



CITY OF OTHELLO PLANNING COMMISSION

Regular Meeting 500 E. Main St. December 16, 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 November 18, 2024 Minutes p.3
4. Zoning Update (Parking) – OMC 17.61, 9.33, 17.56.040,050, & 055 – Off-Street Parking, RV Parking & Storage, Vision Clearance at Intersections – Public Hearing and Recommendation to City Council p.7
5. Zoning Update/Housing Action Plan Strategies – OMC 17.09, 17.20, 17.56 – Definitions, Setbacks, Eave Overhang, House Width, Cottage Housing, Design Standards – Discussion p.22
6. November 2024 Building & Planning Department Report p.56
7. Old Business
 - a. Subdivision Update – OMC Title 16 – We will get back to working through this as soon as possible
 - b. Housing – Beyond the Zoning/Housing possible updates on tonight's agenda, we should continue to look at further implementation possibilities from the [Housing Action Plan](#) (p.15 of HAP/p.24 of PDF)

Next Regular Meeting is Tuesday, January 21, 2025 at 6:00 PM

Remote Meeting Instructions:

Join Zoom Meeting

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

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City of Othello
Planning Commission Meeting
November 18, 2024
Zuleica Morfin

CALL TO ORDER

Chair Chris Dorow called the meeting to order at 6:00pm.

ROLL CALL

Commissioners Present: Chair Chris Dorow, Alma Carmona, Brian Gentry, Ruth Sawyer, Daniela Voorhies

Absent: Kevin Gilbert, Maria Martinez

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

Attendees: Bob Carlson, Jose Garza

PUBLIC INPUT

None

MINUTES APPROVAL

September 16, 2024, minutes approved M/S Ruth Sawyer/Alma Carmona

HIGHWAY 26 TRAIL/LINEAR PARK - DISCUSSION & INPUT

In 2023, the City of Othello was invited by the Washington State Department of Transportation to apply for funds to address impacts caused by highways. The project we proposed and that was funded was to build a trail/linear park on city-owned property north of Highway 26, to provide a safer location for people who walk along the highway. The hope is that the second phase of this trail will extend from 14th Avenue to 7th Avenue, and eventually even further. It would be connected to Sagestone Street through the existing connectors on each end.

Commissioners discussed ideas of what they would like the trail/linear park north of Highway 26 to look like. Chair Chris Dorow said he would like to see trees as he has heard people say they really enjoy walking at Kiwanis Park in the day because of all the trees and the shade they give. He mentioned this idea has come up multiple times on surveys. The trail property is within an irrigation easement. Ms. Henning told Commissioners that city grant writer Sarah Montemayor was trying to open communication with the Irrigation District on whether trees could be allowed and what trees would be ok to plant. Commissioner Brian Gentry asked if their vision was a long skinny tree park. Commissioner Ruth Sawyer would rather see it in somewhat of its original state rather than creating it into something else, so more native shrub-steppe with indigenous plants. Commissioner Alma Carmona suggested there be a drinking fountain if they were thinking of ways to cool down that area. Commissioner Brian Gentry asked if there might be a fence between the trail and the highway because he wouldn't want kids running out onto the highway. Ms. Henning asked about having a sign that showed the distance for the loop of the trail and Sagestone Street. Another idea from Commissioner Alma Carmona was that she thought misters would make it cooler.

ZONING UPDATE - OMC 17.61, 9.33, 17.56.050 & 055 - OFF STREET PARKING AND RV PARKING - 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 2024 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.

Ms. Henning provided site plans for the Commissioners to see how the 8' alley setback had an effect. The projects most affected were triplexes. She also showed some that were built before that 8' setback was required. Chair Chris Dorow said that when Rob Simmons raised the question of why there needed to be such a big setback from the alley it made him think the same. Ms. Henning said she felt like the more space that they required the more likely it was that someone would try to squeeze another car in. Originally the idea of 8' setback stemmed from the concern that a garbage truck wouldn't be able to fit through the alley if it was less than that. Chair Chris Dorow pitched the idea of a 2' setback from the alley. Commissioner Alma Carmona felt like 2' was too big of a jump for her especially if someone had a tow hitch with a cooler platform. She was ok with going halfway down to 4' but 2' was way too close for her. Commissioner Brian Gentry asked Bob Carlson what his thoughts were about this. Mr. Carlson said that he liked what Ms. Henning had suggested in the packet of 3'. After much discussion, Commissioners came to an agreement that 3' was fine.

Commissioners went on to discuss the requirements for restaurant parking, which currently requires 1 parking space for every 100 square feet of building area. Ms. Henning feels this requirement might be too much. She suggested they could be considered the same as retail business, with a sliding scale of more spaces per square foot for smaller buildings. The staff report provided a chart showing actual parking spaces, existing code requirement, and what would be required using the retail calculation for existing restaurants. Bob Carlson said using retail standards wouldn't be enough parking and he didn't think the code should put responsibility on the neighboring businesses for parking. He suggested they not decrease too much. Chair Chris Dorow said that with looking at Cow Path, Casa Mexicana, and McDonald's if they changed it to retail standards, there would not be enough. Commissioner Alma Carmona asked if there was some sort of format that could be used based on occupancy. Chair Chris Dorow suggested they adjust the sliding scale, so it is more like the retail scale but somewhat different. Ms. Henning suggested it could be based on the customer area.

Jose Garza brought up how the movie theater has unused parking and Skill Source next door cannot use the parking because it belongs to the movie theater. Commissioner Brian Gentry said that over at his building (REMAX), they do not have sufficient parking, and they borrow parking space from the neighboring business. Chair Chris Dorow said he liked the idea of 7 parking spaces for every 1,000 square feet for small businesses because it adds parking and makes it reasonable. He didn't want to discourage business by requiring too much parking. Commissioner Gentry liked 7.5 parking spaces for every 1,000 square feet as it gave a little more flexibility. Commissioners all agreed on 7.5 parking spaces for every 1,000 square feet for now.

Ms. Henning brought up the possibility of reducing parking required for small dwelling units, like 1-bedroom and studio apartments. She mentioned 625 Lilac, which has a single-car garage that was

converted into a small apartment. She asked the Commissioners if there needs to be 2 parking spaces for that apartment in addition to the 2 spaces for the house. Currently the requirement is 2 parking spaces per unit. Commissioner Brian Gentry said he had no problem with making more parking in front of this home.

Commissioners discussed the RV parking and storage proposals. The draft is organized so that parking and storage on the street is in OMC 9.33, and parking/storage on private property is in OMC 17.56 (Zoning). Commissioner Gentry had a question about whether a person could have a series of 10-day RVs in front of their property, or whether the intention was to limit this to only one RV in 6 months. Commissioners agreed that the existing language requiring an in-person request at the Police Department could be deleted. Chair Chris Dorow said he had read through all the changes and liked them all.

Ms. Henning said she would bring these chapters back with all the changes discussed at the public hearing next month.

ZONING UPDATE - OMC 17.56.040 - VISION CLEARANCE AT INTERSECTIONS - 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.

Ms. Henning asked Commissioners to read over the changes on 17.56.040 Vision Clearance at Intersections to see if they liked the changes. She told Commissioners that the requirements would stay the same and the only change was the verbiage so that people could understand it better, along with pictures. The change from 25' measured along the property line to 50' measured along the curb still has pretty much the same triangle at the corner, just easier to measure. Commissioners were in favor of the changes.

SUBDIVISION UPDATE - OMC TITLE 16 - UNIT LOT SUBDIVISION - INTRODUCTION & DISCUSSION

State law added in 2023 requires us to include in our short plat regulations "procedures for unit lot subdivisions allowing division of a parent lot into separately owned unit lots. Portion of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual lots, or by a homeowners' association comprised of the owners of the individual unit lots" (RCW 58.17.060(3)). Staff requested assistance from MRSC in understanding this issue. Planning & Policy Manager Steve Butler described it as a process that allows for the division of land into smaller, individual lots for development purposes. He said the process is especially relevant for townhome developments, because it provides opportunities for fee simple ownership of land within a zero-lot line type of development that typically does not meet minimum lot sizes. He provided links to several example codes, including Lynnwood, Poulsbo, Snohomish, and Snohomish County.

With the state law now being that unit lot subdivisions be allowed, we have to figure out how to put it into the subdivision code. Ms. Henning said since we have already been working on the subdivision code, this is a good time to add it. Commissioners approved of Ms. Henning's draft.

HOUSING ACTION PLAN STRATEGY: SMALLER HOMES ON SMALLER LOTS - DISCUSSION

In 2021, Othello adopted a Housing Action Plan that identifies strategies, actions, and policy tools to increase housing supply and affordability. Since that time, we have implemented some of the strategies but there are still many we haven't explored, and housing availability and affordability continue to be concerns. One recommendation was smaller houses on smaller lots. Commissioner Brian Gentry's concern was the traffic these tiny homes would create as he was already haunted with how the traffic on 7th Ave would be when the apartments are done. Commissioner Alma Carmona said she liked the idea of a tiny home as long as they weren't bothering the existing homes. Commissioners were ok with this being brought back in a draft and keeping 2 parking spaces as well as parking in the back if the lot happens to be narrow.

ADJOURNMENT

Having no further business, the meeting was adjourned at 8:01pm. Next meeting is Monday, December 16, 2024.

Chris Dorow, Chair

Date: _____

Zuleica Morfin, Building and Planning Secretary

Date: _____

TO: Planning Commission

FROM: Anne Henning, Community Development Director

MEETING: December 16, 2024

SUBJECT: Zoning Update – Off-Street Parking, OMC 17.61; RV Parking, OMC 17.56.050 & 17.56.055; Storage and Parking of Boats, Campers, etc. OMC 9.33; and Vision Clearance at Intersections, OMC 17.56.040 – Public Hearing and Recommendation to City Council

The last extensive review of the Off-Street Parking requirements was in 2018. At the September 2024 Planning Commission meeting, local resident Rob Simmons explained his difficulties in designing a triplex that meets the requirement for 8' setback for parking spaces accessed from an alley. The Planning Commission agreed 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, as well as vision clearance at intersections. All of these updates were reviewed by the Commission at their November 2024 meeting, and were introduced to the Council at their December 2, 2024 meeting.

Staff Comments

Alley setback

1. At the November meeting, Commissioners reviewed 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). The agenda packet is available on the City website ([here](#), starting on p.9). The Commission felt the setback should be reduced, and were leaning toward a 3' setback, which they felt was large enough to accommodate most vehicles and extensions like a trailer hitch cooler rack.
2. At the December 2 Council meeting where this topic was introduced, there were several comments by the Council opposed to reducing the setback to 3', including that 3' is not enough to keep larger vehicles like full-size pickups from extending into alleys, and that larger vehicles will have more difficulty making the turn from the alley into a shorter space.
3. The Police Chief and Code Enforcement Officer are working with the City Attorney on a more effective enforcement process for alley obstructions.
4. There may be a possibility to allow a reduced setback, if property owners/landlords will restrict the size of the vehicles that can be parked there. This is dependent on having a good enforcement process.

Restaurant Parking

5. 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 at various levels from 0.6 to 0.8 spaces per 100 square feet.

Name	Address	Size	Existing spaces	# required at 0.6/100	# required at 0.7/100	# required at 0.75/100	# required at 0.8/100	# Required at 1/100 SF
Pizza Hut (C-1 Zone so no parking required)	155 E Main St.	1523 SF	8 (+9 that are 18' long so wouldn't meet standard)	10	11	12	13	16
Golden Fountain	640 E Main St.	4032 SF	27	25	29	31	33	41
Cow Path Bakery	910 E Main St	1539 SF	6 paved	10	11	12	13	16
Ricas Frutaletas (proposed but not built)	635 E Hemlock	3000 SF	Not built (proposed at 12 spaces)	18	21	23	24	30
Burger King	150 E Columbia	2304 SF	49	14	17	18	19	23
Ironworks	335 S Broadway	2200 SF	6 marked (probably at least 8 more)	14	16	17	18	22
Checo's	1180 S 1 st Ave	4730 SF	28 (+15 that appear to mostly be on the neighboring property)	29	34	36	38	48
Casa Mexicana	1224 E Main St	2386 SF	10 marked	15	17	18	20	24
Time Out Pizza	1025 E Main St	4565 SF	39	28	32	35	37	46
Tu Taqueria	81 N 4 th Ave	1793 SF	14	11	13	14	15	18
Brunswick (C-1 Zone,	28 E Main St	3960 SF	0	24	28	30	32	40

Name	Address	Size	Existing spaces	# required at 0.6/100	# required at 0.7/100	# required at 0.75/100	# required at 0.8/100	# Required at 1/100 SF
so no parking required)		ground floor						
Restaurante Ramirez	1490 E Main St	8204 SF	27 marked in front of the building	50	58	62	66	82
Taco Bell	1820 E Main St	2025 SF	28	13	15	16	17	21
McDonalds	445 E Main St	~3500 SF	20	21	25	27	28	35

6. The Commission might want to consider whether there should be categories of restaurants with more or less parking, and whether parking should be based on the size of the whole building or just the seating area (more accurate but harder to calculate).
7. When parking is easy, people have no incentive to think about the parking situation. When parking is more difficult, people might consider their choices and walk, carpool, or go at a less busy time.

Car Sales areas

8. OMC 17.61.060 and 070 have standards for parking areas used car sales areas. It seems likely that these standards should apply to all car sales, not just used. The Commission should look at these sections and determine if changes should be made.

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

9. OMC 9.33 Storage and Parking of Boats, Campers, etc. has some provisions that conflict and interact with other parts of the code, such as OMC 17.56.050 & 060 (RV Parking). In order to resolve this, Code Enforcement and Planning staff 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.
10. Notes about changes:
 - a. 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 OMC 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, so were removed from 9.33.
- h. Clarification that parking of RVs, etc. is not allowed in alleys was added to 9.33.020.
- i. 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.
- j. 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.

Vision Clearance at Intersections

- 11. If there are buildings, tall fences, RVs, or other obstructions right at an intersection, it can be difficult or impossible for drivers or pedestrians to see if there is a vehicle approaching on the other street, creating a hazard and potential for crashes. Therefore, most jurisdictions have some kind of regulations limiting the height of obstructions at a corner. Othello’s version is called Vision Clearance at Intersections, OMC 17.56.040. The Planning Commission had wanted clearer language when they looked at this section in May 2018, and it has come up again in the discussion of RV parking. The Commission reviewed the updated language at their November meeting. The draft now includes a graphic specific to Othello.
- 12. Note that 25’ measured along the property line (generally 13’ behind the curb) takes in a very similar area as 50’ measured along the curb, but measuring along the curb is easier to explain and much easier to do.
- 13. While this section currently applies only to Residential areas, staff felt it should apply in all zones.

Attachments

- Draft OMC 17.61 Off-Street Parking updates
- Draft OMC 17.56.050 & 055 RV Parking updates
- Draft OMC 9.33 Storage & Parking of Boats, Campers, etc. updates
- Draft OMC 17.56.040 Vision Clearance at Intersections

Procedural actions

Action	Date
Topic introduced to Planning Commission, initial discussion	Sept 16, 2024
Planning Commission discussion	Nov 19, 2024
DNS (SEPA review)	Nov 27, 2024

Action	Date
Introduced to City Council	Dec 2, 2024
Review by City Attorney	Dec 13, 2024
Planning Commission public hearing	Scheduled for Dec 16, 2024
City Council public hearing	Scheduled for Jan 6, 2025

Public Hearing: Notice of the DNS and public hearing was published December 4. The Planning Commission should hold a public hearing and take testimony on the proposed amendments of the Municipal Code.

Action: The Planning Commission should hold a public hearing on the proposed changes to the Municipal Code, and make recommendations to the City Council on the proposed amendments to the following codes:

- OMC 17.61 Off-Street Parking
- 17.56.050 Recreational Vehicles
- 17.56.055 Recreational Vehicle Parking
- OMC 9.33 Storage and Parking of Boats, Campers (Pickup), Large Vehicles, Motor Homes, Recreational Vehicles, Snowmobiles, or Storage Containers
- OMC 17.56.040 Vision Clearance at Intersections

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 (3') 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) 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) 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: 0.75 ~~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 Chapter 9.33 and Sections 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 as allowed by Section 17.56.055 or Section 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 on private property 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. The recreational vehicle shall not be connected to water or sewer.

(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 13' from the curb (or edge of roadway if no curb), not parked on a sidewalk, 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. [Combined into (c)]~~

(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,
CAMPER (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, CAMPER (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~~ right-of-way 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 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, boat, camper (pickup), motor home, recreational vehicle, snowmobile, off-road vehicle, or utility trailer or private property~~ shall remain in a public park or municipal parking lot overnight.

(d) ~~No vehicle, boat, camper (pickup), motor home, recreational vehicle, snowmobile, off-road vehicle, or utility trailer shall be parked or stored in an alley.~~

(e) ~~Storage or parking of any vehicle, boat, camper (pickup), motor home, recreational vehicle, snowmobile, off-road vehicle, or utility trailer or personal property is permitted on private property is regulated by 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.~~

(f) ~~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-~~1712~~ 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).

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.

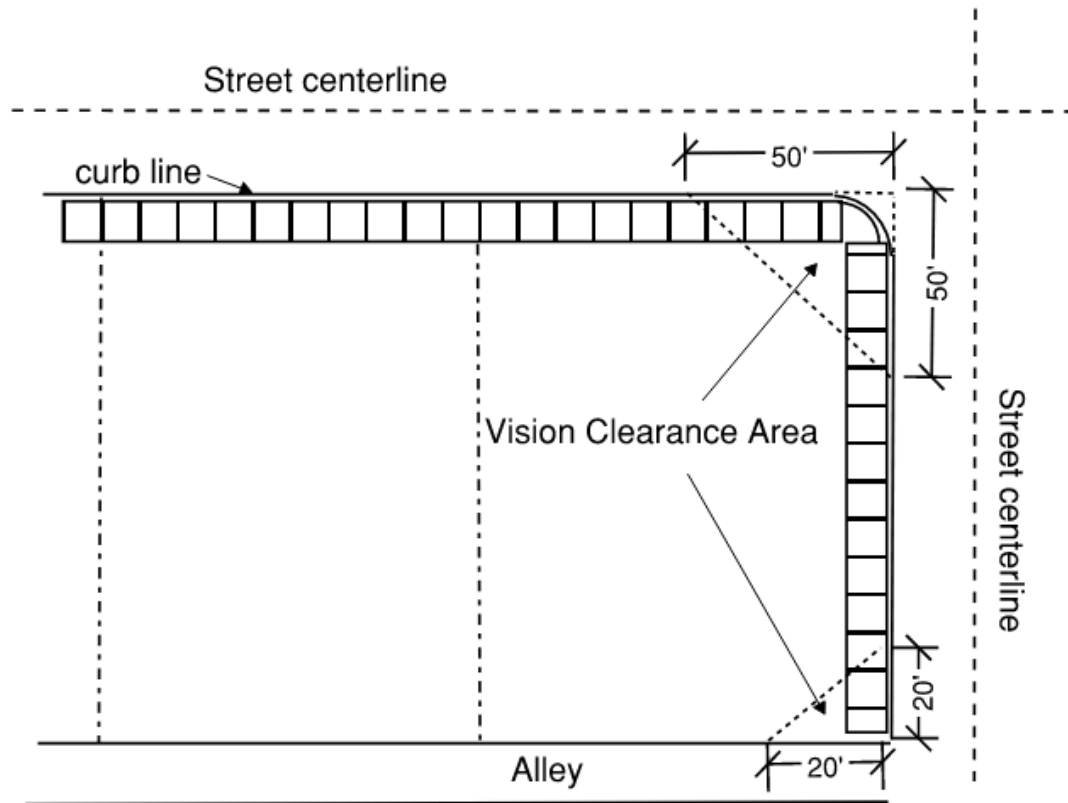
(c) At an alley, the vision clearance triangle is created by measuring 20 feet along the curb and along the alley right-of-way from the point where the alley intersects the curb. The third side of the triangle connects these two points.

(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).



TO: Planning Commission

FROM: Anne Henning, Community Development Director

MEETING: December 16, 2024

SUBJECT: Zoning Update/Housing Action Plan Strategies: Smaller Homes, Modified Setbacks, Design Standards – Discussion

In 2021, Othello adopted a [Housing Action Plan](#) that identifies strategies, actions, and policy tools to increase housing supply and affordability. Since that time, we have implemented some of the strategies but there are still many we haven't explored, and housing availability and affordability continue to be concerns.

Staff Comments

1. The Housing Action Plan has recommendations for smaller homes on smaller lots. This may lead to a discussion of design standards and/or parking.
 - a. One direction we could go would be to allow smaller homes and smaller lots, but require design features for the homes and/or require front yard/street frontage landscaping at the time of development.
 - b. Another alternative we can explore is "cottage court" development, which has 4-8 small houses on one larger lot, arranged around shared open space. The existing Definitions chapter (adopted in 1995) includes a definition of "bungalow court" which is this same idea. The 1995 code created the R-3 Zone, which allowed "apartment houses, apartments courts and bungalow courts" (Ord. 948, p.31).
2. **House Width.** The Residential Zones currently require the minimum width for a primary structure to be 24', which can limit smaller homes. Staff believes the 24' width was a reaction to the state requiring cities to allow manufactured homes anywhere a single family home was allowed, and the 24' minimum width was added to prevent location of a single-wide home in a residential zone. However, instead of a width requirement, we can require that the home meet the requirements in RCW 35.63.160 of a "designated manufactured home", which includes that it be at least two sections.
3. **Setbacks.** Another area that could be a simple change would be to reduce front setbacks for all portions of the house other than the garage door (to preserve enough depth for parking spaces). Besides allowing more lot area to be used for living space and outdoor space like porches, it also may have the aesthetic benefit of making garages less prominent. For discussion, the front setback for living area could be 15', and porches (covered or open) could have a setback of 10'. The Dept of Commerce Middle Housing Model Ordinance recommends:
 - a. 15' front street setback and allow covered porches to project 5' into the setback and balconies and bay windows to project 3' into the setback
 - b. 5' side street setback
 - c. 20' garage setback

In October 2024, Moses Lake adopted a new zoning code, which includes a 10' front setback in R-1 and 8' in R-2 and R-3. The setback for a garage is 25'.

4. **Overhangs.** A related simple change would be to allow eave overhang into the front setback, rather than only into the side setback as the code is currently written.
5. **Design Standards.** The Housing Action Plan suggests that residential design standards be adopted to help mitigate impacts from more dense developments and maintain the character of existing areas. As an example, the new Moses Lake code includes the following standards:
 - a. Garage to be set back from the street at least 5' more than the main portion of the house.
 - b. Garage no more than 50% of the façade.
 - c. Windows on all facades (exception allowed for zero lot line development).
 - d. Primary entrance that faces the street or a common courtyard.
 - e. Primary entrance must include an architectural feature such as a porch, landing, or portico.
 - f. Additional standards for buildings that contain more than 1 dwelling unit.
6. **Townhouses.** Townhouses are not currently specified as a permitted use, and the current lot sizes in most zones would prevent townhouses from being feasible. Some codes have separate lot sizes for townhouses. This will need to be explored more.

Attachments

- Draft OMC 17.20 Residential Zones
- Draft OMC 17.56 General Provisions (excerpts)
- Draft OMC 17.09 Definitions (excerpts related to Eaves, Chimneys, Accessory Buildings, and Wells)
- Kennewick Single Family Design Standards, p.14 (19 in PDF) showing garage setback
- Snohomish General Design Standards, p.22-25 for Single Family
- Cottage Clusters or Bungalow Courts fact sheet (AIA Seattle)
- Missing Middle Housing Types: Cottage Court (AARP)
- Idealized Cottage Court drawings & specifications (MissingMiddleHousing.com)
- Dept of Commerce Middle Housing User Guide, p.60-61 on Cottage Housing
- Dept of Commerce Middle Housing Model Ordinance, p.14-17 for Cottage Housing and Courtyard Apartments
- Port Angeles Cottage Housing chapter, 17.21.030
- Housing Action Plan Strategy Matrix

Action: The Planning Commission should discuss the issues and provide direction to staff.

Chapter 17.20

RESIDENTIAL ZONES

Sections:

- 17.20.010 Purpose.
- 17.20.020 Additional requirements.
- 17.20.030 Uses.
- 17.20.040 Prohibited.
- 17.20.050 Accessory uses, buildings, and structures.
- 17.20.060 Development standards.
- 17.20.070 Performance standards.
- 17.20.080 Performance standards for residential structures.
- 17.20.090 Street frontage required.
- 17.20.100 Construction code requirements.
- 17.20.110 Fences and walls.

17.20.010 Purpose.

- (a) Generally. This chapter provides for residential development of various types and densities. The purpose of this chapter is to provide for:
- (1) The specific characteristics of residential development that may take place in Othello;
 - (2) A consistent and compatible land use pattern;
 - (3) The residential housing needs of Othello residents;
 - (4) The public safety needs of Othello residents.
- (b) R-1 Residential District. The R-1 zone is intended as a low-density zone which allows one-family dwellings.
- (c) R-2 Residential District. The R-2 zone is intended as a low-density zone which allows one- and two-family dwellings.
- (d) R-3 Residential District. The R-3 zone is intended as a medium-density zone which allows a mix of home types, including triplex and fourplex dwellings.
- (e) R-4 Residential District. The R-4 zone is intended as the highest-density residential zone, allowing larger multifamily dwellings in addition to one-, two-, three-, and four-family dwellings.
- (f) Residential-Medical Zone. The residential-medical zone is intended to allow the coexistence of medical uses and residential uses, and ensure compatibility between these uses.
- (g) S-1 Suburban Zone. The S-1 zone is suitable for residential use on land parcels of one to five acres, which are, or will become, a single-family living area. Uses are limited to residential uses. Animals, livestock and crops, primarily for the personal use of occupants of dwellings, are permitted in accordance with the standards relative to the land area required to protect public health and welfare. (Ord. 1547 § 3 (part), 2020).

17.20.020 Additional requirements.

Additional requirements are found in other chapters of the municipal code and other adopted city regulations, included but not limited to the following:

- (a) Chapter 17.05, Interpretation, Purpose, Applicability;
- (b) Chapter 17.56, General Provisions;
- (c) Chapter 17.61, Off-Street Parking;

- (d) Chapter 17.65, Building Permits;
- (e) Chapter 17.67, Use Review Standards;
- (f) Chapter 17.74, Landscaping and Screening;
- (g) Chapter 14.04, Building Codes;
- (h) Chapter 14.36, Fences, Walls and Hedges;
- (i) City of Othello Public Works Design Standards. (Ord. 1547 § 3 (part), 2020).

17.20.030 Uses.

(a) Table 1: Land Uses in Residential Zones indicates where categories of land uses may be permitted and whether those uses are allowed outright or by conditional use permit. Only residential zones are included in this table. Land uses not listed are prohibited unless allowed through the process specified in subsection (c) of this section. Further interpretation of these zones may be obtained as specified in Section 19.03.020. Land uses are also subject to the footnotes following the table.

(b) The symbols used in the table represent the following:

- (1) A = Allowed, subject to applicable standards and any footnotes.
- (2) C = Conditionally allowed through the conditional use permit process, subject to applicable standards and any footnotes.
- (3) X = Prohibited use.

(c) Uses similar to those listed may be established as allowed or conditionally allowed through the interpretation process in Section 19.03.020(b). In determining whether a use should be permitted, the administrator shall refer to the purpose statement in Section 17.20.010 and the most recent version of the North American Industry Classification System (NAICS), as used by federal agencies in the classification of business establishments.

(d) Procedural requirements for permits are described in Title 19, Development Code.

TABLE 1: LAND USES IN RESIDENTIAL ZONES

USE CATEGORIES	R-1	R-2	R-3	R-4	R-M	S-1
Residential						
One-family dwelling (site-built, manufactured, or modular) <u>(attached or detached)</u>	A	A	A	A	A	A
Condominium in compliance with Chapter 17.54, Planned Development District Overlay	A	A	A	A	A	A
Two-family dwelling	X	A	A	A	X	X
Triplex or fourplex dwelling	X	X	A	A	X	X
Triplex, fourplex, or multifamily dwelling on a lot directly abutting 7th Avenue	X	A	A	A	X	X
Multifamily dwelling larger than 4 units	X	X	C	A	X	X
<u>Cottage housing development/Bungalow Court</u>	<u>X</u>	<u>X</u>	<u>A</u>	<u>A</u>	<u>X</u>	<u>X</u>
<u>Rental of an apartment appurtenant to a single-family residence</u> [Same as two-family dwelling]	<u>X</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>X</u>
Accessory dwelling unit (ADU) in compliance with Chapter 17.63	X	A	A	A	X	X
Commercial¹						

USE CATEGORIES	R-1	R-2	R-3	R-4	R-M	S-1
Adult family home licensed by the state	A	A	A	A	A	A
Art gallery	X	X	C	A	X	X
Bed and breakfast ²	A	A	A	A	A	A
Boardinghouse, bunk house, hostel, dormitory, resort, timeshare condominium, lodging house	X	X	C	A	X	X
Clinic, including medical, dental, chiropractic, holistic, or physical therapy, and supporting medical facilities	X	X	X	X	A	X
Child day care as a separate facility	X	X	X	X	X	X
Child day care as a separate facility on a lot directly abutting 7th Avenue	A	A	A	A	X	X
Day care for more than 12 children, in the home of the care provider and licensed by the state ³	C	C	C	C	C	C
Day care for more than 12 children, in the home of the care provider and licensed by the state, on a lot directly abutting 7th Avenue ³	A	A	A	A	X	X
Family day care home licensed by the state	A	A	A	A	A	A
Home occupations in compliance with Chapter 17.59	A	A	A	A	A	A
Medical-related commercial vendor	X	X	X	X	A	X
Museum	C	C	C	C	C	C
Neighborhood commercial uses abutting 7th Avenue ⁴	A	A	A	A	X	X
Nursing home, convalescent home, assisted living, or similar residential/medical use and its support facilities	X	X	X	C	A	X
Nursing home, convalescent home, assisted living, or similar residential/medical use and its support facilities, on a lot directly abutting 7th Avenue	X	A	A	A	X	X
Public and Institutional⁵						
Churches	C	C	C	C	C	C
Library	X	C	C	C	X	X
Municipal buildings or structures	C	C	C	C	C	C
Municipal facilities, such as wells or lift stations	A	A	A	A	A	A
Parks and playgrounds, including park buildings	C	C	C	C	C	C
Public hospital	X	X	X	X	A	X
Schools, public or private	C	C	C	C	C	C
Senior center or similar use, on a lot directly abutting 7th Avenue	A	A	A	A	A	X
Agricultural						
Gardening or fruit raising on vacant property, when maintained in a neat, orderly, and clean condition such that it does not constitute any sort of nuisance	A	A	A	A	A	A
Keeping of animals and/or livestock	X	X	X	X	X	A
Keeping of chickens and rabbits	See Chapter 6.12					A
Miscellaneous						
Household pets	See Chapter 6.04					

Notes for Table 1:

¹ All commercial uses shall require a city business license and any applicable state licenses. Where these commercial uses are conditionally allowed in a specific residential zone, they may be outright permitted in that zone on lots that directly abut 7th Avenue provided parking meets Chapter 17.61, operating hours are limited to seven a.m. to ten p.m., new buildings meet C-1/C-2 design standards (Section 17.30.070), and the commercial use extends no more than one-half block from 7th Avenue.

² A bed and breakfast facility shall be allowed with the following conditions:

- (a) Must meet the definition of a bed and breakfast in Chapter 17.09, Definitions;
- (b) The bed and breakfast shall be within an owner-occupied residence, and the owner shall reside on site during guest stay;
- (c) At least one hard surface parking space is provided per guest room, in addition to the parking spaces for the residents; and
- (d) Maximum length of stay for any guest shall be fourteen consecutive days.

³ Day care facilities shall be in compliance with the following requirements:

- (a) Outdoor play areas shall not be located in the front yard.
- (b) One on-site parking space is required for each employee, in addition to required resident parking.
- (c) An on-site, off-street loading and unloading area shall be provided.
- (d) Signage shall not be allowed.
- (e) No structural or decorative alteration which would alter the character or be incompatible with the surrounding residences shall be allowed.
- (f) The structure shall be in compliance with zoning and building code requirements.
- (g) Adjacent property owners shall be notified of an application for a day care facility prior to obtaining a license from the state.
- (h) The hearing examiner may impose conditions to mitigate any potential adverse impacts on the surrounding area.

⁴ The following uses allowed in commercial zones, and those deemed similar and compatible with the neighborhood by the planning commission, shall be allowed on lots abutting 7th Avenue provided parking meets Chapter 17.61, operating hours are limited to seven a.m. to ten p.m., new buildings meet C-1/C-2 design standards (Section 17.30.070), and the commercial use extends no more than one-half block from 7th Avenue:

- (a) Retail uses not otherwise specified.
- (b) Eating and drinking places.
- (c) Service uses.
- (d) Banking and financial services.
- (e) Cultural, recreational, and entertainment uses.
- (f) Daily care providers (childcare, elder care).
- (g) Health care providers.
- (h) Personal service shops.
- (i) Professional offices.

The following commercial uses are specifically prohibited: contractor supply and sales, lumberyard, daily outdoor merchandise display, drive through, farm and landscaping equipment sales, supplies, and service; fuel stations, manufactured home sales, marijuana sales, open sales lot, vehicle sales lot, warehouse sales, wholesale, adult entertainment; clubs, lodges, and assembly halls as a primary use; dance hall, hospital, kennels, animal boarding, pet care; recreational vehicle park, rental of vehicles, trailers, and machinery; repair and maintenance, theater (movie), truck stop, sales, and repairs; veterinarian.

⁵ Where these public and institutional uses are conditionally allowed in a residential zone, they may be outright permitted on lots that directly abut 7th Avenue.

Chapter 17.20 RESIDENTIAL ZONES

⁶ Animals and/or livestock are allowed in the S-1 zone as follows: not to exceed one horse, one mule, one cow, two goats, or two sheep for every twenty-one thousand seven hundred eighty square feet of lot area. No such livestock shall be maintained closer than one hundred feet to any dwelling.

⁷ Chickens, rabbits, and guinea pigs are allowed in the S-1 zone as follows: not to exceed fifteen fowl and not to exceed fifteen rabbits or guinea pigs. Guinea fowl and pea fowl are not permitted. Roosters are not permitted. No chickens, rabbits, or guinea pigs shall be maintained closer than twenty-five feet to any dwelling.

(Ord. 1578 § 1, 2022; Ord. 1547 § 3 (part), 2020).

17.20.040 Prohibited.

The following are prohibited in all residential zones:

- (a) Mobile homes, defined as factory-built residential structures constructed prior to June 15, 1976, and not in compliance with the National Manufactured Housing Construction and Safety Standards Act of 1974;
- (b) Commercial activities not otherwise specifically permitted;
- (c) Garages or other accessory structures on a lot without a residence. (Ord. 1547 § 3 (part), 2020).

17.20.050 Accessory uses, buildings, and structures.

(a) All accessory uses, buildings, and structures must be customarily incidental and subordinate to the principal building or use of the lot on which they are located.

(b) Where there is a question regarding a particular accessory use, the community development director shall have the authority to make the final determination. The determination shall be based on the general standards of this section and on an analysis of the compatibility of the use or structure within the surrounding area and the permitted principal uses in the zone.

(c) The following structures are customarily incidental and accessory to residential uses:

- (1) Carports or garages for the storage of motor vehicles, boats, and/or recreational vehicles;
- (2) Greenhouses, private and noncommercial; and
- (3) Storage buildings for yard maintenance equipment and household goods.

(d) Accessory uses, buildings, and structures, other than fences and retaining walls, are prohibited from locating on a lot prior to a legal principal use.

(e) No accessory building or structure shall be placed on or over a right-of-way or public easement.

(f) The accessory building shall be at least five feet from the primary building. Separation between accessory buildings shall be as regulated by the State Building Code. (Ord. 1547 § 3 (part), 2020).

17.20.060 Development standards.

(a) Purpose. This section establishes the development standards and site requirements for uses in the residential zones. The standards and rules are established to provide flexibility in project design, prevent fire danger, provide adequate access and circulation, reduce incompatibilities, and prevent overloading of infrastructure due to the impacts of development.

(b) Explanation of Table. Development standards are listed down the left column of the table and the residential zones are identified across the top row. The matrix cells contain the requirements of each zone. The footnotes identify particular requirements applicable to a specific use, standard, or zone. "NR" stands for "No Requirement."

TABLE 2: DEVELOPMENT STANDARDS IN RESIDENTIAL ZONES

Development Standards	R-1	R-2	R-3	R-4	R-M	S-1
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Development Standards	R-1	R-2	R-3	R-4	R-M	S-1
Maximum building height—primary building	2 stories	2 stories	2 stories	3 stories	3 stories and 60'	2 stories
Maximum building height—residential accessory building	20'	20'	20'	20'	20'	20'
Front street setback ¹ for <u>living area of</u> primary structure	<u>20' 15'?</u>	<u>20' 15'?</u>	<u>20' 15'?</u>	<u>20' 15'?</u>	<u>20' 15'?</u>	20'
<u>Front street setback¹ for porches and entryways (covered or uncovered)</u>	<u>10'?</u>	<u>10'?</u>	<u>10'?</u>	<u>10'?</u>	<u>10'?</u>	
Front setback ¹ for accessory structures	No closer to the street than the dwelling unit					
Side street setback ¹ for a corner lot ²	<u>45' 10'?</u>	10'	10'	10'	15'	15'
Setback ¹ to front of garage	20'	20'	20'	20'	20'	20'
Interior side setback ¹	5'	5'	5'	5'	5'	5'
Interior side setback ¹ —residential accessory building	2'	2'	2'	2'	2'	2'
Rear setback ¹ if no alley	5'	5'	5'	5'	5'	5'
Rear setback ¹ if abutting alley and garage does not open onto alley	5'	5'	5'	5'	5'	5'
Rear setback ¹ if abutting alley and garage opens onto alley	8'	8'	8'	8'	8'	8'
Rear yard setback ¹ if abutting irrigation canal	2'	2'	2'	2'	2'	2'
Minimum lot size ²	7,000 square feet	6,000 square feet	5,000 square feet	4,500 square feet	7,000 square feet	1 acre
Maximum dwelling units per lot	1	2	4	NR	1	1
Landscape area for residential	See Chapter 17.74			300 SF/ dwelling unit	See Chapter 17.74	
Maximum lot area covered by buildings	50%	50%	65%	NR	50%	35%
Minimum roof pitch for main portion of primary structure	3:12	3:12	3:12	3:12	3:12 residential. NR for medical uses.	3:12
<u>Minimum width of primary structure at the narrowest side of the rectangle formed by the structure as a whole</u>	<u>24'</u>	<u>24'</u>	<u>24'</u>	<u>24'</u>	<u>24'</u>	<u>24'</u>
Minimum number of parking spaces inside a garage for a single-family dwelling ³	2	2	2	2	2	2

Table 2 Notes:

1. Setback Notes.

a. Within the setback area shown on Table 2, no building or structure (as defined in Chapter 17.09, Definitions) shall be allowed except flagpoles, street furniture, transit shelters, signage, fencing, slope stability structures, and improvements less than thirty inches above grade, including decks, patios, walks, and driveways. Some of these structures and improvements require a permit. The setbacks shown in Table 2 are zoning setbacks. Larger setbacks may be required by the State Building Code, Fire Code, sight distance requirements, or landscaping requirements.

b. Eaves, cornices, belt courses, and similar ornamentations and overhangs may extend into a setback not more than two feet. [Adapted from OMC 17.56.070.] Balconies and bay windows may project into a front setback no more than three feet.

c. Interior side setback is not required for townhouses or zero lot line development.

2. The minimum lot size does not apply to lots legally created prior to February 10, 2020.
3. The garage requirement was added by Ordinance Nos. 1246, 1247, and 1249 in 2007. Therefore, houses built before 2008 may convert an existing attached garage to living space, provided the following conditions are met:
 - a. A building permit is required.
 - b. The conversion shall meet all zoning and building code requirements.
 - c. The lot shall contain a minimum of four improved off-street parking spaces, unless the garage being converted is a one-car garage, then a minimum of three improved off-street parking spaces is required.
 - d. Per Section 17.74.090(a), at least fifty percent of the front yard shall be landscaped. If the garage conversion and associated parking space replacement would encroach on the fifty percent landscaped area, the conversion is not allowed.

(Ord. 1569 § 1, 2021; Ord. 1554 § 1, 2020; Ord. 1547 § 3 (part), 2020).

17.20.070 Performance standards.

Uses within the residential zones shall not inflict upon adjacent property smoke, dust, dirt, glare, odors, steam, vibration, electrical interference, or excessive hazard. Noise in the residential zones shall not exceed the standards set forth in Chapter 5.38, Noise Control. (Ord. 1547 § 3 (part), 2020).

17.20.080 Performance standards for residential structures.

- (a) All dwellings shall be placed on permanent foundations. For manufactured homes, the foundation shall be per the manufacturer's specifications or per the building code, and in addition a continuous perimeter concrete foundation per the building code must be installed, regardless if it is necessary for the structural integrity of the dwelling.
- (b) All dwellings shall be permanently connected to city utilities.
- (c) All dwellings shall be in compliance with the Washington State Energy Code.
- (d) All dwellings shall be in compliance with any regulations on radon detection and abatement.
- (e) All dwellings shall have exterior siding similar in appearance to siding materials commonly used on site-built single-family residences.
- (f) All dwellings shall have roof materials of composition or wood shake or shingle, coated metal, or similar.
- (g) Any manufactured home shall be built to the 42 U.S.C. Sections 5401 through 5403 standards (as amended in 2000).
- (h) Any manufactured home shall be previously untitled and shall be a new manufactured home as defined in RCW 35.63.160 as now enacted or hereafter amended.
- (i) Any manufactured home shall have all wheels, towing or moving apparatus removed from the site.
- (j) Any manufactured home shall be inspected and certified by the Washington State Department of Labor and Industries that it meets all applicable electrical, plumbing, and building codes for manufactured homes.
- (k) Any manufactured home shall be a "designated manufactured home" as defined in RCW 35.63.160.

(Ord. 1547 § 3 (part), 2020).

17.20.090 Street frontage required.

Every lot in a residential zone shall front upon a street dedicated for public use and accepted by the city council as a public street, unless otherwise approved through the planned development process, Chapter 17.54. (Ord. 1547 § 3 (part), 2020).

17.20.100 Construction code requirements.

All uses in the residential zones must be in compliance with the applicable requirements of the State Building Code, including but not limited to the Fire Code, Mechanical Code, Plumbing Code, and Energy Code. (Ord. 1547 § 3 (part), 2020).

17.20.110 Fences and walls.

Residential fences and walls are regulated in Chapter 14.36. (Ord. 1547 § 3 (part), 2020).

Chapter 17.56

GENERAL PROVISIONS

Sections:

- 17.56.010 Building site calculations.
- 17.56.020 Junk.
- 17.56.025 Composting.
- 17.56.030 Building occupancy.
- 17.56.040 Vision clearance at intersections.
- 17.56.050 Recreational vehicles (RVs).
- 17.56.055 Recreational vehicle parking.
- 17.56.070 Eaves.
- 17.56.080 Chimneys.
- 17.56.090 Accessory buildings.
- 17.56.100 Wells.
- 17.56.110 Trees.
- 17.56.120 Use of premises for the keeping of livestock.
- 17.56.125 Use of premises—Kennels.
- 17.56.130 Gas station standards.
- 17.56.140 Auto wrecking and junkyard standards.
- 17.56.150 Building on multiple lots.
- 17.56.160 Vesting of rights.
- 17.56.170 Prohibited uses.
- 17.56.175 Residential foster dog permit.

17.56.070 Eaves.

~~Eaves, cornices, belt courses and similar ornamentations may extend over a side yard for a distance of not more than two feet. (Ord. 948 § 2 (part), 1995).~~ *[Moved to 17.20.060 Table 2, Footnote 1]*

17.56.080 Chimneys.

Chimneys may extend into a side yard for a distance of not more than twelve inches. (Ord. 948 § 2 (part), 1995).

~~**17.56.090 Accessory buildings.**~~

~~In a residential district, not more than twenty-five percent of the rear yard may be occupied by accessory or other buildings. (Ord. 948 § 2 (part), 1995).~~

17.56.100 Wells.

Window wells and stairwells shall not extend into a side yard, nor shall stairwells extend into the front yard. (Ord. 948 § 2 (part), 1995).

Chapter 17.09

DEFINITIONS (excerpts)

17.09.080 Apartment.

“Apartment” means a room or suite of rooms, other than a hotel, equipped with a stove for cooking and a kitchen sink which is occupied or which is intended or designed to be occupied by one family for living and sleeping purposes, and does not necessarily constitute the main occupancy of the building. (Ord. 1237 § 1 (part), 2007: Ord. 948 § 2 (part), 1995).

17.09.090 Apartment house.

“Apartment house” means a building used or intended to be used as the home of three or more families or householders living independently of each other each having its own separate complete housekeeping units. (Ord. 948 § 2 (part), 1995).

17.09.150 Bungalow court.

“Bungalow court” means a group of permanent one-family or two-family dwellings arranged upon a lot or plot in such a manner that all dwellings face or front upon a common court, which court has direct access to a public street. (Ord. 948 § 2 (part), 1995).

17.09.250 Dwelling.

“Dwelling” means any building or portion thereof designed or used for a residence or sleeping place of one or more persons. (Ord. 1237 § 1 (part), 2007: Ord. 948 § 2 (part), 1995).

17.09.255 Dwelling, single-family.

“Single-family dwelling” means a building designed or used for residence by not more than one family and containing only one dwelling unit. (Ord. 1237 § 2 (part), 2007).

17.09.260 Dwelling, two-family, or duplex.

“Two-family dwelling or duplex” means a building designed or used for residential purposes by not more than two families and containing two dwelling units. (Ord. 1237 § 1 (part), 2007: Ord. 948 § 2 (part), 1995).

17.09.270 Dwelling, multifamily.

“Multifamily dwelling” means a building or portion thereof designed or used as a residence by more than two families and containing more than two dwelling units. (Ord. 1237 § 1 (part), 2007: Ord. 948 § 2 (part), 1995).

17.09.280 Dwelling unit.

“Dwelling unit” means a single unit providing complete, independent living facilities for not more than one family, including permanent provisions for living, sleeping, eating, cooking and sanitation. (Ord. 1237 § 1 (part), 2007: Ord. 948 § 2 (part), 1995).

17.09.300 Family.

“Family” means one person living alone; or two or more persons related by blood, marriage, or legal adoption; or a group ~~not exceeding five persons~~ living as a single housekeeping unit. (Ord. 1237 § 1 (part), 2007: Ord. 948 § 2 (part), 1995).

[Commerce Middle Housing User Guide p.97 (PDF p.98) Section 4.6:

Effective July 25, 2021, cities and towns may not limit household occupancy based on the number of unrelated persons. This may affect the definition of “family” and related terms like “single family” and “multifamily” in local development regulations. RCW 35.21.682 was added by Senate Bill 5235 with this provision: “Except for occupant limits on group living arrangements regulated under state law or on short-term rentals as defined in RCW 64.37.010 and any lawful limits on occupant load per square foot or generally applicable health and safety provisions as established by applicable building code or city ordinance, a code city may not regulate or limit the number of unrelated persons that may occupy a household or dwelling unit.”

Cities may limit allowed occupant load per square foot for health and safety reasons. Refer to the state building code and any local building code amendments. (WAC 51-50-1004)

17.09.379 — Building height.

~~“Building height” means the vertical distance measured from the average grade to the highest point on the roof, ridge, or parapet wall. (Ord. 1237 § 1 (part), 2007; Ord. 948 § 2 (part), 1995).~~

17.09.380 Height of building.

“Height of building” means the vertical distance at the center of a building’s principal front, measured from the established grade to the highest point of the roof beams in the case of flat roofs, to the deck line of mansard roofs, or to the center height between eaves and ridges for gable, hip or gambrel roofs. For buildings set back from the street line, the height may be measured from the average elevation of the finished grade along the front of the building. (Ord. 948 § 2 (part), 1995).

17.09.530 Manufactured home.

~~See definition of “Mobile home” in this chapter.~~ “Manufactured home” means a structure, designed and constructed to be transportable in one or more sections, built on a permanent chassis, and designed to be used as a dwelling unit with or without a permanent foundation when connected to the required utilities, and that includes plumbing, heating, and electrical systems contained therein. The structure must comply with the national manufactured housing construction and safety standards act of 1974 as adopted by Chapter 43.22 RCW. (RCW 46.04.302(Ord. 948 § 2 (part), 1995). [There was a definition in Ord. 762, adopted in 1987]

OR means a factory-built dwelling built to the national manufactured housing construction and safety standards act of 1974.

17.09.550 Mobile home.

“Mobile home” means a ~~“manufactured home” that is~~ a structure, transportable in one or more sections, ~~which in the traveling mode, is eight body feet or more in width or forty body feet or more in length, or, when erected on site, is three hundred twenty or more square feet,~~ and which is built on permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes ~~the~~ plumbing, heating, ~~air conditioning~~ and electrical systems contained therein. ~~Calculations used to determine the number of square feet in a structure will be based on the structure’s exterior dimensions measured at the largest horizontal projections when erected on site. These dimensions will include all expandable rooms, cabinets, and other projections containing interior space, but do not include bay windows.~~ This definition excludes any recreational vehicles as those are defined in WAC 296-150B-015. (Ord. 948 § 2 (part), 1995).

OR means a factory-built dwelling built before June 15, 1976, to standards other than the national manufactured housing construction and safety standards act of 1974.

17.09.560 Mobile or manufactured home park.

“Mobile home park” or “manufactured home park” means a parcel of land ~~which has been platted and is subject to a binding site plan~~ which is designed to be where mobile ~~and/or manufactured~~ homes are placed. ~~No sales of individual lots shall be permitted, no recreational vehicles shall be permitted within the park and all interior utilities and roads shall be privately maintained.~~ (Ord. 948 § 2 (part), 1995)

OR means a site having as its primary use the rental of spaces for occupancy by two or more manufactured or mobile homes.

Setbacks

Intent:

To minimize garage domination and encourage liveliness of a streetscape. To provide property owners with more side yard flexibility without unduly crowding dwellings in a way that would limit access to light and air. To provide for the creation of driveways that can accommodate larger vehicles without interrupting pedestrian movement on the sidewalk.

Standards to implement the intent:

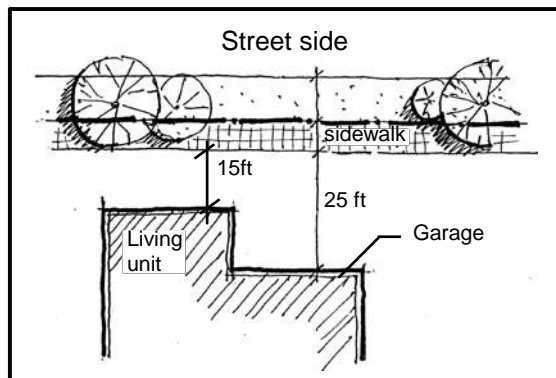
Mandatory

1. Side yards - lots with shared driveways with the adjacent lot - five feet on one side, ten feet on the shared driveway side. For shared driveways twenty feet or wider, the setback shall be fifteen feet. For lots with individual driveways, five feet on each side.

Recommended

2. The living unit of a home may be setback from the back of the walk a minimum of 15 feet if the attached garage is setback at least 25 feet from the back of the walk.

DO



DO



Sideyard setback for shared driveways



Living unit in the front, garage is set back



Less setback for non-garage front

DO NOT



Garage dominates the front side leaving inadequate driveway length

4. Single-Family Development

4. Single-Family Development

These standards shall apply to all small-lot residential development where dwelling units are contained in detached structures.

4.1 Site Design

4.1.A. Front Yards and Outdoor Spaces

Provide separation between buildings and the street where the front yard functions as private usable outdoor space and provides a clear, welcoming, and safe entry for pedestrians.

1. Primary building entries shall be clearly identifiable and visible from the street, with well-defined walkways from pedestrian routes to building entries.
2. If the front door does not face the street, a clearly marked and delineated walkway shall connect the entry to the sidewalk.
3. Outdoor spaces such as yards, decks, terraces, and patios shall be delineated from common space. Delineation may consist of walls, fences, berms, hedges, and landscaping.



Easily identifiable main entries with direct pedestrian access to the sidewalk.

4.1.B. Floor Area Ratio

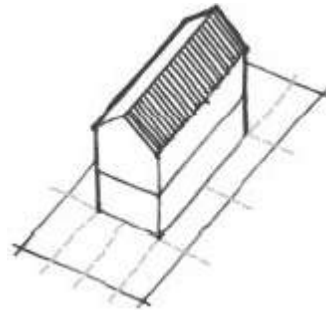
Ensure that single family development with small lot sizes are not overbuilt. Applicable to Planned Residential Developments (PRDs).

1. For PRDs with detached houses on individual lots, no structure shall exceed the Floor Area Ratio (FAR) of the Snohomish Municipal Code. FAR is calculated by dividing the total number of square feet within a building by the lot area.
2. Porches and decks that are not fully enclosed and daylight basements constructed at least 50% below grade are exempt from the FAR calculation.

4. Single-Family Development



The size of the home is limited by the size of the lot.



4.1.C. Garages

Ensure that garages do not dominate street-facing façades or overshadow pedestrian entryways.

1. When garage doors face the street, they shall be set back at least 20 feet from the property line or sidewalk.
2. The outer wall of the above-grade living area shall extend at least five feet closer to the front property line than the face of the garage doors.
3. Where alleys exist, access to garages shall be from the alley.
4. Detached garages shall be consistent with the character of the primary home, but subordinate in terms of mass, size, height, and level of detail. Building materials shall be consistent with those of the main structure.



Front-facing garage is set back significantly from the outer wall of the living area.

4. Single-Family Development

4.2 Building Design

4.2.A. Roof Forms

Maintain the residential scale and character of neighborhoods.

1. Structures shall incorporate pitched roof forms having primary slopes between 4:12 and 14:12. Accessory and subordinate roof forms may incorporate shallower pitches.
2. Street-facing gables, dormers, and projecting eaves and rakes are encouraged.



A hipped primary roof with wide eaves and steeper subordinate roof forms to provide visual interest

4.2.B. Windows

Maintain a lively and active street face.

1. The front building façade shall incorporate a minimum of 18% window area.
2. Other street-facing façades shall incorporate windows at regular intervals.
3. All windows on the building shall have trim that is consistent with the front façade, with a minimum dimension of 3 inches.
4. Vertically-oriented windows shall be the predominant window proportion, however a variety of sizes and shapes that contribute to overall composition may be integrated.

4. Single-Family Development



Groupings of vertically-oriented windows with wide trim on the front façade; the side façade incorporates alternative window proportions with the same trim.

4.2.C. Articulation

Provide visual variety and ensure all sides of a building have interest.

1. Any side of the building visible from a street, public open space or alley shall be given architectural treatment. Elements with historic antecedents such as corbels, knee braces, bargeboard, brackets, decorative shingles, columns, finials, decorative moldings, or similar are encouraged.
2. Horizontal façades longer than 30 feet shall be articulated into smaller units, through one or more of the following methods:
 - a) distinctive roof forms
 - b) changes in cladding materials
 - c) window patterns
 - d) recesses / offsets
 - e) secondary entrances
 - f) porches and balconies
 - g) canopies and awnings
3. The primary building entry shall be distinguished through covered front porches, weather protection, or a similar architectural feature that meets the intent.



Architectural elements provided on both street-facing façades with a large covered porch on the primary façade.

Cottage Clusters or Bungalow Courts

Cottage housing is generally defined as a grouping of small, single-family dwelling units clustered around a common area and developed with a coherent plan for the entire site.

Cottage units may have other shared amenities. The shared common area and coordinated design often allow densities that are higher than typical in single-family neighborhoods while minimizing impacts on adjacent residential areas. As a result, cottage housing can offer its owners a quality living experience that is less expensive than traditional single family housing.



Cottage housing provides a degree of privacy and some of the benefits of single-family housing, combined with the lower cost and maintenance of attached housing. The clustered arrangement can also contribute to a strong sense of community within the cottage housing site itself.



Missing Middle Housing Types

The COTTAGE COURT

Single-unit, cottage court houses are typically 1 to 1½ stories tall and are oriented around a courtyard that serves as an outdoor community space in lieu of rear yards.

Cottage (or bungalow) communities typically have shared parking areas. Many include a common building that can be used for community gatherings or reserved for private parties. Since the homes are small, the developments sometimes offer shared laundry facilities, storage spaces and secondary housing units that can accommodate guests.

This Missing Middle home-type is very compatible with houses in single-family zones. ■



▲ In 2017, the city of Ashland, Oregon, approved an ordinance to allow developments with a minimum of three and a maximum of 12 cottages. Most of the homes must be 800 square-feet or smaller. Allowing one cottage per 2,500 square-feet of lot area, the overall lot size is, at its largest, about one-third of an acre. At least 20 percent of the land must be preserved as common open space.



▲ Located on a 1.37-acre lot in Healdsburg, California, eight detached, two-bedroom homes surround a shared community space.

TOP: CITY OF ASHLAND, OREGON, CONCEPTUAL SITE PLAN BY ARKTEK; DESIGN & ARCHITECTURE
BOTTOM: COURTESY CRAFT DEVELOPMENT/PHOTO BY KIM CARROLL, CARROLL CREATIVE

Cottage Court, alley loaded (from MissingMiddleHousing.com)



Cottage Court, front loaded



Typical Specifications

Lot	Front-loaded	Alley-Loaded
Width*	115–160 feet	100–150 feet
Depth*	100–150 feet	100–150 feet
Area*	11,500–24,000 sq. ft.	10,000–22,500 sq. ft.
	0.26–0.55 acres	0.23–0.52 acres
Units		
Number of Units	5–10	5–10
Typical Unit Size	500–800 sq. ft.	500–800 sq. ft.
Density		
Net Density	13–38 du/acre	19–44 du/acre
Gross Density	10–20 du/acre	15–31 du/acre
Parking		
Parking Ratio*	1–2 per unit	1–2 per unit
On-street Spaces	5–7	5–7
Off-street Spaces	1 per unit max.	1 per unit max.
Setbacks		
Front*	10–25 feet	
Side*	5–15 feet	
Rear (main building)*	5–15 feet	
Between Main and Accessory Buildings	5–10 feet	
Building		
Building Size		
Width	18–24 feet max.	
Depth	24–36 feet max.	
Height (to eave)*	12–18 feet max.	
Floors	1–1.5 stories (Rear-most building sometimes 2 stories)	

Local Policy Choice

Single-Family Design Standards

Cities may consider applying the same types of design standards in the Model Ordinances to detached single-family residences. Some tailoring may be required for applicability and context.

Cottage Housing

Size Limit

Cities may choose to establish a maximum size limit for cottages through an administrative design review process if they allow additional cottages above the unit density required under [RCW 36.70A.635\(1\)](#). [RCW 36.70A.681\(1\)\(f\)](#) states that city and counties may not establish maximum gross floor area limits for accessory dwelling units less than 1,000 square feet. A cottage housing floor area limit above 1,000 square feet would be reasonable.

Common Open Space

Common open space traditionally serves as the social and recreational center of cottage developments. “Common open space” is referenced in the definition of “cottage housing” and will need to take up much of the minimum 20 percent open space requirement, which also can include private open space, setbacks, natural features, critical areas, and other open space. Key aspects of common open space include:

- Requiring that cottages are oriented around the common open space.
- Minimum size standards to provide a minimum usable common open space area scaled to the size of the development. The minimum 15 feet dimension is important to ensure the common open space is usable for residents.

The minimum amount of open space per cottage can be variable; 300 square feet is more appropriate for small infill lots, but larger minimums, such as 400 square feet, is a common standard required by cities that regulate cottages.

Private Open Space

In addition to common open space, some cities require private open space for individual cottages. This may be required at the front or rear of a cottage and typically is encouraged to be located between a cottage and common open space and is not allowed to be at the side of a cottage. A minimum requirement of 200 square feet per cottage is typical, along with minimum dimensional and useability standards that are similar or relaxed compared to those for the common open space.

Porch Requirement

The entry standard, which requires a roofed porch on each cottage, helps cottages be compatible with the form and character of typical low-density neighborhoods.

Community Buildings

The integration of community buildings is popular in many cottage developments and thus important to allow in larger cottage housing developments. Because cottages are size-limited compared to typical detached single-family residences, a community building can further promote livability and social activity in the development with a range of shared uses, ranging from tool and furniture storage to community kitchens, libraries, and recreation rooms.



Danielson Grove Cottages in Kirkland. Note the mix of private (landscaped areas in front of the cottages) and common (lawn area plus the patio) open spaces and community building example (right image). Source: MAKERS.

Attached Cottages

Cities should consider allowing attached cottages, which comply with the other features of cottage housing but may include clusters of duplex or triplex-style buildings. This arrangement creates more room for common open space and helps improve energy efficiency, while supporting the community-oriented goals of some cottage housing developments.

Courtyard Apartments

Courtyard apartments is one of the middle housing types defined by RCW 36.70A.030.⁷⁶ Particular design features are included in the definition. The definition states that courtyard apartments have dwelling units arranged on two or three sides of a yard or court.

Because courtyard apartments are defined by a yard or court, common open space standards are provided in the model ordinances. There is also an entry standard which allows unit entries to face either the street or the common space.

Pedestrian Access

A pedestrian access standard ensures clear and accessible pedestrian routes are provided between buildings and streets. A paved pedestrian connection, as opposed to unpaved, is important to ensure that pedestrian access is permanently available to provide safe and reliable pedestrian access for people using mobility devices and for deliveries and emergencies (i.e., carts and gurneys). If a middle housing building is located at the back of a lot or has alley access, the pedestrian access standard also ensures that residents and visitors have easy access to the street and access to vehicles parked on-street.

The standard is also written with flexibility in mind. Driveways, which are often walked upon and already connect a building and a street, may be used to meet the standard instead of a separate paved connection. The standard does not preclude the use of ramps or stairs.

Note that the standard provides an objective measurement of three feet minimum width for the paved connection. Cities may require increased width to meet Americans with Disabilities Act (ADA) standards, and larger middle housing developments with more foot traffic on a shared pedestrian connection may warrant a wider pathway.

⁷⁶ [RCW 36.70A.030](#)(10)

Section 8 – Design Standards

A. Applicability.

1. These standards apply to all middle housing types developed with up to six units on a lot. Specific cottage housing and courtyard apartment standards apply only to those types.
2. For the purposes of this section, a “street” refers to any public or private street and does not include alleys.
3. These design standards do not apply to the conversion of a structure to a middle housing type with up to four attached units, if the floor area of the structure does not increase more than 50 percent.

B. Purpose. The purpose of these standards is to:

1. Promote compatibility of middle housing with other residential uses, including single-family houses.
2. De-emphasize garages and driveways as major visual elements along the street.
3. Provide clear and accessible pedestrian routes between buildings and streets.
4. Implement the definitions of cottage housing and courtyard apartments provided by state law.

C. Design review. The process used for reviewing compliance with middle housing design standards shall be administrative design review.

D. Cottage housing.

1. **Open space.** Open space shall be provided equal to a minimum 20 percent of the lot size. This may include common open space, private open space, setbacks, critical areas, and other open space.
2. Common open space.
 - a. **At least one outdoor common open space is required.**
 - b. Common open space shall be provided equal to a minimum of 300 square feet per cottage. Each common open space shall have a minimum dimension of 15 feet on any side.
 - c. Orientation. Common open space shall be bordered by cottages on at least two sides. At least half of cottage units in the development shall abut a common open space and have the primary entrance facing the common open space.
 - d. Parking areas and vehicular areas shall not qualify as common open space.
 - e. Critical areas and their buffers, including steep slopes, shall not qualify as common open space.
3. Entries. All cottages shall feature a roofed porch at least 60 square feet in size with a minimum dimension of five feet on any side facing the street and/or common open space.
4. Community building.

- a. A cottage housing development shall contain no more than one community building.
- b. A community building shall have no more than 2,400 square feet of net floor area, excluding attached garages.
- c. A community building shall have no minimum off-street parking requirement.

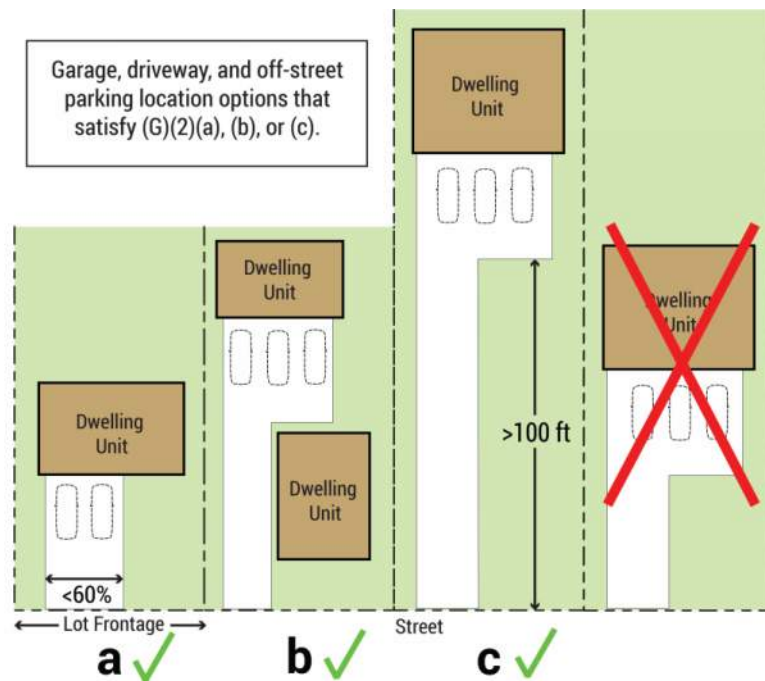
E. Courtyard apartments.

- 1. Yard or court.
 - a. **At least one yard or court is required.**
 - b. **The yard or court shall be bordered by attached dwelling units on two or three sides.**
 - c. The yard or court shall be a minimum dimension of 15 feet on any side.
 - d. Parking areas and vehicular areas do not qualify as a yard or court.
- 2. Entries. Ground-related courtyard apartments shall feature a covered pedestrian entry, such as a covered porch or recessed entry, with minimum weather protection of three feet by three feet, facing the street or yard or court.

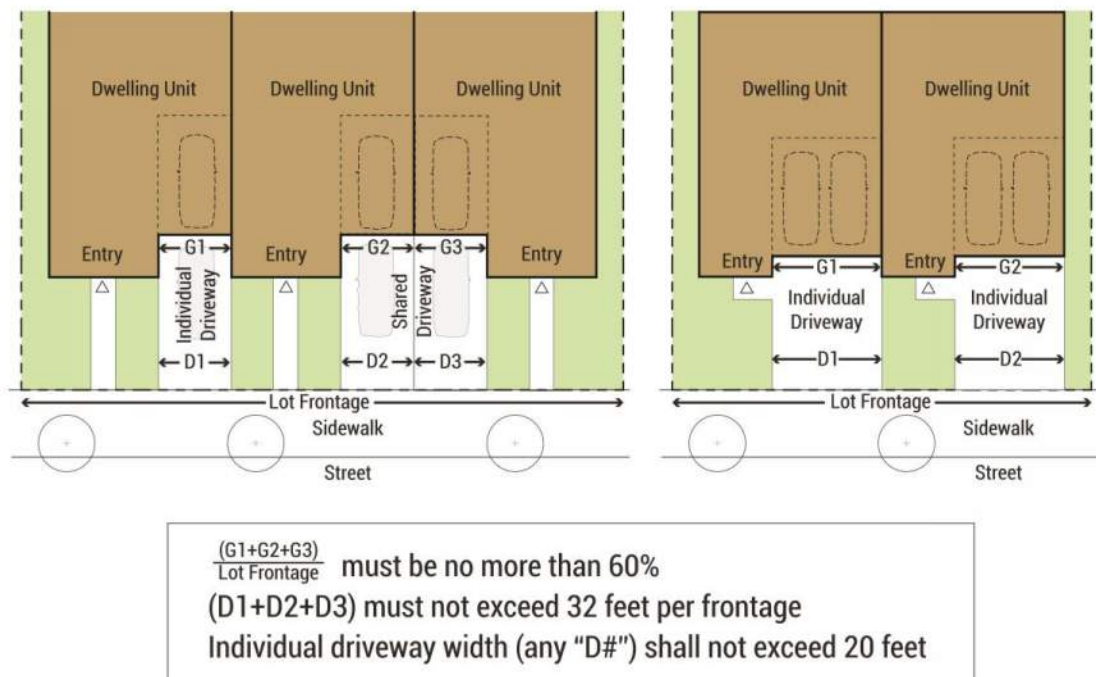
F. Pedestrian access. A paved pedestrian connection at least three feet wide is required between each middle housing building and the sidewalk (or the street if there is no sidewalk). Driveways may be used to meet this requirement.

G. Vehicle access, carports, garages, and driveways.

- 1. For lots abutting an improved alley that meets the city's standard for width, vehicular access shall be taken from the alley. Lots without access to an improved alley and taking vehicular access from a street shall meet the other standards of subsection (G)(2) through (5) below.
- 2. Garages, carports, driveways, and off-street parking areas shall not be located between a building and a street, except when any of the following conditions are met:
 - a. The combined width of all garages, driveways, and off-street parking areas does not exceed a total of 60 percent of the length of the street frontage property line. This standard applies to buildings and not individual units; or
 - b. The garage, driveway, or off-street parking area is separated from the street property line by a dwelling; or
 - c. The garage, driveway, or off-street parking is located more than 100 feet from a street.

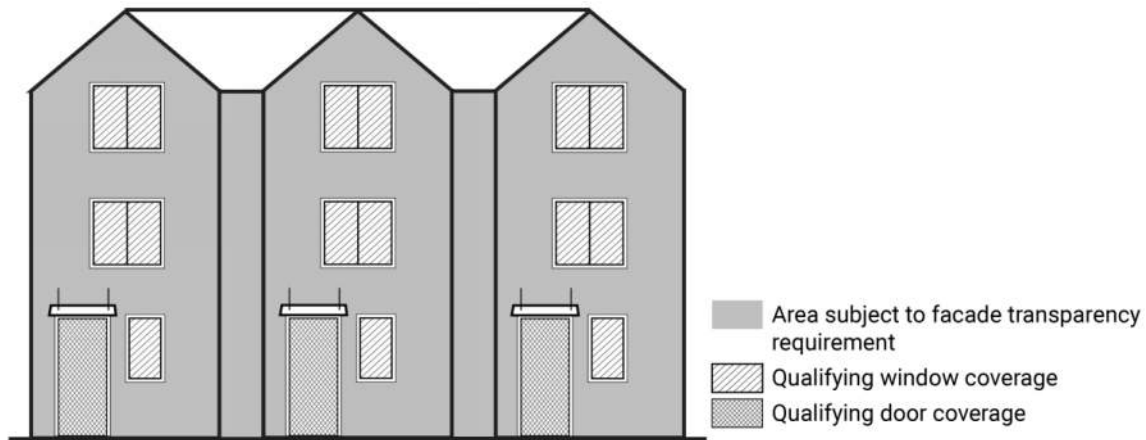


3. All detached garages and carports shall not protrude beyond the front building façade.
4. The total width of all driveway approaches shall not exceed 32 feet per frontage, as measured at the property line. Individual driveway approaches shall not exceed 20 feet in width.
5. Local jurisdiction requirements for driveway separation and access from collector streets and arterial streets shall apply.



H. Landscaping. Development regulations for landscaping and tree standards for middle housing shall be equally or less restrictive than those required for detached single-family residences.

- I. Entries. Each building shall incorporate a primary building entry or one or more private unit entries, such as a covered porch or recessed entry. Each entry shall feature minimum weather protection of three feet by three feet.
- J. Windows and doors. A minimum of 15 percent of the area of the street-facing façade elevation shall include windows or doors (excluding garage doors). Facades separated from the street by a dwelling or located more than 100 feet from a street are exempt from this standard.



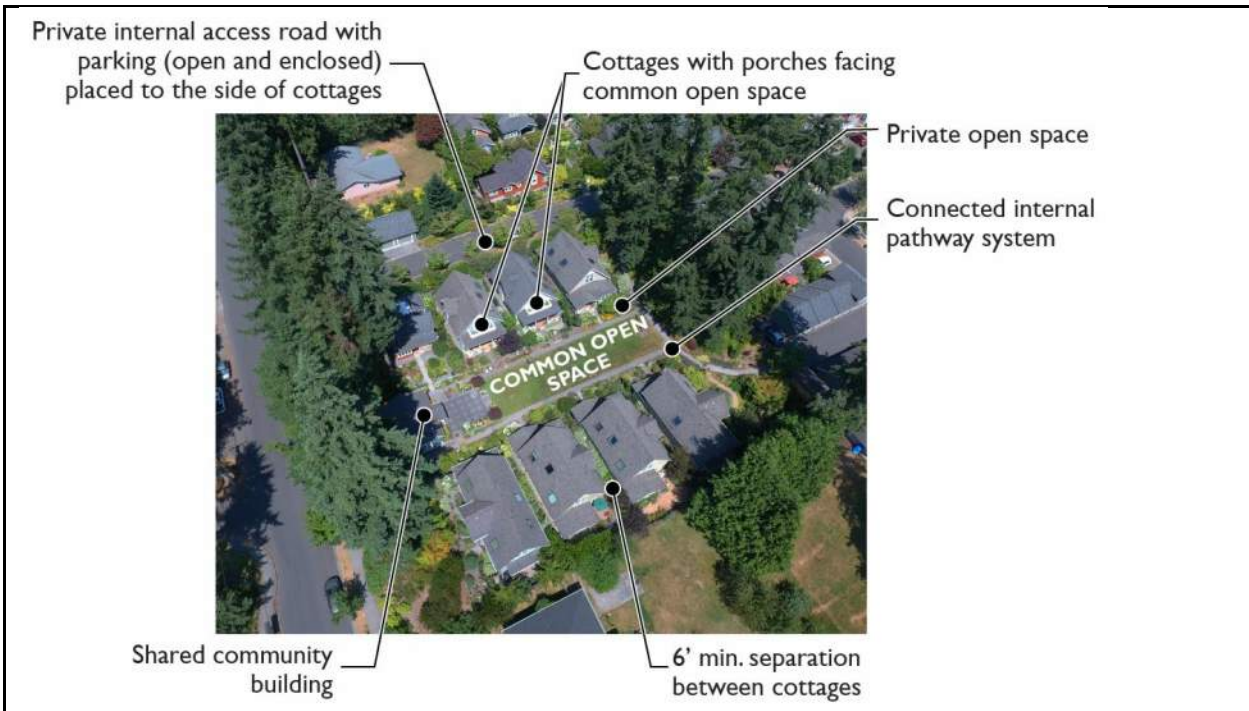
17.21.030 Cottage housing.

- A. *Applicability.* The standards herein apply to all cottage housing developments.
- B. *Purpose.*
1. Provide opportunities for creative, diverse and high-quality infill development that is compatible with existing neighborhoods.
 2. Promote housing affordability and greater choice by encouraging smaller and more diverse home sizes in accordance with the Port Angeles Comprehensive Plan.
 3. Support compatibility with existing neighborhoods by promoting high-quality design.
 4. Support more efficient use of urban residential land.
 5. Enhance the character of the residential neighborhood.
 6. Provide usable open space for residents.
 7. Support protection of environmentally sensitive area amenities:

Figure 17.21.030(B)(1)
Cottage housing example with key standards



Figure 17.21.030(B)(2)
Cottage housing site plan example



- C. *Lot size standard.* Cottages are exempt from minimum lot area and lot width standards, provided they comply with design standards herein.
- D. *Density standard.* Due to the smaller relative size of cottage units, cottage developments meeting all design standards herein are considered to comply with the underlying zoning.
- E. *Minimum and maximum number of cottages.*
1. Cottage housing developments must contain a minimum of three cottages.
 2. Three to 21 cottage structures may make up a cluster. There is no limit on the number of clusters provided all other standards are met.
 3. In the R7, RMD, and RHD zones, attached duplex cottages are allowed.
 4. Accessory dwelling units are not permitted in cottage housing developments, except as provided in subsection L. below.
- F. *Setbacks and separation standards.*
1. The minimum setbacks set forth in Chapters 17.10 through 17.20 PAMC apply to the development frontage and external side and rear property lines of the entire cottage development.
 2. Individual cottages buildings must be separated from each other by at least six feet. Permitted projections into required side setbacks in the zoning chapters (Chapters 17.10 through 17.20 PAMC) apply.
 3. Cottages must be setback at least five feet from any internal walkway. Permitted projections into required front setbacks also apply.
 4. Cottages must be setback at least ten feet from any shared access drives that provide access to four or more cottages. For access lanes serving less than four cottages, at least five feet of separation is

required between access lanes and cottages. Permitted projections into required front setbacks also apply for setbacks to shared access drives (see PAMC 17.94.120).

G. *Building height standards.*

1. Cottages have a maximum building height of 25 feet. All parts of the roof above 18 feet must be pitched with a minimum roof slope of 6:12.
2. The height of accessory structures in cottage housing developments is limited as prescribed in the underlying zone.

H. *Cottage size standards.* Cottages must contain no more than 1,200 square feet gross floor area, not including attached garages.

I. *Entry and porch standards.*

1. Clear and obvious pedestrian access between the sidewalk and the building entry is required for new dwellings.
2. Porches. Cottage façades facing the common open space or common internal walkway must feature a roofed porch at least 70 square feet in size with a minimum dimension of seven feet on any side. The required porch does not count as private open space for the size or dimension requirements of subsection (L)(1). Cottages facing a street must also provide a separate entry facing the street which is covered with minimum weather protection of three feet by three feet.

J. *Façade transparency standards.* Transparent windows and/or doors are required on at least eight percent of façades featuring the primary entrance and facing streets and common open spaces. For corner lots, this standard is only applied to the building elevation containing the primary entrance.

K. *Common open space standards.*

1. *Minimum size.* Common open space must be at least 400 square feet per cottage.
2. *Minimum dimensions.* Common open space must have no dimension less than 15 feet. Areas used to meet private open space requirements [see subsection (L) below] may not be double-counted as common open space.
3. *Elements.* Common open space may include a lawn, courtyard, plaza, garden, or other shared central open space and may not include parking areas. Common open space must be useable and may not include critical areas or critical area buffers, including steep slopes. LID stormwater BMPs, like rain gardens, may be integrated in up to 25 percent of the minimum required usable open space area.
4. *Orientation.* Common open space must have cottages abutting on at least two sides. At least 50 percent of the cottages in each cottage housing cluster must abut common open space. Cottages abutting the common open space must be oriented around and have the primary entrance face the common open space.
5. *Access.* Cottages must be within 100 feet walking distance of the common open space and feature a direct pedestrian connection to the common open space.

L. *Shared community buildings standards.*

1. A shared community building may be integrated into the common open space area required in subsection (J) above but must not be included in the minimum common open space area calculations.
2. *Non-residential use.* A shared community building may include uses such as, but not limited to, a multi-purpose entertainment space, recreation center, kitchen, library, storage space, workshop, or similar amenities that promote shared use and a sense of community. Commercial uses other than child care are prohibited.

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3. *Residential use.* A shared community building may contain one attached accessory dwelling unit (see PAMC 17.21.020).
 4. *Height.* Shared community buildings have a maximum building height of 25 feet. All parts of the roof above 18 feet must be pitched with a minimum roof slope of 6:12.
 5. *Size.* Shared community buildings have a maximum ground floor footprint of 1,200 square feet.
 6. *Other standards.* Except for the height and size exceptions identified in subsections (L.4 and L.5) above, shared community buildings are subject to the accessory structure standards in the zoning Chapters (17.10 through 17.20).
- M. *Private open space standards.*
1. *Minimum size.* The minimum private open space adjacent to each cottage must be at least 200 square feet with no dimension less than ten feet.
 2. *Access.* The private open space must have direct access from the cottage via a door or porch.
 3. *Location.* The private open space is encouraged to be located between the cottage and the common open space.
 4. Private open space must be useable and may not include critical areas or critical area buffers, including steep slopes.
- N. *Access and parking standards.*
1. Driveway and access requirements are in PAMC 17.22.240.
 2. Off-street parking standards are set forth in Chapter 14.40 PAMC.
 3. Parking areas must be located to the side or rear of cottage clusters. Parking must not be located between the street and cottages nor between cottages and common open space.
 4. Parking and access lanes must be screened from adjacent residential uses by landscaping or architectural screens. For parking areas and access abutting residential uses, at least five feet of Type A, B, or C landscaping (see Chapter 17.22 PAMC, Article V, Landscaping Standards) must be provided between the parking area and the abutting residential use.
 5. Parking is encouraged to be consolidated under cover. Uncovered parking must be located in clusters of not more than five adjoining spaces (except where adjacent to an alley). Driveway space in front of private garages are exempt from this provision.
 6. Garages with a footprint of up to 300 square feet may be attached to individual cottages provided all other standards herein are met. Such garages do not count toward the size limit of cottages. Such garages must not be located adjacent to the common open spaces.
- O. *Landscaping standards.* Cottages in the RMD and RHD zones must meet the frontage requirements of PAMC 17.22.435.
- P. *Tree standards.* Trees must be integrated into cottage developments at the time of occupancy at the rate one tree per cottage unit.
1. Trees may be either coniferous or deciduous.
 2. Required trees must not be located in public right-of-way (see Chapter 11.13 PAMC for street tree standards).
 3. See PAMC 17.22, Article V, Landscaping Standards, for related landscaping plans, installation, and maintenance standards. (Ord. 3710 § 1, 3/21/2023; Ord. 3688 § 33, 12/21/2021)
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Exhibit 5. Matrix of Strategies and Relationship to Housing Objectives

Strategy	Housing Action Plan Objectives			
	1. Make it Easier to Build Affordable Ownership and Rental Housing	2. Increase Housing Variety and Choice	3. Ensure Opportunities for Families with Children	4. Promote Housing for Agricultural Workers
1. Revising Zoning and Building Standards				
1.1 Coordinate future upzoning in areas likely to experience redevelopment	✓	✓	✓	✓
1.2 Modify setback, lot coverage, and landscaping standards for site design	✓	✓	✓	
1.3 Require minimum residential densities for development	✓		✓	
1.4 Add provisions for ADUs or smaller lot homes in some residential zones	Partial	✓		✓
1.5 Adopt design standards or guidelines		✓		
1.6 Remove extra lot area requirements in the R-4 zone	Completed	✓	✓	✓
1.7 Continue with long-term planning for annexation and infrastructure extension	✓	✓	✓	✓
2. Parking and Transportation Standards				
2.1 Review off-street parking requirements	✓	✓		✓
2.2 Encourage or require alley-accessed, rear, or shared parking	✓	✓		
2.3 Reduce neighborhood street width requirements	Partial	✓		
3. Affordable Housing Incentives or Investments				
3.1 Offer density bonuses for affordable housing	✓	✓	✓	✓
3.2 Offer alternative development standards for affordable housing	✓	✓	✓	✓
3.3 Offer fee waivers for affordable housing	✓	✓	✓	✓
3.4 Explore the use of a Multifamily Tax Exemption (MITE) program for affordable housing.	Completed	✓	✓	✓
4. Process Improvements				
4.1 Streamline permit review	✓	✓	✓	

City of Othello
Building and Planning Department
November 2024

Building Permits			
	Applied	Issued	Final
Residential	15 ¹	10 ⁴	6 ⁷
Commercial	4 ²	7 ⁵	4 ⁸
Industrial	0	0	0
Total	19	17	10

¹ 3 single family, 1 remodel to create 2-family home, 1 full remodel of a triplex, 1 patio cover, 1 carport, 2 reroof, 1 fence, 1 enclose shade structure to create storage, 1 replace furnace, 1 replace water heater, 1 gas line pressure test, 1 placement permit at a nonconforming trailer park

² Remodel for office at 1655 S. Broadway, HVAC & insulation at 44 E. Main (2 permits), enclosing stairs at at 1312 E. Main

⁴ 1 single family, 1 convert accessory building to ADU, 1 full remodel of a triplex, 1 carport, 1 enclose shade structure to create storage, 2 reroof, 1 replace furnace, 1 replace water heater, 1 gas line pressure test

⁵ Addition & remodel at 1135 E. Cedar (Emmanuel Church), remodel at 140 E. Main (former CBHA building) to accommodate new businesses, remodel for office at 1655 S. Broadway, HVAC & insulation at 44 E. Main (2 permits), HVAC at Public Works building, 6' chain link security fence with barbed wire at 81 W. Main St (La Mexicana Supermarket)

⁷ 3 single family, addition to duplex to create third unit, 1 reroof, 1 HVAC

⁸ Pizza Hut building & 2 sign permits, HVAC at 1880 E. Main (Auto Zone)

Inspections

- The Inspector completed 98 inspections in November, including 11 rental inspections.

Land Use Permits		
Project	Actions in November	Status as of November 30
Bench Road Annexation	No change	Waiting for: Proponent to get signatures from property owners of at least 60% of the assessed value of the annexation area. City to evaluate water and sewer capacity to serve this potential annexation.
Charan Short Plat final plat (approved Aug. 2023)	No change	Waiting for more information from the property owner, and new building plans.
MBRAR – Gas Station Short Plat Final Plat	Received some documents 11/1 Notice of Incomplete sent	Waiting for remaining documents for final plat application.

Land Use Permits		
Project	Actions in November	Status as of November 30
		Staff will bring an update to the OMC for the street name.
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.
Parking/RV Parking/ Vision Clearance at intersections SEPA	Environmental Checklist prepared. DNS issued. Public hearings scheduled.	Appeal period for DNS ends Dec. 11
Pegram Major Plat & Development Agreement	Contacted by engineering company. Received revised traffic memo. Expecting new information and maps soon.	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/Public Works will process acceptance of utility improvements. Waiting for final plat submittal.
Sand Hill Estates #7 Preliminary Plat	Street and utility construction plans reviewed by Engineering/Public Works	Streets & utilities need to be constructed and accepted before final plat can be submitted.
Wahitis Short Plat	No change (Updated plat drawings routed for review in May.)	Staff will need to review the updated drawings.

Development Projects

- Sent comment letter for proposed travel center at 1925 S. Broadway.
- Working on getting Permit Trax set up so people can submit permit applications online. Tested each type of permit, working with the company to correct issues.

Rental Licensing & Inspection Program

- No rental applications were submitted in November.
- 4 sites with a total of 7 units were approved in November.
- There were 11 rental inspections in November.
- 203 locations with a total of 391 units have been fully approved so far.
- There are currently 22 active applications for 101 units in various stages of inspection and correction (including 58 new units under construction).

Municipal Code

- Planning Commission discussed potential amendments to Off-Street Parking, OMC 17.61; revisions to standards for parking/storage of large vehicles like RVs and boats (OMC 17.56.050 & 055, 9.33); and vision clearance at intersections (OMC 17.56.040). The Commission will hold a public hearing in December and make recommendations to the City Council.
- Planning Commission reviewed draft regulations to comply with the state-required updates to the Subdivision Code to allow "unit lot subdivisions" (for townhouses and other divisions smaller than minimum lot size).

Housing & Homelessness

- Continued work on the application for Dept of Commerce CLIHP funds (Coordinating Low-Income Housing Planning), jointly with Adams County. We hope to use this grant to fund a portion of the required 2025-2030 Homelessness Plan, as well as steps toward the 2027 Comprehensive Plan update, including land capacity analysis for determining if there is enough vacant and underdeveloped land to accommodate housing for the next 20 years, 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. Further discussions with potential consultants.
- Adams County has scheduled a meeting in December to discuss homelessness.

Training

- Webinar: Planning Ethics

Other

- This is our second month of working back through recent building permit files to ensure we have everything digitally, and scanning in anything not already in the electronic file before destroying the paper file, to free up space in the vault and make it easier to respond to public record requests.
- Adams County is working on cleaning up the addresses shown in Map Sifter, so Permit Tech has been working with them on determining what addresses we use.
- Inspector took enforcement of a fence/wall built too tall within front setback and out of compliance with the issued fence permit. The owner has 6 months to correct (because the mortar between the blocks can only be done when the weather won't drop below 40 degrees).