



## Planning Commission

### Briefing on the Downtown Design Guidelines - Site Elements and Design Section (18.120.300s)

**Agenda Date:** 11/4/2019  
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#### **Title**

Briefing on the Downtown Design Guidelines - Site Elements and Design Section (18.120.300s)

#### **Recommended Action**

Information only. No action requested.

#### **Report**

##### **Issue:**

Discussion on the third section of the draft Downtown Design Guidelines.

#### **Staff Contact:**

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#### **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.

#### Background

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 reviewed all comments received on the working draft of the update and a final draft was prepared for a final round of internal review by the current planning staff. Based on staff comments, and to address public comments that had been received on the first public draft, revisions have been

made and a second public draft is now available.

Along with the proposed downtown design guideline update, staff proposes view protection measures guided by the Downtown Strategy, which will include amendments to Title 18, Unified Development Code, of the Olympia Municipal Code. Other chapters in Title 18 will require revisions to ensure consistency with the new design guidelines for downtown.

The draft guidelines are divided into four distinct sections, as follows:

- 18.120.100s - Introduction
- 18.120.200s - Site Planning
- 18.120.300s - Site Elements and Design
- 18.120.400s - Building Design

#### Analysis

The briefing on the site elements and design section covers issues of parking areas, pedestrian oriented open spaces, landscaping, walkways and other circulation elements, lighting, and other site features.

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

There has been a lot of outreach to date, in order to develop the first public draft and in response to it. Because of staff changes and a delay in the project, there has been a significant amount of time between issuance of the two public drafts. For that reason, there will be at least a 30-day comment period on the second draft. Staff anticipates a third public draft, more public outreach, an open house, and more briefings to the Planning Commission.

While staff does anticipate a fair amount of community interest, it is unknown at this point how significant the comments will be on the second draft or what, if any, new issues will be raised. To date most of the comments received have been around historic preservation issues, view protection measures, and the need to allow new development while maintaining the integrity of the downtown. People have asked about how some of the newer buildings in the downtown relate to the proposed guidelines, how parks and recreation needs will be met, and how to balance design requirements with the desire to keep housing units affordable.

#### **Options:**

None - Discussion only, no action required.

#### **Financial Impact:**

Funding for the consulting firm, MAKERS, to complete the preliminary draft was awarded earlier in the process. The work and that contract have been completed. The remaining work to complete the guidelines and related code amendments is part of the Community Planning and Development Department's base budget.

#### **Attachments:**

Project Webpage  
Draft Code Section

