

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, MAY 6, 2019

9:30 COUNTY COMMISSIONERS

Chairman Kimball

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)
- e) Introduction of new county employees (this is scheduled for the first meeting of each month)

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.*

- f) **Action Agenda Items:**
 - 1) Review submitted Employee Payroll Action Forms
- g) **Consent Agenda Items:**
 - 1) Resolution _____ - Minutes of County Commissioners' proceedings for April 29 and 30, 2019
 - 2) County vouchers/warrants/electronic payments as follows: 4047834 through 4047845, totaling \$77,519.00 (payroll draws dated April 15, 2019); 4047975 through 4048012, totaling \$905,225.07 (April payroll); 4207949 through 4207976 totaling \$1,032,404.54 (benefits and deductions)
 - 3) Payroll action and other forms requiring Board approval

COUNTY COMMISSIONERS (continued)

h) Action Agenda Items:

- 1) Resolution _____ - Request by Waitsburg Celebration Days to use County roads for wheeled all-terrain vehicle events
- i) Miscellaneous business to come before the Board
- j) Review reports and correspondence; hear committee and meeting reports
- k) Review of constituent concerns/possible updates re: past concerns

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF A REQUEST
BY WAITSBURG CELEBRATION
DAYS TO USE COUNTY ROADS
FOR WHEELED ALL-TERRAIN
VEHICLE EVENTS**



RESOLUTION NO.

WHEREAS, RCW 46.09.455 restricts wheeled all-terrain vehicles from being used on public roadways in a County with a population of fifteen thousand or more, unless the County passes an ordinance allowing such uses; and

WHEREAS, RCW 46.09.455 restricts wheeled all-terrain vehicle use to roads with speed limits of 35 miles or less; and

WHEREAS, Walla Walla Ordinance No. 430 and Walla Walla County Code Chapter 10.30 allow for wheeled all-terrain vehicle special event permits; and

WHEREAS, via a County Wheeled ATV (WATV) Permit application filed with the Walla Walla County Commissioners' office, Waitsburg Celebration Days, a 501c(3) organization is requesting use of certain county roads for all-terrain vehicle events designated as a "Sunset Cruise" and for the Karen Huwe Mohny Memorial ATV Poker Ride (Karen's Ride), to be held on May 17 and 18, 2019, respectively; and

WHEREAS, pursuant to Ordinance No. 430 and Walla Walla County Code Chapter 10.30, review of the above-referenced application by Walla Walla County Public Works Department, Walla Walla County Sheriff's Office, and the County Risk Manager is required, and those reviews as well by the County Prosecuting Attorney's office have been completed; and

WHEREAS, the organizers of the events have agreed to notify emergency services prior to the event for the necessary safety and emergency services information; and

WHEREAS, the organizers of the events shall provide traffic control, signage and flaggers in accordance with the approved Special Event Permits; and

WHEREAS, the organizers of the events understand that in no event may participants exceed 35 miles per hour, and participants must comply with state law, including, but not limited to RCW 46.09; and

WHEREAS, the event organizers shall obtain any required permissions from Columbia County for event-related travel in that county; and

WHEREAS, the event organizers have provided a certificate of insurance naming Walla Walla County as additional insured and have included Walla Walla County in their registration/release waiver; and

WHEREAS, the Sheriff's Office has informed the Board that two additional deputies will be needed during the Friday evening and Saturday afternoon events for supplemental law enforcement services; and

WHEREAS, the event organizers have provided a news release to the local newspapers announcing the event dates as required; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that the "Wheeled ATV (WATV) Permit" as submitted is approved, and permission is granted to the event organizers to use the following Walla Walla County roads: Wilson Hollow Road, Whiskey Creek Road, Jasper Mountain Road, Coppei Road, North Coppei Road, Bundy Hollow Road, and McCown Road on May 17 and 18, 2019. This approval is based on the following conditions:

The organizers shall pay, in advance, any county public works employee, county sheriff's deputy for supplemental law enforcement services, or other county employee time necessitated by the permit. . At a minimum, the organizers shall contract for two Sheriff's Deputies for both the Friday evening event and the Saturday event and will pay any bills for such services when invoiced.

The organizers shall comply with all terms of their submitted application, and shall also provide one pilot ATV/UTV (wheeled all-terrain vehicle) with each group of 8-12 riders in order to control speed, monitor conditions and provide for safe travel.

BE IT FURTHER RESOLVED that, to the extent the aforementioned roads have speed limits exceeding 35 miles per hour, the County Engineer shall temporarily lower the speed limits pursuant to Walla Walla County Code Chapters 10.04.001 and 10.30.020 (E) during the events as requested and approved.

Passed this 6th day of **May, 2019** by Board members as follows: ___ Present or ___ Participating via other means, and by the following vote: ___ Aye ___ Nay ___ Abstained ___ Absent.

Attest:

Diane L. Harris, Clerk of the Board

Todd L. Kimball, Chairman, District 2

James K. Johnson, Commissioner, District 1

Gregory A. Tompkins, Commissioner, District 3

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

a) Consent Agenda Items:

- 1) Resolution _____ - Appointing an individual to the Walla Walla County Accessible Community Advisory Committee (ACAC)
- 2) Resolution _____ - Appointing an individual to the Walla Walla County Council on Housing

b) Action Agenda Items:

- 1) Resolution - _____ - Approving out of state travel for Department of Community Health employee (DeBolt)
- 2) Proposal 2019 05-06 DCH
Approval to apply for homeless youth core programs funding grant for 2019-2021

c) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPOINTING
INDIVIDUAL TO THE WALLA WALLA
COUNTY ACCESSIBLE COMMUNITY
ADVISORY COMMITTEE (ACAC)



RESOLUTION NO. **19**

WHEREAS, a Walla Walla Accessible Community Advisory Committee (ACAC) has been established by the Walla Walla County Commissioners; and

WHEREAS, the ACAC includes a representation of people who experience a broad range of disabilities (hearing, vision, mobility, speech and cognitive limitations), family members of a disabled person and representatives from disability-related organizations, or educational institutions knowledgeable about a variety of disabilities; and

WHEREAS, the ACAC seeks a committee of 12-15 people and will accept applications and recruit for vacant positions on an ongoing basis until all seats are filled; and

WHEREAS, the ACAC received an application and the Ad Hoc Membership Committee reviewed and voted to formally recommend Aniko Kuschatka to serve on the ACAC, with a term of appointment of three (3) years; and

BE IT RESOLVED, by this Board of Walla Walla County Commissioners, that the above-named individual be appointed to the Accessible Community Advisory Committee, with said term of appointment of three (3) years.

Passed this 6th day of May, 2019 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Diane L. Harris, Clerk of the Board

Todd L. Kimball, Chairman, District 2

James K. Johnson, Commissioner, District 1

Gregory A. Tompkins, Commissioner, District 3

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

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPOINTING
INDIVIDUAL TO THE WALLA WALLA
COUNTY COUNCIL ON HOUSING



RESOLUTION NO. 19

WHEREAS, Walla Walla County currently administers local, state and federal funds for homelessness and housing; and

WHEREAS, these funds, and their contracts, are allocated, supervised and monitored by Walla Walla County through their designee, the Department of Community Health; and

WHEREAS, a Walla Walla County Council on Housing (COH) has been established by the Walla Walla County Commissioners; and

WHEREAS, the COH includes representatives from each incorporated jurisdiction within Walla Walla County; and

WHEREAS, the COH includes sector seats representing veterans, service providers, healthcare, finance, business, and community member; and

WHEREAS, the COH will accept applications and recruit for vacant positions on an ongoing basis; and

WHEREAS, the COH received an application and voted at the April 2019 meeting to formally recommend Kathie Oreb to serve on the COH, with a term of appointment of three (3) years; and

BE IT RESOLVED, by this Board of Walla Walla County Commissioners, that the above-named individual be appointed to the Walla Walla County Council on Housing, with said term of appointment of three (3) years.

*Passed this 6th day of **May, 2019** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.*

Attest:

Diane L. Harris, Clerk of the Board

Todd L. Kimball, Chairman, District 2

James K. Johnson, Commissioner, District 1

Gregory A. Tompkins, Commissioner, District 3

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

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING
OUT OF STATE TRAVEL FOR
DEPARTMENT OF COMMUNITY
HEALTH EMPLOYEE (DEBOLT)



RESOLUTION NO. 19

WHEREAS, Walla Walla County Department of Community Health Director, Meghan DeBolt has requested approval for out of state travel to the NAACHO Annual Conference, in Orlando, Florida July 9 – 11, 2019; and

WHEREAS, said conference will benefit the citizens of Walla Walla; and

WHEREAS, all expenses for this training will be covered by Local Government Assistance funds from the Department of Health and Current Expense which reside in Fund 112; and

WHEREAS, pursuant to County policy, an employee Travel Authorization form has been submitted for review and consideration; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that out of state travel as outlined above be approved.

BE IT FURTHER RESOLVED that additional time required to travel to and from said training, if necessary, is also approved.

Passed this 6th day of May, 2019 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Diane L. Harris, Clerk of the Board

Todd L. Kimball, Chairman, District 2

James K. Johnson, Commissioner, District 1

Gregory A. Tompkins, Commissioner, District 3

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

Attachment 1

Walla Walla County Health Department Travel/Training Authorization

To be completed by Employee

Date of Travel: July 7th - July 11th, 2019		TA#	
Funding Source: LGFA and Current Expenses			
Employee Attending: Meghan DeBolt		Estimate of Cost (Includes all costs even prepaid)	
Meeting/Training: NACCHO Annual Conference		Transportation	
Start time/date: July 9th, 2019; 1pm		<input checked="" type="checkbox"/> Air <input type="checkbox"/> Bus/Train <input type="checkbox"/> County Vehicle	\$ 1,246.17
End time/date: July 11th, 2019; noon		<input type="checkbox"/> Private Vehicle _____ miles @ _____	\$ 0.00
Location: City: Orlando State: FL		<input type="checkbox"/> Rental Car <input type="checkbox"/> Cab/Bus	\$
Title of Meeting/Training: (Attach agenda/training brochure) NACCHO Annual Conference		night(s) 4.00 @ \$ 319.00	\$ 1,276.00
Departure Date: July 7th, 2019 Time: 5am		Meals	
Return Date: July 11th, 2019 Time: 2pm		Breakfast(s) 3 @ \$ 16.00	\$ 48.00
		Lunch(s) 3.00 @ \$ 20.00	\$ 60.00
		Dinner(s) 4.00 @ \$ 30.00	\$ 120.00
Place of Lodging: Wyndam Grant Bonnet Creek		Registration/Tuition : 1.00 @ \$ 600.00	\$ 600.00
Cancel Date: 72 hours, July 4th, 2019		Cancel Date: June 22, 2019	\$
Phone Number: 800-428-1932		Total Expenses \$ 3,350.17	

Credit Card Use: Yes No Date Needed: _____

Credit Card Use Policy: I certify that when issued an agency credit card it will be used for purchases authorized by this travel authorization only. I will return the credit card immediately upon return, and a signed travel expense voucher and all required original receipts within five (5) days of my return. I further agree that if the credit card receipts show any amount in excess of this authorization, I will attach a check or money order for the amount owed or the amount shall be deducted by the County from my next paycheck. I have read and understand County Policies 40.05.0 and 40.06.0 and agree to the terms and conditions therein.

Meghan DeBolt

Digitally signed by Meghan DeBolt
Date: 2019.04.18 15:31:30 -07'00'

Signature of Employee & Date

Out of state travel: Yes No (Attach Resolution for Out of State Travel)

Approved by Supervisor: _____ Date: _____

Approved by Director: Meghan DeBolt Digitally signed by Meghan DeBolt
Date: 2019.04.18 15:31:41 -07'00' Date: _____

Walla Walla County Policy 40.05.0 – Business Expenses & Travel Compensation

Walla Walla County Policy 40.06.0 – Training Reimbursement

Attachment 1

Walla Walla County Health Department Policy Number 1.3.1.2

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[LOGIN TO MYNACCHO](#)

Preliminary Schedule

- **Tuesday, July 9 – Day 1**

- 25th Anniversary Golf Tournament: 7:30 am - 12:00 pm
- Preconference Workshops: 8:00 am – 12:15 pm (cost included in your registration fee)
- Conference Officially Kicks off at 1:00 pm with the Opening General Session from 1:00 pm – 3:00 pm
- Sessions - 3:15 pm - 5:00 pm
- Exhibitor and Presidents Reception: 5:30 pm – 6:30 pm

- **Wednesday, July 10 – Day 2**

- Breakfast: 7:00 am – 8:00 am
- General Session: 8:00 am – 10:00 am
- Sessions – 10:15 am – 12:00 pm
- Lunch - 12:00 pm – 1:30 pm
- Sessions: 1:30 pm – 5:00 pm
- 25th Anniversary Gala: 7:00 pm – 9:00 pm

- **Thursday, July 11 – Day 3**

- Breakfast: 7:00 am – 8:00 am
- General Session: 8:00 am – 9:00 am
- Sessions – 9:15 am – 11:30 pm
- Lunch and Closing General Session- 12:00 pm – 1:30 pm
- Sessions: 1:30 pm – 3:45 pm

***The full schedule will be available soon.

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MEMO

Date: May 1, 2019

Proposal ID: 2019 05-06 DCH

To: BOCC

From: Meghan M. DeBolt, MPH/MBA
Administrator

Intent – Gain BOCC approval to apply for a grant through Dept of Commerce for outreach and engagement with youth for homelessness

Topic – 2019-2021 Office of Homeless Youth Core Programs Funding

Summary

In 2018, Catholic Charities applied to Away Home Washington to be one of four Anchor Communities with the goal of ending youth homelessness by 2020. Walla Walla was selected and has since received technical assistance from Away Home Washington through the Anchor Community Initiative (ACI) to make a plan for our community. During the 2019 legislative session, Away Home Washington sponsored a bill that would set aside \$4.0M for ACI, allocating \$1.0M to each Anchor Community. Thus, Walla Walla has access to \$1.0M to support our efforts to end youth homelessness by 2020. Over the past four months, a Core Team has been meeting and working with the ACI team to create a plan for Walla Walla. This team has recommended that Walla Walla County Department of Community Health be the fiscal sponsor and apply for funding through the Department of Commerce since we have several other grants and the capacity.

The main work under this funding will be street outreach and engagement with youth.

Additional information provided in grant questionnaire.

Cost

No cost associated.

Funding

\$1.0 M

Alternatives Considered

N/A

Acquisition Method

N/A

Security

N/A

Access

N/A

Risk

N/A

Benefits

If awarded these funds, this will provide additional funds and support to end youth homelessness by 2020.

Conclusion/Recommendation

Recommend the BOCC approve DCH's request to apply for Homeless Youth Core program funds for the 2019-2021 grant.



Submitted By			Disposition
Meghan DeBolt, DCH,			<input type="checkbox"/> Approved
<hr/>			
Name	Department	Date	<input type="checkbox"/> Approved with modifications
<hr/>			<input type="checkbox"/> Needs follow up information
Name	Department	Date	<input type="checkbox"/> Denied

BOCC Chairman
Date

Additional Requirements to Proposal

Modification

Follow Up

Walla Walla County
GRANT QUESTIONNAIRE

Date: May 6th, 2019

Office/Department: Community Health
Contact Person: Meghan DeBolt

1) Name of Grant/Program:
OFFICE OF HOMELESS YOUTH CORE PROGRAMS FUNDING, 2019-21

2) New Grant Renewing Grant Term (# of years): 2 years

3) Is the grant unchanged, and does not require Current Expense funding?
(If Y, please skip to number 24) Y__x__ N__

4) How will this grant benefit the county's citizens?

In 2018, Catholic Charities applied to Away Home Washington to be one of four Anchor Communities with the goal of ending youth homelessness by 2020. Walla Walla was selected and has since received technical assistance from Away Home Washington through the Anchor Community Initiative (ACI) to make a plan for our community. During the 2019 legislative session, Away Home Washington sponsored a bill that would set aside \$4.0M for ACI, allocating \$1.0M to each Anchor Community. Thus, Walla Walla has access to \$1.0M to support our efforts to end youth homelessness by 2020. Over the past four months, a Core Team has been meeting and working with the ACI team to create a plan for Walla Walla. This team has recommended that Walla Walla County Department of Community Health be the fiscal sponsor and apply for funding through the Department of Commerce since we have several other grants and the capacity.

The main work under this funding will be street outreach and engagement with youth.

5) Is this a program grant or an equipment grant?
Program

6) Is this a "one-time only grant" or is it renewable? If renewable, how long is grant anticipated to last?
At this time it is a one-time grant. However, if Away Home Washington/Commerce receives additional funding we will reapply. It is for 2-years.

7) If this is a new grant how will the grant support a current program OR how will the program change?
This is a new grant for our community that is connected to the Anchor Community Initiative through Away Home Washington and the Department of Commerce. This will support Walla Walla Counties homeless housing efforts and increase our support to youth in the community.

8) Does this grant require up front funds? Y_____ N__x__
If so, what is the source of the up-front funds needed to cover costs prior to initial and continuing reimbursements being received?

-
-
- 9) How many employees (new or current) will be paid by the grant? N_____ C_.15__
 a. If this grant requires new hire(s) and grant ends, how will unemployment costs be funded?_____
- 10) Will the grant require matching funds; i.e., in-kind, cash, Employment Security, Social Security, FICA, PERS, etc? Y_____ N ___x__ If so, what?

- 11) Would the grant allow for an annual COLA in salary, increase in medical insurance premiums or increases in any personnel benefits? Y__x , we built this into our budget request___ N_____
- 12) What fund would support a cash match (if required)?_____
- 13) If required what is the TOTAL cost of the match over the life of the grant? _____
- 14) What fund would support the administration of the grant? _112 or 119_____
- 15) Will the grant allow for the County cost allocation plan to be funded? Y_____ N___x__
- 16) Would the grant require the county to provide office space and/or additional equipment to administer the program? If so, what are the requirements?
 DCH already provides all of this.
- 17) Would the program require use of a county vehicle or personal vehicle? Y_x, and we budgeted this in___ N _____
- 18) If so, would the grant provide for the cost of the automobile and/or liability insurance?
 Y__x___ N_____
- 19) Would the grant require activities by other county offices/departments? (i.e. legal review, technology services assistance, new BARS numbers.) Y__c___ N_____ If so, what activities?
 Anything needed, is already being provided by our legal team and the BARS numbers will be provided by Commerce.
- 20) Would acceptance and completion of the grant project in any way OBLIGATE the County to create/enact new ordinance or policies? Y_____ N___x__ If so, what obligations?

21) Does this grant project include any activities that may fall outside the county's standard policies (personnel policies on travel, hours of work, training required, reimbursement for meeting refreshments, paying for meeting space, etc.?)
No _____

22) Will outside consultants be solicited to work on the grant and if so, is a process in place for appropriate selection and oversight of consultant activities? Y_____ N__x__ If so, what is the funding source for consultant fees?

23) For a program grant, how would the program be funded after the grant expires? (It should be understood that once grant funding ends, either the program ceases OR the funding for the program needs to be absorbed within the department's or office's existing budget) **OR** justification must be provided that the program has been and will continue to save or benefit taxpayers.
If this work is seen as a top priority for our community, homeless prevention, we would work with the Council on Housing to determine if it would be necessary and appropriate to use local homeless housing funds to support a full time coordinator or outreach work ongoing.

24) Please provide (attached to questionnaire) a synopsis of the grant or a copy of the fact sheet.

Please feel free to submit additional information as needed.

This grant was due April 15th. However, the process is very long, and we have to pass several steps. Thus, we wanted to wait to get BOCC approval until we were further along the process, to be efficient and effective with everyone time. Now that we have been selected to move forward with the RFP process, which is a site visit, we feel we have a good chance to be awarded and are looking for BOCC approval. If we do not receive approval, we will deny the site visit.

Official signature of requesting office/department:

Elected Official/Department Head

Date

FOR COMMISSIONERS' OFFICE USE ONLY

Approved by: _____
Chair, Board of County Commissioners

Date

- Copies to: 1) Requesting Office/Department
2) Susan Dombrosky, Auditor's office
3) Commissioners' File

10:00

COMMUNITY DEVELOPMENT DEPARTMENT

Tom Glover

a) Action Agenda Items:

- 1) Proposal 2019 05-06 CDD
Approval to move forward with
Amendment #3 to agreement with
The Watershed Company re additional
planning work re Burbank area


b) Department update and miscellaneous

Walla Walla County Community Development Department

310 W. Poplar Street, Suite 200, Walla Walla, WA 99362 / 509-524-2610 Main

To: Board of County Commissioners

Proposal 2019 05-06 CDD

From: Tom Glover, Director 

Date: May 6, 2019

Subj: Amendment No. 3, The Watershed Company – Burbank residential density

Intent

To amend the existing contract between Walla Walla County and The Watershed Company to perform additional planning work related to the Burbank area, particularly regarding residential density.

Attachments

1. Proposal from The Watershed Company, dated April 22, 2019;
2. Staff Report for October 1, 2018 Public Hearing (in Burbank);
3. Summary of proposed code amendments regarding mobile/manufactured home (included in the update);
4. Press Release dated September 17, 2018;
5. Ordinance 471

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).

On August 7, 2018 the Walla Walla Board of County Commissioners adopted Ordinance 471, an interim ordinance which limits the density on any new residential development in the Burbank Residential Zoning District to no more than four dwelling units per acre (assuming availability of water and sewer utility services). This applies to mobile/manufactured home parks, one-family, two-family, multi-family, townhouse and other residential uses. The ordinance is in effect for one year, ending on August 7, 2019 unless an ordinance is adopted rescinding or amending the interim zoning. It may also be

extended by the Board of County Commissioners following a public hearing prior to such extension.

The purpose of the interim ordinance is to allow the County adequate time to study the Burbank Subarea Plan (Chapter 12 of the County’s Comprehensive Plan), including the Burbank Urban Growth Area and potential development regulations related to density, zoning, lot size and mobile/manufactured home parks (see Press Release dated September 17, 2018, attached).

Policy Impact

Assisting the County with the performance of this work would be in compliance with the Growth Management Act, and Ordinance 471, attached.

Cost

\$19,795 Phase I – Task Identification

Source of Funding

Professional Services:

- Budget/approved: \$50,000
- Amendment No. 2: not to exceed \$20,000
- Remaining available: \$30,000 (\$10,000 if No. 3 approved)

Submitted by:

Tom Glover, Director
Walla Walla Community Development Dept.
Date prepared: April 30, 2019

Disposition:

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

_____ Date
BoCC Chairman

April 22, 2019

Tom Glover, AICP
Director
Walla Walla County Community Development Dept.
310 W. Poplar St.
Walla Walla, WA 99362
Email: tglover@co.walla-walla.wa.us

Re: Amendment #3 Proposal

Dear Tom,

As requested, The Watershed Company is providing the following proposed amendment to Exhibit A of the agreement between The Watershed Company and Walla Walla County dated January 15, 2017. This amendment proposal is to perform additional planning work related to the Burbank area, particularly in regards to residential density.

It is anticipated that conducting the work identified in this amendment proposal will clarify the subsequent tasks needed to successfully achieve project goals. Accordingly, an additional proposal addressing the tasks needed to complete work related to the Burbank area should be anticipated after completion of the below scope of services.

Additional Scope of Services and Fee

Additional work included in this amendment is described below by task.

Task 1: Kickoff Meeting with County Staff

- The Watershed Company and Creative Community Solutions will meet with County staff to collaboratively refine the project goals, approach and activities.

Task 2: Planning Commission Meeting

- The Watershed Company and Creative Community Solutions will plan a Planning Commission meeting to engage the Planning Commission in the planning process for Burbank. The Watershed Company will attend the meeting.

Task 3: Burbank Outreach Event

- The Watershed Company and Creative Community Solutions will plan and attend a public outreach meeting to be held in Burbank.

The proposed budget amendment will be fixed at an amount not to exceed \$19,795 at 2019 billing rates for The Watershed Company and Creative Community Solutions.

Extension of Term

Under this Amendment #3, the term specified in the Agreement would be extended to July 31, 2019. Extension of the term is requested to ensure that adequate time is available for the work covered by this Amendment #3 to be completed.

Agreement Summary

The original agreement between the County and The Watershed Company was for the amount of \$119,687.00. Amendment #1 was for the amount of \$44,154.75. Amendment #2 was for the amount of \$20,000. If this Amendment #3 is approved, the overall value of the Agreement and Amendments would be \$203,636.75.

Schedule:


Work to continue as directed by the County.

We look forward to the opportunity to further refine this scope and budget to meet the needs of the County. Please let us know if you have any questions or if we can provide you with any additional information.

Respectfully submitted,



Dan Nickel
Vice President



Mark J. Daniel, AICP
Associate Planner

Approved by:

WALLA WALLA COUNTY
Board of County Commissioners


Chairman

Commissioner

Commissioner

Approved as to Form Only:

Prosecuting Attorney



Walla Walla County Community Development Department

310 W. Poplar Street, Suite 200, Walla Walla, WA 99362 / 509-524-2610 Main

Date: October 1, 2018
Date Prepared: September 25, 2018
To: Walla Walla County Board of County Commissioners
From: Tom Glover, Director
Lauren Prentice, Principal Planner
RE: **Public Hearing** – Public Hearing to receive comments on Interim Ordinance No. 471, relating to residential density in the Burbank Residential zoning district. Docket No. ZCA18-002

Background

On August 7, 2018 the Walla Walla Board of County Commissioners enacted Ordinance 471, an interim ordinance which limits the density on any new residential development in the Burbank Residential zoning district to no more than four dwelling units per acre (assuming availability of water and sewer utility services). With the interim regulation, this density cap applies to mobile/manufactured home parks, one-family, two-family, multi-family, townhouse and other residential uses. The ordinance is in effect for one year, ending on August 7, 2019 unless an ordinance is adopted rescinding or amending the interim zoning. It may also be extended by the Board of County Commissioners following a public hearing prior to such extension.

Staff Conclusion

Staff is of the opinion that the interim ordinance will maintain the status quo in the Burbank Residential (BR) zoning district until additional planning can occur.

Staff Recommendation

Staff recommends the Board hold a public hearing, review public comments, and if, appropriate, continue the Ordinance.

Recommended Motion

"I move that Ordinance 471 remain in effect until August 7, 2019, while the County reviews the Burbank Subarea Plan and development regulations in the area."

Attachments

- A. Ordinance No. 471
- B. Summary of proposed 2018 code amendments regarding mobile/manufactured homes (included in 2018 Periodic Update)
- C. Resolution No. 18-232
- D. Press Release dated September 17, 2018
- E. Notice of October 1, 2018 Informational Public Meeting and Public Hearing and Certificate of Notification

Public Comments

The County has received letters recently about mobile/manufactured home parks in the Burbank area. This interim zoning was initiated partly in response to the concerns expressed, but also ensure that there were not gaps in the County zoning regulations regarding maximum residential density.

Summary of Interim Regulations

The purpose of the interim ordinance is to allow the County adequate time to study the Burbank Subarea Plan (Chapter 12 of the County's Comprehensive Plan), including the Burbank Urban Growth Area and potential development regulations related to density, zoning, lot size and mobile and manufactured home parks. Currently there is no maximum density or minimum lot sizes in the development regulations for the Burbank area, except for multi-family residential housing. Previously, as stated in the Comprehensive Plan, lot sizes were governed by water and sewer availability. The interim ordinance fills a gap in the County zoning regulations by capping the maximum density at four dwelling units per acre for all residential uses, not just for multi-family and townhouses. The County's goal is to ultimately draft zoning and other possible regulations to address such developments and uses, to hold public hearings on draft regulations and to eventually adopt these regulations.

Analysis

The County Code has unique zoning and density regulations in the Burbank area. The Burbank Residential (BR) zoning district is a "catchall" residential classification. The stated purpose of the district is:

*"This district is primarily a single-family residential district with provisions for multifamily dwelling units that are consistent with the height, bulk and scale of adjacent development."
WWCC 17.12.040 (M).*

Mobile/Manufactured Home Parks are an allowed use in the Burbank Residential zone by an approved conditional use permit (CUP). Any application to establish a mobile/manufactured home park would be reviewed by staff and the County's Hearing Examiner. Subdivisions are allowed through the platting process, which may or may not require approval of the hearing examiner, depending on the size of the plat. Without Ordinance 471, there is no cap on density for subdivisions or manufactured home parks.

Multi-family dwelling units and townhouses are allowed in the Burbank Residential Zone, but only at a maximum of four units per acre. Limiting manufactured home parks, residential subdivisions, and all residential land uses to a maximum density of four dwellings per acre would be consistent with the purpose of the Burbank residential zoning district, which allows for multifamily housing that is consistent with scale of adjacent single-family development.

With the adoption of Ordinance 471, a landowner could still develop a manufactured home park in the Burbank Residential Zone or a subdivision, but the density would be capped at four units per acre (assuming water and sewer utility services are available to the proposed site). It is also important to note that the density of a proposed subdivision or park is not calculated from the gross lot area, it's based on the net site area which does not include land within critical areas or private or public roads. A person could also subdivide their property and locate a similar number of manufactured homes or site-built homes on the new lots. The only difference would be a variation in the form of ownership of the underlying land. Manufactured homes (those built in accordance with Housing and Urban Development standards) must be treated in the same fashion as traditional homes, pursuant to RCW 36.01.225.

The Port's sewer system in the Burbank Urban Growth Area has been in place since 2015. As well, the Port also operates/manages a municipal-level water utility service. Both services are limited only to the Burbank Urban Growth Area, and only a portion of it. The service lines could be expanded though it is uncertain by how much.

The addition of the Port's sewer system could allow for an increased density of development than would have been allowed previously. Before the sewer system was in place, development density

was limited primarily by on-site septic requirements set by State law and local health codes (Walla Walla County Code Chapter 8.16). Generally, absent special conditions, those codes require new development to be located on lots of at least 12,500 square feet (or larger depending on soil type) if a connection to a public water system was made. One acre or more is required if there is no public water and sewer system connection.

Policy issues, such as whether the County should have additional standards for manufactured home parks, what type of maximum density should be allowed in the Burbank Residential Zone, what lot sizes should be allowed in the zone and whether additional zoning classifications are needed in the Burbank Urban Growth Area, are best addressed through a deliberative planning process with the Planning Commission, and through public workshops and hearings.

Comprehensive Plan

From Chapter 12. Burbank Subarea Plan, Section 12.3.4 – Residential Goals and Policies:

Goal 8: Develop and preserve stable residential neighborhoods.

Policy 30: *Promote the maintenance and improvement of housing quality and neighborhood character to preserve value and pride.*

Policy 31: *Provide separate areas in the community for different types and densities of housing.*

Policy 32: *Each residential development should be provided with public facilities appropriate to the type of development at the time it is developed. Residential developers should assume all direct costs of their individual projects such as roads, accesses, parking, surface drainage, water systems, and sewer systems.*

Zoning Code Text Amendment Review Criteria

For any proposed zoning code text amendment the Board of County Commissioners shall approve, approve with modifications, or deny the proposal based on the following criteria from Walla Walla County Code (WWCC) 14.15.070C(3).

The amendment is consistent with the comprehensive plan;

The proposed interim zoning is consistent with the purposes of the Burbank Residential zone, allowing all residential development to be consistent in density and scale until such time as the County can more thoroughly update the Burbank Subarea Plan and review development regulations in the Burbank area.

The amendment meets a definable public need;

The Comprehensive Plan notes that, in the Burbank area “The County Health Department requirements for water and domestic waste disposal will continue to dictate minimum lot size in the absence of full public utilities.” Page 12-5. This section of the County Comprehensive Plan reflects the previous limitation on density that existed prior to the availability of public sewer services. This statement in the Comprehensive Plan is no longer entirely accurate, since more public utilities are available in the Burbank Urban Growth Area.

The County Code does not currently have development standards for high density mobile/manufactured home parks. Other urban zoning codes (such as the City of Walla Walla's) include such requirements as density, space size, fencing requirements and open space requirements.

A large, high-density mobile/manufactured home park, or other high-density subdivision, could have a lasting effect on the Burbank Urban Growth Area, because such uses were not previously anticipated or possible in the area, and because the County does not currently have standards to address those high-density uses in the Burbank area.

The amendment is in the long-term interest of the County.

The interim ordinance fills a gap in the County zoning regulations by extending the maximum density of four dwelling units per acre to all residential uses, not just for multi-family and townhouses. The purpose of the interim ordinance is to allow the County adequate time to study the Burbank Subarea Plan (Chapter 12 of the County's Comprehensive Plan), including the Burbank Urban Growth Area and potential development regulations related to density, zoning, lot size and mobile and manufactured home parks.

The County's goal is to ultimately draft zoning and other possible regulations to address such developments and uses, to hold public hearings on draft regulations and to eventually adopt certain regulations. The County expects that process to take about a year to complete.

Findings of Fact

1. On August 7, 2018 the Walla Walla Board of County Commissioners enacted Ordinance 471, an interim ordinance which limits the density on any new residential development in the Burbank Residential Zoning District to no more than four dwelling units per acre.
2. On August 14, 2018 the State Department of Commerce acknowledged receipt of a copy of Ordinance 471 (Material ID# 25184).
3. On September 17, 2018 the Board of County Commissioners adopted and signed Resolution No. 18-232 setting a public hearing for Ordinance 471 to be held at 6:00 p.m. on October 1, 2018 at the Walla Walla County Fire District 5 station in Burbank.
4. On September 17, 2018, a Notice of the Public Informational Meeting and Public Hearing was posted on the Community Development Department website.
5. On September 20, 2018, a Notice of the Public Informational Meeting and Public Hearing was published in the Tri-City Herald, the Walla Walla Union-Bulletin, and the Waitsburg Times. This notice was also mailed and/or emailed to interested parties as documented in the Certificate of Notification.
6. On September 18, 2018 a Press Release announcing the Public Informational Meeting and Public Hearing was distributed by email to the Tri-City Herald, Walla Walla Union-Bulletin, Waitsburg Times, Partnership for a Better Burbank, KUJ am, Cherry Creek Radio, Capps Broadcasting Group.
7. On October 1, 2018 an Informational Public Meeting was held by the County's Community Development Department staff in Burbank.
8. On October 1, 2018 a Public Hearing was held by the Board of County Commissioners in Burbank.

Conclusions of Law

1. The proposed amendments have been reviewed pursuant to Walla Walla County Code Sections 14.15.070D(3).
2. The proposed amendments are consistent with the Walla Walla County Comprehensive Plan.
3. The amendments meet a definable public need.
4. The amendments are in the long-term interest of the County.

Walla Walla County Community Development Department

310 W. Poplar Street, Suite 200, Walla Walla, WA 99362 / 509-524-2610 Main

2018 Comprehensive Plan and Development Regulations Periodic Update

As required by the Washington State Growth Management Act Walla Walla County has been actively working to update its Comprehensive Plan and implementing development regulations. As part of this work, the County is proposing amendments to its development regulations concerning mobile/manufactured homes, and mobile/manufactured home parks. The following is a summary of those changes, which are being considered by the County separately from the interim ordinance.

The primary purpose of these amendments is to make Chapter 17.08 (zoning definitions) more consistent with Section 15.08.020 (building code definitions).

Definitions to be removed:

~~**17.08.335 – Mobile home, double-wide.** "Double-wide mobile home" means a one-family dwelling thirty-two feet or more in length and more than fourteen body feet in width as measured along the total body length when assembled, constructed in accordance with state of Washington or federal standards as evidenced by the attachment of an insignia, designed for transportation after fabrication in two or more sections on public streets and highways on its own chassis and wheels, and arriving at the site where it is to be occupied as a dwelling complete and ready for occupancy except for minor and incidental unpacking and assembly operations, location on jacks or permanent foundation, and connection to utilities. (Ord. 269 (part), 2002)~~

~~**17.08.349 – Mobile home subdivision.** "Mobile home subdivision" means a subdivision designed and intended for residential use where residence is in mobile homes exclusively, and where the lot is generally sold but may be rented to the occupant. (Ord. 269 (part), 2002)~~

New definition to be added: *(aligns with Building Code)*

17.08.332 – Manufactured Home. "Manufactured Home" means a single-family dwelling built according to the Department of Housing and Urban Development (HUD) Manufactured Home Construction and Safety Standards, Code 3280. A manufactured home includes plumbing, heating, air conditioning and electrical systems. It is constructed on a permanent chassis and can be transported in one or more sections. Manufactured homes must comprise a minimum of three hundred twenty square feet in size after installation.

Proposed amendments to existing definition:

17.08.340 – Mobile/manufactured home lot. "Mobile/manufactured home lot" means a plot of ground within a mobile home park designated to accommodate one mobile or manufactured home.

Proposed amendments to existing definition: *(aligns with Building Code)*

17.08.345 - Mobile/manufactured home park. "Mobile/manufactured home park" means a tract of land under single ownership or control upon which two or more mobile homes or manufactured homes occupied as dwellings may be located.

Proposed amendments to existing definition: *(aligns with Building Code)*

17.08.410 - Recreational vehicle. ~~See the definition in WWCC 15.08.020. "Recreational vehicle" means a vehicular type unit, as defined by the Department of Labor and Industries, designed for temporary living quarters for recreational, camping or travel use, which either has its own motor power or is mounted on or drawn by another vehicle.~~

Proposed amendments to existing definition: *(aligns with Building Code)*

17.08.348 - Mobile home, ~~single-wide.~~ ~~"Mobile home" means a factory-built dwelling built prior to June 15, 1976, to other than the HUD construction and safety standards. "Single-wide mobile home" means a structure thirty-two body feet or more in length and eight body feet but not more than fourteen body feet in width, constructed in accordance with state of Washington or federal standards as evidenced by the attachment of an insignia, designed for transportation after fabrication on public streets and highways on its own chassis and wheels, and arriving at the site where it is to be occupied as a dwelling complete and ready for occupancy except for minor and incidental unpacking and assembly operations, location on jacks or permanent foundation, and connection to utilities.~~

Other definitions: *(existing code, no proposed amendments)*

15.08.020 - Recreational vehicle (RV). "Recreational vehicle" means a unit designed and built as temporary living quarters for recreational camping, travel, or seasonal use, that either has its own motive power or is mounted on or towed by another vehicle. Recreational vehicles shall not be utilized as a permanent dwelling and or primary dwelling except within a manufactured/mobile home community.



WALLA WALLA COUNTY

Community Development Department

310 W. Poplar, Suite 200 • Walla Walla, WA 99362-2865

September 17, 2018

PRESS RELEASE

Re: Public Hearing, Ordinance 471, Residential density in Burbank

Walla Walla County Community Development Department
310 W. Poplar Street
Walla Walla, WA 99362
www.co.walla-walla.wa.us
509-524-2610

On Monday, October 1, 2018 the Walla Walla County Board of County Commissioners will be holding a public hearing beginning at 6:00 p.m. to receive comments from the public regarding their adoption of interim Ordinance 471, which pertains to the maximum density of mobile/manufactured home parks and residential uses in the Burbank Residential Zoning District. A Public Information Meeting will be held at 5:00 p.m., to provide interested persons the opportunity to ask County planning staff questions about the ordinance, prior to the start of the hearing.

Date: October 1, 2018
Time: Public Information meeting at 5:00 p.m.
Public Hearing at 6:00 p.m.
Location: Walla Walla County Fire District #5, Station
460 W. Humorist Rd. in Burbank

Background

On August 7, 2018 the Walla Walla Board of County Commissioners adopted Ordinance 471, an interim ordinance which limits the density on any new residential development in the Burbank Residential Zoning District to no more than four dwelling units per acre (assuming availability of water and sewer utility services). This applies to mobile/manufactured home parks, one-family, two-family, multi-family, townhouse and other residential uses. The ordinance is in effect for one year, ending on August 7, 2019 unless an ordinance is adopted rescinding or amending the interim zoning. It may also be extended by the Board of County Commissioners following a public hearing prior to such extension.

The interim ordinance fills a gap in the County zoning regulations by extending the maximum density of four dwelling units per acre to all residential uses, not just for multi-family and townhouses. The purpose of the interim ordinance is to allow the County adequate time to study the Burbank Subarea Plan (Chapter 12 of the County's Comprehensive Plan), including the Burbank Urban Growth Area and potential development regulations related to density, zoning, lot size and mobile/manufactured home parks.

Policy issues, such as whether the County should have additional standards for manufactured home parks, what type of maximum density should be allowed in the Burbank Residential Zone, what lot sizes should be allowed in the zone and whether additional zoning classifications are needed in the Burbank Urban Growth Area, are best addressed through a deliberative planning process with the Planning Commission, and through public workshops and hearings.

The County's goal is to ultimately draft zoning and other possible regulations to address such developments and uses, to hold public hearings on draft regulations and to eventually adopt these certain regulations. We expect that process to take about a year to complete.

The County has received letters recently about mobile/manufactured home parks in the Burbank area. This interim zoning was initiated partly in response to the concerns expressed, but also ensure that there were not gaps in the County zoning regulations regarding maximum residential density.

Mobile/manufactured home parks are currently an allowed use in the Burbank Residential Zone by an approved conditional use permit (C.U.P). The County's Hearing Examiner, following a public hearing, makes those decisions.

Limiting all residential land uses, including mobile/manufactured home parks, to a maximum of four dwelling units per acre will allow the County adequate time to review the Burbank subarea and what densities and lot sizes can be supported. During the period of the interim ordinance, new subdivisions and mobile/manufactured home parks will be allowed but will capped at four units per acre.

Other factors to consider

The Port's sewer system in the Burbank Urban Growth Area has been in place since late 2015. As well, the Port also operates/manages a municipal-level water utility service. Both services are limited in service area but are capable of being expanded.

The addition of the Port's sewer system could allow for an increased density of development than would have been allowed previously. Before, development density was limited primarily by on-site septic requirements set by State law and local health codes (Walla Walla County Code Chapter 8.16). Generally, absent special conditions, those codes require new residential development to be located on at least 12,500 square feet of land if a connection to a public water system were to be made. One acre or more was required if there is no public water system connection.

While the Port's infrastructure is a needed service and a benefit to the Burbank area, the County needs to update its land use plans.

END

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

ORDINANCE NO. 471

ADOPTING AN INTERIM ORDINANCE REGARDING THE MAXIMUM DENSITY OF MOBILE/MANUFACTURED HOME PARKS AND RESIDENTIAL USES IN THE BURBANK RESIDENTIAL ZONING DISTRICT.

WHEREAS, the Board of County Commissioners may adopt interim development regulations for a period of up to six months provided that the Board holds a public hearing on the proposed interim development regulations within sixty (60) days after adoption of the Ordinance (RCW 36.70A.390); and

WHEREAS, the Board of County Commissioners may adopt interim development regulations for up to one year if a work plan is developed for related studies providing for such a longer period; and

WHEREAS, Walla Walla County Code (WWCC) Section 14.15.030 allows the Board of County Commissioners to amend the County development regulations more than once per year by majority vote of the Board; and

WHEREAS, a public sewer system has recently been constructed by the Port of Walla Walla in the Burbank area; and

WHEREAS, interim zoning will provide the County with additional time to review and amend its Comprehensive Plan, zoning and land use regulations related to density and development in the Burbank area; and

WHEREAS, inquiries have been made regarding the placement of mobile/manufactured home parks in the Burbank area; and

WHEREAS, the Commissioners and Community Development Department have received numerous comments and concerns from residents of the Burbank area regarding any proposed mobile/manufactured home park in the Burbank area; and

WHEREAS, it appears that the County Comprehensive Plan and County Code do not currently accurately address the availability of the public utilities in the Burbank area; and

WHEREAS, the County is currently updating its Comprehensive Plan for the 2018 mandated update, and will continue its review of the Burbank subarea and associated development regulations next year;

NOW THEREFORE

BE IT ORDAINED, by the Walla Walla County Board of County Commissioners that:

Section I. The Board of County Commissioners Makes the Following Findings of Fact and Conclusions of Law.

A. Findings of Fact.

1. The Burbank Subarea Plan has not been substantially modified for more than 10 years.
2. The Port's sewer system in the Burbank Urban Growth Area has been in place since late 2015.
3. The Port's infrastructure provides a needed service to the Burbank community, and the sewer system is a benefit to the area.
4. The sewer system will allow for an increased density of development than would have been allowed previously. Before, development density was limited primarily by on-site septic requirements set by State law and local health codes (Walla Walla County Code Chapter 8.16). Generally, absent special conditions, those codes require new development to be located on at least 12,500 square feet if a connection to a public water system was made. One acre or more was required if there was no public water system connection.
5. The County has received inquiries regarding placement of mobile/manufactured home parks in Burbank.
6. The County has received numerous letters and comments from residents of the Burbank area noting concerns about a proposed mobile/manufactured home park.

B. Conclusions of Law:

1. Interim zoning enacted under RCW 36.70A.390 is a method by which local governments may preserve the status quo so that new plans and regulations will not be rendered moot by intervening development.
2. Interim zoning to preserve the status quo is necessary, until the Burbank Subarea Plan can be more thoroughly reviewed.
3. Walla Walla County is authorized by RCW 36.70A.390 to adopt interim zoning controls for a period of six months or for one year if a work plan is implemented.
4. The Comprehensive Plan notes that, in the Burbank area "The County Health Department requirements for water and domestic waste disposal will continue to dictate minimum lot size in the absence of full public utilities." Page 12-5. This section of the

County Comprehensive Plan reflects the previous limitation on density that existed prior to the availability of public sewer services. This statement in the Comprehensive Plan is no longer entirely accurate, since more public utilities are available in the Burbank Urban Growth Area.

5. County Code currently limits maximum density of multifamily housing and townhouses to four dwelling units per acre in the Burbank Residential Zone. WWCC 17.18.050(D).

6. County Code currently has a minimum density of three dwelling units per acre in the Burbank Residential Zone. WWCC 17.18.020. There is currently no maximum density.

7. County Code does not have a minimum lot size in the Burbank Residential Zone. WWCC 17.18.020.

8. Limiting mobile/manufactured home parks and all new residential uses to a maximum density of four dwelling units per acre on an interim basis would be consistent with the purpose of the Burbank Residential zoning district, which allows for multifamily housing that is consistent with the scale of adjacent single-family development.

9. By limiting mobile/manufactured home parks and new residential uses to a maximum of four dwelling units per acre, the Code would be consistent for all uses. A landowner could still develop a manufactured home park, but the density would be capped. A landowner could also subdivide property and locate a similar number of manufactured homes or traditional homes on the new lots.

10. County Code allows for mobile/manufactured home parks in the Burbank area, by conditional use permit.

11. The County Code does not currently have development standards for high density mobile/manufactured home parks. Other urban zoning codes (such as the City of Walla Walla's) include such requirements as density, space size, fencing requirements and open space requirements.

12. County Code states that the purpose of the Burbank Residential zone is as follows: "This district is primarily a single-family residential district with provisions for multifamily dwelling units that are consistent with the height, bulk and scale of adjacent development." WWCC 17.12.040 (M).

13. Policy and planning questions, such as whether the County should have additional standards for manufactured home parks, what type of maximum density should be allowed in the Burbank Residential Zone, what lot sizes should be allowed in the zone, and whether additional zoning classifications are needed in the Burbank Urban Growth Area, are best addressed through a deliberative planning process with the Planning Commission.

14. A large, high-density mobile home park, or other high-density subdivision, could have a lasting effect on the Burbank Urban Growth Area, because such uses were not previously

anticipated or possible in the area, and because the County does not currently have standards to address those high-density uses in the Burbank area.

15. Immediate, and temporary, action is necessary to preserve the status quo and allow for additional planning before higher density development is allowed.

16. The proposed interim zoning is consistent with the purposes of the Burbank Residential zone, allowing all residential development to be consistent in density and scale until such time as the County can more thoroughly update the Burbank Subarea Plan and review development regulations in the Burbank area.

Section II. The following interim zoning development regulation is enacted:

WWCC 17.18.050 (D) is amended as follows: In the Burbank Residential zoning district the density for multi-family, Mobile/Manufactured Home Park, one family, two family, and town-house and other residential uses shall not exceed four dwelling units per acre.

Section III. Purpose. The purpose of this interim zoning Ordinance is to allow the County adequate time to study the Burbank Urban Growth Area and potential development regulations related to density, zoning, lot size and mobile and manufactured home parks in the Burbank Urban Growth Area. The County's goal is to ultimately draft zoning and other possible regulations to address such developments and uses, to hold public hearings on such draft regulations and to adopt such regulations.

Section IV. Duration of Interim zoning. This interim zoning Ordinance shall be in effect for one year, beginning on August 7, 2018 and ending on August 7, 2019 at 12:01 a.m., unless an ordinance is adopted rescinding or amending the interim zoning. This interim zoning may be extended by the Board of County Commissioners following a public hearing prior to such extension.

Section V. Work Plan. During the year long period, the County will study the Burbank Subarea, the zoning in the Burbank Urban Growth Area, and development regulations within the Burbank Urban Growth Area.

Section VI. Declaration of Emergency. The Board of County Commissioners hereby declares that an emergency exists necessitating that this Ordinance take effect immediately upon passage by the Board, and that the same is not subject to a referendum (RCW 36.70A.390).

Section VII. Effective Date. This Ordinance shall take effect and be in full force and effect immediately upon its adoption.

Section VIII. Public Hearing. The Commissioners shall hold a public hearing on this Ordinance within the next 60 days. If necessary, the Board may adopt additional Findings of Fact.

Section IX. Conflict with other WWCC Provisions. If the provisions of this Ordinance are found to be inconsistent with other provisions of the Walla Walla County Code, this Ordinance shall control.

Section X. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this Ordinance.


Section XI. Publication. This Ordinance will be published by an approved summary consisting of the title.

PASSED by the Walla Walla County Board of County Commissioners at Walla Walla, Washington, then signed by its membership and attested by its Clerk in authorization of such passage this 7th day of August, 2018.

Attest:



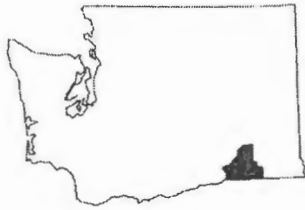
Connie R. Vinti, Clerk of the Board


James K. Johnson, Chairman, District 1
Todd L. Kimball, Commissioner, District 2
James L. Duncan, Commissioner, District 2

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

Approved as to form


Jesse D. Nolte, Deputy Prosecuting Attorney



WALLA WALLA COUNTY

Community Development Department

310 W. Poplar, Suite 200 • Walla Walla, WA 99362-2865

To: Board of County Commissioners
From: Tom Glover, Community Development Director 
Date: May 6, 2019

Planning Commission:

- Second workshop scheduled with the Planning Commission for Wednesday, March 20th, 7:00 p.m. Dressler Zoning Code Text Amendment. Organic Waste Processing Facilities as an allowed use in the Agriculture Residential zone (AR-10). **Update: this item on hold at the request of the applicant.**
- First workshop scheduled with the Planning Commission for Wed., May 1st, 7:00 p.m. Zoning Code Text Amendment application, 2019 Annual Amendment Cycle (only one application), to allow Irrigation Systems & Equipment Sales, Service & Storage facilities in the Primary Agriculture Zoning District (PA-40) and establish a definition for this use in the Walla Walla County Code, Chapter 17.08 (Definitions). ZCA19-002 and SEPA19-004.

Hearing Examiner:

- March 11th Public Hearing:
 - **Cascade Natural Gas Wallula Pipeline Project: Alignment A1/CUP18-009, CAP18-034**
Cascade Natural Gas has proposed to construct about 5.8 miles of 12-inch diameter high-pressure natural gas main pipeline in the Attalia area. **Update: Approved by the H.E. on April 10, 2019.**
 - **Cold Creek Ranch Event Center/CUP18-008**
Struve - Wedding and Event Center, located generally at 2329 Wallula Ave. **Update: Approved by the H.E. on April 10, 2019.**
 - **West Ransom Clark II Preliminary Plat Amendments/SUB18-011**
Major amendment to preliminary plat approval for West Ransom Clark II (SUB16-018) located on the west side of S. 3rd Avenue, north of Demarini Drive, in blocks 48, 60, and 61 of the Ransom Clark Donation Claim. **Update: this item was continued to the May hearing date at the request of the applicant.**

2018/2019 County Comprehensive Plan Update:

- Wrapping up the revised land capacity analysis and have set a workshop with the BoCC for May 28th at 1:30 p.m.
- Have begun drafting four ordinances for the adoption of the updated Comprehensive Plan and development regulations, to follow the final public hearing, and direction from the BoCC:
 - UGA amendment presented by Sheryl Cox, land for Walla Walla Community College expansion;
 - UGA amendment presented by the City of Walla Walla, requesting to remove land around 3rd/Langdon.
 - UGA amendment presented by the City of College Place requesting to increase the size of its UGA adjacent and south of Highway 1.

- Adoption of the County-sponsored Comprehensive Plan and development regulations update.

Training:

- Code Compliance Officer attended the Officer Safety Training in Burien, Friday, April 26th
- Permit Coordinator attended the spring WSAPT Conference in Leavenworth. Washington State Association of Permit Technicians.
- Associate Planner will attend the annual PAW conference May 1 – May 3. Planning Association of Washington.
- Building Inspector attended annual WABO Education Institute in Lynnwood March 25 – 29. Washington Association of Building Officials.

Other:

- As part of the CDD’s efficiency plan, have re-activated the weekly TRC meetings (Technical Review Committee). Every Wednesday at 8:15 a.m.
- Department staff meeting every Wednesday starting at 3:00 p.m.
- Met with representative from the U.S. Navy regarding application notification procedures for projects that might impose of airspace/flight training.
- RFQ/P issued for temporary professional building plan review and construction inspection services, deadline for responses is May 3rd.
- RFQ/P issued for on-call professional land use planning consulting services, deadline for responses is May 24th.
- Meeting with the City of Walla Walla regarding the 2002 intergovernmental agreement for inspection services, to hopefully amend it to also include plan review. April 30th at 1:00 p.m.
- Completed interview process for Building Inspector position. New employee: Alex Edison, began work on April 9, 2019.
- Building Official/Fire Marshal position advertised, deadline for application is May 16, 2019. Todd Blevins’ last day was Monday, April 29th.
- Code Interpretation issued April 19, 2019 – Murphy/Smith, re: riding academy in RR-5 zone (not allowed).
- Records retention training, April 9th. All staff have completed the training.
- Presentation to Walla Walla Realtors Roundtable on April 18th, 8:00 a.m., Country Club.
- Updated monthly activity report notebook for the BoCC to include stats for the month of March.

Stats for the month of April (30 days):

● Issued under Building Code:	59	(44 for April 2018)
● Issued under development regulations:	13	(10 for April 2018)
● Residential Burn Permits:	155	(145 for April 2018)
● Total:	227	

10:15

PUBLIC WORKS DEPARTMENT

Tony Garcia

a) Consent Agenda Items:

- 1) Resolution _____ - Use of Mill Creek for the Exchange Club annual Ducky Derby
- 2) Resolution _____ - Request for reimbursable work from the City of Waitsburg to crack seal certain city streets
- 3) Resolution _____ - Request for reimbursable work from the City of College Place to chip seal certain city streets

b) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF USE OF MILL
CREEK FOR THE EXCHANGE
CLUB ANNUAL DUCKY DERBY**



RESOLUTION NO. 19

WHEREAS, the Exchange Club of Walla Walla is sponsoring their annual Ducky Derby on Mill Creek on Saturday, May 18, 2019, from 11:00 am to 4:00 pm; and

WHEREAS, the Exchange Club has requested permission to conduct the race on Mill Creek between the Yellowhawk/Garrison Creek diversion structure and the Tausick Way Bridge; and

WHEREAS, the event organizers have agreed to notify emergency services prior to the event for the necessary safety and emergency services information; and

WHEREAS, the Mill Creek Flood Control Zone District has been named as an Additional Insured on the liability coverage for this event; and

WHEREAS, the event organizers shall provide a news release to the local newspapers announcing the event date; now therefore

BE IT HEREBY RESOLVED, by this Board of Walla Walla County Commissioners, acting as supervisors of the Mill Creek Flood Control Zone District, that the Exchange Club of Walla Walla be granted permission to conduct their annual race on Saturday, May 18, 2019.

*Passed this 6th day of **May, 2019** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.*

Attest:

Diane L. Harris, Clerk of the Board

Todd L. Kimball, Chairman, District 2

James K. Johnson, Commissioner, District 1

Gregory A. Tompkins, Commissioner, District 3

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

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF A REQUEST
FOR REIMBURSABLE WORK FROM
THE CITY OF WAITSBURG TO
CRACK SEAL CERTAIN CITY OF
WAITSBURG STREETS



RESOLUTION NO. **19**

WHEREAS, the City of Waitsburg has submitted a Request for Reimbursable Work for crack seal of certain City of Waitsburg Streets; now therefore,

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that said Request for Reimbursable Work for the City of Waitsburg be signed authorizing the County Public Works Department to perform the following work:

Crack Seal - E. Seventh Street from Buttercup Street to Main Street and E. Third Street from Main Street to Coppei Avenue

Passed this 6th day of May, 2019 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Diane L. Harris, Clerk of the Board

Todd L. Kimball, Chairman, District 2

James K. Johnson, Commissioner, District 1

Gregory A. Tompkins, Commissioner, District 3

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

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF A REQUEST
FOR REIMBURSABLE WORK
FROM THE CITY OF COLLEGE
PLACE TO CHIP SEAL CERTAIN
CITY STREETS**



RESOLUTION NO.

WHEREAS, the City of College Place has submitted a Request for Reimbursable Work to chip seal certain streets; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that said Request for Reimbursable Work for the City of College Place be signed authorizing the County Public Works Department to perform the following work:

- Chip Seal - SW 6th Street from Evans Avenue to Suncrest Terrace
- Chip Seal - Suncrest Terrace from Grandview Avenue to the West Property Line of the Cemetery
- Chip Seal - SE 2nd Street from Ash Avenue to the East Entrance of Davis School
- Chip Seal - SE Date Avenue from 4th Street to 12th Street
- Chip Seal - SE Scenic View Drive from Central Avenue to Larch Avenue

*Passed this 6th day of **May, 2019** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.*

Attest:

Diane L. Harris, Clerk of the Board

Todd L. Kimball, Chairman, District 2

James K. Johnson, Commissioner, District 1

Gregory A. Tompkins, Commissioner, District 3

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

10:30

PROSECUTING ATTORNEY

Jim Nagle/Jesse Nolte

- a) Miscellaneous business for the Board
- b) Possible executive session re:
litigation or potential litigation
(pursuant to RCW 42.30.110(i))

10:45

HUMAN RESOURCES/RISK MANAGER

Shelly Peters

- a) Department update and miscellaneous
- b) **Active Agenda Items:**
 - 1) Possible discussion/decision re: any pending claims against the County
- c) **Action Agenda Items:**
 - 1) New position approval form -
Mechanic II for the Public Works
Department
- d) Possible executive session re: qualifications of an applicant for employment and/or review performance of a public employee (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)), and/or litigation or pending litigation (pursuant to RCW 42.30.110(i))

11:30 COUNTY COMMISSIONERS

- a) Miscellaneous or unfinished business to come before the Board

12:00 RECESS

1:30 COUNTY COMMISSIONERS

Chairman Kimball

- a) Miscellaneous or unfinished 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.