



# Meeting Agenda

## Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Stacey Ray  
360.753.8046

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**Monday, August 6, 2018**

**6:30 PM**

**Room 207**

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**1. CALL TO ORDER**

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

**1.A ROLL CALL**

**2. APPROVAL OF AGENDA**

**3. APPROVAL OF MINUTES**

[18-0737](#) Approval of July 23, 2018 Meeting Minutes

**Attachments:** [July 23, 2018 Draft Meeting Minutes](#)

**4. PUBLIC COMMENT**

*During this portion of the meeting, citizens may address the Commission regarding items related to City business, including items on the Agenda. In order for the Committee or Commission to maintain impartiality and the appearance of fairness in upcoming matters and to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee or Commission in these two areas: (1) on agenda items for which the Committee or Commission either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days or for quasi-judicial review items for which there can be only one public hearing, or (2) where the speaker promotes or opposes a candidate for public office or a ballot measure. The Planning Commission is no longer accepting comments on Missing Middle Housing. Written public comments regarding Missing Middle Housing issues will be forwarded to the Olympia City Council.*

**5. STAFF ANNOUNCEMENTS**

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

**6. BUSINESS ITEMS**

[18-0740](#) Briefing on the Preliminary Capital Facilities Plan, 2019-2024 Financial Plan

**Attachments:** [Website Link: Capital Facilities Plan](#)

*Estimated time: 20 minutes*

[18-0713](#) Small Cell Zoning Code Amendment- Public Hearing

**Attachments:** [Small Cell Proposed Amendments](#)  
[Applicant Application and Proposed Amendments](#)

*Estimated Time: 30 minutes*

[18-0710](#) Black Lake Blvd/Hwy 101 Comprehensive Plan Amendment and Rezone - Public Hearing

**Attachments:** [Application Packet](#)  
[18-1427 Review Criteria](#)

*Estimated Time: 30 minutes*

[18-0721](#) Comprehensive Plan Amendment to Memorialize Important Downtown Views - Public Hearing

**Attachments:** [Application Packet](#)  
[Review Criteria 18-1429](#)

*Estimated Time: 30 minutes*

[18-0728](#) Zoning code text amendments related to Low Impact Development (LID) - Deliberation

**Attachments:** [Draft Amendments](#)  
[New Public Comments](#)

*Estimated Time: 30 minutes*

[18-0738](#) Comment Letter to the City Council regarding Missing Middle Infill Housing Recommendations

**Attachments:** [Draft Missing Middle Recommendation Letter](#)

*Estimated Time: 20 minutes*

**7. REPORTS**

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

**8. OTHER TOPICS**

**9. ADJOURNMENT**

*Approximately 10:00 p.m.*

**Upcoming Meetings**

*Next regular Commission meeting is August 20, 2018. See 'meeting details' in Legistar for list of other meetings and events related to Commission activities.*

**Accommodations**

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



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

## Planning Commission

### Approval of July 23, 2018 Meeting Minutes

**Agenda Date:** 8/6/2018  
**Agenda Item Number:**  
**File Number:** 18-0737

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

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**Title**  
Approval of July 23, 2018 Meeting Minutes





## Meeting Minutes - Draft

### Planning Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Stacey Ray  
360.753.8046

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**Monday, July 23, 2018**
**6:30 PM**
**Room 207**


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#### 1. CALL TO ORDER

Vice-Chair Richmond called the meeting to order at 6:58 p.m.

#### 1.A ROLL CALL

**Present:** 5 - Commissioner Tammy Adams, Commissioner Joel Baxter, Commissioner Paula Ehlers, Commissioner Candi Millar and Commissioner Carole Richmond

**Excused:** 4 - Chair Rad Cunningham, Commissioner Kento Azegami, Commissioner Jessica Blose and Commissioner Travis Burns

#### OTHERS PRESENT

City of Olympia Community Planning and Development Staff:

Deputy Director, Leonard Bauer  
Senior Planner, Nicole Floyd  
Senior Planner, Stacey Ray

Public Works Staff:

Engineering & Planning Supervisor, Eric Christensen

#### 2. APPROVAL OF AGENDA

**The agenda was approved.**

#### 3. APPROVAL OF MINUTES

**3.A** [18-0702](#) Approval of the July 9, 2018 Olympia Planning Commission Meeting Minutes

**The minutes were approved.**

#### 4. PUBLIC COMMENT

Denise Pantelis shared her appreciation to the Commission for the incredible amount of effort, work and patience that they went through on the Missing Middle project.

**5. STAFF ANNOUNCEMENTS**

Ms. Ray made announcements.

**6. BUSINESS ITEMS****6.A [18-0695](#) Zoning code text amendments related to Low Impact Development (LID) - Public Hearing**

Ms. Floyd shared a power point presentation on the zoning code amendments for Low Impact Development and stormwater management practices. Several people from the community provided feedback on the impervious surface limits and zoning codes.

**Commissioner Ehlers moved to leave the record open to accept additional written comments until 5:00 p.m. on Friday July 27, 2018. The motion was seconded by Commissioner Baxter. The motion passed with all in favor.**

**Aye:** 5 - Commissioner Adams, Commissioner Baxter, Commissioner Ehlers, Commissioner Millar and Commissioner Richmond

**Excused:** 4 - Chair Cunningham, Commissioner Azegami, Commissioner Blose and Commissioner Burns

**7. REPORTS-NONE****8. OTHER TOPICS**

Commissioners discussed the draft recommendation letter to Council on Missing Middle.

**9. ADJOURNMENT**

The meeting adjourned at 8:17 p.m.



## Planning Commission

### Briefing on the Preliminary Capital Facilities Plan, 2019-2024 Financial Plan

Agenda Date: 8/6/2018  
Agenda Item Number:  
File Number: 18-0740

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Type: information Version: 1 Status: In Committee

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#### Title

Briefing on the Preliminary Capital Facilities Plan, 2019-2024 Financial Plan

#### Recommended Action

Briefing only. No Action.

#### Report

##### Issue:

Whether to receive a briefing on the *Preliminary Capital Facilities Plan, 2019-2024 Financial Plan*, including key projects, revenues, and expenses.

#### Staff Contact:

Debbie Sullivan, Administrative Services Director, 360.753.8499

#### Presenter(s):

Debbie Sullivan, Administrative Services Director, 360.753.8499

#### Background and Analysis:

The Capital Facilities Plan (CFP) is a Chapter in the City's 20-year Comprehensive Plan adopted by Council in 2014. The CFP portion of the Plan is updated annually.

The CFP identifies which capital facilities are necessary to support development and/or growth. Most projects listed in the CFP are directly related to the applicable master plan or functional plan; such as the Parks, Arts and Recreation Plan, the Storm and Surface Water Plan, and other similar plans. The CFP covers a 20-year time horizon; however, the *Preliminary CFP, 2019-2024 Financial Plan* is a 6-year financial plan which is required by the Growth Management Act to specifically identify projects, estimated costs, and the funding sources and strategies to implement the plan.

City staff annually reviews and updates the 6-year plan to ensure it can fund and implement the comprehensive plan's vision, showing how the city will provide governmental services at adopted levels of service standards for the existing and projected population growth in the City and Urban Growth Area. It includes projected timing, location, costs, and funding sources for capital projects.

The Planning Commission is responsible for reviewing the plan for consistency with the other

Chapters of the Comprehensive Plan, holding a Public Hearing, and providing comments to the City Council. The Planning Commission is scheduled to hold a Public Hearing on Monday, September 17, 2018.

Neighborhood/Community Interests (if known):

The Capital Facilities Plan addresses the provisions of essential city services and is of broad community interest. It addresses a wide variety of issues that cover the City of Olympia in its entirety, including: Parks, Arts, and Recreation projects; Transportation projects; General Capital Facilities Projects; Drinking Water projects; Wastewater projects; Storm and Surface Water projects; and it incorporates projects from other service providers such as the Olympia School District. City staff works closely with the Bicycle, Pedestrian Advisory Committee; the Parks & Recreation Advisory Committee, and the Utility Advisory Committee to identify and prioritize projects in the *Preliminary CFP, 2019-2024 Financial Plan*. These committees also provide official comments to the City Council.

Options:

Briefing only. No Action Required.

Financial Impact:

The CFP is a multi-year plan of specific capital projects, including anticipated beginning and completion dates, estimated costs, and proposed methods of financing. Over the 6-Year span of the CFP, investments will total over \$148 million. For the first year of the six-year Financial Plan, it will total over \$21 million.

Attachments:

Website link: Capital Facilities Plan



## Planning Commission

### Small Cell Zoning Code Amendment- Public Hearing

Agenda Date: 8/6/2018  
Agenda Item Number:  
File Number: 18-0713

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Type: public hearing Version: 1 Status: In Committee

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#### Title

Small Cell Zoning Code Amendment- Public Hearing

#### Recommended Action

Move to recommend approval the code amendments and forward to Council for consideration.

#### Report

##### Issue:

Whether to recommend approval of the Unified Development Code Amendments in Olympia Municipal Code, Title 18, Chapter 18.02 and Chapter 18.44 Antennas and Wireless Communication Facilities.

#### Staff Contact:

Paula Smith, Associate Planner, Community Planning & Development, Planning 360.753.8596  
Tim Smith, Principal Planner, Community Planning and Development, Planning 360.570.3915

#### Presenter(s):

Paula Smith, Associate Planner and Tim Smith, Principal Planner

#### Background and Analysis:

Verizon Wireless has applied for a zoning code text amendment to update Olympia Municipal Code Chapter 18.44, Antennas and Wireless Communications Facilities, to address the siting of a new wireless technology called "Small Cell." Existing city regulations create challenges for locating small cell facilities that make them effective.

Small cell facility is defined in RCW 80.36.375(2) as a personal wireless services facility that meets both of the following qualifications:

- (i) Each antenna is located inside an antenna enclosure of no more than three cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of no more than three cubic feet; and
- (ii) Primary equipment enclosures are no larger than seventeen cubic feet in volume. The following associated equipment may be located outside the primary equipment enclosure and if so located, are

not included in the calculation of equipment volume: Electric meter, concealment, telecomm demarcation box, ground-based enclosures, battery back-up power systems, grounding equipment, power transfer switch, and cut-off switch.

Small cell facilities would be allowed in most areas in the city but the standards are not ideal for small cell technology.

The primary obstacle in the City's zoning code to the siting of small cell facilities in the right of way is a requirement that wireless facilities be on a utility pole or electrical transmission tower at least 50 feet in height. This height standard was presumably adopted to address potential visual impacts associated with the older wireless technology that consisted of large antennae attached to the tops of poles. Small cell facilities are designed to have less impacts, and function best when located between 25 and 40 feet above the ground.

The text changes focus specifically on the siting of small cell facilities in the public right of way. The City will likely consider a more comprehensive update to its wireless telecommunications regulations as a future work program item. The City of Tumwater is currently conducting a comprehensive update and has hired a consultant to work with the telecommunications industry and City staff to prepare a set of changes to bring forward to their Planning Commission. The work by Tumwater can serve as a starting point for making code revisions to City of Olympia regulations in the future that could lead to a similar approach between the two jurisdictions in the regulation of telecommunications facilities.

Neighborhood/Community Interests (if known):

Neighborhood concerns may include visual impacts. Neighborhood interest may include faster wireless service and additional capacity that small cell facilities will provide.

Options:

1. Recommend adoption of the draft amendments to City Council as proposed.
2. Recommend adoption of the draft amendments to City Council with revisions.
3. Recommend denial of the draft amendments to City Council.

Financial Impact:

None

Attachments:

Proposed amendments

Applicants Application and Proposed Amendments

## Small Cell Text Amendments DRAFT

## Olympia Municipal Code, Title 18

## Chapter 18.02

## Section 18.02.180.W Definitions

## W. DEFINITIONS - SPECIFIC.

Waiver of a Certificate of Appropriateness, Waiver. A letter or other document which allows the building or zoning official to issue a permit for demolition.

Warehouse. A building primarily used for storage and distribution of products, equipment, or materials, which are not available for retail sale on the premises. "Warehousing" is the associated activity. Compare Mini-storage.

Welding and Fabrication. A business engaged in stamping or shaping pieces of metal which are then connected by heat until molten and fused, in order to manufacture, service, or repair sheet metal products.

Well-Adapted Drought-Tolerant Vegetation. Vegetation that is well adapted to current and anticipated environmental conditions in this region, and are not invasive.

Wellhead Protection Area. See OMC [18.32.205](#).

Wet pond. An artificial water body with a permanent water surface dug as a part of a surface water management system.

Wetland, habitat types or wetland types. Descriptive classes of the wetlands taxonomic classification system of the United States Fish and Wildlife Service (Cowardin, et al 1978). These habitat types can include emergent, scrub-shrub or forested wetlands.

Emergent. A wetland with at least thirty (30) percent of the surface area covered by erect, rooted, herbaceous vegetation as the uppermost vegetative stratum.

Forested. A wetland with at least twenty (20) percent of the surface area covered by woody vegetation greater than twenty (20) feet in height.

Scrub-shrub. A wetland with at least thirty (30) percent of its surface area covered by woody vegetation less than twenty (20) feet in height as the uppermost stratum.

Wetlands. See OMC [18.32.505](#).

Wetlands, Isolated. Those regulated wetlands which:

- a. Are outside of and not contiguous to any one hundred (100)-year floodplain of a lake, river or stream; and
- b. Have no contiguous hydric soil between the wetland and any surface water.

Wetlands Mitigation Bank. A site where wetlands are restored, created, enhanced, or in exceptional circumstances, preserved expressly for the purpose of providing compensatory mitigation in advance of authorized impacts to similar resources.

Wetland - Mosaic. A wetland where each patch of wetland is less than one (1) acre; and each patch is less than one hundred (100) ft. apart, on the average; and the areas delineated as vegetated wetland are more than fifty percent (50%) of the total area of the wetlands and the uplands together, or wetlands, open water, and river bars, all as defined in the Washington State Wetland Rating System for Western Washington (2004) as amended or revised.

Wholesale Sales or Trade. Establishments or places of business primarily engaged in selling merchandise to retailers.

Wildlife blind. A structure no larger than two hundred (200) square feet used for the observation of wildlife.



Wireless Communication Facility (WCF). Any staffed or unstaffed location for the transmission and/or reception of radio frequency signals, or other wireless communications, and usually consisting of an antenna or group of antennas, transmission cables, and equipment cabinets, and may include an antenna support structure. The following developments shall be deemed a WCF: developments containing new, mitigated, or existing antenna support structures, public antenna support structures, replacement antenna support structures, collocation on existing antenna support structures, attached wireless communications facilities, concealed wireless communication facilities, and non-concealed wireless communication facilities. Excluded from the definition are: non-commercial amateur radio, amateur ham radio and citizen band antennas, satellite earth stations and antenna support structures, and antennas and/or antenna arrays for AM/FM/TV/HDTV broadcasting transmission facilities.

Specific types of WCFs include:

**Attached WCF.** An antenna or antenna array that is secured to an existing building or structure other than an antenna support structure - including light standards, transmission towers, utility poles, or the like - together with a) any accompanying pole or device which attaches it to the building or structure, b) transmission cables, and c) an equipment cabinet, which may be located either on the roof or inside/outside of the building or structure. An attached wireless communications facility is considered to be an accessory use to the existing principal use on a site. (See also Freestanding WCF.

**Concealed WCF,** sometimes referred to as a stealth or camouflaged facility. A WCF, ancillary structure, or WCF equipment compound that is not readily identifiable as such, and is designed to be aesthetically compatible with existing and proposed building(s) and uses on a site. There are two types of concealed WCFs: 1) attached and 2) freestanding. 1) Examples of concealed attached facilities include, but are not limited to the following: painted antenna and feed lines to match the color of a building or structure, faux windows, dormers or other architectural features that blend with an existing or proposed building or structure. 2) Concealed freestanding WCFs usually have a secondary, obvious function which may be, but is not limited to the following: church steeple, windmill, bell tower,

clock tower, light standard, flagpole with or without a flag, or tree. (See also Non-concealed WCF.)

Freestanding WCF. Any staffed or unstaffed location for the transmission and/or reception of radio frequency signals, or other wireless communications, and usually consisting of an antenna or group of antennas, feed lines, and equipment cabinets, and may include an antenna support structure. A freestanding wireless communication facility includes, but is not limited to the following: guyed, lattice, or monopole antenna support structures. (See also Attached WCF.)

Non-concealed WCF. A wireless communication facility that is readily identifiable as such and can be either freestanding or attached. (See also Concealed WCF.)

ROW Attached Structure. A special case of an attached WCF, this is defined as a pole or other structure primarily used as an electrical transmission support structure for electrical, telephone, cable, or other wired services that can be or has been configured to support the antenna(s) and feedlines of one or more wireless service providers for use as a WCF.

Wireless Communications. Any personal wireless service, which includes but is not limited to: cellular, personal communication services (PCS), specialized mobile radio (SMR), enhanced specialized mobile radio (ESMR), and unlicensed spectrum services utilizing devices described in Part 15 of the FCC rules and regulations (e.g., wireless internet services and paging).

Wireless Facility, Small Cell. A wireless communications facility as described in RCW 80.36.375(2).

Wireless Telecommunications Master Plan. A plan developed to enforce applicable development standards, state statutes, and federal regulations related to the deployment of wireless telecommunications infrastructure.

Workshops for Disabled People. Sheltered workshops and facilities which provide disabled people with opportunities for training, recreation, and/or employment. This may include assembly of products or any other activity allowed as a permitted use in the district.

## Chapter 18.44 Antennas and Wireless Communications Facilities

### Section 18.44.080. A.3

3. ROW-Attached Wireless Communications Facility Mounted on ~~Existing~~ Utility Pole, Electricity Transmission Tower, or Light Post
  - a. On City-owned property or rights-of-way of the City so designated as City Property
  - b. On other publicly-owned property or ROW
  - c. On privately-owned property

### Section 18.44.090 Table 44.01 Permitted Wireless Communications Facilities By Zoning District

Table 44.01 PERMITTED WIRELESS COMMUNICATION FACILITIES BY ZONING DISTRICT

Zoning District	Antenna	CONCEALED		Collocated or	ROW Attached	Mitigation of	Expanding	NON-CONCEALED	
Group	Element Replacement	Attached WCF	Freestanding WCF	Combined on Existing WCF	Structure** - 34.5 kV+	Existing WCF	Existing Antenna Array	Attached WCF	Freestanding WCF
<b>Group 1. INDUSTRIAL ZONES (I, LI)</b>									
	P	P	P	P	P	P	P	P	P
<b>Group 2. COMMERCIAL ZONES (AS, CSH, DB, GC, HDC-3, HDC-4, MS, UC, UW)</b>									
	P	P	P	P	P	P	P	C	N
<b>Group 3. MIXED USE ZONES (PUD, PO/RM, RMU, UR, UW-H)</b>									
	P	P	C	P	P	C	C	N	N
<b>Group 4. NEIGHBORHOOD ZONES (COSC, HDC-1, HDC-2, MHP, MR 7-13, MR 10-18, NC, NR, NV, R1/5, R4, R4-8, R6-12, RLI, RM-18, RM24, RMH, UV)</b>									
	P	C	C	C	C	C	C	N	N
<b>NATIONAL HISTORIC DISTRICTS and LOCAL, STATE, OR FEDERAL REGISTER PROPERTIES</b>									
Groups 1-3	P	C	C	C	C	C	C	N	N
Group 4	P	N	N	N	N	N	N	N	N
<b>SITES WITHIN 300 FEET OF GROUP 4 - NEIGHBORHOOD ZONES</b>									
Groups 1-3	P	C	C	C	C	C	C	N	N
P - Permitted    C - Conditional Use Permit    N- Not Permitted									

\* Notwithstanding the provisions of Table 44.01, any Eligible Wireless Facilities Modification subject to Chapter [18.46](#) is permitted outright.

\*\* Small Cell Facilities attached to structures in the ROW are allowed as permitted uses except where list as not permitted; provided such facilities shall have a Master Permit/Franchise approval per OMC Chapter 11.02 and have the approval of an administrative utility permit ensuring compliance with the Engineering Design and Development Standards (EDDS 2.060).

## Section 18.44.100.B.3 Development Standards

## 3. ROW attached structures.

a. Allowable locations: Proposed facilities shall only be allowed where the applicant has an agreement with the applicable utility or other authority that exercises jurisdiction over the subject right of way, on existing or replacement electrical transmission poles and utility poles and electricity towers carrying thirty four and one half kilovolts (34.5 kV) or greater, and greater than fifty (50) feet in height. In addition, small cell facilities are also allowed on light poles and existing or replacement utility poles less than fifty (50) feet in height. Location of proposed facilities are subject to approval of the designated staff or other appropriate agency designee and/or the utility company.

b. Equipment compound or cabinets: Equipment compounds or cabinets for WCFs under this subsection shall be designed, located, and screened or concealed in such a manner as to not interfere with the subject right of way or its primary utilization. Depending on site conditions, the review authority may require placement in an underground vault to provide for traffic safety, pedestrian access, or other right-of-way utilization requirements.



## OFFICIAL USE ONLY

Case #: 17-4965Master File #: 17-4965Date: 11/13/17 JLReceived By: L.ROSARIO

Related Cases: \_\_\_\_\_

Project Planner: TBD

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

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

Project Name: Verizon Small CellProject Address: Select PSE utility poles throughout City of OlympiaApplicant: Michael WillardMailing Address: 14940A NE 95th St, Redmond, WA 98052Phone Number(s): 425-615-8940E-mail Address: michael@quantumcontractingnw.comOwner (if other than applicant): Puget Sound EnergyMailing Address: 2711 Pacific Ave. SE, Olympia, WA 98501Phone Number(s): 1-888-225-5773

Other Authorized Representative (if any): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Project Description: Municipal code text amendments to allow installation of Small Cell Wireless Communication Facilities nodes for wireless service augmentationSize of Project Site: N/AAssessor Tax Parcel Number(s): Various depending on node location

Section: \_\_\_\_\_

Township: \_\_\_\_\_

Range: \_\_\_\_\_

Full Legal Description of Subject Property (attached ☐):

Zoning: All zones

Shoreline Designation (if applicable): N/A

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

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

Water Supply (name of utility if applicable): N/A

Existing: N/A

Proposed: N/A

Sewage Disposal (name of utility if applicable): N/A

Existing: N/A

Proposed: N/A

Access (name of street(s) from which access will be gained): N/A

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

Signature

*[Handwritten Signature]*

Date

4/13/17

MW  
Examiner  
Initials

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

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





## REZONE OR CODE TEXT AMENDMENT SUPPLEMENT

## OFFICIAL USE ONLY

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

☐ Rezone☒ Text Amendment

Current land use zone: Various

Proposed zone: NIA

Answer the following questions (attach separate sheet):

This application does not seek a zoning change, so questions A-E are not applicable.

- A. How is the proposed zoning consistent with the Comprehensive Plan including the Plan's Future Land Use map as described in OMC 18.59.055? If not consistent, what concurrent amendment of the Plan has been proposed, if any?
- B. How would the proposed change in zoning maintain the public health, safety and welfare?
- C. How is the proposed zoning consistent with other development regulations that implement the Comprehensive Plan?
- D. How will the change in zoning result in a district that is compatible with adjoining zoning districts?
- E. Please describe whether public facilities and services existing and planned for the area are now adequate, or likely to be available, to serve potential development allowed by the proposed zone.

A Rezone Or Code Text Amendment Application shall accompany a General Land Use Application and shall include:

- 1. The current zoning of the site.
- 2. The proposed zoning of the site.
- 3. Specific text amendments proposed in "bill-format." (See example.)
- 4. A statement justifying or explaining reasons for the amendment or rezone.
- 5. Reproducible maps (8½" x 17" or 11" x 17") to include a vicinity map with highlighted area to be rezoned and any nearby city limits, and a map showing physical features of the site such as lakes, ravines, streams, flood plains, railroad lines, public roads, and commercial agriculture lands.
- 6. A site plan of any associated project.
- 7. A site sketch 8½" x 11" or 11" x 17" (reproducible).
- 8. A typed and certified list, prepared by title company, of all property owners of record within 300 feet of the proposed rezone.
- 9. A copy of the Assessor's Map showing specific parcels proposed for rezone and the immediate vicinity.
- 10. An Environmental (SEPA) Checklist.

**NOTE:** Although applications may be submitted at any time, site specific rezone requests are only reviewed twice each year beginning on April 1 and October 1.

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



Verizon Wireless, LLC is applying for text amendments to the following sections of the Olympia Municipal Code:

- Permitted Wireless Communication Facilities by Zoning District, Section 18.44.090— Table 44.01 Permitted Wireless Communication Facilities By Zoning District.
- Development Standards, Section 18.44.100, B. Attached Wireless Communication Facilities, 3. ROW Attached Structures.
- Approval Process, Section 18.44.110, adding a new section 5.
- Definitions 18.02.180—adding definition of small cell facility.

These amendments are offered to address an absence of an appropriate permitting process for a new wireless technology known as small cell facilities.

### **What is a small cell and why are they needed?**

Small cells are low profile wireless facilities designed to provide service in a limited geographic area. Small cells are fundamentally different from traditional wireless facilities because they involve much smaller equipment, are designed to be placed on existing infrastructure, and have much lower power and range. Small cells do not replace the need for traditional wireless facilities, but can provide broadband wireless services in high capacity or hard-to-reach areas.

Small cell facilities are sited on existing or replacement utility poles or light standards in the public right of way. The small cell facility typically consists of 1 or 2 two-foot tall antennas mounted at the top of the pole at a height of 25-40 feet. The antennas are either mounted close to the pole on mounting brackets, or in an antenna canister. Attached to the pole are also small radios, with a conduit for fiber and power running from the antennas to the radios. There is also a power disconnect switch, also mounted to the pole below the radios. A diagram of the components of a small cell facility on a utility pole is attached as Exhibit A.

The need for small cell facilities is driven by the tremendous increase in the use of smart phones and other wireless devices, and the resulting huge demand for additional data over the existing networks. Small cells can provide additional capacity to existing wireless networks by offloading some of the users and by having the small cell facilities closer to the end user than traditional towers.

A growing number of local households do not have landlines, relying on wireless devices alone for communication, email, video and 911 calls. The need for fast and reliable wireless service has never been greater and small cell facilities are a flexible solution to deliver that service where residents, businesses and visitors are using their phones and devices.

### **Comprehensive Plan**

The proposed small cell amendments are consistent with and act to advance the following policies in the Olympia Comprehensive Plan:

*PE4.9 Collaborate with public and private partners to finance infrastructure needed to develop targeted commercial, residential, industrial, and mixed-use areas (such as Downtown Investment Strategy Report opportunity areas and along Urban Corridors) with water, sewer, electricity, street, street frontage, public parking, telecommunications, or rail improvements, as needed and consistent with the Comprehensive Plan.*

The wireless industry seeks to deploy this much needed infrastructure at no cost to the city.

*PU15.3 Process permits and approvals for private utility facilities in a fair and timely manner, and in accordance with development regulations that foster predictability.*

The Conditional Use review is intended to condition projects with significant impacts. Small cell facilities, placed on existing or replacement structures in the right of way have minimal impacts on surrounding properties and would be more appropriately processed as other utility attachments, through the building permit process.

*PU17.1 Promote the co-location of new utility distribution and communication facilities when doing so is consistent with utility industry practices and national electrical and other codes.*

Small cell facilities use utility distribution and transmission poles in a manner consistent with industry practice and national electric and other codes.

*PU18.3 Encourage telecommunication utilities to use existing structures, such as existing towers and buildings, where a new installation will not conflict with height restrictions.*

Small cell facilities are designed to be placed on existing or replacement structures in the right of way.

### **Conclusion**

For the reasons stated above, Applicant Verizon Wireless respectfully requests that the City Council consider and adopt the proposed text amendments, set forth more fully in Exhibit B.

**EXHIBIT A****Small Cell Components**

**Fiber & Coax  
Conduit**

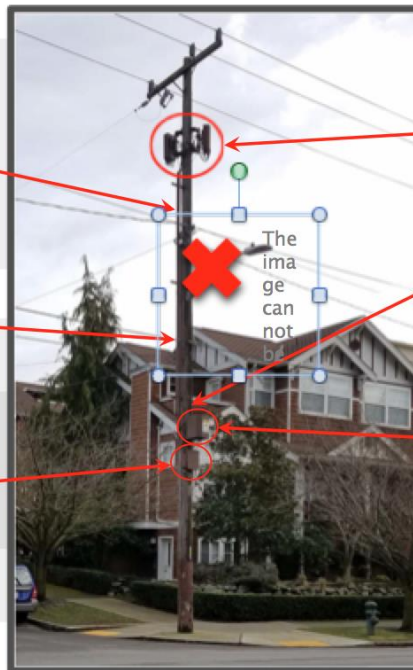
**Power  
Conduit**

**Power  
Disconnect**

**Antennas**

**Dark Fiber**  
(leased from 3<sup>rd</sup> party)

**Radios & Fiber  
Termination Box**



verizon

6

## EXHIBIT B

### Chapter 18.44 ANTENNAS AND WIRELESS COMMUNICATIONS FACILITIES

#### 18. 44. 090 Permitted Wireless Communication Facilities by Zoning District

A. Generally: Table 44.01, Permitted Wireless Communication Facilities by Zoning District, identifies types of Wireless Communication Facilities which are permitted outright (P), subject to a Conditional Use Permit (C), or prohibited (N). Notwithstanding the provisions of Table 44.01, any Eligible Wireless Facilities Modification subject to Chapter 18.46 is permitted outright.

B. Historic districts and properties: Table 44.01 also identifies types of Wireless Communications Facilities permitted outright (P), subject to a Conditional Use Permit (C), or prohibited (N) in National Historic Districts, or on local, state, or Federal historic register properties, depending on the Zoning District Group (as defined within Table 44.01) wherein the site is located.

#### Table 44.01 PERMITTED WIRELESS COMMUNICATION FACILITIES BY ZONING DISTRICT

Table 44.01 PERMITTED WIRELESS COMMUNICATION FACILITIES BY ZONING DISTRICT									
Zoning District Group	Antenna Element Replacement	CONCEALED		Collocated or Combined on Existing WCF	ROW Attached Structure ** 34.5 kV+	Mitigation of Existing WCF	Expanding Existing Antenna Array	NON-CONCEALED	
		Attached WCF	Freestanding WCF					Attached WCF	Freestanding WCF
Group 1. INDUSTRIAL ZONES (I, LI)									
	P	P	P	P	P	P	P	P	P
Group 2. COMMERCIAL ZONES (AS, CSH, DB, GC, HDC-3, HDC-4, MS, UC, UW)									
	P	P	P	P	P	P	P	C	N
Group 3. MIXED USE ZONES (PUD, PO/RM, RMU, UR, UW-H)									
	P	P	C	P	P	C	C	N	N
Group 4. NEIGHBORHOOD ZONES (COSC, HDC-1, HDC-2, MHP, MR 7-13, MR 10-18, NC, NR, NV, R1/5, R4, R4-8, R6-12, RLI, RM-18, RM24, RMH, UV)									
	P	C	C	C	C	C	C	N	N
NATIONAL HISTORIC DISTRICTS and LOCAL, STATE, OR FEDERAL REGISTER PROPERTIES									
Groups 1-3	P	C	C	C	C	C	C	N	N
Group 4	P	N	N	N	N	N	N	N	N
SITES WITHIN 300 FEET OF GROUP 4 - NEIGHBORHOOD ZONES									
Groups 1-3	P	C	C	C	C	C	C	N	N
P - Permitted   C - Conditional Use Permit   N- Not Permitted									

P - Permitted C - Conditional Use Permit N - Not Permitted

\* Notwithstanding the provisions of Table 44.01, any Eligible Wireless Facilities Modification subject to Chapter 18.46 is permitted outright.

**\*\* Small cell facilities attached to existing or replacement utility poles or towers, as outlined in Section 18.44.100.B.3, are permitted outright. New utility poles or towers for small cell facilities are subject to administrative review.**



Note: Deleted from first row-ROW Attached Structure: **34.5 kV+**

## 18.44.100 Development Standards

### B. Attached Wireless Communication Facilities

#### 3. ROW attached structures.

a. Allowable locations: Shall only be allowed where the applicant has an agreement with the applicable utility or other authority that exercises jurisdiction over the subject right of way, on existing or replacement electrical transmission or distribution poles with up to 15 feet of additional height, if needed to maintain required clearances and towers carrying thirty four and one half kilovolts (34.5 kV) or greater, and greater than fifty (50) feet in height, subject to approval of the designated staff or other appropriate agency designee and/or the utility company.

b. Equipment compound or cabinets: Equipment compounds or cabinets for WCFs under this subsection shall be designed, located, and screened or concealed in such a manner as to not interfere with the subject right of way or its primary utilization. ~~Depending on site conditions, the~~ The review authority applicant may require install equipment on the pole or placement in an underground vault to provide for traffic safety, pedestrian access, or other right-of-way utilization requirements.

c. A single permit may be used for multiple small cell facilities spaced to provide wireless coverage in a contiguous area.

d. Small cell facilities attached to existing or replacement utility poles or towers are permitted outright. Small cells are only subject to approval via administrative review if their installation requires the construction of a new utility support structure.

#### 18.44.110 Approval Process

All approvals are subject to the review processes outlined in Title 18 OMC, Unified Development Code. Additionally, in accordance with Table 44.01 in Section 18.44.090 Permitted Wireless Communications Facilities by Zoning District, the following approval process shall apply:

##### A. New WCFs and Antenna Element Replacements Not Subject to Chapter 18.46 (Eligible Wireless Communication Facilities Modifications).

1. Any application submitted pursuant to this section shall be reviewed by City staff for completeness. If any required item fails to be submitted, the application shall be deemed incomplete. Staff shall advise an applicant in writing within twenty (20) business days after submittal of an application regarding the completeness of the application. If the application is incomplete, such notice shall set forth the missing items or deficiencies in the application, which the applicant must correct and/or submit in order for the application to be deemed complete.
2. Within twenty (20) days of receiving a timely response from an interested potential co-applicant, the applicant shall inform the respondent and the City in writing as to whether or not the potential collocation or combining is acceptable and under what conditions. If the collocation or combining is not acceptable, then the applicant must provide the respondent and the City written justification as to why the collocation or combining is not feasible.

##### B. Supplemental Review. The City reserves the right to require a supplemental review for any type of WCF, subject to the following:

1. Due to the complexity of the methodology or analysis required to review an application for a wireless communication facility, the City will require a technical review by a third party expert approved by the City, the costs of which shall be borne by the applicant and be in addition to other applicable fees.
2. The applicant shall submit the required fee as published in the City's current fee schedule.
3. Based on the results of the expert review, the approving authority may require changes to the applicant's application or submittals.
4. The supplemental review may address any or all of the following:
  - a. The accuracy and completeness of the application and accompanying documentation.
  - b. The applicability of analysis techniques and methodologies.

- c. The validity of conclusions reached.
- d. Whether the proposed wireless communications facility complies with the applicable approval criteria set forth in this Chapter.
- e. Other items deemed by the City to be relevant to determining whether a proposed wireless communications facility complies with the provisions of the Olympia Municipal Code.

5. This section will not apply to applications to place small cell facilities on existing or replacement utility poles and/or, if the height of a replacement structure, including antennas, is no more than:

- (a) Fifteen feet (15') taller than the existing utility support structure; or
- (b) The minimum height necessary to provide the required safety clearances from transmission or distribution lines.

C. Post Construction Field Testing. Within thirty days of becoming fully operational, all facilities shall be field tested by a third party reviewer, at the applicant's expense, to confirm the theoretical computations of RF emissions.

### **18.02.180 Definitions**

Small cell facility. A personal wireless services facility that meets both of the following qualifications:

- (i) Each antenna is located inside an antenna enclosure of no more than three cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of no more than three cubic feet; and
- (ii) Primary equipment enclosures are no larger than seventeen cubic feet in volume. The following associated equipment may be located outside the primary equipment enclosure and if so located, are not included in the calculation of equipment volume: Electric meter, concealment, telecomm demarcation box, ground-based enclosures, and battery back-up power.



## Planning Commission

### Black Lake Blvd/Hwy 101 Comprehensive Plan Amendment and Rezone - Public Hearing

**Agenda Date:** 8/6/2018  
**Agenda Item Number:**  
**File Number:** 18-0710

---

**Type:** public hearing **Version:** 1 **Status:** In Committee

---

#### **Title**

Black Lake Blvd/Hwy 101 Comprehensive Plan Amendment and Rezone - Public Hearing

#### **Recommended Action**

Move to recommend the City Council approve the Comprehensive Plan Amendment and Rezone.

#### **Report**

##### **Issue:**

Whether to recommend approval of the Comprehensive Plan Amendment and Rezone.

#### **Staff Contact:**

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

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

Joyce Phillips, Senior Planner, Community Planning and Development

Reace Fant, Intern, Community Planning and Development

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

Each year the Community Planning and Development Department notifies the public of the opportunity to propose amendments to the Comprehensive Plan. For consideration in 2018, the City Council moved two proposals to the final docket, thereby allowing for further review and analysis.

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

For comprehensive plan amendments, with or without rezone requests, our notification process is to publish a legal notice in the paper and mail notice to Recognized Neighborhood Associations. For this request, given its proximity to a large residential subdivision, the City also posted the site and mailed a notice to all property owners and occupants in the Lakemoor Subdivision (also known as the Ken Lake Community).

This proposal is subject to review under the State Environmental Policy Act (SEPA). After review of the environmental checklist and considering city codes, the city issued a Determination of Non-Significance (DNS) on July 12, 2018. The comment period ended on August 2, 2018 and the SEPA appeal period ends on August 9, 2018.



**Options:**

1. Approve the proposed Comprehensive Plan Amendment and Rezone.
2. Approve the proposed Comprehensive Plan Amendment and Rezone as modified by the Planning Commission.
3. Recommend the City Council deny the proposed Comprehensive Plan Amendment and Rezone.

**Financial Impact:**

None.

**Attachments:**

Application Packet  
18-1427 Review Criteria



# Final Comprehensive Plan Amendment

## OFFICIAL USE ONLY

Case #: 18-1427

Master File #: \_\_\_\_\_

Date: \_\_\_\_\_

Received By: LRRelated Cases: 17-5445Project Planner: Joyce

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

(Attach separate sheets if necessary)

In order to submit a Final Comprehensive Plan Amendment application, the preliminary Comprehensive Plan Amendment application must have been approved by the City Council through the screening process and advanced to the final docket for detailed review and further consideration.

Applications shall be submitted in person at City Hall or submitted via the City's online permit portal. Application fees are due at the time of application.

<b>Project Name:</b>	<u>Black Lake BLVD/US HWY 101</u>
<b>Project Address:</b>	<u>wo BLVD SW LOT, 1803 BLACK LAKE BLVD SW SITE</u>
<b>Project Description:</b>	<u>Dual Zoning (General Commercial (0.81 acres)/Professional Office/Residential (0.73 acres)) → Rezoned to single designation of General Commercial (1.54 total acres).</u>
<b>Size of Project Site:</b>	<u>1.54 acres</u>
<b>Assessor's Parcel Number(s):</b>	<u>12821310801, 12821310300, 12821310701</u>
<b>NAME OF APPLICANT:</b>	<u>James Richards</u>
<b>Mailing Address:</b>	<u>2617 115<sup>th</sup> Ave NW, Gig Harbor, WA 98335</u>
<b>Area Code and Phone #:</b>	<u>206.478.0103</u>
<b>E-mail Address:</b>	<u>Bergenrichards@gmail.com</u>
<b>NAME OF OWNER(S):</b>	<u>James Richards</u>
<b>Mailing Address:</b>	<u>2617 115<sup>th</sup> Ave NW, Gig Harbor, WA 98335</u>
<b>Area Code and Phone #:</b>	<u>206.478.0103</u>
<b>Email Address:</b>	<u>Bergenrichards@gmail.com</u>
<b>NAME OF AUTHORIZED REPRESENTATIVE (if different from above)</b>	<u>SCJ Alliance</u>
<b>Mailing Address:</b>	<u>8730 Tallon Lane NE, Suite 200, Lacey, WA 98516</u>
<b>Area Code and Phone #:</b>	<u>360.352.1465</u>
<b>E-mail Address:</b>	<u>Hans.Shepherd@scjalliance.com</u>

*Comp Plan Amend.  
needed in order  
to Rezone.*

**PROPERTY INFORMATION**Full Legal Description(s): 21-18-2W NE-SW BEG AT X WLY LN 100F WIDE BLACK LK BLVD / SWLYExisting Comprehensive Plan Designation: Professional Office/ResidentialProposed Comprehensive Plan Designation: General Commercial / Urban Corridor *Prof. Office & Multifamily Housing*Existing Zoning: Dual Zoning (General Commercial (0.81 acres)/Professional Office/Residential (0.73 acres)) *Multifamily*Proposed Zoning: General Commercial (1.54 total acres)Shoreline Designation (if applicable): N/A**Special areas on or near site (show areas on site plan):**

- ☐ None  
☐ Creek or Stream (name): \_\_\_\_\_  
☐ Lake or Pond (name): \_\_\_\_\_  
☒ Swamp/Bog/Wetland  
☐ Scenic Vistas  
☐ Flood Hazard Area
- ☐ Steep Slopes/Draw/Gully/Ravine  
☐ Historic Site or Structure

**Water Supply (name of utility, if applicable):**

Existing: \_\_\_\_\_

Proposed: City of Olympia**Sewage Disposal (name of utility, if applicable):**

Existing: \_\_\_\_\_

Proposed: City of Olympia**Access (name of street):**Existing: Existing Private Road w/ signalized access to Black Lake Blvd SW (shown on site plan)

Proposed: \_\_\_\_\_

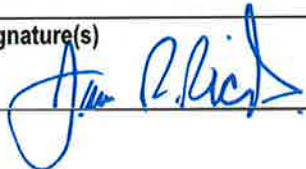
**SECTION 2: Fill out this section if the proposal includes a Rezone or Text Amendment to the Olympia Municipal Code**
☒ **Rezone**
☐ **Text Amendment**
Current land use zone: Dual Zoning (General Commercial (0.81 acres)/Professional Office/Residential (0.73 acres))Proposed zone: General CommercialAnswer the following questions (attach separate sheet):

- 228' jmp
- A. How is the proposed zoning consistent with the Comprehensive Plan including the Plan's Future Land Use map as described in OMC 18.59.055? If not consistent, what concurrent amendment of the Plan has been proposed, if any?
- It is the goal of this amendment to eliminate the dual zoning designations currently in place by reclassifying the remaining (PO/RM) 0.73 acres as General Commercial. In effect, this will improve the ability of all entities to better regulate and develop the site.
    - While the only map amendment requested is that of the City of Olympia 2017 Zoning Map, it may prove beneficial to consider the update of the City of Olympia Future Land Use Map as *current* Zoning Designations appear to fall near the edge of the 200 ft consistency buffer (OMC 18.59.050).
  - The proposed zoning amendment is compatible with established distances from areas designated General Commerce and Urban Corridor within the 2016 City of Olympia Future Land Use map (OMC 18.59.050).
- B. How would the proposed change in zoning maintain the public health, safety and welfare?
- It is the goal of this amendment to eliminate the dual zoning designations currently in place by reclassifying the remaining 0.73 acres as General Commercial. In effect, this will better align the site with surrounding uses while providing a tiered buffer from adjacent High-Density Zoning/Uses, US 101, and residential developments south and west of the project site.
  - Proposed future *General Commercial* development has the potential to improve multi-modal access to the area, define edges, and extend sightlines for all modes of travel.
- C. How is the proposed zoning consistent with other development regulations that implement the Comprehensive Plan?
- As this site currently has dual -zoning, the proposed amendment would effectively alleviate procedural and regulatory conflicts while reducing the barriers for future use.
  - The proposed zoning designation is consistent with established development regulations as it would provide a tiered buffer from adjacent High-Density Zoning/Uses, US 101, and residential developments south and west of the project site.
    - GL6: Community beauty is combined with unique neighborhood identities. (PL6.1 and PL6.12)
- D. How will the change in zoning result in a district that is compatible with adjoining zoning districts?
- As this site currently has dual -zoning, it will simply shift the zoning district boundaries to the south and west edges of existing and adjacent parcels. This change would work to better define zones while maintaining the current balance already in place. As such, established compatibility would remain constant throughout this proposal.
    - All zones considered in this amendment are already in existence within adjoining districts.
- E. Please describe whether public facilities and services existing and planned for the area are now adequate, or likely to be available, to serve potential development allowed by the proposed zone.
- Public services and facilities are already in place and available to serve potential future development. Utilities have been extended to existing property lines while emergency services and public transit are established in the area.

**SECTION 3: ADDITIONAL INFORMATION TO BE SUBMITTED - REQUIRED**

- ☒ Maps showing the site and surrounding area
- ☒ Environmental Checklist, including Section D, Supplemental Sheet for Non-Project Actions. The checklist must be signed and dated in Section C.
- ☒ If the proposal includes a Rezone or Text Amendment to the Olympia Municipal Code, Section 2 of this application must be completed.
- ☒ Proposed text amendments, either for the Comprehensive Plan or Municipal Code, must be included in "bill format" with proposed additions shown in underlined text and proposed deletions shown in strikethrough text. Example: Proposed new text. ~~Proposed deleted text.~~
- ☒ Application Fees are due at the time of submittal.

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

<b>Print Name</b> <u>James R. Richards</u>	<b>Signature(s)</b> 	<b>Date</b> <u>3/30/18</u>
_____	_____	_____
_____	_____	_____

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





# GENERAL LAND USE APPLICATION

ATTACHMENT 1

## OFFICIAL USE ONLY

Case #: \_\_\_\_\_

Master File #: \_\_\_\_\_

Date: \_\_\_\_\_

Received By: \_\_\_\_\_

Related Cases: \_\_\_\_\_

Project Planner: \_\_\_\_\_



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

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

Project Name: Black Lake BLVD/US HWY 101

Project Address: 1807 BLACK LAKE BLVD SW LOT, 1803 BLACK LAKE BLVD SW SITE

Applicant: James Richards

Mailing Address: 2617 115<sup>th</sup> Ave NW, Gig Harbor, WA 98335

Phone Number(s): 206.478.0103

E-mail Address: Bergenrichards@gmail.com

Owner (if other than applicant): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Other Authorized Representative (if any): SCJ Alliance

Mailing Address: 8730 Tallon Lane NE, Suite 200, Lacey, WA 98516

Phone Number(s): 360.352.1465

E-mail Address: Hans.Shepherd@scjalliance.com

Project Description: Dual Zoning (General Commercial (0.81 acres)/Professional Office/Residential (0.73 acres)) →

Rezoned to single designation of General Commercial (1.54 total acres).

Size of Project Site: 1.54 acres

Assessor Tax Parcel Number(s): 12821310801, 12821310300, 12821310701

*Comp. Plan Amendment  
Required if property is to  
be approved for Rezone.*

Section: 21

Township: 18

Range: 2W

Full Legal Description of Subject Property (attached ☒):

21-18-2W NE-SW BEG AT X WLY LN 100F WIDE BLACK LK BLVD / SWLY

Zoning: Dual Zoning (General Commercial (0.81 acres)/Professional Office/Residential (0.73 acres) <sup>Multi family</sup> (PO/RM))

Shoreline Designation (if applicable): N/A

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

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

Water Supply (name of utility if applicable): \_\_\_\_\_

Existing: \_\_\_\_\_

Proposed: City of Olympia

Sewage Disposal (name of utility if applicable): \_\_\_\_\_

Existing: \_\_\_\_\_

Proposed: City of Olympia

Access (name of street(s) from which access will be gained): Existing Private Road w/ signalized access to Black Lake Blvd SW (shown on site plan)

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

Signature



Date

3/30/18

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

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



# REZONE OR CODE TEXT AMENDMENT SUPPLEMENT

## OFFICIAL USE ONLY

Case #: \_\_\_\_\_

Master File #: \_\_\_\_\_

Date: **APR 06 2018**

Received By: \_\_\_\_\_

Project Planner: \_\_\_\_\_

Related Cases: \_\_\_\_\_

**RECEIVED**  
**COMMUNITY PLANNING  
AND DEVELOPMENT DEPT.**
☒ **Rezone**☐ **Text Amendment**Current land use zone: Dual Zoning (General Commercial (0.81 acres)/Professional Office/Residential (0.73 acres))Proposed zone: General Commercial (1.54 total acres)Answer the following questions (attach separate sheet):

- A. How is the proposed zoning consistent with the Comprehensive Plan including the Plan's Future Land Use map as described in OMC 18.59.055? If not consistent, what concurrent amendment of the Plan has been proposed, if any?
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  - While the only map amendment requested is that of the City of Olympia 2017 Zoning Map, it may prove beneficial to consider the update of the City of Olympia Future Land Use Map as *current* Zoning Designations appear to fall near the edge of the 200 ft consistency buffer (OMC 18.59.050). *Property is approx. 228' from change in boundary 4-12-18 jmp*
  - The proposed zoning amendment is compatible with established distances from areas designated General Commerce and Urban Corridor within the 2016 City of Olympia Future Land Use map (OMC 18.59.050).
- B. How would the proposed change in zoning maintain the public health, safety and welfare?
- It is the goal of this amendment to eliminate the dual zoning designations currently in place by reclassifying the remaining 0.73 acres as General Commercial. In effect, this will better align the site with surrounding uses while providing a tiered buffer from adjacent High-Density Zoning/Uses, US 101, and residential developments south and west of the project site.
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    - All zones considered in this amendment are already in existence within adjoining districts.
- E. Please describe whether public facilities and services existing and planned for the area are now adequate, or likely to be available, to serve potential development allowed by the proposed zone.
- Public services and facilities are already in place and available to serve potential future development. Utilities have been extended to existing property lines while emergency services and public transit are established in the area.



**A Rezone Or Code Text Amendment Application** shall accompany a **General Land Use Application** and shall include:

**All required submittal materials, reports, plans, documents and applications shall be provided in electronic format (memory stick, USB drive, etc.).**

1. The current zoning of the site.
2. The proposed zoning of the site.
3. Specific text amendments proposed in "bill-format." (See example.)
4. A statement justifying or explaining reasons for the amendment or rezone.
5. Reproducible maps (8½" x 17" or 11" x 17") to include a vicinity map with highlighted area to be rezoned and any nearby city limits, and a map showing physical features of the site such as lakes, ravines, streams, flood plains, railroad lines, public roads, and commercial agriculture lands.
6. A site plan of any associated project.
7. A site sketch 8½" x 11" or 11" x 17" (reproducible).
8. A typed and certified list, prepared by title company, of all property owners of record within 300 feet of the proposed rezone.
9. A copy of the Assessor's Map showing specific parcels proposed for rezone and the immediate vicinity.
10. An Environmental (SEPA) Checklist.

**NOTE: Although applications may be submitted at any time, site specific rezone requests are only reviewed twice each year beginning on April 1 and October 1.**

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

This form has been approved for use by the Olympia Community Planning and Development (CPD) Department.



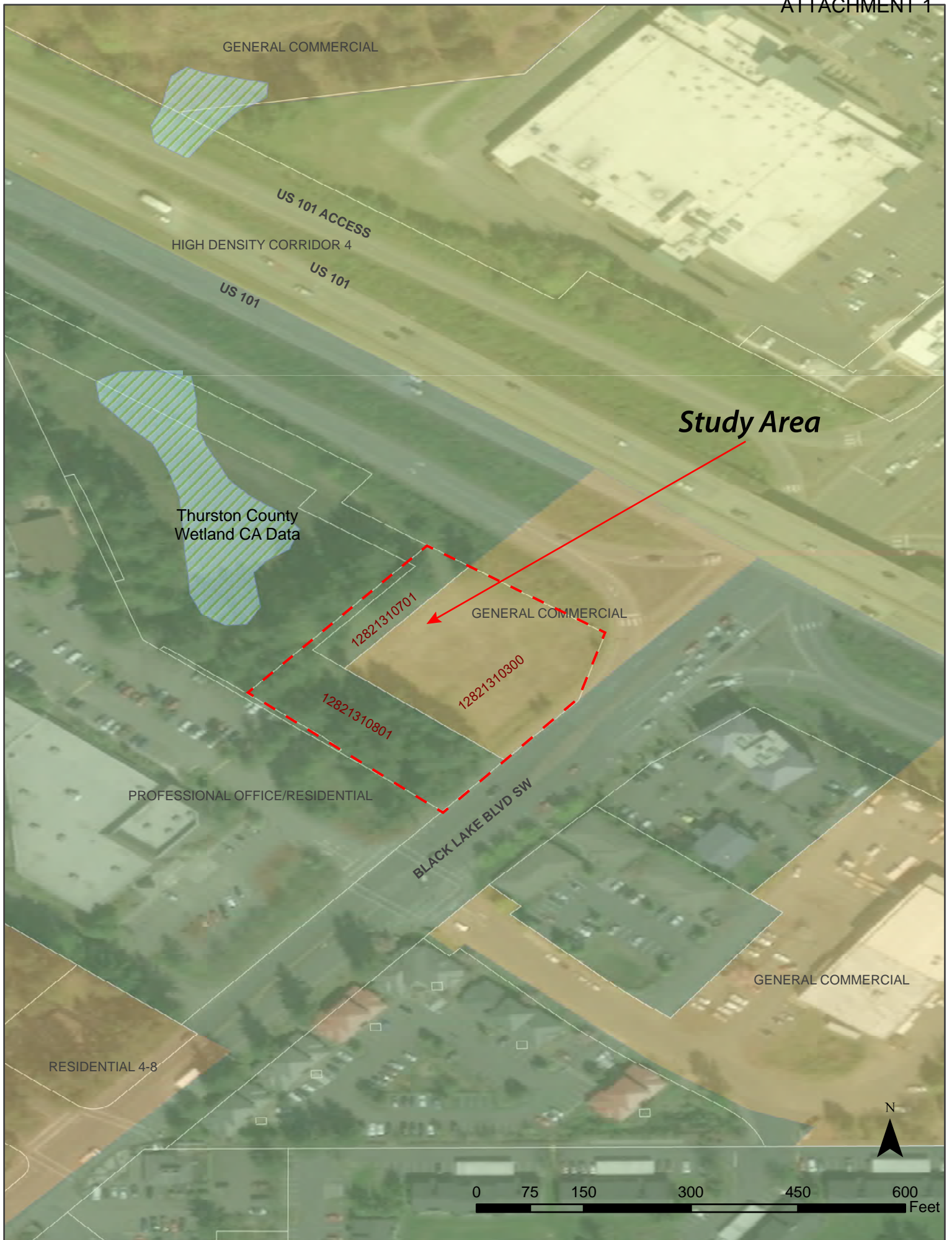
12/1/2016

Keith Stahley, Director,  
Community Planning and Development

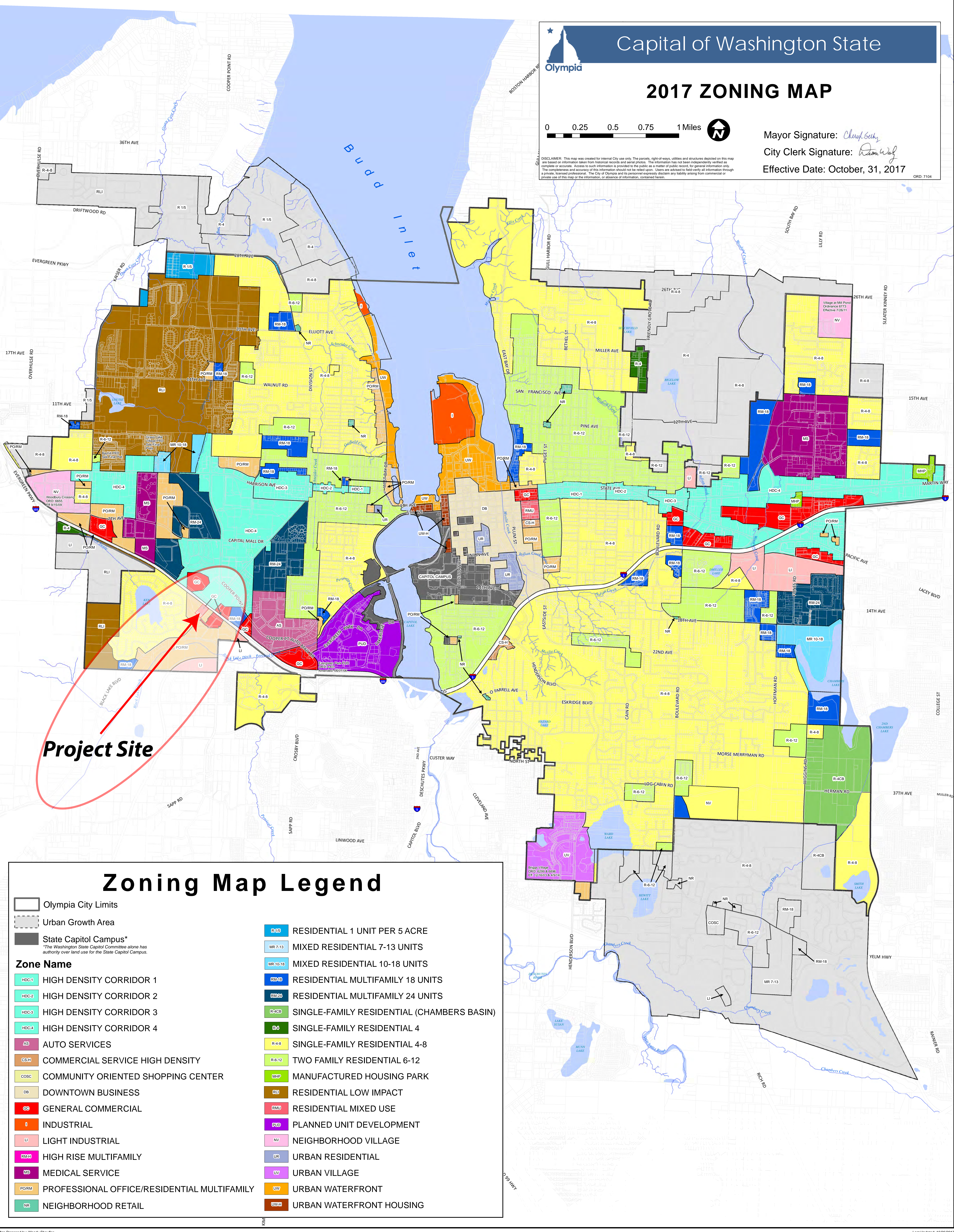
Date

Community Planning & Development | 601 4<sup>th</sup> Ave E, 2<sup>nd</sup> Floor, Olympia, WA 98501 | Ph 360-753-8314 | Fax 360-753-8087 | olympiawa.gov

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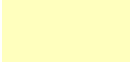


















# Future Land Use

Publication Date: 10/26/2016

Effective Date:10/31/2016

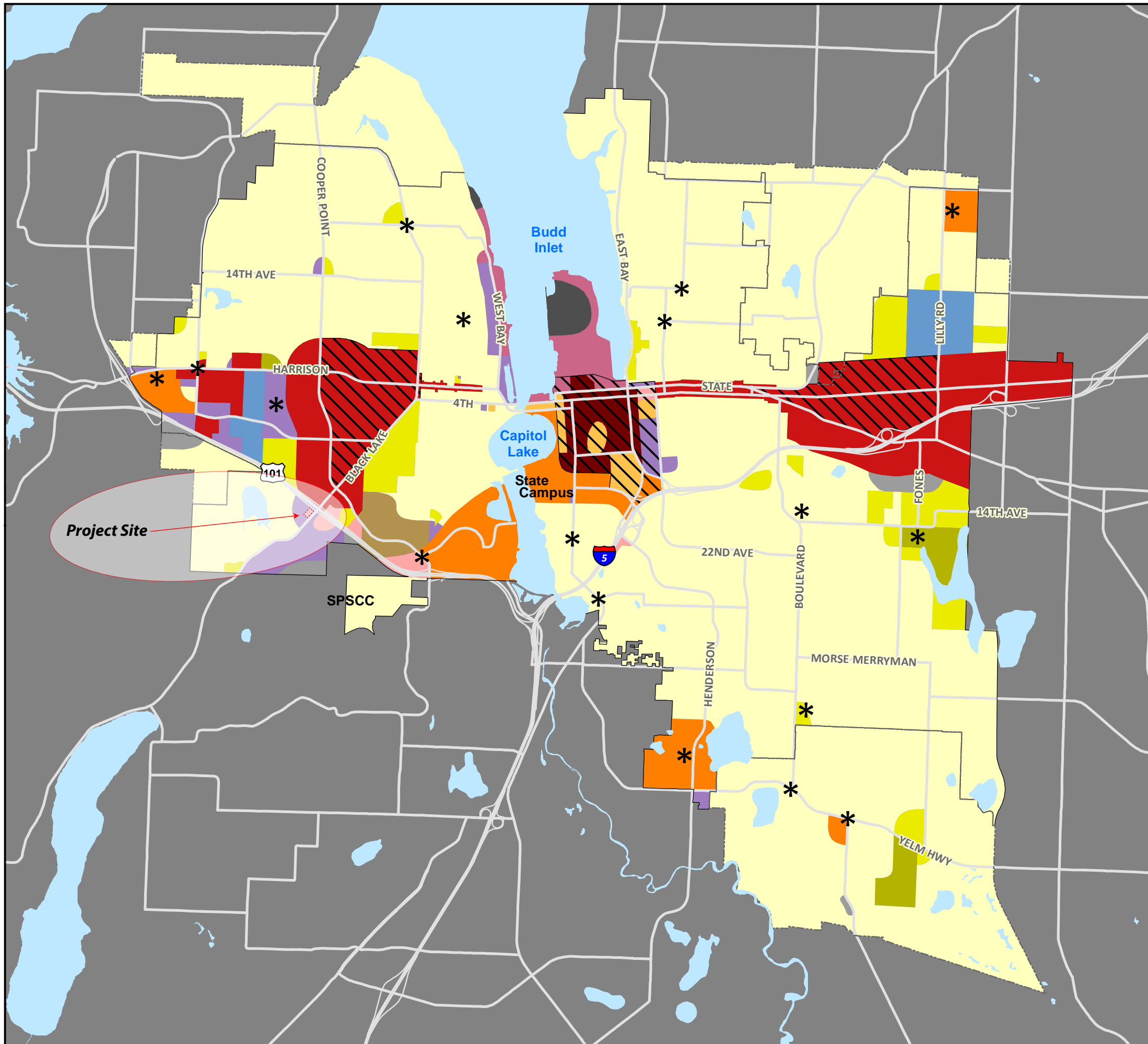
Ordinance #7104

-  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



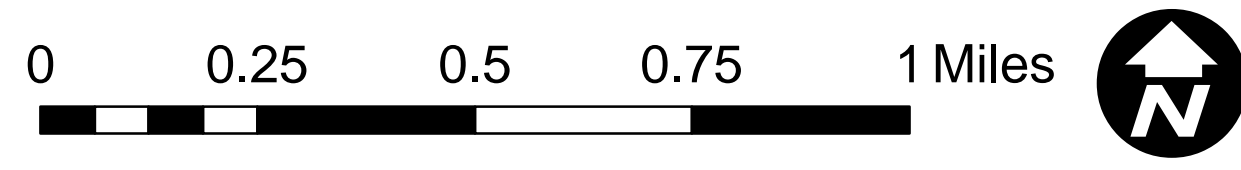
0 0.5 1  
Miles

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 hereon 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.



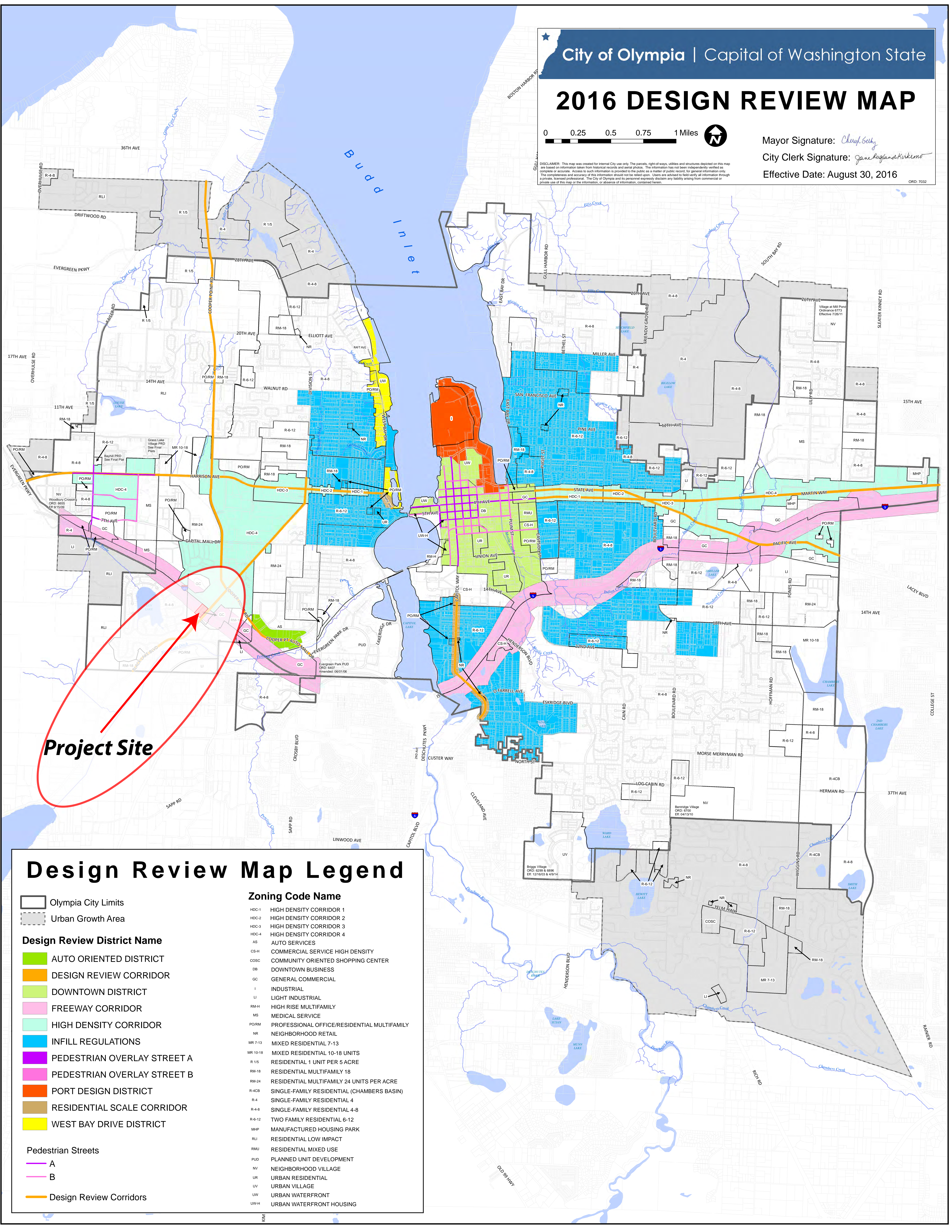


# 2016 DESIGN REVIEW MAP



Mayor Signature: *Chris Berry*  
City Clerk Signature: *Jane Englund-Kirkemo*  
Effective Date: August 30, 2016  
ORD: 7032

DISCLAIMER: This map was created for internal City use only. The parcels, rights-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 field-verify all information through a private, licensed professional. 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

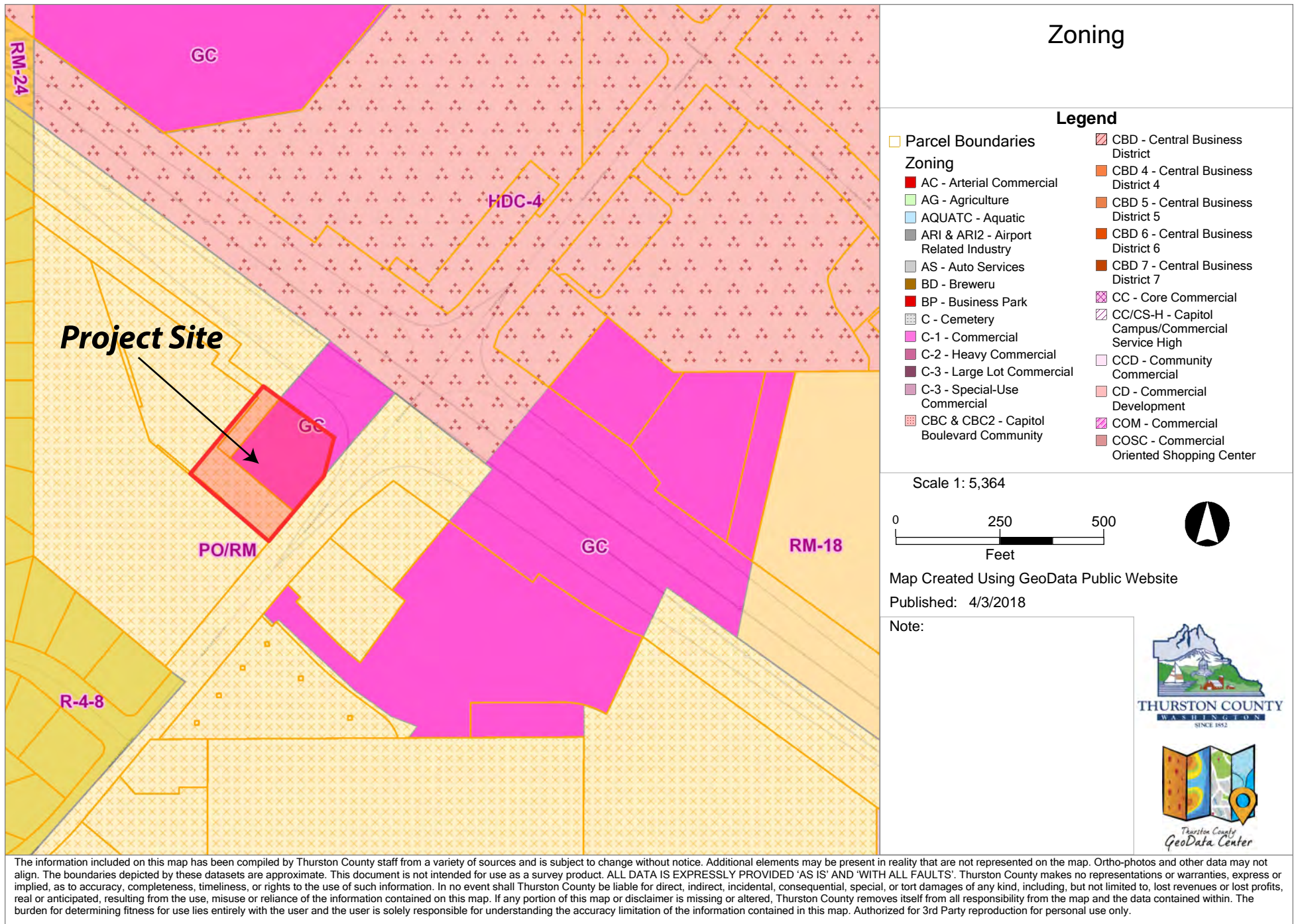
### Pedestrian Streets

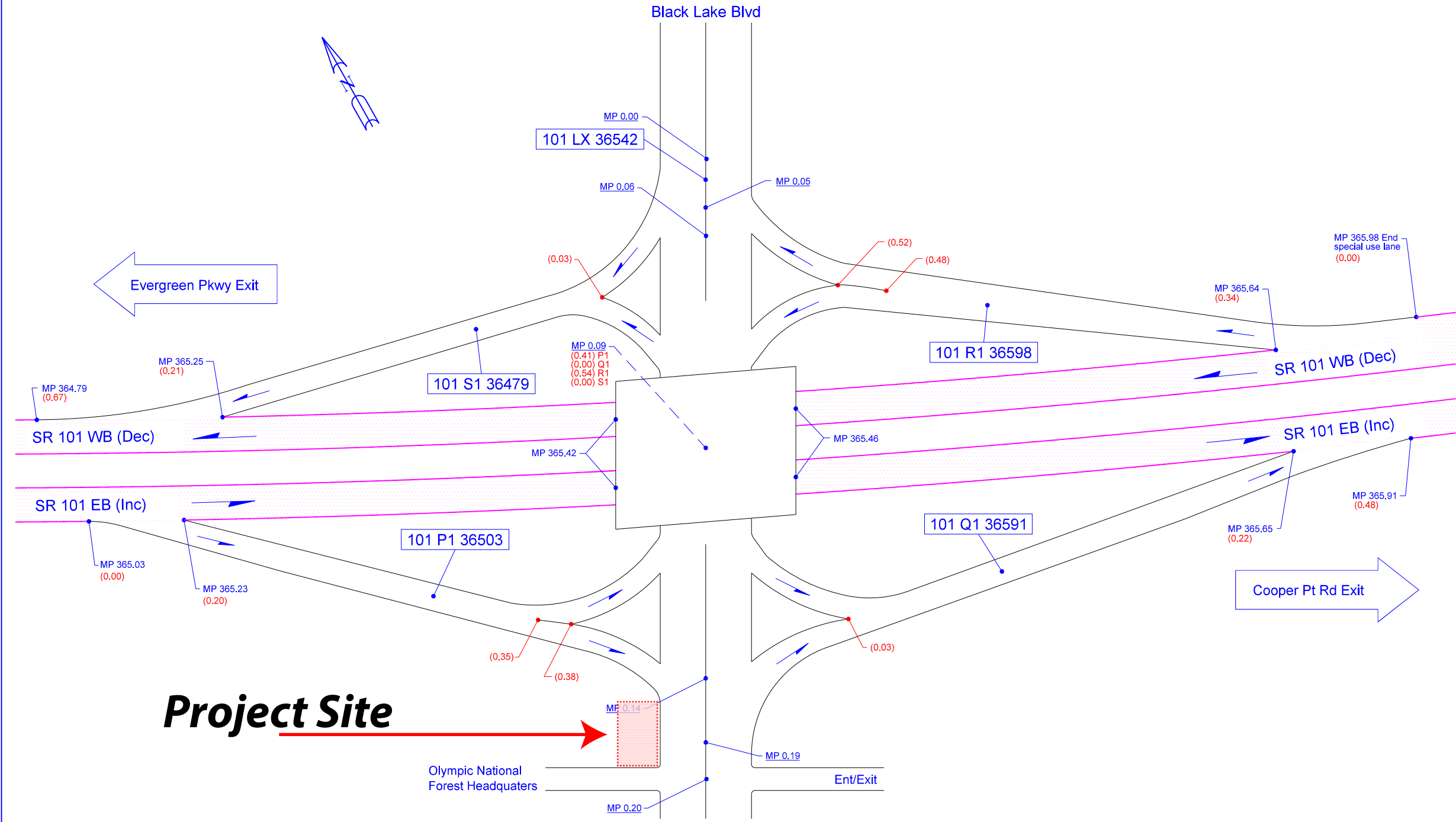
- A
- B
- Design Review Corridors

### 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
- CS-H COMMERCIAL SERVICE HIGH DENSITY
- COSC COMMUNITY ORIENTED SHOPPING CENTER
- DB DOWNTOWN BUSINESS
- GC GENERAL COMMERCIAL
- I INDUSTRIAL
- LI LIGHT INDUSTRIAL
- RM-H HIGH RISE MULTIFAMILY
- MS MEDICAL SERVICE
- PO/IRM PROFESSIONAL OFFICE/RESIDENTIAL MULTIFAMILY
- NR NEIGHBORHOOD RETAIL
- MR 7-13 MIXED RESIDENTIAL 7-13
- MR 10-18 MIXED RESIDENTIAL 10-18 UNITS
- R 1/5 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
- RLI RESIDENTIAL LOW IMPACT
- RMU RESIDENTIAL MIXED USE
- PUD PLANNED UNIT DEVELOPMENT
- NV NEIGHBORHOOD VILLAGE
- UR URBAN RESIDENTIAL
- UV URBAN VILLAGE
- UW URBAN WATERFRONT
- UW-H URBAN WATERFRONT HOUSING







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

Black Lake Blvd/Hwy 101 Comprehensive Plan Amendment and Rezone Request  
Project #: 18-1427

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

**18.59.040 Final review and evaluation**

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

*Routed to State Agencies: April 12, 2018*

*60 Day Notice of Intent to Adopt Comment Period Ends: June 13, 2018*

*Routed to Recognized Neighborhood Associations: June 5, 2018*

*Planning Commission Briefing: July 9, 2018*

*SEPA Determination Issued:*

*SEPA Determination Notice Published, Mailed, and Posted:*

*SEPA Comment Period Ends:*

*SEPA Appeal Period Ends:*

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

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



*Staff Comment: There is currently an inconsistency between the City's Future Land Use Map in the Comprehensive Plan and the current zoning district. The proposed request would bring the Comprehensive Plan designation and Zoning district into consistency with each other.*

*Section 18.59.055 of the Olympia Municipal Code (OMC) identifies which zoning districts implement which designations from the Comprehensive Plan. The three parcels are currently designated in the Comprehensive Plan as "Professional Office and Multifamily Housing. The only zoning district that implements that designation is Professional Office/Residential Multifamily (PO/RM). However, the largest and most prominent of the three parcels is currently zoned General Commercial. General Commercial (GC) matches with the Comprehensive Plan designation of Urban Corridor or General Commerce.*

*The Urban Corridor, General Commerce, and Professional Offices & Multifamily Housing designations are described in the Comprehensive Plan, and are included here for your consideration:*

***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.*

***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.*

***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.*

*It is also important to consider and balance the goals and policies of the comprehensive plan. The plan does allow for amendment proposals, including those with associated rezones. As outlined in the Land Use and Urban Design Chapter, proposed rezones shall meet the following criteria:*

*a) Consistency with the Comprehensive Plan*

- b) *Consistency with the City's Development Regulations that implement the Comprehensive Plan*
- c) *Compatibility with adjoining zoning districts and transitioning where appropriate to ensure compatibility*
- d) *Adequacy of infrastructure in light of development potential of the proposed zoning*

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

*Staff Opinion: The proposed amendment and rezone, as long as it is reviewed in conformance with the process specified in the OMC, is consistent with the goals of the Comprehensive Plan. Staff believes the property is consistent with the descriptions of either the Urban Corridor or the General Commerce designations of the comprehensive plan. It could be consistent with the Professional Office and Multifamily Housing designation, however the site is not conducive to the housing aspects of the current designation given that it abuts the freeway interchange. In addition, the limitations on retail uses and sizes allowed in the Professional Office and Residential Multifamily zoning district could be challenging in the future development of the site.*

*The review criteria included in the OMC are addressed below.*

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

*Staff Opinion: The proposed amendment and rezone is consistent with the county-wide planning policies, as amended in 2015. The CWPPs address General Planning Policies; Urban Growth Areas; Promotion of Contiguous and Orderly Development, Provision of Urban Services, and Protection of Rural Areas; Joint County and City Planning within Urban Growth Areas; Siting County-Wide and State-Wide Public Capital Facilities; Analysis of Fiscal Impact; Economic Development and Employment; Affordable Housing; Transportation; Environmental Quality; and County-Wide Policies which Establish a Process to Develop Future Policies.*

*Additionally, the proposal was routed to both Thurston County and Thurston Regional Planning Council for review and comment. We would expect that any concerns (on their behalf) about consistency with the CWPPs would have been raised at that time.*

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

*Staff Opinion: The proposed amendment is compliant with the requirements of the Growth Management Act (RCW 36.70A). Consistent with the Act, the*

*proposal was routed to the Washington State Department of Commerce and other state agencies for the opportunity to review and comment on the proposal. No comments were received from state agencies during the sixty day comment period.*

### **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.

*Staff Opinion: The amendment, if approved, would be consistent with the concurrently proposed comprehensive plan amendment. Staff supports a redesignation of the site to either Urban Corridor or General Commerce and a rezone to General Commercial zoning.*

*As the situation exists currently, the comprehensive plan designation is not consistent with the zoning of the primary parcel of the three parcels. The proposal would bring the future land use designation and the zoning into conformance with each other.*

B. The rezone will maintain the public health, safety, or welfare.

*Staff Opinion: The rezone would maintain the public health, safety, and welfare. Both of the future land use designations and commercial in nature, as are both of the zoning districts. Staff does not believe that development under either zoning district would have a negative impact on public health, safety, or welfare.*

C. The rezone is consistent with other development regulations that implement the comprehensive plan.

*Staff Opinion: The rezone is consistent with other development regulations that implement the comprehensive plan. For example, at the time of any future development the following standards would apply:*

- *landscaping and urban forestry provisions*
- *design review*
- *additional environmental review (project level), if warranted*
- *traffic circulation and access requirements*
- *land use, engineering, and building permit review*

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.

*Staff Opinion: All four corners of this interchange (US Hwy 101 and Black Lake Blvd) are designated and zoned for commercial land uses. Both the current and proposed designations and both of the zoning districts are commercial in nature. From that standpoint, little would change if the proposed amendment and rezone are approved. However, there is a residential subdivision (Lakemoor) located near the site. Staff would have potential concerns about the request if the subject property directly abutted the residential properties. There are three properties between the subject site and the residential properties that would remain in the Professional Office/Residential Multifamily (PO/RM) zoning district if this request is approved. The PO/RM zoning district includes transitional requirements for any new construction that may occur. In looking at other sites in the City that are zoned General Commercial, almost all of them have a PO/RM zoning district between the GC zone and low density residentially zoned properties. Approval of this request would be similar to other GC sites in the city and how the adjacent zones transition in intensity to low density residential areas.*

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.

*Staff Opinion: Public facilities and services for the area are adequate and likely to be available to serve potential development allowed by the proposed zone. Under either future development scenario (whether zoned GC or PO/RM), as part of the land use review process, specific development proposals are reviewed for water, sewer, stormwater, transportation impacts, school impacts, and adequacy of police, fire, and emergency services. At that time any impact fees and environmental mitigation will be assessed. If future projects do not meet development requirements, or if adopted levels of service standards for transportation facilities cannot be met, then the project would be denied or modified until standards and requirements can be met.*

*During the review of this proposal, staff from other city departments were contacted to determine if there were any potential concerns associated with the proposal. No such concerns were raised because adequate public facilities and services exist and can be provided, with specific analysis to be completed in the future when development is proposed.*



## Planning Commission

### Comprehensive Plan Amendment to Memorialize Important Downtown Views - Public Hearing

Agenda Date: 8/6/2018  
Agenda Item Number:  
File Number: 18-0721

---

Type: public hearing Version: 1 Status: In Committee

---

#### Title

Comprehensive Plan Amendment to Memorialize Important Downtown Views - Public Hearing

#### Recommended Action

Move to recommend the City Council approve the Comprehensive Plan Amendment to Memorialize Important Downtown Views.

#### Report

##### Issue:

Whether or not to recommend approval of the proposed Comprehensive Plan Amendment regarding preservation of important views and viewpoints in the downtown.

#### Staff Contact:

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

#### Presenter(s):

Joyce Phillips, Senior Planner, Community Planning & Development  
Reace Fant, Intern, Community Planning & Development

#### Background and Analysis:

Each year the Community Planning and Development Department notifies the public of the opportunity to propose amendments to the Comprehensive Plan. For consideration in 2018, the City Council moved two proposals to the final docket, thereby allowing for further review and analysis.

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

For comprehensive plan amendments, with or without rezone requests, our notification process is to publish a legal notice in the paper and mail notice to Recognized Neighborhood Associations. These notices were provided on July 19, 2018.

#### Options:

1. Approve the proposed Comprehensive Plan Amendment.
2. Approve the proposed Comprehensive Plan Amendment as modified by the Planning Commission.

3. Recommend the City Council deny the proposed Comprehensive Plan Amendment.

Financial Impact:  
None.

Attachments:  
Application Packet  
18-1429 Review Criteria



# Final 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)

In order to submit a Final Comprehensive Plan Amendment application, the preliminary Comprehensive Plan Amendment application must have been approved by the City Council through the screening process and advanced to the final docket for detailed review and further consideration.

Applications shall be submitted in person at City Hall or submitted via the City's online permit portal. Application fees are due at the time of application.

**Project Name:** Memorialize Downtown Views  
**Project Address:** N/A, text amendment  
**Project Description:** Add a list of important downtown views to the appendix of the Comprehensive Plan Land Use chapter.  
**Size of Project Site:** N/A  
**Assessor's Parcel Number(s):** N/A

**NAME OF APPLICANT:** City of Olympia, Community Planning & Development, c/o Amy Buckler, Downtown Programs Manager  
**Mailing Address:** 601 4<sup>th</sup> 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:** \_\_\_\_\_

**PROPERTY INFORMATION** N/A

Full Legal Description(s): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Existing Comprehensive Plan Designation: \_\_\_\_\_

Proposed Comprehensive Plan Designation: \_\_\_\_\_

Existing Zoning: \_\_\_\_\_

Proposed Zoning: \_\_\_\_\_

Shoreline Designation (if applicable): \_\_\_\_\_

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

- ☐ None  
☐ Creek or Stream (name): \_\_\_\_\_  
☐ Lake or Pond (name): \_\_\_\_\_  
☐ Swamp/Bog/Wetland  
☐ Scenic Vistas  
☐ Flood Hazard Area
- ☐ Steep Slopes/Draw/Gully/Ravine  
☐ Historic Site or Structure

**Water Supply** (name of utility, if applicable):

Existing: \_\_\_\_\_

Proposed: \_\_\_\_\_

**Sewage Disposal** (name of utility, if applicable):

Existing: \_\_\_\_\_

Proposed: \_\_\_\_\_

**Access** (name of street):

Existing: \_\_\_\_\_

Proposed: \_\_\_\_\_

**SECTION 2: Fill out this section if the proposal includes a Rezone or Text Amendment to the Olympia Municipal Code – N/A - this is a text amendment to the Comprehensive Plan**

- ☐ **Rezone**
☐ **Text Amendment**

Current land use zone: N/A

Proposed zone: N/A

Answer the following questions (attach separate sheet):



- A. How is the proposed zoning consistent with the Comprehensive Plan including the Plan's Future Land Use map as described in OMC 18.59.055? If not consistent, what concurrent amendment of the Plan has been proposed, if any?
- B. How would the proposed change in zoning maintain the public health, safety and welfare?
- C. How is the proposed zoning consistent with other development regulations that implement the Comprehensive Plan?
- D. How will the change in zoning result in a district that is compatible with adjoining zoning districts?
- E. Please describe whether public facilities and services existing and planned for the area are now adequate, or likely to be available, to serve potential development allowed by the proposed zone.

**A Rezone Or Code Text Amendment Application shall include:**

- 1. Specific text amendments proposed in "bill-format." (See example.) [See attached](#)
- 4. A statement justifying or explaining reasons for the amendment or rezone. [See attached](#)
- 5. Reproducible maps (8½" x 17" or 11" x 17") to include a vicinity map with highlighted area to be rezoned and any nearby city limits, and a map showing physical features of the site such as lakes, ravines, streams, flood plains, railroad lines, public roads, and commercial agriculture lands.
- 6. A site plan of any associated project.
- 7. A site sketch 8½" x 11" or 11" x 17" (reproducible).
- 8. A typed and certified list, prepared by title company, of all property owners of record within 300 feet of the proposed rezone. Certification may be done on a cover sheet included with the list. The certification should include, at minimum: 1) the name of the title company, 2) the date the mailing list was prepared, 3) the name and signature of the person who prepared it, 4) the total number of records, and 5) a map showing the properties of the property data obtained. Submit the list on a flash drive or memory stick in Excel worksheet format. The list shall include the following for each property: 1) Property owner's complete mailing address; 2) Property complete mailing address (Situs Address); 3) Tax parcel number(s) for each property. The cover sheet and list shall be submitted to the city in electronic format and hard copy.
- 9. A copy of the Assessor's Map showing specific parcels proposed for rezone and the immediate vicinity.

---

**SECTION 3: ADDITIONAL INFORMATION TO BE SUBMITTED - REQUIRED**

- ☐ Maps showing the site and surrounding area **N/A**
  - ☐ Environmental Checklist, including Section D, Supplemental Sheet for Non-Project Actions. The checklist must be signed and dated in Section C.
  - ☐ If the proposal includes a Rezone or Text Amendment to the Olympia Municipal Code, Section 2 of this application must be completed. **N/A**
  - ✓ Proposed text amendments, either for the Comprehensive Plan or Municipal Code, must be included in "bill format" with proposed additions shown in underlined text and proposed deletions shown in strikethrough text. Example: Proposed new text. ~~Proposed deleted text.~~
  - ☐ Application Fees are due at the time of submittal. **N/A**
-

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

Print Name <u>Amy Buckler</u>	Signature(s) <u>Amy Buckler</u>	Date <u>4/5/18</u>

**Sample of Bill Formatting**

1. Fence height is measured to the top of the fence, excluding posts. Point of ground measurement shall be the high point of the adjacent final grade. ~~the average grade five (5) feet on either side of the fence.~~
2. Fences, walls, and hedges are permitted within all yard areas provided that regardless of yard requirements, no closed gate, garage door, bollard or other feature shall obstruct a driveway or other motor vehicle private ingress within twenty (2) feet of a street right-of-way nor they do not obstruct automobile views exiting driveways and alleys (see clear vision triangle). This 20-foot requirement is not applicable within the downtown exempt parking area as illustrated at Figure 38-2. Additional exceptions may be granted in accordance with OMC 18.38.220(A)(2).
3. ~~Solid fences or walls higher than two (2) feet within the front yard area are prohibited; this does not include hedges.~~ Front yard fences, of common areas, such as tree, open space, park, and stormwater tracts, must be a minimum of ~~fifty (50)~~ twenty-five (25) percent unobstructed, i.e., must provide for visibility through the fence. See Figure 40-2.

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

Community Planning & Development | 601 4<sup>th</sup> Ave E, 2<sup>nd</sup> Floor, Olympia, WA 98501 | Ph 360-753-8314 | Fax 360-753-8087 | olympiawa.gov

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**Memorialize Downtown Views – Final Comprehensive Plan Application**

4. A statement justifying or explaining reasons for the amendment or rezone.

The proposed amendment is consistent with and implements Comprehensive Plan goal #8 in the Land Use chapter and associated policies. These policies direct the City to use digital simulation software to identify important landmark views and observation points. The City completed this for downtown views as part of the public process for the Downtown Strategy.

The proposal is to memorialize the important views identified as part of that public process in the Comprehensive Plan. The purpose is to ensure consideration of existing views from these areas as part of the long-range planning process and when changes to land use regulations are proposed.

*The following section to be added to the Land Use Chapter of the Comprehensive Plan, after “Appendix A” and before “For More Information”*

#### **Appendix B – Important Downtown Views**

In accordance with Land Use Goal #8 and associated policies, as part of the Downtown Strategy (adopted April 2017), the City conducted a public process to identify important downtown views. Existing views within the following locations were identified.

	<b>Public Observation Area FROM</b>	<b>Landmark View To</b>
1	<b>4<sup>th</sup> Ave Bridge to</b>	Capitol Lake
2	"	Olympic Mountains
3	"	Mt. Rainier
4	"	Capitol Dome
5	"	Budd Inlet
6	<b>Capitol Way &amp; 11th</b>	Budd Inlet (looking north)
7	<b>Capitol Way &amp; Talcott Ave</b>	Capitol Lake
8	<b>Capitol Way &amp; Amanda Smith Way</b>	Capitol Lake
9	<b>Chestnut &amp; 4th</b>	Budd Inlet (looking north)
10	<b>Deschutes Parkway</b>	Budd Inlet
11	"	Capitol Lake
12	"	Capitol Dome
13	<b>East Bay Dr. Lookout</b> (ROW about 400' from intersection of Olympia Ave and East Bay Dr.)	Budd Inlet
14	"	Olympic Mountains
15	<b>East Bay Dr. Overlook</b> (pocket park about 2,200' from intersection of East Bay Dr. and State Ave.)	Capitol Dome
	<b>Henry &amp; State Street</b>	Capitol Dome (looks through downtown)
16	<b>Madison Scenic Park</b>	Capitol Dome
17	"	Black Hills
18	<b>Northpoint</b>	Budd Inlet
19	"	Olympic Mountains
20	<b>Park of the Seven Oars</b>	Mt. Rainier
21	<b>Percival Landing</b>	Capitol Dome

22	"	Olympic Mountains
23	"	Budd Inlet
24	<b>Port Plaza</b>	Capitol Dome
25	<b>Priest Point Park</b>	Capitol Dome
26	<b>Puget Sound Navigation Channel</b>	Capitol Dome
27	"	Mt. Rainier
28	<b>Quince &amp; Bigelow (Park)</b>	Capitol Dome
29	<b>Simmons St</b>	Capitol Dome
30	"	Capitol Lake
31	<b>State Capitol Campus Promontory</b>	Budd Inlet
32	<b>West Bay Park Rotary Circle</b>	Mt. Rainier
33	"	Budd Inlet
34	"	Capitol Dome



# Environmental Checklist (SEPA) Cover Form

ATTACHMENT 1

## OFFICIAL USE ONLY

Case #: 18-1429

Master File #: \_\_\_\_\_

Date Received: \_\_\_\_\_

Received By: [Signature]

Project Planner: \_\_\_\_\_

Related Cases: \_\_\_\_\_

Agency application to be attached to this:

☒ State Environmental Policy Act- Environmental ChecklistFor electronic versions, go to: <http://www.ecy.wa.gov/programs/sea/sepa/forms.htm>Applicant: City of Olympia Phone: 360-753-8314Mailing Address: 601- 4th Ave E City: Olympia St: WA Zip: 98501Email Address: abuckler@ci.olympia.wa.usProject Name: Annual Comprehensive Plan Amendment for Memorialize Downtown ViewsTax Parcel No.: MultipleProject Address: CitywideSection/Township/Range: Multiple sections of Townships 17 and 18 N, Ranges 1 and 2 WTotal Acres: Approximately 10 square milesZoning: Multiple Shoreline Designation: Multiple Water Body (if any): MultipleInitial Permit Type(s): City Council adoption of Comprehensive Plan Amendment

List of all supplemental reports accompanying this application:

**REQUIRED CHECKLIST ATTACHMENTS**

- Title company-certified list of adjacent property owners within 300 feet. N/A
- All fees, including supplemental review fees. N/A
- Reproducible site plans and vicinity map (11"x17" or smaller). N/A
- Five copies of all supplemental reports. N/A

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

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

Amy Buckler

Print Name

Signature

[Signature]

Date

6-4-18

**SEPA ENVIRONMENTAL CHECKLIST*****Purpose of checklist:***

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

***Instructions for applicants:*** [\[help\]](#)

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

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

***Instructions for Lead Agencies:***

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

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

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

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

Memorialize Downtown Views comprehensive plan amendment

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

City of Olympia

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

601 - 4th Avenue E, Olympia, WA 98501, 360-753-8314

Representative: Amy Buckler  
Downtown Programs Manager  
Community Planning & Development  
360-570-5847

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

June 1, 2018

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

City of Olympia

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

City Council adoption December 2018

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

A future action will be for the City to conduct a views analysis for areas outside of downtown, which may result in additional important views to be added this list we are memorializing in the Comprehensive Plan.

## 8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

The Comprehensive Plan was reviewed under the State Environmental Policy Act before it was adopted. The Plan calls for a views analysis using 3-D software. This analysis was conducted as part of the Downtown Strategy, and the reports were adopted as part of the Downtown Strategy appendix.

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



The City Council will consider an amendment to the City of Olympia's Municipal Code related to downtown view protection. The proposed change is also the result of the Downtown Strategy views analysis.

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

No additional approvals needed

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

The proposed amendment is consistent with and implements Comprehensive Plan goal #8 in the Land Use chapter and associated policies. These policies direct the City to use digital simulation software to identify important landmark views and observation points. The City completed this for downtown views as part of the public process for the Downtown Strategy.

The proposal is to memorialize the existing important views identified as part of that public process in the Comprehensive Plan. The purpose is to ensure consideration of existing views from these areas as part of the long-range planning process and when changes to land use regulations are proposed.

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

The Comprehensive Plan has applicability citywide. This amendment will memorialize important existing downtown related views.

The general area analyzed for views during the Downtown Strategy was downtown, bounded by the isthmus on the west, Port peninsula on the north, Plum Street on the east, and Capitol Campus on the south. The analysis took into consideration observation points located within the downtown area, or relatively close to downtown where one has to look through downtown to see the important view. A map is attached showing the general area with some of the observation points marked.

## **B. ENVIRONMENTAL ELEMENTS** [help]

### **1. Earth**

- a. General description of the site [\[help\]](#) (circle one): Flat, rolling, hilly, steep slopes, mountainous, other \_\_\_\_\_.

Portions of the City are flat, rolling, hilly, and/or contain steep slopes.

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

This is a non-project action that would apply within Olympia city limits.

Slopes vary throughout the City between 0% to greater than 40%.

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

There are a number of soil types throughout Olympia. As an urbanized area, Olympia and much of its native soil has been altered by filling, grading and other activity.

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

Olympia is known to be located in an active seismic area, as is the entire Puget Sound region. The City's landslide hazard areas are designated as environmentally critical areas and are largely mapped. Unstable soils and surfaces occur primarily in two contexts within the affected geographic area. The first context includes steep slopes and landslide-prone areas, where a combination of shallow groundwater and glacial sediments deposited in layers with variable permeability increases the risk of landslides. The second context includes areas of fill or alluvial soils where loose, less cohesive soil materials below the water table may lead to the potential for liquefaction during earthquakes.

- e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill. [\[help\]](#)

The proposed non-project action does not include any construction or development that would require filling or grading. Olympia's grading regulations prescribe requirements for fill material (including limitations on the type of material allowed as fill, and prohibition of use of solid waste, hazardous waste or hazardous material as fill). Potential impacts of future, specific development proposals will be addressed through regulations and/or project-specific environmental review as appropriate.

- f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. [\[help\]](#)

The proposed non-project action does not include any construction, development, or use that would cause erosion.

- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? [\[help\]](#)

The proposed non-project action does not include any construction or development that would convert pervious to impervious surfaces or create new impervious surfaces.

- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any: [\[help\]](#)

The proposed non-project action does not involve construction activity and contains no proposed measures related to reducing or controlling erosion or other impacts at any specific location.

## 2. Air

- a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known. [\[help\]](#)

The proposed non-project action does not include any construction or development that would directly produce emissions.

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

The proposed non-project action does not include any construction or development that would be affected by emissions or odors.

- c. Proposed measures to reduce or control emissions or other impacts to air, if any: [\[help\]](#)

None.

## 3. Water

- a. Surface Water: [\[help\]](#)

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. [\[help\]](#)

Not directly applicable, however Olympia has eight major streams, several lakes and wetlands, and is situated at the southern extent of Puget Sound.

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. [\[help\]](#)

Not applicable.

- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material. [\[help\]](#)

Not applicable

- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known. [\[help\]](#)

Not applicable

- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. [\[help\]](#)

Not applicable.

- 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. [\[help\]](#)

Not applicable

b. Ground Water:

- 1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. [\[help\]](#)

Not applicable

- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. [\[help\]](#)

Not applicable

c. Water runoff (including stormwater):

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. [\[help\]](#)

Not applicable

- 2) Could waste materials enter ground or surface waters? If so, generally describe. [\[help\]](#)

Not applicable

- 3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

Not applicable

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:

Not applicable.

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

a. Check the types of vegetation found on the site: [\[help\]](#)

Not applicable.

deciduous tree: alder, maple, aspen, other

evergreen tree: fir, cedar, pine, other

shrubs

grass

pasture

crop or grain

orchards, vineyards or other permanent crops

wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other

water plants: water lily, eelgrass, milfoil, other

other types of vegetation

b. What kind and amount of vegetation will be removed or altered? [\[help\]](#)

Not applicable

c. List threatened and endangered species known to be on or near the site. [\[help\]](#)

The proposed non-project action does not include any construction or development that would impact any listed threatened or endangered species.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: [\[help\]](#)

Not applicable

e. List all noxious weeds and invasive species known to be on or near the site.

Not applicable. For a list of Noxious Weeds currently present in Thurston County, Washington, visit: <http://www.co.thurston.wa.us/tcweeds/weed-list.htm>

#### 5. **Animals**

a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site. Examples include: [\[help\]](#)

birds: hawk, heron, eagle, songbirds, other:

mammals: deer, bear, elk, beaver, other:  
 fish: bass, salmon, trout, herring, shellfish, other:

Not applicable

- b. List any threatened and endangered species known to be on or near the site. [\[help\]](#)

Not applicable

- c. Is the site part of a migration route? If so, explain. [\[help\]](#)

Not applicable

- d. Proposed measures to preserve or enhance wildlife, if any: [\[help\]](#)

Not applicable

- e. List any invasive animal species known to be on or near the site.

Not applicable

## 6. Energy and natural resources

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

Not directly applicable, however electric, natural gas, wood, and solar energy sources are currently present in the City.

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

Not applicable

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

Not applicable

## 7. Environmental health

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

- 4) Describe special emergency services that might be required.

None

- 5) Proposed measures to reduce or control environmental health hazards, if any:

Not applicable

#### **b. Noise**

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

Not applicable

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

Not applicable

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

Not applicable

#### **8. Land and shoreline use**

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

This is a non-project action that applies to land within Olympia city limits. Olympia is a medium sized city, characterized by urban land uses. Individual projects that may be subject to the provisions of this proposal may be located anywhere in the city. More

specific information on land and shoreline use will be determined during the design, environmental review, and permitting of individual projects.

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

Multiple zoning districts are present in the City for Residential, Commercial, and Industrial land uses.

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

Multiple comprehensive plan designations are present in the City, including for Residential, Commercial, and Industrial land uses.

- g. If applicable, what is the current shoreline master program designation of the site? [\[help\]](#)

Multiple shoreline designations are present in the City, including Aquatic, Marine Recreation, Natural, Port Marine Industrial, Shoreline Residential, Urban Conservancy, Urban Intensity, and Waterfront Recreation.

- h. Has any part of the site been classified as a critical area by the city or county? If so, specify. [\[help\]](#)

There are multiple environmental critical areas present in the City. The proposed non-project action would apply throughout the City of Olympia.

- i. Approximately how many people would reside or work in the completed project? [\[help\]](#)



Not applicable

j. Approximately how many people would the completed project displace? [\[help\]](#)

Not applicable

k. Proposed measures to avoid or reduce displacement impacts, if any: [\[help\]](#)

Not applicable

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: [\[help\]](#)

The proposal helps to implement Comprehensive Plan goal #8 and associated policies, along with Olympia's Downtown Strategy.

m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any:

Not applicable

## 9. Housing

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. [\[help\]](#)

Not applicable

b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. [\[help\]](#)

Not applicable

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

Not applicable

## 10. Aesthetics

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

Not applicable

b. What views in the immediate vicinity would be altered or obstructed? [\[help\]](#)

This is a non-project action to memorialize a list of views identified as important during the Downtown Strategy. No specific policy or action related to these views is included in this specific proposal.

- c. Proposed measures to reduce or control aesthetic impacts, if any: [\[help\]](#)

Not applicable

## 11. Light and glare

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? [\[help\]](#)

Not applicable

- b. Could light or glare from the finished project be a safety hazard or interfere with views? [\[help\]](#)

Not applicable

- c. What existing off-site sources of light or glare may affect your proposal? [\[help\]](#)

Not applicable

- d. Proposed measures to reduce or control light and glare impacts, if any: [\[help\]](#)

Not applicable

## 12. Recreation

- a. What designated and informal recreational opportunities are in the immediate vicinity? [\[help\]](#)

There are multiple recreational opportunities throughout the city, including parks and open spaces, the waterfront, and nearby forests.

- b. Would the proposed project displace any existing recreational uses? If so, describe. [\[help\]](#)

Not applicable

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: [\[help\]](#)

Not applicable

## 13. Historic and cultural preservation

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe. [\[help\]](#)

Multiple city-wide. Inventories have been completed by the City for some areas and are included in City databases.

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources. [\[help\]](#)

Not applicable

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

Not applicable

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

Additional review and studies will be conducted as required by city code, state and federal law, for land use regulations that may affect these views.

#### 14. Transportation

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

This is a non-project action. The City has a network of urban streets from low volume residential streets up to major arterials. Interstate 5 and Highway 101 also run through the City.

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

Intercity Transit is the primary transit provider in the City of Olympia. Other service providers (e.g. Mason County Transit, Grays Harbor Transit) provide service to the City as well.

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

- g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.

Not applicable

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

Additional review and studies will be conducted as required by city code, state and federal law, for each project in CFP.

## 15. Public services

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

Not applicable

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

Not applicable

## 16. Utilities

- a. Circle or **bold** utilities currently available at the site: **electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system**, other \_\_\_\_\_. [\[help\]](#)

Not applicable

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

Not applicable

## C. SIGNATURE [\[HELP\]](#)

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

Signature: \_\_\_\_\_

Name of signee: Amy Buckler

Position and Agency/Organization: Amy Buckler, Downtown Programs Manager, Community Planning and Development Department

Date Submitted: June 1, 2018

**D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS** [\[help\]](#)

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

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

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

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

This non-project action to add a textual list of views to the Comp Plan will not result in direct, indirect or cumulative impacts related to air emissions; production, storage, or release of toxic or hazardous substances; or production of noise. Potential impacts of future, specific view regulation proposals or development proposals will be addressed respectively through separate non-project or project-specific environmental review.

Proposed measures to avoid or reduce such increases are:

N/A

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

This non-project action to add a textual list of views to the Comprehensive Plan will not result in direct, indirect or cumulative impacts related to plants, animals, fish or marine life.

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

N/A

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

This non-project action to add a textual list of views to the Comprehensive Plan will not result in depletion of energy or natural resources. Fossil fuels continue to be used by Olympia as an energy source for construction, maintenance and operation.

Proposed measures to protect or conserve energy and natural resources are:

N/A

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

This non-project action to add a textual list of views to the Comprehensive Plan will not adversely affect environmentally sensitive areas. The proposal adds a list of existing views identified as important by the public into the Comprehensive Plan. Some of the views are located in Parks, such as Park of the Seven Oars or West Bay Park, and provide an important cultural element in sense of place. The effect of the proposal is that when the City considers any future changes that would affect these existing views, the public interest in these views will be taken into account.

Proposed measures to protect such resources or to avoid or reduce impacts are:

A separate action with a separate SEPA process is underway to amend the development regulations in order to preserve existing views that are not already preserved under existing regulations.

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

This non-project action to add a textual list of views to the Comprehensive Plan will not adversely affect land and shoreline. The proposal adds a list of existing views identified as important by the public into the Comprehensive Plan. Some of the views are located along the shoreline in places already approved for public access, such as at West Bay Park or Percival Landing, and the views are part of the attraction to gathering in these public places.

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

Observation points along the shoreline have previously been established as public gathering places.

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

No substantial increases anticipated.

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

N/A

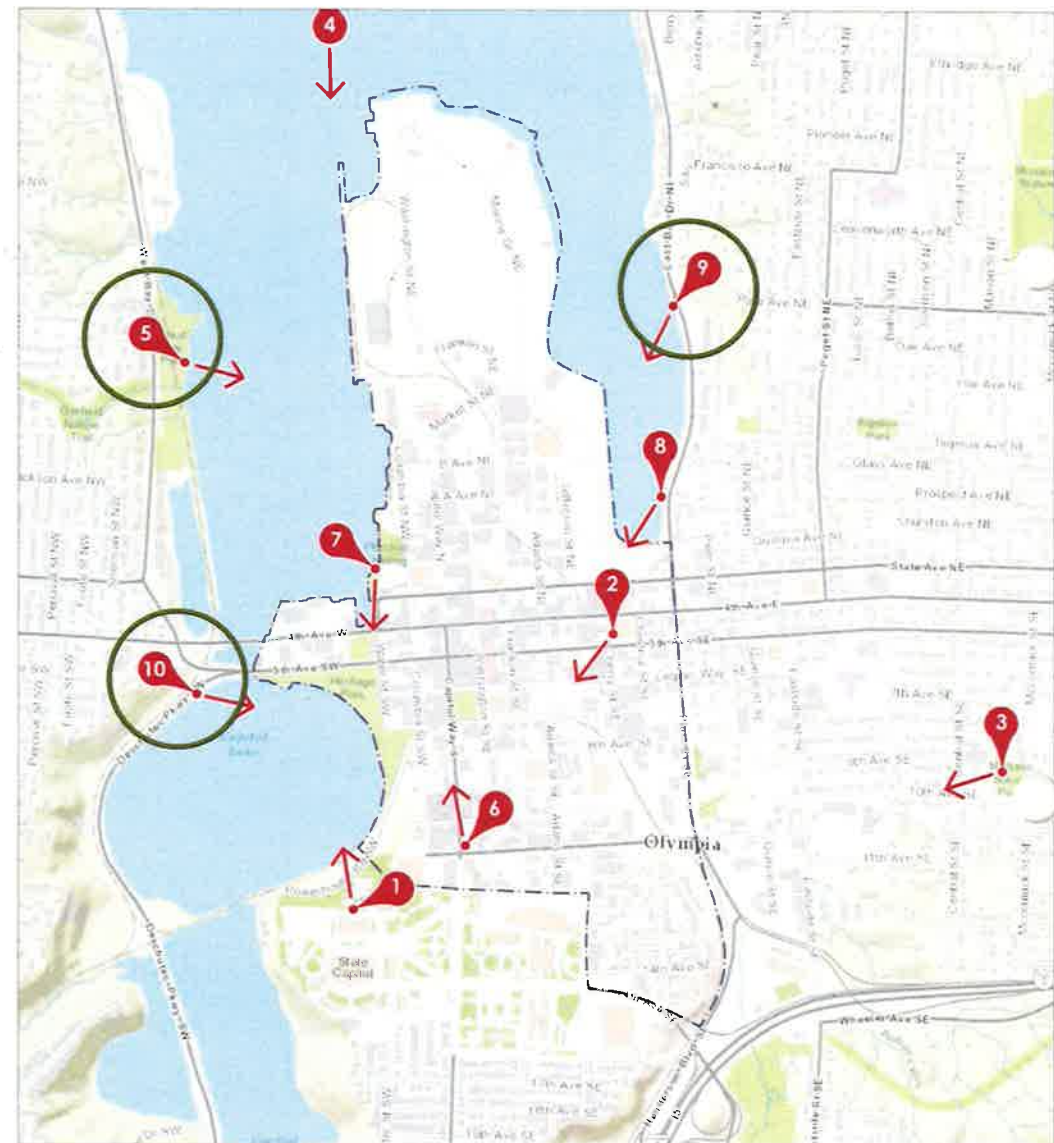
7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

No conflicts known.

# Views selected for analysis

Public Observation Point		Landmark View
FROM		TO
1	State Capitol Campus Promontory	Budd Inlet
2	Cherry Street	Capitol Dome
3	Madison Scenic Park	Capitol Dome, Black Hills
4	Puget Sound Navigation Channel	Capitol Dome and/or Mt. Rainier
5*	West Bay Park Lookout	Mt. Rainier
6	Capitol Way & Union Ave	Olympic Mountains
7	Percival Landing	Capitol Dome
8	East Bay LOOKOUT	Capitol Dome
9*	East Bay OVERLOOK	Capitol Dome
10*	Deschutes Parkway	Mt. Rainier

\* View protection steps recommended



→ View direction



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

Comprehensive Plan Amendment to Memorialize Important Downtown Views  
Project #: 18-1429

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

**18.59.040 Final review and evaluation**

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

*Routed to State Agencies: April 12, 2018*

*60 Day Notice of Intent to Adopt Comment Period Ends: June 13, 2018*

*Routed to Recognized Neighborhood Associations: June 5, 2018*

*Planning Commission Briefing: July 9, 2018*

*SEPA Determination Issued:*

*SEPA Determination Notice Published, Mailed, and Posted:*

*SEPA Comment Period Ends:*

*SEPA Appeal Period Ends:*

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

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

*Staff Comment: The intent of the proposed amendment is to include those downtown views which were identified as being important during the Downtown Strategy. The comprehensive plan identified a process to analyze views, which was followed during the development of the Downtown Strategy. By specifically including the identified views in the comprehensive plan, it helps to ensure consideration of these views in the future should any changes be proposed, such as rezones or code text amendments. The proposed amendment will provide consistency with other plan elements or development regulations, such as code amendments related to the Downtown Strategy.*

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

*Staff Opinion: The proposed amendment is consistent with the goals of the Comprehensive Plan. Specifically, the proposal is strongly aligned with the Goal 8 and the associated policies in the Land Use and Urban Design chapter Plan:*

*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.*

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

*Staff Opinion: The proposed amendment and rezone is consistent with the county-wide planning policies, as amended in 2015. The CWPPs address General Planning Policies; Urban Growth Areas; Promotion of Contiguous and Orderly Development, Provision of Urban Services, and Protection of Rural Areas; Joint County and City Planning within Urban Growth Areas; Siting County-Wide and State-Wide Public Capital Facilities; Analysis of Fiscal Impact; Economic Development and Employment; Affordable Housing; Transportation;*

*Environmental Quality; and County-Wide Policies which Establish a Process to Develop Future Policies.*

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

*Staff Opinion: The proposed amendment is compliant with the requirements of the Growth Management Act (RCW 36.70A). There is no requirement to protect important views, but protecting views is a component of the adopted Comprehensive Plan and the process used to identify the specific views was consistent with the language in the Plan.*

*Consistent with the Act, the proposal was routed to the Washington State Department of Commerce and other state agencies for the opportunity to review and comment on the proposal. No comments were received from state agencies during the sixty day comment period.*



## Planning Commission

### Zoning code text amendments related to Low Impact Development (LID) - Deliberation

Agenda Date: 8/6/2018  
Agenda Item Number:  
File Number: 18-0728

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Type: decision Version: 1 Status: In Committee

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#### Title

Zoning code text amendments related to Low Impact Development (LID) - Deliberation

#### Recommended Action

Deliberate and formulate a recommendation to the City Council.

#### Report

##### Issue:

Discussion of potential minor amendments to the Olympia Municipal Code (OMC). All amendments proposed intend to clarify or adjust language adopted in 2016 related to making Low Impact Development the common and preferred approach.

#### Staff Contact / Presenter:

Nicole Floyd, Senior Planner, Community Planning and Development, 360.570.3768

#### Background and Analysis:

##### Background

The LID code revision project began in February of 2014 as a State mandate and was completed in December of 2016 as a community supported effort to change the paradigm of development towards a more environmentally sensitive approach to stormwater management. The update included revisions to a vast number of City codes, standards, and manuals in order to make LID the preferred and commonly used approach to site development. The strategy emphasizes careful site planning and small-scale stormwater management practices that integrate into project designs.

##### Analysis

Now, a year and a half after the LID update, staff have identified a few areas in need of modification to fully implement the intent of the 2016 update. These proposed amendments are based on daily practical application and intend to refine and clarify specific sections that have been challenging to implement. These modifications are not substantive; for the most part, they simply clarify the code. The full set of proposed amendments are shown in Attachment 1. Proposed changes include, but are not limited to:

1. Increased Hard Surface Limits: Setting hard surface limits at approximately 20% higher than

impervious surface limits within residential zones will help incentivize their use.

2. Schools, Parks, and Places of Worship : Proposed amendments establish increased coverage allowances for non-residential uses within the residential zones such as schools, parks, and religious facilities.

As drafted, staff believes these amendments will provide better incentives to using pervious materials which maintains the fundamental purpose of the Low Impact Development codes as envisioned in 2016.

Neighborhood/Community Interests (if known):

Surface coverage limits are of interest to all residential property owners.

Options:

1. Recommend adoption of the draft amendments to City Council as proposed.
2. Recommend adoption of the draft amendments to City Council with revisions.
3. Recommend denial of the draft amendments to City Council.

Financial Impact:

N/A

Attachments:

Draft Amendments

New Public Comments

**Draft Amendments for Planning Commission Review:**

These proposed amendments are shown in track change format.

**Proposed Amendment 1. Replacing outdated wording:**

16.48.040 Permit or approval required  SHARE

No person, corporation, or other legal entity shall engage in land clearing in the city without having complied with one of the following:

- A. Obtaining approval of a ~~tree protection and replacement~~soil and vegetation plan and obtaining a tree removal permit as provided for in this chapter;
- B. Received a grading permit from the building official;
- C. Having obtained approval of the proposed work under the processes described in subsection A of Section 16.48.050, subsequent to the adoption date of the ordinance codified in this chapter.

**Proposed Amendment 2. Replacing outdated wording:**

16.48.045 Tree removal  SHARE

No trees, as defined by Section 16.48.030, shall be removed without first obtaining approval of a ~~tree protection and replacement~~soil and vegetation plan and a tree removal permit pursuant to this chapter. Development plans may be required to be modified or changed when necessary to preserve individual trees or groups of trees.

**Proposed Amendment 3. Replacing outdated wording:**

W. "Remove or removal" is the act of removing a tree and associated soil, or vegetation within the critical root zone of the tree by digging up, cutting down or any act which causes a tree to die, significantly impacts its natural growing condition and/or results in diminished environmental benefits or a hazard tree; including but not limited to, damage inflicted on the root system by machinery, storage of materials or soil compaction; changing the ground level in the area of the tree's root system; damage inflicted on the tree permitting infections or infestation; excessive pruning; paving with concrete, asphalt or other impervious material within the critical root zone, or any other action which is deemed harmful to the tree.

**Proposed Amendment 4. Clarifying tree density requirements in Green Cove:**

OMC 16.60.080(A).

A. Minimum Tree Density Requirement Established. A minimum tree density of 30 tree units per acre is required on the buildable area of each site, except within the Green Cove Basin (see OMC 16.60.080(5) and in critical areas, see OMC 18.32. The tree density may consist of existing trees, replacement trees or a combination of existing and replacement trees, pursuant to the

priority established in Section [16.60.070](#). For the purpose of calculating required minimum tree density in areas outside of Green Cove, critical areas, critical area buffers, city rights-of-way and areas to be dedicated as city rights-of-way shall be excluded from the buildable area of the site. For areas within Green Cove, only City rights-of-way and areas to be dedicated as rights-of-way shall be excluded from the buildable area of the site.

**Proposed Amendment 5. Adding clarity to Hard Surface Definition:**  
OMC 18.02.180(h)

Hard Surface. An impervious surface, a permeable pavement (pervious concrete, porous asphalt, permeable pavers), water penetrable decking, ~~or a~~ vegetated roof etc., in contrast with vegetated permeable soils.

**Proposed Amendment 6. Modify Hard Surface limits, convert RLI to a percentage, update open space requirements and correct typos:**

Table 4.04.

DISTRICT	R1/5	R4	R-4CB	RLI	R 4-8	R 6-12	MR 7-13	MR 10-18	RM-18	RM-24	RMH	RMU	MHP	UR	ADDITIONAL REGULATIONS
MAXIMUM HOUSING DENSITY (in units per acre)	1/5	4	4	4	8	12	24	30	24	30	---	---	12	---	18.04.080(A)
MAXIMUM AVERAGE HOUSING DENSITY (in units per acre)	---	4	4	4	8	12	13	18	18	24	---	---	12	---	18.04.080(A)(2)
MINIMUM AVERAGE HOUSING DENSITY (in units per acre)	---	---	---	2	4	6	7	10	8 Manufactured Housing Parks = 5	18 Manufactured Housing Parks = 5	---	---	5	---	18.04.080(B)
MINIMUM LOT SIZE	4 acres for residential use; 5 acres for non-residential use	2,000 SF minimum 3,000 SF average = townhouse 5,000 SF = other	One acre; reduced to 12,000 SF if associated with a drainage dispersal tract of at least 65% in the same	2,000 SF minimum 3,000 SF average = townhouse 4,000 SF = other 6,000 SF = duplex 7,200 SF = multi-family	2,500 SF = cottage 2,000 SF minimum, 3,000 SF average = townhouse 4,000 SF = other	2,000 SF = cottage 1,600 SF minimum, 2,400 SF average = townhouse 7,200 SF = duplex, triplex 9,600 SF = fourplex 3,500 SF = other	1,600 SF = cottage 1,600 SF minimum, 2,400 SF average = townhouse 6,000 SF = duplex 9,000 SF = multifamily	1,600 SF = cottage 1,600 SF minimum, 2,400 SF average = townhouse 6,000 SF = duplex 7,200 SF = multifamily	1,600 SF = cottage 1,600 SF minimum, 2,400 SF average = townhouse 6,000 SF = duplex 7,200 SF = multifamily	1,600 SF minimum, 2,400 SF average = townhouse 2,500 SF = mobile home park	1,600 SF minimum, 2,000 SF average = townhouse 2,500 SF = mobile home park	1,600 SF minimum, 2,000 SF average = townhouse 2,400 SF average = townhouse 7,200 SF = duplex 2,500 SF = mobile home park	2,000 SF = cottage 1,600 SF minimum, 2,400 SF average = townhouse 7,200 SF = duplex 2,500 SF = mobile home park	1,600 SF minimum, 2,000 SF average = townhouse 2,500 SF = mobile home park	18.04.080(C) 18.04.080(D) 18.04.080(E) 18.04.080(F) <a href="#">Chapter 18.64</a> (townhouses) 18.04.060(P) (mobile home parks)



DISTRICT	R1/5	R4	R-4CB	RLI	R 4-8	R 6-12	MR 7-13	MR 10-18	RM-18	RM-24	RMH	RMU	MHP	UR	ADDITIONAL REGULATIONS
			subdivision plat.				3,000 SF = other	3,000 SF = other	3,000 SF = other				3,500 SF = other		
MINIMUM LOT WIDTH	30' except: 16' = townhouse	50' except: 18' = townhouse	100'	30' except: 16' = townhouse; 60' = duplex 80' = multi-family	45' except: 35' = cottage 18' = townhouse	40' except: 30' = cottage 16' = townhouse 80' = duplex, triplex, fourplex	40' except: 30' = cottage 16' = townhouse 70' = duplex 80' = multifamily	40' except: 30' = cottage 40' = zero lot 16' = townhouse 70' = duplex 80' = multifamily	30' = mobile home park	30' = mobile home park	---	---	40' except: 30' = cottage 16' = townhouse 80' = duplex 30' = mobile home park	---	18.04.080(D)(1) 18.04.080(F) 18.04.080(G) 18.04.060(P) (mobile home parks)
MINIMUM FRONT YARD SETBACKS	20' except: 5' for agricultural buildings with farm animals	20'	20'	20' except: 10' with side or rear parking; 10' for flag lots 5' for agricultural buildings with farm animals	20' except: 10' with side or rear parking; 10' for flag lots; 5' for agricultural buildings with farm animals	20' except: 10' with side or rear parking; 10' for flag lots; 5' for agricultural buildings with farm animals	20' except: 10' with side or rear parking; 10' for flag lots; 5' for agricultural buildings with farm animals	15' except: 10' with side or rear parking; 10' for flag lots; 5' for agricultural buildings with farm animals	10'	5'	5' except: 10' for structures 35' or taller	10' except: 20' along Legion Way	20' except: 10' with side or rear parking; 5' for agricultural buildings with farm animals	0-10' except: 10' on Capitol House Block	18.04.080(H) 18.04.080(I)
MINIMUM REAR YARD SETBACKS	10' except: 5' for agricultural buildings with farm animals	25'	50'	10' except: 5' for agricultural buildings with farm animals.	20' except: 5' for agricultural buildings with farm animals; 10' for cottages, and wedge shaped lots	20' except: 5' for agricultural buildings with farm animals; 10' for cottages, and wedge shaped lots	20' except: 15' for multifamily; 10' for cottages, and wedge shaped lots	15' except: 10' for cottages, and wedge shaped lots, 20' with alley access	10' except: 15' for multifamily	10' except: 20' next to an R 4-8 or R-12 district	5' except: 20' for structures 35' or higher	5'	20' except: 5' for agricultural buildings with farm animals; 10' for cottages	5' except: 10' for structures over 42'	18.04.080(D) 18.04.080(F) 18.04.080(H) 18.04.080(I)
MINIMUM SIDE YARD SETBACKS	5' except: 10' along flanking streets;	5' except: 10' along flanking street;	10' minimum each side, and	5' except: 10' along flanking streets;	5' except: 10' along flanking streets; except garages shall	5' except: 10' for triplex, fourplex 10' along flanking	5' except: 10' along flanking streets; except	5' except: 10' along flanking streets; except	5' except: 10' along flanking streets; except garages shall	5' except: 10' along flanking streets; except	5' except: 10' along flanking streets; 6'	---	5' except: 10' along flanking streets; 6' on one side of	No minimum 10' on Capitol	18.04.080(H)

DISTRICT	R1/5	R4	R-4CB	RLI	R 4-8	R 6-12	MR 7-13	MR 10-18	RM-18	RM-24	RMH	RMU	MHP	UR	ADDITIONAL REGULATIONS
	provided garages are set back 20' 5' for agricultural buildings with farm animals	except garages shall meet Minimum Front Yard Setbacks 6' on one side of zero lot; 5' for agricultural building with farm animals	minimum total of 60' for both side yards.	except garages shall meet Minimum Front Yard Setbacks 6' on one side of zero lot; 5' for agricultural buildings with farm animals	meet Minimum Front Yard Setbacks 6' on one side of zero lot; 3' for cottages; 5' for agricultural buildings with farm animals	streets; except garages shall meet Minimum Front Yard Setbacks 6' on one side of zero lot; 3' for cottages; 5' for agricultural buildings with farm animals	garages shall meet Minimum Front Yard Setbacks 6' on one side of zero lot; 3' for cottages;	garages shall meet Minimum Front Yard Setbacks 6' on one side of zero lot; 3' for cottages	meet Minimum Front Yard Setbacks 6' on one side of zero lot; 3' for cottages; 10' for multifamily; 20' next to R 4-8, or R 6-12 district 10' - mobile home park	garages shall meet Minimum Front Yard Setbacks 6' on one side of zero lot; 20' next to R 4-8, R 6-12 district. 10' - mobile home park	on one side of zero lot;		zero lot; 3' for cottages; 5' for agricultural buildings with farm animals; 10' - mobile home park	House Block	
MAXIMUM BUILDING HEIGHT	35'	35', except: 16' for accessory buildings	40' except: 16' for accessory buildings	40' except: 16' for accessory buildings	35', except: 16' for accessory buildings; 25' for cottage 35' on sites 1 acre or more, if setbacks equal or exceed building height	35', except: 16' for accessory buildings; 25' for cottages	45', except: 25' for cottage; 16' for accessory buildings	45', except: 25' for cottage; 16' for accessory buildings	35', except: 16' for accessory buildings; 25' for cottage	42'	60'	See 18.04.080 (l)	2 stories or 35' whichever is less, except: 16' for accessory buildings; 25' for cottages	42' or as shown on Figure 4-5A & 18.04.080 (3)	18.04.080(l)
MAXIMUM BUILDING COVERAGE	45% = lots of 10,000 SF; 25% = lots of 10,001 SF to 1 acre; 6% = 1.01	35% 60% = townhouses	6%; increased to 18% if associated with drainage dispersal tract of at	Refer to Maximum Coverage below	45% = .25 acre or less 40% = .26 acres or more 60% = townhouses	55% = .25 acre or less 40% = .26 acres or more 60% = townhouses	45%	50%	50%	55%	85%	85%	45% = .25 acres or less 30% = .26 to 1 acre 25% = 1.01 to 3 acres 20% = 3.01 acres or more	85% except for stoops, porches or balconies	

DISTRICT	R1/5	R4	R-4CB	RLI	R 4-8	R 6-12	MR 7-13	MR 10-18	RM-18	RM-24	RMH	RMU	MHP	UR	ADDITIONAL REGULATIONS
	acre or more		least 65% in the same subdivision plat.												
MAXIMUM ABOVE-GRADE STORIES		2 stories	3 stories	3 stories	2 stories	2 stories, 3 stories = triplex, fourplex	4 stories	4 stories	3 stories	3 stories	5 stories			5 stories	
MAXIMUM IMPERVIOUS SURFACE COVERAGE	45% or 10,000sf (whichever is greater) = lots <del>greater</del> less than 4 acres; 6% = 4.1 acre or more	35% = 60% = Townhouses	6%; increased to 18% if associated with drainage dispersal tract of at least 65% in the same subdivision plat.	2,500 SF or 6% coverage whichever is greater.	45% = .25 acre or less 40% = .26 acre or more 60% = Townhouses	55% = .25 acre or less 40% = .26 acres or more 60% = Townhouses	65%	65%	65%	75%	85%	85%	65% = .25 acre or less 40% = .26 to 1 acre 35% = 1.01 to 3 acres 25% = 3.01 + acres 70% = townhouses	85% except for stoops, porches or balconies	<u>18.04.080(k)</u>
MAXIMUM HARD SURFACE	<del>45.65%</del> or 10,000sf (whichever is greater) = lots less than 4 acres; <del>6.25%</del> = 4.1 acre or more	<del>45.65%</del> <u>70.80%</u> = Townhouses	<del>25% 6%;</del> increased to 18% if associated with drainage dispersal tract of at least 65% in the same	<del>55% or 3,500sf</del> (whichever is greater) = 25 acre or less; <del>25% or 6,000sf</del> (whichever is greater) = 26 acre or more; <del>2,500 SF or 6%</del>	<del>55.75%</del> = .25 acre or less <del>50.70%</del> = .26 acre or more <del>70.80%</del> = Townhouses	<del>65.85%</del> = .25 acre or less <del>50.70%</del> = .26 acre or more <del>70.80%</del> = Townhouses	<del>70.75%</del>	<del>70.75%</del>	<del>70.75%</del>	<del>75.80%</del>	<del>85.90%</del>	<del>85.90%</del>	<del>65.85%</del> = .25 acre or less <del>40.60%</del> = .26 to 1 acre <del>35.55%</del> = 1.01 to 3 acres <del>45.25%</del> = 3.01+ acres <del>70.90%</del> = townhouses	<del>85.95%</del> except for stoops, porches or balconies	<u>18.04.080(k)</u>

DISTRICT	R1/5	R4	R-4CB	RLI	R 4-8	R 6-12	MR 7-13	MR 10-18	RM-18	RM-24	RMH	RMU	MHP	UR	ADDITIONAL REGULATIONS
			subdivision plat-	coverage, whichever is greater											
MINIMUM OPEN SPACE	220 tree units per acre required		65% drainage dispersal area <u>may be</u> required; <u>it</u> may double as tree tract or critical areas buffer.		450 SF/unit for cottage developments	450 SF/unit for cottage developments	<del>30</del> 25%; for multifamily; 450 SF/unit for cottage developments	<del>30</del> 25% for multifamily; 450 SF/unit for cottage developments	<del>30</del> 25% for multifamily; 500 SF/space for mobile home park	<del>25</del> 20% for multifamily; 500 SF/space for mobile home park	<del>45</del> 10% for multifamily	<del>45</del> 10% for multifamily; 500 SF/space for mobile home park	450 SF/unit for cottage developments; 500 SF/space for mobile home park	15% may include stoops, porches or balcony areas	18.04.080(J)

**Proposed Amendment 7. Add exceptions for schools, parks, and places of worship located in residential zones:**

OMC 18.04.080.

K. Surface Coverage Limits:

1. Increased Surface Coverage Limits: Non-residential uses such, as schools, parks, and places of worship, located in residential zones may increase the total amount of impervious and/or hard surfaces above the established maximum by up to ten percent (10%) for impervious surfaces, and twenty percent (20%) for hard surfaces, provided all of the following criteria are met:

- a) The project site is greater than one (1) acre in size.
- b) The increase is not caused by a desire for additional surface parking areas in excess of the range established in table 38.01 of OMC 18.38.100.
- c) Low impact development requirements in the Drainage Design and Erosion Control Manual are determined feasible and are implemented.

2. Existing Surfaces: Lots that exceed impervious or hard surface coverage limits with existing legally established hard or impervious surfaces may replace such surfaces within the existing footprint, but cannot be expanded in a way that would increase the nonconformity. Replacement of such surfaces will be required to comply with the Drainage Design and Erosion Control Manual, such as but not limited to, providing stormwater control measures.

3. Calculation Exclusions: The following shall be excluded from the impervious and hard surface coverage limit calculations. Note: these exclusions do not apply to calculations or requirements related to the Drainage Design and Erosion Control Manual.

- a) Ingress/egress easements serving a neighboring property;
- b) Areas excluded from the minimum lot area calculations (OMC 18.04.080(c)(4)), such as the panhandle of a flag lot;
- c) Portions of the driveway that extend beyond the required setback area when the additional length is caused by compliance with municipal code requirements, such as critical area and buffer protections.

**Proposed Amendment 8. Remove prohibition on irrigation:**

18.36.060(c) Irrigation.

1. Irrigation, if used, shall be ~~the minimum necessary temporary~~ for the purposes of plant establishment ~~and maintenance~~.
2. All irrigation systems shall be adequate to ensure survival of all retained and new plants and may be equipped with a controller capable of dual or multiple programming. Controllers must have multiple start capability and flexible calendar programming. They must also allow for at least seven day timing cycles. Timers should be set to water during evening hours after sundown.
3. Irrigation systems shall be designed and operated to minimize runoff and overspray to non-irrigated areas.

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4. The water schedule for each circuit identified on the approved landscape plan must be posted inside the corresponding controller.

**Proposed Amendment 9. Increase width of landscape islands, clarify exceptions and numerical standards for trees:**

OMC 18.36.180(c).

2. Landscape Islands - Design.

- a. Landscape Islands shall be a minimum of one forty-four (144) square feet. ~~and no more than five hundred (500) square feet in size.~~ Islands shall be designed so that trees will be planted a minimum of ~~four-six (4.6)~~ feet from any hard scape surface. The minimum island size may be reduced, ~~on a case-by-case basis;~~ if appropriate accommodations for the trees and roots to mature to full size are provided. Accommodations can include 'structural soil' or other methods that provide adequate soil volume as approved by the City. is provided to ensure that trees can achieve maturity. The maximum allowable size of five hundred (500) square feet may be increased to allow for the preservation of existing trees and associated vegetation pursuant to OMC 16.60 or to accommodate stormwater infiltration/treatment/conveyance practices.
- b. Islands shall be provided in the following location:
  - i. Landscaping islands shall be placed at the end of every parking row and with a spacing of approximately one (1) island for every nine (9) parking spaces consistent with a goal of maximizing canopy tree coverage at maturity; and
  - ii. Between loading doors/maneuvering areas and parking area; and
  - iii. Any remaining required landscaping shall be dispersed throughout the parking lot interior to reduce visual impact.
- c. Permanent curbing shall be provided in all landscape areas within or abutting parking areas. Based on appropriate surface water considerations, other structural barriers such as concrete wheel stops may be substituted for curbing.

3. Landscape Islands - Materials.

- a. One tree shall be planted for every two hundred (200) square feet of landscape island area; provided that every landscape island must contain at least one (1) tree. Two (2) trees are required in islands separating or ending a double row of parking, regardless of the island size. Planting areas shall be provided with the maximum number of trees possible given recommended spacing for species type, and the estimated mature size of the tree.

- b. All landscape islands within parking areas shall be comprised of a minimum of 60% native vegetation, or well-adapted drought-tolerant vegetation, where site conditions are appropriate for establishment and long-term survival. Grass lawn is prohibited except as needed and approved for stormwater conveyance.
- c. No plant material greater than twelve inches in height shall be located within two (2) feet of a curb or other protective barrier in landscape areas adjacent to parking spaces and vehicle use areas.
- d. Deciduous and/or evergreen trees shall be used which form a canopy. Deciduous trees shall have a minimum size of two (2) inches in caliper measured six (6) inches above the base. Evergreen trees shall be a minimum six (6) feet in height at planting.
- e. Shrubs and ground cover. Ground cover shall be planted and spaced in a triangular pattern which will result in eighty (80) percent coverage in three (3) years. The mature size of shrubs and trees whose canopy is no more than two (2) feet above the ground may also be included in total ground cover calculations.
- f. Motor vehicle overhang. Parked motor vehicles may overhang landscaped areas up to two (2) feet when wheel stops or curbing are provided. Plants more than twelve (12) inches tall are not allowed within the overhang area.

7/23/18

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## Olympia Planning Commission Members

I am commenting on the proposed amendments to Low-Impact-Development guidelines, which are a necessary afterthought in the struggle to make Missing Middle work. To me, it is clear that some larger MM housing is impossible, given minimum lot sizes and the current hard surface limits. This late need for LID amendments highlights again the whole MM push in Olympia; top-down, unthought-out, full of unintended consequences and remedial adjustments.

This letter is to demonstrate the actual results of changing the Hard Surface (“permeable pavement”) LID rules. The changes I’ll focus on are the change impacts in R-4-8, R-4-8 T and R-6-12 neighborhoods.

Drawing from Table 4.04 in the “Draft Amendments for Planning Commission Review” in your packet, I add some columns and rows to show the actual building and hard surface areas possible on standard building lots. I use lot sizes in Missing Middle, calculating dimensions using minimum lot widths. Then I’ll show scale drawings of these calculations, so that it’s easy to see the proportion of remaining minimum green space required. A picture is worth 1000 words.

### Minimum Lot Sizes Now (Table 4.04)

<b>R-4-8 Single-Family</b>	<b>4000 sf</b>	<b>R-6-12 Single-Family</b>	<b>3500 sf</b>
<b><u>R-4-8 Townhouse:</u></b>	<b>3000 sf</b>	<b><u>R-6-12 Townhouse:</u></b>	<b>2500 sf</b>

Maximum Hard surface limit is increased by 20% for both R-4-8 and R-6-12, and by 10% for townhouses.

### R-4-8 and R-4-8T

<b>Maximum Building Coverage:</b>	<b>45% ≤ .25 acre and</b>	<b>40% &gt; .25 acre,</b>	<b>townhouse 60%</b>
<b>Maximum <u>Hard Surface:</u> Now</b>	<b>55% ≤ .25 acre and</b>	<b>50% &gt; .25 acre,</b>	<b>townhouse 70%</b>
<b>MM</b>	<b>75% ≤ .25 acre and</b>	<b>70% &gt; .25 acre,</b>	<b>townhouse 80%</b>

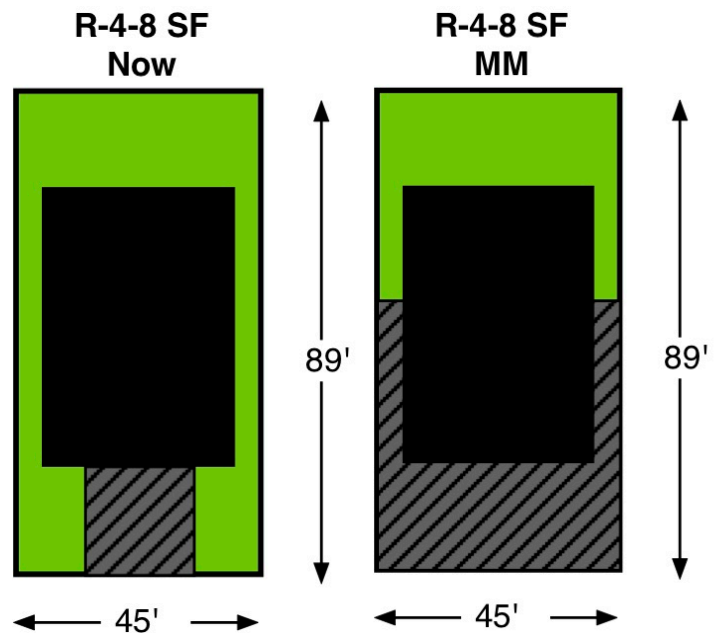
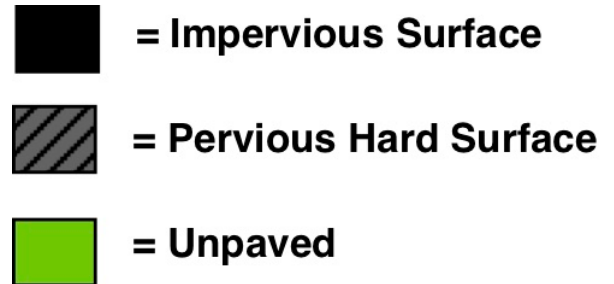
### R-6-12

<b>Maximum Building Coverage:</b>	<b>55% ≤ .25 acre and</b>	<b>40% &gt; .25 acre,</b>	<b>townhouse 60%</b>
<b>Maximum <u>Hard Surface:</u> Now</b>	<b>55% ≤ .25 acre and</b>	<b>60% &gt; .25 acre,</b>	<b>townhouse 70%</b>
<b>MM</b>	<b>75% ≤ .25 acre and</b>	<b>80% &gt; .25 acre,</b>	<b>townhouse 80%</b>

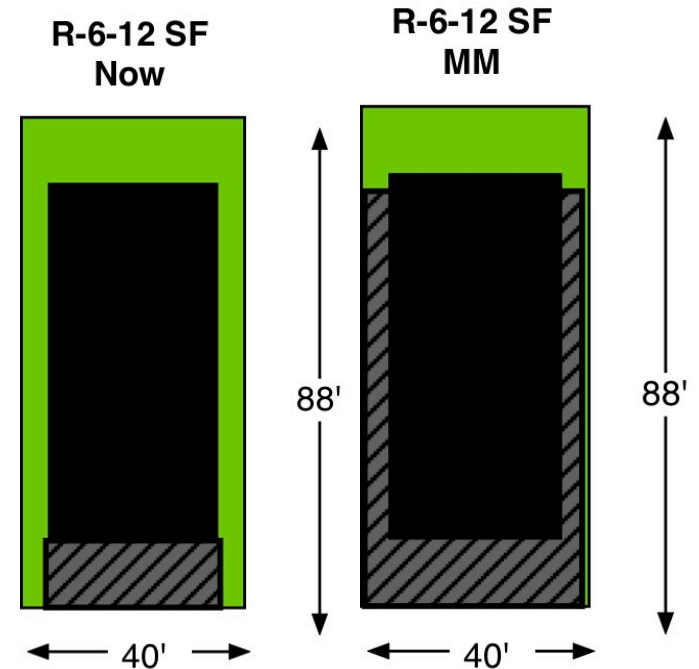


**Setbacks are:****Sideyard setback:** 5', except Cottage Developments, 3'**Backyard setback:** 20'10' with parking in back or side,**Frontyard setback:** 20', 10' (Assumed with triplexes and bigger)**Housing Types: Now and MM****Single Family****R-4-8 SF**

Standard	Now	MM
Minimum Lot Size (ft)	4000	4000
Minimum Lot Width (ft)	45	45
Lot depth (ft)	89	89
% Impervious	45	45
sf Impervious	1800	1800
Max House Width (ft)	35	35
House Depth (ft)	51	51
% Hard Surface	55	75
sf Hard	2200	3000
% Unpaved	45	25
sf Unpaved	1800	1000

**R -6-12 SF**

Standard	Now	MM
Minimum Lot Size (ft)	3500	3500
Minimum Lot Width (ft)	40	40
Lot depth (ft)	88	88
% Impervious	55	55
sf Impervious	1925	1925
Max House Width (ft)	30	30
House Depth (ft)	64	64
% Hard Surface	65	85
sf Hard	2275	2975
% Unpaved	35	15
sf Unpaved	1225	525



## Duplexes

### R-4-8 Duplex

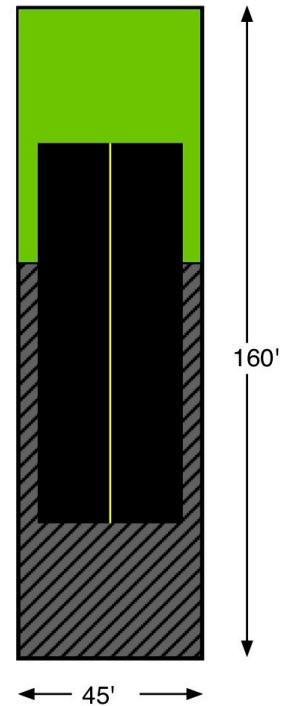
Standard	Now	MM
Minimum Lot Size (ft)	Not Allowed	7200
Minimum Lot Width (ft)	Not Allowed	45
Lot depth (ft)	Not Allowed	160
% Impervious	Not Allowed	45
sf Impervious	Not Allowed	3240
Max House Width (ft)	Not Allowed	35
House Depth (ft)	Not Allowed	93
% Hard Surface	Not Allowed	85
sf Hard	Not Allowed	6120
% Unpaved	Not Allowed	15
sf Unpaved	Not Allowed	1080

**R-4-8 Duplex  
Now**

**NOT**

**ALLOWED**

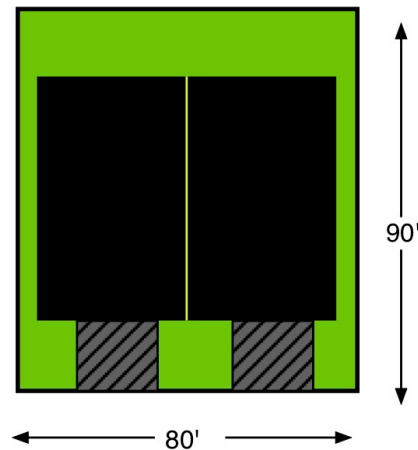
**R-4-8 Duplex  
MM**



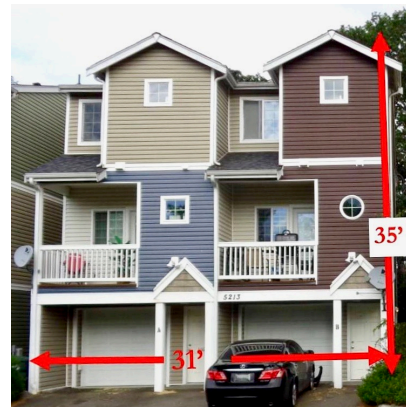
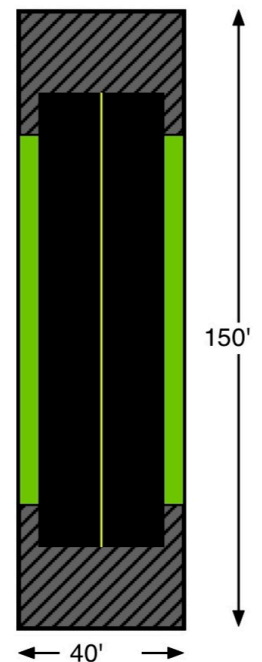
### R-6-12 Duplex

Standard	Now	MM
Minimum Lot Size (ft)	7200	6000
Minimum Lot Width (ft)	80	40
Lot depth (ft)	90	150
% Impervious	55	55
sf Impervious	3960	3300
Max House Width (ft)	70	30
House Depth (ft)	57	110
% Hard Surface	65	85
sf Hard	4680	5100
% Unpaved	35	15
sf Unpaved	2520	900

**R-6-12 Duplex  
Now**

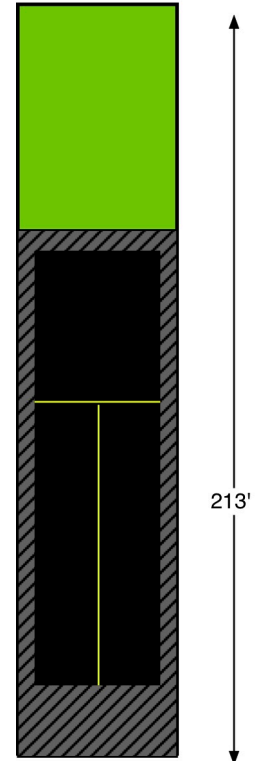


**R-6-12 Duplex  
MM**

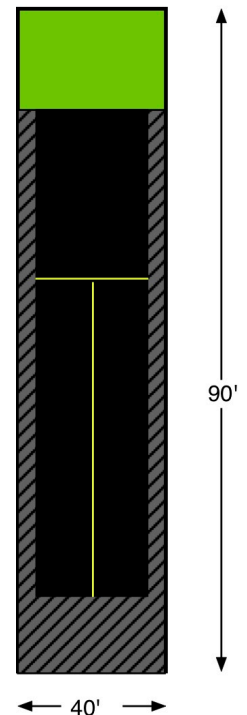


Triplexes**R-4-8T Triplex**

Standard	Now	MM
Minimum Lot Size (ft)	Not Allowed	9600
Minimum Lot Width (ft)	Not Allowed	45
Lot depth (ft)	Not Allowed	213
% Impervious	Not Allowed	45
sf Impervious	Not Allowed	4320
Max House Width (ft)	Not Allowed	35
House Depth (ft)	Not Allowed	123
% Hard Surface	Not Allowed	75
sf Hard	Not Allowed	7200
% Unpaved	Not Allowed	25
sf Unpaved	Not Allowed	2400

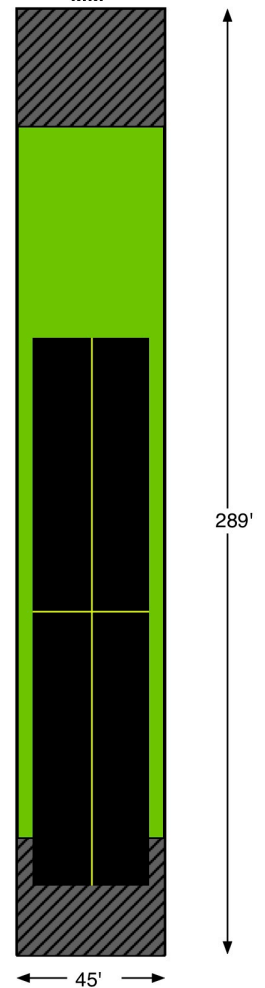
**R-4-8 Triplex Now****Not****Allowed****R-4-8T Triplex  
MM****← 45' →  
R-6-12 Triplex  
MM****R-6-12 Triplex**

Standard	Now	MM
Minimum Lot Size (ft)	Not Allowed	7200
Minimum Lot Width (ft)	Not Allowed	40
Lot depth (ft)	Not Allowed	180
% Impervious	Not Allowed	55
sf Impervious	Not Allowed	3960
Max House Width (ft)	Not Allowed	30
House Depth (ft)	Not Allowed	132
% Hard Surface	Not Allowed	85
sf Hard	Not Allowed	6120
% Unpaved	Not Allowed	15
sf Unpaved	Not Allowed	1080

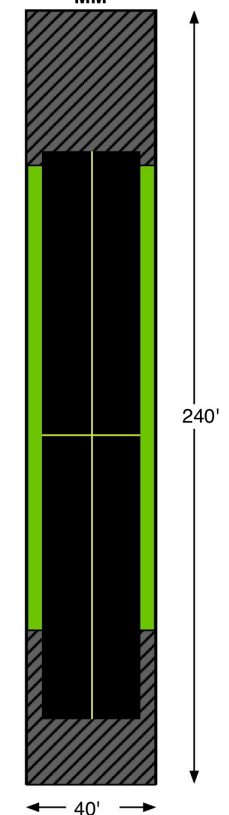
**R-6-12 Triplex Now****Not****Allowed**

**Fourplexes****R-4-8T Fourplex**

Standard	Now	MM
Minimum Lot Size (ft)	Not Allowed	13000
Minimum Lot Width (ft)	Not Allowed	45
Lot depth (ft)	Not Allowed	289
% Impervious	Not Allowed	45
sf Impervious	Not Allowed	5850
Max House Width (ft)	Not Allowed	35
House Depth (ft)	Not Allowed	167
% Hard Surface	Not Allowed	75
sf Hard	Not Allowed	9750
% Unpaved	Not Allowed	25
sf Unpaved	Not Allowed	3250

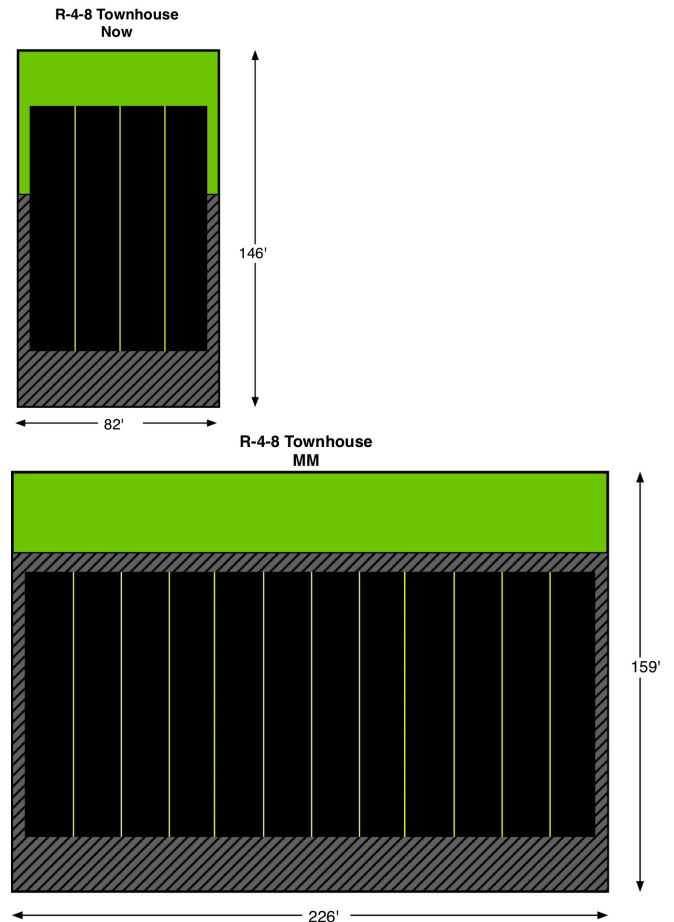
**R-4-8 Fourplex Now****Not****Allowed****R-4-8T Fourplex  
MM****R-6-12 Fourplex**

Standard	Now	MM
Minimum Lot Size (ft)	Not Allowed	9600
Minimum Lot Width (ft)	Not Allowed	40
Lot depth (ft)	Not Allowed	240
% Impervious	Not Allowed	55
sf Impervious	Not Allowed	5280
Max House Width (ft)	Not Allowed	30
House Depth (ft)	Not Allowed	176
% Hard Surface	Not Allowed	85
sf Hard	Not Allowed	8160
% Unpaved	Not Allowed	15
sf Unpaved	Not Allowed	1440

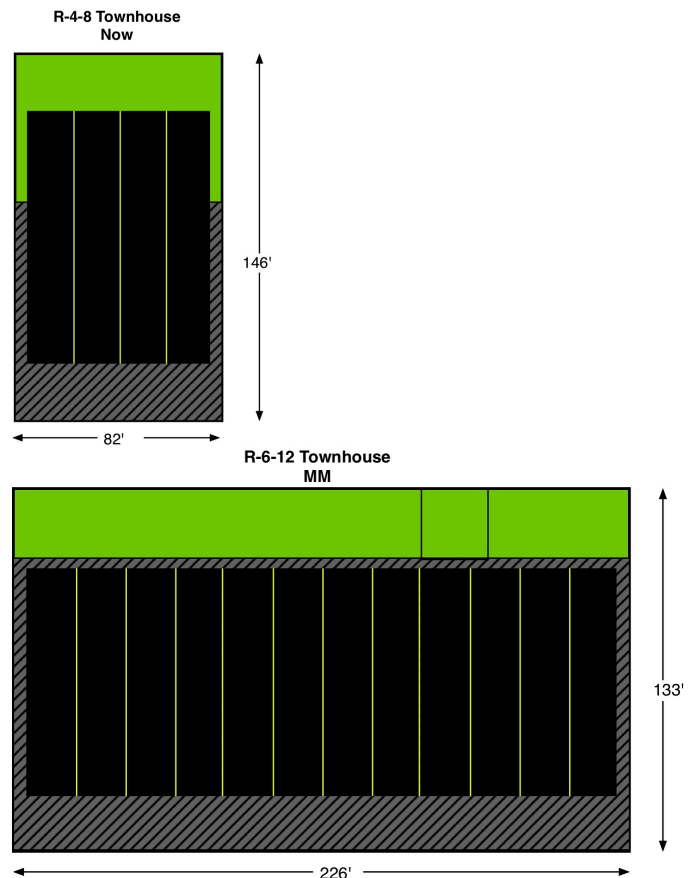
**R-6-12 Fourplex Now****Not****Allowed****R-6-12 Fourplex  
MM**

**Townhouses****R-4-8 Townhouse**

Standard	Now	MM
Minimum Lot Size (ft)	4 x 3000	12 x 3000
Minimum Lot Width (ft)	$4 \times 18 + 10 = 82$	$12 \times 18 + 10 = 226$
Lot depth (ft)	146	159
% Impervious	60	60
sf Impervious	7200	21600
Max House Width (ft)	72	216
House Depth (ft)	100	100
% Hard Surface	70	80
sf Hard	8400	28800
% Unpaved	30	20
sf Unpaved	3600	7200
Max # of Units	4	12

**R-6-12 Townhouse**

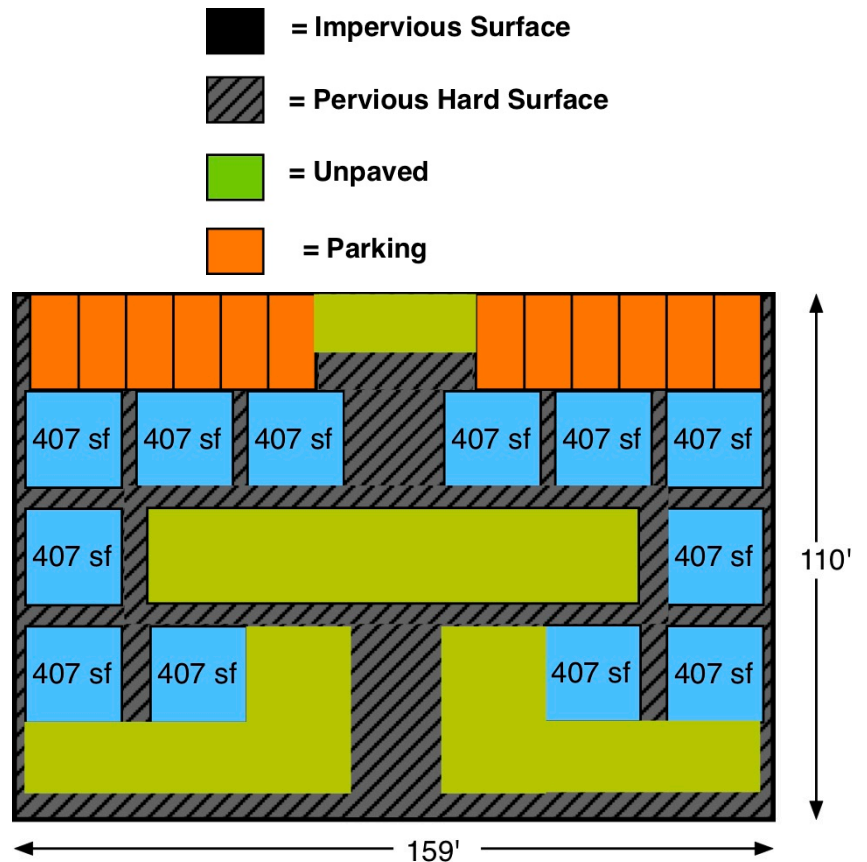
Standard	Now	MM
Minimum Lot Size (ft)	4 x 2500	12 x 2500
Minimum Lot Width (ft)	$4 \times 18 + 10 = 82$	$12 \times 18 + 10 = 226$
Lot depth (ft)	122	133
% Impervious	60	60
sf Impervious	6000	18000
Max House Width (ft)	72	216
House Depth (ft)	83	83
% Hard Surface	70	80
sf Hard	7000	24000
% Unpaved	30	20
sf Unpaved	3000	6000
Max # of Units	4	12



## Cottage Housing Developments - 3 ft side setbacks

### R-4-8T Courtyard Apartments

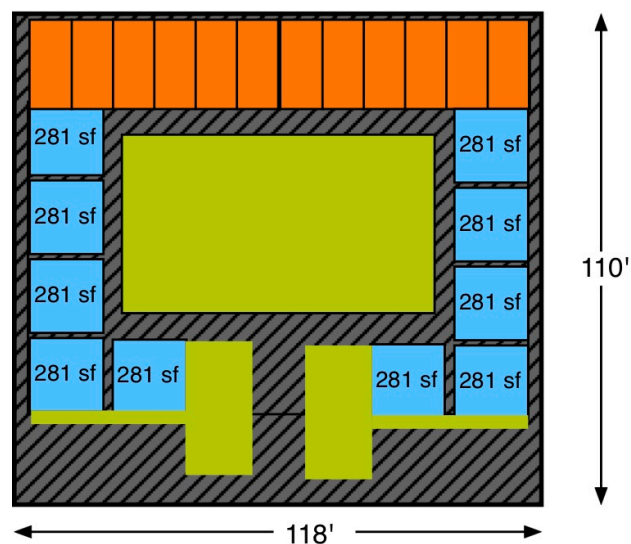
Standard	Now	MM
Minimum Lot Size (ft)	Not Allowed	17500
Minimum Lot Width (ft)	Not Allowed	159
Lot depth (ft)	Not Allowed	110
% Impervious	Not Allowed	45
sf Impervious	Not Allowed	7875
Max Dev Width (ft)	Not Allowed	153
Dev Depth (ft)	Not Allowed	51
% Hard Surface	Not Allowed	70
sf Hard	Not Allowed	12250
Setback area	Not Allowed	6784
Hard sf per unit	Not Allowed	456
% Unpaved	Not Allowed	30
sf Unpaved	Not Allowed	5250
Max # of Units	Not Allowed	12



### R-6-12 Courtyard Apartments

Standard	Now	MM
Minimum Lot Size (ft)	Not Allowed	13000
Minimum Lot Width (ft)	Not Allowed	118
Lot depth (ft)	Not Allowed	110
% Impervious	Not Allowed	55
sf Impervious	Not Allowed	7150
Max House Width (ft)	Not Allowed	108
House Depth (ft)	Not Allowed	66
% Hard Surface	Not Allowed	70
sf Hard	Not Allowed	9100
Setback area	Not Allowed	5727
Hard sf per unit	Not Allowed	281
% Unpaved	Not Allowed	30
sf Unpaved	Not Allowed	3900
Max # of Units	Not Allowed	12

R-6-12 Cot. Dev.  
MM



**As you can see on preceding pages, there is a stark difference between the proportion of green space in a low-density residential lot now, and a “low-density” residential lot with Missing Middle housing and the new LID proposal. I now see that the vision for our single-family neighborhoods is to encourage converting them to medium- to high-density commercial neighborhoods.**

**Please reject the new LID rule changes. Converting our single-family neighborhoods to city-scape is a very foolish idea.**

**Sincerely,**

**Jay Elder**



## Planning Commission

### Comment Letter to the City Council regarding Missing Middle Infill Housing Recommendations

Agenda Date: 8/6/2018  
Agenda Item Number:  
File Number: 18-0738

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Type: discussion Version: 1 Status: In Committee

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#### Title

Comment Letter to the City Council regarding Missing Middle Infill Housing Recommendations

#### Recommended Action

##### Committee Recommendation:

Not referred to a committee. Finalize a letter to the City Council summarizing the Commission's recommendations regarding Missing Middle Infill Housing.

##### City Manager Recommendation:

Finalize and forward a recommendation letter on Missing Middle Infill Housing to the City Council.

#### Report

##### Issue:

Whether to finalize and forward a recommendation letter on Missing Middle Infill Housing to the City Council.

#### Staff Contact:

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

#### Presenter(s):

Leonard Bauer, Deputy Director, Community Planning and Development  
Joyce Phillips, Senior Planner, Community Planning and Development

#### Background and Analysis:

The Planning Commission will review and finalize its comment letter to the City Council summarizing its recommendations regarding Missing Middle Infill Housing.

#### Attachments:

Draft Recommendation Letter



## Olympia Planning Commission

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August 6, 2018

Dear Mayor Selby and City Councilmembers:

The Olympia Planning Commission (OPC) is pleased to provide its recommendation on the code text amendments on Missing Middle Housing and a related recommendation about impact fees and general facilities charges.

The OPC conducted a public hearing on March 19, 2018 and considered over 1,000 pages of written public comments. Our review focused on the following issues:

- Are recommendations consistent with the Olympia Comprehensive Plan? (Review against individual goals and policies)
- Balancing various goals and policies within the Comprehensive Plan
- Effect of Missing Middle on “neighborhood character” and design
- Wide variety and breadth of public comments, both for and against
- Potential effect on real estate values
- Effect of Missing Middle on parking on City streets
- Potential of increasing “tear-downs” of existing housing and displacement of low-income renters
- Does Missing Middle address critical issues, such as affordability? (Who bears costs and benefits?)
- Do the recommendations address all of the constraints to building Missing Middle housing? What else could be done? (Additional approaches may be needed to meet existing demand for housing. Other solutions could include: Community Land Trusts, upzoning land in the urban growth area, grid development versus “subdivision” development.)

The Commission recommends approval of the staff recommendations as proposed, with the following modifications:

1. Eliminate recommendation of a study of stormwater general facilities charges to determine how duplex impacts compare with those of apartments, ADUs, and townhouses. During deliberations it became apparent that this recommendation is not needed as it is already being addressed administratively by Public Works.
2. Require one (1) off-street parking space for every four (4) units in a Single Room Occupancy building.
3. For duplexes, triplexes, fourplexes, courtyard apartments, and townhouses: Require one off-street parking space per unit, or one and one-half (1.5) spaces if on-street parking is not available.
4. Allow triplexes, fourplexes, and courtyard apartments in the Residential 4-8 (R 4-8) zoning district

within 300 feet of transit routes (in existence on a date as established by City Council) and commercial zoning.

Given the numerous recommendations and perspectives of each Commissioner, it should be noted that there is *unanimous* consent on many of the recommendations, as well as *general* consensus on the recommendations by the Commission overall. To provide a more complete picture of the deliberations the Commission held, brief statements on a few issues are attached, representing the minority or dissenting opinions on those issues.

The Commission would like to thank the City Council for its patience during the months of briefings, public meetings, and deliberations. There were several issues to be discussed and worked through before issuing a recommendation.

Sincerely,

**Rad Cunningham, CHAIR**  
Olympia Planning Commission

**Carole Richmond, VICE-CHAIR**  
Olympia Planning Commission

Minority Opinion: Study Methodology for Impact Fees and General Facilities Charges

Planning Commission Recommendation: Develop a methodology for calculating transportation and parks impact fees, and sewer general facilities charges, that reflects actual system-wide impacts of Missing Middle housing types.

In the aforementioned Missing Middle proposed changes, a research study commissioned from the City of Olympia is a prerequisite to the recommendations moving forward. However there is nothing noted in the request for these proposals about a required methodology for the studies and there is no mention of a need for an independently designed study completed with consideration of confirmation bias.

As an elected official/city staff it's rare to have all of the relevant data before making a decision. More often than not circumstances force individuals in public service to make a determination on a proposal with incomplete information, which leaves the municipal entity open to confirmation bias — meaning the public servant may pay attention to data that supports the proposal made and to dismiss or exclude the data that does not.

If the City of Olympia is commissioning a study to examine the impact of the aforementioned proposals, it must be a truly independent, peer reviewed study, completed by an entity outside of the city. It must also be completed by an entity that does not have financial bias towards the topic at hand. This is essential for reducing the likelihood of confirmation bias.

I believe a portion of the studies cited by the city in the past in support of The Missing Middle would not meet this threshold. However, if the City made an implicit effort to strive for this type of goal moving forward in its commissioned planning research, there would be better legal evidence for municipal statements that recommended proposals are evidenced based.

A further way to avoided confirmation bias is to commission a multi-factor independent study regarding what would happen if the aforementioned Missing Middle proposals made alternative or opposing recommendations. By gathering data that a public servant would need to defend alternative proposals/alternative views, and comparing this data with the data used to support the proposed changes in the Missing Middle, the likelihood of confirmation bias impacting a public servant's decision making would be greatly reduced and one's perspective may be much more informed after reviewing a larger amount of data.

In conclusion, confirmation bias can occur intentionally or unintentionally in the planning, data collection, analysis, and publication phases of commissioned research. Understanding the potential for this bias in research allows public servants to critically and independently review research presented to them and can help public servants to avoid making decisions which would be suboptimal or harmful to the community's planning.

Thank you for your consideration.

*Prepared by Jessica Blose, Planning Commissioner*

Minority Opinion: Owner Occupancy Requirement for Accessory Dwelling Units

Planning Commission Recommendation: Do not require property owner to live on the property on which an ADU is located.

I believe that City Council should delay ruling on this proposed change at this time. I am making this recommendation as I believe there will be a renewed public interest in this proposed change later in the 2018 Calendar year, as this proposed change may intersect strongly with the the topic of AirBNB style regulations. City Planning staff have reported that the topic of AirBNB regulations is a likely topic to come up to both the Planning Commission and City Council later in 2018/early 2019 and that this is topic that would require a public hearing. Due to this strong likelihood, I believe it may make more sense to bring up this proposed change at a future date.

Additionally, a delay in this particular recommended change could help mitigate perception from some members of the community that there has been a lack of community participation in the review of the Missing Middle proposals. A delay on a ruling for this proposed change could be tangible evidence of the city's commitment to both transparency and extensive community feedback in the consideration of this change.

*Prepared by Jessica Blose, Planning Commissioner*

Minority Opinion: Zoning Districts Permitting Duplexes

Planning Commission Recommendation: Permit duplexes throughout R4-8 Zoning District.

Although I concur with much of the planning commission's recommendation on the Missing Middle, I respectfully dissent in regard to the commission's recommendation to expand allowable zoning for duplexes. Allowing zoning for duplexes across all residential zoning (R4-8 and R6-12) conflicts with several Comp Plan provisions that call for a more prescriptive approach. In particular, Policy PL16.11 "Require[s] that multi-family structures be located near a collector street with transit, or near an arterial street, or near a neighborhood center . . ." The majority's blanket approach to duplexes fails to address this mandate.

My colleagues interpret all references to "multi-family" in the Comp Plan as inapplicable to duplexes. However, this interpretation ignores the common and plain meaning of the term "multiple." And absent any definition in the Comp Plan to the contrary, there is no justification to depart from the clear dictionary definition. In fact, Washington State's Municipal Research Services Center provides a definition consistent with common meaning, describing "multi-family units" as "freestanding buildings composed of two or more separate living units . . ." See [http://www.ca-ilg.org/sites/main/files/file-attachments/2010\\_-\\_landuseglossary.pdf](http://www.ca-ilg.org/sites/main/files/file-attachments/2010_-_landuseglossary.pdf).

I would recommend either following the siting requirements for multi-family designations in the Comp Plan, or revising the Comp Plan to allow greater leniency for duplexes. But in my opinion, the majority's approach is misguided and lacks process. The City's planning commission is charged with assuring that the City acts consistently with its Comprehensive Plan, often considered to be the Plan's "safe-keepers." I would be remiss if I supported the majority's recommendation in regard to duplexes.

*Prepared by Travis Burns, Planning Commissioner*

### Minority Opinion: Parking for Accessory Dwelling Units

Planning Commission Recommendation: Remove requirement of additional parking space for ADU.

Dissenting argument: The concern about how and where people may park their vehicle often gets more debate than how and where people can live. The Planning Commission unanimously agreed that Accessory Dwelling Units should be allowed on every residential lot, provided all other standards are met, but failed to reach unanimity on removing the requirement for an additional parking space. The argument for requiring an additional parking space is based on 1) location, 2) occupancy and, 3) off-street parking limits.

- 1) Location: Since ADUs may be located on any residential lot in the City, again, providing all other standards are met, it means they may be located where no other means of transportation is available other than a City street. No safe pedestrian route or transit route may be available to the occupant. In that case, as in many for most residents, the only option for transportation is their vehicle. Space for that vehicle, if not dedicated, would likely be on-street, in the yard, in the boulevard or along the alley.
- 2) Occupancy: A publication by the American Planning Association lists the types of potential ADU occupants: *“For the home owner, ADUs provide the opportunity to offer an affordable and independent housing option to the owner’s **grown son or daughter** just starting out or to an **elderly parent or two** who might need a helping hand nearby. The unit could also be leased to **unrelated individuals or newly established families**, which would provide the dual benefit of providing affordable housing to the ADU occupant and supplemental rental income to the owner.”*<sup>i</sup>

In summary, people of all ages and abilities may live in an ADU. Donald Shoup, in his definitive book entitled *The High Cost of Free Parking* cites that “87 percent of all trips in the U.S. are now made by personal motor vehicles.”<sup>ii</sup> This means that people own and use cars if that is their preference. Not requiring a dedicated parking space may incentivize people to choose other transportation options, but a good number will still own a vehicle.

- 3) Off-street parking limits: The City now requires two parking spaces per single family residence, but older homes often do not conform to this requirement and may have only one or none. It is likely if there is dedicated off-street parking available for the ADU occupant, their vehicle would be parked in that space. As many existing residences do not have the two required parking spaces, or already occupy those two spaces, none would be available to the ADU occupant. The solution is to park the car wherever space is available. As stated in paragraph 1), this may mean on-street, which would contribute to congestion along the street; in the yard, which would be unsightly; in the boulevard, blocking sidewalks or pedestrian pathways; or along the alley, possibly obstructing alley access. **City Council might consider amending the recommendation to require one parking space per ADU if there are not already two off-street parking spaces available.**

For these reasons, two of the Planning Commissioners chose to vote against removing the requirement for parking.

*Prepared by Candis Millar, AICP, Planning Commissioner*

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<sup>i</sup> *Accessory Dwelling Units; PAS QuickNotes 19, 2009, prepared by APA research staff with contributions from Elisa L. Paster and Evan D. Fieldman, associates at the Paul Hastings law firm.*

<sup>ii</sup> *The High Cost of Free Parking; Shoup, Donald, 2005, American Planning Association, Routledge*