



## City Council

### Approval of a Resolution Accepting Recommendations, Findings, and Conclusion of the Hearing Examiner and Granting Preliminary Approval of an Amendment to the Woodard Lane Co-Housing Planned Residential Development

**Agenda Date:** 2/28/2017  
**Agenda Item Number:** 4.F  
**File Number:** 17-0190

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**Type:** resolution **Version:** 1 **Status:** Passed

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#### **Title**

Approval of a Resolution Accepting Recommendations, Findings, and Conclusion of the Hearing Examiner and Granting Preliminary Approval of an Amendment to the Woodard Lane Co-Housing Planned Residential Development

#### **Recommended Action**

##### **Committee Recommendation:**

Not referred to a committee. The Olympia Hearing Examiner recommends preliminary approval.

##### **City Manager Recommendation:**

Move to approve a Resolution accepting the recommendations, findings, and conclusion of the Hearing Examiner and granting preliminary approval of the Woodard Lane Co-Housing Planned Residential Development (PRD) amendment.

#### **Report**

##### **Issue:**

Whether to approve the resolution accepting the Hearing Examiner's recommendations and granting preliminary approval of an amendment to the existing Planned Residential Development (PRD).

##### **Staff Contact:**

Catherine McCoy, Associate Planner, Community Planning & Development, 360.753.8649

##### **Presenter(s):**

None - Consent Calendar Item.

##### **Background and Analysis:**

Members of the Woodard Lane Co-Housing Planned Residential Development seek preliminary approval of an amendment to the existing Planned Residential Development (PRD). If approved the amendment would increase the number of approved off-street parking spaces by 6, from 26 to thirty-

two 32 spaces, and add approximately 2,000 square feet of impervious asphalt pavement intended to be used for 3 of the new parking spaces and a bicycle path.

The Olympia City Council approved the Woodard Lane Co-Housing Planned Residential Development in 2008. The approved PRD limited construction to sixteen residential units in the co-housing project, which coincided with the density limits of the underlying R 4-8 zoning district. Construction of three of the residential buildings, on-site common areas, and the parking lot containing 29 stalls, were constructed.

In February 2013, the applicant(s) requested an increase in the number of approved residential units from sixteen to eighteen through the use of Transfer of Development Rights (TDRs) from a sending zone in Thurston County (OMC 18.04.080.(A)(4) and (5)). The applicants had obtained TDR certificates for each unit of density on the receiving parcels in the R 4-8 district, and provided a Document of Attachment of the development rights to the subject parcel(s) (OMC 18.90.020.(A) and (B)). Council approved the request in 2014, and adopted resolution No.1804.

Following construction of the northern-most residential building in the co-housing development, Unit D, a 2,000 sq.ft. area north of the building abutting Muirhead Avenue was graded and paved. This area, while on the private property of the co-housing development, created an off-street parking area and bicycle path not formally reviewed and approved through the Land Use Review and Approval process (OMC 18.60.180).

The asphalt work was brought to the attention of Community, Planning and Development staff. Staff concluded that the project was in violation of the PRD, as neither the parking area nor bicycle path was included in the 2008 approved PRD. The Department required the applicant to either remove the new asphalt or apply for an amendment to the PRD.

The applicant proposes to amend the PRD to recognize the use of three existing stalls in the main parking lot, effectively increasing the number of approved stalls from 26 to 29; approve 3 new stalls in the asphalt paved area north of Unit D; and allow the asphalt bicycle path and driveway apron.

The proposal makes no other changes to the existing site. The requirements of State Environmental Policy Act (SEPA) have been met (SEPA DNS 2007), and as conditioned, the proposal satisfies the requirements of the Planned Residential Development Ordinance, OMC Chapter 18.56. Impacts of the three new parking spaces include possible spill-over parking onto Muirhead Avenue NW and on Thomas Street. The Hearing Examiner identified the impacts and conditioned the preliminary approval as noted below.

The complete record of the project proposal and Hearing Examiner recommendation are available and on-file with the Community Planning & Development Department.

***Hearing Examiner Recommendations:***

The Hearing Examiner, in September, 2016, recommended approval of the proposed amendment, subject to the following key conditions:

- a. The total number of off-street vehicle parking spaces shall be limited to the number of stalls shown on the site plan - for a combined total of 32 vehicle parking spaces. Parking spaces 1 through 29 shall be located in the cohousing development parking lot, and stalls 30 through 32 shall be located north of Unit D with access to the parking lot from the driveway abutting

Muirhead Avenue.

- b. The applicant shall install signage in the asphalt area between parking spaces 30-32 and the east property line that clearly indicates the area as a “no parking zone.” The area shall be called out on the site plan and labeled as such.

Staff Comment: The site plan has been revised to show the location of parking stalls 26 through 29 in the main parking lot, and stalls 30 through 32 in the paved area behind Unit D. Signage that indicates “no parking” has been installed on the asphalt driveway.

- c. The site plan shall show scaled parking dimensions in compliance with the standards for standard and compact vehicle spaces, Design Standards - General, OMC 18.38.220.A.

Staff Comment: The site plan depicts parking space dimensions for the new compact and standard sized parking stalls.

- d. The areas associated with the new parking, specifically the area designated with no parking signs, shall be monitored by the property owner/s of the co-housing property. Any violations of the provisions related to no parking areas may be reported to the CPD Code Enforcement Officer for issuance of a violation notice or citation.

Staff Comment: All property owners in the co-housing development, Woodard Lane Co-housing, agree to monitor no-parking areas for full compliance.

- e. To ensure secondary Fire Department access, Muirhead Avenue NW shall be permanently free of parking from Thomas Street NW to the east property line.

Staff Comment: “No Parking” signs have been installed by the Public Works Department along the portion of Muirhead Avenue NW, west of Thomas Street.

- f. Submit an updated Level 2 Tree Report, developed by a qualified professional forester, addressing the following (OMC 16.60):
  - i. Identify and locate trees nearest the area impacted by the construction; provide a chart describing their size, species, and condition;
  - ii. Provide a description of the long term impacts to trees in the area impacted by the new construction.

Staff Comment: The Department has received a Level 2 Tree Plan in compliance with OMC 16.60.

**Neighborhood/Community Interests (if known):**

City Staff facilitated a neighborhood meeting associated with the amendment request on June 7, 2016, at Olympia City Hall. Eighteen members of the public attended, and public comment has been received on the proposed amendment.

Adjacent property owners have participated in the review and approval process of this project proposal, as well as the original Woodard Lane Co-Housing Planned Residential Development

proposal. Neighbor concerns regarding this amendment proposal pertain to on-street parking along Thomas Street and along Muirhead Avenue NW. The Hearing Examiner addressed neighbor concerns by conditioning the proposal as indicated in items “a” - “f” above.

**Options:**

1. Adopt the attached resolution, accepting the recommendation, findings and conclusion of the Hearing Examiner as their own;
2. Remand the matter back to the Hearing Examiner for another hearing;
3. Modify the Hearing Examiner’s decision based on applicable criteria, adopt their own findings and conclusions, and approve the preliminary PRD Amendment;
4. Continue to a future date to allow for additional staff analysis desired by the Council; or
5. Deny the preliminary PRD Amendment application.

**Financial Impact:**

None

**Attachments:**

Resolution

Hearing Examiner Decision

Site Plan

[Link to Staff Report for 9/26/2016 Hearing Examiner Meeting](#)

[Link to Audio Recording of 9/26/2016 Hearing Examiner Meeting](#)