove Major Collector designation for Maple Park Ave SE

Joyce Phillips, Senior Planner
Community Planning & Development
City of Olympia

Joyce,

Thank you for the opportunity to comment on the South Capitol Neighborhood Association's proposal to remove the Major Collector designation for Maple Park Ave SE. Intercity Transit staff has reviewed the proposal and have a couple of brief comments to note:

- a) Maple Park Ave SE currently functions as a route segment of Intercity Transit's weekday Express Routes 603, 609 and 612. A portion of our Dash circulator route also utilizes a shorter segment of Maple Park, between Jefferson St and Franklin St, where it u-turns back to Jefferson St and heads back to the west Capitol Campus. I would also note that current Route 609 trips that use this street now will be discontinued at the end of June 2017. However, we anticipate adding trips to Route 612 this July and these trips will likely continue to operate along Maple Park Ave as they do now.
- b) Intercity Transit also maintains 4 bus stops on Maple Park, two in each direction, that serve both the South Capitol Neighborhood and the state agencies that align to the north side of the street along this particular part of the East Capitol Campus. Ridership boardings and alightings are, for the most part, along the westbound lane of Maple Park where there's direct access to and from state office buildings.

While we don't anticipate concerns for transit service created by the proposed re-designation we thought it might be helpful for those considering the change to know that Intercity Transit currently operates along this short street corridor and anticipates continuing to do so in the future.

If you or other interested parties have any questions or comments about transit service along Maple Park Ave, please contact me directly at your earliest convenience.

Dennis

Dennis Bloom
Planning Manager
Intercity Transit
360.705.5832
E: dbloom@intercitytransit.com
W: www.intercitytransit.com



From: [Randy Wesselman](#)
To: [Joyce Phillips](#)
Cc: [Sophie Stimson](#); [Mark Russell](#)
Subject: RE: South Capital Neighborhood Association - Comp Plan Amendment request
Date: Wednesday, June 14, 2017 1:14:30 PM
Attachments: [image001.png](#)

Joyce:

Based on our conversation this morning concerning Maple Park Avenue, here is background information for the staff report:

Current Traffic Volumes on Maple Park Avenue

Street	Cross Street	Leg	EB Volume	WB Volume	Total Volume
Maple Park Avenue	Capitol Way	E	770	826	1,596
Maple Park Avenue	Jefferson Street	W	1,381	1,575	2,956

Counts conducted January 2017

Current Classification of Maple Park Avenue

- Major Collector Street.
- Typical traffic volume of a Major Collector can range between 3,000 and 14,000 vehicles per day.
- This street is on the Federal Aid Classification System. If Maple Park Avenue were reclassified as a Neighborhood Collector, the City would need to remove it from the Federal Aid Classification System. The City could not use Federal transportation funds on this street in the future.

Neighborhood Collector Volume

- Typical traffic volume of a Neighborhood Collector can range between 500 and 3,000 vehicles per day. If Maple Park Avenue were reclassified as a Neighborhood Collector, future traffic volumes could exceed this range.

Local Access Street Volume

- Typical traffic volume of a Local Access street can range between 0 and 500 vehicles per day.

Maple Park Avenue – Transit Route

- Maple Park Avenue is a transit route. Intercity Transit will continue to use this street as a transit route even if the street is reclassified as a Neighborhood Collector.

Please contact Sophie or me if you have questions or need additional information.

Thanks,
Randy

Randy Wesselman
Transportation Engineering and Planning Manager
Olympia Public Works Department, Transportation
(360) 753-8477
FAX (360) 709-2797
P.O. Box 1967, Olympia, WA 98507-1967
601 4th Avenue E
rwesselm@ci.olympia.wa.us
City Website: www.olympiawa.gov
(This message and any reply are subject to public disclosure)

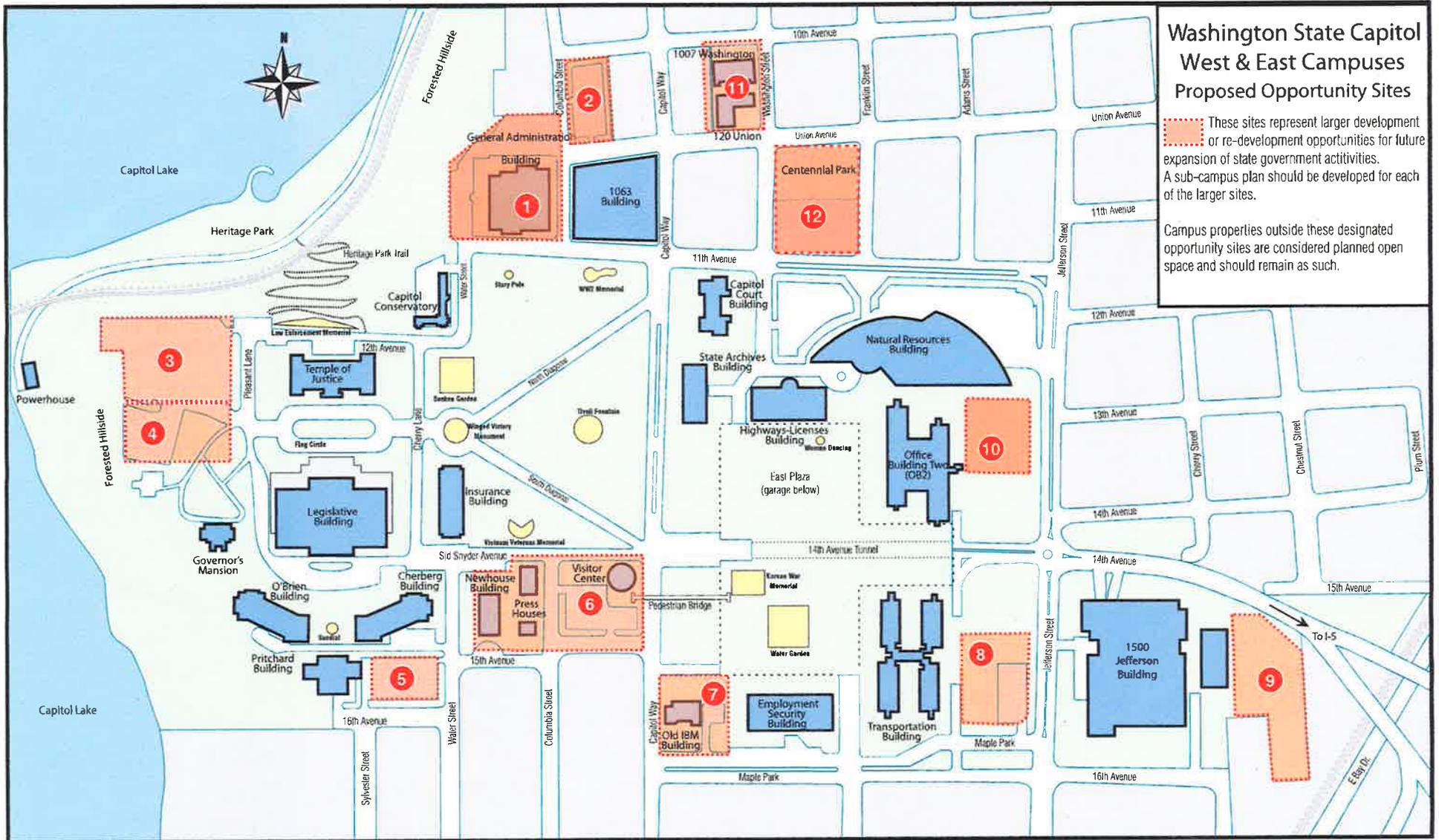
From: Joyce Phillips
Sent: Monday, June 12, 2017 11:25 AM
To: Randy Wesselman
Subject: South Capital Neighborhood Association - Comp Plan Amendment request

Hi, Randy.
I'm preparing for the public hearing for the comp plan amendments requested. I have not received any comments from PW about the So Capital Neighborhood Association's request to amend the Transportation 2030 maps. Do you think you (or someone else in PW) will be preparing any comments?
Thanks!
Joyce

Joyce Phillips, AICP, Senior Planner
City of Olympia | Community Planning and Development
601 4th Avenue East | PO Box 1967, Olympia WA 98507-1967
360.570.3722 | olympiawa.gov

Note: Emails are public records, and are potentially eligible for release.





**Washington State Capitol
West & East Campuses
Proposed Opportunity Sites**

These sites represent larger development or re-development opportunities for future expansion of state government activities. A sub-campus plan should be developed for each of the larger sites.

Campus properties outside these designated opportunity sites are considered planned open space and should remain as such.

CCDAC 11/10/2016



Planning Commission

Revisions to the Septic to Sewer Program Public Hearing

Agenda Date: 7/24/2017
Agenda Item Number: 6.B
File Number: 17-0712

Type: public hearing Version: 1 Status: In Committee

Title

Revisions to the Septic to Sewer Program Public Hearing

Recommended Action

Review and provide input to staff. After public hearing, recommend City Council approve proposed revisions.

Report

Issue:

Whether to recommend City Council approve proposed revisions to the Septic to Sewer program.

Staff Contact:

Diane Utter, P.E., Water Resources Engineer, 360.753.8562

Presenter(s):

Diane Utter, P.E., Water Resources Engineer, 360.753.8562

Background and Analysis:

Approximately 4,140 onsite sewage systems (OSS) are located within Olympia and its Urban Growth Area. As Olympia continues to grow and increase land use densities, these systems pose a long-term public and environmental health risk. Even well maintained OSS discharge pollutants at a rate higher than the LOTT wastewater treatment plant.

In 2008, the City Council created the Septic to Sewer Program to assist property owners converting from OSS to public sewer. The program allowed the City to construct sewer mains to connect existing OSS. Construction costs were partially recovered from benefitting property owners at the time of connection to the sewer. The program resulted in an increase in conversions to an average of 13 per year, compared to an average of four per year, prior to the program.

The 2013 Wastewater Management Plan proposed expanding the program based on "Objective 1C. Encourage OSS conversions through the Septic to Sewer Program". This objective is in support of the goal stating "*Clean Water Act and Safe Drinking Water Act standards for nitrogen, fecal coliform and other constituents of concern in groundwater and surface water are met.*" Expansion of the program is supported by the 2014 Comprehensive Plan Goal GN5 - "*Ground and surface waters are*

protected from land uses and activities that harm water quality and quantity” and specifically Policy PN5.8 - “Encourage existing septic systems to connect to sewer, and limit the number of new septic systems.” The proposed regulation changes are a result of these plans.

The proposed changes to the program are summarized below:

- Revise the part of the program that constructs small-scale sewer extensions by reducing the reimbursement required from property owners who connect to the new sewer. The current program typically requires each property owner to reimburse the City over \$20,000. The proposed program would typically require less than \$10,000 per property. The payment mechanism would also be simpler than the one created in 2008.
- Add septic tank effluent pumping (STEP) systems and lift stations to the sewer infrastructure the City may construct with the program.
- Change the mechanism for allowing the payment of City General Facility Charges (GFCs) for OSS conversions over time. The current program allows payment as installments each year with a fee each year. The proposed changes allow for monthly payments with interest.
- Allow new property owners to qualify for a GFC waiver if they connect to sewer within two years of purchasing the property. Additionally, allow property owners to qualify for a GFC waiver if they qualify for a partial rebate of the LOTT capacity development charge (CDC).

Neighborhood/Community Interests (if known):

Many neighborhoods in the City and its Urban Growth Area are affected by the prevalence of OSS. These neighborhoods would be assisted in converting properties to public sewer. In addition, sewer would be made available in neighborhoods that do not currently have access to sewer. This is generally considered a benefit but some property owners may not welcome sewer due to the possibility of being required to connect. If a property is within 200’ of an available sewer and their OSS fails, City and State regulations require they connect to the public sewer.

Options:

Option 1: After holding a public hearing, recommend City Council approve proposed revisions.

Option 2: Return to the Commission for additional consideration and revisions prior to forwarding recommendations to Council.

Option 3: Recommend City Council not approve proposed revisions.

Financial Impact:

City funding already exists for a number of small-scale sewer extension projects to assist residents in converting from OSS to public sewer. The current annual allocation in the Capital Facilities Plan is \$341,000, some of which would be reimbursed by connecting customers.

Financing of the City General Facility Charge (GFC) over time rather than as a lump sum, for OSS to sewer conversions would result in revenue being delayed. An appropriate fee or interest rate would be charged to compensate the utility.

Additional GFC waivers may result in reduced revenue for the utility. However, the financial analysis done in 2008 when the Septic to Sewer program was created accounted for this reduction. In addition, many customers taking advantage of the GFC waiver would not otherwise have converted their property to sewer. The addition of customers results in increased monthly revenue even when GFCs are not collected.

Attachments:
Draft Ordinance
UAC Letter

**AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, RELATING TO
WASTEWATER; AMENDING SECTIONS 13.08.000, 13.08.205 AND 13.08.215
OF THE OLYMPIA MUNICIPAL CODE**

WHEREAS, approximately 4,200 septic systems, also known as onsite sewage systems or OSS (the Systems), are located within the City of Olympia and its Urban Growth Area; and

WHEREAS, the Systems may pose a long-term public and environmental health risk as the Systems continue to age; and

WHEREAS, information compiled by Thurston County Health Department in 2013 reveals that surface and ground water contamination due to septic systems in Olympia is likely to be limited to specific locations; and

WHEREAS, the City Council adopted ordinance 6647 in July 2009 establishing limited incentives for conversion from OSS to public sewer; and

WHEREAS, the 2013 Wastewater Management Plan (the 2013 Plan) has a stated objective to further encourage OSS conversions through the Septic to Sewer Program ; and

WHEREAS, the proposed regulation changes were presented to the Land Use and Environment Committee (LUEC in June 2014 and September 2016) and Utility Advisory Committee (UAC in October 2016); and

WHEREAS, both the LUEC and the UAC recommended that the proposed regulation changes be forwarded to the City Council for consideration; and

WHEREAS, the City Council determines it to be in the best interest of the City of Olympia to amend the current wastewater regulations regarding the Septic to Sewer program;

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

Section 1. Amendment of OMC 13.08.000. Olympia Municipal Code 13.08.000 is hereby amended to read as follows:

**Chapter 13.08
SEWERS**

13.08.000 Chapter Contents

Sections:

ARTICLE I. SEWER CONNECTIONS

- 13.08.005 Purpose and policy.
- 13.08.010 Definitions.
- 13.08.020 Connection required when.
- 13.08.030 Permit required to open public sewer.
- 13.08.040 Side Sewer Installation and Maintenance.

- 13.08.050 Wastewater Management Plan.
- 13.08.080 Work in streets or public places.
- 13.08.090 Sewer connection type.
- 13.08.150 Tampering with and depositing rubbish in public sewer--Prohibited discharges.
- 13.08.180 Sewer service outside city limits.
- 13.08.185 Sewer service outside city limits--Agreements to run with the land.

ARTICLE II. SEWER RATES

- 13.08.190 Sewer rates--Definitions.
- 13.08.200 Payment of sewer bills.
- 13.08.205 Sewer general facility charges.
- 13.08.210 LOTT capacity development charge--Payment.
- 13.08.215 Septic to Sewer Program and ~~line~~ infrastructure extension charges.
- 13.08.220 Charges become lien on property--Enforcement.
- 13.08.230 Shutting off water upon default.

ARTICLE III. AREA SERVICE CHARGE

- 13.08.290 Charges become lien on property.

ARTICLE IV. VIOLATIONS

- 13.08.380 Violations--Penalties.

Section 2. Amendment of OMC 13.08.205. Olympia Municipal Code 13.08.205 is hereby amended to read as follows:

13.08.205 Sewer general facility charges

A. A sewer general facility charge ("Sewer GFC") shall be assessed in the amount set forth in Title 4, Fees and Fines, of this code, as defined in Section 13.08.190. Except as provided in subsections ~~B and C~~ and D of this Section, such charge shall become due and payable no earlier than at the time of issuance of a building permit and no later than at the time of issuance of each permit to connect to the public sewer connection is completed, and at the rate in effect at the time of payment, except for the deferred payment option stated below. For projects located outside the City, the date of building permit issuance by Thurston County shall constitute the earliest time of payment. This charge shall be assessed in addition to any other charges or assessments levied under this chapter. Said funds shall be deposited in the sewer capital improvement fund established under Section 3.04.750 of this code and shall be used only for the purposes enumerated therein.

B. The Sewer GFC may be deferred for residential developments in the Downtown Deferred General Facility Charge Payment Option Area ~~and for connections to the public sewer by residential properties with an existing onsite sewage system ("OSS")~~. An unpaid Sewer GFC deferred under this section shall constitute a lien against the property for which it is payable. Payment of a Sewer GFC need not be made prior to the time of connection if the payer provides the Community Planning and Development Department with proof that a Voluntary General Facility Charge Lien Agreement, in a form approved by the City Attorney, has been executed by all legal owners of the property upon which the development activity allowed by the building permit is to occur, and the agreement has been recorded in the office of the Thurston County Auditor. When such deferral is sought for a portion of the development activity, the City, at its sole discretion, shall determine the portions of the Sewer GFC to be applied to the portions of the development activity. If a Voluntary General Facility Charge Lien Agreement has been recorded, payment of the general facility charge shall be deferred under the following conditions:

1. The Sewer GFC will be assessed at the rate in effect at the time of issuance of the building permit for the project ~~or issuance of a permit to connect to the public sewer from properties with an existing OSS~~, and
2. Payment of the Sewer GFC will be made at the earlier of (a) the closing of sale of the property or any portion of the property, or (b) three (3) years from the date of the City's issuance of a Certificate of Occupancy ~~or (c) three (3) years from the date of connection to the public sewer from properties with an existing OSS for the property against which the Sewer GFC is assessed~~, and
3. A GFC payment made within one (1) year of issuance of the Certificate of Occupancy for the development ~~or connection to the public sewer from properties with an existing OSS~~, shall pay the fees assessed at the time of issuance of the building permit, or
4. A GFC payment made within the second year from issuance of the Certificate of Occupancy for the development ~~or connection to the public sewer from properties with an existing OSS~~, shall pay the Sewer GFC plus an interest component, for a total of 105% of the remaining balance of the fees assessed at the time of issuance of the building permit, or
5. A GFC payment made within the third year from issuance of the Certificate of Occupancy for the development ~~or connection to the public sewer from properties with an existing OSS~~, shall pay the Sewer GFC plus an interest component, for a total of 110% of the remaining balance of the fees assessed at the time of issuance of the building permit.

In the event that the Sewer GFC and/or interest (if any) is not paid within the time provided in this subsection, all such unpaid charges, fees and interest shall constitute a lien against the property for which they were assessed. The lien may be enforced either by foreclosure pursuant to RCW 61.12 external link or by termination of water service pursuant to Section 13.04.430 of this Code. The City may use other collection methods at its option. In the event of foreclosure, the owner at the time of foreclosure shall also pay the

City's reasonable attorney fees and costs incurred in the foreclosure process. Notwithstanding the foregoing, the City shall not commence foreclosure proceedings less than thirty (30) calendar days after providing written notification to the then-present owner of the property via certified mail with return receipt requested advising of its intent to commence foreclosure proceedings. If the then-present owner cures the default within the thirty-day cure period, no attorney fees and/or costs will be owed.

~~The deferred payment option set forth in this subsection shall terminate on August 1, 2015, unless otherwise re-authorized by the City Council.~~

C. The Sewer GFC will be waived for properties with served by an existing OSS that connect to the public sewer within two years following notice by the City of eligibility for a GFC waiver that a sewer line is available for connection. Notice will be sent to property owners when sewer becomes available to their property. Properties that fail to connect to the public sewer within two years following such notice shall be charged the Sewer GFC in effect at the time of connection to the public system, ~~but and~~ those properties may defer payment of the Sewer GFC as provided in subsection ~~DB above~~below.

A property shall also be eligible for a GFC waiver at such time as the property becomes eligible for a full or partial rebate of the LOTT capacity development charge (CDC). The GFC waiver shall expire on the same date as the expiration of the LOTT CDC rebate.

In addition, the Sewer GFC will be waived for properties served by an existing OSS that connect to the public sewer within two years of a transfer of ownership of the property. Property owners are required to

provide documentation to the City of the transfer of ownership in order to be eligible for this waiver. The City will not provide notification to new property owners.

D. The Sewer GFC for properties abandoning an existing OSS and connecting to public sewer without an increase in ERUs shall be paid in full or under installment contract with the following conditions:

1. The property must be served by public water with an individual City of Olympia metered water utility account.

2. In order to defer payment of a Sewer GFC, a property owner must execute a Sewer Connection Fee Contract with the City in a form approved by the City Attorney in which the property owner agrees to pay specified progress payments. The Sewer Connection Fee Contract shall also provide that the City shall be entitled to attorney's fees and costs, should legal action need to be commenced to collect or enforce the contract. Connection to the public sewer will be allowed after the Sewer Connection Fee Contract has been recorded in the office of the Thurston County Auditor. Recording fees shall be paid by the property owner upon submittal of the signed Sewer Connection Fee Contract.

3. Payments toward the deferred Sewer GFC shall be made monthly, including principle and interest, until the Sewer GFC and associated loan costs are paid. The minimum monthly payment shall be calculated such that full payment shall be completed within 8 years, with at most 96 monthly payments.

5. The interest rate charged on any unpaid balance shall be equal to the interest rate of the most recent general obligation bonds issued by the City prior to execution of the Sewer Connection Fee Contract.

6. Upon sale of the property, the unpaid GFC shall be paid in full or the new owner shall execute a Sewer Connection Fee Contract with the City for the balance of the GFC owed under the terms of this section.

7. In the event that the Sewer GFC and/or interest (if any) is not paid within the time provided in this subsection, all such unpaid charges, fees and interest shall constitute a lien against the property for which they were assessed. The lien may be enforced either by foreclosure pursuant to RCW 61.12 or by termination of water service pursuant to Section 13.04.430 of this Code. The City may use other collection methods at its option. In the event of foreclosure, the owner at the time of foreclosure shall also pay the City's reasonable attorney fees and costs incurred in the foreclosure process. Notwithstanding the foregoing, the City shall not commence foreclosure proceedings less than thirty (30) calendar days after providing written notification to the then-present owner of the property via certified mail with return receipt requested advising of its intent to commence foreclosure proceedings. If the then-present owner cures the default within the thirty-day cure period, no attorney fees and/or costs will be owed.

DE. The Sewer GFC for properties on public combined sewers shall apply to properties located within the Downtown Deferred General Facility Charge Payment Option Area and discharging sanitary sewage to the public combined sewer upon change in the character of the use of any structure on such property or upon a significant increase of sewage discharge therefrom.

Section 3. Amendment of OMC 13.08.215. Olympia Municipal Code 13.08.215 is hereby amended to read as follows:

13.08.215 Septic to Sewer Program and ~~line~~infrastructure extension charges

A. There is hereby established the City of Olympia Septic to Sewer Program with the goal of connecting properties served by onsite sewage systems (OSS) to the public sewer. In furtherance of the Septic to Sewer Program, the City may construct sewer ~~lines~~infrastructure to facilitate connection of properties served by onsite sewage systems. Infrastructure may include sewer mains, sewer manholes, sewer cleanouts, sewer lift stations, sewer force mains and STEP (septic tank effluent pumping) systems. Infrastructure extension proposals may be submitted by the owner of an OSS. Infrastructure extension proposals shall be reviewed by staff and prioritized using the following factors:

1. Public health risk for the OSS as determined with input from Thurston County Environmental Health, including factors such as depth to groundwater, soil type, lot size, OSS density, proximity to drinking water sources. Projects serving higher risk OSS shall be given higher priority;
2. Scope of infrastructure extension required with respect to number of existing OSS to potentially benefit. Projects requiring less extensive infrastructure extension and potentially benefitting a higher number of properties shall be given higher priority;
3. Public drinking water availability. Projects without public drinking water available shall be given higher priority;
4. Available funds.

Final approval of the infrastructure extension shall be made by the Public Works Director or his/her designee.

B. A capital charge (CC) or the portion of the CC described below shall be paid for connections to sewer infrastructure that was extended as part of the Septic to Sewer program after September 1, 2017 (date TBD). The CC is defined as the total project cost, divided by the potential number of ERUs as defined under OMC 13.08.190, to be served by the infrastructure. The total project cost of a sewer infrastructure extension, including the costs of design, material, labor and contract administration, shall be based on the City's Engineering Design and Development Standards for latecomer agreements. Payment of the CC or the portion of the CC due must be made prior to issuance of permit for sewer connection, except as provided in section C below. The CC shall be charged as follows:

1. For properties abandoning an existing OSS, and connecting to an infrastructure extension within two years of notification of completion of the extension, without an increase in ERUs, the amount due shall be 20% of the CC.
2. For properties abandoning an existing OSS, and connecting to an infrastructure extension more than two years after notification of completion of the extension, without an increase in ERUs, the amount due shall be 50% of the CC.
3. For all properties for which number 2 and 3 above do not apply, the amount due shall be 100% of the CC.
4. For properties that connect more than one year after completion of the infrastructure extension, the CC will be adjusted by the intervening annual changes in the CPI for all urban consumers in the Seattle-Tacoma-Bremerton urban area, in which Olympia is included.

C. For properties abandoning an existing OSS and connecting to an infrastructure extension without an increase in ERUs, the CC or the portion of the CC due shall be paid in full prior to issuance of permit for sewer connection, or under installment with the following conditions:

1. The property must be served by public water with an individual City of Olympia metered water utility account.
2. In order to defer payment of the CC or the portion of the CC due, a property owner must execute a Sewer Connection Fee Contract with the City in a form approved by the City Attorney in which the property owner agrees to pay specified progress payments. The Sewer Connection Fee Contract shall also provide that the City shall be entitled to attorney's fees and costs, should legal action need to be commenced to collect or enforce the Sewer Connection Fee Contract. Connection to the infrastructure extension will be allowed after the Sewer Connection Fee Contract has been recorded in the office of the Thurston County Auditor. Recording fees shall be paid by the property owner upon submittal of the signed Sewer Connection Fee Contract.
3. Payments toward the deferred CC or the portion of the CC due shall be made monthly until the CC or the portion of the CC due and associated loan costs are paid. The minimum monthly payment shall be calculated such that full payment shall be completed within 8 years, with at most 96 monthly payments.
4. The interest rate charged on any unpaid balance shall be equal to the interest rate of the most recent general obligation bonds issued by the City prior to execution of the Sewer Connection Fee Contract.
5. Upon sale of the property, the unpaid CC or the portion of the CC due shall be paid in full.
6. In the event the CC or the portion of the CC due and interest (if any) is not paid within the time provided in this subsection, all such unpaid charges, fees and interest shall constitute a lien against the property for which they were assessed. The lien may be enforced either by foreclosure pursuant to RCW 61.12 or by termination of water service pursuant to Section 13.04.430 of this Code. The City may use other collection methods at its option. In the event of foreclosure, the owner at the time of foreclosure shall also pay the City's reasonable attorney fees and costs incurred in the foreclosure process. Notwithstanding the foregoing, the City shall not commence foreclosure proceedings less than thirty (30) calendar days after providing written notification to the then-present owner of the property via certified mail with return receipt requested advising of its intent to commence foreclosure proceedings. If the then-present owner cures the default within the thirty-day cure period, no attorney fees and/or costs will be owed.

~~B.— In addition to Sewer GFC charges provided in OMC 13.08.205, and labor and material, and the LOTT charges provided in OMC 13.08.210, a proportionate capital charge shall be paid for connections to sewer lines that were extended as part of the Septic to Sewer program after July 26, 2009. Line extensions shall first be reviewed by the Utility Advisory Committee. The Utility Advisory Committee shall move to recommend and forward said recommendation to the City Council for consideration. Final approval of the line extension, including apportionment of the capital costs for such line extension, must be made by the City Council.~~

~~C.— The capital costs of a sewer line extension, including the costs of design, material, labor and contract administration, shall be based on the City's Engineering Design and Development Standards for latecomer agreements. Except as otherwise provided in subsection D below for connections to a line extension from properties with an existing onsite sewage system ("OSS"), the proportionate capital costs, following approval by the City Council, shall be charged as follows:~~

- ~~1.—Apportionment between properties to be connected shall be based on the projected ERUs under OMC 13.08.190.~~
- ~~2.—For properties that connect within one year of completion of the line extension, the proportionate charge will be based on the engineer's estimate of construction costs or the actual construction costs, whichever is less.~~
- ~~3.—For properties that connect after one year of completion of the line extension, the proportionate charge will be based on the actual construction costs, adjusted by the intervening annual changes in the CPI for all urban consumers in the Seattle-Tacoma-Bremerton urban area, in which Olympia is included.~~
- ~~4.—Payment of the proportionate line extension costs must be made prior to connection.~~

~~D.—For connections to a line extension from properties with an existing OSS, the line extension charge may be paid in full prior to connection, or it may be deferred under the following conditions:~~

- ~~1.—An unpaid proportionate line extension charge deferred under this section shall constitute a lien against the property for which it is payable. The property owner must execute a lien in favor of the City in a form approved by the City Attorney in which the property owner agrees to pay specified progress payments and agrees that the full amount of the applicable proportionate line extension charge shall be due and payable upon sale of the property. The agreement shall also provide that the City shall be entitled attorney's fees and costs, should legal action need to be commenced to collect or enforce the agreement. Connection to the line extension will be allowed after the lien agreement has been recorded in the office of the Thurston County Auditor.~~
- ~~2.—Payments toward the deferred charge shall be set at a minimum level of \$200.00 per month until the proportionate line extension charge is paid. The monthly deferred charge payment value shall be established at the time the lien in favor of the City is executed. The payment value for liens executed in the year 2009 shall be \$200 per month. Deferred monthly progress payments in subsequent years shall be adjusted annually with changes in the CPI for all urban consumers in the Seattle-Tacoma-Bremerton urban area, in which Olympia is included.~~
- ~~3.—If the proportionate line extension charge for the property exceeds a threshold value, the total due will be the threshold value plus 50% of any amount over the threshold value. The threshold value shall be established at the time the lien in favor of the City is executed. The threshold value for the year 2009 shall be \$20,000 and shall be adjusted annually with changes in the CPI for all urban consumers in the Seattle-Tacoma-Bremerton urban area, in which Olympia is included. Interest will be applied to the total remaining balance due and will be compounded on an annual basis from the date of connection. The interest rate will be based on the interest rate on bonds that included the project or, if no bonds were issued for the project, on the interest rate of the most recent general obligation bonds issued by the City prior to construction of the line extension.~~

Section 4. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. 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 6. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 7. Effective Date. This Ordinance shall take effect thirty (30) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

DEPUTY CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



May 28, 2014

Olympia City Council
PO Box 1967
Olympia, WA 98507-1967

Dear Councilmembers:

SUBJECT: Wastewater Municipal Code Changes – Onsite Septic Systems

This letter provides recommendations from the City’s Utility Advisory Committee (UAC) to City Council about the proposed wastewater municipal code changes regarding onsite septic systems. The UAC agrees with staff regarding the proposed changes outlined in the presentation to UAC on April 3, 2014.

Wastewater Policies

The 2013 Wastewater Plan recommends changes to Olympia’s strict restrictions on the permitting of new onsite septic systems. Only a small number of additional systems would be allowed by the changes, and the UAC supports this approach. The proposed changes are summarized below:

- Allow onsite systems to be constructed on infill, vacant lots in existing onsite septic system dominated neighborhoods with at least five properties with onsite septic systems located within 200 feet of the property. Require an agreement to connect as sewer becomes available.
- Require failed systems to connect to municipal sewer if located within 200 feet of sewer rather than the current threshold of 300 feet. Measure the distance based on the length to sewer pipe needed for connection rather than to the edge of the lot closest to the sewer system.
- Reduce the requirement that onsite septic system conversions to sewer extend the sewer on all property street frontages. Currently, corner lots are required to extend sewer pipes on both street frontages.
- Fund a limited number of small-scale sewer extensions to assist connecting residents (\$150,000/year). Partial reimbursement (\$10,000 per property) to the City would be required, potentially over time.
- Allow for the payment of City General Facility Charges and LOTT Capacity Development Charges for onsite septic system to sewer conversions over time rather than as a lump sum payment at the time of connection. The charges total more than \$8,000 per connection.

Financial Considerations

The financial implications of the proposed changes will be analyzed more fully by staff and include the following considerations:

- City funding for a number of small-scale sewer extension projects to assist residents in converting from onsite septic systems to public sewer. The proposed allocation in the Capital Facilities Plan is \$150,000; some of which will be reimbursed by connecting customers.
- Financing of the City General Facility Charge (GFC) and LOTT Capacity Development Charges (CDC) over time rather than as a lump sum, only for properties converting from onsite septic systems to public sewer. This will result in revenue being delayed and an appropriate fee or interest rate will be charged to compensate the utility.
- By allowing additional permitting for houses on properties that are currently not allowed onsite septic systems, revenue could be increased in the form of GFCs and utility rates.
- By allowing some properties to repair onsite septic systems, rather than connect to public sewer, there may be a decrease in associated utility revenue. However, many of the affected properties have not been connecting to the public sewer under the current regulations.

Recommendations to City Council

The UAC supports the changes to the municipal code regarding the regulation of onsite septic systems as outlined by staff to the UAC on April 3, 2014. We encourage the City Council to proceed when staff has refined the proposed regulatory changes.

Thank you for the opportunity to comment. Please let me know if you have any questions.

Sincerely,



THAD CURTZ

Chair

Utility Advisory Committee

TC/lm

\\calvin\PW Shared Workgroup\UAC\2014- UAC\2014 Correspondence\UAC Letter of Support for OSS OMC Proposed Changes_05-28-14\UAC Letter of Support to City Council for OSS OMC Proposed Changes_05-28-14.docx



Planning Commission

City of Olympia Emergency Management Plan

Agenda Date: 7/24/2017
Agenda Item Number: 6.C
File Number: 17-0737

Type: information Version: 1 Status: In Committee

Title
City of Olympia Emergency Management Plan

Recommended Action
Information only. No action requested.

Report
Issue:
Overview of the City's Emergency Management Plan for the Planning Commission

Staff Contact:
Patrick Knouff, Emergency Management Senior Program Specialist, Fire Department, 360.709.2701

Presenter(s):
Patrick Knouff, Emergency Management Senior Program Specialist

Background and Analysis:
The City of Olympia has had a Comprehensive Emergency Management Plan since the mid-1990s. The current plan follows standard of the industry, State Emergency Management and FEMA approved format. The plan is an "all-hazard" plan. This means that the plan is written to apply to the impact of the disaster, not the specific hazard type. Evacuation applies to many hazard situations. The plan is broken into 5 key parts: the basic plan, appendices, emergency support functions, support annexes, and incident annexes. The basic plan addresses scope, purpose, concept of operations, roles, responsibilities, etc. The appendices cover acronyms, definitions, organization charts, diagrams, etc.

There are 15 emergency support functions that detail the specific roles of different fields (city departments for example) and professions involved in the various states of emergency management. The support annexes contain guidance for recovery planning and volunteer and donations management. The incident annexes detail approaches to specific hazards that may impact the City.

Neighborhood/Community Interests (if known):
Emergency Management and having a prepared response strategy is of importance to neighborhoods and the community.

Options:

None. Information only.

Financial Impact:

None. Information only.

Attachments:

2016 Emergency Management Plan
2016 Overview

2016 EMERGENCY MANAGEMENT PLAN

Please note: Because the 2016 Emergency Management Plan is a 308-page document, it is provided as an electronic version on the City website - [City of Olympia - Meeting of Planning Commission on 7/24/2017 at 6:30 PM](#)



EXECUTIVE SUMMARY

City government is charged by law to establish and maintain a program for disaster prevention, mitigation, preparedness, response, and recovery. The Emergency Management Division was established in the Olympia Fire Department to plan for and coordinate response to emergencies or disasters. All City personnel, services, and facilities are a part of the emergency management organization as required by the nature and scope of the incident.

The Comprehensive Emergency Management Plan was developed to define the policies and procedures necessary for carrying out an efficient, effective, and responsive program of emergency management that ensures the preservation of lives, protection of property, and the execution of special measures.

The duties of each City department, and various supporting agencies, are specified in the plan. Internal procedures are developed that define how those duties will be carried out under the overall coordination of the Emergency Management Division.

The plan also defines how the City of Olympia will coordinate with adjacent jurisdictions and with Thurston County; and specifies coordination protocols with state and federal disaster relief and recovery resources if needed.

For planning and organization purposes, the responsibilities have been categorized into Emergency Support Functions consistent with those of the Washington State Comprehensive Emergency Management Plan and the National Response Framework. Each Emergency support function has been assigned to a City department to ensure coordination of planning and preparedness.

The universally recognized Incident Command System is the coordination and resource management method used for coordination of emergency and disaster response and recovery in accordance with the plan.

The primary direction and control point for emergencies and disasters impacting the City of Olympia is the Emergency Operations Center located at the Fire Department Headquarters Station, 100 Eastside Street N. E. Olympia, WA. Alternate Emergency Operations sites are identified in the plan.

Operational zones that coincide with City of Olympia Fire service areas have been established to assist with coordination of response to multiple priorities. A Field Incident Command Post has been identified at a City of Olympia Fire station in each zone to serve as the coordination point for that area. The operational zone concept facilitates communication with neighborhood groups in a wide spread emergency.

This plan consists of a Basic Plan, which defines the overall disaster prevention, mitigation, preparedness, response, and recovery program for the City of Olympia, fifteen Emergency Support Functions that provide the details necessary to carry out that program, and several Appendixes and Annexes.

The plan includes provisions for periodic review and revision, and for the ongoing training, drills and exercises necessary to assure that the plan can be implemented in a time of emergency.



WHAT IS A COMPREHENSIVE EMERGENCY MANAGEMENT PLAN?

A Comprehensive Emergency Management Plan (CEMP) is a written basic plan with elements that address all natural and man-made emergencies and disasters that a federal, state or local government is vulnerable. An effective and efficient CEMP approaches these emergencies and disasters from an all hazards perspective, meaning rather than developing a separate plan for each threat the focus is placed on addressing the potential impacts of any given threat. For example, a potential impact could be a power outage. The outage may be caused by any number of hazards including a storm, an earthquake, an accident, etc. All hazards planning argues that regardless of the cause similar processes will be taken to restore power, therefore time and resources should not be wasted on trying to develop a plan for every possible scenario. Instead the focus should be placed on developing a general command structure and identifying critical infrastructure within the city that if compromised or destroyed could have significant impacts on life safety, property, the economy, etc.

The City of Olympia's Comprehensive Emergency Management Plan specifies the purpose, organization, responsibilities, and role of City of Olympia in the prevention of, mitigation of, preparation for, response to, and recovery from emergencies and disasters as well as the facilities, agencies, and officials involved in each of these phases of emergency management.



WHAT IS A BASIC PLAN?

The Basic Plan provides an overview of a City of Olympia's approach to emergency operations. It details emergency response policies, describes the response organization, and assigns tasks. Its primary intended audience consists of the Mayor, City Council, City Manager, and the Emergency Operations Center staff that represent the various departments of the City. The Basic Plan provides a foundation for and guides development of the more operationally oriented support and incident annexes.

BASIC PLAN

I. INTRODUCTION

- A. **Mission:** It is the responsibility of the government of the City of Olympia, with the assistance and support of its citizens, to take appropriate action to mitigate the effects of disasters. The Comprehensive Emergency Management Plan defines the policies and procedures necessary for the preservation of lives, protection of property, and the execution of special measures needed to ensure effective and timely relief from a disaster.
- B. **Purpose:** This plan is designed to guide city government behavior before, during, and after a disaster. It develops and describes a comprehensive program that defines who does what, when, where, and how in order to mitigate, prepare for, respond to, and recover from the effects of natural, technological, and human-caused hazards.
- C. **Scope:** The City of Olympia Comprehensive Emergency Management Plan encompasses all major incidents, emergencies, and disasters, which occur within city limits, and those situations, which may involve other adjacent jurisdictions and require activation of special procedures for coordination of shared resources. The policies and procedures prescribed here, and the concept of operation established for disaster response and recovery, will apply to all hazards, regardless of the nature and scope.
- D. **Document Organization:** This plan is organized consistently with the National Response Framework.
 - 1. **Basic Plan:** The core document in the Comprehensive Emergency Management Plan with appendices.
 - 2. **Emergency Support Functions:** group resources and capabilities into functional areas that are most frequently needed in an incident response, e.g. Transportation, Firefighting, Search and Rescue, etc.
 - 3. **Support Annexes:** describe essential supporting aspects that are common to all incidents, e.g. Recovery Planning or Volunteer and Donations Management.



WHAT IS AN APPENDIX?

An appendix is a form of an addendum to a primary document. It contains additional information that provides further explanation for or insights into key elements within the document. Rather than interrupt the flow of the primary document this information is placed in an appendix following the document allowing it to be referenced quickly if necessary or ignored if not applicable to the reader's interests or purposes. An appendix is usually brief, only a page or two, and may be a simple diagram enlarged to improve readability or a form or record that supports the document and its use.

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- IX. APPENDIX 9: PRIORITY LIFELINE ROUTES**



WHAT IS AN EMERGENCY SUPPORT FUNCTION?

An Emergency Support Function or ESF is the grouping of governmental and certain private sector capabilities into an organizational structure to provide support, resources, program implementation, and services that are most likely needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal following disruptive disasters or incidents. There are fifteen federally recognized ESFs but individual governments may choose to add additional ESFs depending on the unique resources and demands of the region.

- I. **ESF-01: TRANSPORTATION**
- II. **ESF-02: COMMUNICATIONS**
- III. **ESF-03: PUBLIC WORKS AND ENGINEERING**
- IV. **ESF-04: FIREFIGHTING**
- V. **ESF-05: EMERGENCY MANAGEMENT**
- VI. **ESF-06: MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES**
- VII. **ESF-07: LOGISTICS, MANAGEMENT, AND RESOURCE SUPPORT**
- VIII. **ESF-08: PUBLIC HEALTH AND MEDICAL SERVICES**
- IX. **ESF-09: SEARCH AND RESCUE**
- X. **ESF-10: OIL AND HAZARDOUS MATERIALS RESPONSE**
- XI. **ESF-11: AGRICULTURAL AND NATURAL RESOURCES**
- XII. **ESF-12: ENERGY**
- XIII. **ESF-13: PUBLIC SAFETY AND SECURITY**
- XIV. **ESF-14: LONG TERM COMMUNITY RECOVERY**
- XV. **ESF-15: EXTERNAL AFFAIRS**



WHAT IS AN ANNEX?

An annex is a form of an addendum to a primary document. An annex is usually a standalone document that provides supplementary information that expands upon concepts or topics discussed in the primary document. Rather than interrupt the flow of the primary document this information is placed in an annex following the document allowing it to be referenced quickly if necessary or ignored if not applicable to the reader's interests or purposes. An annex usually covers its given subject thoroughly, and may be several or more pages long. The Comprehensive Emergency Management Plan has two unique types of Annexes. The first type is a Support Annex. This type of annex provides in depth information on critical elements of the Comprehensive Emergency Management Plan that are present in emergency response regardless of the size or type of incident. The second type is an Incident Annex. This type of annex provides in depth information on unique challenges or processes associated with a specific type of incident.

SPECIAL NOTICE

Under Revised Code of Washington 42.56.420 Incident Annex 1: Cyber and Incident Annex 2: Counterterrorism are exempt from public disclosure. ***Do not release these sections without the consent of the City of Olympia Emergency Manager.***

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I. SUPPORT ANNEXES

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- F. Incident Annex 6: Debris Management – *Under Development*



Planning Commission

Gateways Draft Master Plan Presentation

Agenda Date: 7/24/2017
Agenda Item Number: 6.D
File Number: 17-0745

Type: information Version: 2 Status: In Committee

Title
Gateways Draft Master Plan Presentation

Recommended Action
Information only. No action requested.

Report
Issue:
Presentation and discussion on the Gateways Draft Master Plan framework.

Staff Contact:
Stephanie Johnson, Arts Program Manager, 360.709.2678, sjohnso1@ci.olympia.wa.us

Presenter(s):
Stephanie Johnson, Parks, Arts & Recreation

Background and Analysis:
The Art Gateway Master Plan comes out of Olympia's Comprehensive Plan. Eight locations were identified as "gateways" in the Plan. Some are entries into the city, while others are at shifts in the city fabric at land use or topographic changes. They are located along "civic boulevards" that connect the center of the city and neighborhoods in every direction.

Project Goals

Goals for the Art Gateway Master Plan were identified as follows:

- Place public art deep into Olympia's neighborhoods
- Contribute to a sense of community identity
- Introduce place making elements that help to define and also bring together different areas of our community

Project Intent

This project plans for art, for the themes and criteria for art that will follow. It looks at the options for similar treatment across all eight locations, and ways of maximizing the impact of the art at each specific location.

The plan will:

- Identify priorities-steps the City will takeover 5 to 6 years that will have the greatest impact toward completion of the Gateways project
- Include illustrations of concepts and themes for each location
- Set the stage for future grant opportunities and community partnerships to realize the project
- Consider the interface between the Gateway art elements and proposed civic boulevards.

This presentation is an opportunity for Commissioners to review baseline findings and proposals for the Gateways Public Art Master Plan.

Neighborhood/Community Interests (if known):

Presentation will address community outreach and response.

Options:

N/A, although Commissioners are invited to provide feedback.

Financial Impact:

None at this time. The contract has already been approved by Council.

Attachments:

None.