

**A G E N D A**

**WALLA WALLA COUNTY BOARD OF COMMISSIONERS**

**FRIDAY, JANUARY 16, 2015 – SPECIAL MEETING**

---

**9:30**

**COUNTY COMMISSIONERS**

**Chairman Dozier**

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. The Consent Agenda will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner, for action later.

- a) Roll call and establish a quorum
- b) Declarations re: conflict of interest
- c) Pledge of Allegiance
- d) Public comment period (time limitations may be imposed)

***PLEASE NOTE:*** *If you wish to address the Commission, please raise your hand to be recognized by the Chair. When you have been recognized, please step up to the microphone and give your name and address before your comments. The Walla Walla County Commissioners are committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principle. (An individual may request to address the board at a later time on the agenda, if time permits, by contacting the Clerk of the Board at least 24 hours prior to the meeting.) Thank you.*

- e) **Action Agenda Items:**
  - 1) Review submitted Employee Payroll Action Forms
- f) **Consent Agenda Items:**
  - 1) Resolution \_\_\_\_\_ - Authorizing cash boxes and a petty cash fund for the County Community Development Department
  - 2) Execute Contract with Premier Excavation, Inc. for Taumarson Road Project
  - 3) County warrants as follows: 4159683 through 4159809, totaling \$455,252.99 and 4159682 totaling \$22,274.63 (draw taxes)
  - 4) Payroll action and other forms requiring Board approval
- g) Update from Facilities Maintenance Manager Tom Byers regarding project to carpet the County-owned building at 27 North Second, followed by possible action on the following:

Page 2

**BOARD OF COUNTY COMMISSIONERS**  
**WALLA WALLA COUNTY, WASHINGTON**

**IN THE MATTER OF  
AUTHORIZING CASH BOXES FOR  
CHANGE AND A PETTY CASH  
FUND FOR THE COUNTY  
COMMUNITY DEVELOPMENT  
DEPARTMENT**



**RESOLUTION NO.**

**WHEREAS**, pursuant to Walla Walla County Resolution 11 015, approvals for a petty cash fund and cash drawers for the then-County Community Development Department were nullified as the department had ceased to exist as a county entity under county auspices, and instead Walla Walla County and the City of Walla Walla had formed the Walla Walla Joint Community Development Agency; and

**WHEREAS**, pursuant to the terms of the intergovernmental agreement that formed the Walla Walla Joint Community Development Agency, said agency has been dissolved as of December 31, 2014, and Walla Walla County has re-established the County Community Development Department effective January 1, 2015; and

**WHEREAS**, County Community Development Department Director Tom Glover has advised of the need for cash boxes to be utilized by department staff and for a petty cash fund, and Mr. Glover has requested authorization for same; and

**WHEREAS**, the request is for authorization for three cash boxes each with a cash amount in the amount of \$150.00 for use separately by department staff identified as the Permit Technician, Burn Control Officer, and Principal Planner, and Mr. Glover has further requested authorization for a fourth cash box to be utilized separately for department petty cash needs, also in the cash amount of \$150.00 and to be managed by the Administrative Assistant; and

**WHEREAS**, management of said cash drawer shall be in accordance with the policies and procedures of the BARS (Budgets, Accounting and Reporting System) manual; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that said authorization and approval for the cash drawers requested, as outlined above, shall be approved.

*"Passed this **19th day of January, 2015** by Board members as follows:  Present or  Participating via other means, and by the following vote:  Aye  Nay  Abstained  Absent."*

**Attest:**

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
Perry L. Dozier, Chairman, District 2

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

**COUNTY COMMISSIONERS (continued)**

**h) Action Agenda Item:**

- 1) Resolution \_\_\_\_\_ - Waiving competitive bidding requirements pursuant to an emergency declaration regarding public safety remediation services

**9:35**

**JOINT COMMUNITY DEVELOPMENT AGENCY**

**Tom Glover**

- a) Presentation re: 2015 Walla Walla County Comprehensive Plan and Development Regulations annual amendment process
- b) Discussion and direction regarding the 2015 Walla Walla County Comprehensive Plan and Development Regulations annual amendment process

**c) Action Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Establishing the time frame and criteria for acceptance of applications for amendments to the Walla Walla County Comprehensive Plan
- 2) Resolution \_\_\_\_\_ - Establishing the time frame and criteria for acceptance of applications for amendments to the Walla Walla County Code pertaining to development regulations

Pages 4-8

Pages 9-14

**9:45**

**COUNTY COMMISSIONERS**

- a) Miscellaneous business to come before the Board

**- A D J O U R N -**

*Walla Walla County is ADA compliant. Please contact TTY: (800) 833-6384 or 7-1-1 or the Commissioners' Office at 509/524-2505 three (3) days in advance if you need any language, hearing, or physical accommodation.*

*Please note that the agenda is tentative only. The Board may add, delete, or postpone items and may take action on an item not on the agenda.*

**BOARD OF COUNTY COMMISSIONERS**  
**WALLA WALLA COUNTY, WASHINGTON**

**IN THE MATTER OF ESTABLISHING  
THE TIME FRAME AND CRITERIA FOR  
ACCEPTANCE OF APPLICATIONS FOR  
AMENDMENTS TO THE WALLA WALLA  
COUNTY COMPREHENSIVE PLAN**

**RESOLUTION NO.**

**WHEREAS**, pursuant to RCW 36.70A.130(2) amendments to the Walla Walla County Comprehensive Plan are considered by the Board of County Commissioners no more frequently than once a year except as provided by RCW 36.70A.130(2); and

**WHEREAS**, Walla Walla County Code (WWCC) Title 14 allows for applications to be accepted one time a year at a date established by the Board of County Commissioners; and

**WHEREAS**, the Board wishes to establish the time period and criteria for accepting applications for amendments to the Comprehensive Plan for the year 2015; and

**WHEREAS**, pursuant to attached Exhibit A, memo dated January 12, 2015 from Tom Glover, Director, Walla Walla County Community Development Department, which is by this reference made a part hereof, recommendations were made regarding establishing the time frame and criteria for acceptance of applications for amendments to the Walla Walla County Comprehensive Plan; and

**WHEREAS**, this amendment process is designed to solicit from the public and outside agencies suggested amendments to the Walla Walla County Comprehensive Plan for consideration; and

**WHEREAS**, proposals for amendments may also originate internally, from County Departments, and/or the Board of County Commissioners; and

**WHEREAS**, applications for the 2015 Comprehensive Plan amendment cycle will include:

1. Technical amendments to correct errors in policies or text; and
2. Technical amendments to correct mapping errors that do not require interpretation of the criteria for the various land use designations; and
3. Text or policy changes to resolve inconsistencies or unnecessary duplication among policies; and
4. Changes to comprehensive plan appendices; and
5. Site-specific land use map amendments that do not require substantive changes to existing policy language and that do not alter the urban growth area boundary, except to correct a mapping error as provided in Section 14.10.015(C) (2); and
6. Changes required by amendments to countywide planning policies; and
7. Other types of amendments as allowed by WWCC 14.10.030, including resolution of an emergency condition or situation that involves the public health, safety or welfare and when adherence to the amendment process set forth in the Code would be detrimental to the public health, safety or welfare, and amendments due to actions from the State legislature, and/or courts, and/or Growth Management Hearings Board; and

**WHEREAS**, the amendment cycle will also include applications for:

1. Types of amendments described in WWCC 14.10.015 (D), including:
  - a. Updates to a subarea plan; and
  - b. County proposed substantive changes to existing text or policy language including the introduction of new text or policy language; and
  - c. Non-county proposed substantive changes to existing text or policy language necessary due to the demonstrated consequences of adopted text or policy language not anticipated or contemplated when the text or policy language was last adopted; and
  - d. Land use map changes related to a proposed text or policy as provided in WWCC 14.10.015 (D) (3) and 14.10.015 (D) (4); and
  - e. Land use map changes necessary due to changed conditions on the subject property or its surrounding area not anticipated or contemplated when the land use map designation for the property was last adopted. "Changed conditions" do not include actions taken by the current or former property owners to facilitate a more intense development of the property.

Now therefore,

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that, consistent with the attached Exhibit A, the criteria for the 2015 Comprehensive Plan amendment process is established as follows:

1. Technical amendments to correct errors in policies or text; and
2. Technical amendments to correct mapping errors that do not require interpretation of the criteria for the various land use designations; and
3. Text or policy changes to resolve inconsistencies or unnecessary duplication among policies; and
4. Changes to comprehensive plan appendices; and
5. Site-specific land use map amendments that do not require substantive changes to existing policy language and that do not alter the urban growth area boundary, except to correct a mapping error as provided in Section 14.10.015(C) (2); and
6. Changes required by amendments to countywide planning policies; and
7. Other types of amendments as allowed by WWCC 14.10.030 including resolution of an emergency condition or situation that involves the public health, safety or welfare and when adherence to the amendment process set forth in the Code would be detrimental to the public health, safety or welfare, and amendments due to actions from the State legislature, and/or courts, and/or Growth Management Hearings Board; and

The amendment cycle will also include applications for:

1. Types of amendments described in WWCC 14.10.015 (D), including:
  - a. Updates to a subarea plan; and
  - b. County proposed substantive changes to existing text or policy language including the introduction of new text or policy language; and
  - c. Non-county proposed substantive changes to existing text or policy language necessary due to the demonstrated consequences of adopted text or policy language not anticipated or contemplated when the text or policy language was last adopted; and
  - d. Land use map changes related to a proposed text or policy as provided in WWCC 14.10.015 (D) (3) and 14.10.015 (D) (4); and
  - e. Land use map changes necessary due to changed conditions on the subject property or its surrounding area not anticipated or contemplated when the land use map designation for the property was last adopted. "Changed conditions" do not include actions taken by the current or former property owners to facilitate a more intense development of the property.

The time period for acceptance of Comprehensive Plan Amendment Applications for consideration shall begin with official publication notice, and shall be open until 5:00 p.m. on March 31, 2015. Applications shall be submitted to the Community Development Department by that time.

Passed this 16<sup>th</sup> day of January, 2015 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
Perry L. Dozier, Chairman, District 2

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

\_\_\_\_\_  
*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*



# Walla Walla County Community Development Department



---

## EXHIBIT A

### Memorandum

To: Board of County Commissioners  
From: Tom Glover, Director  
Date: January 12, 2015  
Subj: 2015 Comprehensive Plan Amendment Cycle

#### **Intent**

To open the annual amendment cycle.

#### **Background/Summary**

The Growth Management Act, at RCW 36.70A.130 (1), directs that: "Each comprehensive land use plan and development regulations shall be subject to continuing review and evaluation by the county or city that adopted them."

RCW 36.70A.130 (2) directs: "Each county and city shall establish and broadly disseminate to the public a public participation program... that identifies procedures and schedules whereby updates, proposed amendments, or revisions of the comprehensive plan are considered by the governing body of the county or city no more frequently than once every year."

This is supported in Walla Walla County Code, Title 14, Development Code Administration, Section 14.10.015 (A): "The Walla Walla County Comprehensive Plan shall be amended pursuant to this chapter, whereby, in compliance with RCW36.70A.130 (2), amendments are considered by the board of county commissioners no more frequently than once a year except as provided in Section 14.10.030..." (special situations where an amendment is needed outside the amendment process).

#### **Purpose**

Compliance with the requirements of the Growth Management Act as noted above. The comprehensive plan changes as circumstances in the community change. Walla Walla County Code (WWCC), Title 14, Section 14.10.010 states: "Amendments to the comprehensive plan are the means by which the county may modify its twenty-year plan in response to changing county needs or circumstances." And that: "All amendments will be reviewed in accordance with the Growth Management Act (GMA) and other applicable state laws, the adopted Walla Walla County Comprehensive Plan, and the county-wide planning policies."

#### **Review schedule and types of annual review**

WWCC 14.10.015 (C) directs that: "Every year the Board may limit its review to consideration of only the following proposed Comprehensive Plan amendments:

1. Technical amendments to correct errors in policies or text; and
2. Technical amendments to correct mapping errors that do not require interpretation of the criteria for the various land use designations; and
3. Text or policy changes to resolve inconsistencies or unnecessary duplication among policies; and
4. Changes to comprehensive plan appendices; and
5. Site-specific land use map amendments that do not require substantive changes to existing policy language and that do not alter the urban growth area boundary except to correct a mapping error as provided in Section 14.10.015 (C) (2); and
6. Changes required by amendments to countywide planning policies; and
7. Other amendments placed on the final docket by the Board of County Commissioners.

In every **odd-number year**, the Board may limit its review to the following proposed Comprehensive Plan Amendments:

1. Annual review amendments as provided in Section 14.10.015 (C);
2. Updates to a subarea plan; and
3. County proposed substantive changes to existing text or policy language including the introduction of new text or policy language; and
4. Non-county proposed substantive changes to existing text or policy language necessary due to the demonstrated consequences of adopted text or policy language not anticipated or contemplated when the text or policy language was last adopted; and
5. Land use map changes related to a proposed text or policy as provided in WWCC 14.10.015 (D) (3) and 14.10.015 (D) (4); and
6. Land use map changes necessary due to changed conditions on the subject property or its surrounding area not anticipated or contemplated when the land use map designation for the property was last adopted. "Changed conditions" do not include actions taken by the current or former property owners to facilitate a more intense development of the property.

**Schedule:**

WWCC Title 14 directs that all applications shall be submitted on or before March 31<sup>st</sup> of each year.

There is no absolute calendar deadline date mentioned in Title 14 for when the cycle should conclude. The 2015 cycle must open with a resolution signed by the Board of County Commissioners.

In order to allow enough time for the public process, public workshops to review any amendment applications should be scheduled for May, with public hearings to set the final docket in June. The process needs to be headed toward conclusion around November 1<sup>st</sup> to provide enough time to prepare a memo to the Board of County Commissioners regarding the next year's amendment cycle.

**Recommendation**

Staff recommends the Board approve a Resolution similar to the attached draft and direct Staff to proceed with the placement of official notice of the 2015 Comprehensive Plan amendment application process.

**Policy Impact**

Approval would be in compliance with the Growth Management Act and Title 14 of the Walla Walla County Code.

**Cost**

Cost will match or exceed revenue, depending on the number and type of applications received. Cost includes staff time for reviewing, processing, and researching applications and supporting documentation, preparing staff reports and recommendations to the Planning Commission and Board of County Commissioners, and placing public notices for hearings and workshops.

**Funding**

Expected revenue from application fees is budgeted at approximately \$5,000; more if more applications are received.

**Alternatives Considered**

- 1. No annual process this year. This would be inconsistent with County code.

**Acquisition Method**

Public notice in local newspapers (press release), and on the Walla Walla County Community Development Department website.

**Access**

All applications for proposed amendments are public records.

**Benefits**

Compliance with State requirements.

Submitted by:

Tom Glover, Director  
Walla Walla Joint Community Development Agency  
Date prepared: January 12, 2015

Disposition:

- Approved
- Approved with modifications
- Needs follow up information
- Denied

\_\_\_\_\_  
BoCC Chairman

\_\_\_\_\_  
Date



**BOARD OF COUNTY COMMISSIONERS**  
**WALLA WALLA COUNTY, WASHINGTON**

**IN THE MATTER OF ESTABLISHING  
THE TIME FRAME AND CRITERIA FOR  
ACCEPTANCE OF APPLICATIONS FOR  
AMENDMENTS TO THE WALLA WALLA  
COUNTY CODE PERTAINING TO  
DEVELOPMENT REGULATIONS**



**RESOLUTION NO.**

**WHEREAS**, pursuant to the Growth Management Act, RCW 36.70A.130(1) development regulations shall be subject to continuing review and evaluation by the county or city that adopted them; and

**WHEREAS**, the Growth Management Act RCW 36.70A.470 requires that the County include a procedure for any interested person to suggest amendments to the development regulations, and that the amendments must be docketed and considered at least once per year; and

**WHEREAS**, Walla Walla County Code Title 14 allows for applications to amend the County's development regulations be accepted one time a year at a date established by the Board of County Commissioners; and

**WHEREAS**, exceptions to the once a year limitation are allowed by Title 14:

1. To resolve an emergency condition or situation that involves the public health, safety or welfare and when adherence to the amendment process set forth in the Code would be detrimental to the public health, safety or welfare; or
2. As determined by a majority vote of the Board of County Commissioners to be in the long term interests of the County; and

**WHEREAS**, development regulations are the controls placed on development or land use activities, including, but not limited to, Title 16 Subdivisions, Title 17 Zoning, Title 18 Environment, the Walla Walla County Shoreline Master Program, and any other official controls required to implement the comprehensive plan; and

**WHEREAS**, amendments to development regulations are the means by which the County ensures that development regulations are consistent with the comprehensive plan and circumstances within the County; and

**WHEREAS**, there may be additional amendments that may be considered by the County outside the regular docketing process; and

**WHEREAS**, the Board wishes to establish the time period and criteria for accepting applications for amendments to the County's development regulations for the year 2015; and

**WHEREAS**, pursuant to attached Exhibit A, memo dated January 12, 2015 from Tom Glover, Director, Walla Walla County Community Development Department, which is by this reference made a part hereof, recommendations were made regarding establishing the time frame and criteria for acceptance of applications for amendments to the Walla Walla County Code pertaining to development regulations; and

**WHEREAS**, this amendment process is designed to solicit from the public and outside agencies suggested amendments to the Walla Walla County development regulations for consideration; and

**WHEREAS**, proposals for amendments may also originate internally, from County staff, County Departments, and/or the Board of County Commissioners; and

**WHEREAS**, applications may also be submitted by any interested person including applicants, citizens, hearing examiners, and staff of other agencies; and

**WHEREAS**, only a property owner or an authorized agent of the property owner may submit a site-specific amendment application unless such amendment is necessary for consistency between the comprehensive plan and development regulations; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that, pursuant to Exhibit A, the criteria for the 2015 development regulations amendment process is established as outlined above, and that the time period for acceptance of development regulations amendment applications for consideration shall begin with official publication notice, and shall be open until 5:00 p.m. on March 31, 2015. Applications shall be made to the Walla Walla County Community Development Department.

**IT IS FURTHER RESOLVED** that any other amendment proposals received prior to March 31, 2015, shall be reviewed on the preliminary docket to determine whether they should proceed to the final docket for development regulations.

Passed this 16<sup>th</sup> day of **January, 2015** by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
Perry L. Dozier, Chairman, District 2

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

\_\_\_\_\_  
*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*



# Walla Walla County Community Development Department



---

## EXHIBIT A

### Memorandum

To: Board of County Commissioners  
From: Tom Glover, Director  
Date: January 12, 2015  
Subj: 2015 County Amendment Cycle – Development Regulations

#### **Intent**

To open the annual amendment cycle.

#### **Background/Summary**

The Growth Management Act, at RCW 36.70A.130 (1), directs that: “Each comprehensive land use plan and development regulations shall be subject to continuing review and evaluation by the county or city that adopted them.”

RCW 36.70A.470 requires that the County include a procedure for any interested person (including staff of other agencies) to suggest amendments to the comprehensive plan or development regulations, and that the amendments must be docketed and considered on at least an annual basis.

This is supported in Walla Walla County Code, Title 14, Development Code Administration, Section 14.15.015: “The board of county commissioners shall consider amendments to the Walla Walla County development regulations once a year pursuant to the provisions of this chapter.”

Development Regulations are defined by the Growth Management Act at RCW 36.70A.030 (7) as: “Development regulations” or “regulation” means the controls placed on development or land use activities by a county or city, including, but not limited to, zoning ordinances, critical areas ordinances, shoreline master programs, official controls, planned unit development ordinances, subdivision ordinances, and binding site plan ordinances together with any amendments thereto. A development regulation does not include a decision to approve a project permit application, as defined in RCW 36.70B.020, even though the decision may be expressed in a resolution or ordinance of the legislative body of the county or city.”

Walla Walla County Code (WWCC), Title 14, Section 14.15.010 states: “Development regulations are the controls placed on development or land use activities, including, but not limited to, Title 16 Subdivisions, Title 17 Zoning, Title 18 Environment, the Walla Walla County Shoreline Master Program, and any other official controls required to implement the comprehensive plan.”

“Official Controls” are defined by RCW 36.70.20(11) as: “Official controls means legislatively defined and enacted policies, standards, precise detailed maps and other criteria, all of which control the physical development of a county or any part thereof or any detail thereof, and are the means of translating into regulations and ordinances all or any part of the general objectives of the comprehensive plan. Such official controls may include, but are not limited to, ordinances establishing zoning, subdivision control, platting, and adoption of detailed maps.”

Procedural regulations, such as amendments to the County’s Title 14 or Chapter 18.04 (SEPA), are not development regulations governed by RCW 36.70A, nor official controls as defined by RCW 36.70. Amendments to Title 14 and Chapter 18.04 do not have to follow the procedural requirements for the amendment of development regulations, although they are subject to a public hearing before adoption. Chapter 18.04 is, of course, included in Title 18, but it is adopted pursuant to RCW 42.21C, the State Environmental Policy Act. Other chapters within Title 18, such as the County Critical Areas Chapter, 18.08, are development regulations adopted pursuant to the Growth Management Act.

**Purpose**

Compliance with the requirements of the Growth Management Act as noted above. The County’s development regulations change as circumstances in the community change. WWCC 14.15.010 states: “Amendments to development regulations are the means by which the county ensures that development regulations are consistent with the comprehensive plan and circumstances within the county.”

**Review schedule and types of annual review**

WWCC 14.15.020 requires that all proposals for development regulations amendments be considered concurrently so that the cumulative effect of all items on the final docket will be ascertained.

WWCC 14.15.040 states that: “All applications may be submitted by any interested person, including applicants, citizens, hearing examiners, staff of other agencies, county staff, and the board of county commissioners.” And that “Only a property owner or an authorized agent of the property owner may submit a site-specific amendment application unless such amendment is necessary for consistency between the comprehensive plan and development regulations.”

There is no limit on the types of development regulations amendment requests that can be submitted, other than those pertaining to the chapters, and portions of chapters, of the Walla Walla County Code, including but not limited to, Titles 16, 17 and 18 (excluding, as noted above, Chapter 18.04).

**Exception to the once per year policy:**

WWCC 14.15.030 gives discretion to the Board to amend development regulations more often than once a year as determined by a majority vote of the board of county commissioners to be in the long term interests of the county.

**Schedule:**

WWCC Title 14 directs that all applications for amendment of development regulations shall be submitted on or before March 31<sup>st</sup> of each year.

There is no absolute calendar deadline date mentioned in Title 14 for when the cycle should conclude. The 2015 cycle must *open* with a resolution signed by the Board of County Commissioners.

In order to allow enough time for the public process, public workshops to review any amendment applications should be scheduled for May, with public hearings to set the final docket in June. The process needs to be headed toward conclusion around November 1<sup>st</sup> to provide enough time to prepare a memo to the Board of County Commissioners regarding the next year's amendment cycle.

**Recommendation**

Staff recommends the Board approve a Resolution similar to the attached draft and direct staff to proceed with the placement of official notice of the 2015 development regulations amendment application process.

**Policy Impact**

Approval would be in compliance with the Growth Management Act and Title 14 of the Walla Walla County Code.

**Cost**

Cost will match or exceed revenue, depending on the number and type of applications received.

**Funding**

Expected revenue from application fees is budgeted at approximately \$4,000.

**Alternatives Considered**

No annual process this year. This would be inconsistent with County code.

**Acquisition Method**

Public notice in local newspapers (press release) and on the Walla Walla Joint Community Development Agency website.

**Access**

All applications for proposed amendments are public records.

**Benefits**

Compliance with State requirements.

Submitted by:

Tom Glover, Director  
Walla Walla County Community Development Dept.  
Date prepared: January 12, 2015

Disposition:

- Approved
- Approved with modifications
- Needs follow up information
- Denied

---

BoCC Chairman

Date