



Meeting Agenda

Land Use & Environment Committee

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Thursday, December 20, 2018

5:30 PM

Council Chambers

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **APPROVAL OF AGENDA**

4. **PUBLIC COMMENT**

(Estimated Time: 0-15 Minutes)

During this portion of the meeting, citizens may address the Committee for up to three (3) minutes regarding the Committee's business meeting topics.

5. **APPROVAL OF MINUTES**

5.A [18-1220](#) Approval of November 15, 2018 Land Use & Environment Committee Meeting Minutes

Attachments: [Minutes](#)

6. **COMMITTEE BUSINESS**

6.A [18-1169](#) Sign Code Update

Attachments: [Link to Project Web Page](#)
[Electronic Message Sign Information](#)
[Summary of Studies](#)
[Summary of Other Cities](#)

6.B [18-1206](#) Multi-Family Tax Exemption - Residential Target Area Boundaries

Attachments: [Olympia MFTE Target Areas Map](#)
[Option 1 - High Density Neighborhoods](#)
[Option 2 - Urban Corridors](#)
[Option 3 - Expanded Urban Corridors](#)
[MFTE Projects Summary](#)

6.C [18-1203](#) 2019 Work Program - Community Planning and Development

Attachments: [Major City Planning Projects](#)
[2019 CPD Planning Program Staffing Levels](#)

[2019 CPD Planning Projects](#)**7. REPORTS AND UPDATES****8. ADJOURNMENT**

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

Land Use & Environment Committee

Approval of November 15, 2018 Land Use & Environment Committee Meeting Minutes

Agenda Date: 12/20/2018
Agenda Item Number: 5.A
File Number: 18-1220

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

Title

Approval of November 15, 2018 Land Use & Environment Committee Meeting Minutes



Meeting Minutes - Draft

Land Use & Environment Committee

City Hall
601 4th Avenue E
Olympia, WA 98501
Information: 360.753.8244

Thursday, November 15, 2018

5:30 PM

Council Chambers

1. CALL TO ORDER

Chair Gilman called the meeting to order at 5:30 p.m.

2. ROLL CALL

Ms. Parshley arrived at 6:20 p.m.

Present: 3 - Chair Clark Gilman, Committee member Nathaniel Jones and
Committee member Lisa Parshley

OTHERS PRESENT

City of Olympia Community Planning and Development Staff:
Downtown Programs Manager Amy Buckler
Director Keith Stahley
Deputy Director Leonard Bauer
Senior Planner Joyce Phillips

City of Olympia Public Works Staff:
Assistant City Engineer Steve Sperr
Senior Planner Sophie Stimson

3. APPROVAL OF AGENDA

The agenda was approved.

4. PUBLIC COMMENT - None

5. APPROVAL OF MINUTES

- 5.A** [18-1062](#) Approval of September 20, 2018 Land Use & Environment Committee Meeting Minutes

The minutes were approved.

- 5.B** [18-1091](#) Approval of October 4, 2018 Land Use & Environment Committee Meeting Minutes

The minutes were approved.

6. COMMITTEE BUSINESS

6.A [18-1064](#) Downtown Strategy Status Report

Ms. Buckler reviewed a PowerPoint presentation regarding the status of the Downtown Strategy. She explained that homelessness is having a huge impact on delivery of service, provision of programs and her ability to implement the Downtown Strategy.

The report was received.

6.B [18-1041](#) 2018 Engineering Design and Development Standards (EDDS) Update

Mr. Sperr reviewed a PowerPoint presentation regarding amendments to the Engineering Design and Development Standards (EDDS). He noted changes that will help to implement the City's new Missing Middle regulations.

The recommendation was recommended for approval and referred to the City Council.

6.C [18-0817](#) Transportation Master Plan Briefing

Ms. Stimson reviewed a PowerPoint presentation updating the Committee on the status of the Transportation Master Plan.

The information was provided.

6.D [18-1060](#) Thurston County Joint Plan Update Briefing

Ms. Phillips briefed the Committee on the status of the Thurston County Joint Plan Update; the County seems ready to move forward.

The information was provided.

7. REPORTS AND UPDATES

Mr. Stahley provided a brief update on the impact fee waiver. Mr. Bauer asked about bringing the Multi-Family Tax Exemption program forward.

8. ADJOURNMENT

The meeting was adjourned at 7:45.

The next scheduled meeting is for December 20, 2018.



Land Use & Environment Committee

Sign Code Update

Agenda Date: 12/20/2018
Agenda Item Number: 6.A
File Number: 18-1169

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

Title

Sign Code Update

Recommended Action

Committee Recommendation:

The Planning Commission recommends adoption of the proposed Olympia Sign Code update and forwarding the code language to Council for consideration.

City Manager Recommendation:

Move to approve the Planning Commission recommendation to adopt the proposed Olympia Sign Code update, and forward to Council for consideration.

Report

Issue:

Whether to accept the Planning Commission recommendation to adopt the attached the Olympia Sign Code update and forward to Council for consideration.

Staff Contact:

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

Presenter(s):

Joyce Phillips, Senior Planner, Community Planning and Development

Background and Analysis:

Since the last Sign Code Update was provided to the Committee in April of this year, work continued to progress on the sign code. The first public draft was released in July. A Planning Commission briefing focused on the legal issues of free speech and recent court cases was conducted on August 20, 2018. A public Open House was held on August 28, 2018. In response to questions raised and comments provided, a second public draft was issued on September 21, 2018.

In October, staff met with the Coalition of Neighborhood Associations, provided another briefing to the Planning Commission on other issues related to the Sign Code, and provided an overview to the Olympia Downtown Alliance's Design Committee. In response to comments provided, a third public draft was released on October 25. Staff met with the Downtown Neighborhood Association on November 2 and a public hearing was held by the Planning Commission on November 5, 2018.

Four people spoke at the public hearing. In addition, copies of written comments received throughout the process were provided to the Planning Commission. Testimony at the hearing primarily focused on the “hold time” for signs that include an electronic message. Electronic message sign information was reviewed by the Commission and is included in the attachments, which are also included on the project webpage. The attached Summary of Studies includes a memorandum from the Federal Highways Administration (FHWA) providing guidance on the topic.

The Planning Commission completed its deliberations on November 19, 2018, and recommended approval of the Sign Code Update, as proposed.

Neighborhood/Community Interests (if known):

The most significant comments received have been about electronic messages on signs and the frequency with which the messages should be allowed to change. The City of Olympia restricts the use of signs with an electronic message. There are a few commercial signs of this type that are grandfathered in, which would not be allowed today. Other signs are generally at schools and provide public service messages. There are some time and temperature signs in this category as well, primarily at banks.

Options:

1. Advance the Sign Code Update to the City Council with a recommendation for approval from both the Planning Commission and the Land Use and Environment Committee.
2. Choose not to recommend approval of the Sign Code Update to the City Council.
3. Recommend specific revisions before advancing the Sign Code Update to the City Council.

Financial Impact:

None. Adoption and implementation of a new sign code, if approved, is in the Department’s base budget.

Attachments:

Link to Project Web Page
Electronic Message Signs Information
Summary of Studies
Summary of Other Cities

Home » [City Services](#) » [Building Permits-Land Use](#) » [Sign Code](#)

Sign Code

- Featured Links
- [View the current Sign Code](#)
- Navigation
- [Building Permits-Land Use](#)
- [Construction Codes](#)

Project Status

The Olympia Planning Commission conducted a public hearing on the proposed sign code and related code amendments **Monday, November 5, 2018**. After completing its deliberations the Commission is recommending the City Council approve the proposed code amendments. The date for City Council consideration is tentatively scheduled for January 15, 2019.

- [Summary of Major Changes](#)



Sign Code Update

The City is updating its Sign Code because the [existing code](#) can be confusing for businesses and the public, and is challenging to administer for city staff. The updated sign code will be streamlined and simplified to increase clarity.

The update will address recent court cases and changes in the sign industry over the last several years, including newer types of signs that are becoming more common.

Work to update the Sign Code began in September 2016 and is expected to conclude in 2018. The planning process incorporates input from residents, businesses, and stakeholders. Several public meetings have already taken place and more will be scheduled. For a summary of past meetings, click "Public Process, Meetings & Materials" below.

- ☐ DRAFT Sign Code

☐ Comment on the DRAFT

☐ Legal Analysis Summary

☐ Public Process, Meetings & Materials

- Explanation of Primary Updates
- The updated sign code will contain a variety of changes from the existing code. We have provided detailed explanations of the 5 topics that may be of the most interest below. Click each for details.
- ☐ New Sign Zones

☐ Content Neutral Code

☐ New Sign Types

PermitPortal

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Building Code

VIEW THE CITY'S CONSTRUCTION CODES AND POLICIES

EDDS

ENGINEERING DESIGN & DEVELOPMENT STANDARDS

City Calendar

12/13 - 6:00 p.m.

[Olympia Arts Commission](#)

12/13 - 6:30 p.m.

[Design Review Board \(Canceled\)](#)

12/15 - 10:00 a.m.

[Grass Lake Nature Park Volunteer Work Party](#)

12/18 - 5:00 p.m.

[Special General Government Committee](#)

12/18 - 7:00 p.m.

[City Council Meeting](#)

[View full calendar...](#)

City Updates

UTILITY BILLING EMAIL CHANGE

Beginning Friday, December 14, receipts and notifications for online utility billing customers will be sent from OlympiaUtilityBilling@Paymentus.cc Please add this email address to your contacts to ensure messages are received in your inbox.

APPLY NOW! CITIZEN ADVISORY COMMITTEES

We are looking for citizens interested in serving on City advisory boards, commissions and committees. Applications due by 5 p.m. on Thursday, January 31. [More...](#)

STATE AVE BANNER SPACE

We are now accepting 2019 reservations for our banner display space on State Avenue. [More...](#)

2019 PRELIMINARY OPERATING BUDGET

The 2019 Preliminary Operating Budget is now available. [More...](#)

ADDRESSING HOMELESSNESS

The City Council has directed immediate actions to respond to homelessness in our community. [More...](#)

2019-2024 PRELIMINARY CAPITAL FACILITIES PLAN

The 2019-2024 Preliminary Capital Facilities Plan (CFP) is now available. Comments can be sent to adminservices@ci.olympia.wa.us by October 30, 2018.

[❏ Electronic Message Signs](#)

[❏ Window Signs](#)

Questions?

Contact Joyce Phillips at 360.570.3722 or jphillip@ci.olympia.wa.us

[back to top...](#)

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OLYMPIA MUNICIPAL CODE
Quick link to codes and standards including [Olympia Municipal Code](#).

MEETINGS [Agenda and Minutes](#)
for City Council and most advisory committees.

Electronic Message Signs

- Featured Links
- [View the current Sign Code](#)
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- [Building Permits-Land Use](#)
- [Construction Codes](#)



Electronic Message Signs

Existing Code

The city rarely allows new electronic message signs and there are a few in town that are “grandfathered” in (meaning the signs were legally permitted and can remain, even though they would not be allowed under the current codes and interpretations). Where these types of signs are allowed there are different standards about how often the sign message can change. Some of these sign types do not have a specified limit while others have different standards than other similar signs.

Proposed Update

These sign types will still be substantially limited in where they are allowed under the new code. The proposal is to standardize the amount of time a message must remain unchanged for any sign with an electronic message. Academic schools with an electronic public service/community bulletin board sign will still be required to turn off the electronic message portion of the sign between 9 p.m. and 6 a.m.

Why are we making this change?

The proposed changes are intended to standardize the display standards across electronic message signs.

How often should the message be allowed to change?

It can be hard to know how often to allow messages to change. There is some guidance from studies, in model sign codes, and from governmental agencies, the sign industry, and research studies.

- [Digital/Electronic Signs Minimum Hold and Transition Time Provisions](#) - a summary of jurisdictions.
- [Frequency of Message Change Information](#) - a summary of related studies.

☐ Comment on this Proposed Change

Questions?

Contact Joyce Phillips at 360.570.3722 or jphillip@ci.olympia.wa.us

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Building Code

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ENGINEERING DESIGN & DEVELOPMENT STANDARDS

City Calendar

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[City Council Meeting](#)

[View full calendar...](#)

City Updates

- UTILITY BILLING EMAIL CHANGE** Beginning Friday, December 14, receipts and notifications for online utility billing customers will be sent from OlympiaUtilityBilling@Paymentus.cc. Please add this email address to your contacts to ensure messages are received in your inbox.
- APPLY NOW! CITIZEN ADVISORY COMMITTEES** We are looking for citizens interested in serving on City advisory boards, commissions and committees. Applications due by 5 p.m. on Thursday, January 31. [More...](#)
- STATE AVE BANNER SPACE** We are now accepting 2019 reservations for our banner display space on State Avenue. [More...](#)
- 2019 PRELIMINARY OPERATING BUDGET** The 2019 Preliminary Operating Budget is now available. [More...](#)
- ADDRESSING HOMELESSNESS** The City Council has directed immediate actions to respond to homelessness in our community. [More...](#)
- 2019-2024 PRELIMINARY CAPITAL FACILITIES PLAN** The 2019-2024 Preliminary Capital Facilities Plan (CFP) is now available. Comments can be sent to adminservices@ci.olympia.wa.us by October 30, 2018.

OLYMPIA MUNICIPAL CODE
Quick link to codes and standards
including [Olympia Municipal Code](#).

MEETINGS [Agenda and Minutes](#)
for City Council and most advisory
committees.

[back to top...](#)

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Sign Code Draft
Frequency of Message Changes Information

Studies:

1. Statistical Analysis of the Relationship between On-Premise Digital Signage and Traffic Safety (by Texas A & M University and Texas A & M Transportation Institute, sponsored by Signage Foundation and Texas Engineering Extension Service)

Date: December 17, 2012

Available online at: <http://www.signresearch.org/wp-content/uploads/Digital-Signage-Traffic-Safety-A-Statistical-Analysis.pdf>

In this study, researchers collected large amounts of sign and crash data in order to conduct a robust statistical analysis of the safety impacts of on-premise digital signs. The statistical tools used the latest safety analysis theory developed for analyzing the impacts of highway safety improvements. The research team acquired the crash data from the Highway Safety Information System, which is a comprehensive database of crash records from several states. One of the advantages of these data is that they also include information about roadway characteristics, such as the number of lanes, speed limit, and other factors. The research team then acquired information about the location of on-premise digital signs from two sign manufacturing companies. Through significant effort by the researchers, these two datasets were merged into a single dataset that represented potential study locations in California, North Carolina, Ohio, and Washington. Of the initial set of over 3,000 possible sites, the research team was able to identify 135 sign locations that could be used for the safety analysis. Potential sites were eliminated from consideration due to any of the following factors:

- *The sign location was not on a roadway that was included in the crash dataset; only major roads were represented in the crash data.*
- *The sign location provided by a sign manufacturing company could not be verified through online digital images of the location.*
- *Only signs installed in calendar years 2006 or 2007 could be included in order to have adequate amounts of crash data before and after the sign was installed.*

Summary of study results

The results of this study provide scientifically based data that indicate that the installation of digital on-premise signs does not lead to a statistically significant increase in crashes on major roads.

2. Compendium of Recent Research Studies on Distraction from Commercial Electronic Variable Message Signs (CEVMS) (Prepared by The Veridian Group)

Date: February 2018

Available online at:

<http://www.kverulant.org/upload/kc/files/Konec%20d%C3%A1ni%C4%8Dn%C3%A1Dch%20billboard%C5%AF/studie%20o%20vlivu%20billboard%C5%AF%20na%20nezpe%C4%8Dnost%20%C3%BAnor%202016.pdf>

A review of 22 studies. Includes a summary of the findings of each of the studies reviewed. Studies reviewed included below. Where available, a copy of the study is included below, as a PDF.

- Empirical Evaluation on a Driving Simulator of the Effects of Distractions Inside and Outside the Vehicle on Driver's Behavior (United States, 2008)
- Conflicts of Interest: The Implications of Roadside Advertising for Drive Attention (United Kingdom, 2009)
- Relative Crash Involvement Risk Associated with Different Sources of Driver Distraction (Norway, 2009)



Relative crash
involvement risk Bac

- Investigating Driver Distraction: The Effects of Video and Static Advertising (United Kingdom, 2009)



Investigating driver
distraction-the effec

- Driver Distraction from Roadside Advertising: The Clash of Road Safety Evidence, Highway Authority Guidelines, and Commercial Advertising Pressure (Australia, 2009)



DRIVER
DISTRACTION FROM

- Influence of Billboards on Driving Behavior and Road Safety (Israel, 2010)
- The Role of Roadside Advertising Signs in Distracting Drivers (Saudi Arabia, 2010)

- External Driver Distractions: The Effects of Video Billboards and Wind Farms on Driver Performance (Canada, 2011)

Did not seek a copy – we do not allow video signs

- Advertising Billboards Impair Change Direction in Road Scenes (Australia, 2011)



Advertising
billboards impair ch

- Effects of Electronic Billboards on Driver Distraction (Sweden 2012)
- Driver Visual Behavior in the Presence of Commercial Electronic Variable Message Signs (CEVMS) (United States, 2012)



cevmsfinal.pdf

- Effects of External Distractions (United States, 2013)
- Impact of Roadside Advertising on Road Safety (Australia, 2013)



Impact of Roadside
Advertising on Roac

- Roadside Advertising Affects Driver Attention and Road Safety (Denmark, 2013)



Roadside
Advertising Affects I

- Statistical Analysis of the Traffic Safety Impacts of On-Premise Digital Signs (United States, 2014)

Online PDF is dated August 2013, so may not be final copy



Statistical Analysis
of the Traffic Safety

- Evaluation of the Visual Demands of Digital Billboards Using a Hybrid Driving Simulator (United States, 2014)

- Accidents on Ayalon Highway – Three Periods of Comparison: Billboards Present, Removed, and Returned (Israel, 2014)
- Investigation of Potential Relationship between Crash Occurrences and the Presence of Digital Billboards in Alabama and Florida (United States, 2015)
- Digital and Projected Advertising Displays: Regulatory and Road Safety Assessment Guidelines (Canada, 2015)
- Digital Billboards ‘Down Under’: Are they Distracting to Drivers and can Industry and Regulators Work Together for a Successful Road Safety Outcome? (Australia, 2015)



Digital billboards
down under.pdf

- A Field Study on the Effects of Digital Billboards on Glance Behavior During Highway Driving (United States, 2016)
- Influence of an Illuminated Digital Billboard on Driving Behavior with a Focus on Variable Display Time and Distance from a Pedestrian Crossing (Belgium, 2018)

3. Federal Highways Administration (FHWA) Memorandum



FHWA Memo Off
Premise Changeable

Excerpt:

Based upon contacts with all Divisions, we have identified certain ranges of acceptability that have been adopted in those States that do allow CEVMS that will be useful in reviewing State proposals on this topic. Available information indicates that State regulations, policy and procedures that have been approved by the Divisions to date, contain some or all of the following standards:

- Duration of Message: Duration of each display is generally between 4 and 10 seconds - 8 seconds is recommended.
- Transition Time: Transition between messages is generally between 1 and 4 seconds - 1-2 seconds is recommended.

- Brightness: Adjust brightness in response to changes in light levels so that the signs are not unreasonably bright for the safety of the motoring public.
- Spacing: Spacing between such signs not less than minimum spacing requirements for signs under the FSA, or greater if determined appropriate to ensure the safety of the motoring public.
- Locations: Locations where allowed for signs under the FSA except such locations where determined inappropriate to ensure safety of the motoring public.

Other standards that the States have found helpful to ensure driver safety include a default designed to freeze a display in one still position if a malfunction occurs; a process for modifying displays and lighting levels where directed by the State DOT to assure safety of the motoring public; and requirements that a display contain static messages without movement such as animation, flashing, scrolling, intermittent or full-motion video.

Digital/Electronic Signs

Minimum Message Hold and Transition Time Provisions

	Hold/Dwell Time	Transition Time
AWC Model Sign Code (Association of WA Cities)	Digital Signs: 8 seconds Electronic Message Center Signs: 10 seconds	Min./Max. of 1.5 seconds
IMLA Model Sign Code (International Municipal Lawyers Assoc.)	10 seconds	Less than or equal to 2 seconds
Lacey	10 seconds	Less than or equal to 2 seconds
Tumwater	None	None
Yelm	No hold time requirement, just max. brightness	None
Bremerton	8 seconds	None
Lakewood	5 seconds	
Edmonds	20 seconds	
Olympia	AutoMall ID Sign: 3 minutes Public Service Signs at Schools: 5 minutes Existing Commercial: None	None

The recommendation in the US Dept. of Transportation's Federal Highway Administration (FHWA) memo titled "Guidance on Off-Premise Changeable Message Signs" is that the messages change no more frequently than between 4 – 10 seconds, with a minimum of 8 seconds recommended. The memo also suggests that the transition time between messages be between 1- 4 seconds, with 1 – 2 seconds recommended.



Land Use & Environment Committee

Multi-Family Tax Exemption - Residential Target Area Boundaries

Agenda Date: 12/20/2018
Agenda Item Number: 6.B
File Number: 18-1206

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

Title

Multi-Family Tax Exemption - Residential Target Area Boundaries

Recommended Action

Not referred to a committee.

City Manager Recommendation:

Move to direct staff to draft a resolution of intention to adopt expanded or additional residential target areas for Multi-family Tax Exemption Program for City Council consideration, as shown in Option 2 (Attached).

Report

Issue:

Whether to recommend expanded or additional residential target areas for the City's Multi-family Tax Exemption Program.

Staff Contact:

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

Presenter(s):

Leonard Bauer, Deputy Director, Community Planning & Development

Background and Analysis:

State law authorizes the City of Olympia to adopt a multi-family housing tax exemption program (RCW 84.14). Olympia's Multi-Family Tax Exemption provisions are codified in Olympia Municipal Code Chapter 5.86.

The City Council first adopted the Multi-Family Tax Exemption (MFTE) provisions in August 1997 (Ordinance 5713) with a 10-year property tax exemption for downtown multi-family projects. The code provisions were amended in December 1997 (Ordinance 5734) to add new residential target areas: Eastside (4th/State corridor between Eastside and Fir Streets) and Westside (Harrison Avenue corridor between Cushing and Foote Streets)(See attached map). After the State Legislature revised the 10-year exemption into an eight-year market rate or 12-year affordable housing tax exemption, the City Council adopted the eight- and 12-year provisions on January 26, 2009, along with

refinements to the residential target areas (Ordinance 6618).

The primary purpose for the law is to provide added incentives to promote construction of housing in designated residential target areas. Designated areas must, as determined by the City:

1. Be within an urban center (with mixed commercial/residential uses);
2. Lack sufficient available, desirable and convenient housing opportunities, including affordable housing, to meet the needs of the public desiring to live in the urban center; and
3. Be appropriate for the encouragement of construction of new multifamily housing and the rehabilitation of new vacant or underutilized buildings for multifamily housing.

Based on Olympia's Comprehensive Plan policies and future land use map, areas that are most consistent with the above criteria are:

1. The high-density neighborhood in the vicinity of Cooper Point Road-Harrison Avenue-Black Lake Boulevard;
2. The high-density neighborhood in the vicinity of Pacific Avenue-Lilly Road-Martin Way; and
3. The Kaiser Road-Harrison Avenue opportunity area.

For projects approved by the City Council under this program, the increased value of new housing units is exempt from Ad Valorem tax for a defined period of time after completion of construction (eight years for market-rate housing, or 12 years for affordable housing units). The value of the underlying land, previously-existing residential units, and any non-housing improvements (for example, the commercial portion of a mixed use development) are not exempted and remain subject to Ad Valorem tax.

The Committee discussed potential inclusion of one or more of the three areas listed above at its April 2018 meeting. The Committee directed staff to further define potential boundaries that would include these areas. Attached are options for boundaries for MFTE target areas that would include these areas.

Additional Background on MFTE Program Requirements

Housing units are defined as affordable under the MFTE program's 12-year option if their monthly rental cost, including utilities, does not exceed thirty percent of the monthly income of a low or moderate-income household in Thurston County. Low and moderate-income households are defined as below 80 percent and 115 percent, respectively, of Thurston County's median income, as reported by the U.S. Department of Housing and Urban Development (HUD).

New housing construction must meet the following requirements to be eligible for a tax exemption:

- The housing is located in a designated residential target area adopted by the City Council;
- 50 percent or more of the project's space is for permanent residential occupancy;
- Four or more new housing units are created;
- The project complies with the City's comprehensive plan, building and zoning codes;
- The construction/rehabilitation is completed within three years of approval of the MFTE application;
- The applicant must enter into a contract with the City approved by Council; and
- The project does not displace existing residential tenants.

The City may adopt additional eligibility requirements that are more stringent than those above related to height, density, public benefit features, number or size of proposed developments, parking,

income limits for occupancy, limits on rent or sales prices, or other requirements deemed necessary by the City. These requirements may be applied to all or a percentage of residential units within a project.

The Committee discussed potential options for additional eligibility requirements related to affordability at its April 2018 meeting. If the Committee recommends MFTE boundary changes at this time, it may choose to continue discussion of additional eligibility requirements at a future meeting.

Since its adoption in 1997, Olympia has approved 10 projects for the MFTE program, with two additional projects currently in process. These 12 projects provide 680 new residential units with a total construction value of \$75,746,577. All of the projects are located in the Downtown target area, except one 4-unit project in the Eastside target area currently in process. A summary of the City's MFTE projects is attached.

Neighborhood/Community Interests (if known):

The entire community is interested in production of additional residential housing in Olympia, especially affordable housing. The Olympia Comprehensive Plan calls for focusing the majority of future residential growth in designated high-density neighborhoods in close proximity to commercial services, frequent transit and other amenities. The City has adopted 'stepback and setback' zoning restrictions along urban corridors to improve transition of higher-density buildings to adjacent medium and low-density neighborhoods, and those neighborhoods are keenly interested in development in those corridors and high-density neighborhoods.

Options:

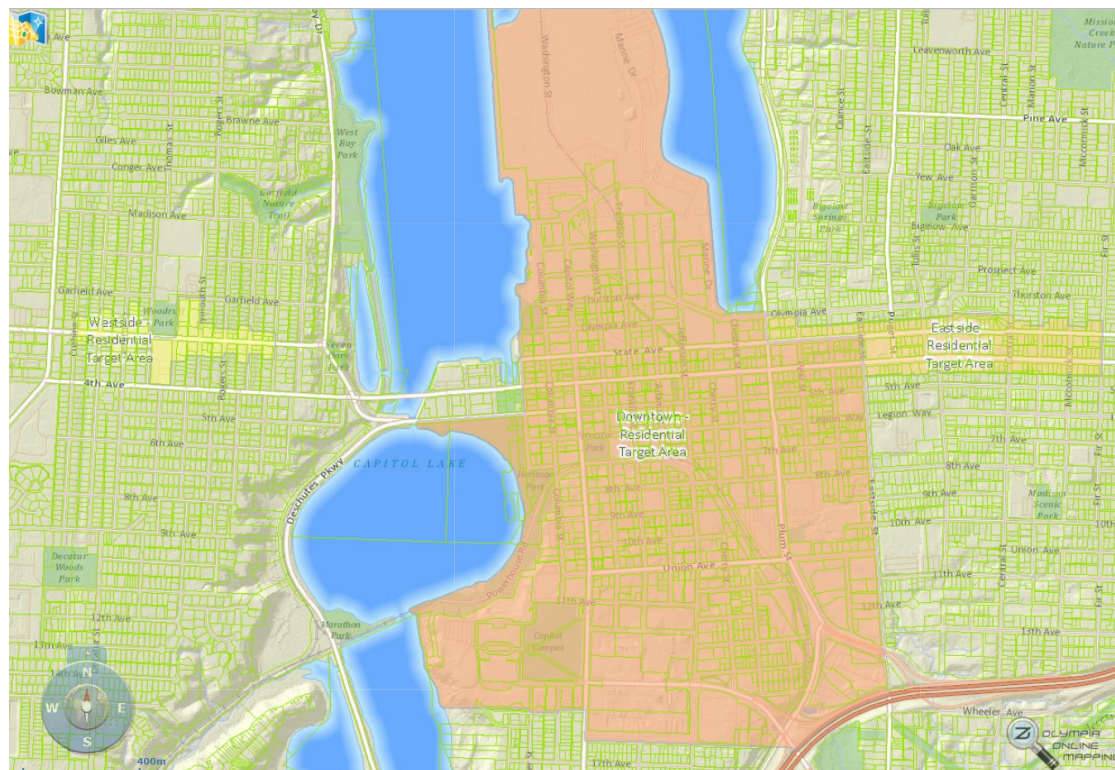
1. Direct staff to draft, for City Council consideration, a resolution of intention to adopt expanded MFTE residential target areas as shown in Option 2 (Attached).
2. Direct staff to draft, for City Council consideration, a resolution of intention to adopt expanded MFTE residential target areas as shown in Option 1 or 3 (Attached).
3. Continue discussion to a future Committee meeting, and direct staff to provide additional specific information regarding the MFTE program.
4. Recommend to City Council that no additional areas be designated as MFTE residential target areas.

Financial Impact:

Property taxes continue to be paid on the underlying property, previously-existing residential units, and the non-residential portion of new construction. The value of new residential improvements is exempt from Ad Valorem tax for eight years (market-rate units) or twelve years (affordable units) after completion of construction.

Attachments:

Map of Existing MFTE Target Areas
Option 1 - Expanded MFTE Target Areas
Option 2 - Expanded MFTE Target Areas
Option 3 - Expanded MFTE Target Areas
Summary of Past MFTE Projects

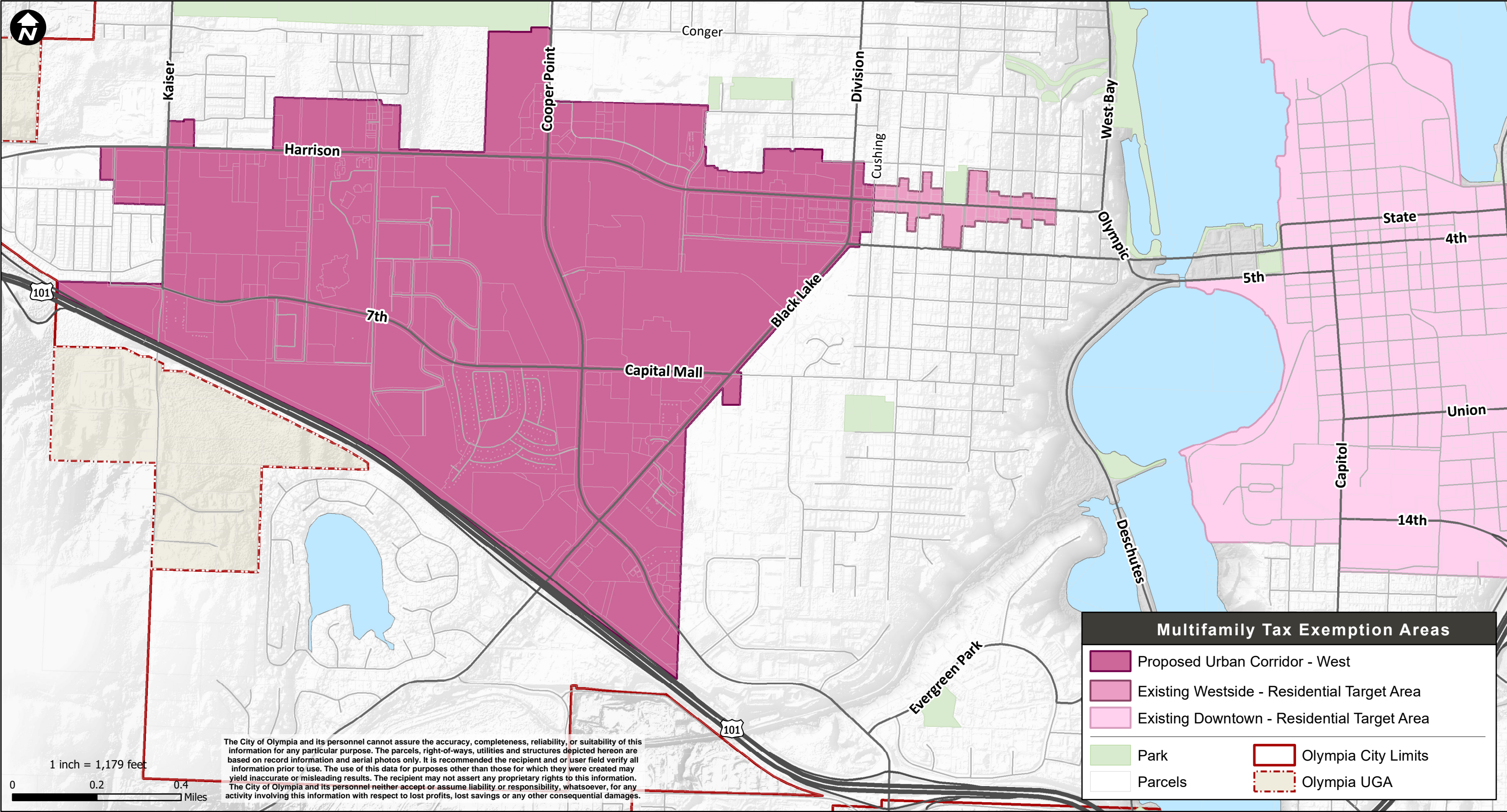




Proposed Multifamily Tax Exemption Areas

Urban Corridor - West

Map produced on 11/21/2018

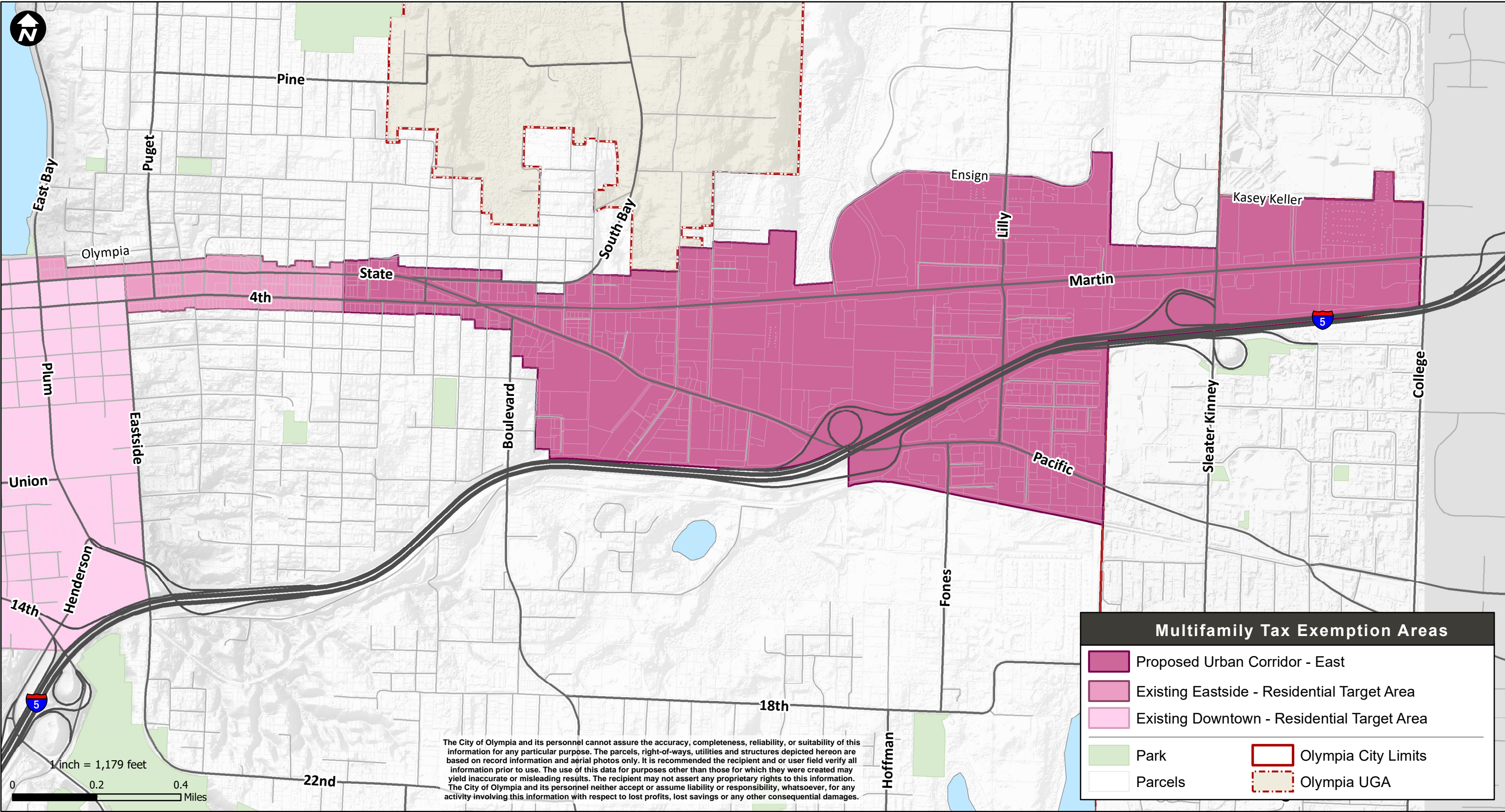




Proposed Multifamily Tax Exemption Areas

Urban Corridor - East

Map produced on 11/21/2018



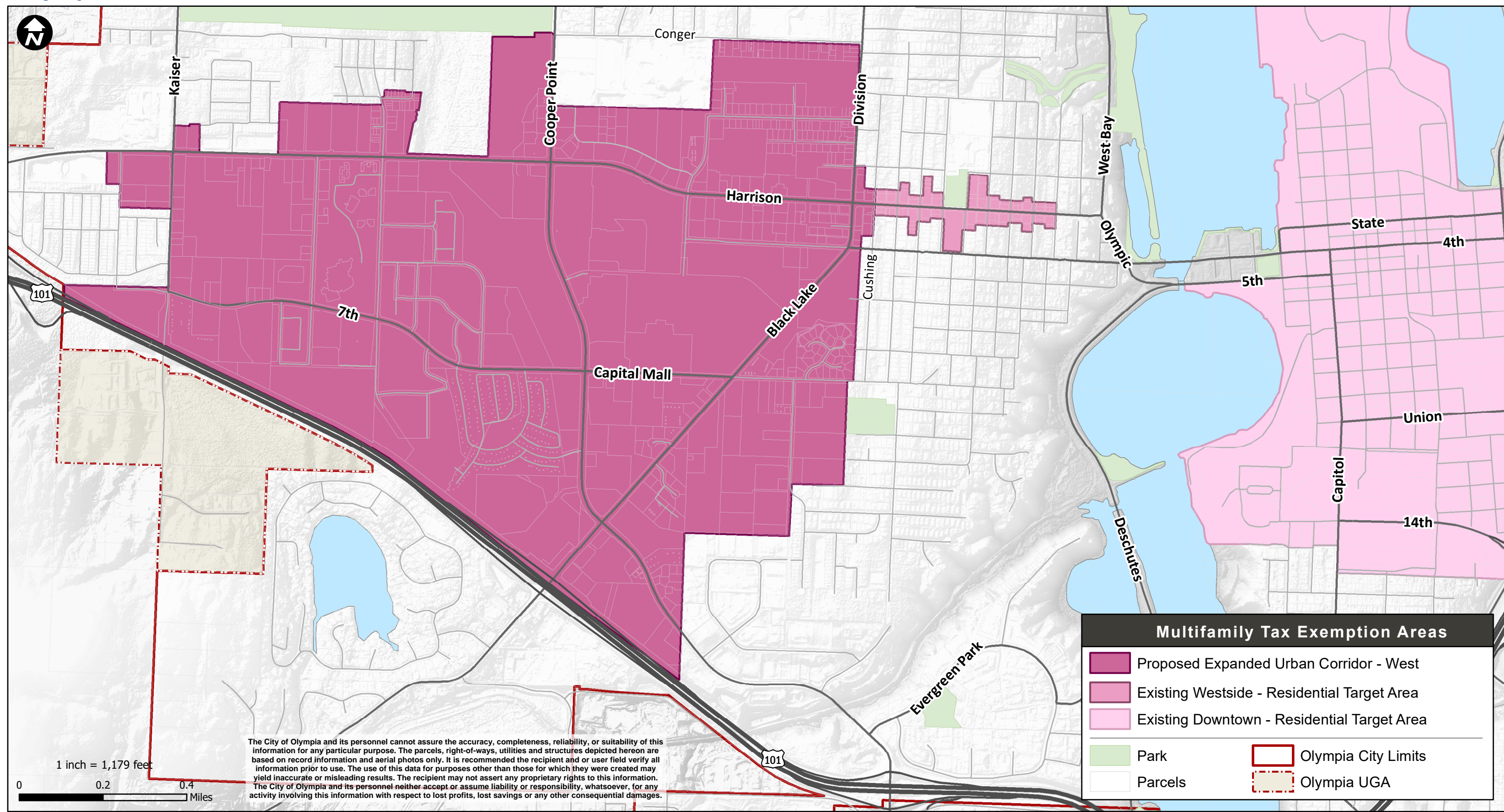
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Proposed Multifamily Tax Exemption Areas

Expanded Urban Corridor - West

Map produced on 11/21/2018

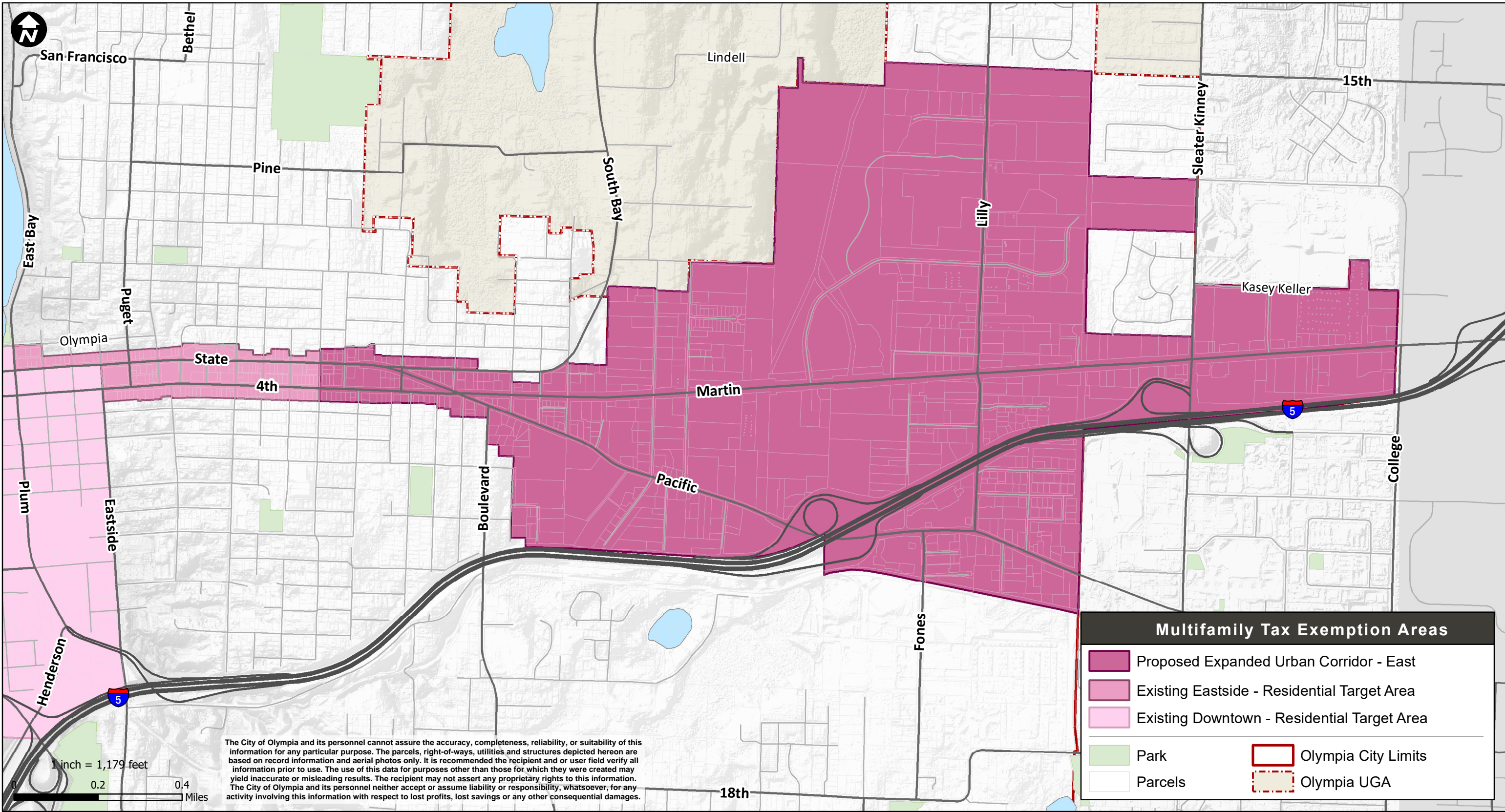




Proposed Multifamily Tax Exemption Areas

Expanded Urban Corridor - East

Map produced on 11/21/2018



City of Olympia Multi-Family Tax Exemption Program – Summary of Approved Projects (as of 4/6/2018)

Intake Date	Status	Project Address	Parcel #	# of Units	Applicant	Verified Actual Cost (estimated if not yet complete)	Tax Exempt Date Begin	Tax Exempt End
03/10/98	Comp	213 - 4th Ave E (Chinatown Apts)	7850-24-00301	7	John Lui & Bing Lui	\$264,341.00	2000	2009
03/27/98	Comp	410 [& 510] Capitol Way N [(Boardwalk Apts)]	9100-01-00000; 7850-94-00100; 7850-10-00100	288	Capitol Way Associates Limited Partnership	\$18,265,451.00	2000	2009
03/25/99	Comp	823 - 829 Jefferson St SE	6870-00-00800	4	Wind River Development Group Inc	\$299,558.00	2000	2009
11/03/00	Comp	602 - 13th Ave SE	4370-02-00802; 6830-01-00801	4	Terence K Bentler	\$468,497.00	2001	2010

11/27/01	Comp	623 Eastside St SE (Capitol Steps Apts)	7820-48-00600	26	Wedgewood Tacoma Partnership Ltd	\$3,418,097.35	2005	2014
11/04/02	Comp	911 - 5th Ave SE & 509 & 507 Quince St SE	7820-30-00100; 7820-30-00200; 7820-30-00300; 7820-30-00400; 7820-30-00500	5	Gary Altman	\$667,346.00	2005	2014
05/30/03	Comp	715, 717, & 719 - 11th Ave SE	7820-58-00300	28	Robert W Greenway	\$2,575,000.00	2006	2015
08/11/14	Comp	600 Franklin St SE	7850-36-00100	19	Urban Olympia 3 LLC	\$1,699,562.00	2016	2023
	Comp	123 4th Ave East	7850-0-500100 7850-05-00400 7850-05-00500	138	Columbia Heights Partners LLC	\$28,208,782.00	2017	2024

05/20/15	Comp	321 Legion Way SE	7850-36-00300	36	Urban Olympia 3 LLC	\$5,678,562.00	2018	2025
05/20/15	Comp	512 12th Ave SE	6880-00-00700	43	3rd Gen Investment Group LLC	\$5,272,072.00	2018	2025
12/01/17	Appl	924 State Ave East	7820-27-00700	4	924 State LLC	\$740,000.00	TBD	TBD
08/07/17	Appl	322 5th Ave East	7850-34-00500	48	Urban Olympia 4 LLC	\$8,189,289.00	TBD	TBD
TOTALS				680		\$75,746,557.35		



Land Use & Environment Committee

2019 Work Program - Community Planning and Development

Agenda Date: 12/20/2018
Agenda Item Number: 6.C
File Number: 18-1203

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

Title

2019 Work Program - Community Planning and Development

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

Receive information on the 2019 Community Planning and Development planning work program. Briefing only; no action requested.

Report

Issue:

Whether to review the proposed Community Planning and Development (CPD) planning work program.

Staff Contact:

Leonard Bauer, Deputy Director, Community Planning and Development (CPD), 360.753.8206

Presenter(s):

Leonard Bauer, CPD Deputy Director

Background and Analysis:

City staff reports annually to the Land Use and Environment Committee regarding planning work items for the upcoming year. Major City planning projects are conducted by multiple city departments and a timeline is available on the City's website (See link in Attachment 1 - click on link at left-hand side of web page).

This briefing focuses on the 2019 work program for the Community Planning and Development (CPD) Planning Program. Attachment 2 illustrates staffing levels, both for ongoing programs and 'special projects.' Attachment 3 shows the primary planning projects to be accomplished in 2019 to implement the Comprehensive Plan and/or meet state or federal requirements.

Neighborhood/Community Interests (if known):

There is generally strong community and neighborhood interest in City planning projects. Per Council direction, public participation plans are prepared and presented to the Council at the beginning of all major planning projects.

Options:

N/A

Attachments:

Major City Planning Projects

CPD Planning Program Staffing Levels

2019 CPD Major Planning Projects

[Home](#) » [City Government](#) » [Codes, Plans & Standards](#) » [Plans in Progress](#)

Plans in Progress

Featured Links

- [Planning Timeline](#) of Major Projects
- [Action Plan](#)
- [Sea Level Rise](#)
- [Sign Code Update](#)
- [Storm and Surface Water Plan](#)
- [Missing Middle Housing](#)

Navigation

- [Codes, Plans & Standards](#)
- [DT Design Guidelines](#)
- [Municipal Code](#)
- [Olympia Comprehensive Plan](#)
- [OPD General Orders](#)

Looking for our currently adopted plans? Go to our [Codes, Plans & Standards](#) page.

Planning for Our Future

Plans are the foundation of much of what we do in the City. They guide our actions and ensure the goals set by the City Council and the community are realized. Planning staff in all departments work together with advisory committees, stakeholders, and the general public to ensure that our final, City Council adopted plans are in line with the community's vision outlined in the [Comprehensive Plan](#).

Stay Connected: Stay up-to-date by [subscribing for our City Plans and Strategies e-newsletter](#). You can also view a comprehensive list of all major plans by downloading our [Major City Plans Project Timeline](#).



Action Plan

The Action Plan will take the community's vision and goals, as defined in the Comprehensive Plan. Take a minute to read our [2017 Annual Community Report](#) that outlines our goals and how we are doing. Working together we can achieve our shared vision

- [Learn more about the Action Plan](#)



Downtown Strategy

We are now in the implementation phase of this project. Updating the Downtown Design Guidelines, and creating a Sanitation Master Plan and Wayfinding Plan are just some of the steps happening in 2018.

- [Learn more about the Downtown Strategy](#)



Missing Middle Housing Project

Missing Middle Housing refers to a range of housing types that can provide more than one housing unit per lot (duplexes, adu's, etc.), and is a key component of the Comprehensive Plan. This project is designed to look at how the City can encourage more of these types of developments.

- [Learn more about the Missing Middle Project](#)

Parking Strategy

The City is taking a comprehensive approach to parking as part of Olympia's Downtown Strategy. Addressing parking challenges is particularly important as more mixed-use development comes into Downtown, changing the landscape for parking supply and demand.

E-Newsletter

SIGN UP FOR CITY PLANS & STRATEGIES NEWS



Comprehensive Plan

OUR COMMUNITY'S GUIDE FOR THE FUTURE



Downtown Strategy

LEARN HOW WE ARE IMPLEMENTING THE PLAN



City Calendar

- 12/15** - 10:00 a.m.
[Grass Lake Nature Park Volunteer Work Party](#)
- 12/18** - 5:00 p.m.
[Special General Government Committee](#)
- 12/18** - 7:00 p.m.
[City Council Meeting](#)
- 12/19** - 09:00 a.m.
[Site Plan Review Committee](#)
- 12/19** - 09:30 a.m.
[Yashiro Japanese Garden Volunteer Work Party](#)

→ [View full calendar...](#)

City Updates

UTILITY BILLING EMAIL CHANGE Beginning Friday, December 14, receipts and notifications for online utility billing customers will be sent from OlympiaUtilityBilling@Paymentus.cc. Please add this email address to your contacts to ensure messages are received in your inbox.

APPLY NOW! CITIZEN ADVISORY COMMITTEES We are looking for citizens interested in serving on City advisory boards, commissions and committees. Applications due by 5 p.m. on Thursday, January 31. [More...](#)

STATE AVE BANNER SPACE We are now accepting 2019 reservations for our banner display space on State Avenue. [More...](#)

2019 PRELIMINARY OPERATING BUDGET The 2019 Preliminary Operating Budget is now available. [More...](#)

ADDRESSING HOMELESSNESS The City Council has directed immediate actions to respond to homelessness in our community. [More...](#)

2019-2024 PRELIMINARY CAPITAL FACILITIES PLAN The 2019-2024 Preliminary Capital Facilities Plan (CFP) is now available. Comments can be sent to adminservices@ci.olympia.wa.us



- [Learn more about the Parking Strategy](#)



Sea Level Rise

Global climate forces are predicted to have a powerful local impact. Now is the best time to begin understanding the flooding risks in our Downtown and respond appropriately. The sooner we begin to plan, the better we can respond proactively.

- [Learn more about Sea Level Rise](#)



Sign Code Update

The City of Olympia has not updated its sign code in several years. The existing sign code external link can be confusing to understand by businesses and the public, and can be challenging to administer for city staff. The new code will be simplified and streamlined.

- [Learn more about the update of the Sign Code](#)



West Bay Park and Restoration Plan

The City has begun the process for developing the West Bay Restoration and Park Master Plan. The project will create an inspiring waterfront park and a restored shoreline. Visit our webpage to learn about public participation opportunities.

- [Learn more about the West Bay Park and Restoration Plan](#)

[back to top...](#)


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The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

City of Olympia, Washington
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Olympia, WA 98507-1967

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by October 30, 2018.

OLYMPIA MUNICIPAL CODE
Quick link to codes and standards including [Olympia Municipal Code](#).


MEETINGS [Agenda and Minutes](#)
 for City Council and most advisory committees.



CP&D Planning | 2019 Program Staffing Levels

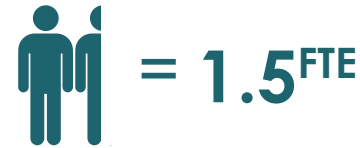
Ongoing Programs



Ongoing Programs*	FTE's
Action Plan (<i>Office of Performance & Innovation</i>)	0.5
Current Planning & Permitting • Includes Hearing Examiner and Design Review Board Support	5
Heritage Program Support • Includes Heritage Commission Support	0.75
Neighborhood Programs • Subarea Planning, CNA Liaison & Neighborhood Matching Grants	0.25
Planning Administrative	1.5
Planning Commission Support	0.25
Urban Forestry	1

* Downtown Programs NOT included, now a separate program


Special Projects




Discretionary FTE's
Downtown Design Guidelines Update
Interdepartment Coordination <i>Includes Sea Level Rise, EDDS, Capital Facilities Plan, Transportation Master Plan, Martin Way Corridor Plan</i>
Neighborhood Centers Review
Shoreline Master Program Periodic Update
Short Term Rentals
Sign Code Update
Thurston County Joint Plan Update
Zoning Code & Comp Plan Annual Updates



2019 CPD Planning Special Projects

 = 1.5^{FTE}

Discretionary FTE's	Annual FTE	Continued from 2018	Estimated Timeline			
			Jan - Mar	April - Jun	July-Sept	Oct - Dec
Annual Comprehensive Plan Update	0.15	Yes	X	X	X	X
Downtown Strategy Implementation (<i>Liaison with Downtown Program</i>)						
Design Guidelines Update	0.15	Yes	X	X		
Homeless Response Plan (Office of Performance & Innovation and the Housing Program)	-	No	X	X	X	X
Streetscape Design Pilot (Liaison with PW Lead)	0.05	Yes	X	X	X	X
Zoning Code Updates	-	Yes				X
Interdepartmental Coordination (<i>Includes Sea Level Rise, EDDS, Capital Facilities Plan, Transportation Master Plan, Martin Way Corridor Plan</i>)	0.25	Yes	X	X	X	X
Misc Code Amendments (<i>clarifications, improve consistency with Comp Plan</i>)	0.2	Yes	X	X	X	X
Neighborhood Centers Review	0.15	No			X	X
Shoreline Master Program Periodic Update	0.15	No			X	X
Short Term Rentals	0.2	Yes	X	X		
Sign Code Update	0.1	Yes	X			
Thurston County Joint Plan Update	0.1	Yes	X	X		
Total	1.50					

Community Planning & Development: Protecting and enhancing the quality of life, sustainability, and safety through our plans, regulations, and programs.