



Meeting Agenda

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Stacey Ray
360.753.8046

Monday, August 19, 2019

6:30 PM

Room 207

1. CALL TO ORDER

Estimated time for items 1 through 5: 20 Minutes

1.A ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES - None

4. PUBLIC COMMENT

During this portion of the meeting, citizens may address the Advisory Committee or 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 (2) where the speaker promotes or opposes a candidate for public office or a ballot measure.

5. STAFF ANNOUNCEMENTS

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

6. BUSINESS ITEMS

6.A [19-0729](#) Preliminary Capital Facilities Plan Briefing

Estimated time: 30 minutes

6.B [19-0736](#) Eastside Neighborhood Association Subarea Plan Review

Attachments: [Action Plan 1: Housing Density Growth Neighborhood Character](#)

[Action Plan 2: Public Works Infrastructure](#)

[Action Plan 3: Crime and Safety](#)

[Action Plan 4: Community Connections](#)

[Initiation letter and Charter](#)

[Council Response Letter](#)

[ENA Boundary Map](#)

Estimated time: 60 minutes

6.C [19-0738](#) Downtown Design Guidelines

Attachments: [Project Webpage](#)
 [Design Guideline Basics](#)
 [Major Changes Summary](#)
 [Historic Properties](#)
 [View Protection](#)
 [Residential Open Space](#)
 [Other Development Codes](#)
 [How is this Addressed?](#)

Estimated time: 30 minutes

7. REPORTS

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

8. OTHER TOPICS - None**9. ADJOURNMENT**

Approximately 9:00 p.m.

Upcoming

Next regular Commission meeting is September 16, 2019. 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.



Planning Commission

Preliminary Capital Facilities Plan Briefing

Agenda Date: 8/19/2019
Agenda Item Number: 6.A
File Number: 19-0729

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

Title

Preliminary Capital Facilities Plan Briefing

Recommended Action

Briefing only. No action requested.

Report

Issue:

Receive a briefing on the *Preliminary Capital Facilities Plan, 2020-2025 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, 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 Comprehensive Plan covers a 20-year time horizon; however, the *Preliminary CFP, 2020-2025 Financial Plan* is a 6-year financial plan. It is required by the Growth Management Act and includes specific projects, cost estimates, 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's Public Hearing is scheduled to be held on Monday, September 16, 2019.

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, 2020-2025 Financial Plan*. These committees also provide official comments to the City Council.

Options:

Briefing only. No Action Required.

Financial Impact:

Over the 6-year span of the CFP, investments total over \$157 million. The first year, which represents the 2020 Capital Budget, is \$27,105,980.

Attachments:

None



Planning Commission

Eastside Neighborhood Association Subarea Plan Review

Agenda Date: 8/19/2019
Agenda Item Number: 6.B
File Number: 19-0736

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

Title

Eastside Neighborhood Association Subarea Plan Review

Recommended Action

Move to recommend that Council accept the Eastside Subarea Plan.

Report

Issue:

Whether to review the Eastside Subarea Plan and recommend acceptance by Council.

Staff Contact:

Lydia Moorehead, Associate Planner, Community Planning and Development, 360.570.3746

Presenter(s):

Lydia Moorehead, Associate Planner, Community Planning & Development
Jim Sweeney, Roger Horn, Cheryl Bayle, Jim Rioux, Eastside Subarea Plan Core Team

Background and Analysis:

The City of Olympia's Comprehensive Plan allows for and encourages a grassroots process where local residents, businesses and community organizations work together in partnership with the city to help shape how neighborhoods grow and develop. This process, known as subarea planning, gives neighborhoods the chance to collaborate with the city to help shape their future development in alignment with neighborhood priorities while remaining consistent with the city's Comprehensive Plan.

Eastside Subarea Plan

The Eastside Subarea Plan includes all of the residents and businesses within the Eastside Neighborhood. A subarea planning committee and core team consisting of eastside residents was established in July 2017. An Eastside Neighborhood Subarea Plan charter was accepted by the City Council on August 15, 2017. In cooperation with the Eastside Neighborhood Association Board, the subarea planning committee and core team have conducted significant public outreach to identify neighborhood priorities. As a result of outreach efforts and identification of neighborhood priorities, the committee and core team have developed four action plans that will direct future efforts of the Eastside Neighborhood Association (ENA). While the draft plan document is still being finalized, the

action plans are attached for review.

Action Plans

The four action plans identify goals, objectives and actions to be carried out in cooperation with identified partners in the near, medium and long term. The action plans address the following subjects: housing, density, growth and neighborhood character; public works and infrastructure; crime prevention and safety enhancement and community connections.

Neighborhood/Community Interests (if known):

In addition to interest from residents and businesses in the eastside neighborhood, other potential neighborhood subareas in the city may also be interested in this process and will benefit from the Eastside Neighborhood's experience.

Options:

1. Move to confirm the Eastside Subarea Plan's consistency with the Comprehensive Plan and recommend Council acceptance of the subarea plan.
2. Move to confirm the Eastside Subarea Plan's consistency with the Comprehensive Plan and recommend Council acceptance of the subarea plan with changes.
3. Table consideration of the Eastside Subarea Plan and provide the Core Team and City staff direction for additional information needed.

Financial Impact:

None at this time. Staff time and miscellaneous expenses are covered in the CP&D's budget. Future budgets may be impacted depending on future projects and the level of city involvement.

Attachments:

Action Plan 1: Housing, Density, Growth and Neighborhood Character
Action Plan 2: Public Works and Infrastructure
Action Plan 3: Crime Prevention and Safety Enhancement
Action Plan 4: Community Connections
Initiation Letter and Charter
Council Response Letter
ENA Boundary Map

ACTION PLAN 1

HOUSING, DENSITY, GROWTH & NEIGHBORHOOD CHARACTER

We imagine the Eastside Neighborhood as an attractive and inviting place where families want to bring their children, with a truly multimodal transportation system where pedestrians, bicyclists and transit riders feel safe and comfortable. □ We imagine a diverse multicultural neighborhood with affordable housing that welcomes those who want □ to live, volunteer or start a new business. A place from which one can easily experience Olympia's economic opportunities and culture.

The Eastside Neighborhood will continue to be a distinct, special place within Olympia where residents and visitors alike want to stop and spend time.

Moving forward with the implementation of the Eastside Subarea Plan, the Community will need to call upon a diverse set of resources including funding sources for high-impact projects. With the allocation of time, strategic investment, and ongoing efforts to engage Eastside residents, business owners, and community organizations, the goals of the Subarea Plan are more than attainable.

| GOALS, OBJECTIVES, AND ACTION STEP | TERM |
|--|-----------------|
| GOAL 1.1: ENCOURAGE RESPONSIBLE DEVELOPMENT TO MAINTAIN NEIGHBORHOOD CHARACTER | |
| OBJECTIVE 1.1.1: ENSURE GOOD BUILDING DEVELOPMENT AND DESIGN | |
| Action Step 1.1.1.1: Request the City amend and adopt proposed Design Guidelines for the Downtown Strategy that will maintain and improve the character of the Eastside and other Olympia neighborhoods. (Partners: Community Planning and Development, Council of Neighborhood Associations, Eastside Neighborhood Association) | Medium and Long |
| Action Step 1.1.1.2: Work with the City to improve the development proposal notification process in the subarea; review significant proposals as early as possible; monitor pre-submission meetings and subsequent review steps and provide meaningful input. (Partners: Community Planning and Development, Council of Neighborhood Associations, Eastside Neighborhood Association) | Medium |

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| <p>Action Step 1.1.1.3: Through the design review process, ensure that new multiple-unit buildings incorporate diverse design and are compatible with nearby dwelling units.</p> <p>(Partners: Community Planning and Development, Council of Neighborhood Associations, Eastside Neighborhood Association)</p> | Medium |
| GOAL 1.2: RECONCILE IDEAL HOUSING DENSITIES WITH FUTURE CHANGES IN BUILDING TYPES AND LAND USES | |
| OBJECTIVE 1.2.1: PROVIDE INPUT ON HOUSING DENSITY | |
| <p>Action Step 1.2.1.1: Work with the City to ensure infrastructure budgets and projects meet current demands and anticipated increases in density.</p> <p>(Partners: City Finance, Parks, Public Works, Council of Neighborhood Associations Eastside Neighborhood Association)</p> | Medium |
| <p>Action Step 1.2.1.2: Review and comment on proposed City policies and ordinances pertaining to neighborhood density and land use.</p> <p>(Partners: Eastside Neighborhood Association)</p> | Near |
| <p>Action Step 1.2.1.3: Share housing density data developed by the Eastside Subarea Planning Committee with the City, the Eastside and other neighborhoods.</p> <p>(Partners: CP&D, other sub-areas/neighborhoods as requested)</p> | Near |
| GOAL 1.3: ENCOURAGE HOME OWNERSHIP AND ADVOCATE FOR AFFORDABLE RENTALS | |
| OBJECTIVE 1.3.1: PROVIDE HOMEOWNER EDUCATION | |
| <p>Action Step 1.3.1.: Inform residents of property tax exemptions for seniors and disabled persons.</p> <p>(Partners: Thurston County, Eastside Neighborhood Association)</p> | Near |
| OBJECTIVE 1.3.2: ENSURE HOMEOWNER PROTECTION | |
| <p>Action Step 1.3.2.1: Create an ENA housing subcommittee to investigate Community Land Trusts; seek funding and partners to protect existing and add new sustainable affordable housing for qualified applicants.</p> <p>(Partners: Thurston County Land Trust, Washington Association of Land Trusts, existing land trusts, Eastside Neighborhood Association)</p> | Medium |

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| <p>Action Step: 1.3.2.2: Advocate for affordable rental options at all income levels.</p> <p>(Partners: Eastside Neighborhood Association, City Council, Housing Advocates)</p> | Near |
| GOAL 1.4: PRIORITIZE NEIGHBORHOOD APPEARANCE - HOMES, YARDS, GARDENS, AND TREES; PROTECT OUTSTANDING VIEWS | |
| OBJECTIVE 1.4.1: MAKE HOMES MORE ATTRACTIVE | |
| <p>Action Step 1.4.1.1: Facilitate workshops on home and yard maintenance using neighborhood volunteers.</p> <p>(Partners: Eastside Neighborhood Association, Residents, Property Owners)</p> | Near |
| <p>Action Step 1.4.1.2: Develop an outreach program to educate neighborhood residents, both owners and renters, about their responsibilities regarding sidewalks, access to storm drains, raked leaves, street trees and other vegetation adjacent to their properties.</p> <p>(Partners: Eastside Neighborhood Association, Public Works, City Forestry)</p> | Medium |
| <p>Action Step 1.4.1.3: Create and facilitate a neighborhood tool/equipment sharing program.</p> <p>(Partners: Eastside Neighborhood Association, Residents)</p> | Medium |
| <p>Action Step 1.4.1.4: Ask local youth organizations and volunteers to get involved in neighborhood clean-up and yard work for those unable to do it for themselves.</p> <p>(Partners: Eastside Neighborhood Association, Boys & Girls Clubs, Scouts, Camp Fire, Olympia School District, Parent/Student Organizations, etc.)</p> | Near |
| OBJECTIVE 1.4.2: IMPROVE NEIGHBORHOOD APPEARANCE | |
| <p>Action Step 1.4.2.1: Educate residents about ways to address unsightly properties.</p> <p>(Partners: Eastside Neighborhood Association, Code Enforcement, County Health Department,</p> | Near |

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| <p>Action Step 1.4.2.2: Discourage, report and clean up illegal dumping and garbage disposal.</p> <p>(Partners: Code Enforcement, Olympia Police Department, County Health Department, State Department of Ecology)</p> | Near and Medium |
| <p>Action Step 1.4.2.3: Keep residents informed about City drop off options for recyclable waste, yard waste and metals.</p> <p>(Partners: Eastside Neighborhood Association, City Public Works Solid Waste)</p> | Near |
| <p>Action Step 1.4.2.4: Create a "Pick-up and Hauling" program to assist elderly and disabled persons.</p> <p>(Partners: Eastside Neighborhood Association, Residents)</p> | Medium |
| <p>Action Step 1.4.2.5: Encourage residents, businesses and not-for-profits to report graffiti and arrange its removal; provide a link to the City's on-line graffiti information on the ENA website.</p> <p>(Partners: City Code Enforcement, Olympia Police Department, Parks, Public Works)</p> | Near |
| <p>Action Step 1.4.2.6: Continue to seek and receive grants and other funding to beautify the neighborhood by creating gardens, painting murals, etc.</p> <p>(Partners: Eastside Neighborhood Association, Community Planning & Development, Community Sustaining Fund, other grant opportunities)</p> | Near |

ACTION PLAN 2 PUBLIC WORKS AND INFRASTRUCTURE

The first section of this subarea plan, the *Housing Action Plan*, envisions an attractive and inviting Eastside neighborhood. A place from which one can easily experience Olympia's economic opportunities and culture, and a place that welcomes those who are looking for a place to live, volunteer or start a business.

The infrastructure built and maintained by the City and other public, semi-public and private entities is critical to achieving this vision. Some infrastructure is highly visible, streets, street lights and sidewalks for example. Buried pipes, wireless communications and septic systems are much less so, until something goes wrong.

This action plan examines all facets of the neighborhood's public works and infrastructure and their inter-relationships. For example, rather than focus on streets and sidewalks separately, the plan should address each component of a multi-modal transportation system, and how they work together or where there is room for improvement.

| GOALS, OBJECTIVES AND ACTION STEPS | TERM |
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| GOAL 2.1: WORK WITH UTILITY PROVIDERS ON INFRASTRUCTURE UPGRADES | |
| OBJECTIVE 2.1.1: DECREASE THE NUMBER OF ON-SITE SEWAGE DISPOSAL SYSTEMS | |
| <p>Action Step 2.1.1.1: Provide information on the costs and benefits of converting existing individual on-site sewage disposal systems to City sewer connections, including Olympia's Neighborhood Sewer Extension Program and Septic to Sewer Program.</p> <p>(Partners: City Public Works)</p> | Near |
| OBJECTIVE 2.1.2: IMPROVE STORMWATER DRAINAGE | |
| <p>Action Step 2.1.2.1: Identify and map localized stormwater problems, prioritize the problems and periodically forward the list to the City for repair or inclusion in Capital Facilities Plans.</p> <p>(Partners: City Public Works, Residents)</p> | Near |
| OBJECTIVE 2.1.3: PROVIDE INPUT ON CELLULAR TOWER INSTALLATIONS | |

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| <p>Action Step 2.1.3.1: Provide information to residents when City permits are requested for cellular tower construction, cell tower expansion, or small cell facilities in the neighborhood.¹</p> <p>(Partners: City Community Planning and Development)</p> | Medium |
| OBJECTIVE 2.1.4: IMPROVE GARBAGE PICK-UP AND RECYCLING SERVICES, LOCATIONS & APPEARANCE | |
| <p>Action Step 2.1.4.1: Provide information on what items are allowed or not allowed in recycling and yard waste containers.</p> <p>(Partners; Public Works)</p> | Near |
| GOAL 2.2: IMPROVE BUS SERVICE BETWEEN EASTSIDE BUS STOPS AND POPULAR DESTINATIONS | |
| OBJECTIVE 2.2.1: IMPROVE COMMUNICATION BETWEEN THE NEIGHBORHOOD AND INTERCITY TRANSIT | |
| <p>Action Step 2.2.1.1: Improve neighborhood association communication with Intercity Transit by:</p> <ul style="list-style-type: none"> Establishing a contact person(s) from ENA who will receive and review notifications from Intercity Transit regarding their planning processes and proposed route/schedule adjustments, and notify IT of this contact(s); Inviting Intercity Transit outreach staff to an ENA meeting every year to give a report on proposed IT route or service changes; Serving as a forum to facilitate discussions (either in meetings or via other ENA communications/events) regarding the advisability/priority of neighbor suggested changes in IT services. <p>(Partners: Intercity Transit, ENA)</p> | Near |
| GOAL 2.3: REDUCE CONFLICTS WITH WALKERS, BICYCLISTS, TRANSIT, AND OTHER TRANSPORTATION MODES | |
| OBJECTIVE 2.3.1: IDENTIFY LOCATIONS THAT NEED IMPROVEMENTS | |
| <p>Action Step 2.3.1.1: Create and prioritize a list of location-specific improvements needed to facilitate safe automobile traffic flow (i.e., crosswalks, lighting, signage, etc.). Periodically forward the list to appropriate Departments within the City.</p> <ul style="list-style-type: none"> Identify and eliminate traffic hazards including visibility problems on corner lots. Work with residents to cut back on landscaping, reposition fencing and remove other obstructions as needed to improve sight distances. Provide recommendations and comments to the City's Transportation Master Plan. Prioritize a new crosswalk installation on Legion Way adjacent to Madison School. <p>(Partners: Eastside Neighborhood Association, Residents, Public Works, Police)</p> | Medium |

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| OBJECTIVE 2.3.2: INCREASE AWARENESS OF TRAFFIC SAFETY | |
| Action Step 2.3.2.1: Educate residents about the importance of honoring speed limits and controlled intersections within the neighborhood. (Partners: Eastside Neighborhood Association, Residents, Public Works, Police) | Medium |
| OBJECTIVE 2.3.3: SECURE NEW FUNDING FOR TRAFFIC SAFETY IMPROVEMENTS | |
| Action Step 2.3.3.1: Work with the City and seek private funding to implement pedestrian enhancements including wayfinding signage, street trees, pedestrian-scale street lighting, enhanced crosswalks, automatic pedestrian signals, reduced crossing length, sidewalk creation, and public seating areas. (Partners: Public Works, Community Planning and Development) | Long |
| OBJECTIVE 2.3.4: MAINTAIN AND EXPAND BICYCLE ROUTES AND LANES | |
| Action Step 2.3.4.1: Work with the City to ensure that bicycle corridors and bike lanes in the Eastside Neighborhood and on arterials are established and maintained. (Partners: Public Works; Bicycle and Pedestrian Advisory Committee) | Near/ Medium |
| Action Step 2.3.4.2: Explore options for Eastside residents to have dedicated bike lanes or non-road paths in order to better reach: <ul style="list-style-type: none"> • The south end of the neighborhood when coming from the South Capital neighborhood or from state offices near the Capital campus; and • The Olympia Food Cooperative and other retail facilities along Pacific Avenue. (Partners: Public Works, Bicycle and Pedestrian Advisory Committee, Community Planning and Development) | Long |
| Action Step 2.3.4.3: Consider non-traditional ideas for separation (actual or implied) of pedestrians/bicyclists and automobiles such as: <ul style="list-style-type: none"> • Use cones, “turtles,” paint, or other mechanisms to create illusion of sidewalks and provide necessary traffic calming to accommodate pedestrians and cyclists. • Encourage neighbors to develop paths on their property that run along the road and are open to pedestrians. (Partners: Public Works, Community Planning and Development) | Medium |

GOAL 2.4: IMPROVE NEIGHBORHOOD APPEARANCE THROUGH STREETSCAPE DESIGN

OBJECTIVE 2.4.1: IMPROVE MECHANISMS FOR INPUT ON INFRASTRUCTURE PROJECTS

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| <p>Action Step 2.4.1.1: Establish a process to provide input on roadway projects within or near the Eastside neighborhood at the earliest point of project planning for the purpose of considering non-standard designs to ensure projects create streetscapes that are consistent with neighborhood character.</p> <p>(Partners: City Public Works)</p> | Medium |
| <p>Action Step 2.4.1.2: Review landscaping surrounding the Fir Street Reservoir in conjunction with planned seismic upgrades and recommend upgrades where appropriate.</p> <p>(Partners: Public Works)</p> | Medium |
| <p>Action Step 2.4.1.3: Provide information to residents when City permits are requested for cellular tower construction, cell tower expansion, or small cell facilities in the neighborhood.¹</p> <p>(Partners: City Community Planning and Development)</p> | Medium |
| OBJECTIVE 2.4.2: INCREASE THE NEIGHBORHOOD TREE CANOPY | |
| <p>Action Step 2.4.2.1: Assess current tree canopy coverage and condition and Identify Landmark Trees. When the opportunity arises, make application to the City for Landmark Tree status (City Code, Chapter 16.56).</p> <p>(Partners: Olympia Forestry, Residents)</p> | Medium |
| <p>Action Step 2.4.2.2: Increase the number of trees in the neighborhood by</p> <ul style="list-style-type: none"> • Planting more trees in our parks and throughout our neighborhood. • Encouraging residents to plant more trees in their yards. • Provide a list of trees to residents for increasing tree canopy as recommended by the City. • Encourage community involvement when planting trees. Have a tree-planting day. <p>(Partners: Public Works, Forestry, Residents)</p> | Medium |
| <p>Action Step 2.4.2.3: Seek funding and investigate other options for acquiring trees.</p> <ul style="list-style-type: none"> • Educate and encourage homeowners to maintain their older trees with proper pruning methods. <p>(Partners: Public Works, Forestry, Residents)</p> | Long |
| <p>Action Step 2.4.2.4: Educate and encourage homeowners to maintain their older trees with proper pruning methods.</p> <p>(Partners: Forestry, Eastside Neighborhood Association)</p> | Short |
| GOAL 2.5: IMPROVE FUNCTIONALITY AND APPEARANCE OF ALLEYS | |
| OBJECTIVE 2.5.1: IDENTIFY ALLEYS THAT NEED MAINTENANCE | |

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| <p>Action Step 2.5.1.1: Identify alleys in need of maintenance such as grading, pothole patching, vegetation control, and storm water runoff controls. Periodically submit a prioritized list of maintenance items and request service from the Public Works Department.</p> <p>(Partners: Public Works, Eastside Neighborhood Association, Residents)</p> | Medium |
| <p>OBJECTIVE 2.5.2: INCREASE USE OF ALLEYS BY PEOPLE THAT WALK AND RIDE BICYCLES</p> | |
| <p>Action Step 2.5.2.1: Create a map of alleys that may be used by pedestrians or bicyclists and place it on the ENA website and/or distribute it at neighborhood events.</p> <p>(Partners: Public Works, Eastside Neighborhood Association, Residents)</p> | Near |

Footnotes

1. Small cell facilities may be deployed on utility poles and light posts to improve wireless device (e.g., cellphones) coverage, speed, capacity, and communication. An ordinance allowing deployment of small cell facilities within the City was passed in November 2018.

ACTION PLAN 3

CRIME PREVENTION & SAFETY ENHANCEMENT

The first two sections of this subarea plan, the *'Housing'* and *'Public Works'* action plans, envision an attractive and inviting Eastside Neighborhood, a place from which one can easily experience Olympia's economic opportunities and culture, and a place that welcomes those who are looking for a place to live, volunteer or start a business. This, the third action plan, examines neighborhood concerns about crime and anti-social behavior with an emphasis on how we can improve the quality of life for all residents, owners and renters, rich and poor, long-term and newcomers.

| GOALS, OBJECTIVES AND ACTION STEPS | TERM |
|--|--------|
| GOAL 3.1: HELP RESIDENTS AVOID PROPERTY CRIMES | |
| OBJECTIVE 3.1.1: ESTABLISH, IMPROVE AND MAINTAIN WORKING RELATIONSHIPS WITH AGENCIES WHICH CAN HELP REDUCE CRIME | |
| Action Step 3.1.1.1: Develop a process for connecting resources with those in need of help with modifications and repairs to deter trespassing, theft, vandalism, break-ins and other criminal behaviors. (Partners: Eastside Neighborhood Association, Olympia Police Department) | Medium |
| Action Step 3.1.1.2: Encourage Puget Sound Energy to provide energy efficient exterior security lights at discounted cost and assist people with installation. (Partners: Eastside Neighborhood Association, Puget Sound Energy) | Near |
| Action Step 3.1.1.3: Provide data to the neighborhood on incidents such as car prowls, burglaries, auto accidents, assaults, etc., that have occurred over time (see Exhibits ___ and ___ for examples). (Partners: Eastside Neighborhood Association, Olympia Police Department) | Medium |
| OBJECTIVE 3.1.2: REDUCE CRIME THROUGH NEIGHBORHOOD SOCIAL ENGAGEMENTS | |
| Action Step 3.1.2.1: Continue to look for and offer opportunities for neighbors to get to know each other; encourage residents to get to know their neighbors through block parties, picnics, potlucks, and other activities. (Partners: Eastside Neighborhood Association, Olympia Parks Department) | Short |

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| GOAL 3.2: PROMOTE SAFETY PLANNING | |
| OBJECTIVE 3.2.1: REDUCE CRIME BY STRENGTHENING RELATIONSHIPS WITHIN AND WITHOUT THE EASTSIDE NEIGHBORHOOD | |
| Action Step 3.2.1.1: Encourage residents to report all crimes. Encourage residents and business employees to put OPD phone numbers on their cellphones. (Partners: Eastside Neighborhood Association) | Medium |
| Action Step 3.2.1.2: Involve neighborhood youth, schools, businesses, faith communities, and police officer liaisons in neighborhood activities. Maintain strong connections with the Olympia Police Department and City Code Enforcement by inviting representatives to attend neighborhood events such as the annual picnic, block parties, annual meetings, etc. (Partners: Eastside Neighborhood Association, Olympia Police Department, Olympia Community Planning and Development Code Enforcement) | Long |
| Action Step 3.2.1.3: Educate residents of OPD programs such as VIP (vacation check) and graffiti resources. (Partners: Eastside Neighborhood Association, Olympia Police Department) | Medium |
| Action Step 3.2.1.4: Offer training and resources on home security and environmental design measures that improve safety. (Partners: Eastside Neighborhood Association, Olympia Police Department) | Long |
| Action Step 3.2.1.5: Research availability of safety programs that support the elderly and disabled such as the RSVP automated “Are You O.K.?” program. (Partners: Eastside Neighborhood Association, Olympia Police Department) | Long |
| GOAL 3.3: PROMOTE EMERGENCY PREPAREDNESS PLANNING | |
| OBJECTIVE 3.3.1: IDENTIFY NEIGHBORHOOD RESOURCES AND VULNERABILITIES | |
| Action Step 3.3.1.1: Promote and support ‘Map Your Neighborhood’ projects. (Partners: Eastside Neighborhood Association, Olympia Fire Department) | Medium |
| OBJECTIVE 3.3.2: INCREASE KNOWLEDGE ABOUT EMERGENCY PREPAREDNESS | |
| Action Step 3.3.2.1: Publicize city and county emergency preparedness links on ENA website. (Partners: Eastside Neighborhood Association) | Near |

ACTION PLAN 4 COMMUNITY CONNECTIONS

The first three sections of this subarea plan, '*Housing*,' '*Public Works*' and '*Crime Prevention*' envision an attractive and inviting Eastside neighborhood, a place from which one can easily experience Olympia's economic opportunities and culture, and a place that welcomes those who are looking for a place to live, volunteer or start a business. This, the fourth action plan, examines opportunities to improve the quality of life for all residents through *community connections*.

| GOALS, OBJECTIVES AND ACTION STEPS | Term |
|--|------|
| GOAL 4.1: WAYS TO HELP RESIDENTS GET TO KNOW ONE ANOTHER | |
| OBJECTIVE 4.1.1: CONDUCT EVENTS THAT CONNECT NEIGHBORHOOD MEMBERS WITH EACH OTHER AND WITH PEOPLE THROUGHOUT THE COMMUNITY | |
| <p>Action Step 4.1.1.1: Encourage neighbor participation to plan and attend current neighborhood activities:</p> <ul style="list-style-type: none"> • Eastside Neighborhood Association annual general meeting • Neighborhood picnic • Block parties • Variety show • Winter events such as Christmas caroling, ice skating party, <i>Winter Window Walkabout</i>, and Christmas lights walk • <i>Neighborhood Apple Squeeze</i> • Candidate forums prior to City Council elections in coordination with other east side neighborhoods <p>(Partners: Local churches, City, businesses, Coalition of Neighborhood Associations, east side neighborhoods and residents)</p> | Near |
| OBJECTIVE 4.1.2: ESTABLISH ACTIONS TO IMPROVE COMMUNICATION AND COOPERATION BETWEEN NEIGHBORS | |
| <p>Action Step 4.1.2.1: Set aside time at ENA activities and meetings for socializing</p> <p>(Partners: Neighbors, organizations that provide meeting venues)</p> | Near |

| | |
|---|-----------------|
| Action Step 4.1.2.2: Establish one or more community clubhouses containing a coffee shop, bakery, café, or game room where neighbors can meet on a regular basis ^(See footnote 1) (Partners: City Community Planning and Development) | Long |
| Action Step 4.1.2.3: Encourage neighbors to organize walking groups with or without pets. (Partners; Walking organizations) | Near |
| Action Step 4.1.2.4: Engage students in neighborhood activities such as murals, variety shows, Christmas caroling, cleanup campaigns, etc. (Partners: School teachers, administrators and school organizations) | Near |
| GOAL 4.2: FIND WAYS TO ENCOURAGE NEIGHBOR PARTICIPATION WITHIN THE NEIGHBORHOOD | |
| OBJECTIVE 4.2.2: GATHER INPUT FROM NEIGHBORS | |
| Action Step 4.2.2.1: Survey neighbors on their concerns, issues and priorities for actions (Partners: Neighbors, local organizations, businesses) | Medium |
| Action Step 4.2.2.2: Encourage residents to work with the neighborhood association at whatever level they can (Partners: ENA Board, Coalition of Neighborhood Associations, residents) | Near |
| GOAL 4.3: ESTABLISH A BUSINESS AREA THAT BRINGS TOGETHER OUR NEIGHBORHOOD RESIDENTS WITH RESIDENTS FROM NEARBY NEIGHBORHOODS | |
| OBJECTIVE 4.3.1: CREATE A HUB THAT CONNECTS OUR NEIGHBORHOOD WITH OTHER NEIGHBORHOODS ^(See footnote 2) | |
| Action Step 4.3.1.1: Work with the City to designate a shared neighborhood hub in common with the Upper Eastside and Bigelow Highlands neighborhoods (Partners: Community Planning and Development & Public Works, neighborhood association) | Medium/ Long |
| Action Step 4.3.1.2: Design a shared neighborhood hub that is pedestrian-friendly, lively and attractive (Partners: Community Planning and Development & Public Works, neighborhood associations) | Medium/ Long |

| | |
|--|--------------------------|
| Action Step 4.3.1.3: Encourage neighborhood-oriented business and services to locate within the future shared neighborhood hub (Partners: City, Thurston Co. Chamber of Commerce, businesses) | Medium/ Long |
| GOAL 4.4: MAKE CONNECTIONS WITH PEOPLE OTHER THAN RESIDENTS | |
| OBJECTIVE 4.4.1: STRENGTHEN RELATIONSHIPS WITH NEIGHBORHOOD BUSINESSES | |
| Action Step 4.4.1.1: Establish a board position responsible for maintaining relationships with neighborhood businesses (Partners: ENA Board) | Near |
| OBJECTIVE 4.4.2: STRENGTHEN RELATIONSHIPS WITH COMMUNITY SERVICE AND RELIGIOUS ORGANIZATIONS | |
| Action Step 4.4.2.1: Identify an appropriate contact person with each organization that serves our neighborhood. Develop and maintain an accurate contact list and ensure all are receiving neighborhood notifications. (Partners: Neighborhood organizations & churches) | Near |
| OBJECTIVE 4.4.3: IMPROVE AND MAINTAIN RELATIONSHIPS WITH LOCAL GOVERNMENTS | |
| Action Step 4.4.3.1: Maintain active participation in the Coalition of Neighborhood Associations (Partners: Coalition of Neighborhood Associations) | Near |
| Action Step 4.4.3.2: Identify programs at the City and County level that could benefit or impact our neighborhood. Reach out to program leads for information (Partners: City and County departments) | Medium |
| Action Step 4.4.3.3: Continue to invite Council Members and City staff to neighborhood events (Partners: City Council and City departments) | Near/ Medium/ Long |
| Action Step 4.4.3.4: Offer information to people in the neighborhood on how to contact City and County staff <ul style="list-style-type: none"> Educate neighbors on how to participate effectively in local government | Near/ Medium |

| | |
|--|--|
| <ul style="list-style-type: none"> • Support local events and organizations that benefit the neighborhood, such as public forums and issue-relevant City Council and County Board meetings <p>(Partners: City Council, County Board, City and County departments)</p> | |
|--|--|

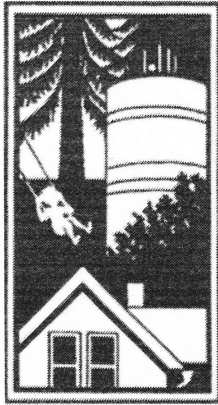
Footnotes – Community Connections

1. The definition of “Community Clubhouse” in Municipal Code, Chapter 18.02 is “A privately owned structure in which inhabitants of a neighborhood or subdivision, or members of a neighborhood association gather for meetings and other activities”
2. A “Neighborhood Hub” is a small attractive lively shopping area serving two or more residential neighborhoods. A primary purpose is to provide spaces where residents of nearby neighborhoods go to shop, eat, drink, hang out and socialize. The subarea plan proposes establishing a Neighborhood Hub west of Boulevard Road, near 4th Avenue E and State Avenue NE. It would serve primarily the Eastside, Bigelow Highlands and Upper Eastside neighborhoods.

Olympia’s Comprehensive Plan identifies 17 Neighborhood Centers. However, none are located in the Eastside neighborhood. Olympia’s Neighborhood Centers are generally zoned Neighborhood Retail. This designation limits Neighborhood Centers to one acre. The proposed Neighborhood Hub would be larger than a Neighborhood Center, possibly two acres or more, appropriately-sized to encourage neighborhood-serving pedestrian-oriented businesses.

The Comprehensive plan recognizes the need to build a roundabout to replace the signalized intersection at Pacific Avenue and Boulevard Road. Such a project has the potential to profoundly affect traffic on 4th Avenue, State Street, Martin Way, Wilson Street and others. In turn the traffic improvements could fundamentally change the nature of the business community. Instead of an area people pass by on their way to somewhere else, they will be inspired to stop and shop, congregate and connect.

This area is currently within the 4th and State High Density Corridor which extends a half block north of State and south of 4th. The three High Density Corridor zoning designations (HDC-1, 2 & 3) allow a wide variety of office, commercial and residential land uses. To date, this area has experienced only limited high density residential development. A Neighborhood Hub would attract future high-density corridor residents while, at same time, increased residential density in the area would encourage businesses to locate in the Neighborhood Hub.



**Eastside Neighborhood Association
Board of Directors**

<https://eastside-olympia.org/>

July 12, 2017

The Honorable Mayor and City Council:

I am writing to inform you of the Eastside Neighborhood Association Board of Directors intent to develop an Eastside Sub-Area Plan (Sub-Area B). With your approval we hope to start the planning process as soon as possible.

The ENA Board has been discussing the sub-area planning concept for some time. To date we have:

- reviewed the Olympia Northeast Neighborhoods Alliance planning process and deliverables;
- discussed the concept with the Coalition of Neighborhood Associations;
- conferred with Community Planning and Development staff;
- begun work on a communications plan to ensure we involve diverse elements of the community in future planning efforts; and
- facilitated a discussion of sub-area planning with the Eastside community at an ENA general membership meeting.

These preliminary discussions have convinced us that the potential benefits to the community and the interest of community members are substantial enough to justify the time and effort required to see the sub-area planning process through to a fruitful outcome.

In addition to the interest expressed by the ENA Board, eight individuals volunteered to participate in an Eastside Neighborhood Sub-Area Planning Committee. These

individuals possess special talents in planning, business, neighborhood organizing and many other skills. We will consider adding other members as the process takes shape.

A draft Charter is attached. This document is intended to provide an overview of the planning process we envision. Any comments or suggestions would be greatly appreciated.

We very much appreciate the assistance of Community Planning and Development staff and the resources and interest the Council has already devoted to this effort.

Thank you for your consideration of our sub-area plan request. We look forward to hearing from you.



Sam Green

ENA Board President

c. Keith Stahley, Director, CP&D

Leonard Bauer, Deputy Director, CP&D

Stacey Ray, Senior Planner, CP&D

Phil Schulte, Chair, Coalition of Neighborhood Associations

Attachment:

Charter

City of Olympia Charter

Eastside Neighborhood Sub-Area Planning Committee

Purpose

The purpose of this charter is to establish a planning committee and planning process to develop a Sub-area plan for the Eastside Neighborhood consistent with the City's Comprehensive Plan goals and policies, specifically GP5: *Sub-area planning is conducted through a collaborative effort by community members and the City, and is used to shape how neighborhoods grow and develop.*

Mission and Vision

The mission of the Sub-area plan (plan) is to further the goals, policies, and values of Olympia's Comprehensive Plan at the neighborhood level. The plan will strive to include broad and diverse neighborhood participation in order to improve our neighborhood in the areas most important to our neighborhood, which may include, but aren't limited to the topics addressed in the Comprehensive Plan:

- Public participation
- Natural environment
- Land Use and Urban Design
- Transportation
- Utilities
- Public Health, Parks, Arts and Recreation
- Economy
- Public Services (Police, Fire, Emergency Medical, etc.)

This plan will lay the foundation for a neighborhood that is more inclusive, united, and cohesive, thus helping to achieve an improved quality of life for all people who are a part of our community.

Stakeholders/Partners

- Olympia City Council, Planning Commission and Citizen Advisory Committees
- City Manager, Executive Team and Staff
- Community Planning and Development and other City departments
- Eastside Neighborhood Board of Directors (Board)

- Eastside Neighborhood at-large, including for example residents, businesses, religious groups, schools, non-profit organizations and associations
- Adjacent Neighborhoods
- Coalition of Neighborhood Associations

Scope & Objectives

The Eastside Neighborhood Subarea Planning Committee (Committee) will:

- research the Eastside neighborhood's history, natural environment, land use, transportation (including transit, bicycle and pedestrian as well as automobile), utilities, public services, crime and safety data, and other relevant subjects;
- work with City staff to collect and analyze demographic information and geographical information system (GIS) maps;
- develop recommendations to improve various aspects of the neighborhood;
- create metrics to measure progress toward accomplishing a small number of priority goals;
- use a variety of communication options to reach out extensively to members of the neighborhood for their opinions and ideas; and
- work closely with City staff, the Council, and the Coalition of Neighborhood Associations to establish connections and benefit from their input and support.

Membership

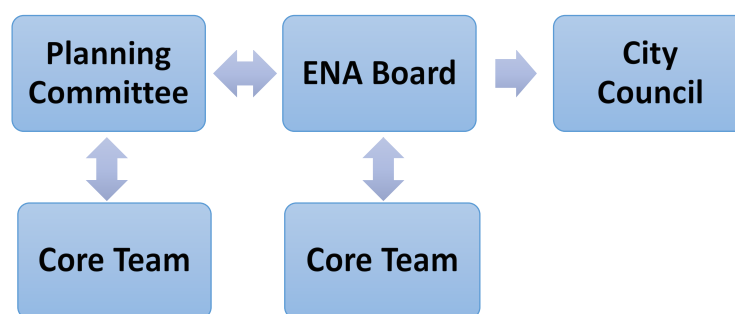
- The Committee will be comprised of members of the Board and other residents of the neighborhood.
- Members of the Committee will be selected by the Board.
- Committee members will be responsible for attending Committee meetings, participating in group discussions, assisting with research, reviewing data, establishing means for informing and getting input from community members, and developing sub-area plan recommendations.
- The Board will select a small number of Committee members to comprise a "Core Team."
- The Core Team will be responsible for ensuring that the Committee has the information it needs to develop the plan, ensure that research is completed,

gather and draft documents for Committee meetings, make connections with the neighborhood, develop drafts of sub-area plan components, communicate with the Board, work with City staff and other groups, and carry out additional tasks identified by the Committee.

Decision Making

The Committee is advisory to the Board and ultimately the City Council. City staff are advisory to the Core Team and Planning Committee. Formal communications with and presentations to the City or other outside entities will go through the Board President.

Sub-area plan recommendations will be developed by the Committee for review and approval by the Board. Recommendations approved by the Board will be forwarded to the Community Development and Planning staff and Council for their review. Upon acceptance by the Council the completed plan will be incorporated into the City's future decision-making.



Meeting Frequency

The Committee will meet at least monthly. Meetings may be held in conjunction with Board meetings. The Core Team will meet one or more times between Committee meetings. Additional meetings, including single-purpose and community-wide meetings, may be added based on the work plan.

Communications and Engagement

The Committee will use the Eastside Neighborhood Association website* to provide up-to-date information on Committee membership, contacts, community surveys, meetings and similar activities. The planning committee will deliver regular monthly reports to the ENA Board of directors. These reports will be included in the Board's minutes. In addition, the Committee will draft a written

‘public involvement and communications strategy’ describing in detail how we intend to engage all stakeholders.

Implementation

It is expected the sub-area planning process will continue after finalization of the plan through on-going engagement of Board members, Committee members, City representatives, and neighborhood residents.

* eastside-olympia.org



August 15, 2017

Mr. Sam Green, Board President
Eastside Neighborhood Association
Post Office Box 7666
Olympia, Washington 98507-7666

Dear Mr. Green:

The Olympia City Council received the letter dated July 12, 2017, and submitted by the Eastside Neighborhood Association (ENA) on behalf of Sub-Area B to formally start a neighborhood-level strategic planning process. Through this letter, we recognize your intent to begin the formal process of sub-area planning, and as the second sub-area to embark on this process, we wish to acknowledge and thank the Eastside Neighborhood Association for your interest, commitment, and efforts thus far to continue to move sub-area planning forward in our City.

Olympia's Comprehensive Plan calls for sub-area planning through collaboration between the community and City to help shape how our neighborhoods grow and develop. To quote what you have so clearly articulated in your Eastside Neighborhood Sub-area Planning Committee Charter (Charter), "the mission of the Sub-area plan is to further the goals, policies, and values of Olympia's Comprehensive Plan at the neighborhood level."

The Comprehensive Plan indicates that sub-area planning can be initiated by the City or the neighborhoods themselves, and is intended to be a true collaborative process, an element of the process we are pleased to see also reflected in your Charter.

This level of collaboration starts during the development of the plan. City staff will work with the Sub-area B planning team (planning team) to incorporate the expertise and input of staff, partners, and advisory committees in the plan development process. The result will be a plan with feasible strategies and priorities that can be considered early and throughout City planning, budgeting, and other decision-making processes where appropriate. This approach also fosters positive, ongoing relationships between the City and Sub-area B.

In addition to formally recognizing your intent to proceed with development of a sub-area plan (plan), we'd also like to outline expectations we have for this process, and what we hope to see addressed in your final plan:

Lessons Learned from Sub-area A

After the completion of the first plan, members of the Olympia Northeast Neighborhoods Alliance (ONNA) planning team from Sub-area A and City staff collaborated to document from the pilot process what worked well and what they suggest others do differently in the future. We would like to see the planning team incorporate the following lessons learned from the Sub-area A process:

MAYOR: Cheryl Selby, **MAYOR PRO TEM:** Nathaniel Jones, **CITY MANAGER:** Steven R. Hall
COUNCILMEMBERS: Jessica Bateman, Clark Gilman, Julie Hankins, Jeannine Roe, Jim Cooper

Eastside Neighborhood Association Sub-Area B Planning
 August 15, 2017
 Page 2

Implementation. While the plan for Sub-area A did include a section titled "Implementing the Plan," the ONNA planning team recommends future plans include greater emphasis and detail around implementation, such as including implementation as a goal in and of itself. Subsequently, we would like to see the planning team consider how to more specifically and in greater detail address implementation, including:

- Defining specific "action" steps;
- Lead Parties; and
- Potential partners

Identify Priorities. The ONNA planning team also recommends that future plans include strategies or action steps that are prioritized. It will be helpful to the Council and City staff to understand what in the plan is a high-, medium-, or low priority, so as to know what is of greatest importance or should be taken into account in the short-term during planning and other decision-making processes.

Sub-area Outreach and Engagement

We appreciate learning of your strong interest in and commitment to engaging your Planning Committee, neighbors, and other stakeholders in the development of your approach to outreach and communications. In addition to working with your membership, broad public engagement that reaches out to and is inclusive of all residents and businesses in the sub-area will be critical to the final plan representing the voice of the community.

We hope to see your approach to outreach and communications reflected in your plan, including how community members, residents, businesses and other key stakeholders, were engaged in the development of the plan's priorities and strategies, and what was learned through the engagement and information-gathering process.

Measuring Progress

Assessment of the effectiveness of the plan should involve all partners in the collaboration. For the planning team, we hope to see specific metrics in the plan that will help track and share progress towards accomplishing priority goals. And because the plan will help implement the 2014 Comprehensive Plan, we encourage the planning team to work with City staff to find opportunities to align the plan's metrics with the indicators in the Action Plan.

While not a required element of your plan, we hope that, like the ONNA planning team, at the end of your process you will consider collaborating with City staff to reflect on and document what went well and what could have been improved. We want to continue to learn from the development of sub-area plans.

Plan Elements

The finished plan should outline how it implements the Comprehensive Plan at the sub-area level by identifying your sub-area's goals (or desired outcomes), strategies for accomplishing the goals, and action steps to carry out the strategies.

Action steps should include details on who will be responsible for carrying out the step, which may include, but is not limited to City departments and/or programs, the neighborhood association, or any number of other possible community partners—think creatively! Some strategies may be ongoing programs, and some may be more specific, one-time projects.

Eastside Neighborhood Association Sub-Area B Planning
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Page 3

To assist in and provide context for how you identified your sub-area goals, strategies, and action steps, the plan should also include:

- Sub-area assets and data that support the planning process, future implementation, and the tracking and sharing on progress;
- How you engaged residents, businesses, and other stakeholders in the process;
- What you learned through your outreach and engagement influenced the final plan;
- An analysis of current challenges or opportunities; and
- Links to related City or other stakeholder or partner organization plans (example: an adjacent neighborhood's sub-area plan); and
- Metrics to measure and share progress towards accomplishing priority goals

Staff Role and Time Commitment

Existing City budget resources include 0.25 FTE for a City staff person to assist and support the development of the plan and its public outreach activities in 2017 and 2018. The liaison will work to involve staff from throughout City departments as needed to provide expertise and information. The liaison will also keep City Council and the Land Use and Environment Committee informed of the progress of the planning process through regular updates.

Final Plan Review and Acceptance

Final review and acceptance of the plan will be a two-step process. First, the Olympia Planning Commission will review the draft plan for consistency with the Comprehensive Plan. Second, a final version of the sub-area plan will be submitted to City Council for review and acceptance.

Once accepted, City Council can direct staff to explore starting work on strategies or actions where the City is a partner and the work can be accomplished within existing resources. The City Council may also choose to direct staff to explore including individual strategies where the City is identified as a partner into its planning and budget processes, such as the Action Plan or Capital Facilities Plan.

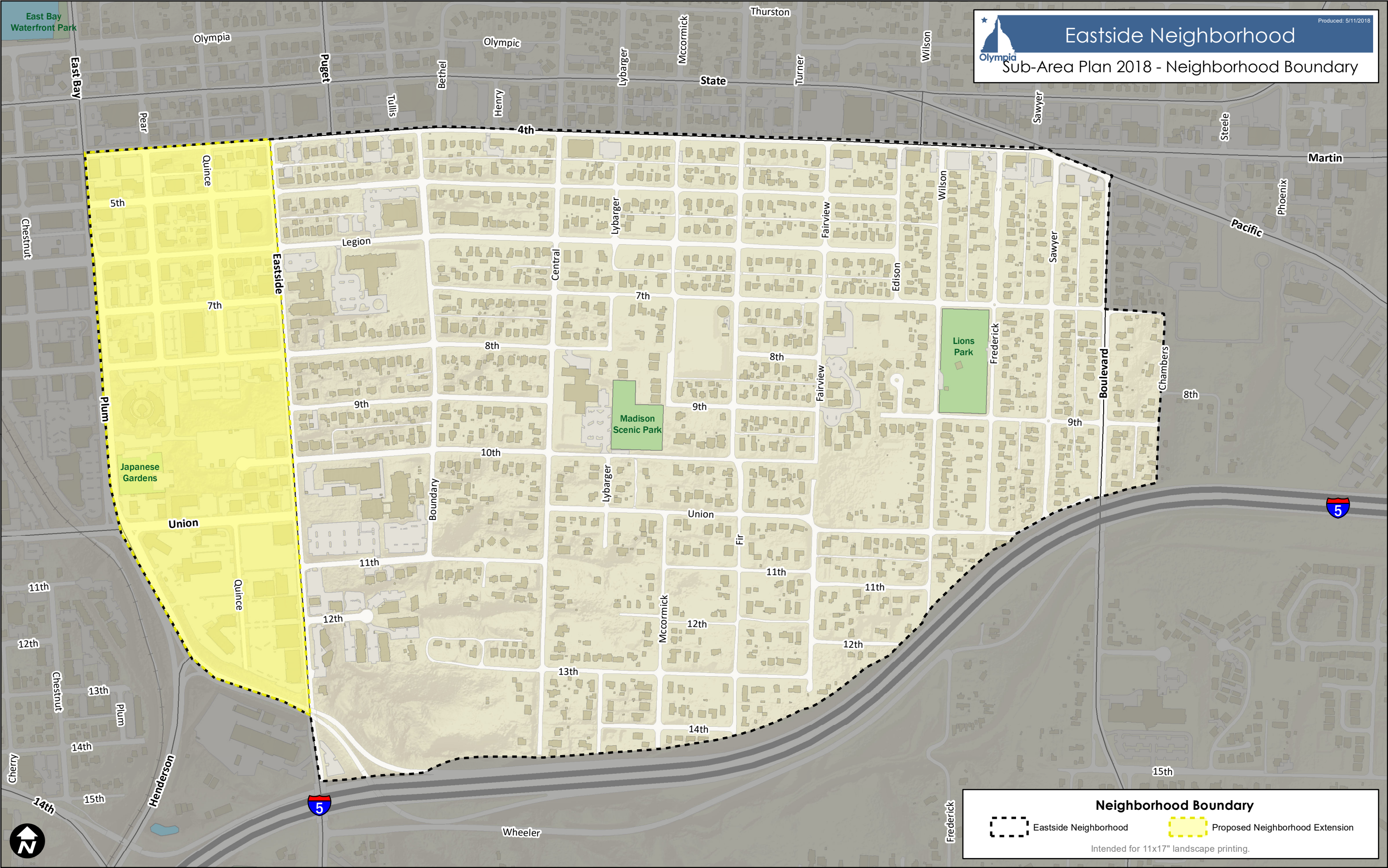
Thank you again to community leaders from the Eastside Neighborhood Association for formally initiating this planning approach. We look forward to collaborating with you and following your progress as you work towards submitting your plan to the City Council for acceptance.

Sincerely,



Cheryl Selby
Mayor

cc: Phil Schulte, Chair, Coalition of Neighborhood Associations (CNA) Steering Committee





Planning Commission

Downtown Design Guidelines

Agenda Date: 8/19/2019
Agenda Item Number: 6.C
File Number: 19-0738

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

Title

Downtown Design Guidelines

Recommended Action

Information only. No action requested.

Report

Issue:

Discussion on the Downtown Design Guidelines and Related Zoning Code Amendments.

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:

One of the first recommended actions to implement the Downtown Strategy (DTS) is an update to the Downtown design guidelines. These are regulations that help ensure new development and significant redevelopment projects achieve a level of design quality that is consistent with our vision as expressed in our Comprehensive Plan and Downtown Strategy.

Design guidelines address functional as well as aesthetic issues. They influence site design, building orientation, massing, architecture and other building details, as well as historic preservation. They intend for development to be compatible with neighbors; promote safety, security and livability; be environmentally responsible; promote health and pedestrian activity; and upgrade the physical attractiveness of a development.

The City retained MAKERS consultants to assist with updating Downtown design guidelines. The consultant has reviewed all comments received on the working draft of the update and a final draft has been prepared for a final round of internal review by the current planning staff.

Along with the proposed downtown design guideline update, staff will propose view protection measures guided by the Downtown Strategy, which will include amendments to Title 18, Unified Development Code, of the Olympia Municipal Code.

PROCESS SO FAR

The following steps have been completed:

- City hosted a public workshop on design preferences (4/17/17)
- A design technical work group (TWG) met seven times to analyze potential updates
- Planning staff analyzed draft proposals
- The consultant and staff met with:
 - ✓ The Design Review Board (2/9/17; 3/22/18)
 - ✓ Olympia Heritage Commission (3/22/17; 3/28/18)
 - ✓ Eastside Neighborhood Association (3/21/18)
 - ✓ Olympia Avenue Historic Neighborhood (4/11/18)
 - ✓ Port of Olympia staff (4/13/18)
 - ✓ Downtown Neighborhood Association (5/10/18)
 - ✓ Olympia Downtown Alliance Design Committee (4/11/18; 5/9/18)
 - ✓ Some local developers and architects (various)
 - ✓ Property owners affected by proposed view protection measures (various)
- The City hosted a public open house to present the working draft (4/18/18)
- Public comment period on working draft (open through 3/28/18-4/30/18)
- Revisions based on public comments, other city staff (on-going)
- Planning Commission Briefing - Status Update (6/17/19)

Related work included amending the Comprehensive Plan to memorialize the landmark views identified as being important in the adopted Downtown Strategy. Additionally, City staff has sent the draft amendments to the Washington State Department of Commerce with a 'Notice of Intent to Adopt' amendments to the city's development regulations.

NEXT STEPS

1. Issue Public Review Draft with 30 day comment period
2. Public Outreach (including Olympia Downtown Alliance, Chamber of Commerce, Technical Work Group members, property owners, businesses, stakeholders)
3. SEPA Determination
4. Open House or other public meeting
5. Heritage Commission and Design Review Board Briefings
6. State Agency review of related amendments
7. Planning Commission briefing and Public Hearing
8. Legal Review
9. Forward ordinance and OPC recommendation to City Council

Neighborhood/Community Interests (if known):

An estimated 3,500 people engaged in formation of the Downtown Strategy through workshops and online, including input about overall urban design preferences for Downtown. A link to the summary of public input from the April 17, 2017, workshop is at the attached website.

Options:

None. Information only.

Financial Impact:

The City had a \$50,000 contract with MAKERS Consultants to help develop the draft Design

Guidelines, with an additional \$8,000 that was used to have the consultants participate in public outreach and public meetings throughout the process. The contract expired in June of 2019. The remainder of the work is anticipated to be completed by city staff, including additional public meetings, public outreach, and refinement of the draft guidelines before issuing the public hearing draft.

Attachments:

Project Webpage
Design Guidelines Basics
Major Changes Summary
Historic Properties
View Protection Measures
Residential Open Space
Other Development Codes
How Topics are Addressed

About Design Guidelines

Design guidelines are regulations applied to development projects. They are intended to upgrade physical attractiveness, be compatible with neighboring properties, promote safety, security, and livability, be environmentally responsible, and promote health and pedestrian activity.

Design Guidelines Address a Variety of Topics

- **Site Planning:** Such as orientation to the street, location of driveways and entries
- **Site Design:** Such as landscaping, lighting, and pedestrian open space
- **Building Design:** Such as character, architectural elements, details, and materials

Example of Various Guidelines



How Design Guidelines Differ from Zoning Regulations

Zoning codes typically include development standards that establish maximum building height and bulk and requirements for setbacks, parking, and site access in quantitative terms. Zoning standards are relatively inflexible, yet design guidelines are intended to provide flexibility.

Zoning standards and design guidelines must be consistent and not contradict one another. Topics such as screening, landscaping, and signage may be covered by both zoning development standards and design guidelines. In such cases, zoning standards state the basic requirements which are added to by provisions in the design guidelines.

One way to think about it is that both zoning standards and design guidelines are tools to help shape new development - analogous to the tools needed to carve a wooden sculpture. The zoning standards correspond to a chain saw making the big cuts that establish the overall form (e.g., maximum building height, number of parking stalls), while the design guidelines are more like a set of chisels that the sculptor uses to refine the details that give the sculpture its character (e.g., roofline modulation, orientation of parking on the site).

Design Guidelines Can Allow Flexibility Along with Clear, Consistent Direction

Ideally, design guidelines promote positive communication between the project applicant, the reviewing body (the City's Design Review Board (DRB) for downtown projects), and the public. The guidelines should clearly articulate expectations and promote creativity for how to meet them. At the same time, the City needs to be able to say no to proposals that do not meet the minimum requirements or intent.

The proposed method for Olympia's Downtown Design Guidelines to meet these objectives is for each major topic to include:

- An intent statement that clearly identifies the guideline's objective.
- A requirement that clearly states a minimum level of performance that can be objectively evaluated. In some cases, this may be a numerical standard.
- Provisions that allow for alternate solutions that achieve the guideline's intent.

Downtown Design Guidelines - Major Topics/Changes

August 2019

| | Topic | Major Change | Notes |
|---|--|---|--|
| | Reorganization | Consolidates 7 design chapters into one downtown section | Will apply to Port, except for Marine Terminal |
| | Format | More specific requirements, with flexibility where appropriate for applicant to propose innovative designs that meets intent | |
| | Context | Guidelines are geared more for urban development types (such as 5-6 story, mixed use, urban residential). Implements the Downtown Strategy. | e.g., existing MF guidelines are geared more for 3-story walkups |
| 18.120.200s - Site Planning: addresses pedestrian visual qualities of streetscapes and developments affected by building orientation and location, service areas, and access. In addition, addresses site security, residential privacy, and open space. | | | |
| | Street Fronts | Changes to the location and requirements for designated A and B Pedestrian Oriented Streets and newly designated Downtown Entry Streets, Waterfront Sites, and High Visibility Street Corners | See Designated Streets map and Street Fronts chart |
| | Pedestrian Circulation | Simple requirements that provide good internal pedestrian circulation. Prohibits most external upper story walkways unless they provide for privacy of the building occupants. | |
| | Buildings w/ ground floor residential | Requires buildings set back 10' from ROW or elevated ground floor unit at least 3' above sidewalk, and other privacy provisions | New requirement |
| | Site Planning of Large Lots and Full Block Sites | Developments with two or more buildings require a unified site plan identifying circulation, building configuration, and unifying open space | New requirement |
| | Service Areas (not including solid waste) | Screening required. Service areas must not be visible from the sidewalk and adjacent properties, or located within 20' of a residentially zoned property unless City determines it's the only option. Shall be sited for alley access if available. Locations to be shown on plans early in the process | |
| | Solid Waste | Screening required per landscape code. Locate to avoid entrapment areas. Pedestrian-scale lighting may be required for security. Refers to Engineering Development and Design Standards provisions | Design guidelines can't solve overarching issues with siting solid waste |
| | Multifamily Open Space | Requires 100 SF per unit (or 10% of residential floor area) of open space per unit for new construction. | Open Space is currently only required in the UR zone (15% overall) |

| | Topic | Major Change | Notes |
|---|---|---|---|
| | Site Planning for Security | Several provisions that implement Crime Prevention Through Environmental Design (CPTED) principles (entrapment areas, visibility, visual obstruction, motorists' view, passive surveillance, access control, territorial definition, and maintainability). | New requirement |
| 18.120.300s - Site Elements: addresses physical characteristics (e.g., size and design) of elements such as landscaping, parking areas, pathways, open spaces, site furniture, and fences. | | | |
| | Parking Areas | Perimeter screening still required. Specifically marked pathway must be provided through parking areas (every 4 rows). Two additional feet of pathway required for bumper overhang. | Augments landscaping code |
| | Public Open Space | New design requirements for when public open space is provided. | New requirements |
| | Landscaping | Requires applicants demonstrate their landscape plan "addresses and supports" the desired landscape characteristics of the individual Sub-District and identifies those characteristics for each District. Also includes provisions allowing an alternative approach to parking lot perimeter landscaping. | Augments but does not replace landscape code. Enhances character areas in Downtown Strategy |
| | Walkways and Circulation Elements | Includes minimum widths, safety requirements, and pathway enhancements. Requires essentially a 12' wide sidewalk with trees and pedestrian lights along building fronts where they abut off-street parking lots. Also requires 3' landscape strip, blank wall treatment, or other treatment between a building and a pathway. Requires vertical or horizontal separation between pathways and ground related units for privacy. | New requirements |
| | Lighting | Establishes minimum, maximum, and preferred lighting levels for different site conditions. Includes provisions for light quality and for luminaire height & mountings. | |
| | Fences and walls | Chain link and wooden fences prohibited in certain areas. Must not obscure building fronts or attractive site features unless screening service areas. Addresses alcove gates. | |
| 18.120.400s - Building Design: addresses function, quality, and character of building exteriors. | | | |
| | Building Character | Requires the applicant demonstrate the project addresses and supports the architectural characteristics of the individual Design Sub-District. In certain transition areas there is flexibility for applicant to choose which district they are in. | New requirement. See Design Sub-District map. Enhances character areas in Downtown Strategy |
| | Registered Historic Districts and Sites | Improve transparency by including the Secretary of Interior Standards in the Code. Clarifies the review authority for major vs. minor alterations. New construction with a contemporary design character is encouraged so long as the building does not detract from the overall historic character in the District. | See separate handout |

| | Topic | Major Change | Notes |
|--|---|---|--|
| | Architectural Composition, Massing & Articulation | Provisions to address architectural scale (<i>how buildings relate to one another in terms of size, configuration, and placement.</i>) The guideline offers a variety of ways (not just modulation) to achieve appropriate architectural scale. The measures vary for commercial and residential uses because the layout of interior spaces is usually different. Requires ways to break up buildings longer than 120 feet (roughly ½ block in Downtown) through significant modulation. | |
| | View Preservation | Roofline modulation required for specific blocks associated with the view from Deschutes Parkway to Mt. Rainier. | Additional zoning code changes to preserve views from designated observation points. |
| | Streetscape privacy and shading | Special requirements for all developments in the SE Residential Neighborhood District. | Does 18.175 for Infill still apply here? |
| | Human Scale Building Elements (<i>how buildings relate to a person</i>) | <p>2-4 human scale elements required depending on character area or street designation. One detail from each required: window/entry treatments, building façade details, decorative or textural enhancement.</p> <p>High Visibility Street Corners shall locate a building or structure within 15' of the street corner or be configured with a corner plaza and include special design features.</p> <p>The Guideline notes there is no intention that building character and detail be ornate, they can be simple if finely detailed & manufactured. Building elements and details should be consistent with the building's overall design character (e.g., do not put a "historic" feature on a contemporary styled building.)</p> | |
| | Pedestrian Oriented Facades and Weather Protection | Describes the transparency and weather protection standards for pedestrian oriented building facades where they are required on A and B pedestrian oriented streets. | |
| | Materials & Colors | A detailed chart with district specific materials requirements and limitations. At a minimum, stone masonry or architectural concrete shall be used on first floors for non-residential or mixed use buildings. | |
| | Blank Wall Treatments | Blank walls are prohibited (not just to be minimized) facing a public street, pedestrian-oriented space, common usable open space, or pedestrian pathway unless treated with one of a number of methods listed. | |
| | Above Ground Parking Garage Design | Requires façade treatment, such as grills or landscaping, of ground floor structured parking near sidewalks. Also requires articulation (not necessarily modulation) of upper story garages to prevent a monolithic appearance. | |

Design and Downtown's Designated Historic Properties

August 2019

Overview

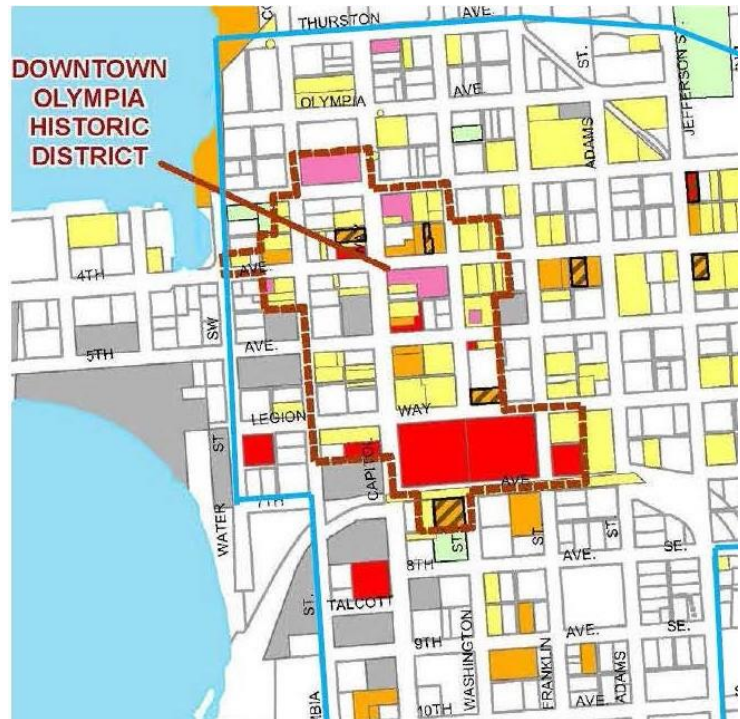
A key objective of the design guidelines is to reinforce the historic character of the downtown core. The Secretary of Interior's Standards for the Treatment of Historic Properties (SOI) guides all developments in the Historic District and for register properties.

Current Approach

A development application may be subject to the SOI standards only, or, if the change is more substantial, both the SOI plus other applicable design guidelines. The SOI standards are not written in the Code, so transparency is lacking. Also, the review process for minor vs. substantial alterations is not clear upfront.

Proposal

Improve transparency by including the SOI Standards in the Code. Clarify the review authority as outlined below. The downtown design guidelines encourage new construction in the historic district to have a contemporary design character so long as the building does not detract from the overall historic character in the district.



| Historic Property Designation | Type of Development | Secretary of the Interior's Standards for Rehabilitation (18.105) | New Downtown Design Guidelines (18.120) | Review Authority |
|--|------------------------------------|---|---|------------------|
| Individually Designated Register Property | Rehabilitation or Minor Alteration | ✓ | | OHC |
| | Substantial Alteration | ✓ | ✓ | JRC |
| "Contributing" Property in Historic District | Rehabilitation or Minor Alteration | ✓ | | OHC |
| | Substantial Alteration | ✓ | ✓ | JRC |
| "Non-Contributing" Property in Historic District | | ✓ | ✓ | JRC |
| New Construction in Historic District | | ✓ | ✓ | JRC |

OHC = Olympia Heritage Commission

JRC = Joint Review Committee (select members of Heritage Commission and Design Review Board)

| Additional Proposals | |
|-----------------------------|---|
| 1. | Exempt historic properties from the Building Design section of the new downtown design guidelines. |
| 2. | 18.105 is updated to include the SOI Standards written out in full (with language to clarify that the most current version of the SOI Standards will supersede.) 18.105 applies to all historic districts. |
| 3. | <p>Include criteria for determining whether a project is a “minor” vs. “substantial” alteration.</p> <p><u>PROPOSED DEFINITIONS:</u></p> <p>“Substantial alteration means:</p> <ul style="list-style-type: none"> • Adding building stories. Except adding one story (e.g.: penthouse) that is setback at least fifteen feet from all building facades facing a public street (not an alley) is considered a minor addition. • Adding new rooms, structures, or spaces to an existing building (not including an existing or former single-family residence) that are visible from a public street (not an alley). • Adding structural building elements to the building façade that alter the exterior appearance of the building facing a public street (not an alley) such as new alcoves, entries, storefronts, porches, balconies, windows, siding etc. • Any other added element to a building visible from a public street (not an alley) that the City may identify as a substantial addition that is not identified as a “minor alteration” below. <p>“Minor alteration” means:</p> <ul style="list-style-type: none"> • Adding new rooms, structures, or spaces to an existing building that are not visible from a public street. • Adding new building rooms, structures, or spaces to an existing or former single-family residence. • One added story (e.g., penthouse) that is setback at least fifteen feet from all building facades facing a public street (not an alley). • Added weather protection such as a canopy, awning, or marquee provided it meets all other applicable guidelines and regulations when installed and when removed. |
| 4. | Create a GIS layer of designated contributing and non-contributing properties as determined by the National Register of Historic Places designation report for the Downtown historic district. |

Additional View Protection

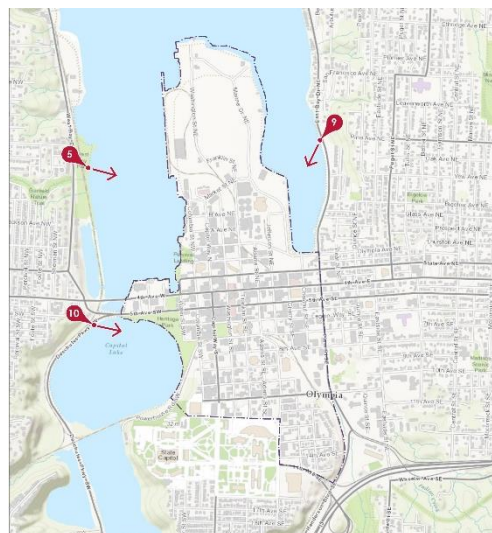
August 2019

Overview

The City's adopted Comprehensive Plan shifted emphasis from protecting particular views from public streets to protecting and enhancing views from certain public observation points. The plan guides the City to identify important views to be protected from key public observation points through a public process using graphic visualization software. The Downtown Strategy completed this for views related to downtown (a subsequent process will address other citywide views.) The objective was to identify where the City should take steps to protect existing views that were identified as being the most important.


The City looked at over 50 views identified by the public and found the community has already taken steps to preserve 33 of these through shoreline acquisitions or existing regulations. Ten remaining views were selected for further study by using 3-D visualization software. Ultimately, the Downtown Strategy, which was adopted in April of 2017, called for the City to explore steps to protect an additional three views from points shown on the map to the right:


- West Bay Park to Mt. Rainier (#5)
- East Bay Overlook to the Capitol Dome (#9)
- Deschutes Parkway to Mt. Rainier (#10)




What are the Proposed Changes?

Proposed steps involve changes to both the design guidelines and zoning development standards.

| West Bay Park to Mt. Rainier | | |
|---|---|---|
| Current Regulation | Proposed Change | |
| Describes that a lookout or view corridor to Mt. Rainier must be preserved from the right of way on West Bay Drive. | Establish a specific observation point from which to preserve the view of Mt. Rainier. |  |
| | Remove the 2-story height bonus on Block 123 so that future development will not obstruct the view. | |
| | Additional design guidelines regarding architectural composition, massing, and articulation to reduce building scale and add visual interest. | |

| East Bay Lookout to Capitol Dome (and Drum) | | |
|---|---|---|
| Current Regulation | Proposed Change | |
| Describes that a lookout or view corridor to the Capitol must be preserved from the right of way on East Bay Drive. | Establish a specific observation point from which to preserve the view of the Capitol Dome and Drum. |  |
| | Remove the 2-story height bonus on Block 122 and reduce the bonus option to the extent necessary on Block 14 so that future development will not obstruct the view. | |
| | Additional design guidelines regarding architectural composition, massing, and articulation to reduce building scale and add visual interest. | |

| Deschutes Parkway to Mt. Rainier | | |
|--|--|--|
| Current Regulation | Proposed Change | |
| Describes that a lookout or view corridor to Mt. Rainier must be preserved from the right of way on Deschutes Parkway. | Establish a specific observation point from which to preserve the view of Mt. Rainier. |  |
| | Vertical modulation is required for new buildings on Blocks 74, 75, and 84, on the 5 th story and above, along the west face of the building. | |
| | Additional design guidelines regarding architectural composition, massing, and articulation to reduce building scale and add visual interest. | |

Residential Open Space

August 2019

Overview

The proposed design guidelines include new requirements for open space within multifamily developments. This refers to space intended for use by the residents of a building, rather than the public. The intent is to promote the health and well-being of downtown residents, desirability of downtown as a residential neighborhood, and to relieve pressure on public parks and open spaces.

Residential open space may be in the form of:

Private open space: area designed and intended for *private* residential use; OR

Common open space: area within a development designed and intended for the *common* use or enjoyment of residents, not individually owned nor dedicated for public use.



Outdoor play areas for shared residential use are one type of residential open space. See back for more examples.

Examples:

Rooftop decks, indoor recreation facilities, balconies, plazas, courtyards, gardens, children's play areas, pools, water features.

| Current Regulation | Proposed Change |
|--|--|
| 15% of a residential project's area must be "open space." However, this only applies in the Urban Residential (UR) zone (which encompasses much of the SE Downtown Neighborhood area.) | Throughout all of downtown, <i>new</i> multifamily buildings must provide onsite open space of at least 100 sf per dwelling or 10% of residential unit floor area (excluding hallways and common areas). Does not apply to remodeling of existing residential units or additions to existing residential structures. The type of open space provided is flexible. Additional design requirements also apply. |

Possible Types of Residential Open Space



Balconies for private residential use



Rooftop Gardens



Indoor recreation rooms



Outdoor plazas

April 2018 – Design Guideline Update



Development Codes Overview

These codes may be augmented by design guidelines

August 2019

Development codes set a baseline requirement that can be augmented by the design guidelines. These are just some of the main Olympia Municipal Codes (OMC's) or other standards that apply to development projects. Other applicable laws may also apply depending on the project, such as federal ADA or Washington State safe walking routes to schools.

| Topic | Development Code | Design Guidelines | Notes |
|---|--|---|---|
| Basic Development Standards (OMC 18.04-18.08) | Sets quantitative requirements (e.g., maximum height, required building setbacks from the property line, impervious surface limits, etc.) | Augment basic standards (e.g., roof modulation, maintain continuity of streetscape by aligning building setbacks) | |
| Landscaping and Screening (OMC 18.36) | Sets basic requirements (e.g., when landscaping is required, amount of vegetation coverage, use native vegetation or plants suitable to climate, invasive species prohibited, minimum tree size at planting, parking lot landscaping, what should be included on a landscaping plan) | Augment basic standards (e.g., create a natural appearance by using a limited number of plant species) | Landscaping and street trees in the public right of way are covered by the EDDS and OMC 12.44 – Street Trees. Landscaping in stormwater ponds is covered by the Drainage Design and Erosion Control Manual |
| Parking (OMC 18.38) | Requirements for amount of vehicle or parking stalls required per use, design of parking lots, commercial loading berths, shared parking lots, etc. | Augment basic standards (e.g., parking lots should not be located at the front of the building.) | |
| Signs (OMC 18.43) | Requirements for the amount, size, and types of signs allowed | Augment basic standards (e.g., requirement not to cover historic elements of a building.) | The sign code includes the design standards for downtown signs. |

| | | | |
|---|--|--|---|
| Building Codes (OMC Title 16 references several applicable codes) | Various codes known collectively as “the building code,” which the City has adopted, as amended by the Washington State Building Code Council, and thereafter amended by the City of Olympia | These can be augmented by design guidelines (e.g., screening mechanical equipment). However, many elements the building code deals with are internal to the structure and not viewable to the public, thus require no design guideline augmentation. | Includes various codes for: <ul style="list-style-type: none"> ○ Construction ○ Fire Safety ○ Flood resistance ○ Grading ○ Passive Radon Gas Control ○ Sound transmission ○ Mechanical equipment ○ Plumbing ○ Pipe sizing ○ Waste/venting ○ Installation ○ Energy Conservation ○ Manufactured Homes ○ Hazards Mitigation ○ Hazardous Materials ○ Swimming Pool and Spas |
| Engineering Design & Development Standards (EDDS) | EDDS govern all new construction and upgrading of public facilities, whenever in the right-of-way or on-site for: transportation and related facilities, storm drainage, sewer and water, and parks, recreation, and open space. | The EDDS include design requirements | |
| Drainage Design and Erosion Control Manual | Various stormwater requirements, including pollution control, sediment and erosion control, hydrologic analysis, and best practices to control flow volumes. | Can be augmented by design guidelines, mainly in terms of green landscaping | |

How is this Topic Addressed?

August 2019

At a public workshop in April 2017, the public brought up several important issues that are not within the direct purview of the design guidelines. Here is where or how these other issues are addressed:

| Topic | How is this addressed by Design Guidelines or Other Codes? |
|---|--|
| Environmental Quality and Sustainability | <p>Most environmental regulations are in various parts of the municipal code such as the Critical Areas Ordinance (OMC 18.32), Drainage Design & Erosion Control Manual and Engineering Design & Development Standards (EDDS). A separate Shoreline Master Program (SMP) guides development within 200' of the shoreline along Budd Inlet, Capitol Lake, and other designated shorelines of the state. Design guidelines support these other tools by promoting design solutions that address environmental concerns and allow flexibility for environmentally friendly elements such as rain gardens, solar panels, and urban green space.</p> |
| Safety and Security | <p>The proposed design guidelines address personal safety and security through provisions that adhere to Crime Prevention Through Environmental Design (CPTED) principles, including: avoid entrapment areas, provide adequate lighting, employ passive surveillance, and encourage street activity. Design guidelines also support the principle that attractive, well-maintained places encourage social interaction and are less likely to attract vandalism or crime. Guidelines can address these objectives by calling for easily maintainable materials, welcoming storefronts, and creating a pleasant environment that encourages friendly social exchange.</p> <p>However, design is only part of a larger program to enhance human safety and comfort in the public realm. The City operates programs such as the Downtown Ambassadors and police Walking Patrol to address real and perceived safety issues. Through a partnership with the Olympia Downtown Alliance the City is also assessing lighting other conditions to identify where public and private investments, including a low-interest loan award, can be focused to improve security and a feeling of safety for all downtown users.</p> |
| Building Height and Bulk | <p>Building height requirements are in the zoning development code (OMC Title 18) and for areas in the shoreline in the Shoreline Master Program (SMP.) Heights along the water vary from 35' to 65' with a 2-story residential height bonus. Elsewhere in downtown, heights vary from 42' in some areas in the southeast to 75' plus a 2-story residential height bonus in the core. Depending on the proposed location and height of the project, façade articulation techniques in the design guidelines may be required to reduce the perceived scale of large buildings and add visual interest.</p> |
| Homelessness and Affordable Housing | <p>Design guidelines cannot directly address these issues, however can make development more expensive if they dictate highly expensive building materials, are too restrictive or delay the permitting process. Our aim is not</p> |

| | |
|---------------------------|--|
| | <p>to do that. The City is taking many direct steps to address affordable housing and homelessness. A few of the key actions include:</p> <ul style="list-style-type: none"> • The City is developing a broad, community-driven Homeless Response Plan; has created a mitigation camping site; and has opened the Plum Street Village – a temporary emergency housing shelter site. • A new Home Fund (sales tax levy) will provide approximately \$2.3m annually to provide housing for the most vulnerable. The City will start to receive this funding in September 2018, and a new Home Fund Coordinator will be hired to help develop and manage a plan for these funds. • A new Homeless Response Coordinator has been hired. This position is responsible for leading development of a homeless response plan, including coordinating immediate and longer-term actions with a variety of community partners and stakeholders to address humanitarian needs; impacts to downtown, businesses and neighborhoods; and public resource needs. • Developing code updates to provide more opportunities for the development of middle size/middle income housing units within our community. |
| Public Restrooms | Providing public restrooms cannot be readily achieved through design guidelines. The City is working on a separate Sanitation (Public Restroom) Master Plan to guide future restroom development, including a summary of best practices for location, operation and design. |
| Public Parks | Public parks is not addressed through these design guidelines. Development of public parks is addressed through the Parks Master Plan. |
| Streetscape Design | The City's Engineering Design & Development Standards (EDDS) establish requirements for sidewalks and streets. While the design guidelines will not address improvements in the public right-of-way, we will coordinate with the Public Works Department to ensure that the design guidelines and streetscape standards work together for maximum effectiveness. |
| Street Trees | Street tree requirements are in the Engineering Development and Design Standards (EDDS) and OMC 12.44. The City is actively working to ensure future street tree plantings will provide the right tree in the right place. |
| Public Open Space | Undeveloped public land that is permanently set aside to protect the special natural character of a particular location is not addressed by the design guidelines. This type of public open space may include, but is not limited to, wetlands, wetland buffers, creek, stream or river corridors, forested areas, ravines, bluffs, or other geologically hazardous areas and undeveloped areas within parks. |