



CITY OF OTHELLO PLANNING COMMISSION

**Regular Meeting
500 E. Main St.
October 21, 2024
6:00 PM**

For those who would like to attend remotely, see virtual instructions on the next page

1. Call to Order - Roll Call
2. Public Input
3. Approval of September 16, 2024 Minutes p.3
4. Highway 26 Trail/Linear Park – Materials to be provided at the meeting
5. Zoning Update – Off-Street Parking, OMC 17.61; RV Parking, OMC 17.56.050, 17.56.055, and 9.33 – Discussion p.6
6. Zoning Update – OMC 17.56.040 – Vision Clearance at Intersections – Discussion p.43
7. August 2024 Building & Planning Department Report p.46
8. Old Business
 - a. Zoning Update – Nonconforming Uses, OMC 17.79 – City Council held a continued public hearing Oct. 14 and adopted the updates recommended by the Planning Commission (with some simplified language in Definitions)
 - b. Zoning Update – Home Occupations, OMC 17.59 – City Council will hold a public hearing Oct. 28 to consider the Planning Commission's revised recommendations
 - c. Subdivision Update – OMC Title 16 – We will get back to working through this as soon as possible, including adding a process for unit lot subdivisions
 - d. Housing – We should look at further implementation possibilities from the [Housing Action Plan](#) (p.15 of HAP/p.24 of PDF)

Next Regular Meeting is Monday, November 18, 2024 at 6:00 PM

Remote Meeting Instructions:

Join Zoom Meeting

<https://us06web.zoom.us/j/81894213261?pwd=MjMwZ01Ubmdaai8xdlFua0dvd3dMUT09>

Meeting ID: 818 9421 3261

Passcode: 357731

One tap mobile

+12532158782,,81894213261#,,,*357731# US (Tacoma)
+17193594580,,81894213261#,,,*357731# US

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 719 359 4580 US

Meeting ID: 818 9421 3261

Passcode: 357731

Find your local number: <https://us06web.zoom.us/u/kd4WvudGHE>

Join by SIP

81894213261@zoomcrc.com

Join by H.323

162.255.37.11 (US West)

Meeting ID: 818 9421 3261

Passcode: 357731





City of Othello
Planning Commission Meeting
September 16, 2024
Zuleica Morfin

CALL TO ORDER

Chair Chris Dorow called the meeting to order at 6:04pm.

ROLL CALL

Commissioners Present: Chair Chris Dorow, Brian Gentry, Ruth Sawyer, Maria Martinez

Absent: Daniela Voorhies, Kevin Gilbert, Alma Carmona

Staff: Community Development Director Anne Henning, Building and Planning Secretary Zuleica Morfin

Attendees: Bob Carlson, Rob Simmons

PUBLIC INPUT

Rob Simmons stated he is in the process of getting a building permit to build a multifamily one bedroom, one bath, 3-unit building behind a house he already has. Upon doing the process, he learned about an issue with the code. The issue had to do with the setback from the alleyway which is 8ft from the alley line and 20ft depth for the parking. It made sense to him if there was a street that you have to back out onto, and you don't want to be in someone's way, but in an alley, he wondered if that made sense. He was able to adjust his plans to make it fit, but thought it was kind of silly that if he stood on the edge of the alleyway the building would be 28ft away and it just seemed like a long parking spot. He wanted to ask commissioners if they would consider the 8ft and if there was a better alternative to that. Chair Chris Dorow said 28ft was excessive. Ms. Henning suggested the commission might think about looking at the whole parking chapter. She mentioned that Spokane has just eliminated all its parking requirements, although she is not suggesting that Othello should go that far. Commissioner Brian Gentry said he thought it was a good idea to review all the parking. Commissioners were all in favor of reviewing the parking section of the code.

MINUTES APPROVAL

August 19, 2024, minutes approved M/S Maria Martinez/ Ruth Sawyer

ZONING UPDATE- NONCONFORMING USE CODE- OMC 17.79- PUBLIC HEARING AND RECOMMENDATION TO CITY COUNCIL

Nonconforming uses are those which were legally permitted when they were established, but through changes to zoning text, zoning map (through rezones), or jurisdiction (through annexations), no longer meet the current requirements. Most jurisdictions have code provisions to address nonconforming uses. Staff reviewed 11 other codes, including those listed on MRSC as good models. Othello's code in comparison appears very dated and in need of changes. Therefore, staff created a draft, which was reviewed by the Planning Commission at their August meeting. A few issues have come up since then that should be discussed. The Nonconforming Use chapter definitely needs an update. The provisions are out of line with current practices in other cities, specifically the requirement that each nonconforming use have a public hearing and the Planning Commission and City Council making quasi-judicial decisions about whether the use can continue. Also, the 20-year time frame for nonconforming uses to be discontinued is unusual and has not been applied.

Ms. Henning went over the draft for nonconforming uses, structures, and lots. She said that she had asked the city attorney for legal advice on this, and the city attorney had given her ideas of other codes to look at. She said she took this draft to the city council to see if they had any concerns. The City Council did have a few concerns, one was regarding accessory dwelling units and if they would be required to comply with life safety. Ms. Henning said they would be with the property maintenance code, and they would have to also comply with the basic building code. Ms. Henning pointed out that 17.79.030 Signs is adequately addressed in the Sign code at 14.58.090 so can be removed from the draft. For nonconforming lots Ms. Henning said she had taken a provision from a code that said "Except that a government agency can modify a lot if its for a public purpose". A council member said that it was unfair because why should a city do something that nobody else can do. So, she removed that. Another Council concern was removing the proposal that allows rebuilding of duplexes or triplexes in an R1 zone if it burns down. Ms. Henning explained that the new draft makes it easier to rebuild all nonconforming uses, so there no longer needs to be the exception.

Commissioner Ruth Sawyer asked If there should be a replacement for the statement that any person aggrieved by the decision of the planning commission may appeal to the city council as provided in chapter 17.83. Ms. Henning said she could add an appeals section.

Chair Chris Dorow opened the public hearing at 6:37pm on OMC 17.79 nonconforming use. Seeing none, the public hearing was closed at 6:38pm.

Motion passed to recommend the changes to the Nonconforming Use chapter to the City Council, with the edits as discussed. M/S Ruth Sawyer/Brian Gentry

ZONING UPDATE- HOME OCCUPATIONS CODE- OMC 17.79- REVISIONS AND RECOMMENDATION TO CITY COUNCIL

In August 2024, after many months of discussion and a public hearing, the Planning Commission provided a recommendation to the City Council on updates to the Home Occupation chapter, OMC 17.59. However, staff is still learning the preferred procedures of our new City Attorney, and it turns out she had substantial suggestions on the code update. Therefore, this item is being brought back to Planning Commission to see if they would like to update their recommendation to Council.

Ms. Henning told the commissioner that the city attorney had suggestions on the home occupation code that she would like them to discuss. The city attorney provided language from another jurisdiction about no more than 3 deliveries per day, no more than 10 per week, and hours for the delivery. Ms. Henning asked the commissioners if they wanted to consider restricting the hours and delivery times. Commissioner Chris Dorow said he understood that they wanted to maintain the residential nature but by limiting the number per day or week that would do a lot more than picking times. Commissioner Ruth Sawyer said she didn't expect home occupations to get a lot of deliveries every day and it would probably depend on the kind of business. Chair Chris Dorow said he did like controlling the number of deliveries, but the times of day would be more difficult to control. Commissioner Brian Gentry said he didn't see how this could be enforceable. Commissioner Sawyer suggested that they revisit this at another time. Commissioner Maria Martinez agreed that they should revisit this at another time if it becomes a problem.

Another thing the city attorney brought up that could be allowed was inspections. Ms. Henning told the commissioners that she thought they might feel like that was too intrusive. Commissioner Brian Gentry said that for a residential rental the state law says you must give 72-hour notice and an inspection 2 to 4 times a year, but he wasn't sure how different this would be for a business. Commissioner Maria Martinez

suggested a 48-hour notice for inspections if complaints about the business are made. Commissioner Ruth Sawyer did not agree with the inspections.

With taking out limiting the deliveries, adding a statement about requiring a business license, adding in inspections with a 48-hour notice, and adding in the provisions for enforcement and revocation, motion to recommend changes to the Home Occupation code to City Council. M/S Maria Martinez/Brian Gentry Motion passed with none opposed. Commissioner Ruth Sawyer abstained due to the inspection requirement.

SUBDIVISION UPDATE – OMC TITLE 16 – REIMBURSEMENTS/ LATECOMER AGREEMENTS - CONTINUED DISCUSSION

The Planning Commission has been working on updating the Subdivision Code, OMC Title 16. While most of the chapters are very interrelated and hard to review in isolation, the chapter for Reimbursement Agreements (also known as Latecomer Agreements) can be discussed independent of the rest of the Subdivision updates. In fact, this chapter is typically not found within a Subdivision title, but more often in a Public Works or Infrastructure title. However, since Othello has separate titles for streets and for utilities, making it awkward to locate a chapter that relates to both within one or the other, it may make sense to keep it within the Subdivision title.

Ms. Henning had presented all the changes she had made to the reimbursements and latecomer agreements. She had taken the advice of the city attorney's office to look at the Kent code, which she thought was clear and well-organized. At the last meeting, Commissioner Alma Carmona had felt the purpose statement was a little too wordy, so Ms. Henning made it shorter and easier to understand. Chair Chris Dorow said he liked the changes that were made. Commissioners all agreed.

Off-Street Parking

Commissioners continued to discuss the 8-foot parking setback issue that was brought to their attention at the beginning of the meeting. Chair Chris Dorow felt it was too much. Commissioner Brian Gentry asked if 3 feet would make a difference. Ms. Henning pointed out that OMC 17.20 says if a garage opens to the alley, then it needs 8' setback. She also said the more distance you put between the garage and the alley, the more likely someone is going to try to park a car there.

The discussion on parking will be continued at the next meeting.

ADJOURNMENT

Having no further business, the meeting was adjourned at 7:29pm. Next meeting is Monday, October 21, 2024.

Chris Dorow, Chair

Date: _____

Zuleica Morfin, Building and Planning Secretary

Date: _____

TO: Planning Commission

FROM: Anne Henning, Community Development Director

MEETING: October 21, 2024

SUBJECT: Zoning Update – Off-Street Parking, OMC 17.61; RV Parking, OMC 17.56.0550, 17.56.055, and 9.33 - Discussion

The Planning Commission last extensively reviewed the Off-Street Parking requirements in 2018, and updated one section in 2020 (allowing garage conversions for houses built before the garage requirement, and allowing a maximum of 4 rather than 3 spaces in a front yard). At the September meeting, local resident Rob Simmons explained that he recently proposed a triplex, and the requirement for 8' setback for parking spaces accessed from an alley caused him problems in the design of his building. The Planning Commission decided to review the Off-Street Parking chapter.

During review by Planning and Code Enforcement staff, parking and storage of RVs and other vehicles was identified as a related issue that also needs to be addressed.

Staff Comments

Alley setback

1. Commissioners asked for examples of projects that were impacted by the 8' alley setback (or that would have been impacted if the requirement existed when they were built):
 - a. Triplex at 145 E Juniper. Rob Simmons explained at the Sept. Commission meeting that he made it work but it would have been easier without the requirement for 8' parking setback. He had to reduce the depth of the building and redesign the layout.
 - b. Triplex at 208 E Larch made the 8' setback work after many changes to the plan.
 - c. Triplex at 1130 E Cedar made the 8' setback work but had only 6' between the building and the parking spaces to install a walkway and landscaping.
 - d. The triplexes at 225 and 235 E Hemlock had 8' of lot depth after allowing for 20' front setback and parking, and 28' for alley setback and parking.
 - e. The footprint of the triplex at 355 E Spruce was approved before the requirement for 8' alley setback. It could not have been approved under the current regulations. It does have 8' extra in the front so could maybe have met the requirement, although the 2 units in the back were added, then the house in front was replaced. The front unit probably would have been larger (and closer to the street) except that the 35% lot coverage limit at the time prevented it from being larger.
 - f. The triplexes at 361-375 E Pine (Hawks Landing) would not have had the walkway and landscaping in the back if they had been built after the 8' alley setback had been adopted (see pictures).

- g. Garage/shop at 605 N 13th was required 8' from the alley, leaving only 6' between the shop and the house.

2. Project that don't appear to have been impacted by the 8' alley setback:

- a. Of the 6 duplex permits since 2021, no issues with the alley setback (likely because most lots are 140' deep).
- b. Of the 4 ADU permits since 2021, the alley setback was noted on most of the permits but wasn't an issue.
- c. Garage/shop at 605 N 12th was allowed a 5' setback from the alley rather than 8' because the garage door faces the front of the lot and not the alley.
- d. Garage at 1307 E Larch had to be changed from 5' to 8' alley setback. However, there is still 22' of separation to the house.

Restaurant Parking

3. Othello's current requirement of 1 space per 100 SF of restaurant area creates a substantial barrier to any restaurant development. Between the parking space and the drive aisle, the parking lot is required to be 2.5 to 3 times the size of the restaurant itself. Here are examples of local restaurants, with their actual parking spaces, the number required under current code (1 space per 100 square feet of building area), and the number that would be required if restaurants had to meet the same standards as a retail business.

Name	Address	Size	Existing spaces	# Required at 1/100 SF	# Required if considered retail
Pizza Hut (C-1 Zone)	155 E Main St.	1523 SF	8 (+9 that are 18' long so wouldn't meet standard)	16	6
Golden Fountain	640 E Main St.	4032 SF	27	41	14
Cow Path Bakery	910 E Main St	1539 SF	6 paved	16	6
Ricas Fruitaletas (proposed but not built)	635 E Hemlock	3000 SF	Not built (proposed at 12 spaces)	30	11
Burger King	150 E Columbia	2304 SF	49	23	8
Ironworks	335 S Broadway	2200 SF	6 marked (probably at least 8 more)	22	8
Checo's	1180 S 1 st Ave	4730 SF	28 (+15 that appear to mostly be on the	48	17

Name	Address	Size	Existing spaces	# Required at 1/100 SF	# Required if considered retail
			neighboring property		
Casa Mexicana	1224 E Main St	2386 SF	10 marked	24	9
Time Out Pizza	1025 E Main St	4565 SF	39	46	16
Tu Taqueria	81 N 4 th Ave	1793 SF	14	18	7
Brunswick (C-1 Zone)	28 E Main St	3960 SF ground floor	0	40	14
Restaurante Ramirez	1490 E Main St	8204 SF	27 marked in front of the building	82	24
Taco Bell	1820 E Main St	2025 SF	28	21	7
McDonalds	445 E Main St	~3500 SF	20	35	13

Possible Parking Reductions

4. Requiring more parking than needed unnecessarily drives up the cost of housing and businesses and thins out development by requiring large parking lots in relation to the building. Reducing required parking leaves more land for buildings or landscaped open space. Requiring wider driveways reduces the amount of curb parking available.
5. Should a studio apartment be required to have the same 2 parking spaces as a 3-bedroom house? Some jurisdictions set lower parking requirements for smaller apartments, for instance 1 parking space for studio and 1-bedroom apartments, 1.4 spaces for 2-bedroom units, and 1.6 spaces for 3-bedroom units.
6. Kirkland 112.20(4)(b) reduces parking to 1 space per affordable housing unit, if the owner signs a covenant restricting the occupants of each affordable housing unit to a maximum of 1 vehicle. Should Othello explore reducing parking for any uses following this model?
7. Should there be an allowance for compact spaces? Some codes allow a percentage of the spaces to be smaller than standard.

Storage of Boats, Campers, Large Vehicles, Motor Homes, etc.

8. The Code Enforcement Officer pointed out that OMC 9.33 Storage and Parking of Boats, Campers, etc. has some provisions that conflict with other parts of the code, such as OMC 17.56.050 & 060 (RV Parking). She asked that these sections be reviewed and cross-referenced with the parking chapter.
9. After much discussion, we determined that 9.33 should address parking and storage on the street, while 17.56 is within the Zoning Title so should address parking and storage on private property. That is how the draft has been organized.
10. Notes about changes:
 - A reference to RV parking was added to the end of the Off-Street Parking chapter (OMC 17.61).

- b. 17.56.050 was clarified to specifically address occupancy of RVs, rather than parking or storage.
- c. In 17.56.055, RV was expanded to include other similar items, such as boats and utility trailers.
- d. A setback from property lines and a reference to the vision clearance area was added to 17.56.055 at the request of the Code Enforcement Officer. She often has to deal with sight obstruction hazards with parked vehicles.
- e. "Trucks", defined as gross weight of 10,000 pounds or more, are restricted by 9.58 from parking on a lot, street, or alley that is not on a designated truck route, so "large vehicles" do not need to be included in 9.33.
- f. Off-Road vehicles/ORV/ATVs were not included before so were added to 9.33 for parking/storage. OMC 9.52 addresses operation (but not parking) of off-road vehicles and wheeled all-terrain vehicles.
- g. Storage containers are not allowed in Residential zones, and are regulated by 17.30.030 in Commercial zones and 17.40.030 in Industrial zones.
- h. 9.33.050 talks about a permit for parking an RV on a street. This is currently handled more informally through 17.56.055 so matching language was added to 9.33 for if the RV would be on a street.
- i. The last sentence of 9.33.050 about camping permits for large programmed events is addressed in 11.24.020(l) which allows the City Council to designate camping.

11. Proposed updates to the vision clearance section, OMC 17.56.040, will be addressed in a separate agenda item.

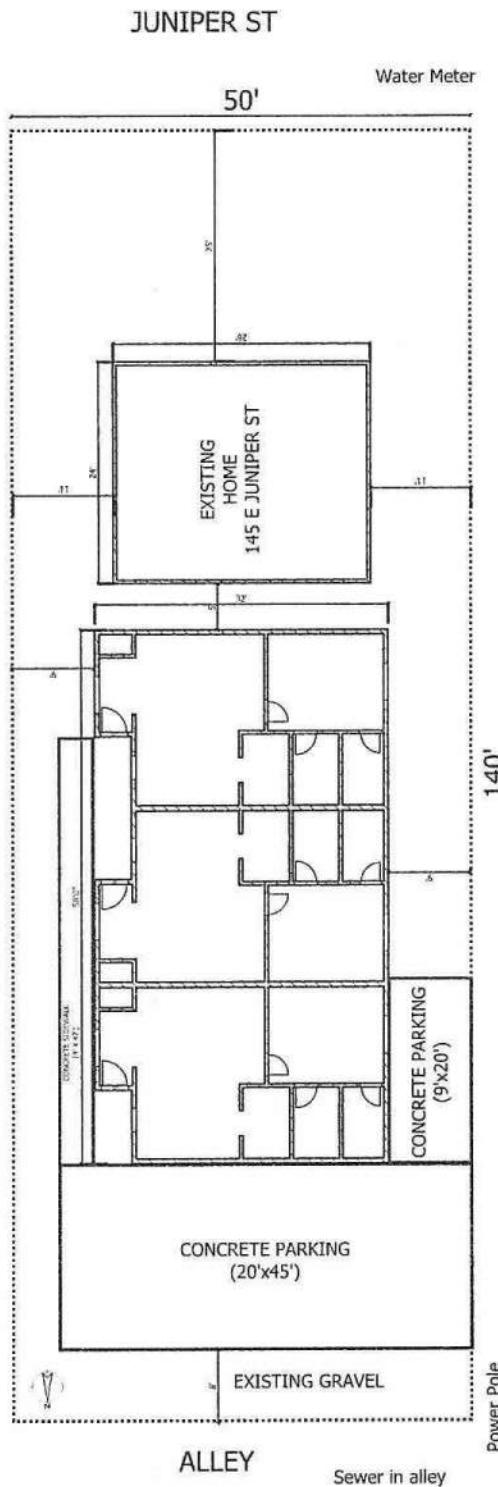
Attachments

- Site Plans/pictures of alley parking setback (*starting on packet p.10*)
- Site plans/aerials of restaurant parking (*starting on packet p.20*)
- Draft OMC 17.61 updates (*starting on packet p.34*)
- Draft OMC 17.56.050 & 055 updates (*starting on packet p.40*)
- Draft OMC 9.33 updates (*starting on packet p.41*)

Action: The Planning Commission should review the issues and the attached drafts and provide direction to staff.

Approved for Zoning Compliance.
See Planning Review.
Anne Henning, Comm. Dev. Director
09/19/2024 11:45:27 AM

Received By
Othello Bldg & Planning
Sept 17 2024

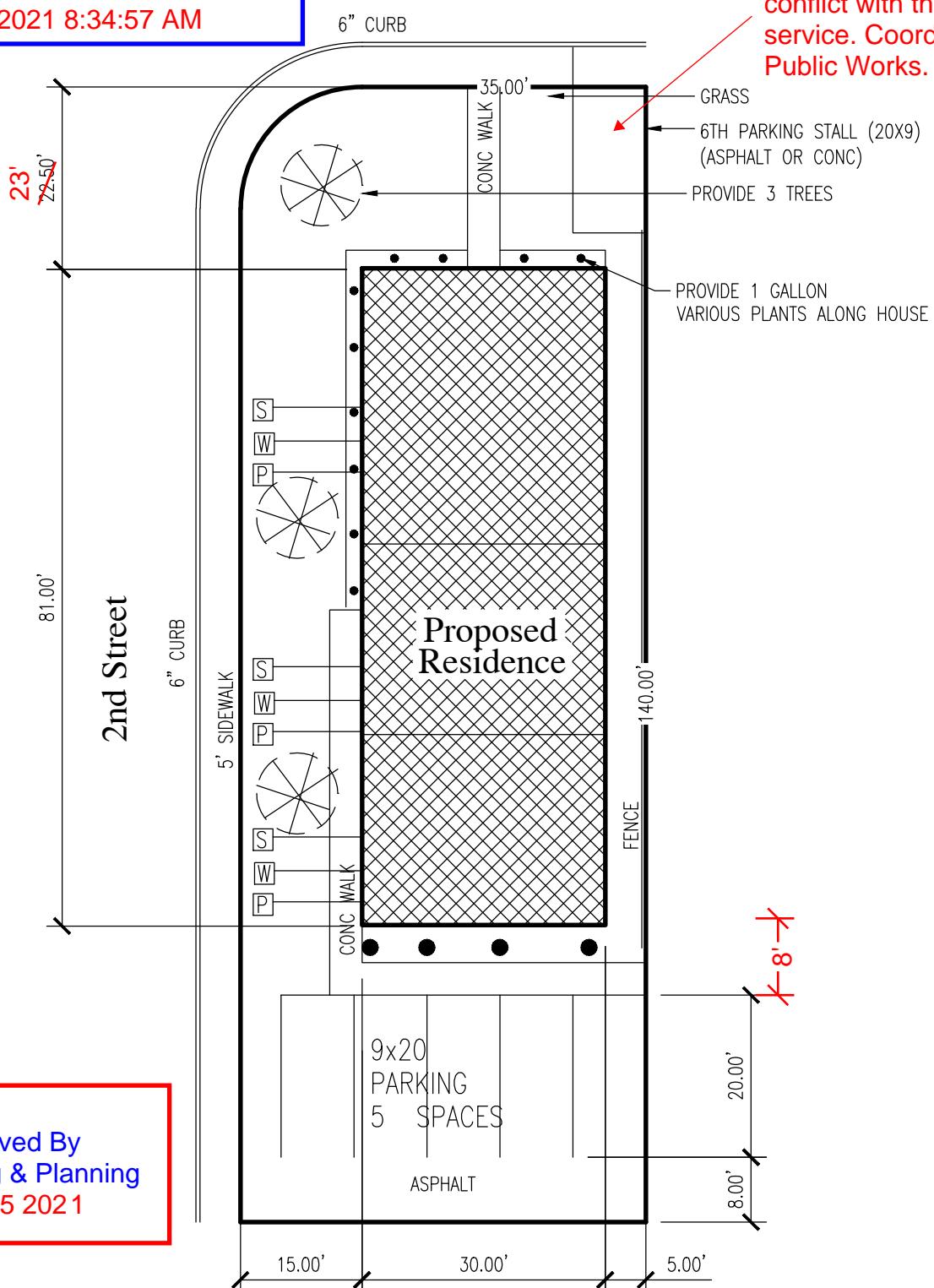


LOT 11, BLK 33 ORIGINAL OTHELLO

Approved for Zoning Compliance.
See Planning Review.
Anne Henning, Comm. Dev. Director
02/12/2021 8:34:57 AM

206 E Larch

Parking space may need
to be moved to not
conflict with the water
service. Coordinate with
Public Works.



Legal Description

208-210-212
206 E LARCH

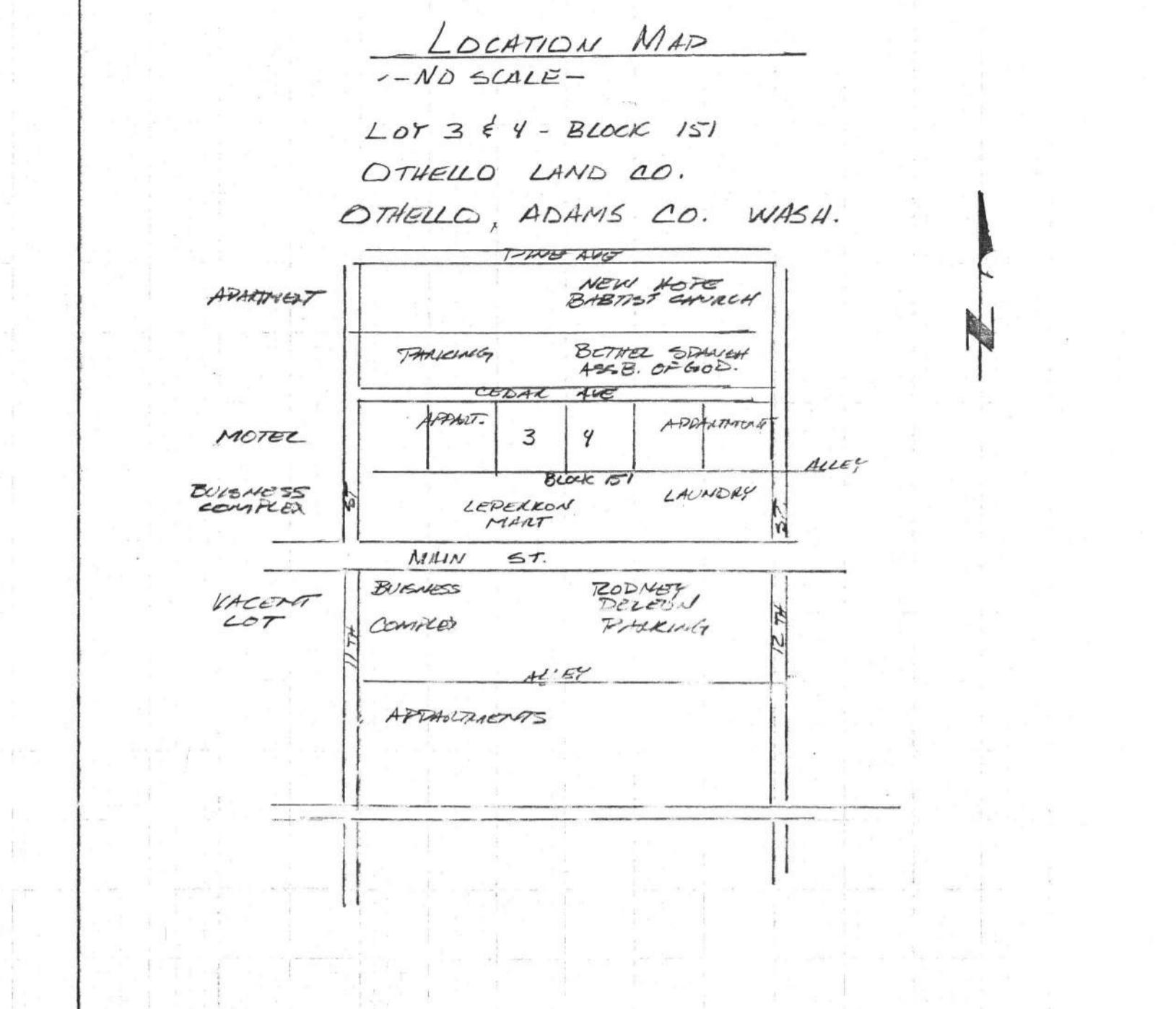
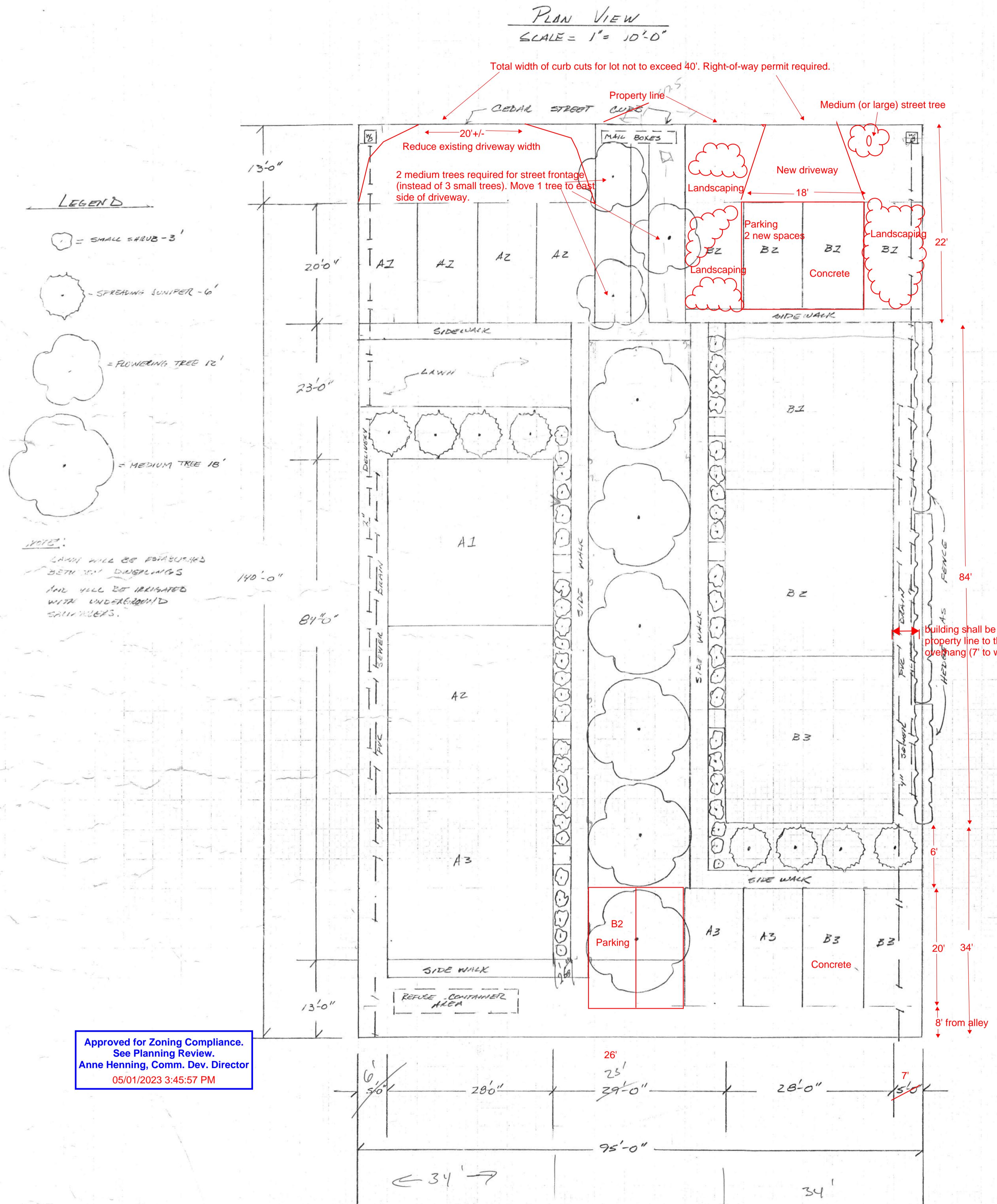
CITY OF OTHELLO, ADAMS COUNTY, WASHINGTON

TAX PARCEL # **1529030502906**

Site Plan

SCALE: 1" = 20'

Esequiel Rodriguez



TOTAL AREA - $140' \times 95' = 13,300 \text{ ft}^2 - 100\%$
 DRIVING AREA - $(28' \times 89') \times 2 = 4704 \text{ ft}^2 - 35\%$
 PARKING AREA - $10' \times 20' \times 12 \text{ lots} = 2400 \text{ ft}^2 - 18\%$
 SHRUBS, LAWNS & SIDEWALK - $4075 \text{ ft}^2 = 30\%$
 OTHER AREA - (NOT BEING USED) $2261 \text{ ft}^2 = 17\%$

APPROVED

Pipe NEEDS

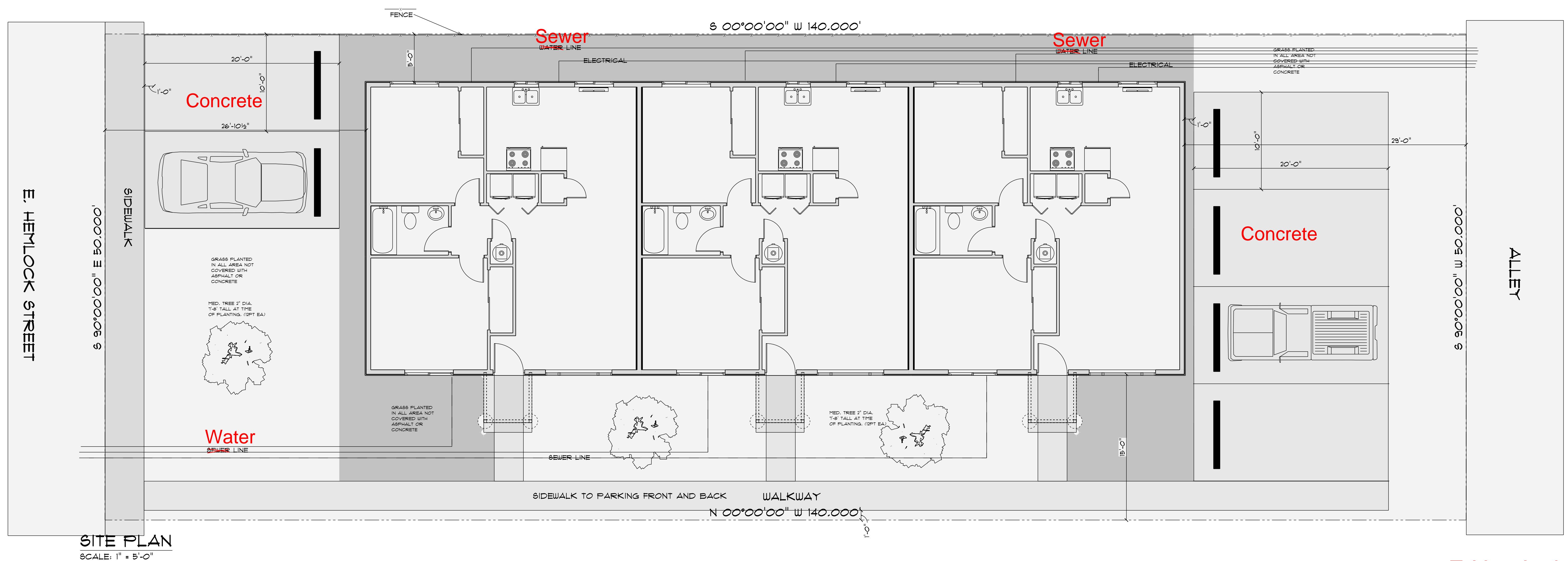
G E Apartments
PLAN VIEW

By L. Garcia CET

FOR GARYS ENTERPRISES

DATE 2-22-93

PAGE ONE



225-227-229 E Hemlock
Note site plan will be
reversed from what is
shown here.

N →

CO^{PY}RIGHT 2021 rev. 1 sh.

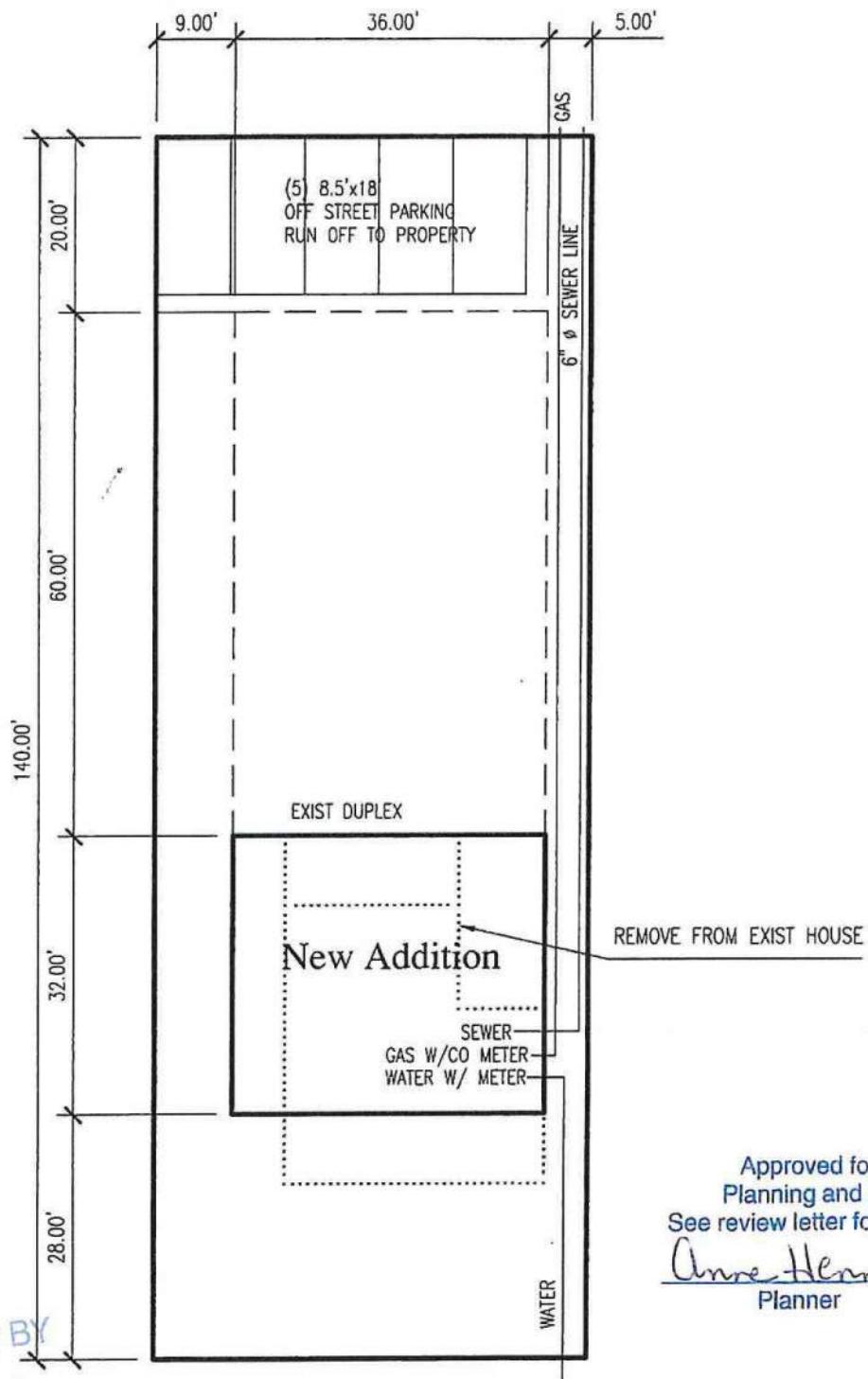
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hello Bldg & Planning
September 30, 2021

Google Maps

225/235 E Hemlock



Imagery ©2024 Airbus, Imagery ©2024 Airbus, Maxar Technologies, Map data ©2024 50 ft



Approved for compliance with
Planning and Zoning regulations.
See review letter for conditions of approval

Anne Henning
Planner

9-4-20
Date

Legal Description

Lot 11, Blk 30, Original Othello
ADAMS COUNTY, WASHINGTON
TAX PARCEL # 1529030503011

BUILDING INFORMATION	
MAIN FLOOR SF:	1152
SECOND FLOOR SF:	0
BASEMENT FLOOR SF:	0
TOTAL CONDITIONED SF:	1152
TOTAL UNCONDITIONED SF:	
UNFINISHED SF:	0
GARAGE SF:	0
COVERED AREA SF:	0

Site Plan

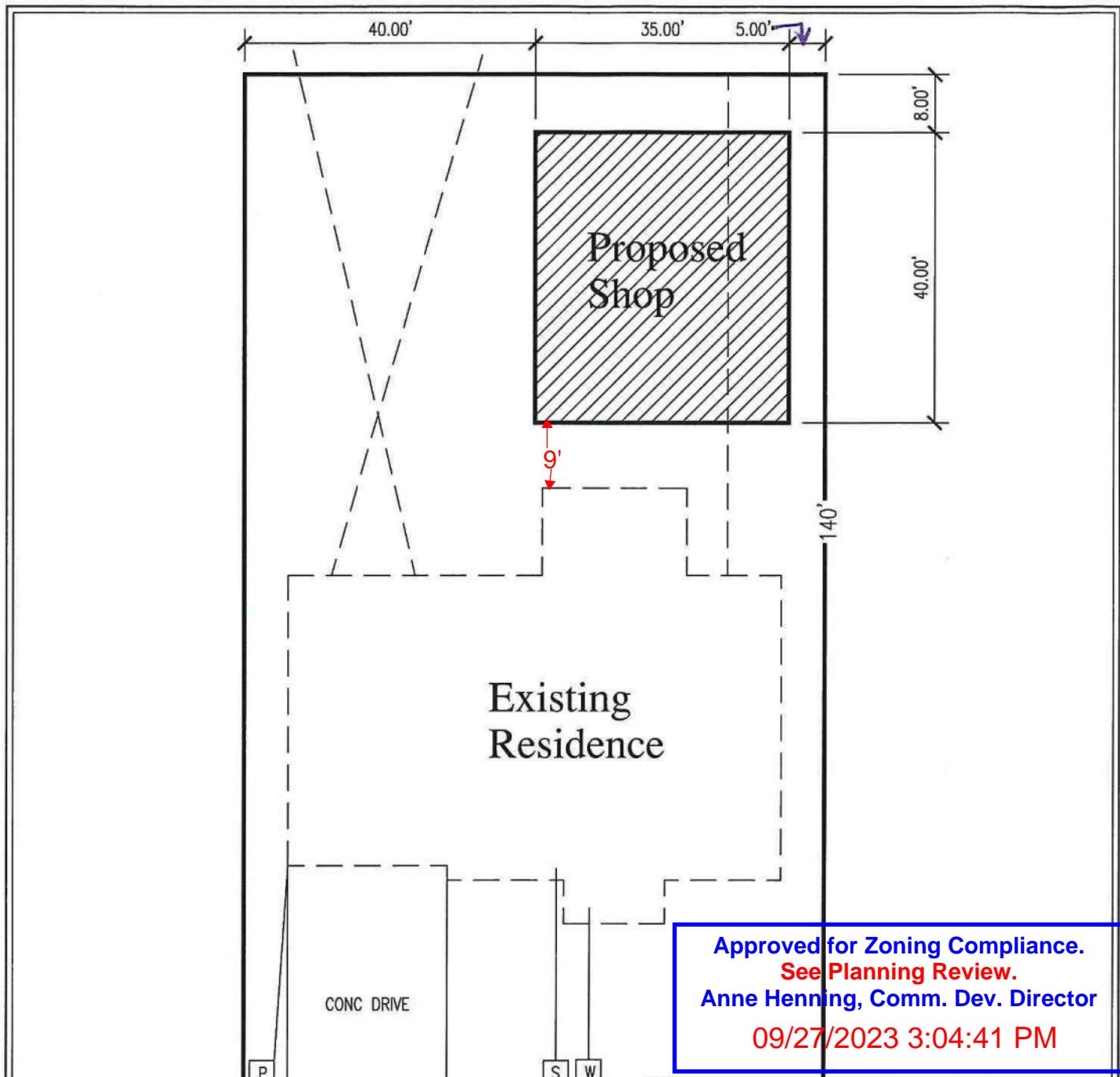
SCALE: 1" = 20'



Mario Garcia







Site Plan

SCALE: 1" = 20'

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NOV 01 2022

OTHELLO BUILDING & PLANNING

File: Gilberto Shop.dwg A4 - 8 1/2" X 11 PAPER

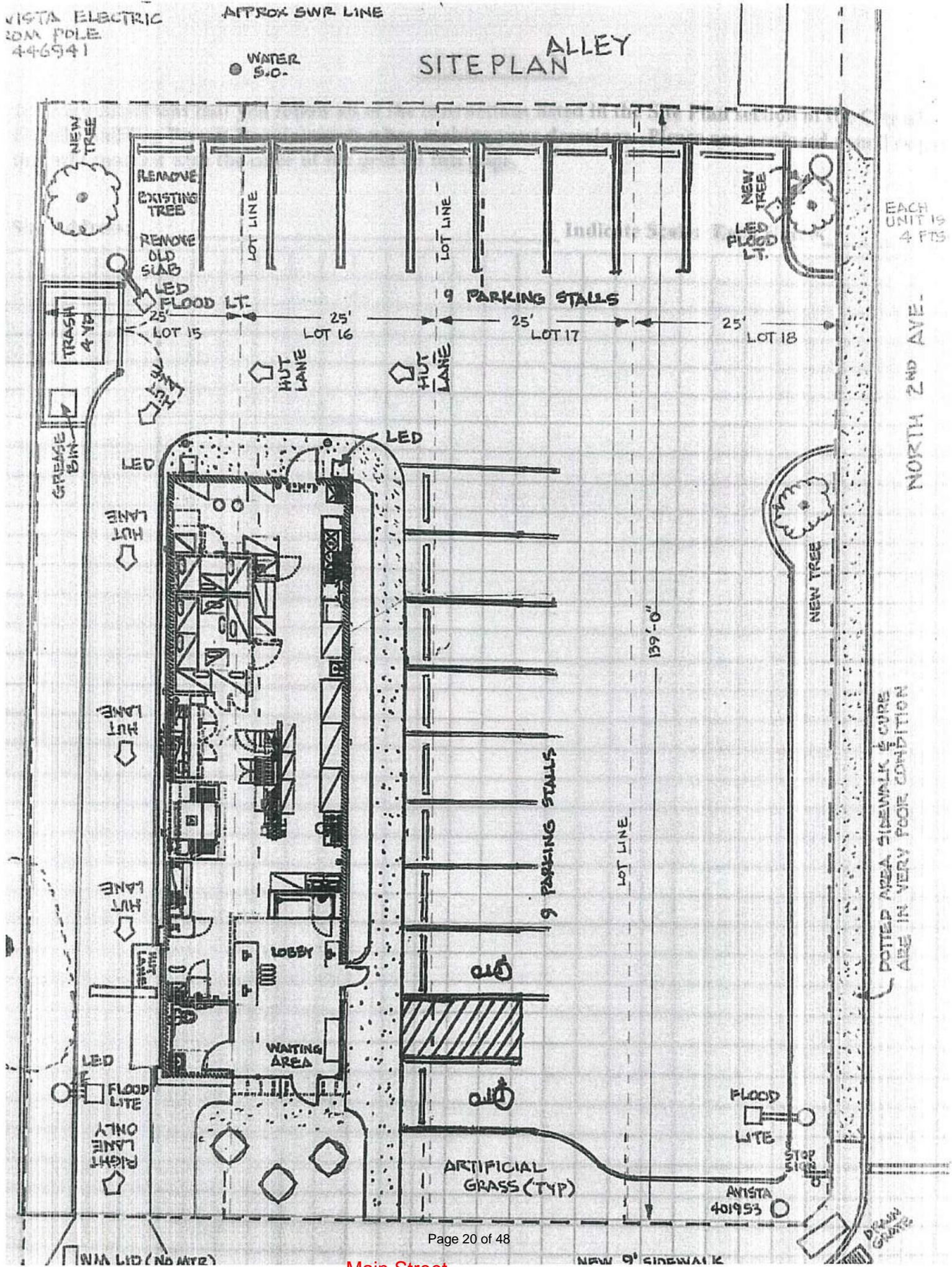
LEGAL DESCRIPTION: XXXXXXXXXXXXXXXXXXXX XXX XXX XXX XXXXXXXXXXXXXXXXXXXX	Gilberto Elizarraraz	LEGEND:	
		W=WATER	
		I=IRRIGATION	
		S=SEWER	
TAX PARCEL #: XXXXXXXXXXXXXXXXXX			
TOTAL LIVABLE SF: 0			
GARAGE SF: 0			
COVERED AREA SF: 0			

VISTA ELECTRIC
20A POLE
446941

APPROX SWR LINE

WATER
S.O.

ALLEY
SITE PLAN



EACH
UNIT IS
4 PTS

NORTH 2ND AVE.

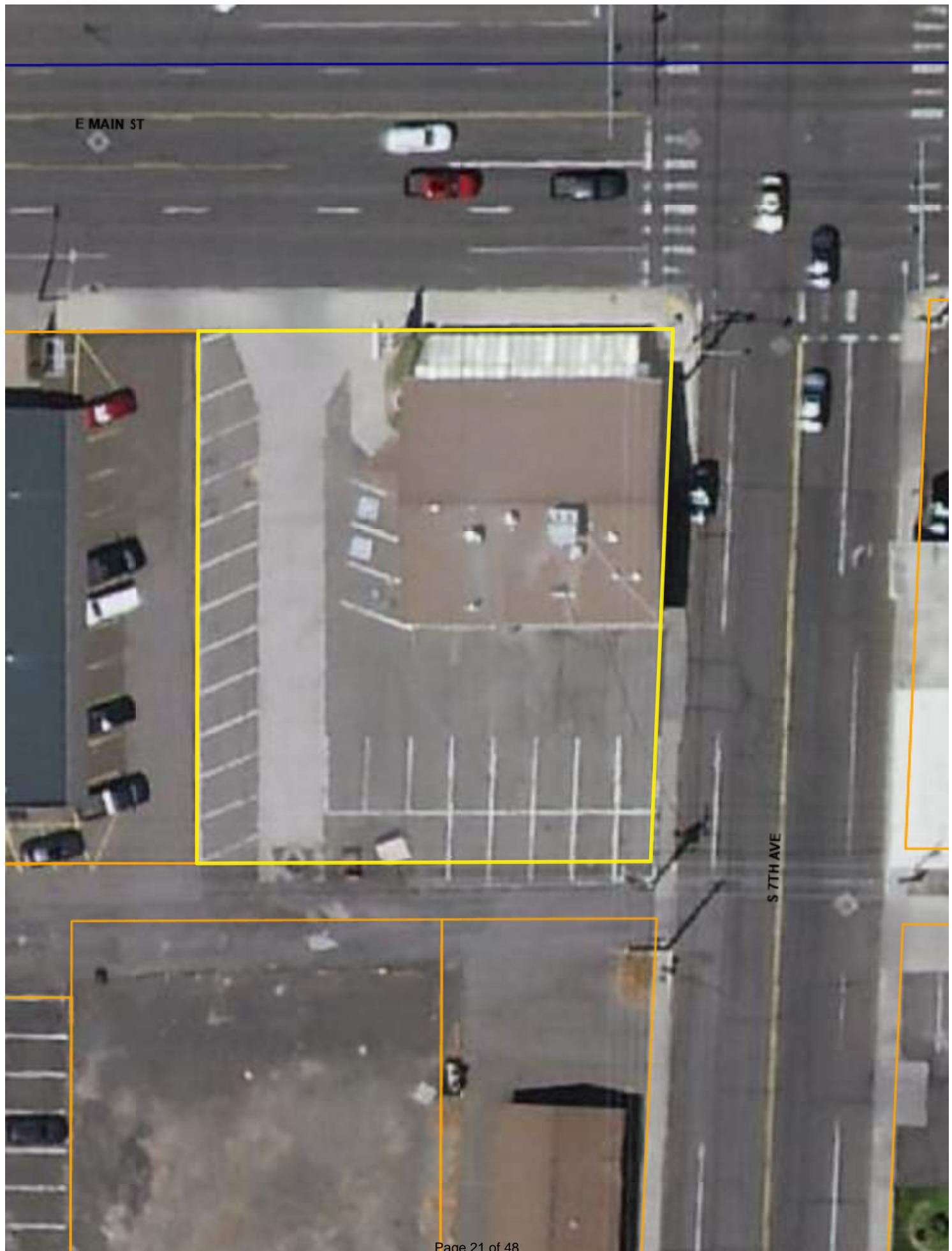
DOTTED AREA SIDEWALK & CURE
ARE IN VERY POOR CONDITION

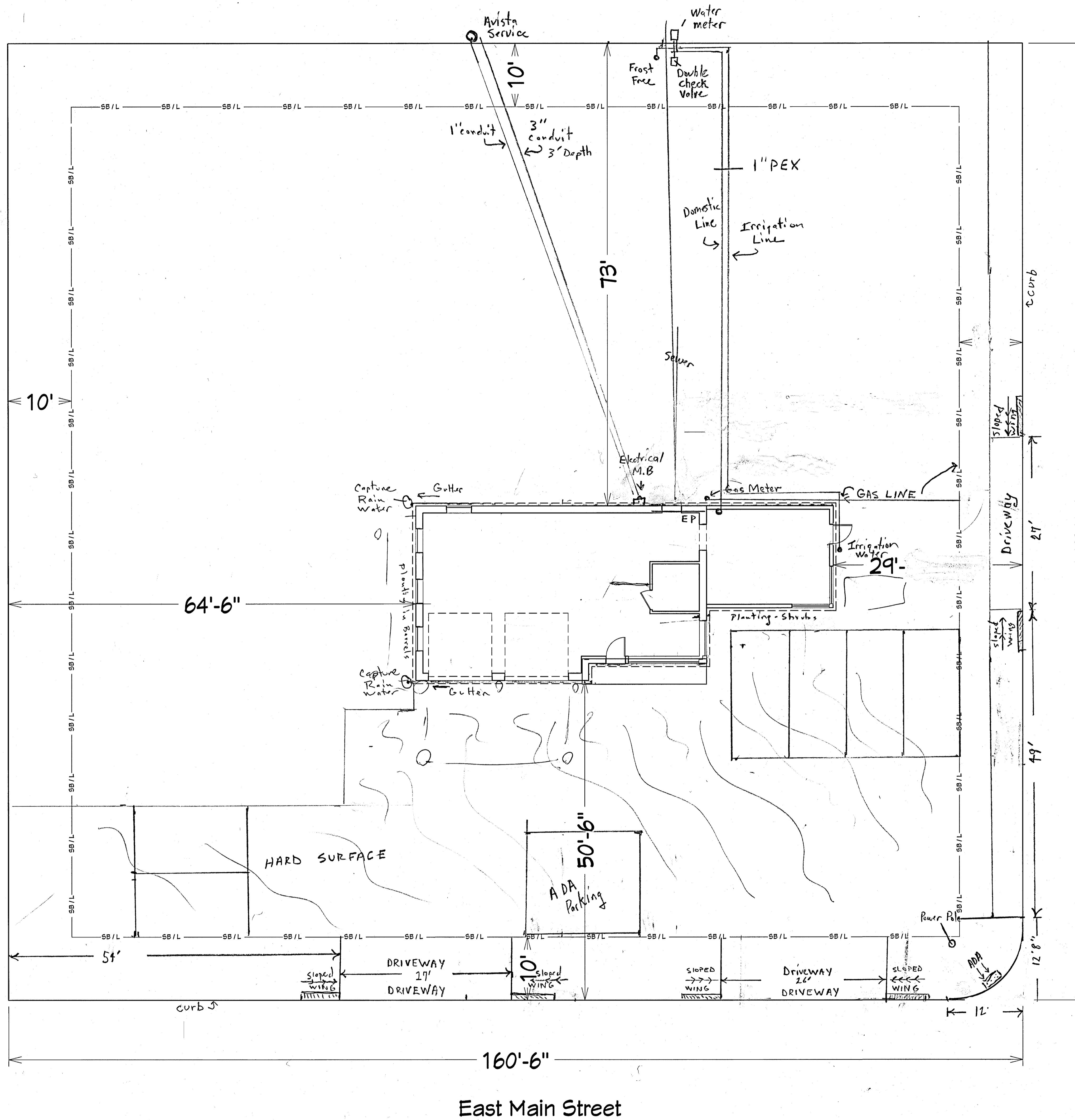
VISTA
401953

NEW 9' SIDEWALK

Main Street

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Layout Page Table			
Label	Title	Description	Comments
P-1	Cover Page		
P-2	Project Overview		
P-3	Floor Plan		
P-4	Elevations		
P-5	Cross Section		
P-6	Foundation		
P-7	Details		
P-8	Floor Plan		
P-9	Framing		
P-10	Plot Plan		

DRAWINGS PROVIDED BY:

Desert Home Designs

DATE:

8/30/2021

SCALE:

1/8 / ft

SHEET:

P-9

Received By
Othello Bldg & Planning
October 15 2021

REVISION TABLE

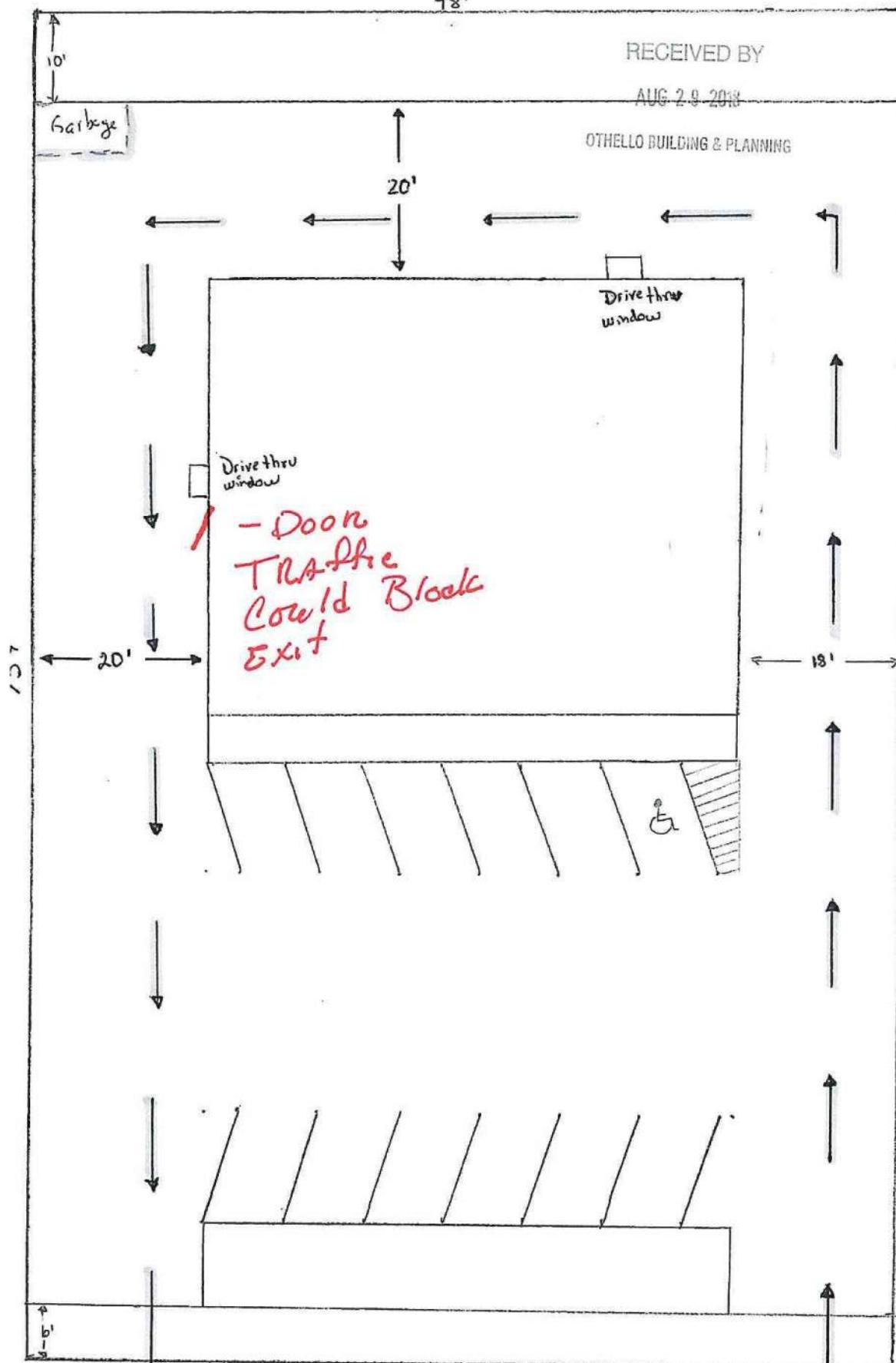
NUMBER DATE REVISED BY DESCRIPTION

Plot Plan

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AUG 29 2013

OTHELLO BUILDING & PLANNING



Project: Ricas Tostadas + Ice Cream
 Owner: Alma L and Ricardo Bargas
 Parcel No: 1529 0306 80101
 635 E Hemlock





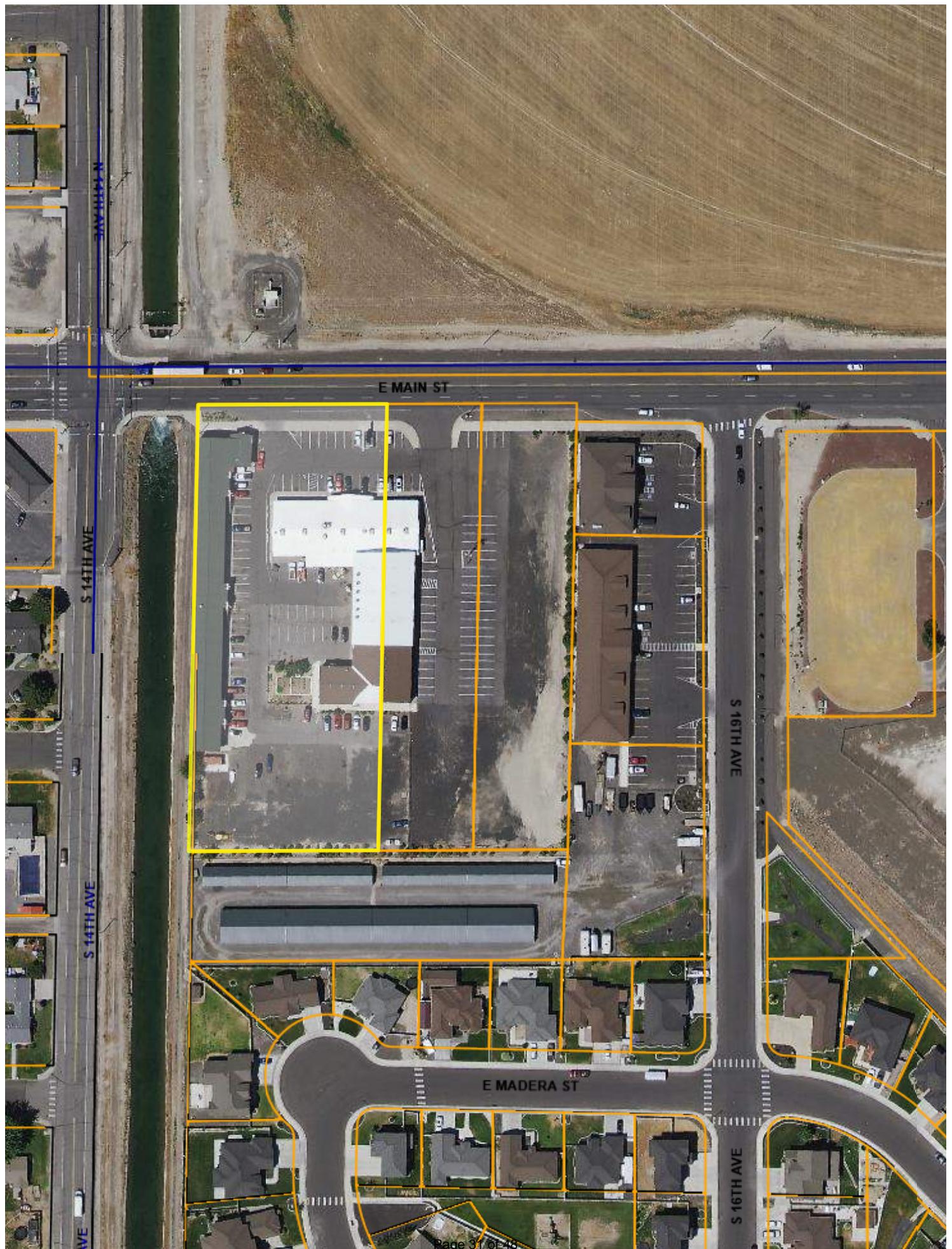


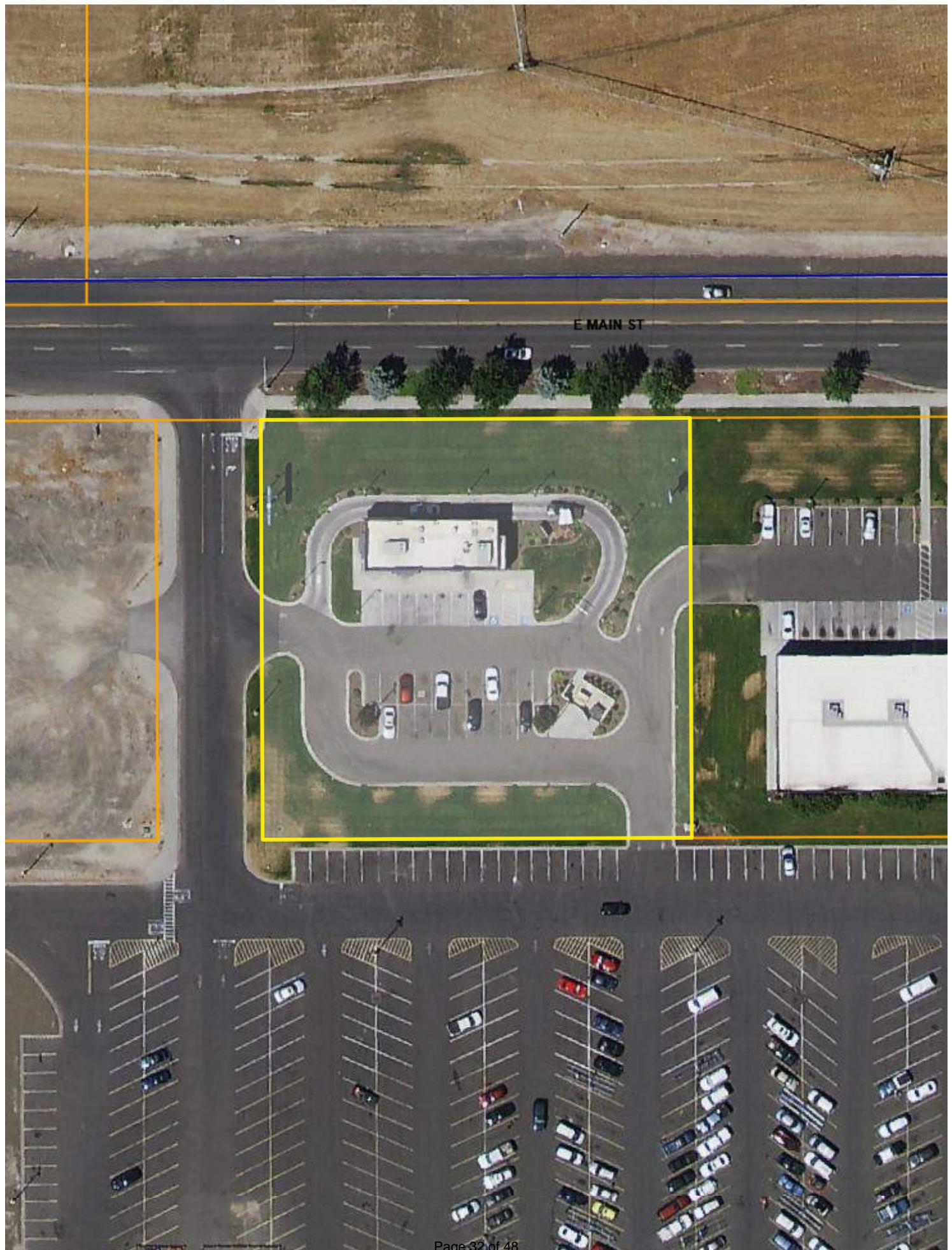


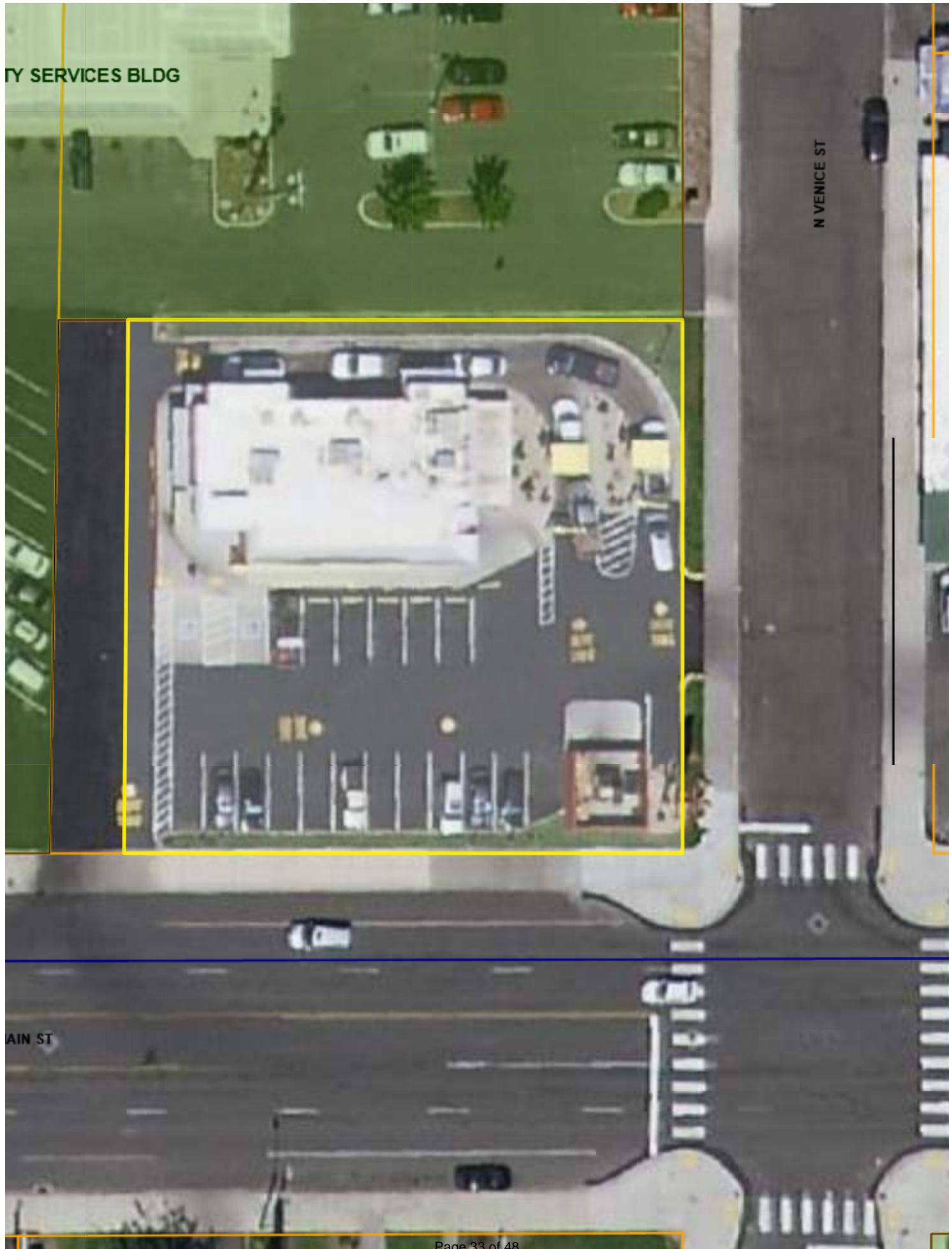












Chapter 17.61

OFF-STREET PARKING

Sections:

- 17.61.010 Requirements generally.
- 17.61.015 Parking—Residential lots.
- 17.61.020 Parking spaces required.
- 17.61.030 Parking requirements for uses not specified.
- 17.61.040 Mixed occupancies.
- 17.61.050 Joint uses.
- 17.61.060 Required improvement and maintenance of parking area and used car sales area.
- 17.61.070 Illumination of parking areas and used car sales area.
- 17.61.080 Required loading space.
- 17.61.090 Accessibility.
- 17.61.100 Use of right-of-way.
- 17.61.110 Parking and storage of recreational vehicles.**

17.61.010 Requirements generally.

(a) Off-street vehicle parking meeting the requirements of this chapter shall be provided based on the proposed use for:

- (1) A new or relocated building;
- (2) An expanded or enlarged structure, only for the new floor area;
- (3) An existing building that requires a change of occupancy per the Building Code for the new use.
- (4) Remodel, alteration, or repair of an existing building where the cost of the remodel, alteration, or repair exceeds twenty-five percent of the existing assessed value of the structure.

(b) All vehicles shall be parked on improved parking spaces (concrete or asphalt). Access from the street and all portions of the parking lot shall be hard surface if the parking spaces are required to be. Parking accessed via an alley shall be hard surfaced even if the alley is gravel.

- (1) Exception: Parking accessed from an unpaved street may be compacted gravel until the street is paved. A covenant shall be required, guaranteeing hard surfacing of the parking lot when the street is paved. Regardless of whether a covenant was attached, any gravel parking lot created after August 27, 2018, shall be hard surfaced when the street is paved.

(c) Required parking spaces shall be made permanently available and be permanently maintained for parking purposes.

(d) For the purpose of this chapter, a parking space shall be at least nine feet wide and a minimum of twenty feet long, exclusive of access drives or aisles. Minimum size for a parking space also applies to spaces within a garage. Parking spaces accessed directly from an alley shall be set back at least eight three feet from the edge of the alley.

(e) Parking spaces shall have access from a public thoroughfare, and shall be of usable shape and condition. There shall be provision for ingress and egress from each parking space. Except for residences of up to four dwelling units, groups of more than two parking spaces shall be so located and served by a driveway that their use will require no backing movements or maneuvering within a street right-of-way other than an alley. (Ord. 1517 § 1 (part), 2018: Ord. 1220 § 1 (part), 2006: Ord. 948 § 2 (part), 1995).

17.61.015 Parking—Residential lots.

For any residential lot, no vehicle shall be allowed to park on lawn or landscaped areas of the front yard. Parking shall be limited to an improved surface such as gravel, concrete, or asphalt that is no greater than thirty feet in width

extending generally perpendicular from the structure to the street. Minimum required parking spaces for new residences must be concrete or asphalt. (Ord. 1517 § 1 (part), 2018: Ord. 1347 § 1, 2011).

17.61.020 Parking spaces required.

Required parking spaces are as follows:

- (a) Single-family dwellings in R-1, R-2, R-3 or R-4 zones: in addition to the two parking spaces required in a garage for houses built after 2007, every dwelling shall have a minimum of two, but not more than four, concrete parking spaces in the front yard area. No more than four vehicles shall be parked or stored in the front yard on improved parking spaces. Vehicles can be stored in the back yard if surrounded by a six-foot-high sight-obscuring fence;
- (b) Two-family dwellings in R-2, R-3 or R-4 zones: in addition to any parking spaces in a garage, there shall be two spaces for each dwelling unit. No more than three vehicles may be parked off-street that are not within a garage in connection with each dwelling unit. If additional vehicles are to be parked off-street, they must be parked within a garage or within an enclosure surrounded by a sight-obscuring fence;
- (c) Multiple-family dwellings in R-3 or R-4 zones: two spaces for each dwelling unit. No more than two vehicles may be parked off-street that are not within a garage or carport in connection with each dwelling unit;
- (d) Residential hotels, fraternity houses, rooming houses or boardinghouses: one space for each two guest accommodations or four beds, whichever is greater;
- (e) Convalescent homes, sanitariums, institutions for the aged and children, welfare or correctional institutions: one space for each six beds or patients, plus one additional space for each two employees;
- (f) Hospitals: one space for each five beds including bassinets, plus one space for each two employees, plus one space for each two visiting and/or staff doctors;
- (g) Medical and dental clinics: three spaces for each doctor or three spaces for each two examination rooms, whichever is greater, plus one space for each employee;
- (h) Dancehalls: one space for each fifty square feet of dance floor space;
- (i) Funeral parlors and mortuaries: one space for each fifty square feet of assembly used for services, plus one space for each employee;
- (j) Passenger terminals (bus, rail or air): one space for every one hundred square feet of gross floor area used for passenger waiting area plus one space for each two employees;
- (k) Manufacturing and industrial buildings: one space for each two employees on the largest shift;
- (l) Stadiums, sports arenas, auditoriums (including school auditoriums) and other places of public assembly and clubs and lodges having no sleeping rooms: one space for each four seats or eight feet of bench length for spectators;
- (m) Bowling alleys: three spaces for each alley plus one space for every four seats or eight feet of bench devoted to spectator area, plus one space for the proprietor and one space for each two employees;
- (n) Libraries: one space for each two hundred square feet of gross floor area of the reading room, plus one space for each two employees;
- (o) Churches: one space for each four seats or eight feet of pew bench and one space for each four hundred square feet of gross floor space used for assembly and not containing fixed seats;
- (p) Colleges or commercial schools for adults: one space for each six seats in classrooms, plus one space for each two employees;

- (q) High schools, elementary schools and other children's schools: one space for each six seats in the auditorium or assembly room or one space per six high school students, whichever is more, plus one space for each two employees, plus sufficient off-street space for the safe and convenient loading and unloading of students from school buses;
- (r) Theaters: one space for each four seats, plus one space for each two employees;
- (s) Mobile or manufactured home parks: two spaces for each mobile or manufactured home lot and one additional space for each four mobile or manufactured home lots for guests;
- (t) Motels and auto courts: one space for each unit, plus three additional spaces for every ten units;
- (u) Semi-private golf courses, country clubs, gun clubs, etc.: one space for each three members;
- (v) Public utility stations: one space;
- (w) [Restaurants, taverns, bars.](#) Retail stores and personal service shops:
 - (1) Retail stores primarily handling bulky merchandise such as furniture, machinery, farm or agricultural equipment, lumber, construction materials, livestock feed, or heavy equipment: one-and-one-half spaces for each one thousand square feet of gross floor area;
 - (2) [Restaurants, taverns, bars.](#) Personal service shops and other retail not addressed in subsection (w)(1) of this section:

Building size, gross floor area	Parking requirement
Up to 2,000 square feet	4 spaces/1,000 square feet
2,001—7,500 square feet	3.5 spaces/1,000 square feet
7,501—40,000 square feet	2.85 spaces/1,000 square feet
40,001+ square feet	2.5 spaces/1,000 square feet

- (x) Banks: one space for each four hundred square feet of gross building area, plus one space for each two employees;
- (y) [Restaurants, taverns or bars: one space for each one hundred square feet of gross floor area;](#)
- (z) Notwithstanding the off-street parking requirements defined in this chapter, those buildings located within commercially zoned districts may be permitted to obtain permits for renovation or expansion of the existing building space or use without fully complying with the off-street parking requirements of this section. Prior to the issuance of the development permit which would impose the off-street parking requirement sought to be modified, the owner or owner's agent shall apply to the community development director for a waiver of some identified portion of the off-street parking requirement. The proponent shall bear the burden and expense of establishing to the community development director:
 - (1) The lack of reasonably available off-street parking within a reasonable distance to the subject property, either through purchase, lease or joint use agreement;
 - (2) What studies, measurements, or other indicia of adequate parking exist to support the request; and
 - (3) How the proponent would propose to deal with overflow parking.

The community development director may: grant a waiver for a specified period of time after which the waiver shall terminate or be subject to further review; grant a waiver conditioned on average daily trip measurements remaining

below a certain number and after that number is exceeded, additional parking shall be required to be provided; or deny the request. (Ord. 1555 § 1, 2020: Ord. 1517 § 1 (part), 2018: Ord. 1280 § 1 (part), 2008: Ord. 1220 § 1 (part), 2006: Ord. 1198 § 1, 2005: Ord. 974 § 1, 1995: Ord. 948 § 2 (part), 1995).

17.61.030 Parking requirements for uses not specified.

Where the parking requirements for a use are not specifically defined in this title, the parking requirements for such use shall be determined by the community development director and such determination shall be based upon the requirements for the most comparable use specified in this chapter. (Ord. 1517 § 1 (part), 2018: Ord. 1280 § 1 (part), 2008: Ord. 948 § 2 (part), 1995).

17.61.040 Mixed occupancies.

In the case of mixed occupancies in a building or on a lot, the total requirements for off-street parking shall be the sum of the requirements for the various uses computed separately. Off-street parking facilities shall not be considered as providing required parking facilities for any other use except as hereinafter specified for joint use. (Ord. 1517 § 1 (part), 2018: Ord. 948 § 2 (part), 1995).

17.61.050 Joint uses.

The community development director may, upon application by the owner or lessee of any property, authorize the joint use of parking facilities by the following uses or activities under the conditions specified in this section:

(1) Up to fifty percent of the parking facilities required by this chapter for a use considered to be primarily a daytime use may be provided by the parking facilities of a use considered to be primarily a nighttime use or vice versa; provided, that such reciprocal parking area shall be subject to the conditions set forth in subsection (4) of this section.

(2) Up to one hundred percent of the parking facilities required by this chapter for a church or auditorium incidental to a public or parochial school may be supplied by parking facilities for a use considered to be primarily a daytime use, provided such reciprocal parking area shall be subject to the conditions set forth in subsection (4) of this section.

(3) For purposes of this section, the following uses are typical daytime uses: business offices, barbershops and beauty shops, manufacturing or wholesale buildings. The following uses are typical nighttime and/or Sunday uses: auditoriums incidental to a public or parochial school, churches, dancehalls, theaters and taverns.

(4) Conditions required for joint use are as follows:

(A) The building or use for which application is made for authority to utilize the existing off-street parking facilities provided by another building or use shall be located within four hundred feet of such parking facilities.

(B) The applicant shall show that there is not substantial conflict in the principal operating hours of the buildings or uses for which the joint use of the parking facilities is proposed.

(C) Parties concerned in the joint use of off-street facilities shall evidence agreement for such joint use by a proper legal instrument approved by the city attorney as to form and content. Such instrument when approved as conforming to the provisions of this title shall be recorded in the office of the city clerk. (Ord. 1517 § 1 (part), 2018: Ord. 948 § 2 (part), 1995).

17.61.060 Required improvement and maintenance of parking area and ~~used~~ car sales area.

Every lot or parcel of land used as a public or private parking area, or new or used car sales area and having a capacity of three or more vehicles, shall be developed and maintained in the following manner:

(1) Surfacing. Off-street parking areas and new or used car sales areas shall be paved or otherwise hard-surfaced (concrete or asphalt) and maintained so as to eliminate dust or mud and shall be graded and drained so as to dispose of surface water in compliance with the Eastern Washington Stormwater Manual. In no case shall such drainage be allowed across sidewalks or roadways or onto another property. As an alternative to

on-site stormwater disposal for existing developed sites, connection to the city's stormwater system may be allowed, if approved by the public works director and the appropriate fees paid.

(2) Border Barricades. All parking areas and ~~used~~ car sales areas that are not separated by a fence from any street or alley property lines upon which they abut shall be provided with a suitable concrete curb or timber barrier not less than six inches in height, located not less than four feet from such street or alley property lines and such curb or barrier shall be securely installed and maintained; provided, that no such curb or barrier shall be required across any driveway or entrance to such parking area.

(3) Screening and Landscaping. Every parking area or ~~used~~ car sales area which abuts a residential district shall be separated from such residential district by a solid wall, view-obscuring fence, at least six feet in height, or a green belt planted and maintained at least five feet in width; except, that along any street frontage onto or from which an entrance is provided, the fence, wall or green belt shall not exceed forty-two inches in height. Said wall or fence shall receive normal maintenance in keeping with the character of the adjacent development. No such wall, fence or green belt need be provided where the elevation of that portion of the parking area or ~~used~~ car sales area immediately adjacent to any residential district is six feet or more above or below the elevation of such district along the common property line.

(4) Entrances and Exits. The location and design of all entrances and exits shall be subject to the approval of the public works director.

(5) Parking spaces shall be marked with white or yellow painted lines or similar materials.

(6) Aisle Width. Parking lots shall provide minimum aisle widths per the following table:

Parking angle (degrees)	Minimum Aisle Width	
	One-Way Traffic	Two-Way Traffic
45	15'	24'
60	18'	25'
75	22'	25'
90	26'	26'

(Ord. 1517 § 1 (part), 2018: Ord. 948 § 2 (part), 1995).

17.61.070 Illumination of parking areas and ~~used~~ car sales area.

Any lights provided to illuminate any public parking area, any semi-public parking area, or ~~used~~ car sales area permitted by this title, shall be arranged so as to reflect the light away from any dwelling unit and the public right-of-way. (Ord. 1517 § 1 (part), 2018: Ord. 948 § 2 (part), 1995).

17.61.080 Required loading space.

On the same premises with every building, structure, or part thereof, erected and occupied for manufacturing, storage, warehouse, goods display, department store, wholesale store, market, hotel, hospital, mortuary, laundry, dry cleaning, or other uses involving the receipt or distribution of vehicles or material or merchandise and providing access to a public thoroughfare, there shall be provided and maintained on the lot adequate space for standing, loading and unloading services in order to avoid undue interference with public uses of the streets or alleys. Such space, unless otherwise adequately provided for, shall include a twelve-foot-by-forty-foot loading space, with fourteen-foot height clearance, for every twenty thousand square feet, or fraction thereof, of building floor used or land used for the above-mentioned purposes. No part of the truck or van using the loading space may project into the public right-of-way. (Ord. 1517 § 1 (part), 2018: Ord. 948 § 2 (part), 1995).

17.61.090 Accessibility.

Any public or private building that was built or substantially remodeled after October 1, 1976, is required to meet federal and state requirements for accessible parking (Washington State Regulation for Barrier Free Facilities, Chapter 51-10 WAC). (Ord. 1517 § 1 (part), 2018: Ord. 948 § 2 (part), 1995).

17.61.100 Use of right-of-way.

Vehicles parked behind the curb such that all or part of the vehicle extends over the public right-of-way shall be parked:

- (a) No closer than six feet from the curb face;
- (b) Not to encroach on the public sidewalk;
- (c) At least fifteen feet from all alley rights-of-way;
- (d) At least thirty feet from the projection of street curbs on corner lots;
- (e) On a surface improved with gravel, asphalt, or concrete. (Ord. 1517 § 1 (part), 2018: Ord. 1220 § 2, 2006).

17.61.110 Parking and storage of recreational vehicles.

Parking and storage of recreational vehicles, boats, and similar items is addressed in OMC 9.33, 17.56.050, and 17.56.055.

17.56.050 Occupancy of Recreational vehicles (RVs).

~~No recreational vehicle, whether licensed or unlicensed, shall be parked on a public street, alley or right of way for a period of more than seventy two hours, except as permitted as provided in Section 17.56.055(b).~~ No recreational vehicle shall be used as living quarters, either permanently or temporarily, unless the vehicle is within an RV park in the proper district, except that occupancy for not longer than 10 days is allowed in compliance with 17.56.055 or 9.33055. (Ord. 1147 § 2, 2003; Ord. 948 § 2 (part), 1995).

17.56.055 Recreational vehicle parking and storage.

(a) ~~Parking and storage of recreational vehicles on streets is regulated in OMC 9.33. It is unlawful for any person to store or park a trailer, travel trailer, truck camper, boat or recreational vehicle on any public street or alley for more than seventy two hours in any six month period.~~

(b) ~~Notwithstanding the provisions of subsection (a) of this section, a~~ A recreational vehicle may be lawfully parked ~~in one location on a city street right of way~~ for a period not to exceed ten days in any six-month period provided the occupant of the recreational vehicle or the occupant of the ~~adjacent tract of~~ land shall notify the city police department ~~in person~~ of the intent to occupy the recreational vehicle ~~on the right of way~~ within forty-eight hours of first parking the recreational vehicle where it will be located for up to ten days.

(c) Recreational vehicles including travel trailers, boats, truck campers, and motor homes or ~~snowmobiles, off-road vehicles, utility trailers and~~ wheeled trailers may be parked on any premises occupied by the registered owner of such recreational vehicle for storage; provided, that such vehicle shall be set back from the property line of the premises where it is stored ~~at least 5' from the street or alley property line and not located within the clear view triangle area described in section 17.56.040 the same setback distances as are required for the wall of a structure of similar height per the regulations of the city.~~ Any recreational vehicle so parked for storage shall be unoccupied and not connected to a public or private sewer system.

(d) Wheeled vehicles, recreational vehicles, travel trailers, truck campers, and boats parked off street shall not encroach into the public right-of-way or within the first five feet from the back edge of the curb or edge off roadway if no curb exists. If no curb exists, the city may determine in its sole discretion the edge of the roadway for purpose of this subsection. *[This conflicts with new language added to "c" about 5' from property line. Do we want curb or property line? Property line is generally 13' back from the curb]*

(e) No recreational vehicle, travel trailer, truck camper, or boat parked pursuant to the provisions of this section shall be connected to a public or private sewer system.

(f) There shall be no more than one recreational vehicle, travel trailer or truck camper permitted to be stored on any tract of land within the city not lawfully designated for the storage or locating of such vehicles such as, but not limited to, a recreational vehicle park or storage yard. There shall be no more than one recreational vehicle, travel trailer or truck camper permitted to be occupied on a temporary basis by a visitor for no more than ten days in any six-month period on any tract of land within the city not lawfully designated for the occupancy of such vehicles, such as a recreational vehicle park.

(g) All vehicles parked pursuant to this section, including but not limited to wheeled vehicles, recreational vehicles, wheeled trailers, travel trailers, truck campers, and boats shall display reflectors or warning devices so that such vehicle is seen at night by drivers using the public streets or alleys adjacent to the location where the vehicle is parked. (Ord. 1147 § 3, 2003).

Chapter 9.33 STORAGE AND PARKING OF BOATS,
CAMPERS (PICKUP), ~~LARGE VEHICLES~~, MOTOR
HOMES, RECREATIONAL VEHICLES,
SNOWMOBILES, ~~OFF-ROAD VEHICLES, OR~~
UTILITY TRAILERS ~~OR STORAGE CONTAINERS~~

Chapter 9.33

STORAGE AND PARKING OF BOATS, CAMPERS (PICKUP), ~~LARGE VEHICLES~~, MOTOR HOMES, RECREATIONAL VEHICLES, SNOWMOBILES, ~~OFF-ROAD VEHICLES, OR~~ UTILITY TRAILERS ~~OR~~ ~~STORAGE CONTAINERS~~

Sections:

- 9.33.010 Definitions.
- 9.33.020 Storage.
- 9.33.030 Parking.
- 9.33.040 Violations—Penalties.
- 9.33.050 Permit required.
- 9.33.060 Severability.

9.33.010 Definitions.

“Alley” shall mean a public highway not designed for general travel and used primarily as a means of access to the rear of residences and business establishments.

“Boat” shall mean any type of watercraft or vessel used primarily for transportation on the water. The term “boat” shall include personal watercraft that uses a motor-powered jet pump as its primary source of motor power designed to be operated by a person sitting, standing or kneeling on the watercraft.

“Camper (pickup)” shall mean a structure designed to be mounted on a pickup or truck chassis and with sufficient equipment to render it suitable for use as a temporary dwelling for recreational use, camping or vacation use.

~~“Large vehicle” shall mean any vehicle that exceeds twelve thousand pounds gross weight.~~

“Motor home” shall mean a motor vehicle or device primarily designed as a temporary living quarters for recreation, camping or travel use.

“Municipal parking lot” shall mean a parking lot leased or owned by the city and posted with signage designating the lot as a city-owned parking lot.

“Off-road vehicle” shall mean any motorized vehicle used for recreational purposes on nonhighway roads, trails, or other natural terrain. Off-road vehicles include wheeled all-terrain vehicles.

“Recreational vehicle” shall mean any camp trailer, travel trailer or fifth wheel designed to provide temporary living quarters for recreational camping or travel use, constructed with integral wheels to make it mobile and/or towable by motor vehicle.

“Roadway” shall mean the portion of a ~~street highway~~ improved, designed or ordinarily used for vehicular travel, exclusive of the sidewalk or shoulder ~~even though such sidewalk or shoulder is used by persons riding bicycles.~~

“Snowmobile” shall mean a vehicle with a continuous tread and runner type steering device used primarily for transportation on the snow.

~~“Storage container” shall mean any large metal portable cargo container, such as a bin or box, used to ship, store, or dispose of items of personal property. Refuse containers are not included in the definition of “storage container.”~~

~~“Stored” or “storage” shall mean parking or placing of boats, campers (pickup), large vehicles, motor homes, recreational vehicles, snowmobiles or utility trailers for more than five consecutive days.~~

Chapter 9.33 STORAGE AND PARKING OF BOATS,
CAMPERS (PICKUP), ~~LARGE VEHICLES~~, MOTOR
HOMES, RECREATIONAL VEHICLES,
SNOWMOBILES, ~~OFF-ROAD VEHICLES, OR~~
~~UTILITY TRAILERS OR STORAGE CONTAINERS~~

“Utility trailer” shall mean a structure or device with or without its own mode of power, designed and/or used to transport goods, equipment, boats, snowmobiles, vehicles or other devices and materials. (Ord. 1593 § 2, 2023).

9.33.020 Storage and parking.

(a) No boats, campers (pickup), ~~large vehicles~~, motor homes, recreational vehicles, snowmobiles, ~~off-road vehicles~~, or utility trailers (hereafter referred to as “vehicle or personal property”) may be stored ~~or parked for longer than 72 hours in a residential district or~~ on public streets, ~~roads, highways or sidewalks, except as allowed in section~~ ~~(b)~~.

(b) ~~A motor home or recreational vehicle may be lawfully parked on a city street right-of-way for a period not to exceed ten days in any six-month period provided the occupant of the recreational vehicle or the occupant of the adjacent tract of land shall notify the city police department in person of the intent to occupy the recreational vehicle on the right-of-way within forty-eight hours of first parking the recreational vehicle where it will be located for up to ten days.~~

(c) No vehicle or private property shall remain in a public park or municipal parking lot overnight.

(d) ~~Storage or parking of any vehicle or personal property is permitted on private property in compliance with section 17.56.055 under the condition that such vehicles or personal property are set back five feet from any alley or roadway~~ (Ord. 1593 § 2, 2023).

9.33.030 Parking.

(e) No boats, campers (pickup), ~~large vehicles~~, motor homes, recreational vehicles, snowmobiles ~~off-road vehicles~~, or utility trailers may be parked on a roadway ~~or alley~~ within ten feet of any driveway or within fifteen feet of an intersection. (Ord. 1593 § 2, 2023).

9.33.040 Violations—Penalties.

Any person who has violated any provision of Section 9.33.020 shall have committed a civil violation subject to a C-~~4712~~ civil infraction as set forth in Section 1.10.030.

~~Any person violating any other provision of this chapter shall be subject to a traffic infraction.~~

~~Provided, if the same violator has been found to have committed an infraction and/or violation for the same or similar conduct two separate times, with the violations occurring at the same location and involving the same or similar sections of the Othello Municipal Code or other similar codes, the third or subsequent violation shall constitute a misdemeanor.~~ (Ord. 1593 § 2, 2023).

9.33.050 Permit required.

~~The registered owner of a camper, motor home, or recreational vehicle may obtain a permit from the police department at no cost which grants permission to park on the public roadway or alley for fourteen calendar days. The registered owner shall be limited to two permits within a twelve-month period. Each permit shall identify the vehicle for which it is issued and the time when the permit is valid. Such permit shall be conspicuously displayed in the lower right hand corner of the windshield or in a window that is easily visible from outside the camper, motor home or recreational vehicle. At the city administrator's discretion, camping permits for locations other than a public roadway or alley may be authorized for large programmed events.~~ (Ord. 1593 § 2, 2023).

9.33.060 Severability.

If any provision of this chapter or its application to any person or circumstance is held invalid, the remainder of this chapter or the application of the provisions to other persons or circumstances is not affected. (Ord. 1593 § 2, 2023).

TO: Planning Commission

FROM: Anne Henning, Community Development Director

MEETING: October 21, 2024

SUBJECT: Zoning Update – Vision Clearance at Intersections – OMC 17.56.040 - Discussion

If there are buildings, tall fences, or other obstructions right at an intersection, it can be difficult or impossible for drivers and pedestrians to see if there is something approaching on the other street, creating a hazard and potential for crashes. Therefore, most jurisdictions have some regulations limiting the height of obstructions at a corner. These regulations might be known as clear view triangle, sight distance regulations, or in Othello's case, vision clearance at intersections.

At the May 2018 meeting, the Planning Commission looked at some examples of clear view triangle language but found them all too complicated. With this issue coming up related to RV parking and storage, staff is making another attempt at revising this section to make it easier to understand.

Staff Comments

1. The example graphics are just copied from other jurisdictions, so the numbers on the graphics won't necessarily match our draft. We will need to draw our own graphic with the correct numbers.
2. The change from 25' in the existing code to 50' in the draft is due to changing from measuring along the property line (generally 13' behind the curb) to measuring along the curb (much easier to find in the field, and easier to explain). The part of the yard that can't have obstructions ends up being pretty much the same with either measurement.

Attachments

- Draft OMC 17.56.040 updates and sample graphics

Action: The Planning Commission should review the issues and the attached draft and provide direction to staff.

17.56.040 Vision clearance at intersections.

(a) In all residentially zoned areas, there shall be a vision clearance area at street corners and at alleys, to ensure sight distance safety for vehicles and pedestrians.

(b) For street intersections, the vision clearance triangle is created by measuring 50 feet along the curb of each street from the point where the extended curb lines meet. The third side of the triangle connects these two points.

(c) At an alley, the vision clearance triangle is created by measuring 20 feet along the curb and along the alley right-of-way from the point where the alley intersects the curb. The third side of the triangle connects these two points.

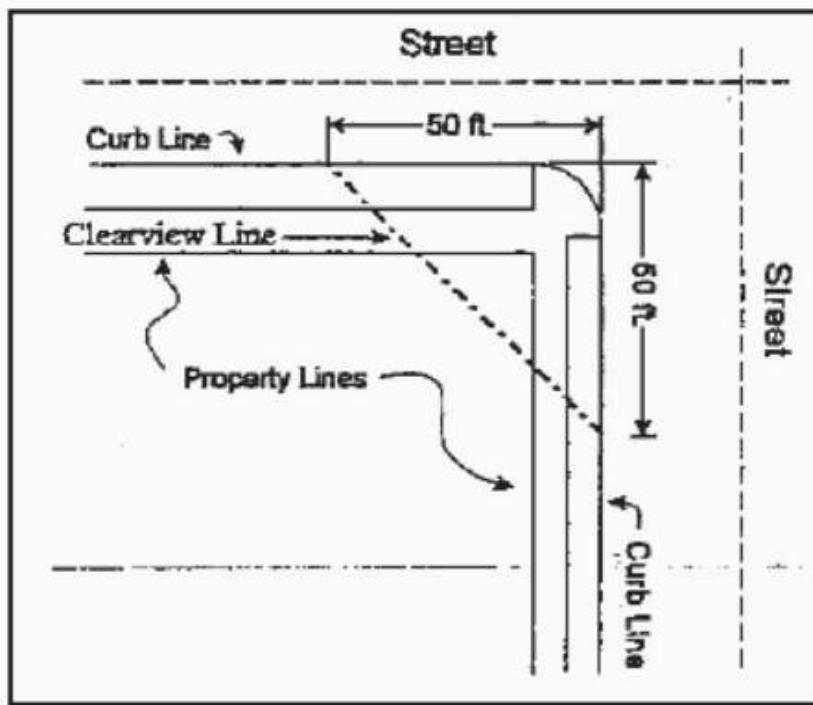
(d) For streets without curb, the measurements shall be at the edge of the roadway.

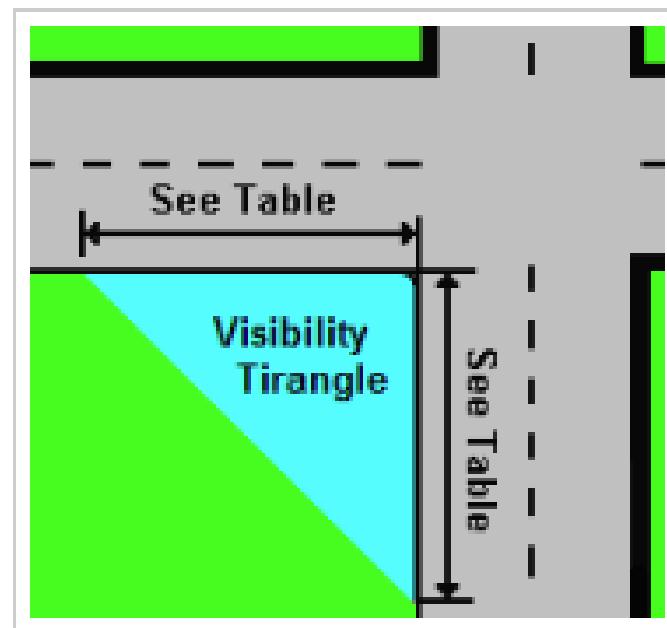
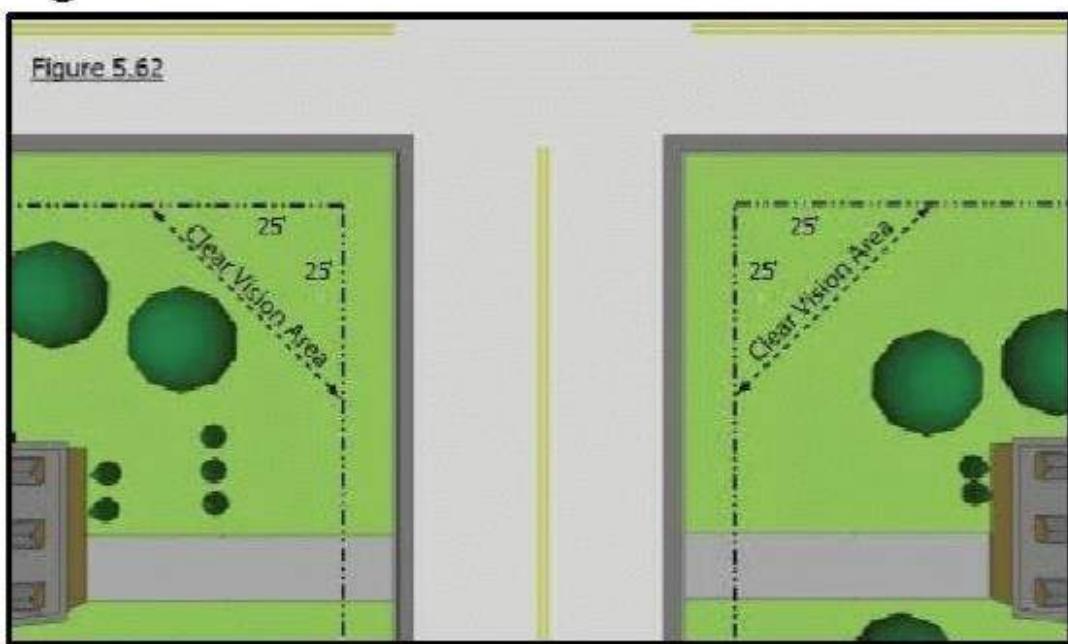
(e) Within the vision clearance triangle, no fence, wall, structure of any kind, vehicle, bush or foliage, shall be erected or placed or be allowed to grow or to be maintained at over a height of over three and one-half feet above the established top of any the curb, or street grade if there is no curb, on any public or privately owned land within an area having a direct base line as follows:

(a) Street Intersections. Intersecting two street lines at points twenty-five feet from the intersection of such street lines or such street lines produced;

(b) Alley Entrances. Intersecting the street and alley line at points twenty feet from the intersection of such street and alley lines or such street and alley lines produced. (Ord. 948 § 2 (part), 1995).

Example drawings:





City of Othello
Building and Planning Department
September 2024

Building Permits			
	Applied	Issued	Final
Residential	8 ¹	11 ⁴	5 ⁷
Commercial	8 ²	5 ⁵	1 ⁸
Industrial	0	0	0
Total	16	16	6

¹ 1 single family, 1 3-unit townhouse, 2 patio covers, 1 reroof, 3 HVAC replacement
² Remodel of 140 E. Main to accommodate 3 businesses and add fire alarm system (2 separate permits), additions at Emmanuel Church, Cimaron storage building, reroof at Caylor Bee Enterprise, adding window at Iglesia Apostolica de la Fe, 2 HVAC (Auto Zone and LDS Church)
⁴ 1 single family, 1 3-unit townhouse, 1 ADU, 2 patio covers, 1 reroof, 1 siding replacement, 3 HVAC, 1 fence
⁵ Cimaron storage building, HVAC at LDS Church, reroof at Caylor Bee Enterprise, Wahitis portable classroom, signs for new Pizza Hut
⁷ 1 single family, 1 patio cover, 1 reroof, 1 siding, 1 fence
⁸ Replace walk-in cooler at Iron Works

Inspections

- The Inspector completed 74 inspections in September, including 2 rental inspections. We are likely to see total inspection numbers down, since typically there would be many inspections for single family homes. But with our largest home builder focusing on apartments, there will be fewer single family inspections. However, a single inspection at a 24-unit apartment building may take the Inspector half a day to complete, since he is looking at the whole large building instead of an individual home.

Land Use Permits		
Project	Actions in September	Status as of September 30
Bench Road Annexation	<p>The developer held a meeting with people in and around the proposed annexation area.</p> <p>Several residents came to the counter with questions.</p>	<p>Waiting for:</p> <p>City to evaluate water and sewer capacity to serve this potential annexation.</p> <p>Proponent to get signatures from property owners of at least 60% of the assessed value of the annexation area.</p>
Charan Short Plat final plat (approved Aug. 2023)	Plat owner schedule a meeting in October to discuss the project.	Property owner will be meeting with staff in October about obtaining a new bond to preserve approval of the plat.

Land Use Permits		
Project	Actions in September	Status as of September 30
MBRAR – Gas Station Short Plat	Revised civil plans were submitted to Engineering.	Waiting for final plat submittal. Staff will bring an update to the OMC for the street name.
Nonconforming Use update, OMC 17.79 SEPA Review	Council held public hearing, continued to Oct. 14.	Continued public hearing set for Oct. 14.
Ochoa Short Plat	No change (Deferrals heard at Aug. 2021 Planning Commission meeting.)	Waiting for proposed covenant language from applicant's attorney, as specified in PC recommendation.
Pegram Major Plat & Development Agreement	No change	Waiting for formal proposals from proponent on the shared well and drain line/groundwater issues.
Sand Hill Estates 6 (multi-family) preliminary short plat	No change	City Engineering will process acceptance of utility improvements. Waiting for final plat submittal.
Sand Hill Estates #7 Preliminary Plat	Comments received. MDNS issued. Public Hearing letters sent to properties within 350'. Staff report for Hearing Examiner prepared, posted, and sent.	Public hearing scheduled for Oct. 7.
Wahitis Short Plat	No change (Updated plat drawings routed for review in May.)	Staff will need to review the updated drawings.

Development Projects

- Proposed gas station/convenience store at Broadway and Curtis submitted proposal for widening Broadway (turn lane required).
- Sent comments to Waterhole 17 about civil plans submitted.

Rental Licensing & Inspection Program

- 1 rental application for 1 unit was submitted in September.
- 2 sites with a total of 3 units were approved in September.
- There were 2 rental inspections in September.
- 191 locations with a total of 372 units have been fully approved so far.
- There are currently 31 active applications for 129 units in various stages of inspection and correction (including 48 units in new apartment buildings and 18 units in smaller buildings).

Municipal Code

- Planning Commission held a public hearing on updates to OMC 17.79, Nonconforming Use Home Occupations, and made a recommendation to Council. Council held a public hearing, and continued it to October 14, in response to testimony requesting more time for review.

- Planning Commission reviewed City Attorney suggestions on the updates to OMC 17.59, Home Occupations, and updated their recommendations to the City Council. A new Council public hearing will be scheduled for October.
- Planning Commission finished their review of a proposed replacement chapter for Reimbursement Agreements, OMC 16.52, which is part of the Subdivision title that the Planning Commission has been working on updating.

Grants

- Sandy Williams Connecting Communities Grant (Highway 26 trail). Zoom meeting with other recipients across the state to learn about what will be coming up.
- Dept of Commerce sent us a draft application to apply for CLIHP funds (Coordinating Low-Income Housing Planning). This grant can fund the County's 5-year Homelessness Plan (all counties are required to have one, Adams is only county that doesn't), land capacity analysis for determining if there is enough vacant and underdeveloped land for the next 20 years (especially for multifamily/more affordable housing), develop county-wide planning policies for housing, determine housing allocation at all income bands for the next 20 years of growth to jurisdictions and unincorporated county. Contacted a few consultants to make sure this seems like a feasible project in the time allowed (June 2025).

Training

- Permit Tech attended "Complete Permit Technician" training to help her prepare for her certification test.
- Community Development Director attended the WA City & County Planning Directors Conference. Sessions included a Legislative Update (changes to laws affecting planning and development), Tax Increment Financing, Land Use Law Update (recent court cases that affect planning and development), and Making Fiscally-Informed Development Decisions to Build Communities that Last.

Other

- We will no longer be creating paper files of new building permits, we will instead retain the records in digital format. We will start working back through recent files to ensure we have everything digitally. This will free up space in the vault and make it easier to respond to public record requests.
- Reviewed Adams County Solid Waste & Hazardous Waste Management Plan and the DNS for it.
- The Building Inspector continues to dedicate time to patrolling for code violations like tall weeds.