



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 Commission regarding items related to City business, including items on the Agenda. In order for the Committee or Commission to maintain impartiality and the appearance of fairness in upcoming matters and to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee or Commission in these two areas: (1) on agenda items for which the Committee or Commission either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days or for quasi-judicial review items for which there can be only one public hearing, or (2) where the speaker promotes or opposes a candidate for public office or a ballot measure.

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 [19-0738](#) 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, and Commissioners, and regarding relevant topics.

8. OTHER TOPICS**9. ADJOURNMENT**

Approximately 8:00 p.m.

Upcoming Meetings

Next regular Commission meeting is September 9, 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

Downtown Design Guidelines

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

Downtown Design Guidelines



What are Design Guidelines?

Design guidelines are regulations applied to development projects. They intend for projects to upgrade physical attractiveness; be compatible with neighbors; promote safety, security and livability; be environmentally responsible; and promote health and pedestrian activity.

Design guidelines address a variety of topics:

- **Site Planning:** Orientation to the street, location of driveways, entries
- **Site Design:** Landscaping, lighting, and pedestrian open space
- **Building Design:** Character, architectural elements, details, and materials

Downtown Design Guidelines Update

The City is updating the design guidelines for downtown. This action was recommended in the Downtown Strategy to simplify the organization, promote a more urban design quality and be compatible with the strategy's character areas.

Draft Design Guidelines

With help from a [technical work group](#), City staff and consultants from MAKERS have prepared a working draft of the new guidelines. This version considers all comments received through April 2018. Planners are completing a technical review before the Planning Commission's public hearing draft is complete, which is expected to be released in the summer of 2019. The Commission is expected to hold a public hearing this fall.

 [DRAFT Design Guidelines](#)

 [Comment on the Draft Guidelines](#)

Summary Handouts

 Major Changes

 Historic Properties

 View Protection

 Residential Open Space

 Street Front Requirements

 Design Guideline Basics

 Development Codes Overview

 Other Topics & How They Are Addressed

Questions?

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

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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.

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At intersections, locate the building within 15' of both ROWs and follow 18.120.450.B.5. Of the Signature Road intersects a Pedestrian Oriented Street, orient the building to it, and a Pedestrian-Oriented Façade treatment per 18.120.460 is encouraged on the Signature Rd front.

Commercial or residential ground floors are allowed.

Provide weather protection at least 3' deep.

For residential buildings on non-arterial roads within 30' of the ROW, provide:

No garages on the ground floor,

At least 15% transparency on the front facade or Type 1 or 2 landscaping,

A covered porch, stoop, or patio for individual unit entries (preferred), or a clearly recognizable, covered shared entry.

Zero-lot-line is encouraged.

Elevate residential ground floor at least 3' above grade and adhere to Section 18.120.240, Buildings with Ground-Related Residential units.

No fences or screening walls taller than 3' are allowed within 15' of the ROW.

Generally, set back residential buildings 10 to 25' from ROW.

Screen any parking areas along the street.

No parking is allowed between the building and the street. Limit parking to 50% of the street front or 65', whichever is narrower.

No areas for outdoor displays or sales of large items are allowed except auto dealerships.

On commercial buildings, feature at least 50% transparency on the ground floor facade between 3 and 8 feet above grade.

Set the building far enough back from the street edge to provide for at least a 5' landscape strip and 6' sidewalk, but no greater than 10' from the ROW.

Provide one street tree at least every 40' on center.

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

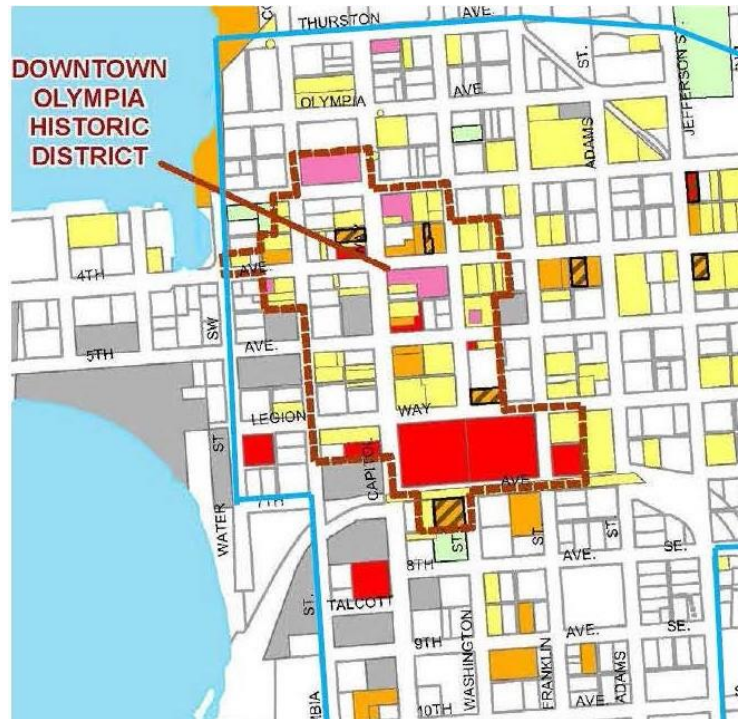
A key objective of the design guidelines is to reinforce the historic character of the downtown core. The Secretary of Interior's Standards for the Treatment of Historic Properties (SOI) guides all developments in the Historic District and for register properties.

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

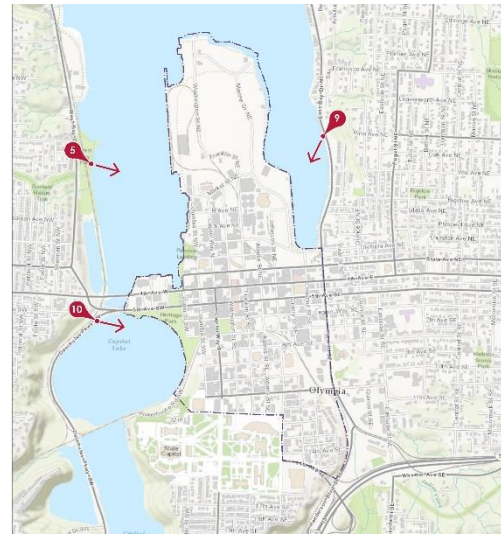
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Overview

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

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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	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.
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	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.
Homelessness and Affordable Housing	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>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.