



CONDITIONAL USE PERMIT

OFFICIAL USE ONLY

Case #: _____ Master File #: _____ Date: _____

Received By: _____ Related Cases: _____ Project Planner: _____

Project Name: Star Commercial

Project Address: 3015 Pacific Ave SE Olympia, WA 98501

Applicant: Shelby Star

Summary of Request (describe proposed use): Use of a 1,064 SF existing building and associated appurtenances as a Washington State Licensed Marijuana Retail Store.

A **Conditional Use Permit Supplement** shall include the following:

Required Attachments to be submitted electronically and two hard copies:

1. General Land Use Application. **Refer to the General Land Use Application for Submittal requirements.**
2. Narrative description of the proposed land use.
3. Narrative statement describing how the proposal is consistent with the Chapter 18.48 (Conditional Uses) of the Olympia Municipal Code.
4. Vicinity map.
- N/A 5. Certified list of property owners within 300 feet of project site prepared by a title company. Submit the list on a flash drive or memory stick in Excel worksheet format.
6. Site plan drawn to a scale of not less than one inch (1") for each two hundred feet (200'), including:
 - X The location of all existing and proposed structures, including buildings, fences, culverts, bridges, roads, streets, and signs.
 - X The boundaries of the property proposed to be developed.
 - X All proposed and existing buildings and setback lines sufficiently accurate to ensure compliance with setback requirements. For mobile home parks, show location and size of all mobile home pads with dimensions of each yard.
 - N/A All areas to be preserved as buffers or to be dedicated to a public, private, or community use or for open space.
 - N/A All required landscaping including all soil and vegetation protection areas.
 - N/A All existing and proposed easements

- X The location of all existing and proposed utility structures and lines (e.g., water, sanitary sewer, stormwater, solid waste, electrical, lighting, fire hydrants).
- X Existing and proposed stormwater drainage systems, including conveyances, treatment, flow control, and onsite stormwater management features.
- X All means of vehicular and pedestrian access to and from the site and the size and location of driveways, streets, roads, and sidewalks with typical cross sections.
- X The location and design of off-street parking and bulk storage areas, showing their size and locations of internal circulation and parking spaces.
- N/A Where applicable, the location of all truck loading spaces, including loading platforms and loading docks
- N/A Location of any proposed critical area buffers and their features.
- X Topographic map showing contours at sufficient intervals to indicate topography of the entire tract at least twenty-five feet (25') beyond the boundaries of the proposed project at two foot (2') contours if less than five per cent (5%) slope and five foot (5') contours if more than five percent (5%).

N/A 7. Environmental Checklist (if not exempt).

N/A 8. Soil and Vegetation Plan (if not exempt) meeting the requirements of OMC 16.60.

9. Additional information with respect to the following proposed uses (as applicable); you may use attachments.

Churches

Distance to nearest school and/or park: N/A

Name of school and/or park: _____

Date the church became legal owner of the property: _____

Distance to nearest arterial street: _____

Name of the arterial street: _____

(Arterial information may be obtained from City planning staff.)

Group Home

Maximum number of residents (exclusive of staff): N/A

Is there any other group home within ½ mile? ☐ Yes ☐ No

If yes, name and location of other group homes: _____

Commercial Uses

Total gross square footage of commercial buildings: _____

Description of each commercial use: _____

Total square footage in paved/covered surface: _____

Will this proposal generate noise? ☒ Yes ☐ No

If yes, please describe: Noise associated with operation of a retail store.

Is a sign proposed? ☒ Yes ☐ No

If yes, what size? See plan. No change to existing sign size.

Hours of operation (days of week and hours of day): Monday through Sunday 8:00am-9:00pm

Total square footage/acreage of the site: _____

Number of dwelling units:

Proposed: N/A Existing: N/A

Resuming a Discontinued Use

What was the previous use of the structure (or land)? N/A

When was this discontinued use abandoned? _____

Was this discontinuance or abandonment caused by a condition over which the owner and operator had no control? (please explain)

Why is it not possible to change the use of the premises to a permitted use?

What provisions have been made to safeguard the adjoining properties against any detrimental effects that might result from reestablishing the proposed use?

Day Care Centers and Nursery Schools

Maximum number of students: N/A

Estimated maximum expected vehicular trips per day: _____

How are these vehicular trips distributed by type and time of day? _____

Community Club, Private Club, or Fraternal Organization; Nursing or Convalescent Home; Public Utilities; Radio and Television Transmitting and Receiving Towers; Riding Stables or Riding Academies; and Veterinary Clinics or Hospitals

What provisions have been made to make the development compatible with the appearance and character of the surrounding neighborhood?

What provisions have been made to safeguard the adjoining properties against any detrimental effects caused by the development?

For Public Utilities and Radio and Television Transmitting and Receiving Towers **ONLY** – submit information that shows a need or demand for the facility in the proposed location.

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

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



Keith Stahley, Director,
Community Planning and Development

12/1/2016

Date



GENERAL LAND USE APPLICATION

OFFICIAL USE ONLY

Case #: _____ Master File #: _____ Date: _____

Received By: _____ Related Cases: _____ Project Planner: _____

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

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

Project Name: Star Commercial

Project Address: 3015 Pacific Avenue SE Olympia, WA 98501

Applicant: Shelby Star

Mailing Address: 3015 Pacific Ave SE Olympia, WA 98501

Phone Number(s): 360.338.8132

E-mail Address: admin@IrisGroupConsulting.com

Owner (if other than applicant): Bob Presley

Mailing Address: 3015 Pacific Avenue SE Olympia, WA 98501

Phone Number(s): 360.701.0225

Other Authorized Representative (if any): The Iris Group PLLC- Nicholas Taylor

Mailing Address: 4160 6th Ave SE Suite #105, Lacey, WA 98503

Phone Number(s): 360.338.8132

E-mail Address: ntaylor@IrisGroupConsulting.com

Project Description: Use of a 1,064 SF existing building and associated appurtenances as a Washington State Licensed Marijuana Retail Store.

Size of Project Site: 0.96 acres

Assessor Tax Parcel Number(s): 38840000600

Section : 18 Township: 18 Range 1W

Full Legal Description of Subject Property (attached ☐):

CARLYON EASTSIDE ADDITION DIV 4 LT 6 008097 EX PTN TO H/W 1464/266

Zoning: General Commercial and High Density Corridor 4

Shoreline Designation (if applicable): N/A

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

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

Water Supply (name of utility if applicable): City of Olympia

Existing: City of Olympia

Proposed: City of Olympia

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

Existing: City of Olympia

Proposed: City of Olympia

Access (name of street(s) from which access will be gained): Pacific Avenue

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

Signature _____ Date _____

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

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



GENERAL LAND USE APPLICATION

SUBMITTAL REQUIREMENTS

REQUIRED FOR EVERY LAND USE APPLICATION AND SUPPLEMENTAL APPLICATION(S)

Provide the following:

- All required submittal materials, reports, plans, documents and applications shall be provided in electronic format (Memory stick, USB drive, etc.), and
- 2 complete full size hard copy sets of all required materials, reports, and documents
- 2 full size plan sets with 1 reduced size of all required plans (unless otherwise stated)
- Original signed application(s), accompanied by a scanned electronically submitted copy.
- All applicable fees are due at time of submittal.

The General Land Use Application shall include each of the following:

1. Vicinity map depicting location of project with respect to nearby streets and other major features, and encompassing at least one (1) square mile, and not more than forty (40) square miles.
2. Unless exempt, an environmental checklist with a title-company certified list of property owners of record within 300 feet of the project site. (list requirements below). (See Olympia Municipal Code (OMC) 14.04.060 and WAC 197-11-800 regarding SEPA exemptions.)
3. All supplemental attachments for each and every land use approval required by the City of Olympia for the proposed project.
4. A map to scale depicting all known or suspected critical areas on the site or within 300 feet of the site. (See Chapter 18.32 of the OMC.)
5. An Environmental Review Report if within 300 feet of any critical area (wetland, stream, landslide hazard area or other critical area. (See Chapter 18.32 of the OMC.)

If your project requires a certified property owner list to be submitted:

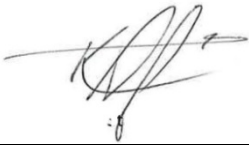
1. Before ordering a property owner list from a title company, please request from a Planner from Community Planning & Development Department to provide you with a map of the properties to be included. Generally, this will include properties within 300 feet of the project site and possibly additional properties depending on the location of your project.
2. The list of property owners shall be certified by a title company. Certification may be done on a cover sheet included with the list. The certification should include, at minimum: 1) the name of the title company, 2) the date the mailing list was prepared, 3) the name and signature of the person who prepared it, 4) the total number of records, and 5) a map showing the properties of the property data obtained.
3. Submit the list on a flash drive or memory stick in Excel worksheet format. The list shall include the following for each property:
 - Property owner's complete mailing address
 - Property complete mailing address. (Situs Address)
 - Tax parcel number(s) for each property
4. The cover sheet and list shall be submitted to the city in electronic format and hard copy.

USB Drive File Format-

Electronic Files provided on a USB Drive shall have:

- Each plan set, applications and reports required shall be listed individually on the USB Drive
- Document name examples to be used are referenced below:
 - Site Plan, Landscape Plan, Wetland Report, Wetland Survey, Soil and Vegetation Plan, Stormwater Site Plan, Drainage and Erosion Control Plan, Grading Plan, Architectural Plan Set, Civil Plan Set, Geotech Report, Integrated Pest Management Plan, Traffic Impact Analysis, Hydro-geological Report , Certified Property Owners List, Preliminary Plat Map...etc.)

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



Keith Stahley, Director,
Community Planning and Development

12/1/2016

Date

IRISGROUP

civil engineers

4160 6th Ave SE
Suite 105
Lacey, WA 98503
(360) 338-8132

11 November 2018

City of Olympia
Community Planning and
Development Department
601 4th Ave E
Olympia, WA 98501

Re: **Conditional Use Permit Application - Project Narrative**
Project # 18-3978
3015 Pacific Ave SE
Olympia, WA 98501

Sir or Madam,

The project proposes occupation of an existing 1,064 SF retail facility for use as a Washington State licensed marijuana retail store. The project area is a leased portion of the subject site, which was previously used for motor vehicle sales.

The project proposes to meet Olympia Municipal Code for Conditional Use of the site as a State-Licensed Marijuana Retailer as follows:

A. General requirements.

A marijuana producer, processor, or retailer licensed by the State of Washington Liquor and Cannabis Board shall be required to comply with all applicable regulations established by the City including, but not limited to, all building and fire code regulations and zoning regulations and shall be required to provide a copy of the state-issued license to the City upon request. A marijuana producer, processor, or retailer licensed by the State of Washington Liquor Control Board shall also be required to comply with all applicable state regulations and all requirements set forth in the state-issued license.

The applicant intends to comply with all applicable regulations established by the City as well as all applicable state regulations and requirements.

B. Premises Requirements.

A recreational producer, processor, or retailer must operate in compliance with the following conditions:

From a public right-of-way, there shall be no exterior display of marijuana or marijuana cultivation visible outside of the premises.

The project proposes to cover existing windows and to use only interior displays so that no marijuana is visible from outside the premises.

The marijuana of a retailer, producer, or processor shall be entirely within a permanent enclosed structure with a roof. The structure shall comply with all applicable code requirements.

The proposed retailer will be entirely within a permanent enclosed structure with a roof. The proponent plans to complete all applicable code upgrades as necessary to comply with all applicable code requirements.

Areas where marijuana is grown, stored, or dispensed must be provided with ventilation systems so that no odors are detectable off the premises.

It is understood that this requirement is specific to producers, processors, and previously permitted medical collectives that were able to sell unpackaged marijuana products. As all marijuana handled at the proposed retail facility will be packaged and sealed in order to remain in compliance with State licensing laws, the existing HVAC system will be utilized to the maximum extent feasible per code except for any required energy or mechanical/electrical code upgrades.

All premises must comply with the noise control requirements of the Olympia Municipal Code.

The project and facility plan to comply with the City's noise control requirements. No noxious activities are proposed by the applicant.

No minors shall be permitted on marijuana producer, processor, or retailer premises unless accompanied by a parent or guardian.

No minors shall be permitted on the premises unless accompanied by a parent or guardian.

Consumption of marijuana, products containing marijuana or alcohol on the premises is prohibited, as are any other associated uses such as a smoking room, dance or performance space, private club, open-to-the-public nightclub, cabaret, tavern, or similar establishment.

The above referenced activities will be prohibited on the premises.

All premises must have an operating security and alarm system that is monitored twenty-four (24) hours a day and that includes a video recording system that monitors production, storage, and point of sale areas. All video recordings must be continuously recorded twenty-four (24) hours a day and must be kept for a minimum of forty-five (45) days on the licensee's recording device. All videos are subject to inspection by the Olympia Police Department upon request.

The premises will have an operating security and alarm system that is monitored twenty-four (24) hours a day and that includes a video recording system that monitors production, storage, and point of sale areas. All video recordings will be continuously recorded twenty-four (24) hours a day and will be kept for a minimum of forty-five (45) days on the licensee's recording device. All videos will be subject to inspection by the Olympia Police Department upon request.

A recreational retailer may be open only between the hours of 8 a.m. and 9 p.m.

The proposed retail facility will be open only between the hours of 8 a.m. and 9 p.m.

C. City Zoning

1. State-Licensed Marijuana Retailers

- i. **No person may conduct business within the City of Olympia as a state-licensed marijuana retailer unless they are located within a HCD3, HDC4, MS or GC Zone in accordance with OMC Title 18, Unified Development Code and licensed under this chapter.**

The subject site is located within an HDC4 Zone.

- ii. **No state-licensed marijuana retailer shall be permitted within five hundred (500) feet of the perimeter of the grounds of a recreation center or facility, child care center, public park, public transit center, or library, or any game arcade admission to which is not restricted to persons aged twenty-one (21) years or older, with the exception of the elementary schools, secondary schools, and playgrounds, for which uses the distance shall remain at one thousand (1,000) feet.**

The subject facility is not located within five hundred (500) feet of the perimeter of the grounds of a recreation center or facility, child care center, public park, public transit center, or library, or any game arcade admission to which is not restricted to persons aged twenty-one (21) years or older, with the exception of the elementary schools, secondary schools, and playgrounds, to which uses the distance is greater than one thousand (1,000) feet.

- iii. **Waste products must be disposed of in a secure manner that would prevent exposure to the public or create a nuisance.**

Marijuana waste products will be returned to the processor or will be disposed of in accordance with State law.

- iv. **A retailer is required to obtain a conditional use permit approved by the Hearing Examiner pursuant to chapter 18.48 OMC.**

This narrative is included as an attachment to, and has been generated for, a conditional use permit application for the subject project.

Thank you for your time and consideration.

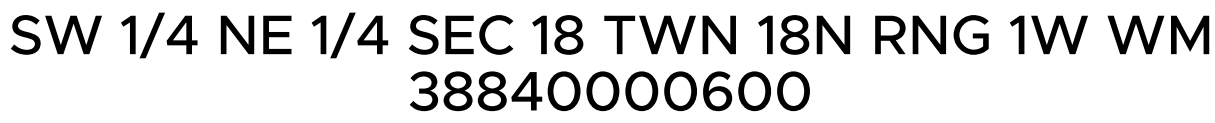
Sincerely,



Nicholas D. Taylor - PE, LEEDap

The Iris Group PLLC

NTaylor@IrisGroupConsulting.com



SITE DATA

| | |
|-------------------------|--|
| PARCEL #: | 38840000600 |
| SITE ADDRESS: | 3015 PACIFIC AVE SE OLYMPIA, WA 98501 |
| GROSS ACREAGE: | 0.96 AC (PER COUNTY DATA) |
| ZONING: | HDC4 & GC |
| EXISTING USE: | RETAIL-MOTOR VEHICLE SALES |
| PROPOSED USE: | RETAIL - I-502 |
| PRESIDING JURISDICTION: | CITY OF OLYMPIA |

BUILDING DATA

| | |
|------------------------|----------|
| EXISTING RETAIL GLA: | 1,064 SF |
| EXISTING MINI STORAGE: | 6,604 SF |

PARKING DATA

| | |
|---|-------------------------|
| MIN REQUIRED RATIO FOR RETAIL USE PER OMC 18.38: | 3.5 STALLS/1,000 SF GLA |
| EXISTING PARKING: | 3 STANDARD + 1 ADA |
| PROPOSED PARKING: | 3 STANDARD + 1 ADA |
| PROPOSED PARKING RATIO: | 4.8 STALLS/1,000 SF GLA |

SITE COVERAGE DATA

| | |
|--------------------------|-------------------------|
| CRITICAL AREAS: | 0 SF |
| ROOF AREA: | 8,085 SF (19% OF SITE) |
| IMPERVIOUS HARD SURFACE: | 17,463 SF (41% OF SITE) |
| PERVIOUS HARD SURFACE: | 11,187 SF (27% OF SITE) |
| TOTAL HARD SURFACE: | 36,735 SF (87% OF SITE) |
| PERVIOUS SURFACE: | 6,240 SF (13% OF SITE) |

SURVEY DATA

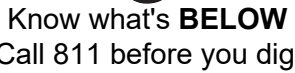
EXISTING FEATURES ARE AS DEPICTED ON THURSTON COUNTY'S GEODATA WEBSITE. THIS DOCUMENT SHOULD NOT BE MISTAKEN FOR A SURVEY.



SCALE: 1"=20' @ 11"X17'

EXISTING SITE CONDITIONS

SCALE: 1"=60' @ 11"X17'

[illegible]

SITE PLAN

STAR COMMERCIAL
3015 PACIFIC AVE SE
OLYMPIA, WA 98501

| | |
|--------------|---------------------------|
| PHASE: | CONDITIONAL USE PERMIT |
| DESIGNED BY: | NDT |
| DRAWN BY: | CMA |
| DATE: | 11-14-2018 |

PROJ. NO: KH01

DWG. NO: C1
1 OF 2

SW 1/4 NE 1/4 SEC 18 TWN 18N RNG 1W WM
38840000600



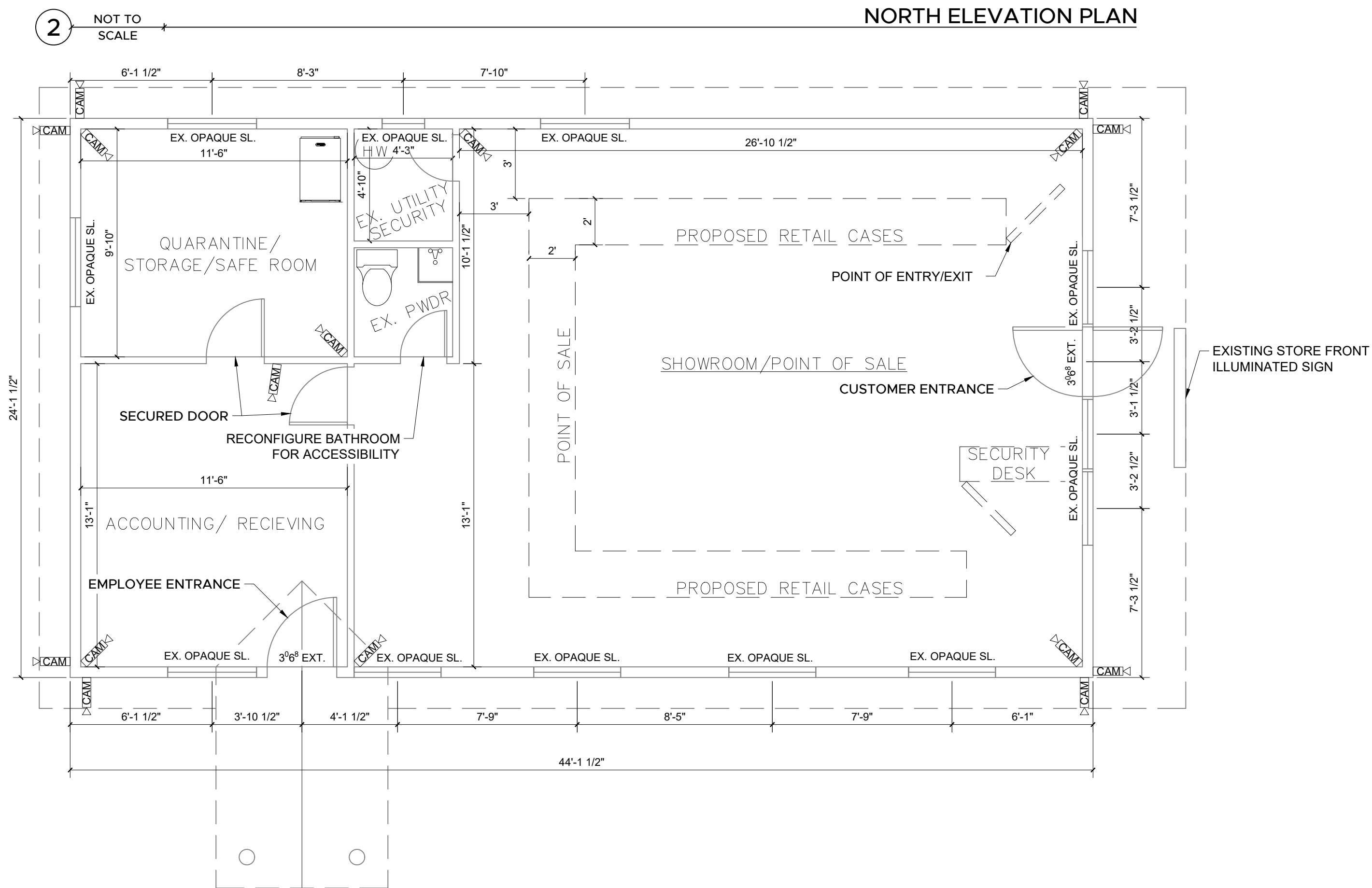
EAST ELEVATION PLAN



NORTH ELEVATION PLAN



SOUTH ELEVATION PLAN



LAYOUT PLAN

IRISGROUP
civil engineers

360.338.8132 | 4160 6th Ave SE, Suite 105, Lacey, WA 98503

[illegible]

Know what's **BELOW**
Call 811 before you dig.

ELEVATION & LAYOUT PLAN

STAR COMMERCIAL
3015 PACIFIC AVE SE
OLYMPIA, WA 98501

PHASE: **CONDITIONAL
USE PERMIT**

DESIGNED BY:
NDT

| | |
|-----------|-----|
| DRAWN BY: | CMA |
|-----------|-----|

| | |
|-------|------------|
| DATE: | 11-14-2018 |
|-------|------------|

| | |
|-----------|------|
| PROJ. NO: | KH01 |
|-----------|------|

| |
|----------|
| DWG. NO: |
|----------|

A1
2 OF 2

KH01

VICINITY MAP

Legend

- Parcel Boundaries
- Roads - Major
 - Major Roads
 - Ramp
 - I 5; US 101
- Roads (Large Scale)
- Railroads
- County Border

Scale 1:3,779



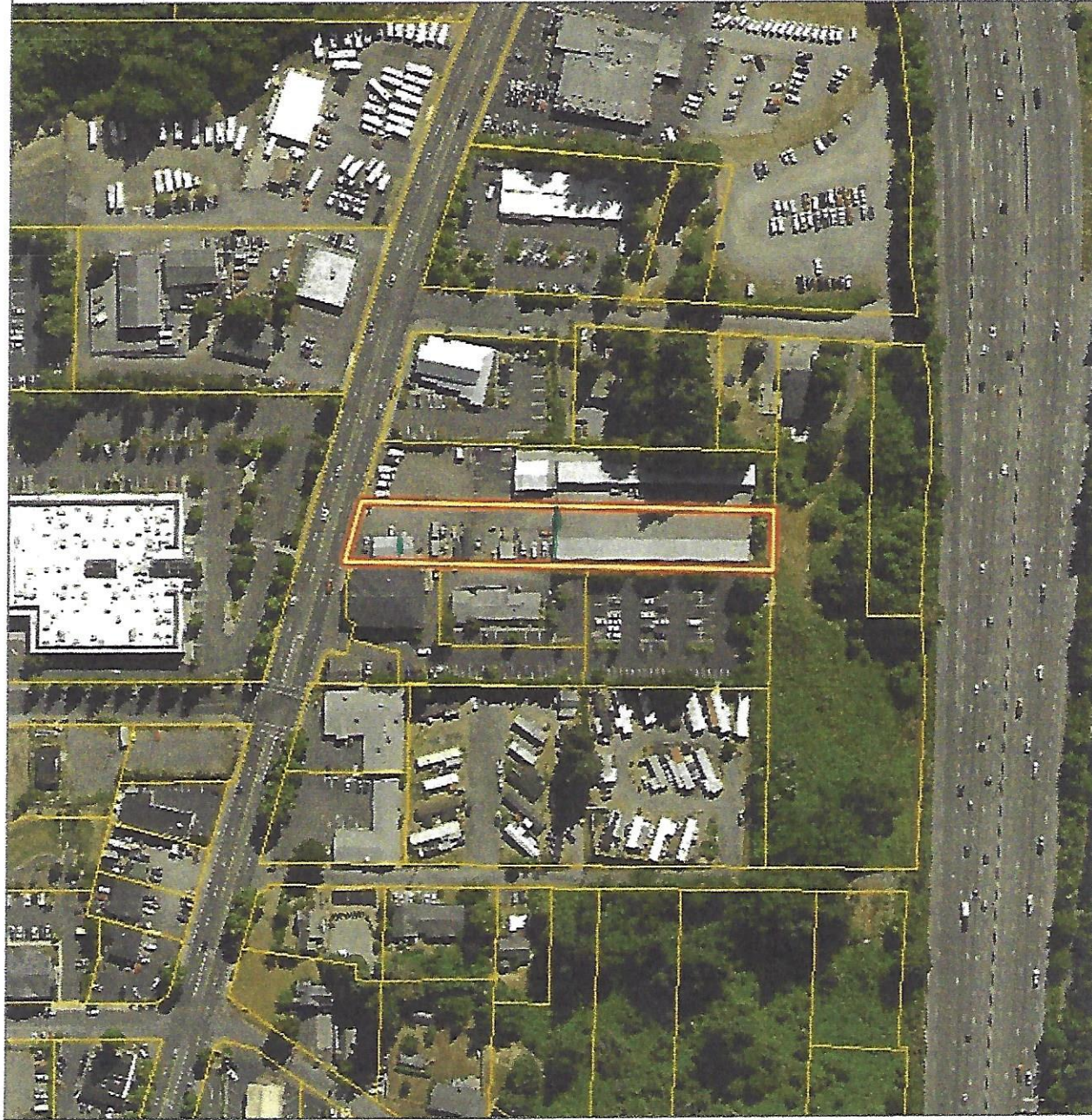
Map Created Using GeoData Public Website

Published: 9/10/2018

Note:



Thurston County
GeoData Center



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