



Meeting Agenda

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, February 27, 2018

7:00 PM

Council Chambers

1. ROLL CALL

1.A ANNOUNCEMENTS

1.B APPROVAL OF AGENDA

2. SPECIAL RECOGNITION

2.A [18-0185](#) Special Recognition - Black History Month Proclamation

Attachments: [Proclamation](#)

2.B [18-0209](#) Special Recognition - Nature's Scorecard Recognizes Olympia as a Green Star Community

Attachments: [Link to Nature's Scorecard](#)

2.C [18-0217](#) Special Recognition - The Evergreen Christian Community Partnership

3. PUBLIC COMMUNICATION

(Estimated Time: 0-30 Minutes) (Sign-up Sheets are provided in the Foyer.)

During this portion of the meeting, citizens may address the City Council regarding items related to City business, including items on the Agenda. In order for the City Council to maintain impartiality and the appearance of fairness in upcoming matters and to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Council in these three areas: (1) on agenda items for which the City Council either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days, or (2) where the public testimony may implicate a matter on which the City Council will be required to act in a quasi-judicial capacity, or (3) where the speaker promotes or opposes a candidate for public office or a ballot measure.

Individual comments are limited to three (3) minutes or less. In order to hear as many people as possible during the 30-minutes set aside for Public Communication, the City Council will refrain from commenting on individual remarks until all public comment has been taken. The City Council will allow for additional public comment to be taken at the end of the meeting for those who signed up at the beginning of the meeting and did not get an opportunity to speak during the allotted 30-minutes.

COUNCIL RESPONSE TO PUBLIC COMMUNICATION (Optional)

4. CONSENT CALENDAR

(Items of a Routine Nature)

- 4.A [18-0215](#) Approval of January 12, 2018 City Council Retreat Meeting Minutes
Attachments: [Minutes](#)
- 4.B [18-0216](#) Approval of January 13, 2018 City Council Retreat Meeting Minutes
Attachments: [Minutes](#)
- 4.C [18-0145](#) Approval of January 31, 2018 Sea Level Rise with Lott and Port of Olympia Multijurisdictional Meeting Minutes
Attachments: [Minutes](#)
- 4.D [18-0149](#) Approval of February 6, 2018 City Council Meeting Minutes
Attachments: [Minutes](#)
- 4.E [18-0203](#) Approval of February 12, 2018 Study Session Meeting Minutes
Attachments: [Minutes](#)
- 4.F [18-0213](#) Bills and Payroll Certification
Attachments: [Bills and Payroll](#)
- 4.G [18-0142](#) Approval of Resolution Authorizing an Agreement with Thurston County Fire Protection District 3 for Vehicle and Equipment Sharing
Attachments: [Resolution](#)
[Interlocal Agreement](#)
- 4.H [18-0135](#) Approval of the 2018 General Government Committee Work Plan
Attachments: [2018 Work Plan](#)
- 4.I [18-0197](#) Approval of the 2018 Land Use and Environment Committee Work Plan
Attachments: [2018 Work Plan](#)

4. SECOND READINGS (Ordinances)

- 4.J [18-0089](#) Approval of an Ordinance Appropriating Grant Funds for Transportation Projects
Attachments: [Ordinance](#)
- 4.K [18-0124](#) Approval of an Ordinance Amending the LOTT Capacity Development Charge
Attachments: [Ordinance](#)

4. FIRST READINGS (Ordinances)

- 4.L [18-0202](#) Approval of an Ordinance Increasing Sales and Use Tax by One Tenth of One Percent for Housing

Attachments: [Ordinance](#)

5. PUBLIC HEARING (None)

6. OTHER BUSINESS

6.A [18-0163](#) 2018 Annual Comprehensive Plan Amendment Screening

Attachments: [Olympia Municipal Code Chapter 18.59](#)
[Review and Evaluation](#)
[City Views Application](#)
[Coalition of Neighborhood Associations Application](#)
[Black Lake Blvd/US 101 Application](#)

6.B [18-0206](#) Approval of a Recommendation to Create a Homeless Response Coordinator Position

Attachments: [Actions to Support Affordable & Homeless Housing](#)
[Homeless Response and Affordable Housing Initiatives](#)
[Homeless Response Coordinator Job Description](#)

6.C [18-0204](#) Approval of an Ordinance authorizing acceptance of a donation by Evergreen Christian Community to fund a position for a Homeless Response Coordinator

Attachments: [Ordinance](#)

7. CONTINUED PUBLIC COMMUNICATION

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

8. REPORTS AND REFERRALS

8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS

8.B CITY MANAGER'S REPORT AND REFERRALS

9. ADJOURNMENT

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Council meeting, please contact the Council's Executive Assistant at 360.753.8244 at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.



City Council

Special Recognition - Black History Month Proclamation

Agenda Date: 2/27/2018
Agenda Item Number: 2.A
File Number: 18-0185

Type: recognition **Version:** 1 **Status:** Recognition

Title

Special Recognition - Black History Month Proclamation

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Proclaim Black History Month in the City of Olympia.

Report

Issue:

Whether to proclaim Black History Month in the City of Olympia

Presenter(s):

Jay Burney, Assistant City Manager, 360.753.8740

Background and Analysis:

Black History Month is an annual celebration of achievements by African Americans and a time for recognizing the central role of blacks in U.S. history. The brainchild of noted historian Carter G. Woodson and other prominent African Americans in 1926, every U.S. president since 1976 has officially designated the month of February as Black History Month. Other countries around the world, including Canada and the United Kingdom, also devote a month to celebrating black history.

PROCLAMATION

WHEREAS, in February, America recognizes and reflects on the sacrifices and contributions made by generations of African Americans in the storied history of our nation and toward the ongoing struggle to keep America's founding promise of a more perfect and more equal union; and

WHEREAS, the African American experience is woven into the historical fabric of the Pacific Northwest: from York's full membership in the Lewis and Clark Expedition, through the first African American pioneer in the Northwest, George W. Bush, who established Bush Prairie, now known as our neighbor, the City of Tumwater, and on through today; and

WHEREAS, the history of the City of Olympia would be far less rich and diverse without the contributions of Olympia's African American residents – such as Rebecca Howard, the beloved 19th Century entrepreneur, who owned and managed the popular Pacific House in downtown Olympia; and

WHEREAS, in 1915, Dr. Carter Godwin Woodson, noted black scholar and son of former slaves, founded the Association for the Study of African American Life and History, and initiated Black History Week on February 12, 1926; and

WHEREAS, in 1976, as part of the nation's bicentennial, Black History Week was expanded and became established as Black History Month, and is now celebrated all over North America; and

WHEREAS, the City of Olympia proudly embraces the cultural diversity of our community, and honors organizations, families, and individuals of African American descent in appreciation of their invaluable contributions that continue to enrich the history and culture of our city, and unite and sustain us as a community;

NOW, THEREFORE, the Olympia City Council does hereby proclaim the month of February 2018 as

BLACK HISTORY MONTH

in the City of Olympia and encourage all Olympians to reflect the African American experience and work toward a nation where all citizens have equal opportunity to thrive.

SIGNED IN THE CITY OF OLYMPIA, WASHINGTON THIS 27th DAY OF FEBRUARY 2018.

OLYMPIA CITY COUNCIL

***Cheryl Selby
Mayor***



City Council

Special Recognition - Nature's Scorecard Recognizes Olympia as a Green Star Community

Agenda Date: 2/27/2018
Agenda Item Number: 2.B
File Number: 18-0209

Type: recognition **Version:** 1 **Status:** Recognition

Title

Special Recognition - Nature's Scorecard Recognizes Olympia as a Green Star Community

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Recognize Olympia's designation as a Green Star Community by Nature's Scorecard, a joint project of the Puget Soundkeeper and Washington Environmental Council.

Report

Issue:

Whether to recognize Olympia's designation as a Green Star Community by Nature's Scorecard, a joint project of the Puget Soundkeeper and Washington Environmental Council.

Staff Contact:

Susan Grisham, Executive Assistant, 360.753.8224

Presenter(s):

Sophia Ressler, Puget Soundkeeper Alliance
Danielle Shaw, Washington Environmental Council

Background and Analysis:

In January, the City Council was informed that Olympia was named as a Green Star Community by Nature's Scorecard. A joint project of the Puget Soundkeeper and Washington Environmental Council, Nature's Scorecard was created to keep cities and counties in the Puget Sound region accountable to holistic health and water quality planning.

As part of their stormwater permits, and under the Clean Water Act authority, 81 cities and counties across Puget Sound were required to update their development codes to make low-impact development principles and practices the "preferred and commonly used approach." This is the first comprehensive assessment of regional performance. The report highlights municipalities that went

Type: recognition **Version:** 1 **Status:** Recognition

above and beyond the requirements, recognizing eight “green star” communities including Olympia.

Attachments:

[Link to Nature’s Scorecard](#)



City Council

Special Recognition - The Evergreen Christian Community Partnership

Agenda Date: 2/27/2018
Agenda Item Number: 2.C
File Number: 18-0217

Type: recognition **Version:** 1 **Status:** Recognition

Title

Special Recognition - The Evergreen Christian Community Partnership

Recommended Action

Committee Recommendation:

Not referred to a committee

City Manager Recommendation:

Recognize the City of Olympia's new "City and Faith Community Partnership" with the Evergreen Christian Community.

Report

Issue:

Whether to Recognize the City of Olympia's new "City and Faith Community Partnership" with the Evergreen Christian Community, in which the church will donate \$100,000 a year over three years to support a new Homeless Response Coordinator position at the City.

Staff Contact:

Keith Stahley, Director of Community Planning and Development Department, 360.753.8227

Presenter(s):

Keith Stahley, Director of Community Planning and Development Department

Background and Analysis:

Through what the City of Olympia is calling a "City and Faith Community Partnership," the Evergreen Christian Community will donate \$100,000 a year over three years to support a new Homeless Response Coordinator position at the City.

The City of Olympia often works with the local faith community to tackle complex and immediate community concerns. However, the effort with Evergreen Christian Community is the City's first formal faith community partnership.

Attachments:

None



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

City Council

Approval of January 12, 2018 City Council Retreat Meeting Minutes

Agenda Date: 2/27/2018
Agenda Item Number: 4.A
File Number: 18-0215

Type: minutes **Version:** 1 **Status:** Consent Calendar

Title

Approval of January 12, 2018 City Council Retreat Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Friday, January 12, 2018

12:00 PM

LOTT Board Room, 500 Adams
Street NE

Special Meeting - Council Annual Retreat

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Nathaniel Jones, Councilmember Jessica Bateman, Councilmember Jim Cooper, Councilmember Clark Gilman, Councilmember Lisa Parshley and Councilmember Renata Rollins

2. BUSINESS ITEM

2.A [18-0037](#) 2018 City Council Retreat

Facilitator Nancy Campbell welcomed Councilmembers and began the day with an overview of the agenda. She discussed the themes that emerged during her interviews with Councilmembers and staff. The themes included desired retreat outcomes, the impacts of change, the role of City Council, core City functions, working relationships and goals for 2018.

Councilmembers participated in an exercise that identified the ways that each Councilmember brings a unique perspective and understanding to different constituents. They also identified areas to target for more partnerships and expanded representation.

Ms. Campbell reviewed personality style assessments with the group in order for them to understand the best ways to effectively work together. Two Councilmembers are identified as introverts while all other Councilmembers are extroverts. Ms. Campbell noted, attention should be paid to ensure adequate time is provided for introverts to consume information and share their feedback.

Councilmembers developed the principles and a beginning list of operating norms for how they want to work together.

They are committed to:

- Effective working relationships with each other, the public the body, and to the process.
- Meeting people where they are and to sharing our process.
- Civil engagement by engaging in healthy conflict and being comfortable when we

disagree.

- Behaving with integrity.

Operating Norms:

- Do not embarrass each other
- No surprises
- Respond not react

The discussion was completed.

3. ADJOURNMENT

The meeting adjourned at 5:00 p.m.



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

City Council

Approval of January 13, 2018 City Council Retreat Meeting Minutes

Agenda Date: 2/27/2018
Agenda Item Number: 4.B
File Number: 18-0216

Type: minutes **Version:** 1 **Status:** Consent Calendar

Title

Approval of January 13, 2018 City Council Retreat Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Saturday, January 13, 2018

8:45 AM

**LOTT Board Room, 500 Adams
Street NE**

Special Meeting - Council Annual Retreat

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Nathaniel Jones, Councilmember Jessica Bateman, Councilmember Jim Cooper, Councilmember Clark Gilman, Councilmember Lisa Parshley and Councilmember Renata Rollins

2. BUSINESS ITEM

2.A [18-0038](#) 2018 City Council Retreat

Facilitator Nancy Campbell welcomed Councilmembers and gave a brief overview of the work completed the day before.

Assistant City Manager Jay Burney discussed Priorities, Performance and Investment: Making Our Comprehensive Plan Vision a Reality. In his presentation, he put 2018 Priorities from the Comprehensive Plan into focus areas and measures developed for each area. Mr. Burney noted initial measures will change over time, but the goal is to see if the right questions are being asked the right way and to identify the right metrics.

The focus areas are Community Safety and Health; Downtown; Economy; Environment and Neighborhoods. Councilmembers considered the following questions:

- Are the 2018 priorities clear?
- Are these the right priorities?
- What would success in 2018 look like?
- What would you like the legacy of this Council to be for the City of Olympia?

Councilmembers discussed their roles and responsibilities as Mayor, Mayor Pro Tem, Council Advisory Committee Liaisons, and Inter-jurisdictional Representatives, as well as the Role of Staff, and Partners/Stakeholders.

Councilmembers reviewed committee assignments and assigned delegates and alternates.

The discussion was completed.

3. ADJOURNMENT

The meeting adjourned at 2:15 p.m.



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

City Council

Approval of January 31, 2018 Sea Level Rise with Lott and Port of Olympia Multijurisdictional Meeting Minutes

Agenda Date: 2/27/2018
Agenda Item Number: 4.C
File Number: 18-0145

Type: minutes **Version:** 1 **Status:** Consent Calendar

Title

Approval of January 31, 2018 Sea Level Rise with Lott and Port of Olympia Multijurisdictional Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Wednesday, January 31, 2018

5:30 PM

Council Chambers

Multijurisdictional Meeting On Sea Level Rise With Lott And Port Of Olympia

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Nathaniel Jones, Councilmember Jessica Bateman, Councilmember Jim Cooper, Councilmember Clark Gilman, Councilmember Lisa Parshley and Councilmember Renata Rollins

OTHERS PRESENT

LOTT Clean Water Alliance Board of Directors: President Cynthia Pratt, Tom Oliva - City of Tumwater, Jessica Bateman - City of Olympia, John Hutchings - Thurston County

LOTT Clean Water Alliance: Executive Director Michael Strub

Port of Olympia Commission: President E.J. Zita, Vice President Bill McGregor, Secretary Joe Downing

Port of Olympia: Executive Director Ed Galligan

2. OTHER BUSINESS

2.A [18-0011](#) Joint Meeting of Elected Officials from City of Olympia, Port of Olympia and LOTT Clean Water Alliance on Sea Level Rise Response Planning

Mayor Selby welcomed attendees and explained the purpose of the joint meeting. She stated public comment could be provided on comment cards and through the online sea level rise survey on the City of Olympia's website. Mayor Selby asked everyone to go around the room and introduce themselves.

Port of Olympia Commission President Zita made opening remarks, followed by LOTT Clean Water Alliance Board President Pratt.

Water Resources Director Andy Haub introduced City of Olympia, LOTT Clean Water Alliance, Port of Olympia and AECOM Technical Services staff involved in the sea level rise planning project. Mr. Haub presented project background information. He also discussed the potential flooding impacts for downtown from sea level rise, the project's goal statement and schedule.

Justin Vandever, Coastal Engineer with AECOM Technical Services, gave an overview of the sea level rise planning process and the steps involved in developing a vulnerability and risk assessment. Mr. Vandever explained sea level rise science, the sea level rise projections for Olympia and the types of flooding impacts facing Olympia. He also presented the results of the project's vulnerability and risk assessment, flooding inundations maps and possible strategies to address sea level rise.

Mr. Haub reviewed ongoing public involvement efforts and presented high level results of public input received to date through the sea level rise survey and January 18, 2018 community workshop.

City Manager Steve Hall stressed the importance of having the groups work together and suggested continued discussion is necessary to continue to move the project forward.

Councilmembers, LOTT Clean Water Alliance Board members and Port of Olympia Commission members asked clarifying questions and provided comment.

Mayor Selby suggested a follow-up joint meeting would be held in April to continue the discussion.

The discussion was completed.

3. ADJOURNMENT

The meeting adjourned at 7:10 p.m.



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

City Council

Approval of February 6, 2018 City Council Meeting Minutes

Agenda Date: 2/27/2018
Agenda Item Number: 4.D
File Number: 18-0149

Type: minutes **Version:** 1 **Status:** Consent Calendar

Title

Approval of February 6, 2018 City Council Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Tuesday, February 6, 2018

7:00 PM

Council Chambers

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Nathaniel Jones, Councilmember Jessica Bateman, Councilmember Jim Cooper, Councilmember Clark Gilman, Councilmember Lisa Parshley and Councilmember Renata Rollins

1.A ANNOUNCEMENTS

1.B APPROVAL OF AGENDA

The agenda was approved.

2. SPECIAL RECOGNITION

2.A [18-0125](#) Special Recognition - International Clash Day

Councilmembers read a proclamation declaring February 7, 2018 International Clash Day in the City of Olympia.

The recognition was received.

3. PUBLIC COMMUNICATION

The following people spoke: Jim Reeves, Fed Silsby, Tom Crawford, Sara Pete, Terry Ballard, Noah Martin and James Paribelio.

COUNCIL RESPONSE TO PUBLIC COMMUNICATION (Optional)

4. CONSENT CALENDAR

4.A [18-0115](#) Approval of January 23, 2018 City Council Meeting Minutes

The minutes were approved.

4.B [18-0099](#) Approval of the 2018 Finance Committee Work Plan

The decision was approved.

4.C [18-0107](#) Approval of a Resolution Authorizing the City Manager to Sign All

Necessary Documents Pertaining to the Olympia Area Rowing Binding
Site Plan Amendment 3

The resolution was approved.

- 4.D** [18-0112](#) Approval of a Resolution Authorizing an Interlocal Agreement with
Washington State Consolidated Technical Services (WaTech) for Fire
Protection

The resolution was approved.

4. SECOND READINGS (Ordinances)

- 4.E** [18-0001](#) Approval of an Ordinance to Reduce the Speed Limit on 14th
Avenue/Walnut Road from 35 MPH to 25 MPH

The ordinance was approved on second reading.

4. FIRST READINGS (Ordinances)

- 4.F** [18-0089](#) Approval of an Ordinance Appropriating Grant Funds for Transportation
Projects

The ordinance was approved on first reading and moved to second reading.

- 4.G** [18-0124](#) Approval of Ordinance Amending the LOTT Capacity Development
Charge

The ordinance was approved on first reading and moved to second reading.

Approval of the Consent Agenda

**Councilmember Parshley moved, seconded by Councilmember Bateman, to
adopt the Consent Calendar. The motion carried by the following vote:**

Aye: 7 - Mayor Selby, Mayor Pro Tem Jones, Councilmember Bateman,
Councilmember Cooper, Councilmember Gilman, Councilmember
Parshley and Councilmember Rollins

5. PUBLIC HEARING

6. OTHER BUSINESS

Administrative Services Director Debbie Sullivan briefed the City Council on the
approach for beginning Community Conversations.

Councilmembers asked clarifying questions.

- 6.A** [18-0130](#) LOTT State of the Utility Presentation

Executive Director of the LOTT Clean Water Alliance presented the annual state of the utility update.

Councilmembers asked clarifying questions.

The information was received.

6.B [18-0111](#) Approval of Council Goal Money to Host Community Conversations

Councilmember Jones moved, seconded by Councilmember Gilman, to authorize the use of \$15,000 in Council Goal Money to fund a contract with Benson Consulting to design, facilitate and train staff to host Community Conversations.

7. CONTINUED PUBLIC COMMUNICATION

8. REPORTS AND REFERRALS

8.A COUNCIL INTERGOVERNMENTAL/COMMITTEE REPORTS AND REFERRALS

Councilmembers reported on meetings and events attended.

8.B CITY MANAGER'S REPORT AND REFERRALS

City Manager Steve Hall noted he sat in on a meeting with Department of Enterprise Services (DES) Director, Chris Liu regarding moving forward with an Environmental Impact Statement (EIS) for Capital Lake. At the meeting, Director Liu expressed DES are moving forward with the EIS process despite it not being funded by the legislature this biennium. An RFP will be released by DES in June. Mr. Hall noted the entire project will take approximately three years.

9. ADJOURNMENT

The meeting adjourned at 8:47 p.m.



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

City Council

Approval of February 12, 2018 Study Session Meeting Minutes

Agenda Date: 2/27/2018
Agenda Item Number: 4.E
File Number: 18-0203

Type: minutes **Version:** 1 **Status:** Consent Calendar

Title

Approval of February 12, 2018 Study Session Meeting Minutes



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Monday, February 12, 2018

5:30 PM

Council Chambers

Special Study Session

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Nathaniel Jones, Councilmember Jessica Bateman, Councilmember Jim Cooper, Councilmember Clark Gilman, Councilmember Lisa Parshley and Councilmember Renata Rollins

2. BUSINESS ITEMS

2.A [18-0150](#) Veterans Services Hub Update

Chair, Sean Smith of the Thurston County Veterans Advisory Board (TCVAB) discussed the Board, its purpose, history and make up. Lacey Veterans Services Hub Manager Keith Looker shared information regarding the Hub, the services it provides, partners & providers, and who the Hub serves.

Councilmembers asked clarifying questions.

The discussion was completed.

2.B [18-0108](#) Downtown Medical Response Report

Deputy Fire Chief Greg Wright, Assistant Fire Chief Mike Buchanan and Assistant Fire Chief Rob Bradley gave an overview of the Downtown Medical Response Unit and its progress over the past six months.

Deputy Chief Wright gave some history of the program and data related to calls.

Councilmembers asked clarifying questions.

The discussion was completed.

2.C [18-0123](#) Street Tree Maintenance Manual Level of Service Update

Urban Forestry Program Manager Shelly Bentley, Senior Planner Stacey Ray, Water Resources Habitat Biologist Kate Hartman, Parks Maintenance Manager Gary Franks, and Project Consultant Kevin McFarland discussed the process to update the Streets Maintenance Manual. Ms. Bentley shared how the Manual is linked to the Comprehensive Plan and Urban Forestry Strategic Plan and is intended to address

current challenges as well as prepare for and mitigate emerging challenges.

Councilmembers asked clarifying questions.

The discussion was completed.

3. ADJOURNMENT

The meeting adjourned at 7:30 p.m.



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

City Council

Bills and Payroll Certification

Agenda Date: 2/27/2018
Agenda Item Number: 4.F
File Number: 18-0213

Type: decision **Version:** 1 **Status:** Consent Calendar

Title
Bills and Payroll Certification

CITY OF OLYMPIA
EXPENDITURE SUMMARY

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

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

FOR PERIOD	<u>1/7/2018</u>		<u>1/13/2018</u>
FOR A/P ACH PAYMENTS and A/P CHECKS NUMBERED	<u>3696468</u>	THROUGH	<u>3696681</u>
FOR OTHER ELECTRONIC PAYMENTS DATED	<u> </u>	THROUGH	<u> </u>

INCLUSIVE IN THE AMOUNT TOTALING

DATED

ADMINISTRATIVE SERVICES DIRECTOR

1-17-2018

Debbie L. Sullivan

TOTAL APPROVED FOR PAYMENT

FUND	FUND
\$870,579.32	001 GENERAL FUND
\$0.00	002 SHOP FACILITIES
\$22,856.78	003 REVOLVING ACCOUNT FUND
\$0.00	004 URBAN ARTERIAL FUND
\$244,243.24	006
\$0.00	007
\$10,751.53	014
\$0.00	21 Washington Center Endow
\$263.01	025 WASHINGTON CENTER
\$0.00	026 MUNICIPAL ARTS FUND
\$102,184.96	029 EQUIP & FACIL REPLACE RES
\$4,358.94	107 HUD
\$0.00	108 HUD
\$0.00	127 IMPACT FEES
\$0.00	130 SEPA MITIGATION FUND
\$0.00	132 LODGING TAX FUND
\$0.00	133 ARTS AND CONFERENCE FUND
\$0.00	134 PARKS AND REC SIDEWALK UT TAX
\$0.00	135 PARKING BUSINESS IMP AREA
\$0.00	136 FARMERS MKRT REPAIR/REPLC
\$0.00	137 CHILDREN'S HANDS ON MUSEUM
\$0.00	138 TRANS BENEFIT DISTRICT
\$0.00	208 LID OBLIGATION CONTROL
\$0.00	216 4th/5th AVE PW TRST
\$0.00	223 LTGO BOND FUND '06-PARKS
\$0.00	224 UTGO BOND FUND 2009 FIRE
\$0.00	225 CITY HALL DEBT FUND
\$0.00	226 2010 LTGO BOND-STREETPROJ
\$0.00	227 LOCAL DEBT FUND
\$0.00	228 2010B LTGO BONDS-HOCM
\$0.00	230 LTGO Bond Fund 2016
\$55,402.50	317 CIP
\$0.00	322 4/5th AVE CORRIDOR/BRIDGE
\$0.00	323 CIP CONSTR FUND - PARKS
\$0.00	324 FIRE STATION 4 CONSTRUCT
\$0.00	325 CITY HALL CONST
\$0.00	326 TRANSPORTATION CONST
\$0.00	329 GO BOND PROJECT FUND
\$0.00	331 FIRE EQUIPMENT REPLACEMENT FUND
\$7,739.18	401 WATER
\$1,058,728.28	402 SEWER
\$24,716.59	403 SOLID WASTE
\$4,764.29	404 STORM AND SURFACE WATER
\$0.00	418
\$3,806.32	434 STORM AND SURFACE WATER CIP
\$0.00	461 WATER CIP FUND
\$54.12	462 SEWER CIP FUND
\$8,933.01	501 EQUIPMENT RENTAL
\$0.00	502 C. R. EQUIPMENT RENTAL
\$0.00	503 UNEMPLOYMENT COMPENSATION
\$0.00	504 INS TRUST FUND
\$0.00	505 WORKERS COMPENSATION
\$0.00	604 FIREMEN'S PENSION FUND
\$0.00	605 CUSTOMERS WATER RESERVE
\$0.00	614
\$0.00	621 WASHINGTON CENTER ENDOW
\$0.00	631 PUBLIC FACILITIES
\$0.00	682 LAW ENFORCEMENT RECORD MGNTSYS
\$0.00	701 PARKS-NEIGHBORHOOD
\$0.00	702 PARKS-COMMUNITY
\$0.00	703 PARKS-OPEN SPACE
\$0.00	707 PARKS-SPECIAL USE
\$0.00	711 TRANSPORTATION
\$0.00	720 SCHOOLS
\$2,419,382.07	GRAND TOTAL FOR WEEK



CITY OF OLYMPIA
EXPENDITURE SUMMARY

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

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

FOR PERIOD	<u>1/14/2018</u>		<u>1/20/2018</u>
FOR A/P ACH PAYMENTS and A/P CHECKS NUMBERED	<u>3696682</u>	THROUGH	<u>3696965</u>
FOR OTHER ELECTRONIC PAYMENTS DATED	<u> </u>	THROUGH	<u> </u>

INCLUSIVE IN THE AMOUNT TOTALING

DATED

ADMINISTRATIVE SERVICES DIRECTOR

1-23-18

Debbie L. Sullivan

TOTAL APPROVED FOR PAYMENT

FUND		
\$1,024,595.05	001	GENERAL FUND
\$0.00	002	SHOP FACILITIES
\$14,117.55	003	REVOLVING ACCOUNT FUND
\$0.00	004	URBAN ARTERIAL FUND
\$3,109.85	006	
\$7,745.64	007	
\$7,405.83	014	
\$7,538.48	21	Washington Center Endow
\$26,694.59	025	WASHINGTON CENTER
\$1,156.59	026	MUNICIPAL ARTS FUND
\$101.69	029	EQUIP & FACIL REPLACE RES
\$4,536.76	107	HUD
\$0.00	108	HUD
\$0.00	127	IMPACT FEES
\$0.00	130	SEPA MITIGATION FUND
\$0.00	132	LODGING TAX FUND
\$0.00	133	ARTS AND CONFERENCE FUND
\$0.00	134	PARKS AND REC SIDEWALK UT TAX
\$6,699.97	135	PARKING BUSINESS IMP AREA
\$0.00	136	FARMERS MRKT REPAIR/REPLC
\$0.00	137	CHILDREN'S HANDS ON MUSEUM
\$0.00	138	TRANS BENEFIT DISTRICT
\$0.00	208	LID OBLIGATION CONTROL
\$0.00	216	4th/5th AVE PW TRST
\$0.00	223	LTGO BOND FUND '06-PARKS
\$0.00	224	UTGO BOND FUND 2009 FIRE
\$0.00	225	CITY HALL DEBT FUND
\$0.00	226	2010 LTGO BOND-STREETPROJ
\$0.00	227	LOCAL DEBT FUND
\$0.00	228	2010B LTGO BONDS-HOCM
\$0.00	230	LTGO Bond Fund 2016
\$194,076.31	317	CIP
\$0.00	322	4/5th AVE CORRIDOR/BRIDGE
\$0.00	323	CIP CONSTR FUND - PARKS
\$0.00	324	FIRE STATION 4 CONSTRUCT
\$0.00	325	CITY HALL CONST
\$0.00	326	TRANSPORTATION CONST
\$0.00	329	GO BOND PROJECT FUND
\$0.00	331	FIRE EQUIPMENT REPLACEMENT FUND
\$31,787.57	401	WATER
\$3,425.15	402	SEWER
\$2,093.77	403	SOLID WASTE
\$19,599.51	404	STORM AND SURFACE WATER
\$0.00	418	
\$13,769.78	434	STORM AND SURFACE WATER CIP
\$503,803.42	461	WATER CIP FUND
\$54,763.17	462	SEWER CIP FUND
\$5,208.46	501	EQUIPMENT RENTAL
\$0.00	502	C. R. EQUIPMENT RENTAL
\$0.00	503	UNEMPLOYMENT COMPENSATION
\$1,805.00	504	INS TRUST FUND
\$0.00	505	WORKERS COMPENSATION
\$0.00	604	FIREMEN'S PENSION FUND
\$0.00	605	CUSTOMERS WATER RESERVE
\$0.00	614	
\$0.00	621	WASHINGTON CENTER ENDOW
\$0.00	631	PUBLIC FACILITIES
\$0.00	682	LAW ENFORCEMENT RECORD MGNTSYS
\$0.00	701	PARKS-NEIGHBORHOOD
\$0.00	702	PARKS-COMMUNITY
\$0.00	703	PARKS-OPEN SPACE
\$0.00	707	PARKS-SPECIAL USE
\$0.00	711	TRANSPORTATION
\$25,974.96	720	SCHOOLS
<hr/>		
\$1,960,009.10	GRAND TOTAL FOR WEEK	



CITY OF OLYMPIA
EXPENDITURE SUMMARY

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

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

FOR PERIOD	<u>1/21/2018</u>		<u>1/27/2018</u>
FOR A/P ACH PAYMENTS and A/P CHECKS NUMBERED	<u>3696966</u>	THROUGH	<u>3697114</u>
FOR OTHER ELECTRONIC PAYMENTS DATED	<u>12/1/2017</u>	THROUGH	<u>12/31/2017</u>

INCLUSIVE IN THE AMOUNT TOTALING

DATED

ADMINISTRATIVE SERVICES DIRECTOR

1-30-2018

Gabriel L. Sullivan

TOTAL APPROVED FOR PAYMENT

FUND		
\$854,529.91	001	GENERAL FUND
\$0.00	002	SHOP FACILITIES
\$1,455.00	003	REVOLVING ACCOUNT FUND
\$0.00	004	URBAN ARTERIAL FUND
\$10,000.00	006	Development Fee Revenue
\$2,888.48	007	Parking Fund
\$402.00	014	LEOFF 1 OPEB Trust Fund
\$0.00	21	Washington Center Endow
\$1,419.21	025	WASHINGTON CENTER
\$0.00	026	MUNICIPAL ARTS FUND
\$13,159.36	029	EQUIP & FACIL REPLACE RES
\$0.00	107	HUD
\$0.00	108	HUD
\$0.00	127	IMPACT FEES
\$0.00	130	SEPA MITIGATION FUND
\$4,860.55	132	LODGING TAX FUND
\$0.00	133	ARTS AND CONFERENCE FUND
\$0.00	134	PARKS AND REC SIDEWALK UT TAX
\$0.00	135	PARKING BUSINESS IMP AREA
\$0.00	136	FARMERS MKRT REPAIR/REPLC
\$0.00	137	CHILDREN'S HANDS ON MUSEUM
\$0.00	138	TRANS BENEFIT DISTRICT
\$0.00	208	LID OBLIGATION CONTROL
\$0.00	216	4th/5th AVE PW TRST
\$0.00	223	LTGO BOND FUND '06-PARKS
\$0.00	224	UTGO BOND FUND 2009 FIRE
\$0.00	225	CITY HALL DEBT FUND
\$0.00	226	2010 LTGO BOND-STREETPROJ
\$0.00	227	LOCAL DEBT FUND
\$0.00	228	2010B LTGO BONDS-HOCM
\$0.00	230	LTGO Bond Fund 2016
\$38,330.82	317	CIP
\$0.00	322	4/5th AVE CORRIDOR/BRIDGE
\$0.00	323	CIP CONSTR FUND - PARKS
\$0.00	324	FIRE STATION 4 CONSTRUCT
\$0.00	325	CITY HALL CONST
\$0.00	326	TRANSPORTATION CONST
\$0.00	329	GO BOND PROJECT FUND
\$0.00	331	FIRE EQUIPMENT REPLACEMENT FUND
\$53,161.68	401	WATER
\$30,811.40	402	SEWER
\$378,626.50	403	SOLID WASTE
\$8,743.86	404	STORM AND SURFACE WATER
\$0.00	418	Stormwater Debt Service Fund
\$0.00	434	STORM AND SURFACE WATER CIP
\$7,254.94	461	WATER CIP FUND
\$0.00	462	SEWER CIP FUND
\$3,764.62	501	EQUIPMENT RENTAL
\$0.00	502	C. R. EQUIPMENT RENTAL
\$0.00	503	UNEMPLOYMENT COMPENSATION
\$0.00	504	INS TRUST FUND
\$55,733.32	505	WORKERS COMPENSATION
\$0.00	604	FIREMEN'S PENSION FUND
\$0.00	605	CUSTOMERS WATER RESERVE
\$0.00	621	WASHINGTON CENTER ENDOW
\$0.00	631	PUBLIC FACILITIES
\$0.00	682	LAW ENFORCEMENT RECORD MGNTSYS
\$0.00	701	PARKS-NEIGHBORHOOD
\$0.00	702	PARKS-COMMUNITY
\$0.00	703	PARKS-OPEN SPACE
\$0.00	707	PARKS-SPECIAL USE
\$0.00	711	TRANSPORTATION
\$0.00	720	SCHOOLS
\$1,465,141.65 GRAND TOTAL FOR WEEK		



CITY OF OLYMPIA
EXPENDITURE SUMMARY

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

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

FOR PERIOD	<u>1/28/2018</u>	<u>2/3/2018</u>
FOR A/P ACH PAYMENTS and A/P CHECKS NUMBERED	<u>3697115</u>	THROUGH <u>3697351</u>
FOR OTHER ELECTRONIC PAYMENTS DATED	<u> </u>	THROUGH <u> </u>

INCLUSIVE IN THE AMOUNT TOTALING

DATED <u>2-6-18</u>	ADMINISTRATIVE SERVICES DIRECTOR 
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TOTAL APPROVED FOR PAYMENT

FUND		
\$1,176,728.05	001	GENERAL FUND
\$0.00	002	SHOP FACILITIES
\$16,041.55	003	REVOLVING ACCOUNT FUND
\$0.00	004	URBAN ARTERIAL FUND
\$1,917.50	006	Development Fee Revenue
\$127.15	007	Parking Fund
\$25,037.42	014	LEOFF 1 OPEB Trust Fund
\$0.00	21	Washington Center Endow
\$0.00	025	WASHINGTON CENTER
\$0.00	026	MUNICIPAL ARTS FUND
\$62,348.38	029	EQUIP & FACIL REPLACE RES
\$0.00	107	HUD
\$0.00	108	HUD
\$0.00	127	IMPACT FEES
\$0.00	130	SEPA MITIGATION FUND
\$8,327.78	132	LODGING TAX FUND
\$0.00	133	ARTS AND CONFERENCE FUND
\$0.00	134	PARKS AND REC SIDEWALK UT TAX
\$2,600.00	135	PARKING BUSINESS IMP AREA
\$0.00	136	FARMERS MKRT REPAIR/REPLC
\$0.00	137	CHILDREN'S HANDS ON MUSEUM
\$2,500.00	138	TRANS BENEFIT DISTRICT
\$5,124.00	141	Oly Metro Park District
\$0.00	208	LID OBLIGATION CONTROL
\$0.00	216	4th/5th AVE PW TRST
\$0.00	223	LTGO BOND FUND '06-PARKS
\$0.00	224	UTGO BOND FUND 2009 FIRE
\$0.00	225	CITY HALL DEBT FUND
\$0.00	226	2010 LTGO BOND-STREETPROJ
\$0.00	227	LOCAL DEBT FUND
\$0.00	228	2010B LTGO BONDS-HOCM
\$0.00	230	LTGO Band Fund 2016
\$23,029.38	317	CIP
\$0.00	322	4/5th AVE CORRIDOR/BRIDGE
\$0.00	323	CIP CONSTR FUND - PARKS
\$0.00	324	FIRE STATION 4 CONSTRUCT
\$0.00	325	CITY HALL CONST
\$0.00	326	TRANSPORTATION CONST
\$0.00	329	GO BOND PROJECT FUND
\$0.00	331	FIRE EQUIPMENT REPLACEMENT FUND
\$53,020.17	401	WATER
\$6,232.42	402	SEWER
\$441.47	403	SOLID WASTE
\$12,379.86	404	STORM AND SURFACE WATER
\$0.00	418	Stormwater Debt Service Fund
\$26,903.82	434	STORM AND SURFACE WATER CIP
\$56,540.00	461	WATER CIP FUND
\$1,296.08	462	SEWER CIP FUND
\$67,724.14	501	EQUIPMENT RENTAL
\$495,074.62	502	C. R. EQUIPMENT RENTAL
\$0.00	503	UNEMPLOYMENT COMPENSATION
\$3,465.50	504	INS TRUST FUND
\$0.00	505	WORKERS COMPENSATION
\$0.00	604	FIREMEN'S PENSION FUND
\$0.00	605	CUSTOMERS WATER RESERVE
\$0.00	621	WASHINGTON CENTER ENDOW
\$0.00	631	PUBLIC FACILITIES
\$140,027.39	682	LAW ENFORCEMENT RECORD MGNTSYS
\$0.00	701	PARKS-NEIGHBORHOOD
\$0.00	702	PARKS-COMMUNITY
\$0.00	703	PARKS-OPEN SPACE
\$0.00	707	PARKS-SPECIAL USE
\$0.00	711	TRANSPORTATION
\$0.00	720	SCHOOLS
\$2,186,896.68		GRAND TOTAL FOR WEEK



CITY OF OLYMPIA
EXPENDITURE SUMMARY

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

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

FOR PERIOD 2/4/2018 2/10/2018
FOR A/P ACH PAYMENTS and A/P CHECKS NUMBERED 3697352 THROUGH 3697625
FOR OTHER ELECTRONIC PAYMENTS DATED _____ THROUGH _____

INCLUSIVE IN THE AMOUNT TOTALING

DATED 2/13/18 ADMINISTRATIVE SERVICES DIRECTOR 

TOTAL APPROVED FOR PAYMENT
FUND

\$147,690.42	001	GENERAL FUND
\$0.00	002	SHOP FACILITIES
\$25,970.04	003	REVOLVING ACCOUNT FUND
\$0.00	004	URBAN ARTERIAL FUND
\$43,561.65	006	Development Fee Revenue
\$600.00	007	Parking Fund
\$0.00	014	LEOFF 1 OPEB Trust Fund
\$0.00	21	Washington Center Endow
\$35,447.48	025	WASHINGTON CENTER
\$0.00	026	MUNICIPAL ARTS FUND
\$10,566.07	029	EQUIP & FACIL REPLACE RES
\$20,200.99	107	HUD
\$0.00	108	HUD
\$0.00	127	IMPACT FEES
\$0.00	130	SEPA MITIGATION FUND
\$0.00	132	LODGING TAX FUND
\$0.00	133	ARTS AND CONFERENCE FUND
\$0.00	134	PARKS AND REC SIDEWALK UT TAX
\$0.00	135	PARKING BUSINESS IMP AREA
\$0.00	136	FARMERS MKT REPAIR/REPLC
\$0.00	137	CHILDREN'S HANDS ON MUSEUM
\$80.00	138	TRANS BENEFIT DISTRICT
\$0.00	141	Oly Metro Park District
\$0.00	208	LID OBLIGATION CONTROL
\$0.00	216	4th/5th AVE PW TRST
\$0.00	223	LTGO BOND FUND '06-PARKS
\$0.00	224	UTGO BOND FUND 2009 FIRE
\$0.00	225	CITY HALL DEBT FUND
\$0.00	226	2010 LTGO BOND-STREETPROJ
\$0.00	227	LOCAL DEBT FUND
\$0.00	228	2010B LTGO BONDS-HOCM
\$0.00	230	LTGO Bond Fund 2016
\$2,205.80	317	CIP
\$0.00	322	4/5th AVE CORRIDOR/BRIDGE
\$0.00	323	CIP CONSTR FUND - PARKS
\$0.00	324	FIRE STATION 4 CONSTRUCT
\$0.00	325	CITY HALL CONST
\$0.00	326	TRANSPORTATION CONST
\$0.00	329	GO BOND PROJECT FUND
\$0.00	331	FIRE EQUIPMENT REPLACEMENT FUND
\$29,969.05	401	WATER
\$982,940.59	402	SEWER
\$12,433.73	403	SOLID WASTE
\$7,596.61	404	STORM AND SURFACE WATER
\$0.00	416	Stormwater Debt Service Fund
\$0.00	434	STORM AND SURFACE WATER CIP
\$592,624.54	461	WATER CIP FUND
\$6,573.37	462	SEWER CIP FUND
\$9,445.73	501	EQUIPMENT RENTAL
\$0.00	502	C R EQUIPMENT RENTAL
\$13,820.92	503	UNEMPLOYMENT COMPENSATION
\$0.00	504	INS TRUST FUND
\$3,710.00	505	WORKERS COMPENSATION
\$0.00	604	FIREMEN'S PENSION FUND
\$0.00	605	CUSTOMERS WATER RESERVE
\$0.00	621	WASHINGTON CENTER ENDOW
\$0.00	631	PUBLIC FACILITIES
\$0.00	682	LAW ENFORCEMENT RECORD MGNTSYS
\$0.00	701	PARKS-NEIGHBORHOOD
\$0.00	702	PARKS-COMMUNITY
\$0.00	703	PARKS-OPEN SPACE
\$0.00	707	PARKS-SPECIAL USE
\$0.00	711	TRANSPORTATION
\$0.00	720	SCHOOLS
\$1,945,536.99		GRAND TOTAL FOR WEEK

CITY OF OLYMPIA
EXPENDITURE SUMMARY

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

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

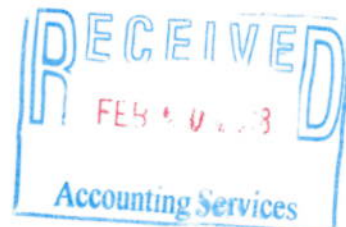
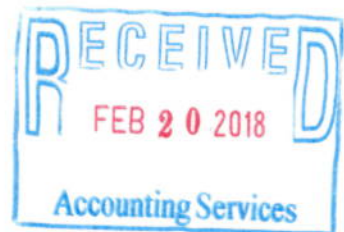
FOR PERIOD	<u>2/11/2018</u>	<u>2/17/2018</u>
FOR A/P ACH PAYMENTS and A/P CHECKS NUMBERED	<u>3697626</u>	THROUGH <u>3697819</u>
FOR OTHER ELECTRONIC PAYMENTS DATED	<u>1/1/2018</u>	THROUGH <u>1/31/2018</u>

INCLUSIVE IN THE AMOUNT TOTALING

DATED <u>2/20/18</u>	ADMINISTRATIVE SERVICES DIRECTOR 
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TOTAL APPROVED FOR PAYMENT

FUND		
\$1,559,340.02	001	GENERAL FUND
\$0.00	002	SHOP FACILITIES
\$235,162.05	003	REVOLVING ACCOUNT FUND
\$0.00	004	URBAN ARTERIAL FUND
\$750.00	006	Development Fee Revenue
\$4,735.15	007	Parking Fund
\$9,990.08	014	LEOFF 1 OPEB Trust Fund
\$0.00	21	Washington Center Endow
-\$22.08	025	WASHINGTON CENTER
\$0.00	026	MUNICIPAL ARTS FUND
\$0.00	029	EQUIP & FACIL REPLACE RES
\$0.00	107	HUD
\$0.00	108	HUD
\$0.00	127	IMPACT FEES
\$0.00	130	SEPA MITIGATION FUND
\$0.00	132	LODGING TAX FUND
\$0.00	133	ARTS AND CONFERENCE FUND
\$0.00	134	PARKS AND REC SIDEWALK UT TAX
\$0.00	135	PARKING BUSINESS IMP AREA
\$0.00	136	FARMERS MRKT REPAIR/REPLC
\$0.00	137	CHILDREN'S HANDS ON MUSEUM
\$0.00	138	TRANS BENEFIT DISTRICT
\$0.00	141	Oly Metro Park District
\$0.00	208	LID OBLIGATION CONTROL
\$0.00	216	4th/5th AVE PW TRST
\$0.00	223	LTGO BOND FUND '06-PARKS
\$0.00	224	UTGO BOND FUND 2009 FIRE
\$0.00	225	CITY HALL DEBT FUND
\$0.00	226	2010 LTGO BOND-STREETPROJ
\$0.00	227	LOCAL DEBT FUND
\$0.00	228	2010B LTGO BONDS-HOCM
\$0.00	230	LTGO Bond Fund 2016
\$30,887.69	317	CIP
\$0.00	322	4/5th AVE CORRIDOR/BRIDGE
\$0.00	323	CIP CONSTR FUND - PARKS
\$0.00	324	FIRE STATION 4 CONSTRUCT
\$0.00	325	CITY HALL CONST
\$0.00	326	TRANSPORTATION CONST
\$0.00	329	GO BOND PROJECT FUND
\$0.00	331	FIRE EQUIPMENT REPLACEMENT FUND
\$68,785.07	401	WATER
\$13,856.10	402	SEWER
\$34,906.81	403	SOLID WASTE
\$16,115.39	404	STORM AND SURFACE WATER
\$0.00	418	Stormwater Debt Service Fund
\$0.00	434	STORM AND SURFACE WATER CIP
\$246,824.05	461	WATER CIP FUND
\$4,596.68	462	SEWER CIP FUND
\$12,835.98	501	EQUIPMENT RENTAL
\$0.00	502	C. R. EQUIPMENT RENTAL
\$0.00	503	UNEMPLOYMENT COMPENSATION
\$0.00	504	INS TRUST FUND
\$58,937.93	505	WORKERS COMPENSATION
\$0.00	604	FIREMEN'S PENSION FUND
\$0.00	605	CUSTOMERS WATER RESERVE
\$0.00	621	WASHINGTON CENTER ENDOW
\$0.00	631	PUBLIC FACILITIES
\$0.00	682	LAW ENFORCEMENT RECORD MGNTSYS
\$0.00	701	PARKS-NEIGHBORHOOD
\$0.00	702	PARKS-COMMUNITY
\$0.00	703	PARKS-OPEN SPACE
\$0.00	707	PARKS-SPECIAL USE
\$0.00	711	TRANSPORTATION
\$0.00	720	SCHOOLS
\$2,297,700.92 GRAND TOTAL FOR WEEK		



**CITY OF OLYMPIA
PAYROLL CERTIFICATION**

The Administrative Services Director of the City of Olympia, Washington, hereby certifies that the payroll gross earnings, benefits, and LEOFF I post-retirement insurance benefits for the pay cycle ending **1/15/2018** have been examined and are approved as recommended for payment.

Employees Net Pay:	<u>\$ 1,489,257.05</u>
Fire Pension Net Pay:	<u>-</u>
Employer Share of Benefits:	<u>\$ 769,267.96</u>
Employer Share of LEOFF I Police Post-Retirement Benefits:	<u>-</u>
Employer Share of LEOFF I Fire Post-Retirement Benefits:	<u>-</u>
TOTAL	<u>\$ 2,258,525.01</u>

Payroll Check Numbers	<u>91039</u>	<u>91040</u>	Manual Checks
And	<u></u>	<u></u>	Fire Pension Checks
And	<u></u>	<u></u>	Manual Checks
And	<u>91041</u>	<u>91080</u>	Semi Payroll Checks

and Direct Deposit transmission.

2-16-18
DATE


ADMINISTRATIVE SERVICES DIRECTOR

**CITY OF OLYMPIA
PAYROLL CERTIFICATION**

The Administrative Services Director of the City of Olympia, Washington, hereby certifies that the payroll gross earnings, benefits, and LEOFF I post-retirement insurance benefits for the pay cycle **1/31/2018** have been examined and are approved as recommended for payment.

Employees Net Pay:	<u>\$ 1,412,149.74</u>
Fire Pension Net Pay:	<u>\$ 32,259.31</u>
Employer Share of Benefits:	<u>\$ 716,007.65</u>
Employer Share of LEOFF I Police Post-Retirement Benefits:	<u>\$ 26,211.17</u>
Employer Share of LEOFF I Fire Post-Retirement Benefits:	<u>\$ 17,877.52</u>
TOTAL	<u><u>\$ 2,204,505.39</u></u>

Payroll Check Numbers	<u>-</u>	<u>-</u>	Manual Checks
And	<u>91081</u>	<u>91085</u>	Fire Pension Checks
And	<u>91086</u>	<u>91087</u>	Manual Checks
And	<u>91088</u>	<u>91105</u>	Semi Payroll Checks

and Direct Deposit transmission.

2-16-18
DATE


ADMINISTRATIVE SERVICES DIRECTOR

**CITY OF OLYMPIA
PAYROLL CERTIFICATION**

The Administrative Services Director of the City of Olympia, Washington, hereby certifies that the payroll gross earnings, benefits, and LEOFF I post-retirement insurance benefits for the pay cycle **2/15/2018** have been examined and are approved as recommended for payment.

Employees Net Pay:	<u>\$ 1,421,620.89</u>
Fire Pension Net Pay:	<u>-</u>
Employer Share of Benefits:	<u>\$ 754,498.56</u>
Employer Share of LEOFF I Police Post-Retirement Benefits:	<u></u>
Employer Share of LEOFF I Fire Post-Retirement Benefits:	<u></u>
TOTAL	<u><u>\$ 2,176,119.45</u></u>

Payroll Check Numbers	<u>91106</u>	<u>91109</u>	Manual Checks
And	<u></u>	<u></u>	Fire Pension Checks
And	<u></u>	<u></u>	Manual Checks
And	<u>91110</u>	<u>91184</u>	Semi Payroll Checks

and Direct Deposit transmission.

2/16/18
DATE


ADMINISTRATIVE SERVICES DIRECTOR



City Council

Approval of Resolution Authorizing an Agreement with Thurston County Fire Protection District 3 for Vehicle and Equipment Sharing

Agenda Date: 2/27/2018
Agenda Item Number: 4.G
File Number: 18-0142

Type: resolution **Version:** 1 **Status:** Consent Calendar

Title

Approval of Resolution Authorizing an Agreement with Thurston County Fire Protection District 3 for Vehicle and Equipment Sharing

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve a resolution authorizing the City Manager to sign an interlocal agreement for vehicle and equipment sharing with Thurston County Fire Protection District 3.

Report

Issue:

Whether to authorize an agreement that allows fire apparatus sharing between the City of Olympia and Thurston County Fire Protection District 3.

Staff Contact:

Greg Wright, Deputy Fire Chief, 360-753-8466

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

Thurston County Fire Protection District 3 is a response partner that plays a role in the safety of the City of Olympia. The Olympia Fire Department would like to be able to share vehicles and equipment with the District on an as-needed basis. This is especially important when a Thurston County Fire Protection District 3 vehicle is in for extended maintenance, as Olympia counts on a certain level of service via mutual aid from the District. The borrowing of a vehicle by the District in these cases assures that the District can still support the City at the expected level if needed. Conversely, should the City of Olympia need to borrow vehicles or equipment in the future, this agreement will allow for

that movement of assets from Thurston County Fire Protection District 3 to Olympia Fire. The cost of this use is limited to maintenance and fuel paid by the borrowing party.

The agreement details the sharing of vehicles and equipment from Thurston County Fire Protection District 3 to the City of Olympia in the future. Historically, Olympia was able to borrow a vehicle from Lakewood Fire in 2007 using a similar agreement when major maintenance was needed on our ladder truck. That borrowing assured that the citizens of Olympia did not lose coverage during that extended maintenance time.

Neighborhood/Community Interests (if known):

N/A

Options:

1. Approve the Interlocal Agreement for signature by the City Manager.
2. Do not approve the Interlocal and send back to staff for additional work.

Financial Impact:

None, the borrowing party pays routine operating and maintenance costs which are required of any vehicle in frontline service.

Attachments:

Resolution

Interlocal Agreement

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON, APPROVING
AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF OLYMPIA AND THURSTON COUNTY
FIRE PROTECTION DISTRICT #3 FOR VEHICLE AND EQUIPMENT SHARING**

WHEREAS, RCW 39.34.010 permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage; and

WHEREAS, Thurston County Fire Protection District #3 is a response partner that plays a role in the safety of the City of Olympia; and

WHEREAS, the Olympia Fire Department would like to be able to share vehicles and equipment as such use will allow Thurston County Fire Protection District #3 to maintain the level of service that is counted upon by the citizens of Olympia; and

WHEREAS, conversely, should the City of Olympia need to borrow vehicles or equipment in the future, this interlocal agreement will allow for that movement of assets from Thurston County Fire Protection District #3 to Olympia Fire Department, and

WHEREAS, the cost of this use is limited to reasonably related expenses paid by the borrowing party;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL DOES HEREBY RESOLVE as follows:

1. The Olympia City Council hereby approves the attached form of Interlocal Agreement between the City of Olympia and Thurston County Fire Protection District #3 for vehicle and equipment sharing attached hereto as Exhibit A and the terms and conditions contained therein.
2. The City Manager is authorized and directed to execute on behalf of the City of Olympia the attached Interlocal Agreement, and any other documents necessary to execute said Agreement, and to make any minor modifications as may be required and are consistent with the intent of the attached Interlocal Agreement, or to correct any scrivener's errors.

PASSED BY THE OLYMPIA CITY COUNCIL this _____ day of _____ 2018.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



DEPUTY CITY ATTORNEY

Exhibit A

When-recorded return to:

City of Olympia

PO Box 1967

Olympia, WA 98507-1967

**INTERLOCAL AGREEMENT
BETWEEN
THE CITY OF OLYMPIA
AND
THURSTON COUNTY FIRE PROTECTION DISTRICT #3
FOR
VEHICLE AND EQUIPMENT SHARING**

Whereas, RCW 39.34.010 permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities; and

Whereas, pursuant to RCW 39.34.080, each party is authorized to contract with any one or more other public agencies to perform any governmental service, activity, or undertaking which each public agency entering into the contract *is* authorized by law to perform: provided, that such contract shall be authorized by the governing body of each party to the contract and shall set forth its purposes, powers, rights, objectives and responsibilities of the contracting parties;

NOW, THEREFORE, in consideration of the mutual promises contained herein, the City of Olympia (OLYMPIA) and THURSTON COUNTY FIRE PROTECTION DISTRICT #3 (DISTRICT #3) agree as follows:

I. Purpose/Objective

The purpose of this Agreement is to allow OLYMPIA and DISTRICT #3 the ability to share vehicles and equipment when necessary for the borrowing party and when feasible for the loaning party, in the spirit of cooperation and mutual aid in advancing their joint interests of protecting the public.

II. Request for Loan of Vehicle and/or Equipment

Either party may make a request to borrow fire department related vehicles and/or equipment from the other party (borrowing party), when appropriate for that party to provide fire protection or emergency medical services, subject to the terms of this Agreement. This Agreement creates no obligation; loaning vehicles and/or equipment is entirely voluntary.

The parties to this Agreement recognize that the responsibility of each party to serve its own jurisdiction. If, during the loan period, the vehicle and/or equipment is needed by the party from whom equipment and/or vehicles have been loaned (loaning party), the borrowing party shall immediately relinquish custody back to the loaning party.

III. Training

The loaning party shall provide training on how to properly use the vehicle and/or equipment by a person qualified to provide such training. Necessary training over one hour in duration will be paid by the borrowing party at the rate of the salary and benefits of the person providing the training.

IV. Transfer of Custody

Transfer of custody occurs when the loaning party relinquishes physical control of the vehicle and/or equipment to the borrowing party.

V. No Representations/Warranties

The loaning party makes no representations or warranties about the vehicle and/or equipment to the borrowing party. The borrowing party is solely responsible for inspecting the vehicle and/or equipment and determining that it is fit for the purpose for which it is to be used.

VI. Routine Maintenance

Loans of up to thirty (30) days in duration: The loaning party will remain responsible for the cost of any routine maintenance of the vehicle and/or equipment during this period.

The borrowing party and loaning party will coordinate to ensure that all necessary maintenance is performed while the vehicle and/or equipment is in the custody of the borrowing party.

Loans of thirty (30) days or more in duration: The borrowing party will be responsible for the cost of any routine maintenance of the vehicle and/or equipment during this period. The

borrowing party and loaning party will coordinate to ensure that all necessary maintenance is performed while the vehicle and/or equipment is in the custody of the borrowing party.

The basis for vehicle service and repair charges shall be as set forth in the current *Interlocal Agreement Between The City of Olympia and Thurston County Fire Protection District #3 For Fire Department Vehicle Repair*.

VII. Expenses Other Than Ordinary Maintenance

A. The borrowing party shall pay reasonably related expenses, other than ordinary maintenance addressed in Section VI, for the use of the loaned vehicle and/or equipment to the loaning party.

B. Upon receipt of a properly detailed invoice for any such expense, payment will be made by the borrowing party to the loaning party within thirty (30) days.

VIII. Indemnification & Insurance

A. DISTRICT #3 agrees to defend, indemnify and hold OLYMPIA, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including reasonable attorney fees, arising out of or in connection with the use of OLYMPIA's vehicles and/or equipment, except to the extent such injuries and damages are caused by the sole negligence of OLYMPIA.

B. OLYMPIA agrees to defend, indemnify and hold DISTRICT #3, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including reasonable attorney fees, arising out of or in connection with the use of DISTRICT #3's vehicles and/or equipment, except to the extent such injuries and damages are caused by the sole negligence of DISTRICT #3.

C. Insurance.

Each party agrees that when borrowing the other party's vehicles, the borrowing party shall purchase and maintain automobile liability insurance covering the vehicle at a minimum of \$5,000,000 combined single limit of liability and such insurance shall be primary over loaning party's insurance.

Borrowing party shall also purchase automobile physical damage insurance that includes comprehensive and collision coverage on the vehicle and/or equipment. The borrowing party is solely responsible for any loss or physical damage to the vehicle and/or equipment while in the borrowing party's custody and for any deductible applicable to such loss.

Each party agrees that it shall also have in place Commercial General Liability insurance that shall be as least at broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, stop gap liability, personal injury, and liability assumed under an insured

contract. Commercial General Liability insurance shall be written with limits no less than \$5,000,000 each occurrence and \$5,000,000 general aggregate limit.

In lieu of the above referenced forms, the parties may provide evidence of coverage through an insurance pool.

IX. Joint Board

This Agreement creates no Joint Board and no separate legal entity.

X. Duration of Agreement

This Agreement shall be effective for five (5) years from the date of the last authorizing signature affixed hereto, unless otherwise terminated in the manner described under the termination section of this Agreement.

XI. Termination of Agreement

This Agreement may be terminated upon sixty (60) days notice to the other party using the method of notice provided for in this Agreement.

XII. Entire Agreement

This Agreement sets forth all terms and conditions agreed upon by OLYMPIA and DISTRICT #3, and supersedes any and all prior agreements oral or otherwise with respect to the subject matter addressed herein.

XIII. Recording

Prior to its entry into force, this Agreement shall be filed with the Thurston County Auditor's Office or posted upon the websites or other electronically retrievable public source as required by RCW 39.34.040.

XIV. Notice

Any notice required under this Agreement shall be to the party at the address listed below and shall become effective three days following the date of deposit in the United States Postal Service.

CITY OF OLYMPIA

Attn: Fire Chief

Re: Vehicle/Equipment Loan Agreement Olympia/District 3 PO

Box 1967

Olympia, WA 98507-1967

FIRE DISTRICT #3

Attn: Steve Brooks, Fire Chief

Re: Vehicle/Equipment Loan Agreement Olympia/District 3
1230 Franz Street
Lacey, WA 98503

XV. Interpretation and Venue

This Agreement shall be governed by the laws of the State of Washington as to interpretation and performance. The parties hereby agree that venue for enforcement of this agreement shall be the Superior Court of Thurston County.

XVI. Dispute Resolution

In the event of any dispute, the parties shall first attempt to resolve the issues through mediation prior to filing any action in court.

XVII. Effective Date

This Agreement shall take effect on the date of the last authorizing signature affixed hereto.

CITY OF OLYMPIA

City Manager

Date: _____

APPROVED AS TO FORM:



Deputy City Attorney

FIRE DISTRICT #3

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Date: _____

APPROVED AS TO FORM:

District Counsel

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XVII. Effective Date

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CITY OF OLYMPIA

City Manager

Date: _____

APPROVED AS TO FORM:



Deputy City Attorney

FIRE DISTRICT #3

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Date: _____

APPROVED AS TO FORM:

District Counsel



City Council

Approval of the 2018 General Government Committee Work Plan

Agenda Date: 2/27/2018
Agenda Item Number: 4.H
File Number: 18-0135

Type: decision **Version:** 1 **Status:** Consent Calendar

Title

Approval of the 2018 General Government Committee Work Plan

Recommended Action

Committee Recommendation:

The General Government Committee recommends approval of its 2018 Work Plan with the understanding that topics and schedule may change throughout the year to accommodate emerging issues.

City Manager Recommendation:

Move to approve the General Government Committee's 2018 Work Plan with the understanding that topics and schedule may change throughout the year to accommodate emerging issues.

Report

Issue:

Whether to approve the General Government Committee's 2018 Work Plan.

Staff Contact:

Kellie Purce Braseth, Strategic Communications Director, 360.753.8361

Presenter:

None - Consent Calendar Item

Background and Analysis:

The General Government Committee finalized the attached Work Plan at its January 24 meeting. The committee's 2018 regular meetings will be held on the 4th Wednesday of each month at 5 p.m.

Neighborhood/Community Interests:

N/A

Options:

1. Approve the General Government Committee's 2018 Work Plan with the understanding that topics and schedule may change throughout the year to accommodate emerging issue.
2. Modify the General Government Committee's 2018 Work Plan and approve the modified work

plan

3. Do not approve the work plan as submitted.

Financial Impact:

None

Attachments:

Proposed 2018 Work Plan



2018 General Government Committee - DRAFT

Schedule of Regular and Special Meetings

Note: Meeting dates and agenda items are subject to change.

Regular meeting: 4rd Wednesday, 5:00 – 7:00 p.m., Olympia City Hall,

Committee Members: Councilmembers Jessica Bateman (Chair), Renata Rollins, Cheryl Selby

***Key: CSH = Community, Safety & Health • DT = Downtown • ECON = Economy • ENV = Environment • NBH = Neighborhoods**

Date	Tentative Agenda	Lead Staff	Comp. Plan Goal *	Notes/Debrief
January 24	<ul style="list-style-type: none"> General Govt. 2018 Work Plan Advisory Board Recruitment Update Policy Analyst Process 	Kellie Braseth Kellie Braseth Steve Hall	csH	
February 20 <i>Special Meeting</i>	<ul style="list-style-type: none"> Review Advisory Board applications /Prepare for Interviews/ 	Kellie Braseth	csH	
February 28	<ul style="list-style-type: none"> Community Development Block Grant (CDBG) – Program Year 2018 Action Plan Public Safety/OPD Update PBIA Briefing Prepare for Annual Meeting with Committee Chairs 	Keith Stahley Ronnie Roberts Amy Buckler Kellie Braseth	csH csH dt csH	
March 7 <i>Special meeting</i>	<ul style="list-style-type: none"> Advisory Board Candidate Interviews 	Kellie Braseth	csH	<i>Recommendations must be ready for March 27 Council meeting at latest</i>
March 28	<ul style="list-style-type: none"> Annual Work Plan Review and Meeting with Advisory Committee Chairs 	Kellie Braseth	csH	
April 25	<ul style="list-style-type: none"> Community Development Block Grant (CDBG) – Program Year 2018 Action Plan ARCH Policy and Organization Mid-Year Retreat Discussion 	Keith Stahley Jay Burney Kellie Braseth	csH econ/dt	

Update: 1/31/18

May 23	<ul style="list-style-type: none"> • Farmers Market Lease Agreement • Economic Development Update • DT Ambassador Update • Community Garden Update 	Scott River Mike Reid Mark Rentfrow Paul Simmons	econ econ dt nbh	
June 27	<ul style="list-style-type: none"> • Municipal Art Plan Status Report • Constituent Tracking System • Public Safety / OPD Updates • PBIA Update 	Stephanie Johnson Steve Hall Ronnie Roberts Amy Buckler	econ csh csh dt	
July 25	<ul style="list-style-type: none"> • CDBG CAPER Report • CDBG Action Plan PY2018 • Economic develop. Update 	Keith Stahley Keith Stahley Mike Reid	csh csh econ	
August 22	<ul style="list-style-type: none"> • Public Engagement /Social Media Report • Public Safety/OPD Update • PBIA Update 	Kellie B/Josh Linn Ronnie Roberts Amy Buckler	csh csh dt	
September 26	<ul style="list-style-type: none"> • Biennial Review of Council Guidelines • Scoping Advisory Board Recruitment Process • Predictive Work Scheduling 	Kellie Braseth Kellie Braseth	csh	
October 24	<ul style="list-style-type: none"> • CDBG PY2018 • DT Ambassador Update • Economic development update • GG Committee Work Plan for 2019 	Keith Stahley Mark Rentfrow Mike Reid Kellie Braseth	csh dt econ	
November 28	<ul style="list-style-type: none"> • Public Safety/OPD Update • PBIA Update 	Ronnie Roberts Amy Buckler	csh dt	
December 17	<ul style="list-style-type: none"> • Scoping Advisory Committee work plan process 	Kellie Braseth	csh	



City Council

Approval of the 2018 Land Use and Environment Committee Work Plan

Agenda Date: 2/27/2018
Agenda Item Number: 4.I
File Number: 18-0197

Type: decision **Version:** 1 **Status:** Consent Calendar

Title

Approval of the 2018 Land Use and Environment Committee Work Plan

Recommended Action

Committee Recommendation:

The Land Use and Environment Committee reviewed the draft 2018 Committee Work Plan and forwards it to City Council with a recommendation that City Council approve it.

City Manager Recommendation:

Approve the Land Use and Environment Committee 2018 Work Plan as per the Land Use and Environment Committees recommendation.

Report

Issue:

Whether to approve the Land Use and Environment Committee's 2018 Work Plan.

Staff Contact:

Keith Stahley, Director Community Planning and Development Department 360.753.8227

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

Each year all Council Committees prepare an annual work plan. These plans are approved by City Council and service as an outline for each committee's work throughout the year. The proposed Land Use and Environment Committee 2018 Work Plan includes the following items (items added since the January meeting are underlined):

1. Draft Storm and Surface Water Plan
2. Community Planning and Development (CPD) Work Plan Update
3. Annual Annexation Report
4. Review Land Use and Environment Committee (LUEC) 2018 Work Plan
5. Downtown Sanitation Plan
6. Pavement Restoration Fee

7. Review LUEC 2018 Work Plan
8. Transportation Master Plan
9. Downtown Strategy Status Report
10. Multifamily Tax Exemption and Impact Fee Abatement
11. Alley and Right of Way Use
12. Sign Code Update
13. Small Cell Zoning Code Amendments
14. Downtown design guidelines
15. Parking Strategy Status Report and Phase II Implementation Plan
16. Regional Climate Action Plan
17. Short-term Rental Status Report
18. Parks and Open Space Zoning
19. Annual Comp Plan Amendments
20. Downtown Zoning Recommendations
21. Draft of the Eastside Subarea Plan
22. Downtown Strategy Status Report
23. Regional Climate Action Plan
24. Annual Annexation Status Report
25. 26 Code Enforcement Status Report
26. Annexation Plan Scope and Schedule
27. Impact Fee Abatement
28. Consider vulnerable renter protections
29. Engineering Design and Development Standards Update
30. Review Thurston County Joint Plan Update
31. Neighborhood Centers Implementation

The Land Use and Environment Committee added the following items to the Work Plan at its February 15, 2018 meeting. These items are found under potential future items at the end of the work plan.

In addition to these items the Land Use and Environment Committee includes status reports and updates on previously discussed topics or emerging issues that are of interest to the Committee and opportunities for public comment.

Neighborhood/Community Interests:

The Land Use and Environment Committee's work plan will address issues throughout the City.

Options:

1. Approve Land Use and Environment Committee 2018 Work Plan.
2. Amend the Draft Land Use and Environment Committee 2018 Work Plan.
3. Provide feedback and direction to staff to revise the Land Use and Environment Committee 2018 Work Plan and return to the Committee in March for additional discussion.

Financial Impact:

N/A

Attachments:

2018 Work Plan

LAND USE AND ENVIRONMENT COMMITTEE 2018 DRAFT WORK PLAN
(Last Updated 2/17/2018)

Meetings are the third Thursday of the month starting at 5:30 PM unless otherwise noted.

Issue	Staff Responsible	Summary	Notes
January 18, 2018			
1. Draft Storm and Surface Water Plan	Andy Haub	Provide the Committee with an overview of the plan and a status report on the process.	
2. CPD Work Plan Update	Leonard	Provide the Committee and overview of the Department's work plan to determine interest in LUEC involvement in specific items.	Interest on the part of the Committee participation in the Neighborhood Centers item.
Annual Annexation Report	Tim Smith	Provide the Committee with a status report and receive feedback and direction on possible future annexations.	Return with a scope and schedule for developing a two part annexation report addressing Boulevard Road East and a phased incremental approach to remainder of the SE area. Include an assessment of infrastructure.
4. Review LUEC 2018 Work Plan	Keith Stahley	Review proposed 2018 Committee work plan	Return with an updated WP that includes a discussion of neighborhood centers and a review of the TC County Joint Plan.
5. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	Views on 5 th Examiner decision to dismiss the appeal.
February 15, 2018			

1. DT Sanitation Plan	Amy Buckler	Review draft of the Sanitation Plan with the committee and receive feedback and direction. The focus would be on findings from the restroom pilots and the decision making criteria we are using to select new locations, along with some preliminary ideas. We would also use this opportunity to ask for a referral to Council to remove the porta-potty at Olympia and Franklin. If it is imperative that we have much more solid recommendations for new locations then we will need a couple more months to work it out with PW.	
2. Pavement Restoration Fee	Fran Eide	Continuation of Feb 2017 discussion to receive a project status report.	
3. Review LUEC 2018 Work Plan	Keith Stahley	Review proposed 2018 Committee work plan and forward a recommendation to City Council for their approval.	
4. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
March 15, 2018			
1. Transportation Master Plan	Sophie Stimson	The Transportation Master Plan will define the long-term	

		development of the transportation system for all modes and the associated funding strategy. The plan will be used, in part, for the development and implementation of a multimodal concurrency program.	
2. Downtown Strategy Status Report	Amy Buckler	Provide the Committee with an overview of the DTS and a status report on steps towards its implementation.	
3. Annexation Plan Scope and Schedule	Tim Smith	Provide the committee with an review of the scope, schedule and cost for a two part annexation planning process.	
4. Status Reports and Updates	Keith Stahley	Provide the Committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
April 19, 2018			
1. Multi-family Tax Exemption Boundaries	Leonard Bauer	Review the MFTE Boundaries.	
2. Impact Fee Abatement	Keith Stahley	Consider how to proceed with options for impact fee abatement for affordable housing	
3. Alley and Right of Way Use	Rich Hoey	Provide the Committee with an overview of our alley and right of way use practices and receive feedback from the Committee on approaches to	

		addressing issues and conflicts related with this use.	
4. Sign Code Update	Joyce Phillips	Share draft of the sign code revisions with the Committee and receive feedback and direction.	
5. Small Cell Zoning Code Amendments	Paula Smith	Share draft Small Cell Zoning Code amendments and receive feedback and direction.	
6. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
May 17, 2018			
1. DT design guidelines	Amy Buckler	Provide the Committee with an overview of proposed changes to the design guidelines to implement the DTS.	
2. Parking Strategy Status Report and Phase II Implementation Plan	Karen Kenneson	Provide the Committee with a status report on the Phase I Parking Strategy Implementation and receive feedback and direction on the proposed Phase II.	
3. Regional Climate Action Plan	Rich Hoey	Provide Committee with a status report and receive feedback and direction.	
4. Short-term Rental Status Report	Stacey Ray	Share a proposed project scope, schedule and outreach/engagement plan with the Committee and receive feedback and direction.	

5. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
June 21, 2018			
1. Consider vulnerable renter protections	Keith Stahley	Provide a status report on the 2018 Legislative Session and consider next steps to address rental protections including no cause evictions, notice of rate increases, Assessment of Fair Housing recommendations, rental inspection program, tenant and landlord liaison program and other practices to improve availability of rental properties to low to moderate income people.	
1. Parks and Open Space Zoning	Joyce Phillips	Provide the Committee with options for creating a parks and recreation and an open space zoning district.	
2. Engineering Design and Development Standards Update	Steve Sperr	Provide a review of proposed and amendments and receive feedback and direction from the Committee.	
3. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
July 19, 2018			

2. Review Thurston County Joint Plan Update	Joyce Phillips	Provide a status report and overview of the update process and identify key issues for TC County consideration.	
3.			
4.			
5. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
August 16, 2018			
1. Annual Comp Plan Amendments	Joyce Phillips	Share status report and draft recommendations with the Committee for proposed Comp Plan amendments.	
2.			
3.			
4.			
5. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
September 20, 2018			
1. Downtown Zoning Recommendations	Amy Buckler	Provide a briefing on DT zoning options and receive feedback and direction.	
2. Draft of the Eastside Subarea Plan	Katie Pruitt	Share draft of the Eastside Neighborhood Subarea Plan and receive feedback and direction.	

3. Neighborhood Centers Implementation	Leonard Bauer	Provide the Committee with a status report an overview of the Neighborhood Center planning process and receive feedback and direction.	
4.			
5. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
October 18, 2018			
1. Downtown Strategy Status Report	Amy Buckler	Provide the Committee with an overview of the DTS and a status report on steps towards it implementation.	
2. Regional Climate Action Plan	Rich Hoey	Provide Committee with a status report and receive feedback and direction	
3. Review Thurston County Joint Plan Update	Leonard Bauer	Provide the Committee with a status report and update on the TC County Joint Plan Update.	
4.			
5. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
November 15, 2018			
1. Annual Annexation Status Report	Tim Smith	Status report on the City of Olympia's Urban Growth Area	

		and annexation possibilities within that area.	
2.			
3.			
4. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
December 20, 2018			
1. Annual Code Enforcement Status Report	Chris Grabowski	Provide the Committee with a status report on code enforcement activity for the year with a focus on the impact of the third COE.	
2.			
3.			
4. Status Reports and Updates	Keith Stahley	Provide the committee with an overview of upcoming agendas and a status report on any significant events associated with items previously discussed.	
Other Potential Items, Status Reports and Updates			
1. Federal Changes to Americans with Disability Act regulations.	Todd Cunningham	Monitor changes to ADA enforcement at a Federal Level and report to the committee if changes are made.	
2. Growth Manage Act Review	Leonard Bauer	Monitor GMA review activity and provide the committee with status reports and updates.	
3. Subarea Plan Status Report	TBD	Provide the Committee with a status report on the Eastside	

		Neighborhood's Subarea Planning efforts.	
4. Waste Water Master Plan	Eric Christensen	Provide the Committee with periodic status reports on the Waste Water Master Plan	
5. West Bay Park Master Plan	Paul Simmons	Provide the Committee with periodic status reports on the development of the West Bay Park Master Plan and other parks planning efforts	
6. Isthmus Land Use Planning	TBD	Following a final decision on the Views on 5 th Land Use Application present a scope of work for consideration in the 2019 budget process for a planning process for the Isthmus.	
7. Historic Preservation	Michelle Sadlier	Provide the Committee with a status report on the work of the evaluation of the downtown's historic resources and potential next steps.	
8. Downtown Night Life Plan	Amy Buckler	Provide the Committee with a status report and scope for this potential planning project for potential inclusion in the 2019 budget process.	
9. Homelessness Response Plan	Keith Stahley and Homelessness Response Coordinator	Provide the Committee with a status report and scope for this potential planning project.	
10. Climate Action Plan	Rich Hoey	Provide the Committee with periodic updates on the efforts	

		to develop a Climate Action Plan.	
11. Environmental Impact Statement for Capitol Lake	Rich Hoey	Provide the Committee with periodic updates on the State's efforts.	
12. Downtown Sanitation	Amy Buckler	Present a final Downtown Sanitation Plan to the committee for its consideration.	
13. Annual Urban Forestry Update	Shelly Bentley	Provide the Committee with an annual report on the state of the City's Urban Forest and consider how the forest can be managed as a carbon sink.	

Summary LUEC Work Plan Items for 2018	
6. Draft Storm and Surface Water Plan	7. Annexation Plan Scope and Schedule
8. CPD Work Plan Update	9. Impact Fee Abatement
10. Annual Annexation Report	11. Consider vulnerable renter protections
12. Review LUEC 2018 Work Plan	13. Engineering Design and Development Standards Update
14. DT Sanitation Plan	15. Review Thurston County Joint Plan Update
16. Pavement Restoration Fee	17. Neighborhood Centers Implementation
18. Review LUEC 2018 Work Plan	19. Code Enforcement Status Report
20. Missing Middle	
21. Transportation Master Plan	
22. Downtown Strategy Status Report	
23. MFTE and Impact Fee Abatement	
24. Alley and Right of Way Use	
25. Sign Code Update	
26. Small Cell Zoning Code Amendments	
27. DT design guidelines	
28. Parking Strategy Status Report and Phase II Implementation Plan	
29. Regional Climate Action Plan	
30. Short-term Rental Status Report	
31. Parks and Open Space Zoning	
32. Annual Comp Plan Amendments	
33. Downtown Zoning Recommendations	
34. Draft of the Eastside Subarea Plan	
35. Downtown Strategy Status Report	
36. Regional Climate Action Plan	
37. Annual Annexation Status Report	



City Council

Approval of an Ordinance Appropriating Grant Funds for Transportation Projects

Agenda Date: 2/27/2018
Agenda Item Number: 4.J
File Number: 18-0089

Type: ordinance **Version:** 2 **Status:** 2d Reading-Consent

Title

Approval of an Ordinance Appropriating Grant Funds for Transportation Projects

Recommended Action

Committee Recommendation:

Not referred to a committee

City Manager Recommendation:

Move to approve the appropriation ordinance in the amount of \$783,480 for Transportation Projects on second reading. Authorize the City Manager to execute all documents necessary to obligate the grant funds.

Report

Issue:

Whether to approve the ordinance to appropriate Pedestrian and Bicycle Safety Program grant funds for the *State Avenue and Phoenix Street Sidewalk Project* and Congestion Mitigation and Air Quality Improvement Program grant funds for the *Traffic Signal Controller Upgrade to Support Transit Signal Priority and Enhanced Signal Coordination Project*.

Staff Contact:

Randy Wesselman, Transportation Engineering and Planning Manager
Public Works, Transportation, 360.753.8477

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

Background and analysis has not changed from first to second reading.

The City used local funds to complete design of the State Avenue and Phoenix Street Sidewalk Project. Sidewalk will be constructed on State Avenue, between Wilson Street and Phoenix Street, and on Phoenix Street, between Martin Way/4th Avenue and State Avenue.

The City applied for and received Pedestrian and Bicycle Safety Program State grant funds for the

construction phase of the State Avenue and Phoenix Street Sidewalk Project. Local match for this project is from the Sidewalks and Pathways Program in the Capital Facilities Plan.

The City applied for and received Congestion Mitigation and Air Quality Improvement Program Federal grant funds for the Traffic Signal Controller Upgrade to Support Transit Signal Priority (TSP) and Enhanced Signal Coordination Project. Local match for this project is from previously appropriated Capital Improvement Plan (CIP) funds for signal improvements. This project will upgrade traffic signal controllers and associated intersection software/hardware at 42 intersections in the City of Olympia. The project will expand the ability to implement Transit Signal Priority (TSP), where beneficial, throughout Downtown Olympia and the west side of Olympia. This will help make transit more desirable and predictable.

In order to proceed with the projects, the grant funds need to be appropriated. Attached is the appropriation ordinance.

Neighborhood/Community Interests (if known):

The public had the opportunity to review and provide comment on these projects contained in the Capital Facilities Plan (CFP).

Options:

- 1) Move to approve the appropriation ordinance in the amount of \$783,480 for Transportation Projects on first reading and forward to second reading. Authorize the City Manager to execute all documents necessary to obligate the grant funds.
The projects can proceed as identified in the Capital Facilities Plan.
- 2) Do not approve the appropriation ordinance. The projects will not proceed.

Financial Impact:

State Avenue and Phoenix Street Sidewalk Project

Pedestrian and Bicycle Safety Program grant funds:	\$420,000
Local Match (previously appropriated):	\$ 85,000
Total Estimated Construction Cost:	\$505,000

Traffic Signal Controller Upgrade to Support TSP and Enhanced Signal Coordination Project

Congestion Mitigation and Air Quality Improvement Program grant funds:	\$363,480
Local Match (previously appropriated):	\$ 56,730
Total Estimated Project Cost:	\$420,210

Attachments:

Ordinance

Ordinance No. _____

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, RELATING TO THE 2018 BUDGET, AND APPROPRIATING \$420,000 FOR THE STATE AVENUE AND PHOENIX STREET SIDEWALK PROJECT, AND \$363,480 FOR THE TRAFFIC SIGNAL CONTROLLER UPGRADE TO SUPPORT TRANSIT SIGNAL PRIORITY (TSP) AND ENHANCED SIGNAL COORDINATION PROJECT

WHEREAS, the City of Olympia has been awarded \$420,000 from the Pedestrian and Bicycle Safety Program grant for the State Avenue and Phoenix Street Sidewalk Project; and

WHEREAS, the City of Olympia has been awarded \$363,480 from the Congestion Mitigation and Air Quality Improvement Program grant for the Traffic Signal Controller Upgrade to Support TSP and Enhanced Signal Coordination Project;

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

Section 1. That the following appropriations are hereby made:

CAPITAL IMPROVEMENTS FUND (317)

Resources:	Pedestrian and Bicycle Safety Program Grant	\$420,000
	Congestion Mitigation and Air Quality Improvement Program Grant	\$363,480
	TOTAL RESOURCES	\$783,480
Appropriations:	State Avenue and Phoenix Street Sidewalk Project	\$420,000
	Traffic Signal Controller Upgrade to Support TSP and Enhanced Signal Coordination	\$363,480
	TOTAL APPROPRIATIONS	\$783,480

Section 2. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 3. 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 4. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

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

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



City Council

Approval of an Ordinance Amending the LOTT Capacity Development Charge

Agenda Date: 2/27/2018
Agenda Item Number: 4.K
File Number: 18-0124

Type: ordinance **Version:** 2 **Status:** 2d Reading-Consent

Title

Approval of an Ordinance Amending the LOTT Capacity Development Charge

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the ordinance amending the LOTT Capacity Development Charge on second reading.

Report

Issue:

Whether to approve an ordinance amending the LOTT Capacity Development Charge.

Staff Contact:

Andy Haub, Director of Water Resources, Public Works Department, 360.570.3795

Presenter(s):

None - Consent Calendar Item

Background and Analysis:

Background and analysis has not changed from first to second reading.

The LOTT Board of Directors votes each year to set rates for LOTT's Capacity Development Charge (CDC) and other monthly rates. The CDC is a one-time charge placed on new developments to support existing LOTT infrastructure assets. The City Council votes annually to adopt those rates into the Olympia Municipal Code (OMC). On December 19, 2017, the Council passed Ordinance No. 7113 setting the 2018 utility fees and charges, with the CDC rate at \$5,808.22. This amount was in error and should have been \$5,810.79, per LOTT's approved 2018 rates. The attached ordinance amends the CDC rate to the correct amount within OMC Subsection 4.24.010.B.

Neighborhood/Community Interests (if known):

N/A

Options:

1. Approve the ordinance amending the LOTT CDC to match the rate passed by the LOTT Board of Directors. This will bring the City into compliance with the interlocal agreement with LOTT and allow staff to charge and collect the correct amount.
2. Do not approve the ordinance as written and direct staff to modify the ordinance.

Financial Impact:

No financial impact. The LOTT Board of Directors sets the CDC. The funds collected by the City are passed directly onto LOTT.

Attachments:

Ordinance

Ordinance No. _____

**AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, RELATING TO
UTILITY FEES AND CHARGES AND AMENDING SUBSECTION 4.24.010.B OF
THE OLYMPIA MUNICIPAL CODE**

WHEREAS, pursuant to the Interlocal Cooperation Act Agreement for Sewer Treatment (the Interlocal Agreement), the LOTT Clean Water Alliance Board of Directors (LOTT) is empowered to "impose, alter, regulate, and control rates, charges, and assessments;" and

WHEREAS, LOTT held a public hearing in 2017 and approved certain rate increases for 2018, which the City of Olympia must adopt annually pursuant to the Interlocal Agreement; and

WHEREAS, LOTT approved its 2018 Capacity Development Charge (CDC) at \$5,810.79; and

WHEREAS, the City Council passed Ordinance No. 7113 on December 19, 2017, which erroneously set the 2018 LOTT Capacity Development Charge at \$5,808.22; and

WHEREAS, the City Council determines it is necessary to amend the CDC rate as set forth in the OMC so the correct amount is charged and the appropriate funds are passed on to LOTT;

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

Section 1. Amendment of OMC 4.24.010. Subsection 4.24.010.B of the Olympia Municipal Code is hereby amended to read as follows:

B. WASTE WATER (SEWER)

1) LOTT Charges

LOTT wastewater monthly service charge	\$38.64 per ERU	OMC 13.08.190
--	-----------------	---------------

Nonresidential accounts shall be billed one (1) ERU minimum per month. ERU charges in excess of one (1) ERU shall be billed at the rate of \$.0429 per 1 cf. for LOTT wastewater service charges.

2016-2018 LOTT capacity development charge	\$5,808.22 <u>\$5,810.79</u>	OMC 13.08.210
	per ERU	

2) City of Olympia Monthly Sewer Charges

A) Residential accounts with separately metered City of Olympia water service servicing: one separate single-family residence, one single-family residence with accessory dwelling unit, one unit of a residential duplex, one mobile home or one trailer shall be billed based on monthly water consumption as follows:

0 – 250 cf	\$13.29 per month	
251 – 350 cf	\$13.29 per month plus \$.0818 per cf	OMC 13.08.190
351 cf and above	\$21.47 per month	

B) Residential accounts with residential duplexes with a single water meter servicing both units shall be billed based on water consumption as follows:

0 – 500 cf	\$26.58 per month	
501 – 700 cf	\$26.58 per month plus \$.0818 per cf	OMC 13.08.190
701 cf and above	\$42.94 per month	

C) Residential accounts not included in A) or B) above	\$21.47 per	OMC
	ERU	13.08.190

D) Nonresidential accounts shall be billed one (1) ERU minimum per month.	\$21.47 per	OMC
ERU charges in excess of one (1) ERU shall be billed at the rate of \$.0307 per	ERU	13.08.190

1 cf. for local collection system.

3) City of Olympia General Facility Charge

Wastewater (Sewer) general facility charge	\$3,442.00 per	OMC
	ERU	13.08.205
Wastewater (Sewer) general facility charge for properties on public	\$1,483.00 per	OMC
combined sewers and in the Downtown Deferred General Facility Charge	ERU	13.08.010
Payment Option Area		OMC
		13.08.205

Section 2. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 3. Severability. The provisions of this Ordinance are declared separate and severable. If any provision of this Ordinance or its application to any person or circumstances is held invalid, the remainder of this Ordinance or application of the provision to other persons or circumstances shall be unaffected.

Section 4. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

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

ATTEST:

MAYOR

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



City Council

Approval of an Ordinance Increasing Sales and Use Tax by One Tenth of One Percent for Housing

Agenda Date: 2/27/2018
Agenda Item Number: 4.L
File Number: 18-0202

Type: ordinance **Version:** 1 **Status:** 1st Reading-Consent

Title

Approval of an Ordinance Increasing Sales and Use Tax by One Tenth of One Percent for Housing

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve on first reading and forward on to second reading the ordinance increasing the City's sales and use tax by one-tenth of one percent.

Report

Issue:

Whether to adopt an ordinance increasing the City's sales and use tax by one-tenth of one percent consistent with the ballot proposition approved by the City's voters at the February 13, 2018, election.

Staff Contact:

Debbie Sullivan, Administrative Services Director, 360.753.8499

Presenter(s):

None - Consent Calendar Item

Background and Analysis:

Olympia residents voted to increase the City's sales and use tax by one-tenth of one percent for housing and housing-related services as provided by RCW 82.14.530 at the February 13, 2018, special election. The election results were certified on February 23, 2018 by the County Auditor. The Council must now adopt an Ordinance increasing the City's local sales and use tax.

Neighborhood/Community Interests (if known):

The tax proposal was supported by community groups and associations.

Options:

1. Approve the ordinance increasing the City's sales and use tax by one-tenth of one percent,

consistent with the ballot proposition approved by voters.

2. Delay the effective date of this tax increase. Any delay would reduce the amount of revenue received in 2018. The increase may only take effect at the start of each quarter.

Financial Impact:

On an annual basis, the increase in sales and use tax is estimated to generate \$2,300,000 for housing and housing-related purposes. In accordance with RCW 82.14.055, the sales and use tax takes effect 75 days after the Department of Revenue receives notification and can only start on the first day of January, April or July. Therefore, the City's new sales tax will take effect on July 1, 2018. The City will begin receiving the new tax distributions in September. The City estimates receiving approximately \$517,000 in 2018.

Attachments:

Ordinance

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, IMPOSING THE ADDITIONAL LOCAL SALES AND USE TAX UNDER RCW 82.14.530 TO BE USED FOR THE OLYMPIA HOME FUND TO CONSTRUCT AFFORDABLE AND SUPPORTIVE HOUSING AND HOUSING-RELATED SERVICES, INCLUDING MENTAL AND BEHAVIORAL HEALTH-RELATED FACILITIES; AND PROVIDING FOR OTHER MATTERS RELATING THERETO AND PROPERLY PERMITTED BY STATE LAW.

THE CITY COUNCIL OF THE CITY OF OLYMPIA, WASHINGTON DOES ORDAIN as follows:

Section 1. Findings. The City Council (the "Council") of the City of Olympia, Washington (the "City"), makes the following findings and determinations:

1.1 RCW 82.14.530 authorizes cities to submit a proposition to the voters authorizing a sales and use tax increase of not more than one-tenth of one percent, provided that the City's proceeds from said increase shall be used to construct affordable and supportive housing and for housing-related purposes, including mental and behavioral health-related facilities, and for costs for operations, maintenance, delivery, and evaluation of mental health programs and services, or housing-related services, all as permitted by state law.

1.2 On October 24, 2017, the Council adopted Resolution No. M-1912 (the "Ballot Resolution") authorizing submission to the qualified voters of the City a proposition authorizing an additional sales and use tax of not more than one-tenth of one percent for the Olympia Home Fund for supportive housing and housing-related purposes, including mental and behavioral health-related facilities ("Proposition No. 1").

1.3 Proposition No. 1 was approved by the requisite number of voters at the election held on February 13, 2018, and its passage was certified by the County Auditor on February 23, 2018.

1.4 The Council finds that the City of Olympia has satisfied all prerequisites to imposing the additional sales and use tax, including without limitation, the conditions set forth in RCW 82.14.530 and the Ballot Resolution.

Section 2. Additional Sales and Use Tax Imposed.

2.1 Tax Imposed; Effective Date. The additional sales and use tax shall be imposed at a rate of one-tenth of one percent of the selling price in the case of a sales tax, or value of the article used, in the case of a use tax. The tax shall become effective on the earliest practicable date consistent with RCW 82.14.055.

2.2 Use of Additional Sales and Use Tax Receipts. City proceeds shall be used for housing and housing-related services, including mental and behavioral health programs and facilities as required by RCW 82.14.530 and that a minimum of sixty (60) percent of the monies collected under RCW 82.14.530 shall be used for the housing and housing-related purposes as defined in RCW 82.14.530(2)(a)(i), (ii), and (iii), and the remainder of the monies collected shall be used for the operation, delivery, or evaluation of mental and behavioral health treatment programs and services or housing-related services as required by RCW 82.14.530(2)(c).

Section 3. Administration. The City Clerk is directed to cause a certified copy of this Ordinance to be delivered to the State of Washington Department of Revenue and any other public officers or agencies required by law. The City's Administrative Services Director and other appropriate officers are authorized and directed to enter into such contracts with and provide such notices to the State Department of Revenue and other appropriate state or local agencies for the collection and distribution of receipts of the tax imposed by this Ordinance as may be necessary or convenient consistent with Chapter 82.14 RCW and other applicable law.

Section 4. Ratification. All actions taken in furtherance of and not inconsistent with this Ordinance are ratified and confirmed in all respects.

Section 5. Severability. If any provision of this Ordinance is declared by any court of competent jurisdiction to be invalid, then such provision shall be null and void and shall be severable from the remaining provisions of this Ordinance and shall in no way affect the validity of the other provisions of this Ordinance.

Section 6. Publication and Effective Date. Notification of passage of this Ordinance shall be published as provided by law, and shall take effect and be in full force five (5) days after publication.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:



City Council

2018 Annual Comprehensive Plan Amendment Screening

Agenda Date: 2/27/2018
Agenda Item Number: 6.A
File Number: 18-0163

Type: decision **Version:** 1 **Status:** Other Business

Title

2018 Annual Comprehensive Plan Amendment Screening

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve forwarding three Comprehensive Plan Amendment proposals to the Planning Commission for review and recommendations back to Council and set the Final Comprehensive Plan Amendment application deadline as April 6, 2018.

Report

Issue:

Whether the proposed Comprehensive Plan Amendment proposals should be forwarded to the Planning Commission for review and recommendations and set a Council decision later in 2018.

Staff Contact:

Joyce Phillips, Senior Planner, CP&D, 360.570.3722

Presenter(s):

Joyce Phillips, Senior Planner, CP&D

Background and Analysis:

The Washington State Growth Management Act provides that Olympia generally can amend its Comprehensive Plan only once each calendar year. Chapter 18.59 of the Olympia Municipal Code establishes a specific process for such annual amendments. It provides that:

- Proposals may be submitted by anyone at any time without charge.
- City Council is to set a deadline for proposals to be considered in a given year (November 13, 2017 for consideration in 2018), and
- City staff is to review and present all preliminary proposals to the Council (February 27 this year) to determine which should move forward for formal consideration. The staff's review and recommendation at this preliminary stage is to be based on specific criteria set forth in code

section 18.59.020.

In brief, these criteria are:

- Whether the proposal is consistent with state and federal law
- Whether the proposal might lead to adverse environmental impacts, and if so whether there is time to analyze such
- Whether additional capital improvements and maintenance revenue would be needed, and if so whether there is time to analyze such
- Whether the proposal conflicts with other provisions of the Comprehensive Plan
- Whether other significant amendments would be needed and, if so, whether there is time for such
- If the proposal has previously been reviewed and, if so, whether the applicant has identified a reason to review it again

(A copy with full text of the criteria is attached.)

The City Council's role at this stage is to "review all such proposals, determine which are appropriate and worthy of further review and consideration, and move those to the Planning Commission for review and public hearing" (OMC 18.59.030). Note that at this stage the Council's role is **not** to decide whether or not a proposal should be approved. Instead the Council is to decide - without otherwise pre-judging the issue - which proposals should move to the next stage for review. The City Council has discretion as to whether to consider a proposed Comprehensive Plan amendment - there is no requirement that the City consider any amendments in a given calendar year.

Amendments forwarded by the City Council to the Planning Commission are deemed the 'final docket'. Prior to further consideration, private proponents of forwarded proposals are required to submit a detailed amendment application including appropriate fees. All forwarded amendment proposals will be subject to environmental review by City staff and appropriate public processes, including review and recommendations by the Planning Commission following a public hearing. Final decisions are scheduled to be made by the City Council late in 2018.

Proposals

Three preliminary proposals were received this year. Each application, including related materials, is attached to this report. In summary, the proposals are:

1. City proposal to memorialize the downtown views identified in the Downtown Strategy for important landmark views from public places in or through the downtown.
2. Proposal from the Coalition of Neighborhood Associations (CNA) to amend text in the Comprehensive Plan which is intended to expand language in the Plan concerning the city's role in code enforcement and crime prevention.
3. Proposal from James Richards to amend the Future Land Use Map designation for three parcels from Professional Office and Residential Multifamily Housing (PO/RM) to General Commercial (GC) and to rezone the property to GC. One of the parcels is currently zoned GC; however, the other two parcels are zoned PO/RM.

Staff Recommendations

City staff has evaluated these proposals pursuant to the OMC criteria and recommends the Council conclude:

Each of the proposals is consistent with the six criteria and should be placed on the final docket for 2018 by forwarding the proposals to the Planning Commission for consideration.

Neighborhood/Community Interests (if known):

There are stakeholders interested in each of the proposed items. All interested parties will have an opportunity to participate in the various public review processes.

Options:

With respect to each of the proposals the City Council may:

1. Direct that the Planning Commission review the proposal, hold a public hearing, and make recommendations to the Council consistent with the 2018 Comprehensive Plan amendment schedule.
2. Decline to consider one or more of the proposed amendments in 2018.
3. Direct consideration of one or more of the proposals as part of a different process, instead of as part of the 2018 Comprehensive Plan amendments.

Financial Impact:

Consideration of the proposed Comprehensive Plan amendments is within the base budget.

Attachments:

OMC 18.59

Review and Evaluation

City Views Application

CNA Application

Black Lake Blvd/US 101 Application

Chapter 18.59

OLYMPIA COMPREHENSIVE PLAN AMENDMENT PROCESS

18.59.000 Chapter Contents

Sections:

<u>18.59.010</u>	Plan amendment procedures.
<u>18.59.020</u>	Preliminary review and evaluation criteria.
<u>18.59.030</u>	Council approval of final docket.
<u>18.59.040</u>	Final review and evaluation.
<u>18.59.050</u>	Decision criteria for rezone requests.
<u>18.59.055</u>	Consistency between the zoning map and the future land use map.
<u>18.59.060</u>	Planning Commission and City Council review and adoption process.
<u>18.59.070</u>	Timing and exemptions.
<u>18.59.080</u>	Notification of comprehensive plan amendment process.

(Ord. 6952 §1, 2015).

18.59.010 Plan Amendment Procedures

Individual and agency initiated proposals to amend the Olympia Comprehensive Plan shall be submitted to the Department on forms provided by the City. Proposals may be submitted at any time; however, to be considered in the same calendar year, they must be submitted by the deadline set by the City Council, unless otherwise specifically authorized by the City Council. All proposals shall be considered collectively once each year except in the case of an emergency as determined by the City Council (see Timing and Exemptions). The Comprehensive Plan Amendment calendar shall be approved by the City Council. No fee shall be charged at this proposal stage. The Department shall maintain a log or docket of all such proposals including a summary of the proposal, the principal proponent's name and address, the date on which the proposal was submitted, and its review status.

(Ord. 5792 §1, 1998).

18.59.020 Preliminary review and evaluation criteria

- A. Prior to City Council action, the Department shall conduct a preliminary review and evaluation of proposed amendments, including rezones, and assess the extent of review that would be required under the State Environmental Policy Act (SEPA). The preliminary review and evaluation shall also include any review by other departments deemed necessary by the Department, and except as provided in 18.58.080 shall be based on the following criteria:
 - 1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code?

2. Would the proposed amendment cause little or no adverse environmental impacts and, is the time required to analyze impacts available within the time frame of the standard annual review process?
 3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process?
 4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline?
 5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process?
 6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again?
- B. If the Department determines that the answer to any of the above questions is no, it may recommend to the City Council that the proposed amendment or revision not be further processed in the current amendment review cycle. Upon direction from City Council, Department staff will inform those whose proposed amendments or revisions will not be considered because (a) impact analysis beyond the scope of the amendment process is needed; (b) the request does not meet preliminary criteria; or (c) likelihood of inclusion of the proposal in a department's work program. Proponents may resubmit proposals to the department at any time, subject to the timelines contained in this chapter.

(Ord. 5792 §1, 1998).

18.59.030 Council approval of final docket

- A. The Department shall compile a list giving the status of all proposed amendments, including rezones, and forward the list to the City Council. The City Council shall review all such proposals, determine which are appropriate and worthy of further review and consideration, and move those to the Planning Commission for review and public hearing. (See Preliminary Review and Evaluation Criteria.)
- B. The list approved by the City Council shall be known as the final docket. The Department shall notify proponents of the items on the docket that will be moved to the Planning Commission for review. Proponents shall be required to submit

an application and shall pay such fee as may be established by the City Council. Proponents of the proposals not moved to the Planning Commission shall also be notified of the Council's decision. Department and City initiated proposals are exempt from application fees. Information about the amendment process and the schedule shall be distributed with final application forms.

(Ord. 5792 §1, 1998).

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.
- 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?
 - 2. Is the proposed amendment or rezone consistent with the goals of the Comprehensive Plan?
 - 3. Is the proposed amendment or revision consistent with the county-wide planning policies?
 - 4. Does the proposed amendment or rezone comply with the requirements of the GMA?

(Ord. 5792 §1, 1998).

18.59.050 Decision criteria for rezone requests

The following criteria will be used to evaluate each rezone request. A zoning map amendment shall only be approved if the Council concludes that at minimum the proposal complies with subsections A through C. To be considered are whether:

- A. The rezone is consistent with either the Comprehensive Plan including the Plan's Future Land Use map as described in OMC [18.59.055](#) or with a concurrently approved amendment to the Plan.
- B. The rezone will maintain the public health, safety, or welfare.
- C. The rezone is consistent with other development regulations that implement the comprehensive plan.
- D. The rezone will result in a district that is compatible with adjoining zoning districts; this may include providing a transition zone between potentially incompatible designations.
- E. Public facilities and services existing and planned for the area are adequate and likely to be available to serve potential development allowed by the proposed zone.

(Ord. 7013 §2, 2016; Ord. 6952 §2, 2015; Ord. 5792 §1, 1998).

18.59.055 Consistency between the zoning map and the future land use map

- A. Although the Future Land Use map is not specific with regard to the edges of Land Use designations, the zoning map boundaries should not vary more than 200 feet from the land use designation shown on the Future Land Map.
- B. Each Neighborhood Retail or Neighborhood Center district, if any, shall be no further than four blocks (approximately 1000 feet) from a Neighborhood Center location indicated on the Future Land Use Map or is at a location proposed pursuant to the Subarea Planning process described in the Comprehensive Plan.
- C. Districts on the zoning map shall correspond to categories of the Future Land Use Map in accordance with the following table and be consistent with the purposes of each designation. Only those districts listed below are deemed to be consistent with the corresponding Future Land Use map designation, provided that zoning districts in locations enacted prior to January 1, 2015, may remain.

FUTURE LAND USE MAP DESIGNATION	ZONING DISTRICT(S)
Low Density Neighborhoods	Residential – 1 Unit per 5 Acres

FUTURE LAND USE MAP DESIGNATION	ZONING DISTRICT(S)
	Residential Low Impact Residential – 4 Units per Acre Residential – 4 to 8 Units per Acre Residential – 6 to 12 Units per Acre (only when adjacent to similar or higher density zoning district)
Medium Density Neighborhoods	Residential Multifamily – 18 Units per Acre Residential Multifamily – 24 Units per Acre
Mixed Residential	Mixed Residential 7 – 13 Units per Acre Mixed Residential 10 – 18 Units per Acre
Neighborhood Centers	Neighborhood Retail Neighborhood Center District
Residential Mixed Use	Residential Mixed Use Urban Residential Urban Waterfront – Housing
Planned Developments	Planned Unit Developments Neighborhood Village District Community-Oriented Shopping Center Urban Village District
Professional Office & Multi-family Housing	Professional Office / Residential Multi-family
Urban Corridor	High-Density Corridor – 1 High-Density Corridor – 2 High-Density Corridor – 3 (only within area designated High Density Neighborhood Overlay) High-Density Corridor – 4 General Commercial Commercial Services – High Density Manufactured Housing Park Mixed Residential 10 to 18 Units per Acre Residential Multifamily 18 Units per Acre Residential Multifamily 24 Units per Acre
Urban Waterfront	Urban Waterfront Urban Waterfront – Housing
Central Business District	Downtown Business
General Commerce	General Commercial Commercial Services – High Density
Auto Services	Auto Services
Medical Services	Medical Services

FUTURE LAND USE MAP DESIGNATION	ZONING DISTRICT(S)
Light Industry	Light Industrial / Commercial
Industry	Industrial


(Ord. 6952 §3, 2015).

18.59.060 Planning Commission and City Council review and adoption process

- A. Following one or more public hearings the Planning Commission shall forward its written recommendation regarding each Comprehensive Plan amendment and any text amendments or rezones to the Council; provided that the Commission may forward any recommendation regarding a site-specific rezone to the Hearing Examiner without holding a public hearing.
- B. The Council shall review the recommendations of the Planning Commission, may hold a public hearing, and shall decide whether to adopt, modify and adopt, reject or defer to a later date, each proposed amendment.
- C. Each proponent shall be notified by mail of all public hearings and of the Council's final decision.

(Ord. 7013 §3, 2016; Ord. 5792 §1, 1998).

18.59.070 Timing and exemptions

- A. The City will consider proposed amendments to the Comprehensive Plan only once each year, except when amendments are adopted as part of:
 - 1. the adoption of a subarea plan;
 - 2. the adoption or amendment of a shoreline master program under the procedures set forth in WAC [173-19](#) .
 - 3. the response to an existing emergency;
 - 4. amendments necessitated by changes in state or federal laws;
 - 5. the resolution of an appeal filed with the Growth Management Hearings Board or with a court; or
 - 6. the amendment of a capital facilities element that occurs concurrently with the adoption or amendment of the city budget.

- B. The Department will accept proposals for Comprehensive Plan amendments and revisions at any time; however, proposals or applications received after their established due dates will be considered in the next annual amendment review cycle.

However, Olympia and Thurston County have adopted a joint plan that includes goals, policies and regulations that they will jointly administer in Olympia's urban growth area. Proposals and applications for urban growth area amendments, including rezones, applications must also meet County process requirements.

(Ord. 5792 §1, 1998).

18.59.080 Notification of comprehensive plan amendment process

Notification will be provided - See UDC Chapter [18.78](#).

(Ord. 5792 §1, 1998).

18.59.020 Preliminary review and evaluation criteria

A. Prior to City Council action, the Department shall conduct a preliminary review and evaluation of proposed amendments, including rezones, and assess the extent of review that would be required under the State Environmental Policy Act (SEPA). The preliminary review and evaluation shall also include any review by other departments deemed necessary by the Department, and except as provided in 18.58.080 shall be based on the following criteria:

- 1. Is the proposed amendment consistent with the county-wide planning policies, the Growth Management Act (GMA), other state or federal law, or the Washington Administrative Code?**

Olympia CPD Application: Staff believes the proposed amendment is consistent with the CWPPs, GMA, and other state and federal laws and WACs.

Coalition of Neighborhoods Association Application: Staff believes the proposed amendment is consistent with the CWPPs, GMA, and other state and federal laws and WACs.

Black Lake Blvd/US 101 Application: Staff believes the proposed amendment is consistent with the CWPPs, GMA, and other state and federal laws and WACs.

- 2. Would the proposed amendment cause little or no adverse environmental impacts and, is the time required to analyze impacts available within the time frame of the standard annual review process?**

Olympia CPD Application: Staff believes the project will result in little or no adverse environmental impacts and that adequate time is available to analyze any potential impacts within the standard timeframe for the annual review process.

Coalition of Neighborhoods Association Application: Staff believes the project will result in little or no adverse environmental impacts and that adequate time is available to analyze any potential impacts within the standard timeframe for the annual review process.

Black Lake Blvd/US 101 Application: Staff believes the project will result in little or no adverse environmental impacts and that adequate time is available to analyze any potential impacts within the standard timeframe for the annual review process.

- 3. Is sufficient analysis completed to determine any need for additional capital improvements and revenues to maintain level-of-service, and is the time required for this analysis available within the time frame for this annual review process?**

Olympia CPD Application: Staff from CP&D met with staff from other city and local departments to review this question. No concerns were raised and staff believes there is no additional capital improvements and revenue needed to maintain level of service standards and that the proposal can be reviewed within the annual review process.

Coalition of Neighborhoods Association Application: Staff from CP&D met with staff from other city and local departments to review this question. Some concerns were raised regarding policing and code enforcement however staff believes there is any additional capital improvements and revenue needed to maintain level of service standards will be identified and reviewed during the amendment process and that the proposal can be reviewed within the annual review process.

Black Lake Blvd/US 101 Application: Staff from CP&D met with staff from other city and local departments to review this question. No concerns were raised and staff believes there is no additional capital improvements and revenue needed to maintain level of service standards and that the proposal can be reviewed within the annual review process.

4. Can the proposed amendment be considered now without conflicting with some other Comprehensive Plan established timeline?

Olympia CPD Application: Yes, the proposed amendment can be considered now without conflicting with other Comprehensive Plan established timelines.

Coalition of Neighborhoods Association Application: Staff from CP&D met with staff from other city and local departments to review this question. No specific concerns were raised and staff believes there may not be additional capital improvements and revenue needed to maintain level of service standards and, if that is the case, that the proposal can be reviewed within the annual review process.

Black Lake Blvd/US 101 Application: Staff from CP&D met with staff from other city and local departments to review this question. No concerns were raised and staff believes there is no additional capital improvements and revenue needed to maintain level of service standards and that the proposal can be reviewed within the annual review process.

5. Can the proposed amendment be acted on without significant other amendments or revisions not anticipated by the proponents and is the time required for processing those amendments or revisions available within the time frame of this annual review process?

Olympia CPD Application: Yes, the proposed amendment can be acted on without significant other amendments or revisions not anticipated by the proponents and the time required to process the amendments is available within the timeframe of the annual amendment review process.

Coalition of Neighborhoods Association Application: It is possible the proposed amendment can be acted on without significant other amendments or revisions not anticipated by the proponents and the time required to process the amendments may be available within the timeframe of the annual amendment review process. This is dependent upon City Staff working with members of the CNA to review potentially concerning language to see if optional language that is agreeable to all parties can be developed during the annual amendment cycle.

Black Lake Blvd/US 101 Application: Yes, the proposed amendment can be acted on without significant other amendments or revisions not anticipated by the proponents and the time required to process the amendments is available within the timeframe of the annual amendment review process.

6. If the proposed amendment was previously reviewed, ruled upon or rejected, has the applicant identified reasons to review the proposed amendment again?

Olympia CPD Application: This application was not previously reviewed.

Coalition of Neighborhoods Association Application: This application was not previously reviewed.

Black Lake Blvd/US 101 Application: This application was not previously reviewed.

B. If the Department determines that the answer to any of the above questions is no, it may recommend to the City Council that the proposed amendment or revision not be further processed in the current amendment review cycle. Upon direction from City Council, Department staff will inform those whose proposed amendments or revisions will not be considered because (a) impact analysis beyond the scope of the amendment process is needed; (b) the request does not meet preliminary criteria; or (c) likelihood of inclusion of the proposal in a department's work program. Proponents may resubmit proposals to the department at any time, subject to the timelines contained in this chapter.



Preliminary Comprehensive Plan Amendment

OFFICIAL USE ONLY

Case #: _____ Master File #: _____ Date: _____
Received By: _____ Related Cases: _____ Project Planner: _____

Please print or type and FILL OUT COMPLETELY (Electronic Submittal Required)

(Attach separate sheets if necessary)

This preliminary application may be submitted at any time. Each year the City Council establishes a schedule for review of Comprehensive Plan amendments proposed by the public and City staff. Once established, this schedule is posted on the City website. If you would like the City of Olympia to consider a specific amendment of its Comprehensive Plan, please complete this form and submit it as described below and with any other attachments or maps. You will be notified when the next review schedule has been established.

Note that there is no charge for submitting a preliminary application. If the Council decides the City should consider your proposal, then payment of a \$240 fee will be required. Additional fees will be charged if a development (zoning) code or map amendment is associated with the proposed Plan amendment. (All fees are subject to change without notice.)

Applications shall be submitted in person at City Hall or submitted via email to Joyce Phillips at jphillip@ci.olympia.wa.us.

Project Name: Memorialize Downtown Views

Project Address: N/A - downtown-wide policy text amendment

Assessor's Parcel Number(s): N/A

Legal Description(s): N/A

NAME OF APPLICANT: City of Olympia Community Planning & Development c/o Amy Buckler

Mailing Address: 601 4th Ave E, Olympia WA 98502

Area Code and Phone #: (360) 570-5847

E-mail Address: abuckler@ci.olympia.wa.us

NAME OF OWNER(S) N/A

Mailing Address: _____

Area Code and Phone #: _____

Email Address: _____

NAME OF AUTHORIZED REPRESENTATIVE (if different from above) _____

Mailing Address: _____

Area Code and Phone #: _____

E-mail Address: _____

A. Type of proposed amendment

- ☒ Comprehensive Plan Text Amendment
Comprehensive Plan Map Amendment
☐ Development Code (Zoning) Text Amendment
☐ Zoning Map Amendment (Rezone)

B. Project Description, including size of property involved: _____ Action D.1 of Olympia's Downtown Strategy guides the City to memorialize the list of important landmark views from public places in or through downtown in the Comprehensive Plan. Supporting documentation is attached.

Views listed will be existing downtown views (i.e., where the observation point is in downtown, or the view looks through downtown) and will consist only of such views identified in the Downtown Strategy process.

Zoning: N/A _____

Shoreline Designation (if applicable): _____

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

- | | |
|---|--|
| <input type="checkbox"/> Creek or Stream (name): _____ | |
| <input type="checkbox"/> Lake or Pond (name): _____ | |
| <input type="checkbox"/> Swamp/Bog/Wetland | <input type="checkbox"/> Historic Site or Structure |
| <input type="checkbox"/> Steep Slopes/Draw/Gully/Ravine | <input type="checkbox"/> Flood Hazard Area (show on site plan) |
| <input type="checkbox"/> Scenic Vistas | <input type="checkbox"/> 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): _____

C. What issue is addressed or problem solved by the proposed amendment? This Comprehensive Plan policy amendment will help guide future actions related to view protection. Memorializing landmark views that were identified as important during the Downtown Strategy in the Comp Plan will guide that these views should continue to be preserved.

D. Proposed map amendment (if any)

If any associated map amendments are proposed, please list which map and describe the purpose.
No maps need to be edited.

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

N/A – see above

Map(s) proposed to be amended	Acres or square feet	Current Designation(s)	Proposed Designation(s)
Comprehensive Plan Map(s):			
Zoning or other Development Code Map(s):			

F. Submit the following 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):

N/A

- Comprehensive Plan Future Land Use Map
- Zoning Map
- Other relevant maps: see attached page 6. Additional sites from 8-9 may be included

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

- 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.
See attached – highlighted text on page 1. We will add a table that lists important landmark views from public observation points. This might be inserted under goal #8 of the Comprehensive Plan or in the appendix at the end of the Land Use chapter.
- Please describe or explain any development code amendment that you believe might be appropriate to implement the proposed Comprehensive Plan amendment.
Most of the views identified in the Downtown Strategy process are already protected as the community has taken steps to preserve them through public ownership of the shoreline, or through the zoning/development code or Shoreline Master Program. The Downtown Strategy also guides the City to update the design guidelines and zoning code to preserve three additional views, and these code amendments will take place in early 2018.
- 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.
None.

Note: City staff may contact you for additional information or clarification of your proposal.

I affirm that all answers, statements, and information submitted with this request 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 request. 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 request.

Print Name

Signature(s)

Date

Amy Buckler

Amy Buckler

11-7-17

D.7 Implement view protection objectives by memorializing designated views in the Comprehensive Plan, updating view protection standards, and taking moderate action to protect views of concern.

Timeframe

Update design guidelines in 2017

Update Comprehensive Plan in 2018

Lead

Community Planning and Development

Partners and Participants

- Same as D.1
- Property owners for any regulatory action

Description and Intent

The views analysis and associated public feedback identified significant public views, some of which may need additional protection measures for their preservation. The City will update the Comprehensive Plan to memorialize the following landmark views:

- State Capitol Campus Promontory to Budd Inlet
- Madison Scenic Park to Capitol Dome/Black Hills
- Puget Sound Navigation Channel to Capitol Dome
- West Bay Park to Mount Rainier
- Percival Landing to Capitol Dome
- East Bay Overlook to Capitol Dome
- Deschutes Parkway to Mount Rainier
- Views identified early in the process that were unlikely to be blocked (list to be confirmed as part of the Comprehensive Plan update (see Appendix D.2))

Of these, a few require additional measures as current zoning allows development that could potentially impact the view. These views and their associated actions are as follows:

- **West Bay Park to Mount Rainier:** Eliminate the 2-story bonus option and emphasize tower separation and roofline modulation in the design guidelines;
- **East Bay Overlook to Capitol Dome:** Eliminate the 2-story bonus option and emphasize tower separation and roofline modulation in design guideline;
- **Deschutes Parkway to Mount Rainier:** Analyze further to determine appropriate “moderate” measures to protect or frame this view. Options include: 1) implementing a view corridor where required separation between buildings, setbacks, and upper story step backs preserve and/or frame the view and/or 2) design guidelines that require roofline modulation and tower separation to improve the view (while not fully protecting the existing view).

If height increases are considered in the CHD's 42' height limit area to facilitate housing development in the Southeast Downtown Neighborhood, further analysis is warranted for the following views:

- Madison Scenic Park to Capitol Dome, and
- I-5 South to Capitol Dome.

Additionally, update the Code to clarify that in terms of view protection, the Capitol Dome is defined as the dome only, not including the drum.

See maps in [Appendix D.3](#) for properties that may be affected by these measures. The City will update view protection standards and guidelines as part of the 2017 Design Guidelines update.



Appendix D.2

Background on Views Analysis *(updated December 1, 2016)*

In Olympia, important views are protected through public ownership of the shoreline, as well as through design and development regulations, including those included in the Shoreline Master Program. The recently updated Comprehensive Plan shifted an emphasis from protecting certain views from public streets to protecting and enhancing views from certain public observation points. The intention was for these observation points to be more like public gathering places rather than auto-centric areas. The Plan guides the City to implement a public process to identify viewsheds (*line of sight between an observation point and important view.*) Part of the scope of work for the Downtown Strategy is to complete this for viewsheds related to downtown.

Land Use Chapter, Goal #8: Community views are protected, preserved, and enhanced.

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

PL8.2: Use visualization tools to identify view planes and sightline heights between the landmark view and observation point.

PL8.3: Prevent blockage of landmark views by limiting the heights of buildings or structures on the west and east Olympia ridge lines (*areas are outside the scope of the Downtown Strategy*)

PL8.4: Avoid height bonuses and incentives that interfere with landmark views.

PL8.5: Set absolute maximum building heights to preserve publicly-identified observation points and landmark views.

Per the scope of the DTS, the MAKERS team could conduct a digital analysis of up to ten viewsheds. Early on, the planning looked at 52 potential views that were identified with help from the public. Of these, the team found:

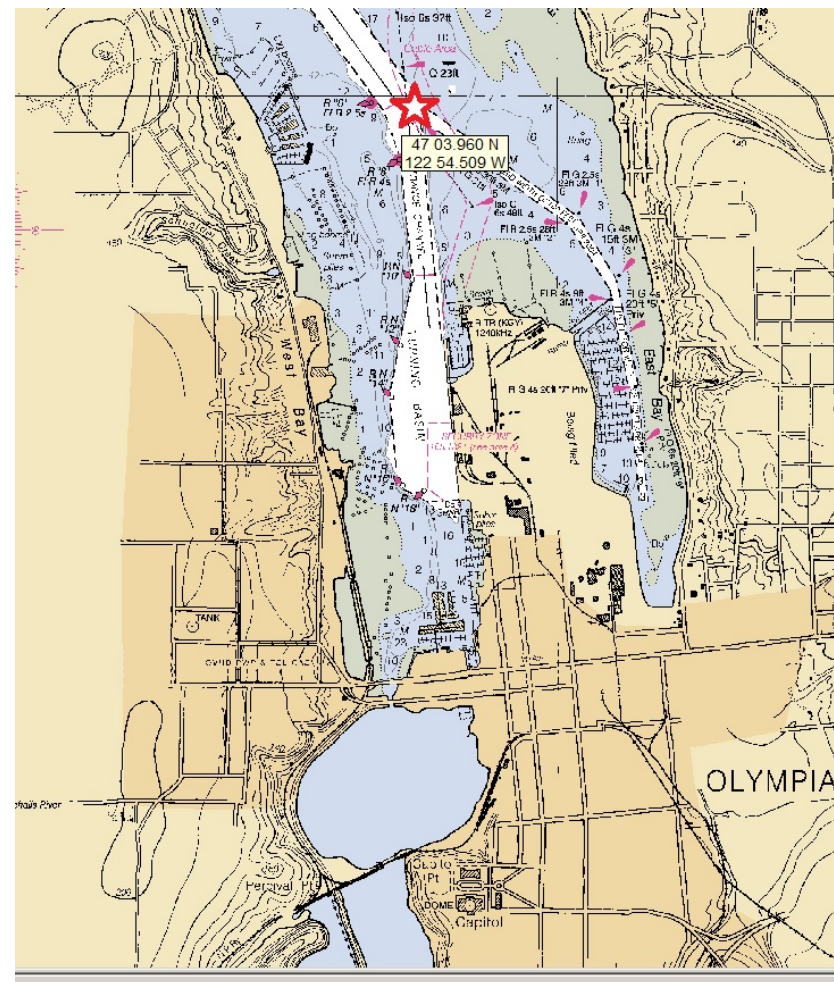
- Some were redundant or outside of the planning area; thus were not further considered (see page 8).
- 29 views were unlikely to be affected by development under current standards; the community has already taken steps to secure these through existing regulation and public ownership of the shoreline (see page 6).
- 10 views that could potentially be affected; thus were selected for further analysis using 3D modeling (see page 5).



Steps to Determining Views to be Analyzed

The process to determine views for analysis was built on past views planning efforts. The following steps were completed:

- Potential landmark views and observation points identified during the Comprehensive Plan and Shoreline Master Plan updates were used to identify a preliminary list of views to be analyzed.
- An exercise at DTS Workshop #1 (11/21/15) had participants prioritize certain viewsheds (*only those with observation points within the downtown*) that were most important to them. Participants also had an opportunity to provide write-in comments. The exercise confirmed:
 - Views of the Olympic Mountains, Capitol Dome, Budd Inlet, and Capitol Lake are particularly valued.
 - View from the Capitol Campus Promontory to Budd Inlet is a priority which should be analyzed.
 - Many valued views are unlikely to be blocked by future development because the observation point is adjacent to the landmark or over the water.
- Staff reviewed prior work by Mithun consultants, which had identified an observation point where two marine channels on Puget Sound converge - a point from which we can analyze impacts to certain views.



Point where two marine channels converge on Puget Sound



- Between March 17-27, 2016, 482 people responded to online Survey 2; Results included:
 1. The respondents' rank of the following views in order of importance:
 - Very important/important:
 - Capitol Campus Promontory to Budd Inlet
 - West Bay Park to Mt Rainier
 - Park of the Seven Oars to Mt Rainier
 - Important:
 - East Bay Drive to Capitol Dome
 - Puget Sound Navigation Channel to Capitol Dome
 - Priest Point Park to Capitol Dome
 - Somewhat important:
 - Madison Scenic Park to Capitol Dome/Black Hills
 - Capitol Way/Union to Olympic Mountains
 - Not important:
 - Cherry Street to Capitol Dome
 2. Views are important to respondents for the following reasons (in order of popularity):
 - Sense of beauty (67%),
 - Connection to natural landscape (66%),
 - Sense of place (58%), and
 - Connection to historic fabric (39%).
 - "Other" responses coalesced around the theme that protecting the natural views is important.
 3. Community members made (17) additional suggestions for views to analyze (*see lists starting on page 4*)
- MAKERS completed a preliminary analysis of the suggested views for analysis, and with help from staff formed a recommendation for which of these should be analyzed further.
- On May 4, the recommendation was shared with the Stakeholder Work Group, who agreed with the list.
- On May 10, the City Council gave direction on the 10 views for analysis so that an exercise using the digital analysis could be presented to the public at a subsequent workshop.



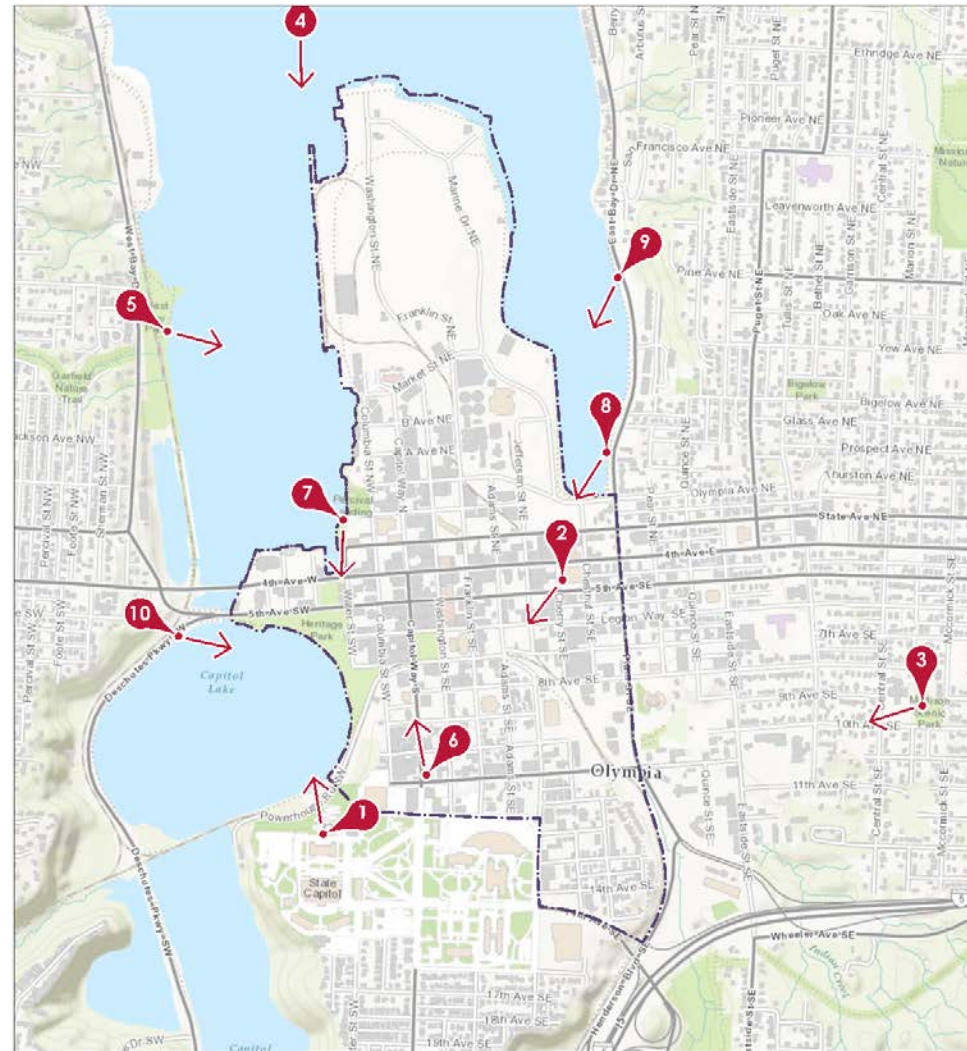
Views Selected for Further Analysis

The Downtown Strategy scope of work calls for up to 10 downtown-related views to be analyzed regarding how they could be protected or enhanced, along with trade-offs to economic, housing and other goals.



On May 10, the City Council gave direction to move forward with the following 10 views for further analysis.

Our community has already taken steps to preserve over 25 additional views related to downtown. While those views may continue to be preserved, the Downtown Strategy team did not find a need to conduct further analysis on them as part of this process.

VIEWPOINTS KEY MAP



VIEWPOINTS SELECTED FOR ANALYSIS

-  Viewpoint locations selected for view shed analysis
-  View direction



Views Selected for Further Analysis (see map on preceding page for locations)

Public Observation Point FROM		Landmark View TO	NOTES:
1	State Capitol Campus Promontory	Budd Inlet	View is across the Isthmus. Observation point on Capitol Campus is top of the north campus trail in front of the Temple of Justice/Law Enforcement Memorial. Most important view on Survey 2.
2	Cherry Street	Capitol Dome	Useful for exploring potential effect of 1063 Building. Considered "not important" on Survey 2.
3	Madison Scenic Park	Capitol Dome, Black Hills	Turns out this view is unlikely to be blocked. Considered "somewhat important" on Survey 2.
4	Puget Sound Navigation Channel	Capitol Dome and/or Mt. Rainer	Prior work by Mithun consultants identified observation point in the water where 2 navigation channels meet. Considered "important" on Survey 2.
5	West Bay Park Lookout	Mt. Rainier	View is thru dt. Considered "important" on Survey 2.
6	Capitol Way & Union Ave	Olympic Mountains	Considered "somewhat important" on Survey 2.
7	Percival Landing	Capitol Dome	Existing zoning would not block this view. Development along Water Street on the Heritage Park Block - if allowed heights greater than current limit of 35' could potentially block views, but it's possible that a modest height increase of 7'-10' would not. Team will analyze potential for modest height increase while continuing to protect view of Capitol Dome, including the dome and drum.
8	East Bay LOOKOUT	Capitol Dome	Observation point at the benches about 400' from the intersection of Olympia Ave & East Bay Dr. Note there are substantial and extensive street trees along Marine Drive and Olympia Avenue adjacent to the water. These trees would block seasonal views (spring, summer, fall) from East Bay Waterfront Park at the south end of the basin. Considered "important" on Survey 2.
9	East Bay OVERLOOK	Capitol Dome	Observation point at Overlook pocket park about 2,200' from intersection of East Bay Drive and State Ave.
10	Deschutes Parkway	Mt. Rainier	There is a nice view of Mt. Rainier as you travel from 5th Ave southwest along Deschutes Parkway. By the time you reach the first bench south of the bus stop, the view is blocked by trees and the 9th & Columbia Building, and is barely visible along the parkway from that point forward due to trees and existing development.



Our community has already taken steps to preserve the following views, thus these are not recommended for further analysis.

Downtown Views - Unlikely to be Blocked						
Unlikely to Be Blocked Because ...			Viewshed is:			
Public Observation Point		Landmark View	Over	Over or adjacent to public ROW/park public/park land	(Existing regulation) Potential build out under current regulations would retain view	NOTES:
FROM	TO		the water			
1	4 th Ave Bridge to	Capitol Lake	X	X		State controlled lands
2	"	Olympic Mountains	X			
3	"	Mt. Rainer	X	X	X	
4	"	Capitol Dome	X	X		State controlled lands
5	"	Budd Inlet	X			
6	Capitol Way & 11th	Budd Inlet (looking north)		X	X	
7	Capitol Way & Talcott Ave	Capitol Lake	X	X		
8	Capitol Way & Amanda Smith Way	Capitol Lake	X	X		
9	Chestnut & 4th	Budd Inlet (looking north)		X		
10	Deschutes Parkway	Budd Inlet	X	X		Various views along this path. State controlled lands
11	"	Capitol Lake	X	X		"
12	"	Capitol Dome	X	X		"
13	East Bay Dr. Lookout	Budd Inlet	X			
14	"	Olympic Mountains	X			thru Swantown Marina
15	Northpoint	Budd Inlet	X			Lookout ID'd by Port



	Public Observation Point	Landmark View	Over the water	Over or adjacent to public ROW/park	Potential build out under current regulations would retain view	
16	"	Olympic Mountains	X			
17	Percival Landing	Capitol Dome	X	X	X	Expansive views along this path
18	"	Olympic Mountains	X	X		"
19	"	Budd Inlet	X	X		"
20	Simmons St	Capitol Dome	X	X		
21	"	Capitol Lake	X	X		
23	West Bay Park Lookout	Budd Inlet	X	X		
24	"	Capitol Dome	X	X	X	
25	Henry & State Street	Capitol Dome			X	Zoning within dt would not affect. Outside DT should be analyzed in future citywide process
26	Quince & Bigelow (Park)	Capitol Dome			X	
27	Park of the Seven Oars	Mt. Rainier	X		X	
28	Priest Point Park	Capitol Dome	X		X	
29	Port Plaza	Capitol Dome	X	X	X	

Based on further 3D analysis, the following views were also found unlikely to be blocked:

30	State Capitol Campus Promontory	Budd Inlet		X	X	35' heights on isthmus result in slight obstruction to view of shoreline
31	Madison Scenic Park	Capitol Dome, Black Hills			X	
32	Puget Sound Navigation Channel	Capitol Dome and/or Mt. Rainer		X	X	
33	Percival Landing	Capitol Dome		X	X	



Preliminary analysis was also conducted on additional views suggested by the public during workshop #1 and survey #2. These views were ultimately not recommended for further analysis as part of this process:

Additional Views Suggested from Public Input						Not within study area	Unlikely to be blocked due to location or current regs	Proximity to similar view	Highly contained or no view
Public Observation Point		Landmark View	Redundant with previous views	View corridor inside study area	NOTES:				
FROM		TO							
1	Capitol Campus (two possible observation points were looked at A1 & A2)	Mt. Rainier	NO	YES, Only affects 3 blocks	This is a very constrained view due to development on the East Capitol Campus and in some cases blocked by trees. Most of the land between the observation point and view are on the Campus, where the City does not have zoning authority. The A-1 viewshed barely clips 2 blocks within the south end of the study area. Not recommended for further analysis toward protection due to the minimal existing view and existing potential to be blocked by development on the capitol campus.	X - MOST AREAS			X
2	Port Plaza	Capitol Dome	Yes, view to Dome from Puget Sound Navigation Channel and Priest Point Park	YES	Development along Water Street on the Heritage Park Block - if allowed heights greater than current limit of 35' - would be the only areas that could impact the view.		X		
3	Route 101 at Red Lion Inn	Mt. Rainier	NA	NO	View corridors from this viewpoint would be outside of the study area.	X			



4	Harrison Roundabout	Mt. Rainier	YES, view from Park of the Seven Oars	YES	There are large evergreen and deciduous trees that frame this view similar to Seven Oars Park. As you walk along the east side of the street south toward the lower roundabout at 4th and Olympic Way, your view will be blocked by trees for most of the year(Spring, Summer, Fall) until you start to turn the corner at the roundabout and head onto the 4th Avenue Bridge. Not recommended for further analysis as intent is not to protect views from auto-oriented locations such as roundabouts and due to close proximity to Park of the Seven Oars, which is already on the list of potential viewsheds to analyze.			X	X
5	4th Avenue (Lower) Roundabout	Mt. Rainier	NO	YES	The view from the 4th Ave Bridge to Mt. Rainier (near the roundabout) is already on the list of views unlikely to be blocked by future development - preliminary 3D analysis also demonstrates this as the mountain is higher than the potential development heights within the viewshed. View from the roundabout not recommended for further analysis as intent is not to protect views from auto-oriented locations such as roundabouts and proximity to view from 4th Ave Bridge.		X		
6	Lakeridge Drive	Capitol Dome & Capitol Lake	NA	NO	View corridors from this viewpoint would be outside of the study area.	X			
7	San Francisco Street	Capitol Dome	NO	YES	The Capitol Dome is not visible at the intersection of East Bay Drive and San Francisco Street. It becomes visible above the tree-line as you travel up the hill until it becomes blocked by taller trees along the west side of East Bay Drive.				



8	Eastern Washington Butte (Heritage Park)	Mt. Rainier	NO	YES	There is a view of the mountain between the Governor House Hotel (block 57) and Evergreen Plaza (block 65), although it is partially blocked by the Governor House Hotel.				
9	Port Plaza viewing tower	Mt. Rainier	Overlaps with view 5	YES	Mt. Rainier is only slightly visible above the 3 story Market Centre office/retail building south of the Farmers Market building. Not recommended for further analysis as there is barely a view to be seen.				X
10	Unknown viewpoints	East Bay & West Bay Ridgelines		YES	This seems like it would be exceptionally restrictive. What is the observation point? There is a policy in the Comp Plan that states, "PL8.3 Prevent blockage of landmark views by limiting the heights of buildings or structures on the west and east Olympia ridge lines" but limiting views on the ridgelines is outside of the scope for the Downtown Strategy. Not recommended for further analysis.	X			
11	County Courthouse	Capitol Dome	NA	NO	View corridors from this viewpoint would be outside of the study area.	X			
12	Henry & State	Capitol Dome	NO	YES	Generally, this area is elevated relative to most of the study area meaning current zoning within the study area would not block this view. Not recommended for further analysis at this time. Note: Probably should be looked at as part of future process to analyze citywide views as development outside of downtown could impact this view.		X		
13	Quince & Bigelow (Bigelow Springs Park)	Capitol Dome	NO	YES	This area is in R-4-8 zone. Generally, this area is elevated relative to most of the study area meaning current zoning within the study area would not block this view. Thus, not recommended for further analysis.		X		

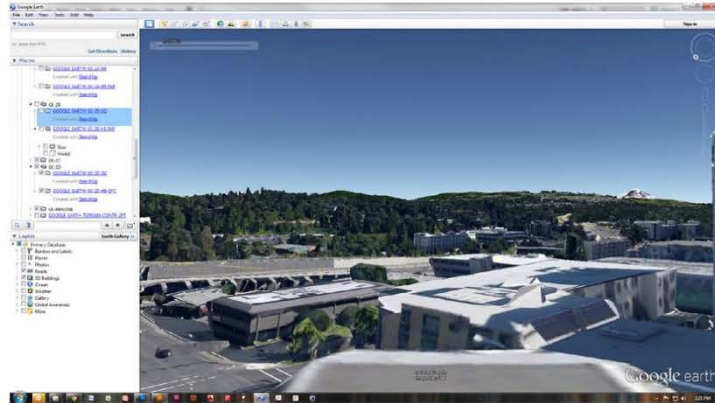


14	4th Avenue dam looking north under the bridge	Olympic Mountains	NO	NO	View corridors from this viewpoint would be outside of the study area.		X		
15	Water Tower	Capitol & 12th			Although the water tower site is currently open to the public, potential fencing has as previously come up as an issue of homeland security. With that and because Madison Scenic Park (where similar viewsheds are being recommended for further analysis) is within 300', this is not recommended as an observation point			X	
16	Capitol Dome	Peek-a-book over dt			This was suggested from the WKP#1 exercise. But we don't see a landmark view from this observation point - view appears to be simply a view of dt. Thus, not within the scope as perscribed by the Comp Plan policy.				X

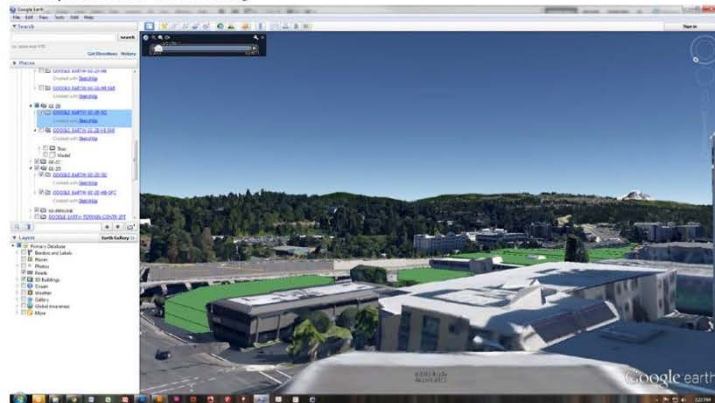


Downtown Bellevue Viewshed Analysis: City Hall to Mt Rainier

Existing view



Development under current zoning



Development with higher FAR



Process for Analysis of the 10 Viewsheds

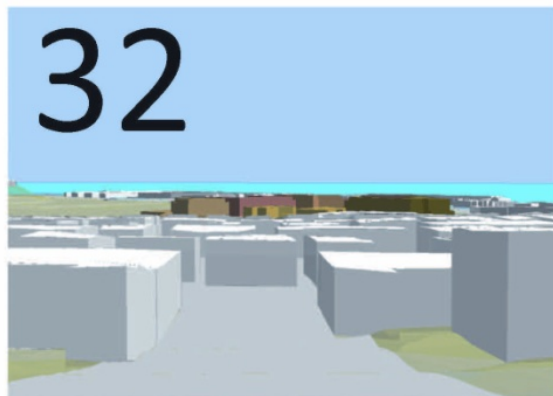
The MAKERS team will digitally analyze up to ten viewsheds. Public Workshop #3 on June 6 will include an exercise to gather feedback from the public on this digital analysis, and the relationship of protecting views to other downtown goals.

Digital 3D modeling. The analysis will include digital 3D modeling of buildings and landscape for the selected views. The views will likely fall under two types of analysis:

- Views affected by zone-wide height standards (e.g., view from Marine Channel across downtown to Mt Rainier), and
- Views affected by redevelopment at a specific site (e.g., 1063 blocking view of Capitol).

Zone-wide height increases analysis. For the first type of analysis, the models will show each view: 1) as it exists now, 2) if redeveloped under current zoning, and 3) under any zoning options being explored. Because of the number of buildings involved, the 3D model is built with a minimal level of detail to simply illustrate massing. (See the sample at right.)

Site-specific analysis. For the second type of analysis, and in some cases to integrate this analysis with additional urban design and character analyses, graphics may be provided that overlay a photo of the view with potential redevelopment. For example, the images below shows a view the Edmonds community wanted to protect. Potential development on the site in question was overlaid on the photo to demonstrate the reality of the potential development. This type of analysis can be more palatable for community members not accustomed to viewing massing models and is effective for exploring design guideline techniques to protect views. However, because it requires more detailed site analysis and building design, it can take more resources than the massing model. The team will need to judiciously select the 10 views for modeling and the type of analysis to perform on each.



Model (new buildings in color)



View with new building massing



Existing view



View with architectural detail



Analyze effect on other priorities. Economic feasibility, housing diversity, urban design, and character can be affected by view protection. If the 3D model illustrates that a view could be blocked by development, the strategies for view protection must be shaped with these other priorities in mind. The team will use the site-specific analysis described above for a limited number of sites to explore this range of priorities simultaneously. For example, the team may develop sample site designs with multiple variations to show the effect of different view protection techniques (e.g., setbacks, step backs, and height limits) on the economic feasibility of a housing development. The designs would simultaneously show various approaches to character and the development's effect on the overall urban design of the area.

Public feedback at Workshop 3. Applicable portions of the viewshed analysis will be presented at Workshop #3 and integrated with the related topics of economic development, housing diversity, urban design and character. Depending on the results of the analysis, workshop activities may ask participants to weigh in on the extent of views protection, especially when affecting other priorities. The full analysis and results may be displayed on boards and/or the summary report (see below) may be provided for people interested in more information.

Viewshed analysis summary report. The viewshed analysis results will be available in a summary report. It will illustrate each view's 3D modeling results, highlight where protection strategies are needed, and show sample strategies that would protect these views.

Recommend protection standards. Based on public feedback at Workshop #3, the team will refine the view protection strategies. View protection standards will likely be in the form of design guidelines and potentially development regulations. As part of the implementation tools for the Downtown Strategy, the team will provide design guideline recommendations and graphics, as well as land use and development code recommendations as needed, to address views protection.



Preliminary Comprehensive Plan Amendment

OFFICIAL USE ONLY

Case #: _____ Master File #: _____ Date: _____
Received By: _____ Related Cases: _____ Project Planner: _____

Please print or type and FILL OUT COMPLETELY (Electronic Submittal Required)

(Attach separate sheets if necessary)

This preliminary application may be submitted at any time. Each year the City Council establishes a schedule for review of Comprehensive Plan amendments proposed by the public and City staff. Once established, this schedule is posted on the City website. If you would like the City of Olympia to consider a specific amendment of its Comprehensive Plan, please complete this form and submit it as described below and with any other attachments or maps. You will be notified when the next review schedule has been established.

Note that there is no charge for submitting a preliminary application. If the Council decides the City should consider your proposal, then payment of a \$240 fee will be required. Additional fees will be charged if a development (zoning) code or map amendment is associated with the proposed Plan amendment. (All fees are subject to change without notice.)

Applications shall be submitted in person at City Hall or submitted via email to Joyce Phillips at jphillip@ci.olympia.wa.us.

Project Name: Code Enforcement Comprehensive Plan Revisions
Project Address: N/A: Revisions affect the Entire City
Assessor's Parcel Number(s): N/A
Legal Description(s): N/A

NAME OF APPLICANT: Philip W. Schulte, Chair, Code Enforcement Committee
MAILING ADDRESS: 1732 Medallion Loop NW, Olympia, WA 98502
AREA CODE AND PHONE NUMBER: (360) 866-3876; (360) 556-3422
EMAIL ADDRESS: philschulte@comcast.net

NAME OF OWNERS: N/A; applies to the entire City of Olympia
MAILING ADDRESS: N/A
AREA CODE AND PHONE NUMBER: N/A
EMAIL ADDRESS: N/A

NAME OF AUTHORIZED REPRESENTATIVE (if different from above) Philip W. Schulte, Chair, Code Enf. Comm.
MAILING ADDRESS: 1732 Medallion Loop NW, Olympia, WA 98502
AREA CODE AND PHONE NUMBER: (360) 866-3876; (360) 556-3422
EMAIL ADDRESS: philschulte@comcast.net

A. Type of proposed amendment

- ☒ Comprehensive Plan Text Amendment
☐ Comprehensive Plan Map amendment
☐ Development Code (Zoning) Text Amendment
☐ Zoning Map Amendment (Rezone)

B. Project Description, including size of property involved: There are four suggested text amendments to the Comprehensive Plan which are intended to expand present language in the Plan concerning the city's role in Code Enforcement and crime prevention.

- First, in the Land Use and Design Chapter of the Comprehensive Plan, there are new plan goals (PL 9.3 and PL 9.4) to designate specific steps to reduce crime by employing environmental design.
- Second, a new paragraph has been added in the Neighborhoods section of the Land Use Chapter entitled: Neighborhood Safety and Maintenance of Quality Neighborhoods. This paragraph underlines the importance of stable, safe and crime free neighborhoods stressing that well maintained, crime free buildings and public facilities improve the character of neighborhoods.
- Third, new language has been added to specify code enforcement and law enforcement goals involving poorly maintained properties and properties being used for the illegal sale and distribution of drugs. Also, the role of neighborhood associations in working in partnership with the city is specified.
- The fourth change is to existing code enforcement language in the Community Vision and Values Chapter to add new language concerning code enforcement and public safety programs. The precise language has been highlighted in blue on pages 14-15, 29, 32, 33, 40, 42 and 43 below.

Zoning: <u>N/A</u>	
Shoreline Designation (if applicable): <u>N/A</u>	
Special Areas on or near Site (show areas on site plan):	
<input type="checkbox"/> Creek or Stream (name): _____	
<input type="checkbox"/> Lake or Pond (name): _____	
<input type="checkbox"/> Swamp/Bog/Wetland	<input type="checkbox"/> Historic Site or Structure
<input type="checkbox"/> Steep Slopes/Draw/Gully/Ravine	<input type="checkbox"/> Flood Hazard Area (show on site plan)
<input type="checkbox"/> Scenic Vistas	<input type="checkbox"/> None
Water Supply (name of utility if applicable): <u>N/A</u>	
Existing: _____	
Proposed: _____	
Sewage Disposal (name of utility if applicable): _____	
Existing: _____	
Proposed: _____	
Access (name of street(s) from which access will be gained): _____	

C. What issue is addressed or problem solved by the proposed amendment? The Current Comprehensive Plan language on crime prevention and code enforcement needs to be strengthened to make safe, stable and well maintained neighborhoods a key planning objective.

D. Proposed map amendment (if any)

If any associated map amendments are proposed, please list which map and describe the purpose.

N/A

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

N/A

Map(s) proposed to be amended	Acres or square feet	Current Designation(s)	Proposed Designation(s)
Comprehensive Plan Map(s):	N/A		
Zoning or other Development Code Map(s):	N/A		

F. Submit the following 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):

- a. Comprehensive Plan Future Land Use Map
- b. Zoning Map
- c. Other relevant maps

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

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

Note: City staff may contact you for additional information or clarification of your proposal.

I affirm that all answers, statements, and information submitted with this request 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 request. 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 request.

Print Name	Signature(s)	Date
Philip W. Schulte	<i>Philip W. Schulte</i>	11/13/17

Community Values & Vision

During 2009-2014, the City and public engaged in a broad update to Olympia's Comprehensive Plan. The City held over 30 public meetings and collected over 2,000 comments from community members about what they value in Olympia and their vision for Olympia's future. These community values and visions are distilled below and reflected in the goals and policies throughout the Comprehensive Plan.

Public Participation and Partners

What Olympia Values:

Olympians value their right to participate in City government, and to engage in meaningful, open and respectful community dialogue regarding decisions that affect our community.

Our Vision for the Future:

Through collaborative and open discussions, Olympians embrace a shared responsibility to make our community a better place.

The City of Olympia places a high priority on engaging citizens early and often and regularly demonstrates how the voices of the community are heard. When issues come up, the City's healthy public participation process helps each segment of the community to understand the larger picture and the need to act in the best interest of the City as a whole. Olympia engages the public in major decisions through a variety of methods, including community conversations, public forums, and interest-based negotiation, and makes sure these citizens know how their input was used. Because of this, the City has built trust with the community.

Our Natural Environment

What Olympia Values:

Olympians value our role as stewards of the water, air, land, vegetation, and animals around us, and believe it is our responsibility to our children and grandchildren to restore, protect, and enhance the exceptional natural environment that surrounds us.

Our Vision for the Future:

A beautiful, natural setting that is preserved and enhanced.

Olympia's unique natural setting will continue to make Washington State's capital city great. By working closely with surrounding governments we can successfully preserve, protect and restore the natural heritage we share.

As a result of this cooperative effort, Olympia will enjoy a dense tree canopy that will beautify our downtown and neighborhoods, and improve the health, environmental quality and economy of our city. Though our population will increase, our air and water will be cleaner and wildlife habitat will be preserved to maintain a biologically healthy diversity of species. Salmon will return and spawn in the streams where they were born. Seals, sea lions, orcas, and otters will roam the waters of southern Puget Sound.

Land Use and Urban Design

What Olympia Values:

Olympians value neighborhoods with distinct identities; historic buildings and places; a 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.

We envision a capital city of pedestrian-oriented streetscapes, livable and affordable neighborhoods, safe and meaningful street life, and high-quality civic architecture. Through collaboration with other agencies and partners, our urban waterfront will be a priceless asset, eventually running along the Deschutes River from Tumwater's historic buildings, down past Marathon and Heritage parks to Percival Landing and the Port Peninsula.

Capitol Way will be a busy and historic boulevard linking the waterfront and downtown to the Capitol Campus. By creating plazas, expanded sidewalks, and public art in public places, we will stimulate private investment in residential and commercial development, increasing downtown Olympia's retail and commercial vitality.

Olympia will work to create "urban nodes" of higher density and mixed-use development in specific locations along our urban corridor. We will encourage infill projects and remodeling of older structures; in turn we will begin to create a more walkable community, where historic buildings and neighborhoods are valued, preserved, and adapted to new uses.

Well-implemented neighborhood sub-area planning will help us determine unique neighborhood assets to protect and enhance; where and how to increase density and retain green space; and develop safe and convenient access to everything from grocery stores, to schools, neighborhood parks, community gardens and neighborhood gathering places.

Properties in neighborhoods should be well maintained and free from criminal activity to provide a strong and stable community with a high quality of life for neighborhood residents.

Transportation

What Olympia Values:

Olympians want 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.

Biking & Walking: Olympians, both young and old, will be able to walk or bike to work, school, shopping, and recreation. Bike lanes and sidewalks will be safely integrated and often buffered from traffic along arterials and collectors throughout the city. Pedestrians and bicyclists will use trails and pathways built through open areas, between neighborhoods, and along shorelines. Sidewalks, both in compact, mixed-use neighborhoods and downtown, will encourage walkers to stop at shops and squares in lively centers near their homes. Trees and storefront awnings will line the streets.

Commuting: We envision a future in which nearly all residents will live within walking distance of a bus stop, and most people will commute by foot, bicycle, transit or carpool. Drivers will use small vehicles fueled by renewable resources. Electric buses will arrive every ten minutes at bus

stops along all major arterials.

Parking: Parking lots for car commuters will be located on the edges of downtown, hidden from view by offices and storefronts. Variable pricing of street meters and off-street lots will ensure that parking is available for workers, shoppers and visitors. Short and long-term bike parking will be conveniently located. Throughout town, streets will provide room for both bike lanes and parking, and will be designed to slow traffic.

Safety: Because slower speeds will be encouraged, and crosswalks and intersections will be safer, deaths and injuries from collisions will be nearly eliminated.

Utilities

What Olympia Values:

Olympians value a drinking water supply that is owned and controlled by the City. We want wastewater and stormwater treated effectively before it is discharged into Puget Sound. We understand and value the role that 'reuse, reduction and recycling' plays in our effort to conserve energy and materials.

Our Vision for the Future:

Clean, plentiful water and significant reduction of waste.

Through careful planning, improved efficiency of our drinking water use and rates that encourage conservation, Olympia will be able to meet the water needs of its future population. Our improved water treatment and reduced wastewater and storm water discharge will support abundant aquatic life in Budd Inlet and our local streams.

We will place less pressure on our local landfills, thanks to state and national packaging standards, local solid waste incentives, and the voluntary actions of our citizens. A majority of Olympia households will be using urban organic compost on their landscapes. Artificial fertilizers no longer contaminate local water bodies.

Public Health, Parks, Arts and Recreation

What Olympia Values:

Olympians value the role parks, open space, recreation and art play in our

lives; as these contribute to our sense of community, and to our physical, spiritual and emotional well-being.

Our Vision for the Future:

A healthy, fun and enriching place to live.

Places where we can move: The many parks and open spaces throughout our community will be key to maintaining the health of our children, and all Olympians. The Olympia School District will work with the City to allow maximum feasible public use of School District gyms and playgrounds.

Programs that support health: The City's work with school districts and local and state health agencies will foster programs that encourage good nutrition and exercise. These programs will complement other City regulations that are encouraging both urban agriculture and markets for sale of local and regional produce.

A biking city: Olympia will be continually expanding and upgrading its bicycle facility network and will see major increases in bike use, for both commuting and recreation. In selected areas where cyclists tend to concentrate, the City will provide separated bike facilities.

Olympians walk – everywhere: We envision a city in which all neighborhoods have sidewalks on at least one side of major collector streets. This, along with more pedestrian crossing improvements and neighborhood pathways, traffic calming devices, and enforcement of traffic laws, will contribute to a dramatic increase of walking in Olympia.

An arts magnet: The City will continue to sponsor and support music and art events and festivals, which attract residents and visitors from throughout the area. The City will take advantage of provisions in state law to fund art throughout the Olympia.

Economy

What Olympia Values:

Olympians recognize the importance of our quality of life to a healthy economy. We value our status as Washington State's capital, as well as our community businesses as a source of family wage jobs, goods and services, and various other contributions that help us meet community goals.

Our Vision for the Future:

Olympia's economy is healthy due to a diverse mix of new and existing employment sectors, in addition to being the center of state government.

Because of our careful planning the Olympia economy will remain stable, especially when compared to similar cities throughout the state and region. The City's investment in the downtown will encourage market-rate housing, many new specialty stores and boutiques, and attract visitors to places such as Percival Landing, the Hands on Children's Museum, and our many theatre and art venues. Its work to strengthen regional shopping nodes, such as the area around Capital Mall, will provide high-density housing, transit, pedestrian and bicycle access, making our state capital a popular destination to live, work, play and study.

Entrepreneurs, attracted to an urban environment with an open and accepting culture, will create new start-ups in Olympia that diversify our job market and economy, making it less vulnerable to downturns in state government.

Meanwhile, on the city's outskirts, small farms will continue to expand. Local food producers will further diversify local employment opportunities and help local residents and businesses be less vulnerable to the rising cost of imported food.

Public Services

What Olympia Values:

Olympia residents value the protection our police, fire, and emergency medical services provide. They also support codes that enforce the City's efforts to maintain neighborhood quality, adequate and affordable housing for all residents, community gathering places, and recreational centers.

Our Vision for the Future:

Responsive services and affordable housing for all.

By adopting "affordable" housing program criteria, the City will help assure all residents can meet their basic housing needs. We believe this will contribute to a regional goal to end homelessness in our community. In turn, this would contribute to reducing the cost of City police and social services and make the downtown more attractive for businesses and

visitors.

~~The strong code enforcement programs that will emerge from citizen involvement in every neighborhood will help protect the safety and distinct identity of all Olympia neighborhoods.~~

Neighborhood Code Enforcement and Public Safety Programs

Neighborhood properties and infrastructure will be well maintained; derelict or dilapidated properties will be brought up to the standards established in city ordinances. Where necessary, enforcement shall include actions in Superior Court.

To protect the community and the quality of life in neighborhoods, the city will take action against properties where the manufacture, sale, or distribution of illegal drugs is occurring or has occurred.

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Land Use and Urban Design



A blending of old and new land uses.

What Olympia Values:

Olympians value neighborhoods with distinct identities; historic buildings and places; a 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.

Read more in the Community Values and Vision chapter

Introduction

How we choose to live within, and how we alter, our landscape is critical to our quality of life, and to whether that quality of life can be sustained and improved.

The State's 1990 [Growth Management Act](#)  called for Olympia to establish land use designations and densities sufficient for at least 20 years. The [County-Wide Planning Policies](#)  adopted by Thurston County and its seven cities in 1993 describe a common goal of concentrating growth in the urban areas "in ways that ensure livability, preservation of environmental quality and open space, varied and affordable housing, high quality urban services at least cost, and orderly transition of land from

County to City.” We can choose to isolate land uses and neighborhoods, or blend them into a single vital community. We can create spaces separated by long travel distances, or provide for a variety of experiences in each part of the city. We can choose to use land efficiently for recreation, housing, and business while setting aside selected areas for open space and communing with nature, or we can create homogenous subdivisions and isolated commercial areas. We can employ architecture and landscaping reflecting Olympia’s unique and historic character, or we can build places with little regard to the local landscape and climate. These choices will determine Olympia’s form for many generations.

Our community seeks to:

- Encourage development in urban areas where public services and facilities are already present.
- Phase urban development and facility extension outward from the downtown area.
- Establish land use patterns that ensure residential densities sufficient to accommodate 20-years of population growth.
- Focus higher residential densities downtown, along urban corridors, and near neighborhood centers.
- Employ innovative development techniques that create a better community.



A new pair of townhomes reflects Olympia’s historic character.

Olympia's "[Urban Design Vision and Strategy](#)," appreciation of the area's history and sustainable community philosophy all provide additional direction for this chapter. In particular, the sustainability policies call for us to consider the long-range implications of our land use decisions and to provide for a pattern of development that can be sustained and enjoyed by future generations.

For example, mixed-use 'villages' and opportunities for residential development in commercial areas provide for increasing residential densities by blending land uses. By enabling less reliance on automobiles, by providing for compact development that requires less land, by efficiently providing streets, utilities, and services, and by establishing development densities and site designs that protect environmentally sensitive areas and reflect the capacity of natural systems, we can provide a quality community for coming generations.

We envision:

- Spaces that are safe and pedestrian-friendly
- Development that minimizes harm to the environment
- Densities and land use types consistent with many types of transportation
- Places for quiet residential uses, and places where economic activity is emphasized
- Walkable neighborhoods with unique centers and identities
- Development that complements the historic character of the community
- Recognition of the importance of lands near water
- A process for exploring the unique possibilities of each area with special attention given to Downtown, the Westside core area, the eleven planning 'subareas,' and other special geographic areas within the community

The focus here is on 'built' land uses such as housing and commercial structures and development patterns. Complementary parks, open spaces and natural areas are addressed in the [Public Health, Parks, Arts and Recreation](#) and [Natural Environment](#) chapters. These land uses cannot be isolated from economic topics, and employment in particular, addressed by the [Economy](#) chapter. Facilities and services to support this urban development pattern, including the critical transportation system, are

described in the [Transportation](#), [Utilities](#), and [Public Services](#) chapters. In many cases the special area plans described in this chapter will touch on all of those topics and more.

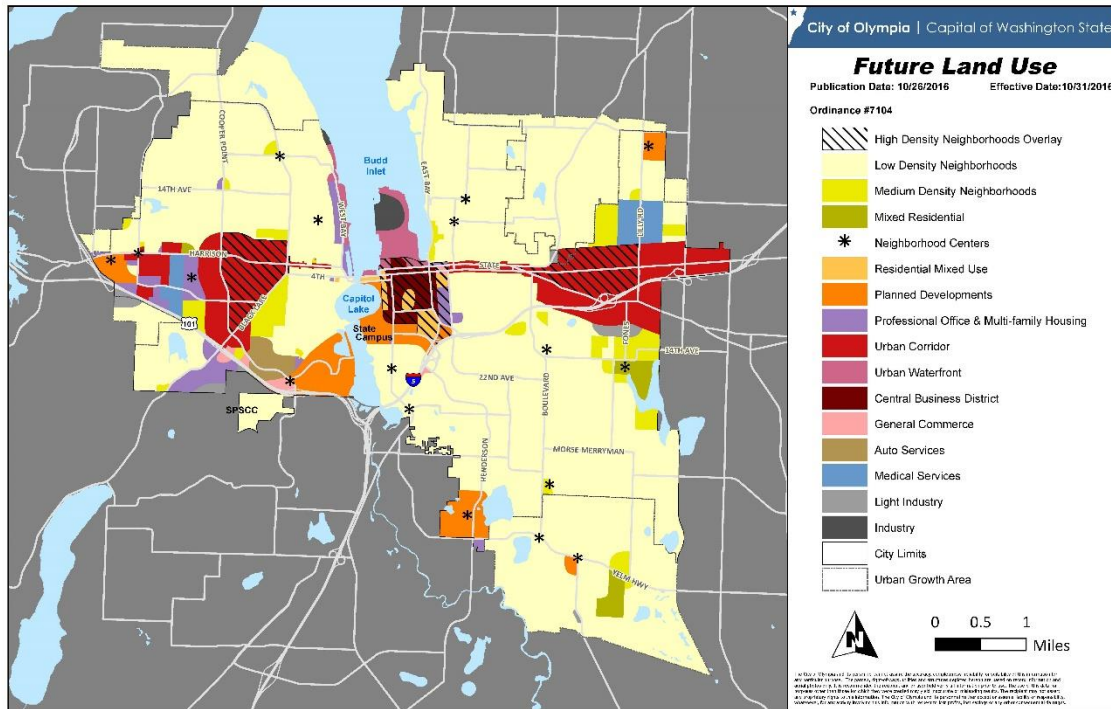
The City of Olympia, in cooperation with Thurston County, plays a major role in determining the location, intensity, and form of land uses in the community. This chapter addresses the proposed uses of land in Olympia's Urban Growth Area and the design and locations of buildings and other structures within that landscape. It includes:

- The location and quantity of those land uses and their relation to each other
- The functional design of those land uses including buildings and surrounding spaces
- Opportunities for historic preservation
- The aesthetic form of the built environment

The [Future Land Use Map](#) shows the approximate locations for a variety of land uses in Olympia's **Urban Growth Area**. This map is not a zoning map. Rather it provides guidance for zoning and other regulations to ensure uses of land and development consistent with this Plan. Although these map lines are approximate, all future land uses should be consistent with the intent of this map and the land use category descriptions in Appendix A as well as the goals and policies of this Plan. In general, zoning and land uses should not deviate from the [Future Land Use Map](#) boundaries by more than about 200 feet. Compatible and supporting land uses, such as parks, schools, churches, public facilities and utilities, streets and similar features, are expected within these areas. See Appendix A regarding acreages, densities, and building heights of each use category.

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

1. Consistency with the Comprehensive Plan.
2. Consistency with the City's development regulations that implement the Comprehensive Plan.
3. Compatibility with adjoining zoning districts and transitioning where appropriate to ensure compatibility.
4. Adequacy of infrastructure in light of development potential of the proposed zoning.



View Future Land Use Map of Olympia and its Urban Growth Area

The community employs regulations, such as zoning, design review, stormwater, engineering, building, and subdivision standards, to ensure that new development conforms to the goals and policies described in this chapter. The regulations are administered by City staff and a Hearing Examiner selected by the City Council. Equally important to this land use and design vision is capital facility planning and construction by the City of Olympia and other public agencies of the area. Continuing cooperation between the State and the City, among the local governments, and with special purpose governments such as the Port of Olympia and the school districts is critical. And, as envisioned, substantial resources and the support of everyone in the community will be needed to focus more detailed efforts in neighborhoods and other special places.

General Land Use and Design

To achieve our vision of Olympia while accommodating our share of the region's population, we need to plan for quantity at the same time as we pursue quality. Such a community is one in which pattern and mix of land uses supports healthy lifestyles, such as walking to nearby services instead of driving. We need to consider the implications of climate change, and

how we can minimize our community's contribution. We must be prepared to adapt our built environment as resources change, while preserving key elements of Olympia's architectural and cultural heritage. At the same time, we need to consider the character of Olympians today, and those of the future. The needs and interests of a more diverse, more urban, and generally older population will differ from those of today.

Olympia was once a port-oriented community with a central business district and compact single-family neighborhoods. Now, its land-use pattern is more suburban, with commercial development taking place outside of downtown, and lower-density neighborhoods with fewer street connections. Over the next 20 years, as Olympia becomes a more urban place, the pattern of land use and design of urban areas will change as we accommodate an expanding population while retaining our community's character and heritage.

This Plan envisions gradually increasing densities in Olympia accompanied by attractive streets and buildings arranged for the convenience of pedestrians. The location, mix and relationship of land uses to each other and to our streets will be crucial as will be the character of commercial and residential areas, parks, and open spaces. The Plan envisions new development that will reinforce the community's identity, urban design preferences, and historic form. Selected major streets will gradually transform into attractive, higher density, mixed residential and commercial "urban corridors" with frequent transit service.

Housing will be available within and near shopping and employment areas. Development will be carefully designed to integrate with the adjacent transportation system, and with key features such as downtown and the hospitals. Neighborhoods and commercial areas will gradually be woven together into a cohesive urban fabric. These "ten-minute" neighborhoods will provide ready-access from homes to supporting businesses, and to parks, schools and other gathering places.

The relationship between the transportation system and other land uses plays a key role in urban life. The [Transportation chapter](#) addresses the specific design of streets, such as the number of travel lanes, the presence of bike lanes, transit pull-outs, pedestrian amenities, street trees, and sidewalks. The relationship of these street features to adjacent land uses, the location and supply of parking, and the proximity of buildings to the street is critical to the experience and choices of pedestrians, bicyclists, transit riders and motorists. Thus, to integrate the streets and trails with

adjacent uses, development must be carefully designed in combination with the adjacent transportation system. Details must be suited to all users and to the form of the street. For example, major building entrances should face or be conveniently reached from streets, rather than parking lots.

In addition to private activities, such as homes, businesses and industry, some of the lands within the City will be used for public purposes and facilities. Although some of those lands are identified in this Plan, such as the locations of future streets, other specific needs are identified in more detailed planning documents of the City, such as the Water System Plan which identifies this utility's need for new water tank sites. Olympia works with Thurston County and other local agencies to identify areas of shared need for public facilities.

The purpose of the goals and policies below is to direct land use patterns, densities, and design standards which:

- Reflect the community's urban design vision
- Maintain or improve the character of established neighborhoods
- Preserve the historic features of Olympia
- Provide for a variety of transportation alternatives
- Provide people with opportunities to live close to work
- Create desirable neighborhoods with a variety of housing opportunities, different lifestyles and income levels, and a sense of community
- Provide for a compact growth pattern
- Promote energy efficiency
- Reflect the land's physical and environmental capability
- Provide space for parks, open spaces, and other community facilities
- Protect views and features of the community's landscape valued by the public

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

PL1.1 Ensure that new development is built at urban densities or can be readily modified to achieve those densities; and require that development lacking municipal utility service be designed to cost-effectively transform when services become available.

PL1.2 Focus development in locations that will enhance the community and have capacity and efficient supporting services, and where adverse environmental impacts can be avoided or minimized.

PL1.3 Direct high-density development to areas with existing development where the terrain is conducive to walking, bicycling and transit use and where sensitive drainage basins will not be impacted.

PL1.4 Require functional and efficient development by adopting and periodically updating zoning consistent with the [Future Land Use Map](#).

PL1.5 Require new development to meet appropriate minimum standards, such as landscaping and design guidelines, stormwater and other engineering standards, and buildings codes, and address risks, such as geologically hazardous areas; and require existing development to be gradually improved to such standards.

PL1.6 Provide for a compatible mix of housing and commercial uses in commercial districts and village sites that enables people to walk to work and shopping, supports transit, and includes convenience businesses for residents. Integrate adjacent uses with walkways and bike paths leading from residential areas to commercial districts and neighborhood-oriented businesses.

PL1.7 Enable frequent transit service, support housing, utilize existing infrastructure, provide public improvements and concentrate new major shopping, entertainment and office uses downtown, in the medical services area of Lilly Road, near the Capital Mall, and in the urban corridors.

PL1.8 Buffer incompatible industrial, commercial and residential uses by requiring landscaped buffers or transitional uses, such as plazas, offices, or heavily landscaped parking; use natural buffers where possible and require clustering where warranted.

PL1.9 Require direct and convenient pedestrian access to commercial and public buildings from streets, bus stops and parking lots, and encourage sheltered seating and other uses of vacant sections of the street edge.

PL1.10 In pedestrian-oriented commercial areas, require sidewalk awnings or other weather protection on new and substantially remodeled buildings.

PL1.11 Require businesses along transit routes to accommodate transit

use by including building entrances near bus stops or other features such as transit shelters or on-site bus access.

PL1.12 Encourage major commercial projects to include display windows, small shops with separate entrances, and plazas with seating and other well-landscaped gathering spaces.

PL1.13 Require new, and encourage existing, businesses to provide bicycle parking.

Land Use Patterns and Building Forms Determine Whether Energy is Used Efficiently

Land use patterns and development influence energy use. Blending of residential units with work places promotes energy efficiency. Higher densities contribute to the success of bus systems. Higher densities close to offices and commercial districts help reduce fuel consumption by reducing overall commuter and shopper mileage. In contrast, suburban densities and sprawl result in spending a lot of time and energy on transportation.

With a more compact development pattern and other transportation improvements, Thurston County's percentage of drive-alone commuters can be reduced from 85 to 60 percent. Park-and-ride lots, vanpooling, ridesharing and flexible work schedules can help reduce vehicle miles and congestion. Both the public and private sectors can encourage transit use by offering bus passes and other incentives to employees. A well-laid-out transportation system will also aid in conserving energy. Smoother traffic flows can increase vehicle efficiency by up to five percent. Provisions for pedestrian and bicycle traffic can promote use of the energy saving means of commuting. By these means we could achieve a 10-15 percent transportation energy savings within a decade or two.

The primary residential use of energy is for space-heating. Thus, strengthening building code requirements for energy efficiency is an effective way to reduce energy consumption. When combined with appropriate insulation levels, solar energy can meet half the heating needs of a home in Olympia. Effective layout of subdivisions that allow for solar access and protection from winter winds can help, as can public education on energy conservation.

The competitive environment can stimulate energy efficiency by reducing

production costs. Thus the combined industrial and commercial sectors do not use as much energy as either the transportation or residential sectors. Local governments can further influence industrial and commercial energy use through education and incentives.

The government sector is a very visible part of the energy picture and can set an example for efficient and conscientious energy use. Education in this sector includes both educating users, such as employees, and informing the public. Government buildings and equipment can be models of efficiency in the use of construction methods and materials, as well as utilizing efficient pumps, heating systems, and lighting. Government operations can also be models of use of alternative fuel sources and non-motorized travel.

GL2 Buildings, commercial and industrial processes, and site designs use energy efficiently.

PL2.1 Pursue partnerships to promote energy efficient construction and lighting, low-energy designs, and weatherization in both new and existing buildings. Encourage material subsidies for low-income citizens.

PL2.2 Promote public education and provide energy conservation and solar and other renewable energy information in cooperation with local utilities and others.

PL2.3 Encourage local 'cogeneration' of energy when environmentally sound and not in conflict with other land uses.

PL2.4 Encourage and sometimes require buildings and site designs that result in energy efficiency and use of solar and other renewable energy.

PL2.5 Support efforts to protect solar access in existing structures and to incorporate solar access provisions into new development projects.

Urban Design, Historic Structures and Built Form

Olympia's [Urban Design Vision and Strategy of 1991](#) identified the design and architectural preferences of community residents. This study continues to provide guidance for this Comprehensive Plan and future development. It identified the types of development that citizens feel are appropriate and

inappropriate for our community. Study participants particularly valued Olympia's waterfront, downtown, the Capitol Campus, the older established neighborhoods, and views of the Olympic Mountains and the Black Hills. They favored streets that provide an attractive, safe, and inviting place for pedestrians, as well as provide for efficient traffic flow. Specifically, they liked the portions of downtown where buildings form a continuous edge along the street, where it is interesting to walk, and where awnings protect people from the rain.

Much of our community is already built. Many of our neighborhoods are more than 50 years old and our downtown is older still. These established neighborhoods provide the 'sense of place' and character of Olympia. To preserve this character, new buildings incorporated into the existing fabric must reflect both their own time-period and what's come before. We will acknowledge the importance of historic preservation by



The Bigelow House, Olympia's oldest residence.

protecting buildings and districts and celebrating the people and events that shaped our community. We will conserve natural resources by keeping historic buildings properly maintained and in continuous use, thereby avoiding decay and demolition which would waste resources used to create these structures.

However, our heritage extends beyond buildings and back in time before European settlement. Artifacts, photographs, structures, sites and stories of our collective past were entrusted to us and so should be preserved for future generations. Tribes, such as the Squaxin Island Tribe, play a major role in this task. Private property owners shoulder much of the responsibility of protecting historic buildings. And Olympia's Heritage Commission advises the City Council on matters of historic preservation and assists owners of historic buildings in caring for their property. With the community support we can ensure that our heritage is preserved for everyone to appreciate today and always.



Many of our older homes are a source of pride for young families.

Studies of Olympia and other communities also reveal that including open space and appropriate landscaping within site designs improves developments by providing places for relaxing, restoration and outdoor activities in general. In particular, trees provide a valuable public resource, enhance the quality of the environment, provide visual buffers and natural beauty, preserve the natural character of an area, and soften the impact of buildings and streets. Trees and other landscaping help reduce air pollution, noise and glare, provide cooling in summer and wind protection in winter, and in some cases provide materials and food for wildlife and humans. The goals and policies below encompass all of these elements of good design.

GL3 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.

PL3.3 Protect historic vistas from the Capitol Campus to Budd Inlet and the Olympic Mountains and from Budd Inlet to the Capitol Group.

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.

PL3.8 Encourage preservation and discourage demolitions or partial demolitions of intact historic structures.

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.

GL6 Community beauty is combined with unique neighborhood identities.

PL6.1 Establish and periodically update a design review process and design criteria consistent with the goals and policies in the Comprehensive Plan for:

- Commercial and mixed use development adjacent to freeways and public streets
- Other highly-visible, non-residential development, such as the Port of Olympia, campus developments, and master planned developments
- Multifamily residential development and manufactured housing parks

- Detached homes on smaller lots (less than 5,000 square feet) and in older neighborhoods (pre-1940)
- Properties listed on a **Historic Register** or located within a designated historic district

PL6.2 The design review process should recognize differences in the city with the objective of maintaining or improving the character and livability of each area or neighborhood.

PL6.3 Require commercial and residential buildings to face the street or a courtyard or other common area.

PL6.4 Require multi-family housing to incorporate architectural forms and features common to nearby housing; to include porches, balconies, bay windows and similar details; to have entries oriented to streets or a courtyard, and include accessible open space; and to be reduced in size near lower density residential districts.

PL6.5 Ensure that parking areas do not dominate street frontages or interrupt pedestrian routes, and that they are screened from single-family housing.

PL6.6 Prohibit fences and walls that inhibit walking or isolate neighborhoods from streets, except to reduce noise, provide buffers, or create private rear yards.

PL6.7 Create attractive entry corridors to the community and neighborhoods, especially downtown and along urban corridors; to include adopting design standards and installing significant special landscaping along community-entry corridors.

PL6.8 Enhance neighborhood identity by encouraging interested groups to beautify open spaces, streets and private property.

PL6.9 Require that buildings complement and enhance their surroundings, appeal to and support pedestrian activities, and facilitate transit use.

PL6.10 Preserve and enhance water vistas by retaining public rights-of-way that abut or are within one block of water bodies and by not siting public buildings within associated view corridors.



Percival Landing is enjoyable to view and to enjoy the view.

PL6.11 Plant and protect trees that contribute to Olympia's visual identity and sense of place.

PL6.12 Separate incompatible land uses and activities with treed areas, including buffering residential areas from major streets and freeways.

GL7 Urban green space is available to the public and located throughout the community and incorporates natural environments into the urban setting, which are easily accessible and viewable so that people can experience nature daily and nearby.

PL7.1 Provide urban green spaces in which to spend time. Include such elements as trees, garden spaces, variety of vegetation, water features, "green" walls and roofs, and seating.

PL7.2 Provide urban green spaces that are in people's immediate vicinity and can be enjoyed or viewed from a variety of perspectives.

PL7.3 Establish a maximum distance to urban green space for everyone in the community.

PL7.4 Increase the area of urban green space and tree canopy within each neighborhood proportionate to increased population in that neighborhood.

PL7.5 Establish urban green space between transportation corridors and adjacent areas.

GL8 Community views are protected, preserved, and enhanced.

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

PL8.2 Use visualization tools to identify view planes and sightline heights between the landmark view and observation point.

PL8.3 Prevent blockage of landmark views by limiting the heights of buildings or structures on the west and east Olympia ridge lines.

PL8.4 Avoid height bonuses and incentives that interfere with landmark views.

PL8.5 Set absolute maximum building heights to preserve publicly-identified observation points and landmark views.



Percival Landing with the Olympics in the distance.

GL9 Built and natural environmental designs discourage criminal behavior.

PL9.1 Incorporate crime prevention principles in planning and development review and educate designers regarding those principles.

PL9.2 Modify public facilities and properties to enhance crime prevention.

PL9.3 Crime prevention principles can include the elimination of anonymous spaces, lighting to support safety and beautification, combining residence and commercial uses so that there is more activity in the neighborhood and pedestrian features to encourage walking and social interaction.

PL9.4 The city should also support the presence of gateways, landscaping or other methods both to identify neighborhoods and to instill pride and sense of place.


Industry

Industrial uses represent a relatively small but key component of Olympia's jobs. Olympia's waterfront has supported forest-related industries and maritime shipping for decades. The Olympia area also contains a few scattered, relatively small, light-industrial districts which support a variety of uses. Industrial districts in Tumwater, Lacey, and in the County will likely absorb most of the area's new, non-waterfront-dependent industrial uses. However, the industrial land along Budd Inlet provides the only sites in the area for water-dependent industrial uses. This Plan aims to focus industrial development:

- Along Budd Inlet (in industrial districts)
- At Mottman Industrial Park, and
- Along Fones Road

while encouraging opportunities for small-scale industry integrated with other uses of land.

The Port of Olympia owns approximately two hundred acres and adjacent tidelands of what is known as the 'Port peninsula,' an area equivalent to

about 80 city blocks. The Port peninsula includes a variety of industrial, commercial, retail, and recreational facilities. The centerpiece of the Port peninsula is its international marine shipping terminal. The East Bay waterfront is the location of the East Bay Marina, with moorage, a boat launch, and support facilities. On the northern end of the peninsula, the 17-acre [Cascade Pole](#)  site is a contaminated area, used from 1940 to 1986 to treat wood poles with creosote and other chemicals. Although cleanup of that site is underway, future use will be restricted.



Batdorf and Bronson Coffee Roasters at the Port of Olympia.

The industrial portion of the Port peninsula will continue to be the community's key industrial center. It has been, and should continue to be, a local source of family-wage jobs, handling inbound and outbound cargo by rail, truck and ship. Large buildings are anticipated for boat building and repair. A one-stop, full-service marine facility with a large vessel haul-out and repair center may be added.

GL10 Industry and related development with low environmental impact is well-located to help diversify the local economy.

PL10.1 Encourage industry that is compatible with surrounding land uses and diversifies and strengthens the local economy.

PL10.2 Designate and preserve sufficient land for industrial uses consistent with the regional strategy for 'build out' of the community and competitive land prices.

PL10.3 Encourage full, intensive use of industrial areas while safeguarding the environment. Ensure land-use compatibility by buffering, height limits, landscaping, traffic routing, building design, and operation and maintenance standards.

PL10.4 Limit non-industrial uses in industrial areas to those which do not conflict with industry; and eliminate or reduce the size of industrial areas only if not expected to be needed or not suitable for industry.

PL10.5 Focus major industries in locations with good freeway access, adequate utilities, minimal environmental constraints, sufficient space and minimal land-use conflicts. Specific areas identified for industrial use include the Port Peninsula, the Mottman Industrial Park, and the vicinity of Fones Road.

PL10.6 Coordinate with the Port of Olympia to allow for long-term viability of Port peninsula industry, compatibility with surrounding uses, and continuation of marina uses along East Bay. This coordination should address – at a minimum - transportation, pedestrian and recreation facilities, environmental stewardship, and overwater development.

PL10.7 Design industrial areas for convenient freight access.

PL10.8 Provide opportunities for light industrial uses in commercial areas consistent with the commercial and multi-family uses of those areas, such as low-impact production within buildings with retail storefronts.

Commercial Uses and Urban Corridors

More intensive development in commercial areas will increase their vitality and make better use of the City's transit and street systems. For this reason, major new commercial areas are not to be created. Any new commercial areas will be limited to allowing neighborhood-oriented businesses and services in the neighborhood centers of residential areas that reduce the need for residents to travel far to shop.

Over time, we envision our existing commercial areas becoming more attractive to pedestrians and customers, to the point where they can attract a more balanced and attractive mix of commercial, residential, and recreational uses. Significant changes will need to occur for some of our commercial areas to increase their appeal as places to shop, live, work, and visit and to become more inviting higher-density, pedestrian-friendly, mixed-use areas for pedestrian and transit users.

GL11 Adequate commercial land conveniently serves local and regional trade areas.

PL11.1 Encourage increasing the intensity and diversity of development in existing commercial areas by mixing commercial and multi-family development along with entertainment and cultural centers in a way that will reduce reliance on cars and enable people to work, shop, recreate and reside in the same area.

PL11.2 Provide incentives for housing in commercial districts near transit stops.

PL11.3 Work with developers to identify commercial areas for **infill** and redevelopment, to remove unnecessary barriers to this type of development, and to provide the infrastructure needed for intensive commercial and mixed use development.

PL11.4 Locate and size commercial areas to decrease reliance on cars, improve community life, and maintain the tax base.

PL11.5 Encourage the efficient use and design of commercial parking areas; reduce parking space requirements (but avoid significant overflow into residential areas); support parking structures, especially downtown and in urban corridors; and designate streets for on-street parking where safe.

PL11.6 Encourage new commercial uses adjacent to the arterial street edge and in mixed-use projects.

PL11.7 Provide convenient pedestrian access to and between businesses.

PL11.8 Prohibit new and expanded commercial 'strips;' and allow conversion of such existing uses to a multi-use development with greater depth and integration of residential units.

PL11.9 Outside urban corridors provide for low-intensity commerce that depends on automobile access and allow wholesale businesses near major customers or where resulting traffic will not impact retail areas.

GL12 Commercial areas are attractive, functional and appealing.

PL12.1 Work with businesses and residents to help make commercial areas functional and attractive.

PL12.2 Establish maximum building heights that are proportional to streets, retain scenic views and result in compatibility with adjoining development.

PL12.3 Seek opportunities to create or enhance town squares framed by commercial or civic buildings, pocket parks, plazas and other small public or private spaces in downtown or other high-density areas.

PL12.4 Ensure that commercial uses are compatible with adjoining residential districts. This might include prohibiting reflective surfaces, screening solid waste and parking areas, regulating emissions, building size reductions and increased setbacks near residential districts, screening parking areas, and requiring facades with architectural features that reduce the appearance of a commercial building's size, such as stepbacks and tiering above three stories.

PL12.5 Require site designs for commercial and public buildings that will complement nearby development and either maintain or improve the appearance of the area. This may include building designs with a defined bottom, middle, and top; appealing architectural elements such as windows, wall detailing; fountains, vendor stations; and the use of balconies, stepped back stories and pitched roofs that reduce the perceived size of the building.

PL12.6 Create visual continuity along arterial streets through coordinated site planning, landscaping, building designs, signage and streetscapes.

PL12.7 Require screening of unattractive site features such as mechanical equipment and large solid waste receptacles, while maintaining good access for collection and maintenance.

PL12.8 Use design standards to ensure pedestrians and bicyclists have direct, convenient access to commercial and public buildings.

PL12.9 Require a form of parking that retains aesthetics and minimizes pedestrian barriers and inconvenience by including screening along streets and residential areas; limits parking lots to one contiguous acre; and locates them at the rear of buildings, or, if the rear is not possible, then on the side, but with minimal street frontage.

PL12.10 Ensure that business signs identify the business but do not create visual clutter or dominate the character of the area; require the use of low or façade-mounted signs where possible.

Urban Corridors

Portions of our major arterial streets are lined with low-density residential and office uses and typical strip-commercial development. Driveways to each business interrupt and slow the flow of vehicular and pedestrian traffic; the pattern of buildings behind parking lots makes pedestrian access difficult and uninviting; and the disjointed signage, landscaping, and building designs are often unattractive. As a result, these areas have limited appeal as places to live, work, and shop.

Over time, thoughtful planning will change some of these sections of major streets into 'urban corridors' that will have a mix of high-density uses, and where people will enjoy walking, shopping, working, and living. See [Transportation Corridors Map](#). Urban corridors like this are key to avoiding sprawl by providing an appealing housing alternative for people who want to live in an attractive, bustling urban environment close to transit, work and shopping. Redevelopment along these corridors will be focused in areas with the greatest potential for intensive, mixed-use development so that public and private investment will have maximum benefit. These corridors, first described in the [1993 Thurston Regional Transportation Plan](#), also should include land uses that support the community, such as community centers, day care centers, social service offices, educational functions, parks, and other public open space.

In cooperation with Lacey, Tumwater and Thurston County, this Plan calls for gradually redeveloping these urban corridors (listed below) with:

- Compatible housing, such as apartments and townhouses, within or near commercial uses
- Excellent, frequent transit service
- Housing and employment densities sufficient to support frequent transit service
- Wide sidewalks with trees, attractive landscaping, and benches
- Multi-story buildings oriented toward the street rather than parking lots
- Parking spaces located behind the buildings or in structures

The land use designations along these streets vary (see Future Land Use Map at the end of this chapter), to promote a gradual increase in density and scale of uses that supports and remains in context with the adjacent neighborhoods. Slightly less intensive land uses at the fringes of these corridors will create a gradual transition from the activity of the major street edge to less-dense areas in adjacent neighborhoods. Similarly, areas furthest from the downtown core are expected to infill and redevelop with excellent support both for cars and for those who walk, bike and use public transit.

These outer reaches of the urban corridors will feature buildings and walkways with safe and easy pedestrian access. Walkways will link those on foot to bus stops, stores, neighboring residences, free-standing businesses on corners, and perimeter sidewalks.

“Gateways” to Olympia are to be located at the entry/exit points of landscaped “civic boulevards,” at city boundaries, topographical changes, transition in land use, and shifts in transportation densities. Three of the eight gateways are located at the city limits and may include “Welcome to Olympia” signage. Gateways provide a grand entrance into the capital city of the State of Washington. Gateways are to be densely planted with trees and native understories; consideration will be given to the maximum landscaping and amenities feasible. Each civic boulevard will have a distinctive special environmental setting that is shaped by a public planning process that involves citizens, neighborhoods, and city officials. Civic boulevards are to be densely planted with trees and native understory; consideration will be given to the maximum landscaping and amenities feasible.



GL13 Attractive urban corridors of mixed uses are established near specified major streets.

PL13.1 Establish urban corridors as shown on the [Future Land Use Map](#) with potential employment and residential density to support frequent transit service, encourage pedestrian traffic between businesses, and provide a large customer base and minimize auto use for local trips.

PL13.2 Regionally coordinate urban corridor planning and improvements including public facilities and services in these areas to ensure redevelopment is continuous, consistent, and balanced.

PL13.3 Transform urban corridors into areas with excellent transit service; multi-story buildings fronting major streets with trees, benches and landscaping; parking lots behind buildings; and a compatible mix of residential uses close to commercial uses.

PL13.4 Establish minimum housing densities in urban corridors to support frequent transit service and sustain area businesses.

PL13.5 Ensure appropriate transitional land uses from high intensity land uses along the arterial streets of the urban corridors to the uses adjacent to the corridors; corridor redevelopment should enhance both the corridor

and quality of life in adjacent residential neighborhoods.

PL13.6 Focus public intervention and incentives on encouraging housing and walking, biking and transit improvements in the portions of the urban corridors nearest downtown and other areas with substantial potential for redevelopment consistent with this Plan. These include, for example, the area from the Fourth Avenue/Pacific Avenue intersection east to Pattison Avenue, and the area near the intersection of Harrison Avenue and Division Street.

PL13.7 Designate different categories of corridors generally as follows:

- Areas nearest downtown along Harrison Avenue east of Division Street and the upper portions of the State Street/Fourth Avenue corridor to the intersection of Fourth Avenue and Pacific Avenue should blend travel modes with priority for pedestrian, bicycle and transit systems. These areas should provide for a mix of low-intensity professional offices, commercial uses and multifamily buildings forming a continuous and pedestrian-oriented edge along the arterial streets. There will be a 35 feet height limit if any portion of the building is within 100' from a single-family residential zone, provided that the City may establish an additional height bonus for residential development except in areas adjacent to a designated historic district.
- The area along Harrison Avenue west from the vicinity of Division Street to Cooper Point Road - and the portions of Martin Way and Pacific Avenues from Lilly Road to the intersection of Fourth Avenue and Pacific Avenue - will transition away from cars being the primary transportation mode to a more walkable environment, where bicycling and transit are also encouraged. Redevelopment of the area will create more density and new buildings that gradually create a continuous street edge and more pedestrian-friendly streetscape.
- The outer portions of the urban corridors west of the vicinity of the Capital Mall and east of Lilly Road will primarily be accessed by motor vehicles with provisions for pedestrian and bicycle travel; gradual transition from existing suburban character is to form continuous pedestrian-friendly streetscapes, but more regulatory flexibility will be provided to acknowledge the existing suburban nature of these areas. (See Capital Mall special area below.)

GL14 Olympia's neighborhoods provide housing choices that fit the diversity of local income levels and lifestyles. They are shaped by thorough public planning processes that involve citizens, neighborhoods, and city officials.

PL14.1 Establish eight gateways with civic boulevards that are entry/exit pathways along major streets to downtown Olympia and the Capitol.

PL14.2 Concentrate housing into three high-density Neighborhoods: Downtown Olympia, Pacific/Martin/Lilly Triangle; and the area surrounding Capital Mall. Commercial uses directly serve high-density neighborhoods and allow people to meet their daily needs without traveling outside their neighborhood. High-density neighborhoods are highly walkable. At least one-quarter of the forecasted growth is planned for downtown Olympia.

PL14.3 Preserve and enhance the character of existing established Low-density Neighborhoods. Disallow medium or high-density development in existing Low-density Neighborhood areas except for Neighborhood Centers.

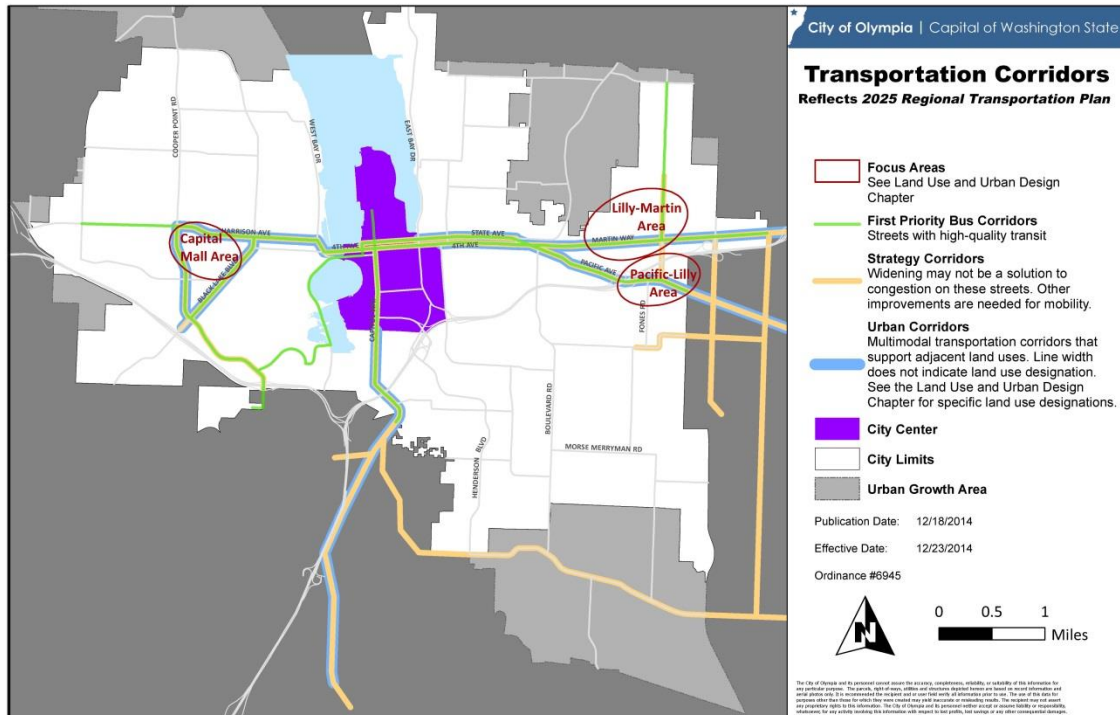
PL14.4 In low-density Neighborhoods, allow medium-density Neighborhood Centers that include civic and commercial uses that serve the neighborhood. Neighborhood centers emerge from a neighborhood public process.

Focus Areas

The City prepares plans and studies to help guide the future of targeted areas within our community. Leadership for plan preparation will vary by location and purpose, and priorities depend on funding availability and the potential for appropriate development or redevelopment. Generally, these plans feature the location, size and type of land uses; residential and employment density targets; pedestrian amenities; street system and parking location and quantity; and other public improvements. A few specific areas have been identified; more may be identified in the future.

Several of the city's commercial and industrial areas have distinct roles, opportunities, and limitations. This section provides further guidance for the future of some of these areas. The City envisions some areas, such as the vicinity of Capital Mall, as areas that will gradually convert into urban

neighborhoods with a mix of land uses. Others, such as the Auto Mall area, will be reserved for one or two primary uses. In cooperation with landowners and others, the City will be focusing its planning efforts on three of these urban corridor 'focus areas', possibly in the form of a 'master plan' that addresses issues such as land use, infrastructure and design.



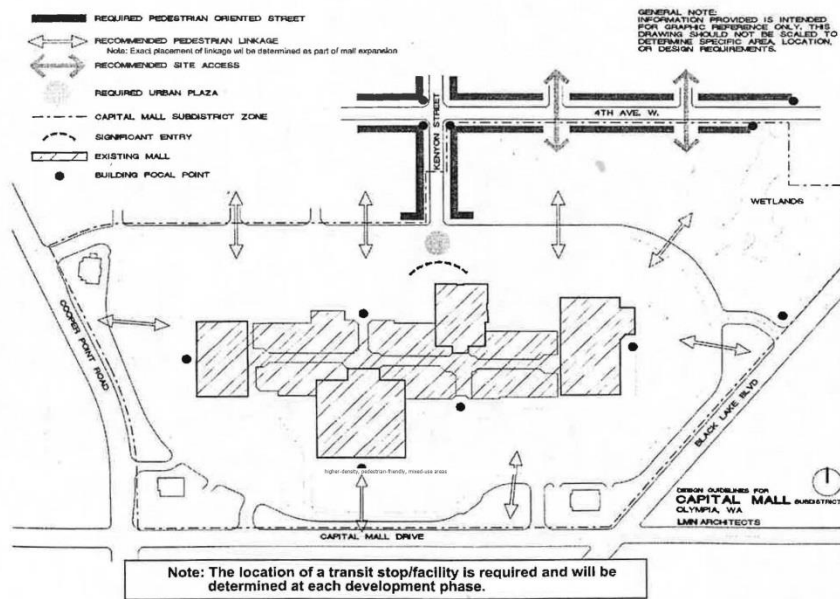
See Transportation Corridors map.

In addition to the focus areas described below, the City works with the State of Washington in its preparation of the [Capitol Campus Master Plan](#) and with the Port of Olympia in its planning of its properties including the Port peninsula. Included in these efforts is the continuing goal of integrating these areas with downtown Olympia. The [Future Land Use Map](#) frames all of these planning efforts.

Capital Mall Area

The Capital Mall area is a regional shopping center, which also includes one of the area's best balances of jobs within walking distance of medium-density housing. This area should continue to be economically viable and contribute to the community's goals with infill, redevelopment, and

connections to adjacent areas for all modes of travel. It is to evolve into a complete urban neighborhood with a mix of jobs, housing, and services. Redevelopment and incremental expansion consistent with community goals will allow the mall to flexibly adapt to retail trends. Design standards will encourage continued infill and redevelopment in the vicinity of 4th Avenue and Kenyon Street so that the potential of the mall and its surrounding properties can be fully realized. As illustrated below, redevelopment to the north, south, east and west will incorporate vehicle access and circulation with the addition of building focal points, significant entries and better access for walking from surrounding neighborhoods.



A plan for linking Capital Mall to its neighborhood.

Auto Mall Area

The Olympia Auto Mall is the region's major center for auto sales and specialized services. Most of Thurston County's new and used car dealers are located here, along with firms offering light trucks and motorcycles, auto rentals, body repair and detailing, and other auto-oriented businesses. Because it offers so many opportunities for comparison shopping in one location, it is a highly successful group of businesses, attracting customers from a regional trade area, and a significant employment center. Its proven formula should continue to serve the community successfully for many years to come.



Landscaping enhances auto dealerships.

Lilly and Martin Area

The Medical Services district along Lilly Road near Martin Way is home to a regional hospital and numerous medical and dental clinics and offices. However, portions of Martin Way, once a rural highway, are little changed. These areas have the potential for additional health-care related uses, and multi-family, senior citizen, and assisted-living housing, as well as supporting retail and service businesses. Thus this area is expected to continue to evolve into a medically-oriented neighborhood with jobs, housing, and supporting services.

Pacific Avenue and Lilly Road Area

The area surrounding the intersection of Pacific Avenue and Lilly Road, like the nearby Stoll Road area, has the potential to become a unique area within an urban corridor. It is located next to a regional trail, lies between two shopping centers, and includes a nearly complete street grid with many single-family homes. This location provides good access to retail services for daily and weekly shopping needs within easy walking distance for its residents, and is large enough for planned creative designs. Transit service on both Pacific Avenue and Lilly Road is excellent. But the area

also has its challenges, such as substandard public improvements, no nearby parks, and surrounding traffic. City plans call for this area to be developed with a mix of retail, service, and high-density residential uses consistent with its location in an urban corridor.

West Bay Drive

The West Bay Drive area has a challenging mix of opportunities and constraints. Several sites along the shore are significant in Squaxin Island Tribal cultural history. Industrial use of this waterfront dates to the nineteenth century. The shallow waters along this shoreline continue to provide crucial habitat for young salmon leaving the Deschutes River basin. Birds, marine and upland mammals, and other wildlife species are relatively common for an urban area. The area known as the Port Lagoon, which is subject to a U.S. Fish and Wildlife Service conservation easement, serves as a fish and wildlife conservancy area.

Most industry has left this area, and only fragments of waterborne commerce remain. The community foresees continued transition of the West Bay Drive area toward a mix of urban uses and habitat improvements, while also allowing existing industries and shipping facilities to remain economically viable. The resulting mix of uses should form the foundation for a vibrant mix of light-industrial, office, restaurant, commercial, recreational, and residential uses, that also provides improved habitat for fish and wildlife. Future development and street improvements in this corridor will be consistent with the [West Bay Drive Corridor](#).

Kaiser Harrison Opportunity Area

The Kaiser Harrison Opportunity Area Plan identifies a preferred alternative for a mixed use, pedestrian and bicycle friendly neighborhood. The area is intended to be walkable, accessible by transit, and to provide amenities such as gathering spaces and outdoor seating. The area has a distinct character with a lifestyle retail center that includes outdoor seating and gathering spaces. The lifestyle retail center will be a place that accommodates cars but is also designed for the safe and convenient enjoyment of bicyclists and pedestrians. A multi-use trail and neighborhood park are planned. Future development and street improvements in this opportunity area will be consistent with the Kaiser Harrison Opportunity Area Plan.

GL15 Focus areas are planned in cooperation with property owners and residents.

PL15.1 Maximize the potential of the Capital Mall area as a regional shopping center by encouraging development that caters to a regional market, by providing pedestrian walkways between businesses and areas; by increasing shopper convenience and reducing traffic by supporting transit service linked to downtown; by encouraging redevelopment of parking areas with buildings and parking structures; and by encouraging multifamily housing.

PL15.2 Maximize the potential of the Olympia Auto Mall as a regional auto sales and services center by encouraging its use for auto sales and services and limiting incompatible activities, and by imposing auto-oriented design guidelines along Cooper Point Road that ensure pleasing landscaping, minimal visual clutter, and easy pedestrian and vehicle access.

PL15.3 Enhance the Lilly Road hospital area as a medical services center by encouraging health-care supporting uses such as restaurants, florists, child care, and convenience shops, and upper floor and rear multi-family and senior housing nursing homes; and by prohibiting non-medical uses that would generate high traffic volumes or noise disruptive of recuperation.

PL15.4 Plan for redevelopment of the Stoll Road area and that area bounded by Lilly Road, Pacific Avenue and I-5 as 'focus areas' adjacent to the Pacific Avenue and Martin Way urban corridors to include retail, office, personal and professional services and high density housing. Planning for these areas should encompass consideration of redevelopment and improvement of nearby portions of the urban corridor.


PL15.5 In the West Bay Drive area provide for a mix of recreation and urban uses that enhance wildlife habitat and cultural resources; limit industrial uses to existing sites; minimize blockage of upland views of Budd Inlet; and connect the area to the south with an urban trail.



South Puget Sound Community College is a valued feature of Olympia.

PL15.6 Work cooperatively with the State of Washington on planning for the Capitol Campus, and the Port of Olympia in planning for its properties. Provide opportunities for long-term 'master planning' of other single-purpose properties of at least 20 acres, such as hospitals, colleges, and high-school campuses.

Housing

Adequate and affordable housing is critical to a healthy community. The [Growth Management Act](#)  directs each community to plan for it by:

- Encouraging affordable housing for all economic segments of the population
- Promoting a variety of residential densities and housing types
- Encouraging preservation of existing housing stock
- Identifying sufficient land for housing, including government-assisted housing, housing for low-income families, manufactured housing, multi-family housing, group homes, and foster-care facilities

The strategies of this chapter depend on well-formulated design standards to promote flexibility and stimulate innovation while preserving and enhancing the character of neighborhoods. We seek to establish and

encourage diversity in housing opportunities and link diverse neighborhoods. With a strong foundation in preserving our heritage, our community can incorporate new housing and other developments in a manner that continues our legacy of well-planned neighborhoods. The housing goals and policies below provide a framework for residential land uses in Olympia's area. See the City's related programs for supporting affordable housing in the [Public Services chapter](#).




An apartment building is added to the City's housing stock.

Many factors contribute to the need for more and varied housing:

- Olympia's growing residential population
- Varying household incomes
- The capitol's legislative session creates a demand for short-term housing
- College students seek affordable housing near transportation corridors and services
- Households are getting smaller
- The proportion of senior citizens is increasing

The City will annually provide information to citizens on affordable housing, family incomes, and market-rate housing.

Olympia is part of a larger housing market extending throughout Thurston

County and beyond. Thus planning for housing is done based on anticipated shares of this larger area. The 2010 Census indicated that Olympia and its urban growth area included almost 26,000 housing units. As estimated in the Thurston Regional Planning Council "Profile," 57% were single-family homes, 39% were multi-family (shared-wall) units, and 4% were manufactured housing. The 2014 [Buildable Lands Report](#)  for Thurston County estimated that about 13,000 new housing units will be needed by 2035 to accommodate population growth in Olympia's urban growth area. Of these, about 45% are expected to be single-family homes.

Based on existing zoning and development patterns, that Buildable Lands Report indicated the area could accommodate about 16,000 new housing units. In addition to large areas zoned for single-family development, almost 400 acres of vacant multi-family-and duplex zoned land were available. And, an additional 500 acres of vacant and partially-used commercial land could be redeveloped for new housing.

Because Olympia generally allows small group homes and manufactured housing wherever single-family homes are permitted, allows larger group homes by special approval, and does not discriminate with regard to government-assisted housing, foster-care, or low-income housing, the area is expected to be adequate to accommodate all types of housing.

Similarly, the 2008 Thurston County Consolidated Plan for housing indicates that there is no shortage of land for affordable housing. However, there is a "mismatch" between the availability of affordable housing and the need for such housing, both at the lowest end of the income scale and the upper end of the moderate-income bracket. That Plan and the [Public Services](#) Chapter of this Plan describe efforts to close these gaps and make adequate provisions for all economic segments of the community.

To meet all housing needs, we must keep growth compact, so it can preserve space for future residents and reduce the cost of public services. To ensure this happens, we will need to allocate enough land that will be suitable for a variety of housing types and costs including detached homes, duplexes, group homes, small cottages, apartments, special needs housing, manufactured housing, and accessory dwellings. This approach can provide both variety and affordable options. For example, factory-built manufactured housing governed by federal standards and modular housing built to state standards are often less expensive than site-built housing. This Plan provides for these types of units and more luxurious

and higher-priced shared-wall housing, including condominiums and townhouses.

Housing costs in the Olympia area rose rapidly from 1990 until the economic recession of 2008. In general the cost of owner-occupied housing rose more rapidly than income, while rents roughly corresponded to income changes. Those changing costs and availability of land for development, combined with public preferences, resulted in gradual changes in the area's ownership. While county-wide owner-occupancy rose from 65% to 68% between 1990 and 2010, owner-occupancy in the City declined from 52% to 50%. The type of housing structures being added to the housing stock has varied as a result of similar factors. As a result, multi-family housing county-wide increased gradually from about 16% in 1970 to about 22% by 2010. In the Olympia city limits multi-family structures provided 28% of the housing in 1970, and gradually increased to about 42% by 2010 as most new apartments were being built inside the urban areas.

GL16 The range of housing types and densities are consistent with the community's changing population needs and preferences.

PL16.1 Support increasing housing densities through the well-designed, efficient, and cost-effective use of buildable land, consistent with environmental constraints and affordability. Use both incentives and regulations, such as minimum and maximum density limits, to achieve such efficient use.

PL16.2 Adopt zoning that allows a wide variety of compatible housing types and densities.

PL16.3 Allow 'clustering' of housing compatible with the adjacent neighborhood to preserve and protect environmentally sensitive areas.

PL16.4 Disperse low and moderate-income and special needs housing throughout the urban area.

PL16.5 Support affordable housing throughout the community by minimizing regulatory review risks, time and costs and removing unnecessary barriers to housing, by permitting small dwelling units accessory to single-family housing, and by allowing a mix of housing types.

PL16.6 Promote home ownership, including by allowing manufactured

homes on individual lots, promoting preservation of manufactured home parks and allowing these parks in multi-family and commercial areas, all subject to design standards ensuring compatibility with surrounding housing and land uses.

PL16.7 Allow single-family housing on small lots, but prohibit reduced setbacks abutting conventional lots.

PL16.8 Encourage and provide incentives for residences above businesses.

PL16.9 In all residential areas, allow small cottages and townhouses, and one accessory housing unit per home -- all subject to siting, design and parking requirements that ensure neighborhood character is maintained.

PL16.10 Require effective, but not unreasonably expensive, building designs and landscaping to blend multi-family housing into neighborhoods.

PL16.11 Require that multi-family structures be located near a collector street with transit, or near an arterial street, or near a neighborhood center, and that they be designed for compatibility with adjacent lower density housing; and be 'stepped' to conform with topography.

PL16.12 Require a mix of single-family and multi-family structures in villages, mixed residential density districts, and apartment projects when these exceed five acres; and use a variety of housing types and setbacks to transition to adjacent single-family areas.

PL16.13 Encourage adapting non-residential buildings for housing.

PL16.14 Provide annual information on affordable homeownership and rentals in the City, including the operative definitions of affordable housing, criteria to qualify for local, state, and federal housing assistance, data on current levels of market-rate and affordable housing, demand for market-rate and affordable housing, and progress toward meeting market-rate and affordable housing goals.

Downtown and other Neighborhoods

Our community is composed of many neighborhoods. Some, like the downtown area, are composed of commercial, cultural and residential activities and land uses. Other neighborhoods are primarily residential, with nearby parks and schools. This section of the Plan addresses these varied and unique places that together form Olympia.

Downtown Olympia

A community needs a "heart." For our community, the downtown area performs this role, not just for our city, but for the larger region. Downtown Olympia thus deserves and receives special attention. A city with a thriving downtown has more potential for bolstering community spirit and providing a healthy local economy.

Olympia's downtown includes over 500 acres. It is bounded generally by the State Capitol Campus, Capitol Lake, Budd Inlet, and Plum Street. This area includes Olympia's retail core, State and other office uses, and access to the waterfront, and is the center of most major transportation links. It is the social, cultural, and economic center of the area.

Downtown will continue to be an attractive place to live, work and play. Future office, retail and residential development will support downtown's role as a regional center and home of state government, commerce, and industry. Given its history, physical location and established identity, downtown Olympia will continue to be the heart of Olympia and the region.

GL17 Regional urban activity is centered in downtown Olympia.

PL17.1 Adopt a Downtown Plan addressing - at minimum - housing, public spaces, parking management, rehabilitation and redevelopment, architecture and cultural resources, building skyline and views, and relationships to the Port peninsula and Capitol Campus.

PL17.2 Include public art and public spaces in the downtown landscape.

PL17.3 Through aggressive marketing and extra height, encourage intensive downtown residential and commercial development (at least 15 units and 25 employees per acre) sufficient to support frequent transit service.

PL17.4 Encourage development that caters to a regional market.

PL17.5 Coordinate with State of Washington and Port of Olympia to ensure that both the Capitol Campus plan and Port peninsula development are consistent with and support the community's vision for downtown Olympia.



The Farmers Market, where downtown meets the Port.

PL17.6 Landscape the downtown with trees, planters and baskets, banners, community gardens and other decorative improvements.

GL18 Downtown designs express Olympia's heritage and future in a compact and pedestrian-oriented manner.

PL18.1 Regulate the design of downtown development with specific but flexible guidelines that allow for creativity and innovation, enhance historic architecture and recognize distinct areas of downtown, and do not discourage development.

PL18.2 Require that downtown development provide active spaces, adequate sunlight and air-flow and minimize 'blank' walls at street level.

PL18.3 Require development designs that favor pedestrians over cars by including awnings and rain protection that blend with historic architecture, create interest, and minimize security and safety risks; development designs should also foster cultural events, entertainment, and tourism.

PL18.4 Provide for private use of public lands and rights-of-way when in the best interest of the community.

PL18.5 Design streets with landscaping, wide sidewalks, underground

utilities and a coordinated pattern of unifying details.

PL18.6 Designate 'pedestrian streets' where most of the frontage will have 'people-oriented' activities and street-level buildings will have a high proportion of glass. Prohibit parking lots along these streets, except when preserving scenic views and instead provide surface parking along other streets.

PL18.7 Plant, maintain, and protect downtown trees for enjoyment and beauty; coordinate planting, with special attention to Legion Way and Sylvester Park and a buffer from the Port's marine terminal.

PL18.8 Limit drive-through facilities to the vicinity of the Plum Street freeway interchange.

PL18.9 Limit building heights to accentuate, and retain selected public views of the Capitol dome.

GL19 Downtown's historic character and significant historic buildings, structures, and sites are preserved and enhanced.

PL19.1 Promote the Downtown Historic District to provide a focal point of historic interest, maintain the economic vitality of downtown, and enhance the richness and diversity of Olympia.

PL19.2 Minimize damage to significant historic features or character during rehabilitation projects.

PL19.3 Design new development and renovations so they are compatible and harmonious with the established pattern, alignment, size and shape of existing downtown area.

PL19.4 Incorporate historic buildings into redevelopment projects and restore historic facades.

Neighborhoods

This section contains the goals and policies that will protect and improve the character and livability of our established neighborhoods and shape our new neighborhoods. All of the city's neighborhoods are envisioned as places where many features are available within a ten-minute walk. A

variety of housing types located along pleasant, pedestrian-oriented streets will provide quality living opportunities. Most housing will be single-family detached homes, but higher-density housing will be available near major streets and commercial areas to take advantage of transit, other services, and employment opportunities. Housing types and densities will be dispersed throughout the city to minimize social problems sometimes associated with isolating people of similar means and lifestyles.

Neighborhood Safety and Maintenance of Quality Neighborhoods

Neighborhood and community stability requires that residents feel safe from criminal activity, risk of injury and unreasonably disruptive behavior. Stability also requires safe, well-maintained properties. Allowing derelict properties to continue unabated decreases quality of life for residents, decreases desirability of a neighborhood, decreases property values, discourages new investment in neighboring properties, and dampens residents' cohesiveness and sense of pride in their locality.



One of Olympia's many attractive neighborhoods.

Each neighborhood should have:

- Narrow, tree-lined streets that are easy and interesting to use for walking, bicycling, and travel by transit
- A system of open space and trails with a neighborhood park
- A readily-accessible elementary school or other place of public assembly
- Diverse housing types that accommodate varying income levels, household sizes, and lifestyles
- Sufficient housing densities to support frequent transit service and sustain neighborhood businesses
- A 'neighborhood center' with businesses serving area residents



A neighborhood grocery near the Capitol.

A large portion of Olympia's residents are to live within a quarter-mile of a neighborhood center. These centers will be focal points of neighborhoods. Although they will vary by location, they generally should contain small-scale convenience and service businesses, a transit stop and a neighborhood park and be bounded by moderate or high-density housing. These neighborhood centers will serve as activity hubs or small-scale town squares that foster social interaction and a sense of community and accommodate nearby residents' routine shopping needs.

Where possible, a network of walking and biking routes that provide both recreational and commuting opportunities will connect these neighborhood centers to parks, schools, and downtown. To minimize traffic impacts and provide for transit service, these centers will be near major streets. Approximate locations for these centers are shown on the [Future Land Use Map](#).

Although neighborhoods will have some common features, each is unique. Recognizing this, the City envisions a public process where the needs of specific neighborhoods can be individually addressed. This process is described in the Public Participation Chapter and will focus on twelve planning areas. And, as described below, site-specific plans will be prepared for a few select other areas of the community. Managing these areas well will be critical to the success of this Comprehensive Plan and deserves extraordinary attention.



Shady sidewalks provide neighborhood character.

GL20 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.

PL20.2 Unless necessary for historic preservation, prohibit conversion of housing in residential areas to commercial use; instead, support redevelopment and rehabilitation of older neighborhoods to bolster stability and allow home occupations (except convalescent care) that do not degrade neighborhood appearance or livability, nor create traffic, noise

or pollution problems.

PL20.3 Allow elder care homes and seniors-only housing and encourage child care services everywhere except industrial areas; but limit hospice care to multi-family and commercial districts.

PL20.4 Support development and public improvements consistent with healthy and active lifestyles.

PL20.5 Prevent physical barriers from isolating and separating new developments from existing neighborhoods.

Neighborhood Code Enforcement and Law Enforcement Programs

Effective community planning should include actions to enforce building and maintenance laws along with abatement of criminal activity. Code and law enforcement officers should coordinate to achieve the following goals:

- Reduce substandard housing by requiring owners to repair property maintenance code violations
- Enforce city ordinances against prohibited commercial activities in neighborhoods
- Refer to law enforcement officers instances where structures or properties are being used for the manufacture, distribution or sale of illegal drugs
- Law enforcement officers should contact code enforcement staff of possible code enforcement violations or dangerous property conditions which the officer observes when visiting a property as part of their law enforcement duties
- Residents should respect others by not engaging in excessive noise or other prohibited activities.

Community Partnerships to Address Nuisances and Criminal Activity

Desirable neighborhoods require a combined effort by the community and the city. The city should seek responsive solutions for public safety issues identified by neighborhood residents and groups. The city should also support community-based organizations and encourage citizen responsibility to report land use violations, nuisances, and criminal activity.

Where criminal activity is present, similar partnerships should be established to identify and remedy known crime problems as they develop. Special attention should be directed to public safety “hot spots” and appropriate investments in infrastructure, block watch programs and security lighting should be established.

PL20.1 Require that properties in neighborhoods be maintained to enhance the character, aesthetic quality, and livability of the neighborhood.

PL20.2 Enforce restrictions against commercial uses in neighborhoods

PL20.3 Take action against “drug houses” or properties where the manufacture, distribution or use of illegal drugs is occurring or has occurred

PL20.4 Support partnerships between neighborhoods and law enforcement officers to address land use violations or criminal activity which threaten public safety and the quality of life in the neighborhood

GL21 Neighborhood centers are the focal point of neighborhoods and villages.

PL21.1 Establish a neighborhood center at each **village** site, encourage development of the neighborhood centers shown on [Future Land Use Map](#). and add additional centers when compatible with existing land uses and where they are more than one-half mile from other commercial areas.

PL21.2 Locate neighborhood centers along collector or arterial streets and within about 600 feet of a transit stop.

PL21.3 Support housing, a food store, a café or bakery, and a neighborhood park or civic green at all neighborhood centers. Allow churches, schools, and convenience businesses and services that cater primarily to neighborhood residents. Prohibit auto-oriented uses. Vary the specific size and composition of such centers for balance with surrounding uses. Where practical, focus commercial uses on civic greens or parks. Limit the size of commercial uses. (Note: A larger urban center is permitted in the Briggs Urban Village.)

PL21.4 Allow neighborhood center designs that are innovative and

provide variety, but that ensure compatibility with adjoining uses. Consider appropriate phasing, scale, design and exterior materials, as well as glare, noise and traffic impacts when evaluating compatibility. Require that buildings primary access directly from street sidewalks and be oriented toward the neighborhood and any adjacent park or green. Require that signage be consistent with neighborhood character.

PL21.5 Locate streets and trails for non-arterial access to the neighborhood center.

GL22 Trees help maintain strong and healthy neighborhoods.

PL22.1 Use trees to foster a sense of neighborhood identity.

PL22.2 Identify, protect and maintain trees with historic significance or other value to the community or specific neighborhoods.

PL22.3 Encourage the use of appropriate fruit and nut trees to increase local food self-sufficiency.

Sub-area Planning

Much of this Plan applies to the entire Olympia community. However, this is a large area of over twenty-four square miles with tens of thousands of residents. Thus this Plan cannot address all of the details of our community. Twelve planning areas, including downtown, are to be established to provide that opportunity. In general, planning areas will be comparable to the scale of an elementary school service area with five to ten thousand residents. As described in the Public Participation and Partners chapter, this scale will provide the opportunity for interested parties to focus on furthering the community's plan for these areas. These sub-area efforts must be consistent with this Comprehensive Plan.

GL23 Each of the 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. (See Goal 5 of [Public Participation and Partners](#) chapter.)

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.

'Villages' and other Planned Developments

Sites for 'neighborhood villages,' one 'urban village,' and the older Evergreen Park planned unit development, each with a compatible mixture of single and multi-family housing and businesses, are designated within the urban area. These mixed-use projects are to provide for a coordinated, compatible mixture of single and multi-family housing arranged around a readily-accessible neighborhood center. The locations and mix of land uses and the design of the street and trail system in these areas are to create an environment that encourages walking, biking and use of transit, while providing direct, pleasant routes for motorists. These 'villages' will foster efficient land use through compact, higher-density development with residential uses near bus stops and basic retail and support services.

The smaller 'neighborhood villages' will typically consist of single-family detached homes, townhouses and multi-family units, surrounding a small neighborhood center. The 'urban village' will be more diverse and intensely developed. The businesses of the urban village will serve a larger area and may include a supermarket, offices, and a broad array of predominantly neighborhood-oriented businesses and services. Both the neighborhood villages and urban villages are to be designed as coordinated, integrated projects with a compatible mix of land uses. Development phasing requirements will ensure that each project component and amenity is developed at the appropriate time. While these villages and the Evergreen Park PUD will have many characteristics in common, the design and composition of each project will vary in response to site conditions, location, market demand, available street and utility capacity, and the character of the surrounding neighborhood, and will evolve over time.

GL24 Mixed use developments, also known as "villages," are planned with a pedestrian orientation and a coordinated and balanced mix of land uses.

PL24.1 Require planned development sites shown on the [Future Land Use Map](#) to develop as coordinated, mixed-use projects.

PL24.2 Provide for any redevelopment or redesign of planned developments including the Evergreen Park Planned Unit Development to be consistent with the 'village vision' of this Plan.

PL24.3 Require 'master plans' for villages that encompass the entire site and specify the project phasing, street layout and design, lot arrangement, land uses, parks and open space, building orientation, environmental protection and neighborhood compatibility measures.

PL24.4 Provide for a compatible mix of housing in each village with pleasant living, shopping and working environment, pedestrian-oriented character, well-located and sized open spaces, attractive well-connected streets and a balance of retail stores, offices, housing, and public uses.

PL24.5 Require a neighborhood center, a variety of housing, connected trails, prominent open spaces, wildlife habitat, and recreation areas in each village.

PL24.6 Require that villages retain the natural topography and major environmental features of the site and incorporate water bodies and stormwater ponds into the design to minimize environmental degradation.



Landscaping enhances a stormwater pond.

PL24.7 Locate parking lots at the rear or side of buildings, to avoid pedestrian interference and to minimize street frontage. Landscape any parking adjacent to streets and minimize parking within villages by reducing requirements and providing incentives for shared parking.

PL24.8 Require village integrity but provide flexibility for developers to respond to market conditions.

PL24.9 Limit each village to about 40 to 200 acres; require that at least 60% but allow no more than 75% of housing to be single-family units; and require at least 5% of the site be open space with at least one large usable open space for the public at the neighborhood center.

PL24.10 Require that 90% of village housing be within a quarter mile of the neighborhood center and a transit stop.

PL24.11 Provide for a single "urban village" at the intersection of Henderson Boulevard and Yelm Highway; allowing up to 175,000 square feet of commercial floor area plus an additional 50,000 square feet if a larger grocery is included; and requiring that only 50% of the housing be single-family.

GL25 Local Thurston County food production is encouraged and supported to increase self-sufficiency, reduce environmental impact, promote health, and the humane treatment of animals, and support the local economy.

PL25.1 Actively partner with community organizations to provide education and information about the importance of local food systems.

PL25.2 Encourage home gardens as an alternative to maintaining a lawn.

PL25.3 Collaborate with community partners to ensure that everyone within Olympia is within biking or walking distance of a place to grow food.

PL25.4 Encourage for-profit gardening and farming in the community.

PL25.5 Purchase locally grown food when possible.

PL25.6 Allow food-producing gardens on rooftops, and offer incentives to include greenhouses for year-round food production.

PL25.7 Recognize the value of open space and other green spaces as areas of potential food production.

PL25.8 Work with community organizations to develop strategies, measure, and set goals for increasing local food production.

PL25.9 Work with local governments throughout the region to help protect existing agricultural lands and develop and promote a vibrant local food economy.

PL25.10 Partner with community organizations to help educate citizens who are interested in raising animals for food in the city. This might include information about protecting animals from predators, maintaining sanitary conditions, and treating animals humanely.

PL25.11 Educate and encourage citizens to purchase from local farms and small producers as an alternative to factory farms that may engage in inhumane treatment of animals.

Appendix A - Future Land Use Map Designations

The land use designations of the [Future Land Use Map](#) are described below and summarized in the Future Land Use Designations Table. Note that those indicated as symbols on the [Future Land Use Map](#) generally are not to exceed ten acres each.

Low-Density Neighborhoods. This designation provides for low-density residential development, primarily single-family detached housing and low-rise multi-family housing, in densities ranging from twelve units per acre to one unit per five acres depending on environmental sensitivity of the area. Where environmental constraints are significant, to achieve minimum densities extraordinary clustering may be allowed when combined with environmental protection. Barring environmental constraints, densities of at least four units per acre should be achieved. Supportive land uses and other types of housing, including accessory dwelling units, townhomes and small apartment buildings, may be permitted. Specific zoning and densities are to be based on the unique characteristics of each area with special attention to stormwater drainage and aquatic habitat. Medium Density Neighborhood Centers are allowed within Low Density Neighborhoods. Clustered development to provide future urbanization opportunities will be required where urban utilities are not readily available.

Medium-Density Neighborhoods. This designation provides for townhouses and multi-family residential densities ranging from thirteen to twenty-four units per acre. Specific zoning is to be based on proximity to bus routes and major streets, land use compatibility, and environmental constraints. Specific zoning will include minimum and maximum densities to ensure efficient use of developable land and to ensure provision of an adequate variety of types of housing to serve the community. Higher densities should be located close to major employment or commercial areas. Clustering may be permitted.

Mixed Residential. This designation requires a mixture of single and multifamily housing at densities ranging from seven to eighteen units per acre. Specific density ranges and mandatory mixes should be based on land use compatibility and proximity to bus routes and major streets, while also ensuring availability of a variety and blending of housing types and choices.

Neighborhood Centers. This designation provides for neighborhood-oriented convenience businesses and a small park or other public space. Although the locations shown on the [Future Land Use Map](#) are approximate, these centers should be along major streets and generally near areas of higher residential densities. The exact location and mix of uses of the centers in these areas will be established at the time of development approval. In general they should be focused on serving nearby residents, be well integrated with adjacent land uses, and have excellent pedestrian and bicyclist access with minimal car parking.

Residential Mixed Use. To provide opportunities for people to live close to work, shopping, and services, this designation provides for high-density multifamily housing in multistory structures combined with limited commercial uses in parts of downtown, near the State Capitol Campus, and near urban corridors and other activity centers. This designation helps to achieve density goals, to create or maintain a desirable urban living environment for residents of these areas, and to ensure that new urban residential buildings incorporate features which encourage walking and add interest to the urban environment. The commercial uses are intended to help support the residential use of the area by providing retail and personal services within walking distance of the housing. Housing in these high amenity areas will contribute to community vitality, include well-designed buildings on continuous street edges, link one area with another, encourage pedestrian activity, and include visible public spaces that increase safety and decrease vandalism.

Planned Developments. This designation includes areas of mixed uses where specific 'master plans' are required prior to development. These master plans are prepared and proposed by one or a few parties and subject to review and confirmation by the City. This designation is intended to achieve more innovative designs than in conventional developments but which are also compatible with existing uses in the area. Innovative designs may include offering a wider variety of compatible housing types and densities, neighborhood convenience businesses, recreational uses, open space, trails and other amenities. Generally residential densities should range from seven to thirteen units per acre, but the specific mix of land uses will vary with the zoning, environment, and master plan of each site. In addition to a variety of housing types, these areas may include neighborhood centers as described below. Each of the two planned developments along Yelm Highway may include a larger neighborhood-oriented shopping center with a supermarket. The planned development designation also includes retaining certain existing, and potentially new, manufactured housing parks in locations suitable for such developments. Two unique planned developments include substantial government office buildings and related uses - these are the Capitol Campus; and Evergreen Park, which includes the site of the Thurston County courthouse.

Professional Offices & Multifamily Housing. This designation accommodates a wide range of offices, services, limited retail uses specifically authorized by the applicable zoning district, and moderate-to-high density multifamily housing in structures as large as four stories.

Urban Corridors. This designation applies to certain areas in the vicinity of major arterial streets. Generally more intense commercial uses and larger structures should be located near the street edge with less intensive uses and smaller structures farther from the street to transition to adjacent designations. Particular 'nodes' or intersections may be more intensely developed. Opportunities to live, work, shop and recreate will be located within walking distance of these areas.

Urban Waterfront. Consistent with the State's Shoreline Management Act, this designation provides for a compatible mix of commercial, light industrial, limited heavy industrial, and multifamily residential uses along the waterfront.

Central Business District. This designation provides for a wide range of activities that make downtown Olympia the cultural, civic, commercial and

employment heart of the community. A dense mix of housing, pedestrian-oriented land uses and design and proximity to transit make a convenient link between downtown, the State Capitol, the waterfront, and other activity centers in the region. The scale, height and bulk of development reinforce downtown Olympia's historic character, buildings, places and street layout.

General Commerce. This designation provides for commercial uses and activities which are heavily dependent on convenient vehicle access but which minimize adverse impact on the community, especially on adjacent properties having more restrictive development characteristics. The area should have safe and efficient access to major transportation routes. Additional "strip" development should be limited by filling in available space in a way that accommodates and encourages pedestrian activity.

Auto Services. This designation conserves areas for concentrating land uses associated with automobile and other motor vehicle sales and services. Alternative uses such as professional offices may be permitted if compatible with the primary purpose of the designation.

Medical Services. This designation conserves areas in the vicinity of hospitals for concentrating medical services and facilities, associated uses, and moderate to high-density housing.

Light Industry. This designation provides for light industrial uses, such as assembly of products and warehousing, and compatible, complementary commercial uses.

Industry. This designation provides for heavy industrial development, such as manufacturing, transportation terminals and bulk storage, and complementary commercial uses in locations with few land use conflicts, minimal environmental constraints, and adequate freight access.

High-Density Neighborhoods Overlay: Multi-family residential, commercial and mixed use neighborhoods with densities of at least 25 dwelling units per acre for residential uses that are not re-using or redeveloping existing structures. New mixed-use developments include a combination of commercial floor area ratio and residential densities that are compatible with a high-density residential neighborhood. The height in these neighborhoods will be determined by zoning and based on the "Height and View Protection Goals and Policies."

Table: Future Land Use Designations

FUTURE LAND USE DESIGNATION	PRIMARY USE¹	RESIDENTIAL DENSITY²	BUILDING HEIGHTS³	ESTIMATED ACREAGE⁴	PERCENTAGE OF UGA⁵
Low-Density Neighborhoods (LDN)	Single-family Residential	Up to 12 units per acre	2 to 3 stories	11,495 ac.	68%
Medium-Density Neighborhoods (MDN)	Multi-family Residential	13 to 24 units per acre	Up to 3 stories	615 ac.	4%
Mixed Residential	Single & Multi-family	7 to 18 units per acre	Up to 4 stories	200 ac.	1%
Neighborhood Centers	Commercial	Variable	2 to 3 stories	Variable	N/A
Residential Mixed Use	Multi-family Residential	Not limited	3 to 5 stories	100 ac.	≤1%
Planned Developments	Mixed Use	Residential areas: 7 to 13 units per acre	Varies by site and land use	875 ac.	5%
Professional Offices & Multifamily Housing	Mixed Use	Minimum 7 units per acre	3 to 4 stories	405 ac.	2%
Urban Corridors	Commercial	Minimum 15 units per acre	3 to 6 stories	1,500 ac.	10%
Urban Waterfront	Mixed Uses	Minimum 15 units per acre	3 to 7 stories	670 ac.	4%
Central Business District	Commercial	Minimum 15 units per acre	Up to 8 stories	195 ac.	1%
General Commerce	Commercial	Minimum 7 units per acre	3 to 6 stories	75 ac.	<1%
Auto Services	Commercial	Not applicable	Up to 3 stories	115 ac.	≤1%
Medical Services	Commercial	Minimum 7 units per acre	Up to 6 stories; plus taller hospitals	250 ac.	1%
Light Industry	Industry & Wholesaling	Not applicable	5 stories	110 ac.	≤1%
Industry	Industrial	Not applicable	3 to 6 stories	160 ac.	<1%

¹Primary Use is the anticipated use of the majority of building floor area in each category. Substantial other uses are likely.

²Residential Density is a general range for planning purposes and subject to variation based on site suitability. Specific allowed ranges should be established by development regulations.

³Building Heights is the approximate size of the taller buildings anticipated in each category. Specific height or stories limits should be established by development regulations.






⁴Estimated Acreage is a rough approximation based on the [Future Land Use Map](#) with

recognition of the indistinct nature of the category boundaries.

⁵Percentage of UGA is a rounded number provided for convenience based on the 'estimated acreage' and an assumption of approximately 24 square miles of land in the **Urban Growth Area**.

For More Information



- The [Buildable Lands Report](#)  prepared for Thurston County by the staff of the [Thurston Regional Planning Council](#)  helps Olympia to determine the quantity of land to provide for population and employment growth
- The [Capitol Master Plan](#)  prepared by the Department of Enterprise Services describes the State's plans for certain lands within and adjacent to downtown
- The [Port of Olympia's Planning documents](#)  describe the Port's vision for the future of its lands within Olympia, as well as its role within Thurston County in general
- The [Downtown Plan](#) focuses on the city center and was formerly a part of this Comprehensive Plan. It is now a separate document adopted by the City Council
- The [Urban Corridors Task Force Recommendations](#), adopted by [Thurston Regional Planning Council](#)  in 2012, describes challenges and opportunities for the urban corridors of Olympia, Lacey and Tumwater
- The [Kaiser Harrison Opportunity Area Plan](#) describes a mixed use pedestrian and bicycle friendly sub-area plan with a lifestyle retail center, multi-use trail, and a neighborhood park.

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City of Olympia | Capital of Washington State

Future Land Use

Publication Date: 10/26/2016 Effective Date: 10/31/2016

Ordinance #7104



High Density Neighborhoods Overlay



Low Density Neighborhoods



Medium Density Neighborhoods



Mixed Residential



Neighborhood Centers



Residential Mixed Use



Planned Developments



Professional Office & Multi-family Housing



Urban Corridor



Urban Waterfront



Central Business District



General Commerce



Auto Services



Medical Services



Light Industry



Industry



City Limits



Urban Growth Area



0 0.5 1










Miles

The City of Olympia and its personnel cannot assure the accuracy, completeness, reliability, or suitability of this information for any particular purpose. The parcels, right-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.

Transportation Corridors

Reflects 2025 Regional Transportation Plan

-  **Focus Areas**
See Land Use and Urban Design Chapter
-  **First Priority Bus Corridors**
Streets with high-quality transit
- Strategy Corridors**
 Widening may not be a solution to congestion on these streets. Other improvements are needed for mobility.
- Urban Corridors**
 Multimodal transportation corridors that support adjacent land uses. Line width does not indicate land use designation. See the Land Use and Urban Design Chapter for specific land use designations.
-  **City Center**
-  **City Limits**
-  **Urban Growth Area**

Publication Date: 12/18/2014

Effective Date: 12/23/2014

Ordinance #6945



0 0.5 1
Miles

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2016 DESIGN REVIEW MAP

0 0.25 0.5 0.75 1 Miles



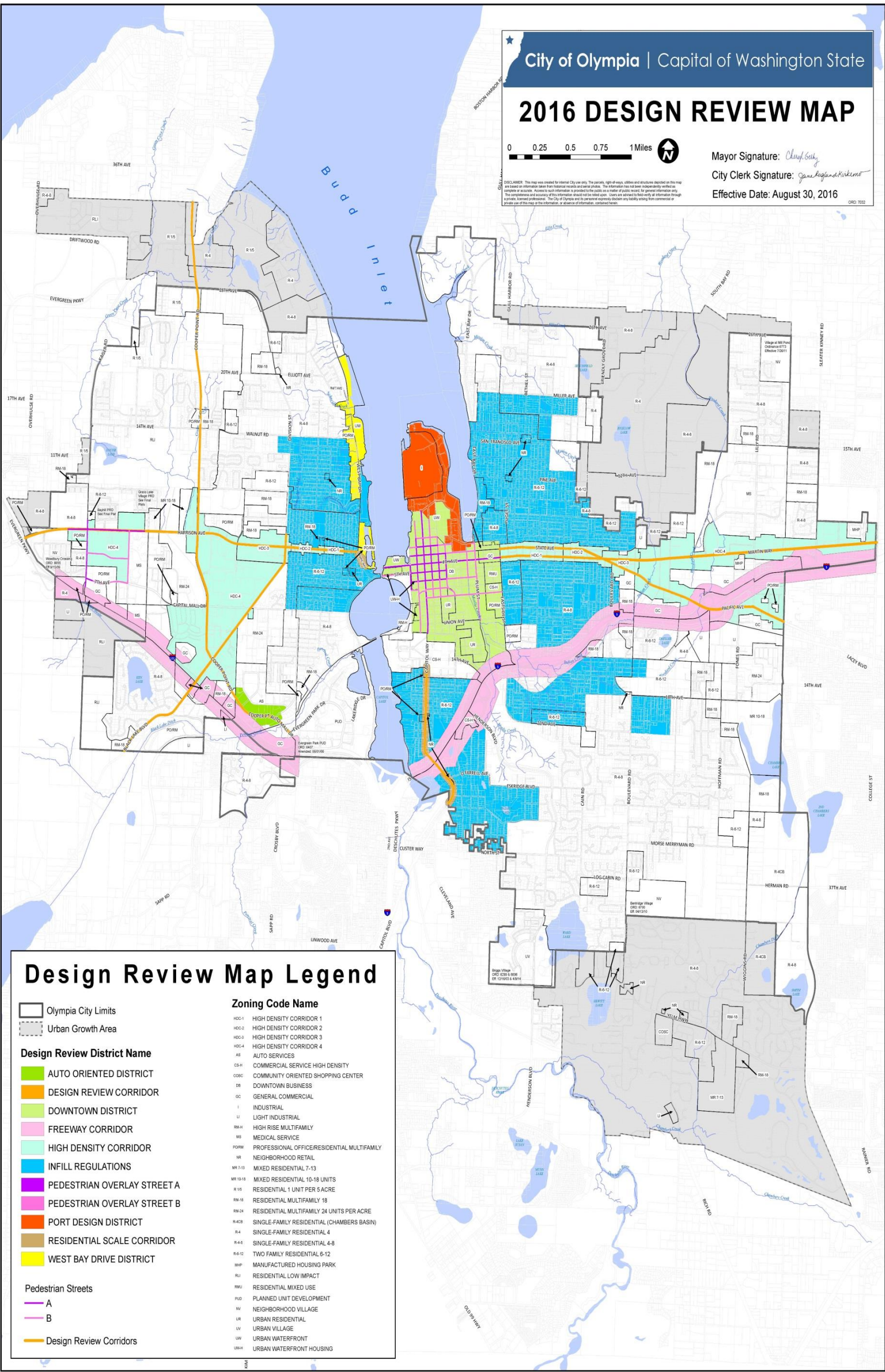
Mayor Signature: *Cheryl Calkins*

City Clerk Signature: *Jane Anderson-Hickman*

Effective Date: August 30, 2016

ORD 7032

DISCLAIMER: This map was created for internal City use only. The parcels, right of ways, utilities and structures depicted on this map are based on information taken from historical records and aerial photos. The information has not been independently verified as complete or accurate. Access to such information is provided to the public as a matter of public record, for general information only. The completeness and accuracy of this information should not be relied upon. Users are advised to independently verify information through appropriate licensed professionals. The City of Olympia and its personnel expressly disclaim any liability arising from commercial or private use of this map or the information or absence of information contained herein.



Design Review Map Legend

- Olympia City Limits
- Urban Growth Area

Design Review District Name

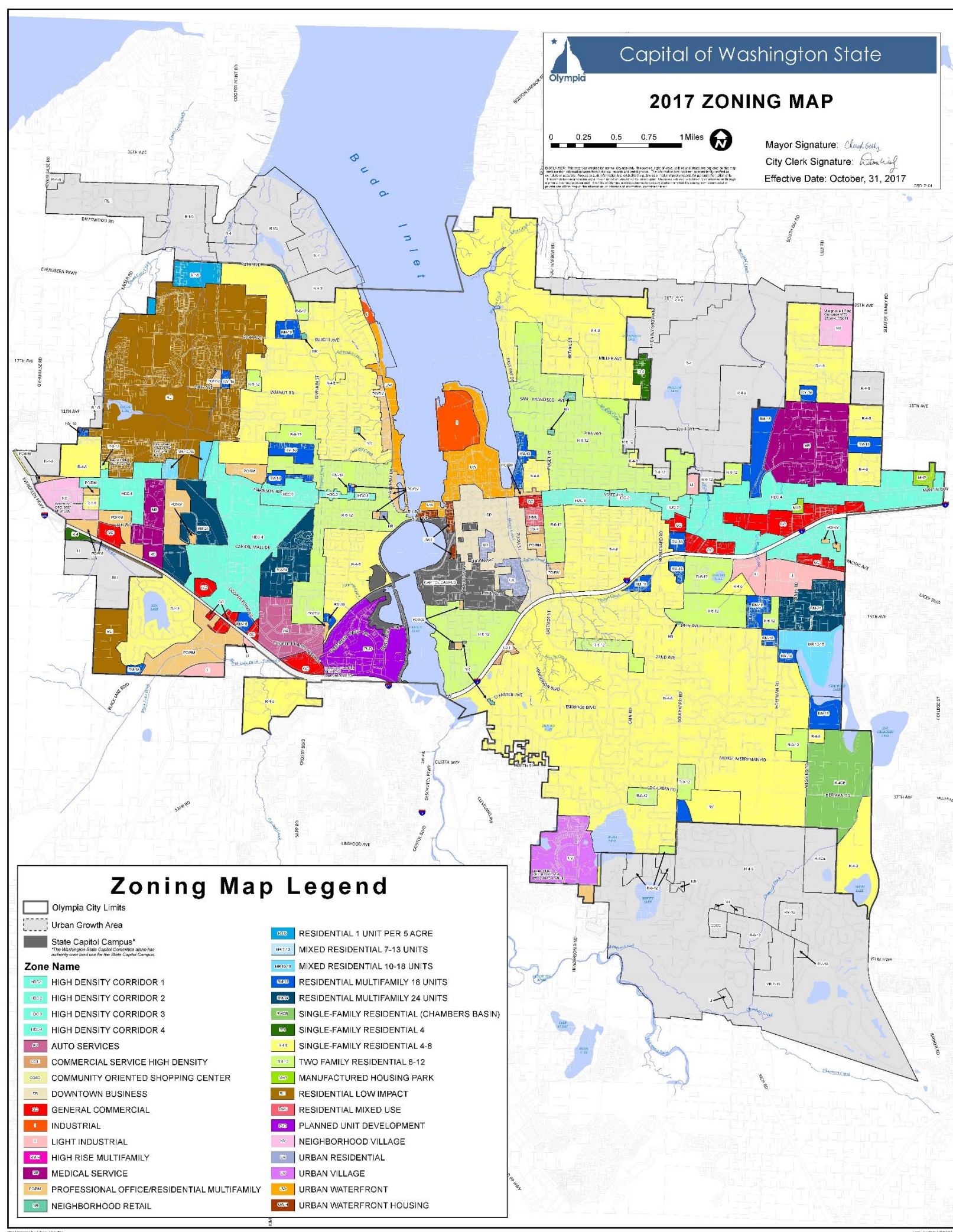
- AUTO ORIENTED DISTRICT
- DESIGN REVIEW CORRIDOR
- DOWNTOWN DISTRICT
- FREEWAY CORRIDOR
- HIGH DENSITY CORRIDOR
- INFILL REGULATIONS
- PEDESTRIAN OVERLAY STREET A
- PEDESTRIAN OVERLAY STREET B
- PORT DESIGN DISTRICT
- RESIDENTIAL SCALE CORRIDOR
- WEST BAY DRIVE DISTRICT

Pedestrian Streets

- A
- B
- Design Review Corridors

Zoning Code Name

- HDC-1 HIGH DENSITY CORRIDOR 1
- HDC-2 HIGH DENSITY CORRIDOR 2
- HDC-3 HIGH DENSITY CORRIDOR 3
- HDC-4 HIGH DENSITY CORRIDOR 4
- AS AUTO SERVICES
- CSH COMMERCIAL SERVICE HIGH DENSITY
- COBC COMMUNITY ORIENTED SHOPPING CENTER
- DB DOWNTOWN BUSINESS
- GC GENERAL COMMERCIAL
- I INDUSTRIAL
- LI LIGHT INDUSTRIAL
- MR-H HIGH RISE MULTIFAMILY
- MS MEDICAL SERVICE
- PORM PROFESSIONAL OFFICE/RESIDENTIAL MULTIFAMILY
- NR NEIGHBORHOOD RETAIL
- MR 7-13 MIXED RESIDENTIAL 7-13
- MR 15-18 MIXED RESIDENTIAL 15-18 UNITS
- R 15 RESIDENTIAL 1 UNIT PER 5 ACRE
- RM-18 RESIDENTIAL MULTIFAMILY 18
- RM-24 RESIDENTIAL MULTIFAMILY 24 UNITS PER ACRE
- R-4CB SINGLE-FAMILY RESIDENTIAL (CHAMBERS BASIN)
- R-4 SINGLE-FAMILY RESIDENTIAL 4
- R-4-8 SINGLE-FAMILY RESIDENTIAL 4-8
- R-6-12 TWO FAMILY RESIDENTIAL 6-12
- MHP MANUFACTURED HOUSING PARK
- RL RESIDENTIAL LOW IMPACT
- RMU RESIDENTIAL MIXED USE
- PUD PLANNED UNIT DEVELOPMENT
- NV NEIGHBORHOOD VILLAGE
- UR URBAN RESIDENTIAL
- UV URBAN VILLAGE
- UW URBAN WATERFRONT
- UWH URBAN WATERFRONT HOUSING





Preliminary Comprehensive Plan Amendment

OFFICIAL USE ONLY

Case #: _____

Master File #: 2018 CPAs

originally submitted
12-1-17
Date: REQUESTED REVISIONS
SUBMITTED 12-14-17

Received By: _____

Related Cases: _____

Project Planner: Joyce

Please print or type and FILL OUT COMPLETELY (Electronic Submittal Required)

(Attach separate sheets if necessary)

This preliminary application may be submitted at any time. Each year the City Council establishes a schedule for review of Comprehensive Plan amendments proposed by the public and City staff. Once established, this schedule is posted on the City website. If you would like the City of Olympia to consider a specific amendment of its Comprehensive Plan, please complete this form and submit it as described below and with any other attachments or maps. You will be notified when the next review schedule has been established.

Note that there is no charge for submitting a preliminary application. If the Council decides the City should consider your proposal, then payment of a \$240 fee will be required. Additional fees will be charged if a development (zoning) code or map amendment is associated with the proposed Plan amendment. (All fees are subject to change without notice.)

Applications shall be submitted in person at City Hall or submitted via email to Joyce Phillips at jphillip@ci.olympia.wa.us.

Project Name: BLACK LAKE BLVD / US 101

Project Address: 1801 Black Lake Blvd. SW
Olympia, WA. 98512

Assessor's Parcel Number(s): 12821310300, 12821310701, 12821310801

Legal Description(s): _____

NAME OF APPLICANT: James Richards

Mailing Address: 2617 115th Ave. NW Gig Harbor, WA. 98335

Area Code and Phone #: 206-478-0103

E-mail Address: BergenRichards@gmail.com

NAME OF OWNER(S) JSRK, LLC

Mailing Address: 2617 115th Ave. NW Gig Harbor, WA. 98335

Area Code and Phone #: 206-478-0103

Email Address: BergenRichards@gmail.com

NAME OF AUTHORIZED REPRESENTATIVE (if different from above): Tom Schrader _____
Mailing Address: 3835 Prestwick Lane SE _____
Area Code and Phone #: (360) 480-9387 _____
E-mail Address: schraderfour@gmail.com _____

A. Type of proposed amendment

- ☐ Comprehensive Plan Text Amendment
☐ Comprehensive Plan Map Amendment
☐ Development Code (Zoning) Text Amendment
☒ Zoning Map Amendment (Rezone)

*A comprehensive
plan amendment
is also requested.
12-15-17 jmp*

B. Project Description, including size of property involved:

This site had a gas station on it that was removed, cleaned up and along with two smaller pieces of two other parcels sold by the Washington State Department of Transportation. We are in the process of a short plat that will make these three parcels into two parcels. We are planning on a Quick Service Restaurant with a drive thru on the corner parcel and a compatible business or businesses on the abutting parcel with shared access. The site totals 1.57 acres or 68,429 square feet.

Zoning: Change PO/RM to GC _____

Shoreline Designation (if applicable): _____

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

- | | |
|---|--|
| <input type="checkbox"/> Creek or Stream (name): _____ | |
| <input type="checkbox"/> Lake or Pond (name): _____ | |
| <input type="checkbox"/> Swamp/Bog/Wetland | <input type="checkbox"/> Historic Site or Structure |
| <input type="checkbox"/> Steep Slopes/Draw/Gully/Ravine | <input type="checkbox"/> Flood Hazard Area (show on site plan) |
| <input type="checkbox"/> Scenic Vistas | <input type="checkbox"/> None <i>None Known 12-15-17 jmp</i> |

Water Supply (name of utility if applicable): City of Olympia _____

Existing: _____

Proposed: City of Olympia _____

Sewage Disposal (name of utility if applicable): City of Olympia / LOTT _____

Existing: _____

Proposed: City of Olympia _____

Access (name of street(s) from which access will be gained): Black Lake Blvd

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

The current Future Land Use Map incorrectly shows our entire site as Professional Office & Multi Family Housing even though most of the site is currently zoned GC.

Because our site came from pieces of other parcels from the D.O.T. the zoning and property lines overlap so that each parcel has more than one zoning. This amendment would resolve both of these situations.

D. Proposed map amendment (if any)

If any associated map amendments are proposed, please list which map and describe the purpose.
Change PO/RM zoning to GC.

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

Change PO/RM zoning to GC.

Map(s) proposed to be amended	Acres or square feet	Current Designation(s)	Proposed Designation(s)
Comprehensive Plan Map(s):	1.57 Acres	PO/RM	GC
Zoning or other Development Code Map(s):	1.57 Acres	PO/RM Approx. 0.84 acres of the site is zoned	GC

General commercial. jmp 12-15-17.

F. Submit the following 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):

- Comprehensive Plan Future Land Use Map
- Zoning Map
- Other relevant maps

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

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

Note: City staff may contact you for additional information or clarification of your proposal.

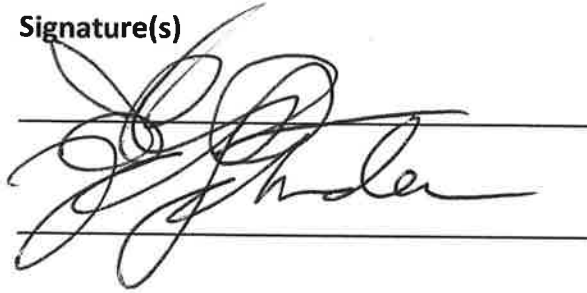
I affirm that all answers, statements, and information submitted with this request are correct and accurate to the best of my knowledge. I also affirm that I am the owner of the subject site or am duly authorized by the owner to act with respect to this request. Further, I grant permission from the owner 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 request.

Print Name

Signature(s)

Date

James Richards



12.10.17

Tom Schrader

12.12.2017

This form has been approved for use by the Olympia Community Planning and Development (CPD) Department.

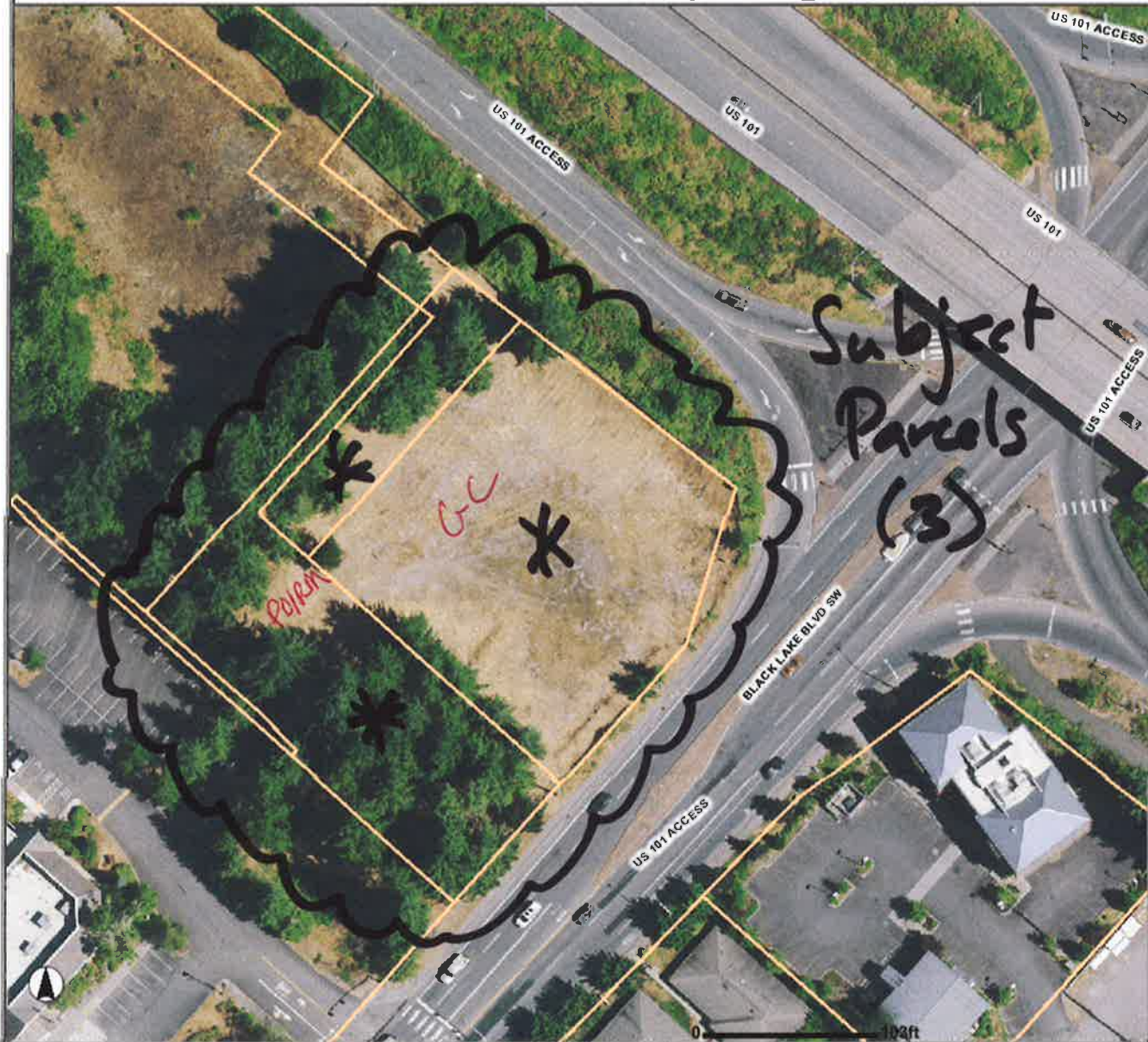


Keith Stahley, Director,
Community Planning and Development

9/28/2017

Date

Thurston County Map



Disclaimer: Thurston County makes every effort to ensure that this map is a true and accurate representation of the work of County government. However, the County and all related personnel make no warranty, expressed or implied, regarding the accuracy, completeness or convenience of any information disclosed on this map. Nor does the County accept liability for any damage or injury caused by the use of this map.

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© 2017 - Thurston County GeoData Center
929 Lakeridge Drive SW, Suite 216, 2nd Floor
Olympia, WA 98502-6031

LEGEND

Major Roads	Flood Zones
Roads	Water Bodies
Streams	Zoning
Contours	Cities
Wetlands	Parcels
Wetland Buffers	



City Council

Approval of a Recommendation to Create a Homeless Response Coordinator Position

Agenda Date: 2/27/2018
Agenda Item Number: 6.B
File Number: 18-0206

Type: decision **Version:** 1 **Status:** Other Business

Title

Approval of a Recommendation to Create a Homeless Response Coordinator Position

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve the addition of a Homeless Response Coordinator to the City Workforce.

Report

Issue:

Whether to approve the addition of a Homeless Response Coordinator to the City Workforce.

Staff Contact:

Steve Hall, City Manager, 360.753.8244

Keith Stahley, Community Planning & Development Director, 360.753.8227

Presenter(s):

Steve Hall, City Manager

Keith Stahley, Community Planning & Development Director

Background and Analysis:

Homelessness and associated issues have emerged as major challenges nationally, statewide, throughout Thurston County and in Olympia.

Unhoused people are subject to weather, crime and other associated public health and safety threats. Neighbors, businesses and property owners have asked the City for relief from the impacts of some unhoused individuals including trespass, garbage, human waste and sometimes threatening behaviors. Underlying some of these behaviors are mental health and significant substance abuse issues.

As the complexity and volume of these issues have grown, the City has tried to respond as best it can with very limited appropriated funds. Partnering with Thurston County, non-profit organizations

and faith based groups, the City has made some good investments in this area (*see attachment 1*).

In addition, Councilmembers, the Mayor and City staff have participated or spearheaded a number of added efforts ranging from participation in the Thurston County Cold Weather Taskforce to passage of the successful HOME Fund ballot measure (*see attachment 2*).

The largest obstacle to the City doing more and being more strategic is staff support to focus on these issues. Much of the effort to date has been done by busy staff and elected officials with many other responsibilities.

To develop a more concerted effort, the City Manager is recommending the addition of a full time employee to coordinate the City's homeless response efforts. This would include the priority efforts listed in *attachment 3*.

Neighborhood/Community Interests (if known):

The past few years growing phone calls, emails, public comment and survey results have demonstrated the public's overwhelming interest and demands that the City do more to address homelessness.

Options:

1. Add the Homeless Response Coordinator position to the City workforce
2. Do not add the Homeless Response Coordinator to the City workforce
3. Direct staff to explore other options.

Financial Impact:

The cost for the position, including salary and benefits is about \$100,000 per year. IN addition, staff is proposing that \$50,000 be set aside in the 2018 budget for cold weather services being dedicated for the use by this position.

(Previously Thurston County had expanded its cold weather shelter contracts and made other improvements to cold weather response. The City anticipated it might be asked for participation; recently Thurston County pledged other funds to cover these costs.)

For the purposes of funding this position, the City would rely on a recent pledge from the Evergreen Christian Church of \$100,000 per year to fund the position. After three years the City would need to consider other funding sources to continue this work.

Attachments:

Actions to Support Affordable & Homeless Housing
Homeless Response and Affordable Housing Initiatives
Homeless Response Coordinator Job Description

Olympia Factsheet - Recent Actions to Support Affordable & Homeless Housing

Since 1982, Olympia has provided over 14 million dollars in funding and 1.5 million in land for affordable housing projects, investing Community Development Block Grant (CDBG) state Rental Rehabilitation funds & local funds to upgrade homes for over 1,300 households. Recent actions:

RECENT PROJECTS	\$ AMOUNT	YEAR	DESCRIPTION
Billy Frank Jr. Place 318 State St East Supportive Housing	\$700,000 – Land Discount	2015 - 2016	Land was sold at a reduced amount to support Low Income Housing Institute (LIHI) in creating 43 units of permanent housing with supportive services for veterans, young adults, people with mental illness and other homeless people
Interfaith Warming Center Former Alpine Experience 408 Olympia Avenue NE	\$10,000 ('15-'16) \$17,200 ('16 – '17)	2015 - 2017	City General Funds combine with other local monies to support Interfaith Works warming Center for street dependent people during daylight hours that shelters are not open. Up to 190 people served daily
Pear Blossom Place 837 7 th Ave SE Shelter & Housing	\$660,000 – CDBG Funds / \$850,000 – Building Donation	2014	The City provided the Smith Building valued at \$850,000 & \$660,000 in CDBG funds for a family permanent housing & homeless shelter configured as 6 housing units, 7 homeless housing suites accommodating a total of 61 people.
Providence Center 225 State Ave East	\$200,000 – Facility \$35,000- Operations CDBG Funds	2016 2017	CDBG funds will support Providence Hospital in creating a Community Care Clinic to provide a safe, warm & dry place for street dependent people along with essential services and referrals. Not yet open – no current estimate of number of
Quixote Village 3350 Mottman Rd SW Community Center	\$55,000 – CDBG Funds	2014	CDBG funds supported the construction of a community center (community kitchen, showers, laundry, gathering place) for the Quixote Village project that houses 30 formerly homeless people, becoming a national model for homeless housing.
CYS Rosie's Place 321 Pear St SE Community Center & Shelter	\$140,000 – CDBG Funds	2014	CDBG funds supported the Community Youth Services youth community center, housing referrals & homeless shelter for young adults. Up to 12 Shelter residents & 40 Youth daily at drop-in center .
OTHER RECENT ACTIONS			
Community Investment Partnership (CIP) Regional funding partnership	\$80,000 annually (average)	On-going	Since 1982, Olympia has participated in a regional partnership to provide local funds to non-profit organizations that serve low & moderate income people, many of which are associated with homeless & low cost housing facilities.
Housing Rehab Program Scattered sites	\$300,000	On-going	CDBG funding is being made available to support the rehabilitation of housing and sewer or water connections for very low income residents.
Multi-Family Housing Tax Credits Scattered sites	Unk.	On-going	The City participates in the State's property tax exemption program that offers a 12-year tax deferral for new affordable housing projects in designated areas, including downtown, and the high density corridors to the East & West of downtown.
Public Restrooms 24/7 Artesian Commons Park	\$102,000 – CDBG \$205,000 – Gen Fund	2017	Installed a "Portland Loo" restroom facility in the Artesian Commons park, a place of refuge for homeless, mentally ill and other street dependent people.
Portable Restroom 24/7 Scattered downtown sites	\$34,000 – 2 units \$90,000 – 3 units	2016 2017	2016 general funds invested in 2 Port-a-potties available 24/7 for homeless and street dependent populations (partial year). 2017: 3 units in 3 separate locations

City of Olympia

Current Homeless Response/Affordable Housing Initiatives

February 2018

- **Home Fund Levy** – In October, the City Council voted to place this ballot proposal on the February 2018 election. The proposal was approved by voters. Implementation plans are being developed for the program.
- **Homeless Response Coordinator** – TO date, the City's homeless and affordable housing responses have managed with existing staff duties and responsibilities. In February, the City Council will consider partnering with Evergreen Christian Church to create a Homeless Response Coordinator to be able to focus efforts on these pending issues, and more.
- **Public Safety Funding Package** – this proposal received voter approval in fall 2017 and among other things includes mobile mental health outreach and services for downtown, plus continuation of our community court which keeps minor offenders out of the criminal justice system – many of whom are poor or homeless.
- **Thurston County's Cold Weather Task Force** –the Cold Weather Task Force, including Olympia, is working with several other possible entities to provide some warming center equivalent and a real time shelter coordination system this winter so that beds do not go unused and a warm space is available for the most vulnerable. Union Gospel Mission and the Community Care Center are presently serving as day center options. The Salvation Army is actively exploring options for opening a day center as well. A cold blue (extreme weather event) sheltering plan has been developed and put into operation by the County in February 2018.
- **CDBG** – The City is looking at allocating up to \$350,000 for its CDBG program in 2018 plus reallocating another \$300,000-400,000 from 2017. Many of these dollars in the past have gone to fund low income housing and housing related services.
- **Family Support Center**- the Mayor and City Manager have been working with the Family Support Center for several months to help them develop a master plan and funding package to eventually build a new facility with attached housing to serve even more homeless families.
- **Fair Housing Assessment**- This effort is being done in conjunction with the County and the Thurston County Housing Authority to identify barriers and biases to low income renters and residents, including discrimination against the poor. A joint hearing was held in October with City Council action set for 2018.
- **Community Care Center** – In addition to a \$200,000 grant from the City, we fast tracked the permits on this facility and will continue to work toward its success. Four members of the city staff including the Police Chief, Deputy Fire Chief and others serve on an advisory board to help manage and support it. The City Council approved an additional \$35,000 for staffing support for the Center from 2017 CDGB funds.
- **Ambassador Program** – The budget has increased to \$460,000 and includes both the outreach to street dependent people in the downtown but also employment opportunities on the clean team for disadvantaged young people. In 2018, the City took over the program to improve oversight, coordination, and effectiveness.

- **County Mental Health Outreach (Telecare) and Triage Center** – these two County programs got their start up in 2017 and we are working mostly through OPD to increase effectiveness in serving mentally ill persons, many of whom are homeless. This includes not only mental health services but referrals to series such as housing.
- **Revisions to the Church Tent Encampment Ordinance** – With input from Just Housing, Interfaith Works and others, City staff has drafted changes to the church encampment ordinance to make it more palatable for host churches to consider. City officials have also mentioned the possibility of the City paying for porta potties and garbage at these tent sites. Mayor Selby has met with church leaders of local churches to solicit their help.
- **Missing Middle** – City Planning Staff have been actively working with the neighborhoods, stakeholders and the Planning Commission to develop a package of development regulation amendments that will encourage the production of a variety of infill housing types ranging from accessory dwelling units to four-plexes. The Planning Commission is holding a public hearing on March 19 with City Council action planning for April.
- **Property Tax Exemption** – Mayor Selby requested, and City Council, approved a referral to the Land Use & Environment Committee to extend the property tax exemption for low income and market rate housing projects beyond the current boundaries (predominantly downtown). The Land Use & Environment Committee will also review the possibility of reducing or eliminating impact fees for qualifying projects serving low income individuals and families. If approved by City Council this could facilitate construction of more assist and market rate housing.
- **City's Ad Hoc Housing Committee on Housing Affordability** – The Committee held nine meetings to look at priorities for spending City HOME fund dollars- if a sales tax levy is placed on the ballot and passes, and possible ordinances related to renter notifications, among other initiatives.

Homeless Response Coordinator

About the Position

The Community Planning and Development Department of the City of Olympia is responsible for administration of the City of Olympia's housing and homeless programs. Homelessness and its impacts are having significant impacts on the community and require the development of a coordinated and strategic response. The City of Olympia is currently accepting applications to fill a Homeless Coordinator position in the City's housing program. The Homeless Coordinator will be responsible for include:

1. **Community Wide Homeless Response Plan** – develop and implement a homeless response plan.
2. **Day or Warming Center** – play the lead role in the development of a partnership to locate a site or sites, develop a funding and operational plan and monitor ongoing operations of a day center or seasonal warming center.
3. **Hazardous Weather Task Force** – Participate on behalf of the City of Olympia in a regional homeless hazardous weather response effort and lead the City's part in implementation.
4. **Regional Coordination** – Monitor and assist regional policy development and resource allocation bodies such as the CIP, HHSC, HAT, HHH and other regional entities focused on homeless response.
5. **Outreach** - Advise code enforcement and police staff in how to effectively outreach to campers on private and public property and maintain an active understanding of homeless encampment numbers, populations and distribution.
6. **Organization Support and Development** - Help to solicit and build the capacity of local and regional non-profits groups to do more to manage homeless services and facilities.
7. **Data Collection** - Support ongoing data collection efforts to understand the homeless and their needs including supporting Thurston County's Annual Point in Time County.
8. **Communicate** - Respond to inquiries about homelessness concerns in Olympia.
9. **Business Support** - Coordinate with local businesses to understand and respond to their concerns regarding the impacts of homelessness.
10. **Best Practices** - Understand best practices from a regional and national perspective in responding to homelessness. Coordinate with social service providers, other cities, etc. to implement best practice shelter and housing options.
11. **Encampment Ordinance** - Work with area churches to facilitate their participation in responding to homelessness including developing and supporting temporary church site encampments.

This is a project funded position subject to annual budgetary allocation. The person selected for this position will work 40 hours per week for the City of Olympia.

Ideal Candidate Profile

- Ability to work effectively with stakeholders, appointed and elected officials to develop an actionable Homelessness Response Plan.
- History of working with complex social service issues.
- Ability to work with social service organizations and governmental entities to create collaborative partnerships to address the impacts of homelessness.
- Knowledge of data collection and analysis to support evidence based responses to homelessness.
- Excellent communication skills and the ability to communicate effectively to a wide range of audiences.
- Knowledge and skills in community-based behavioral health care and case management.
- Maintain a high level of ethical conduct regarding confidentiality, dual-relationships, and professional stature.
- Ability to work effectively in a team environment.
- Flexible and adaptive and able to work effectively with multiple and changing priorities.

To Apply

- Submit a resume, cover letter, and three references (include phone and email contact) by attaching them to your application.
- The cover letter must be no more than one page long and include specific examples of how you meet the Ideal Candidate Profile (above). Please address how your skills and experience meet the qualifications for this position.
- This is a continuous recruitment. To be considered for the first round of interviews **submit your application by 5 pm _____, __, 2018.**
- **Only electronic applications are accepted.**

Contact Information

If you have questions about the position and/or requirements, please contact Amy Buckler, at (360) 753-80XX, or via email at abuckler@ci.olympia.wa.us.

Examples of Duties / Knowledge & Skills

The essential functions of the position include but are not limited to:

1. Working with stakeholders, the community, city and regional governmental representatives to develop a coherent plan for responding to homelessness.
2. Consult and cooperate with service providers to facilitate the creation of innovative responses to homelessness.
3. Maintain program records in accordance with applicable standards and regulations, grant requirements, etc.
4. Make presentations to community groups, boards, commissions, and councils.
5. Maintain a high level of ethical conduct regarding confidentiality, dual-relationships, and professional stature.
6. Keep current on local and statewide resources available and relevant to responding to homelessness in our region.
7. Attend meetings and trainings as required.
8. Other duties as assigned.

Requirements

1. Lift between 5 and 20 pounds approximately 5% of the time.
2. Reach, twist, and/or turn approximately 5% of the time.
3. Look at a computer screen approximately 50% of the time.
4. Use phone communications approximately 25% of the time.
5. Walk approximately 10% of the time.
6. Sit for an extended period of time approximately 75% of the time.
7. Stoop approximately 5% of the time.
8. Bend approximately 5% of the time.
9. Crawl approximately 1% of the time.
10. Climb approximately 1% of the time.
11. Drive a vehicle approximately 5% of the time.

Minimum qualifications & Requirements

Knowledge/Skills/Abilities:

1. Understanding of the causes and responses to homelessness.
2. Knowledge of community-based behavioral health care and the coordinated entry system.
3. Knowledge of group facilitation and approaches to stakeholder involvement.
4. Knowledge of report writing.
5. Knowledge of community development and urban planning principles and practices.

6. Possess good organizational and time-management skills, demonstrate good judgment, excellent problem-solving abilities and maintain a professional demeanor at all times.
7. Excellent interpersonal and communication skills.
8. Demonstrated punctual, regular and reliable attendance is required.

Experience/Education

1. Bachelor's degree in social work, planning, public administration or related field.
2. Two years of experience in a related field with a preference in working with people experiencing homelessness, affordable housing or community development.

Special Requirements

1. Possession of a valid Washington State Driver's License and access to a reliable vehicle.
2. Must pass a criminal history records check.

Supervision

1. None

Accountability

1. Accountable for delivering extraordinary customer service, being a great team member and being a subject matter expert on homelessness and community development.

Working Conditions

1. The Homelessness Response Coordinator works in an office the majority of the time. Approximately 10% to 20% of the HRC's time may be spent in the field visiting homeless encampments, stakeholders, and other interested parties.
2. Mobility sufficient for attendance at meetings including occasional visits to homeless encampments that may involve travel on unpaved surfaces and uneven terrain.
3. There is occasional stress related to meeting deadlines.
4. Stress associated with responding to angry is possible.

The City of Olympia is an Equal Opportunity Employer, committed to a diverse workforce. Women, minorities, and people with disabilities are encouraged to apply.



City Council

Approval of an Ordinance authorizing acceptance of a donation by Evergreen Christian Community to fund a position for a Homeless Response Coordinator

Agenda Date: 2/27/2018
Agenda Item Number: 6.C
File Number: 18-0204

Type: ordinance **Version:** 1 **Status:** Other Business

Title

Approval of an Ordinance authorizing acceptance of a donation by Evergreen Christian Community to fund a position for a Homeless Response Coordinator

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Move to approve on first reading and pass onto second reading an ordinance accepting a donation from Evergreen Christian Community to fund a position for a Homeless Response Coordinator in an amount not to exceed \$100,000 per year for three years (2018, 2019, and 2020).

Report

Issue:

Whether to accept a donation from Evergreen Christian Community consisting of an amount not to exceed \$100,000 per year for three years (2018, 2019, and 2020) to fund a position within the City of Olympia for a Homeless Response Coordinator.

Staff Contact:

Keith Stahley, Director, Community Planning and Development, 360.753.8227

Presenter(s):

Keith Stahley, Director, Community Planning and Development, 360.753.8227

Background and Analysis:

The City of Olympia received an offer from Evergreen Christian Community to donate to an amount not to exceed \$100,000 per year for three years (2018, 2019, and 2020) for the purpose of funding wages and benefits for a Homeless Response Coordinator position. The City will invoice Evergreen Christian Community on a regular basis for the wages and benefits for a Homeless Response Coordinator position, not to exceed \$100,000 per year for three years, and Evergreen Christian

Community has agreed to pay the City upon receipt of an invoice for costs of the position up to its annual limit.

This is a project funded position subject to annual budgetary allocation. The person selected for this position will be an employee of the City and will work 40 hours per week for the City of Olympia. Evergreen Christian Community will not have any oversight for the position and will not participate in the selection or ongoing supervision of the employee.

The City will file periodic reports with Pastor Jim Ladd detailing the activities of the Homeless Response Coordinator and may attend occasional meetings at the Evergreen Christian Community to keep the congregation and the church leadership informed about the activities of the Homeless Response Coordinator.

Neighborhood/Community Interests (if known):

None known

Options:

1. Approve on first reading and pass onto second reading an ordinance accepting Evergreen Christian Community's donation of an amount not to exceed \$100,000 per year for three years (2018, 2019, and 2020) for the purpose of paying wages and benefits for a City position of a Homeless Response Coordinator.
2. Do not approve the ordinance accepting the donation from Evergreen Christian Community.

Financial Impact:

Although the wages and benefits for the position of Homeless Response Coordinator will be donated for three years up to \$100,000 per year, there may be future costs after that time for the position.

Attachments:

Ordinance

Ordinance No. _____

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, AUTHORIZING ACCEPTANCE OF A DONATION BY EVERGREEN CHRISTIAN COMMUNITY TO FUND A HOMELESS RESPONSE COORDINATOR POSITION FOR THE CITY OF OLYMPIA FOR THREE YEARS AND CREATING THE POSITION OF HOMELESS RESPONSE COORDINATOR.

WHEREAS, homelessness and its impacts are having significant impacts on the Olympia community and require the development of a coordinated and strategic response; and

WHEREAS, the City of Olympia Community Planning and Development Department is responsible for administration of the City's housing and homeless programs and has recommended the creation of a Homeless Response Coordinator position within the City's Housing Program; and

WHEREAS, Evergreen Christian Community of Olympia has offered to donate to the City of Olympia an amount not to exceed \$100,000 per year for the years 2018, 2019, and 2020, for the purpose of funding wages and benefits for a Homeless Response Coordinator position; and

WHEREAS, pursuant to RCW 35.21.100, every city and town by ordinance may accept any money or property donated if within its powers granted by law; and

WHEREAS, the Olympia City Council finds this donation of funds by the Evergreen Christian Community is in the public interest and serves the public welfare; and

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

Section 1. Acceptance of Donation. The Olympia City Council, pursuant to RCW 35.21.100, hereby accepts the donation of funds of up to \$100,000 per year from Evergreen Christian Community for the years 2018, 2019, and 2020 (the Donation).

Section 2. Terms and Conditions.

- a. The Donation shall be used for the purpose of funding wages and benefits for a Homeless Response Coordinator position within the City of Olympia's Housing Program for the years 2018, 2019, and 2020.
- b. The City will invoice Evergreen Christian Community on a regular basis for the wages and benefits for the Homeless Response Coordinator position, not to exceed \$100,000 per year for three (3) years. Evergreen Christian Community will pay the City upon receipt of an invoice for costs of the position up to its annual limit.
- c. The Homeless Response Coordinator position is a project funded position subject to annual budgetary allocation. The person selected for the position will be an employee of the City of Olympia. Evergreen Christian Community will not have any oversight for the position and will not participate in the selection or ongoing supervision of the employee.
- d. The City will file periodic reports with Evergreen Christian Community detailing the activities of the Homeless Response Coordinator.

Section 3. Authorization.

- a. The City Manager is authorized to acknowledge and accept the funds donated by Evergreen Christian Community for the purpose of paying wages and benefits for a Homeless Response Coordinator position.
- b. The City Manager is authorized to create the position of Homeless Response Coordinator for the City of Olympia within the Community Planning and Development Department.

Section 4. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 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 five (5) days after publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:


CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED: