

Pre-Submission Conference NARRATIVE

Proposed Change of Use from B (Office) to A3 (House of Worship)

**RE: 2903 Pacific Ave SE, Olympia, WA 98501 (Suite #104)
Parcel # 38840000200**

This space has been used as an office since the building was built in 1976. I am looking to change the use from "Office" to a "House of Worship". There are currently no proposed construction or Tenant improvements to be made unless required by Building or Fire Codes.

There is a parking lot adjacent to the building which contains a total of 26 Spaces.

The current tenants of the building are as follows:

Suite #101 – Insurance Agency Office: Hours of Operation: 9am to 5pm Mon - Fri

Suite #102 – Photography Office: Hours of Operation: 8am to 5 pm Mon - Fri

Suite #103 – Owner Occupied as Warehouse/Storage

Suite #104 - Proposed site for House of Worship

Church Worship Services held: Sundays @ 11 am & Fridays @ 7:30pm

Bible Study: Wednesdays @ 7:30 pm

The Prospective Tenant/Church currently has a total of 38 members: 22 Adults, 12 Youth, 4 children.

Since the worship services are held on Friday evenings and Sunday mornings, the total membership of 38 would not be occupying the space at the same time as the members would be split between two services.

The parking lot has a total of 26 spaces; all of which will be available to the church during their services and meetings as the other tenants in the building will not be open at the time the church is holding services.

Current vehicle access is available from Burr Rd and the Pacific Ave SE/Pattison Street intersection.

The current utilities include: City Water, Sewer, & Garbage, PSE, Comcast. The current utilities would be more than adequate to service the House of Worship and no changes are needed.

Signed,

Nancy Solis
President
Damitio Insurance, Inc.