

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, MAY 17, 2021

Pursuant to the Governor's proclamation dated March 23, 2020 the Commissioner Meeting will be held via phone and internet. Following is the website to attend and listen to the meeting and the phone number to call to take part in the meeting. Any questions please email us wwcocommissioners@co.walla-walla.wa.us

Call in 1-408-418-9388 access code: 146 784 0290

Meeting link: <https://wwco.webex.com/wwco/j.php?MTID=m6ef6c0710e4eb57be4e10ce0cc827a38>

The agenda will include only necessary action items until further notice.

PLEASE NOTE: All times are tentative and at the discretion of the Chairman with the exception of advertised bid openings and public hearings.

10:00 COUNTY COMMISSIONERS

Chairman Tompkins

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) **Action Agenda Items:**
 - 1) Review submitted Employee Payroll Action Forms
 - 2) Review vouchers/warrants/electronic payments
- f) **Public Hearing:**
 - 1) To consider a biennial budget for Walla Walla County
- g) **Consent Agenda Items:**
 - 1) Resolution - Minutes of County Commissioners' proceedings for May 10 and 11, 2021
 - 2) Payroll action and other forms requiring Board approval
- h) **Action Items:**
 - 1) County vouchers/warrants/electronic payments as follows: _____ in the amount of \$_____ (draw taxes)
 - 2) Authorize the Chairman to execute Washington State Office of Public Defense Agreement No GRT21039
 - 3) Proposal 2021 05-17 TSD Approval to purchase NextRequest Public Records Software
- 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

10:15 PUBLIC WORKS DEPARTMENT

Tony Garcia

- a) Department update and miscellaneous

**Walla Walla County Public Works
990 Navion Lane
Walla Walla, WA 99362**



To: Board of County Commissioners

From: Tony Garcia Morales, P.E. – Public Works Director/County Engineer

Date: 11 May 2021

Re: Director's Report for the Week of 10 May 2021

Board Action: 17 May 2021

Resolutions:

Update Only

ENGINEERING:

- Dell Sharpe Bridge: Consultant is working on hydraulic design.
- Wallula/Gose: Working on construction plan sheets.
- Middle Waitsburg Road MP 6.1 to MP 7.92: Finalizing right of way documentation.
- Mill Creek Road MP 1.1 to MP 3.96: Working on right of way.
- Countywide Guideposts & Signing: Project is out being advertised.
- Lower Waitsburg Road: Beginning design.
- Drumheller Bridge: Work is scheduled to begin this week.
- Miscellaneous: The Federal Land Access Program (FLAP) awarded our Mill Creek Road MP 6.5 to MP 8.0 project in the amount of \$2,026,063. Total project cost estimate is \$2,342,270. The project will widen the road, provide bank stabilization for the area that was damaged in the 2020 flood.

MAINTENANCE/FLEET MANAGEMENT:

- Chip seal start date is set for 24 May.
- Signs and Vegetation crew spraying as weather allows and performing sign maintenance.
- Garage working on routine maintenance and prepping equipment for chip seal season.
- Top course and base course gravel delivery continues.
- Chip rock bid in default. Entering into a new contract with second low bidder.

ADMINISTRATION:

- Conducted our weekly Staff, Engineering and Road Operations meetings.
- Candidate accepted Accounting Tech II position and will start on June 1st.
- Two Maintenance Tech I positions filled, both will start on May 24th.
- Interviewed several more Truck Driver applicants. We continue to review applications as they come in. We still need to backfill four (4) truck driver positions.
- Attended a Ready-Set-Go flood evacuation discussion meeting with Emergency Management, the City of Walla Walla and the City of College Place.
- Attended a Mill Creek Coalition meeting to go over the latest on the Mill Creek GI Study.

a) **Public Hearing:**

- 1) To consider proposed amendments to the Walla Walla County Comprehensive Plan: Burbank Subarea Plan and related zoning amendments that would modify zoning and development standards for urban residential uses within the Burbank Urban Growth Area and establish limits on the density of residential development in the UGA (Proposal ZCA18-003)

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

From: Lauren Prentice, Director

Date Prepared: May 13, 2021

Agenda Date: May 17, 2021

RE: **Public Hearing** – Proposal ZCA18-002, amendments to Walla Walla County Comprehensive Plan and Development Regulations adopting residential density limits and density/dimensional standards for manufactured home parks and other residential uses.

Copy for BOCC online packet;
additional attachments provided
separately in notebook.

1. Background and Purpose of Amendments

There is currently no limit on the density of single-family residential development in the Burbank UGA; the general goal of the County in considering amending the Burbank Residential zoning regulations is to consider placing appropriate limits on residential development, which is represented by Options 2 and 3.

The proposed amendments under consideration affect only the Burbank Urban Growth Area (UGA). The County has already established a minimum density requirement of 3 dwelling units per acre for residential development within all UGA's. Amendments which would limit density below 3 dwelling units per acre cannot be adopted in this area due to this County policy and restraints of the Washington State Growth Management Act (GMA).

The Burbank Heights area will not be affected because it is outside the Urban Growth Area. Three general amendments were prepared and presented to the Planning Commission. Options 1, retaining existing zoning, could result in high density residential development, while Options 2 and 3 would allow only low to medium density residential density.

Just prior to the Planning Commission public hearing, based on feedback from the public during and after the Public Informational Meeting, Option 3B was added. Option 3B, like Option 3A, would result in mixed residential zoning in the Burbank UGA utilizing the same districts as are utilized within the other UGAs. Option 3B flipped the zoning in the middle and outer areas of the UGA so that the lowest density zoning district possible (R-96) would be applied in the undeveloped areas of the UGA. Option 3B, like the rest of options, would also enact manufactured home park standards and amend the Planned Unit Development (PUD) regulations to allow for increased density in developments where a public benefit is provided.

2. Planning Commission Public Hearing

On May 5, 2021 the County Planning Commission held a public hearing to receive comment on this proposal. A total of five members of the public provided verbal public testimony during the hearing. Three people spoke in favor of the amendments, one spoke in opposition, and a third expressed concerns about development but said that he, as well as other Burbank residents who could not attend the meeting, thought that Option 3B was the best option. After a motion by member Langford, which was not seconded or voted on, members discussed reducing density bonus for PUD from 8 units per acre to 6 units per acre and modifying manufactured home park standards. After further discussion and another motion, the members voted unanimously to recommend Option 3B by approved by the Board of County Commissioners as presented.

3. Planning Commission Recommendation

The Planning Commission unanimously (6-0) recommended, with one member absent, approval of Option 3B as presented.

4. Sample Motion (concurring with Planning Commission recommendation)

"I move that the Walla Walla County Board of Commissioners concur with the findings of fact and conclusions of law in docket number ZCA18-002 and approve the amendments in Option 3B and request that the Community Development Department and Prosecuting Attorney prepare an ordinance for approval."

5. Attachments

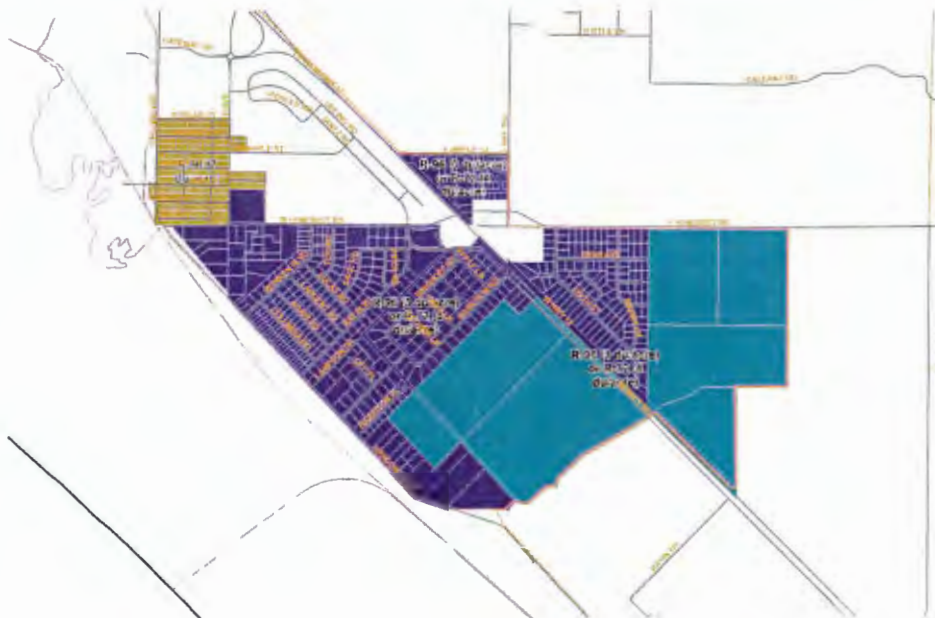
- A. Summary of Recommended Amendments – Option 3B
- B. Draft Minutes from May 5, 2021 Planning Commission meeting
- C. May 5, 2021 Planning Commission Final Docket Public Hearing Staff Report with attachments
- D. Notice of Public Hearing and Certificate of Notification
- E. Written Public Comments received in 2021 (comments submitted in 2018 – 2020 are available on the Community Development Department project webpage: https://www.co.walla-walla.wa.us/government/community_development/burbank_density.php.)

ATTACHMENT A

Summary of Option 3B:

Replace BR district with three residential districts (R-60, R-72, R-96) and adopt other residential development standards; R-96 zoning for undeveloped outer UGA area.

- Replace existing Burbank Residential district with three single-family residential zoning districts: R-60, Single Family Residential; R-72, Single Family Residential; and R-96, Suburban Residential.
- In area **BR-1** (Khaki: downtown Burbank), where most dense existing development is located, apply Medium Density Residential land use designation and R-60, Single Family Residential zoning. Existing lots are approximately 4,500 to 7,500 square feet, although some would become nonconforming lots, many of the houses already occupy double-lots.
- Area **BR-2** (Purple: Harrison Ray, Arlene's Addition) would be assigned R-72 zoning. Existing lots are around a half to $\frac{3}{4}$ of an acre. R-72 zoning would allow more dense infill development (if utilities were available in the future).
- Area **BR-3** (Teal: undeveloped UGA) would be assigned R-96 zoning, the least dense zoning, to allow efficient low-density residential development of approximately 3 dwelling units per acre.
- No change to minimum density (3 dwelling units per acre), which requires that land may not be divided unless 3 units per acre are provided. Exception for the creation of two 5-acre lots.
- Consistent with Policy BU 5.1 of the Subarea Plan: "Provide separate areas in the community for different types and densities of housing."
- Subject to additional development standards such as open space and landscaping requirements, allow an increase in the allowable maximum density may be permitted up to a maximum of 8 dwelling units/acre via Planned Unit Development process. Minimum lot sizes and setbacks could be reduced when development standards are met to accommodate additional density.
- Adopt new chapter with Manufactured Home Park standards. As drafted, parks would not be subject to the maximum density allowed in the underlying zone but would have minimum lot size of 4,200 sf resulting in approximately 7 units per acre (of gross site area).

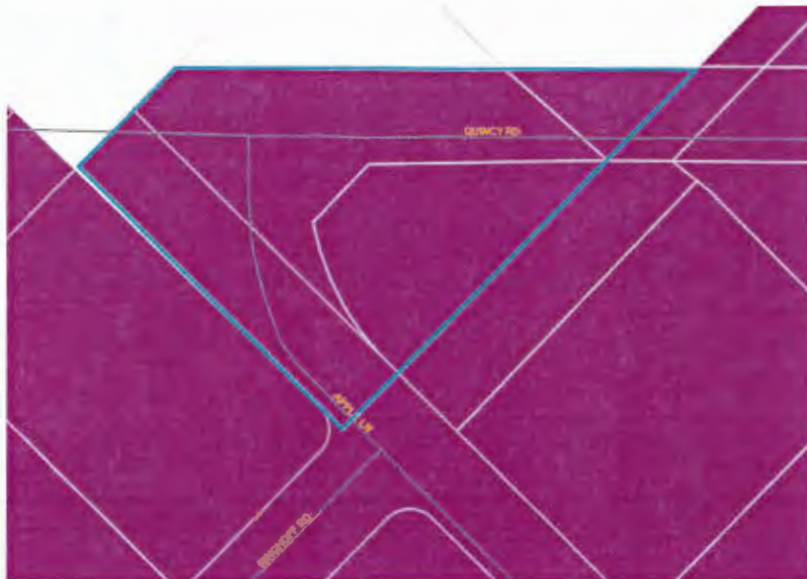


- Includes small site-specific rezone of a portion of existing lot (APN 300812520208) from Burbank Commercial (BR), which currently is split between BC and BR district.

Existing:



Proposed:



**Proposed Amendments to WWCC 17.18.020 Table of density and dimensional requirements.
(Option 3B)**

	Minimum Lot Area Requirements ^{8,22,26}		Residential Density per Acre ^{15,17}	Minimum Setback Requirements (in feet) ²²			Maximum Coverage (in percent)	Maximum Height (in feet)
Zone	Size	Width (feet)		Front	Side	Rear		
Exclusive Agriculture (18)	120 acres	330	0.0083	30(2)	10(2)	(2)(5)	—	35(1)
Primary Agriculture (19)(20)(21)	40 acres	330	0.025	30(2)	10(2)	(2)(5)	—	35(1)
General Agriculture (19)(20)	20 acres	330	0.05	30(2)	10(2)	(2)(5)	—	35(1)
Agriculture Residential (23)	10 acres	330	0.10	30(2)	10(2)	(2)(5)	—	35(1)
Rural Remote-20	20 acres	330	0.05	30(2)	10(2)	(2)(5)	—	35(1)
Rural Remote-40	40 acres	330	0.025	30(2)	10(2)	(2)(5)	—	35(1)
Rural Agriculture-5	5 acres	200	0.20	30(2)	10(2)	(2)(5)	—	35(1)
Rural Agriculture-10	10 acres	330	0.10	30(2)	10(2)	(2)(5)	—	35(1)
Rural Residential Mill Creek-5	5 acres	330	0.20	30	10(2)(7)	(2)(5)	—	35(1)
Rural Residential-2	2 acres	125	0.50	30	10(7)	(2)(5)	35	35(1)
Rural Residential-5	5 acres	200	0.20	30	10(7)	(2)(5)	—	35(1)
Suburban Residential R-96	9,600 square feet	75	3.0	20	10(7)	20(7)	35	35
Single Family Residential R-72	7,200 square feet	50	3.0	20	5	20(7)	40(11)	35
Single Family Residential R-60	6,000 square feet	50	3.0	15	5	20(7)	40(11)	35
Multiple Family Residential	—	50	3.0	15	5	20(7)	45	50
Burbank Residential	—	—	3.0(15)	20	5	25(7)	35	35
Rural Development (4)(13)(14)	—	—	—	20	10(7)	20(7)	35 60(3)	35(24)
Rural Activity Centers (4)	—	—	—	20	10(7)	20(7)	35 60(3)	35(24)
Rural Farmworker Community (4)	—	—	—	20	10(7)	20(7)	35 60(3)	35(24)
Industrial Agriculture Mixed	—	—	—	(6)	(6)	(6)	75	—
Industrial Agriculture Heavy	—	—	—	(6)	(6)	(6)	75	—
Neighborhood Commercial	—	—	—	15	5	15	75	35
General Commercial	—	—	—	20	(9)	(10)	75	50
Burbank Commercial	—	—	—	15	5	15(7)	75	35

Heavy Industrial	—	—	—	(6)	(6)	(6)	75	—
Light Industrial	—	—	—	(6)	(6)	(6)	75	—
Industrial Business Park	—	—	—	(6)	(6)	(6)	75	—
Airport Development	—	—	—	(12)	(12)	(12)	75	(25)
Public Reserve	—	—	—	20	(9)	(10)	75	35
Urban Planned Community	—	—	3.0	—	—	—	—	—

Density and Dimensional Requirements Development Conditions:

1. No limit for barns or other agricultural structures.
2. Buildings housing domestic animals or any use that produces offensive noise, vibration, smoke, dust, odors, heat or glare shall maintain a seventy-five feet front yard setback and fifty feet side and rear yard setbacks.
3. Applies only to townhouse, multi-family and non-residential uses. An additional fifteen percent may be covered if at least twenty percent of the lot is landscaped.
4. The dimensional standards in this zone may be administratively modified during site plan review.
5. Rear yard setbacks shall be in compliance with the Building Code.
6. No restrictions, except fifty feet yard setbacks are required where abutting a residential district.
7. A side and/or rear yard setback may be reduced to five feet for a detached garage or similarly sized accessory building upon a determination by the director that:
 - A. The detached garage or similarly sized accessory building will be located entirely within the rear one third of the lot; and
 - B. Such detached garage or similarly sized accessory building will not be unduly detrimental to adjacent and surrounding property, nor to the zone in which approval is requested.
8. The minimum parcel size requirement shall not apply to the creation of parcels for use as publicly owned quarries, material stockpiling, rock crushing, road construction, road maintenance and mining equipment storage within the Exclusive Agriculture, Primary Agriculture, General Agriculture, Rural Remote forty acre, Rural Remote twenty acre, Rural Agriculture ten acre and Rural Agriculture five zoning districts. A note will be placed on the face of the recorded land division instrument (e.g., short plat, subdivision, etc.) stating that the site is not a buildable parcel for residential or commercial purposes.
9. No restrictions except where abutting a Residential district, then ten feet.
10. No restrictions except where abutting a Residential district, then fifteen feet.
11. Forty-five percent allowed with a two-family dwelling unit.
12. No restrictions, except where abutting a Residential district, then fifty feet from centerline of road.
13. In the RD-R zone, newly created lots must be connected to a public water system.
14. In terms of building size, scale, use, or intensity, development or redevelopment of existing uses shall be consistent with the character of the area. Visual compatibility is not required and changes in use from vacant land are permitted.
15. See ch. 17.18.050(D) for the maximum allowed density for new residential development within the Burbank urban growth area.
16. In urban growth areas the residential density per acre is the minimum density required for residential uses. See ch. 17.18.050 and 17.18.070.
17. Outside of urban growth areas the residential density per acre is the maximum density allowed for residential uses. See ch. 17.18.060.
18. The number of lots that can be created through the land division process is limited to four within a five year period.
19. The number of lots that can be created through the land division process on agriculture lands not designated as lands of primary significance or unique lands is limited to four within a five year period unless provided otherwise in ch. 17.31.

20. The provisions of ch. 17.31 shall apply when creating more than four lots on lands not designated as agriculture lands of primary significance or unique lands.
21. The provisions of ch. 17.31 shall apply to all lands designated as agriculture lands of primary significance or unique lands.
22. The provisions of ch. 17.31 shall supersede the minimum lot area requirements and the minimum setback requirements.
23. The provisions of ch. 17.31 shall apply to all lands in this district.
24. This height limit shall apply to one-family dwelling units, duplexes, mobile homes, and manufactured homes.
25. Height limits shall be governed by Federal Aviation Administration (FAA) regulations.
26. Public rights-of-way shall not be calculated into meeting the minimum required lot size of the respected zone.

**Proposed Amendments to 17.18.050 Residential density in urban growth areas.
(Options 2 and 3)**

- A. The residential density per acre in ch. 17.18.020 shall be the minimum density required for residential uses.
- B. Minimum Residential Density Calculation. To calculate the minimum number of residential dwelling units required for any given property in an urban growth area, the buildable site area is multiplied by the residential density per acre that applies to the zone in which the property is located. The result is the minimum number of dwelling units that must be accommodated on that property. For the purposes of this calculation, fractional values shall be rounded to the nearest whole number (0.5 and above rounded up; below 0.5, rounded down).

Example for determining the minimum number of residential dwelling units required on a 2.2 acre buildable site area property in an R-96 zone:

2.2 (buildable site area in acres)	×	3.0 (minimum residential density per acre)	=	6.6 rounded to 7 (minimum number of required dwelling units)
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- C. Maximum Number of Dwelling Units. The maximum number of dwelling units, allowed on a property shall be determined by dividing the buildable site area (in square feet) by the minimum lot area requirement for the zone in which the property is located. The result is the maximum number of dwelling units allowed on that property, provided that no lot shall be less than ninety-five percent (95%) of the minimum lot area requirement for the zone in which the property is located. For purposes of this calculation, fractional values shall be rounded to the nearest whole number (0.5 and above rounded up; below 0.5 rounded down).

Example for determining the maximum number of residential dwelling units allowed on a 2.2 acre buildable site area property in an R-96 zone:

2.2 acres (95,832 buildable site area in square feet)	/	9,600 square feet (minimum lot area requirement)	=	9.98 rounded to 10 (maximum number of allowed dwelling units)
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- D. In the Burbank urban growth area, the maximum number of dwelling units is calculated as described in Subsection C, except that the density may be increased to 8 dwelling units per acre via the planned unit development process in Chapter 17.37. Residential-zoning district the density for multi-family,

mobile/manufactured home park, one family, two family, town house and other residential uses shall not exceed four dwelling units per acre.

- E. The minimum density requirement for a property may be waived one time by the county if:
 - 1. The applicant proposes the creation of no more than two lots or parcels; and
 - 2. Both lots or parcels are at least five acres in size; and
 - 3. The size and configuration of the lots or parcels shall not preclude future division of all lots or parcels into lots that comply with the provisions of this chapter and Title 16; and
 - 4. The placement of all structures, improvements, and infrastructure shall not preclude the future division of all lots or parcels into lots that comply with the provisions of this chapter and Title 16.
- F. A proposal to locate one residential dwelling on a property shall be exempt from the minimum density requirement if the applicant demonstrates that the single residence, infra-structure and other improvements are located in a manner such that they would not preclude future residential development of the property consistent with the applicable provisions of this chapter and Title 16.
- G. Accessory dwelling units, sleeping units, caretakers quarters, farmworker dwellings, transient labor camps, and temporary lodging mobile/manufactured homes under ch. 17.16.014(A) are not counted as dwelling units for purposes of density.

Proposed Amendments to WWCC 17.16.014 Permitted uses table. (Option 3B)

Residential Land Uses

Key;
P = Permitted use
C = Conditional use permit required
AC = Administrative conditional use permit required
* = Definition of this specific land use see Chapter 17.08
PA = Primary Agriculture
EA = Exclusive Agriculture
GA = General Agriculture
AR = Agriculture Residential
RR = Rural Remote
RA = Rural Agriculture
RRMC-5 = Rural Residential Mill Creek-5
RR = Rural Residential
R-96 = Suburban Residential
R-72 = Single Family Residential
R-60 = Single Family Residential
RM = Multiple Family Residential
RD-R = Rural Development-Residential
RD-CI = Rural Development-Commercial/Industrial
RFC = Rural Farmworker Community
RAC = Rural Activity Center

	Zone																		
	Resource				Rural							Urban Residential				Misc.			
	PA-40	EA-120	GA-20	AR-10	RR-40	RR-20	RA-10	RA-5	RRMC-5	RR-2	RR-5	R-96	R-72	R-60	RM	RD-R	RD-CI	RFC	RAC
Specific Use																			
Dwelling Units																			
* One Family	P	P	P	P	P	P	P	P	P	P	P	P	P	P		P		P	P

* Two Family (duplex)												P6	P6	P6		P6		P6	P6
* Multi Family															P			C	P
* Townhouse												P6	P6	P6	P			P	P
* Mobile Home	P	P	P	P	P	P	P	P	P	P	P	P	P	P		P		P	P
* Manufactured Home	P	P	P	P	P	P	P	P	P	P	P	P	P	P		P		P	P
* MOBILE/MANUFACTURED HOME PARK							AC	C	C	C	C	C10	C10	C10	C10				C
GROUP RESIDENCES																			
* Adult Family Home	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			P
* Long Term Care Facility								C	C	C	C				P				C
* Senior Citizen Asst. Housing								AC	AC	AC	AC				P				AC
TEMPORARY LODGING																			
* Bed & Breakfast Type I	P		P	P	P	P	P	P	P	P	P	P	P	P	P				P
* Bed & Breakfast Type II	C9		C9	C9	C	C	C	C	C	C	C	C	C	C	C				C
* Bed & Breakfast Type III	C																		
* Hotels/motels																			P
Mobile/Manufactured Home—Medical Hardship	AC1	AC1	AC1	AC1	AC1	AC1	AC1	AC1	AC1	AC1	AC1	AC1	AC1	AC1		AC1		AC1	AC1
* Transient Labor Camps	C7		C7	C7	C7	C7	C7	C7	C7	C7	C7								C7
ACCESSORY USES																			
* Accessory Dwelling Units	P2	P2	P2	P2	P2	P2	P2	P2	P2	P2	P2	P2	P2	P2		P2		P2	P2
* Accessory Use	P3	P3	P3	P3	P3	P3	P3	P3	P3	P3	P3	P3	P3	P3	P3	P3		P3	P3
* Home Occupation Type I	P4	P4	P4	P4	P4	P4	P4	P4	P4	P4	P4	P4	P4	P4	P4	P4			P4
* Home Occupation Type II	AC4	AC4	AC4	AC4	AC4	AC4	AC4	AC4	AC4	AC4	AC4								AC4
* Caretakers Quarters																			
* Farmworker Dwellings	AC5	AC5	AC5	AC5	AC5	AC5	AC5	AC5	AC5	AC5	AC5							AC5	AC5

Residential Land Uses

Key
P = Permitted use
C = Conditional use permit required
AC = Administrative conditional use permit required
* = Definition of this specific land use see Chapter 17.08
IA-M = Industrial Agriculture Mixed
IA-H = Industrial Agriculture Heavy
HI = Heavy Industrial
LI = Light Industrial
I/BP = Industrial/Business Park
NC = Neighborhood Commercial
CG = General Commercial
BC = Burbank Commercial
BR = Burbank Residential
PR = Public Reserve

[illegible]

* Manufactured Home	AC								P	
* Mobile/Manufactured Home Park									C	
GROUP RESIDENCES										
* Adult Family Home									P	
* Long Term Care Facility							P	P	C	
* Senior Citizen Asst. Housing							P	P	AC	
TEMPORARY LODGING										
* Bed and Breakfast Type I									P	
* Bed and Breakfast Type II									C	
* Bed and Breakfast Type III										
* Hotels/Motels					P		P	P		
* Mobile/Manufactured Home—Medical Hardship	AC1								AC1	
* Transient Labor Camps										
ACCESSORY USES										
* Accessory Dwelling Units	P2								P2	
* Accessory Dwelling Units, Industrial and Business Park					AC8					
* Accessory Use	P3						P3	P3	P3	
* Home Occupation Type I	P4								P4	
* Home Occupation Type II	AC4								AC4	
* Caretakers Quarters	P	P	P	P	P		P	P		
* Farmworker Dwellings	AC5	AC5	AC5	AC5	AC5	AC5	AC5	AC5	AC5	

A. Residential Land Uses—Development Conditions.

1. The temporary placement of mobile/manufactured homes only applies to situations where there exists a personal hardship related to the aged, infirm or to persons incapable of maintaining a separate residence, whereby it is necessary to have someone living on the same premises. The following provisions are also required:
 - a. A signed doctor's statement indicating the need for care shall be submitted with the application;
 - b. The permit shall be issued for a specific person(s) and for a period of one year, requiring annual review and renewal. No change in occupancy shall take place without review of the planning commission. The mobile/manufactured home shall be removed within ninety days after the original need has ceased;

- c. The county health department shall approve the provisions of water and sewer service to the temporary dwelling unit;
 - d. Each granting does not constitute an approval to divide land. The location of a temporary dwelling unit on a parcel of land shall not be considered the creation of a separate dwelling site and the lot area, frontage and access requirements of the applicable zoning district shall not apply.
2. See the definition of accessory dwelling unit in ch. 17.08.
 3. An accessory use, structure or activity clearly incidental to the permitted use and which will not create a nuisance or hazard if permitted.
 4. Proposed home occupations shall be subject to the review process and requirements described in sections 17.08.260 and 17.08.261.
 5. Farmworker dwellings to accommodate agriculture employees and their families employed by the owner of the premises are permitted, provided that only three accessory farmworker dwelling units are permitted on a lot in addition to the owner's single-family residence and that each lot has a minimum of twenty acres and; provided further that such housing facilities shall be considered accessory to the main dwelling and shall conform to the provisions of the district pertaining to required yards and open spaces for dwellings. Verification of half time or greater employment is required before issuance of building permit.
 6. Only permitted within an approved Planned Unit Development. Increased density for two-family dwellings (duplex) and townhouses is a recognized public benefit in the R-96, R-72, R-60, RD-R, RFC, RAC, ~~and BR~~ zoning districts.
 7. Transient labor camps are permitted provided they meet the state's minimum health and safety requirements for temporary worker housing (246-3 58 WAC Temporary Housing Rules).
 8. The accessory dwelling unit, excluding any garage area and other non-living areas, is prohibited on the first floor of the primary building.
 9. Any lot with a Type II bed and breakfast shall be limited to a total of three residential buildings, including the primary dwelling unit and any accessory building containing guest rooms or farmworker dwellings.
 10. Only allowed within the Burbank urban growth area

**Proposed Amendments to CHAPTER 17.37 GENERAL PROVISIONS—
PLANNED UNIT DEVELOPMENTS (Option 3B)**

17.37.170 Purpose.

- A. The purpose of the planned unit development option is to provide greater flexibility and encourage more design creativity than is generally done under traditional lot by lot development, while insuring substantial compliance with the goals and policies of the comprehensive plan; and permitting more advantageous use of sites through the arrangement of structures, circulation, parking, open spaces, and transfer of development rights.
- B. The use of this provision superimposes the regulations of the planned unit development upon the underlying zoning districts without changing the fundamental intent of the underlying district regulations while providing flexibility in the application of those requirements.

17.37.180 Types of projects.

- A. Residential. A planned unit development consisting of residential uses may be permitted in any zoning district classification allowing residential uses.
- B. Mixed Residential and Commercial. A planned unit development consisting of a mix of residential and limited commercial uses may be permitted in any zoning district allowing residential and commercial uses.
- C. Commercial. A planned unit development consisting of commercial uses may be permitted in any zoning district allowing for commercial uses.
- D. Industrial. A planned unit development consisting of industrial uses may be permitted in any zoning district allowing for industrial uses.

17.37.190 Application of regulations.

Individual uses and structures in a planned unit development need not comply with the specific building height or locations, building size or bulk, lot size or lot dimensions, road standards, or land coverage of the underlying use district provided the underlying zoning's spirit and intent are consistent with the overall planned development and the county's comprehensive plan.

17.37.200 Classifications.

For the purpose of identifying land areas for a planned unit development, they shall be classified as follows and limited to parcels of not less than the size indicated:

- A. Residential: five acres (one acre within a rural activity center);
- B. Commercial: one acre;
- C. Mixed, residential and limited commercial: five acres (one acre within a rural activity center);
- D. Industrial: one acre.

17.37.210 Procedure requirements.

Applications for a planned unit development are processed according to the procedures prescribed in Title 14.

17.37.215 Submittal requirements.

A preliminary development plan shall be submitted to the planning department for review. The preliminary plan shall show the general intent and text describing the features of the plan. The planning department shall determine the plan to be in harmony and agreement with the development policies of the comprehensive plan.

17.37.220 Residential projects.

In projects exclusively residential, the land area and characteristics shall be such that:

- A. Residential dwelling unit density shall be determined by the density permitted in the underlying zoning classification via the standards in Chapter 17.18.
- B. Residential projects may propose concepts such as:
 1. Four-unit single-family clusters with party walls, one side and one front yard for each unit;
 2. Single-family row houses with party side walls;
 3. Single-family double row houses with party side and rear walls;
 4. Public and private access lanes;
 5. Varied, lot size subdivisions;
 6. Establishment of greenbelts or other open areas, or community buildings or recreation facilities;
 7. Multiple ownerships may participate in a PUD provided all parcels are contiguous to at least one other parcel in the planned unit development;
 8. The transfer of residential dwelling units is permitted throughout the planned unit development provided the transfer does not occur from a higher density zone to a lower density zone;
 9. *Every parcel must retain one residential dwelling unit, excluding open space tracts.*
 10. Within the Burbank urban growth area, density increase up to 8 dwelling units per acre per WWCC 17.18.050(D).

17.37.230 Mixed residential and commercial land use projects.

In residential districts immediately abutting and adjoining nonresidential zoned property, mixed land use projects are permitted provided:

- A. The site shall abut, and the major internal street serving the planned unit development shall be functionally connected to at least one primary or secondary arterial, as defined in the comprehensive plan for Walla Walla.
- B. The size and type of nonresidential establishments to be integrated into the project are specifically and selectively authorized by the hearing examiner.
- C. Automobile circulation and parking for nonresidential uses are oriented towards the adjoining developed nonresidential district.
- D. Nonresidential uses are limited to ground floor locations, and fifty percent of the total ground floor building area.

17.37.240 General conditions.

All planned unit development projects shall demonstrate that there is a public benefit to be gained by a permitted degree of deviation from the underlying zoning district such as:

- A. Additional or better related open space;
- B. Better or more convenient services;
- C. Preservation of a natural asset;
- D. Additional public use facilities;
- E. Other public benefit features.

17.37.250 Administrative conditions of approval.

A. A project which plats or subdivides land for sale and individual ownership shall properly record the plat with the Walla Walla County auditor prior to the issuance of any building permits or authorization to commence construction.

B. A project proposing multiple land uses in a residentially zoned area shall complete construction of fifty percent of the residential part of the project prior to the issuance of building permits for any nonresidential constructions.

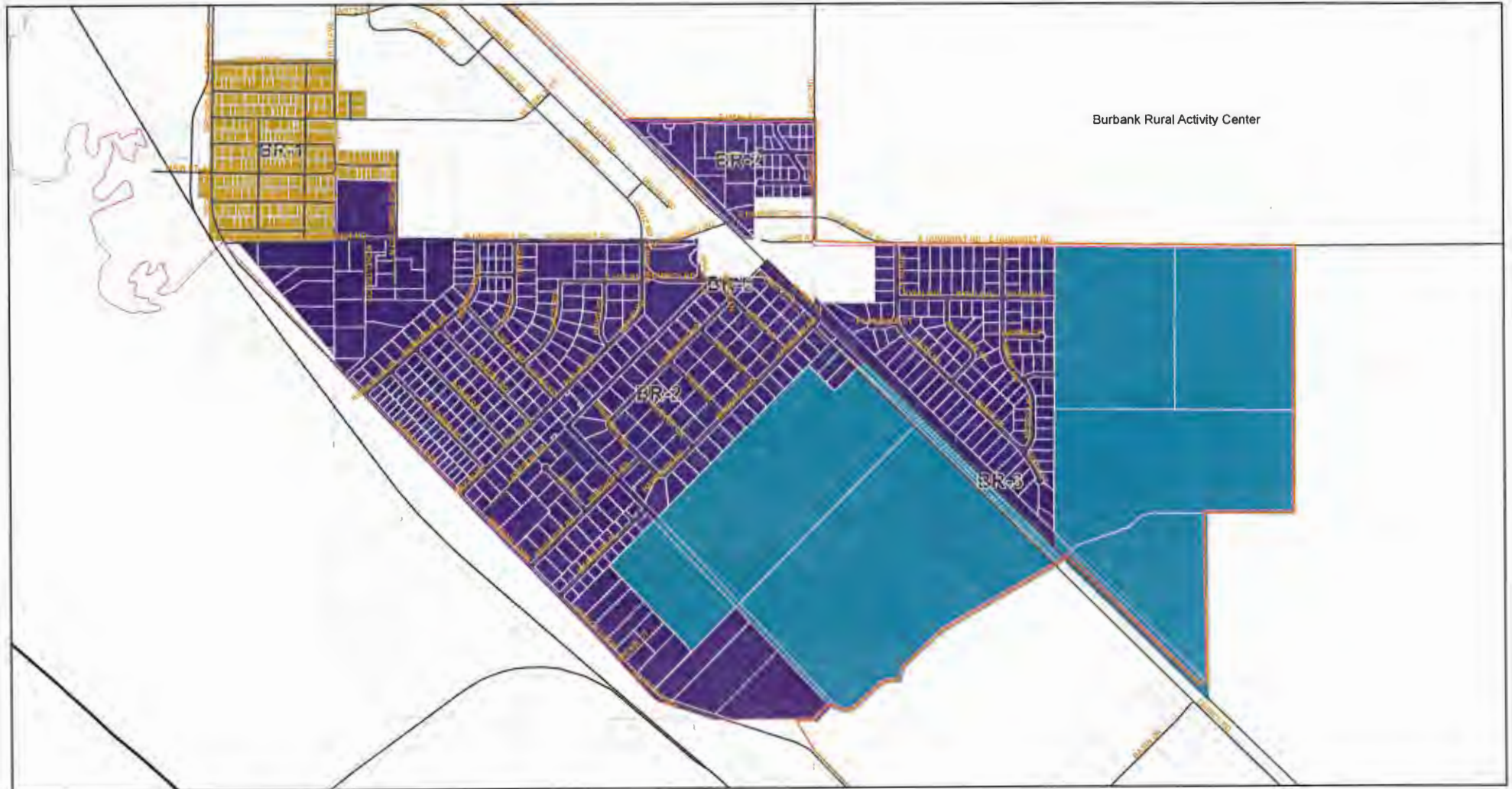
C. Prior to the application for a building permit or other authorization to commence work, the project shall be accompanied by:

- 1. Any bond required by the county guaranteeing completion of a specific defined portion of the project as authorized and approved, and/or a standard plat bond if subdivision and sale of lots is a part of the project;
- 2. Deeds to any land or properties intended for public ownership and use in the completed project;
- 3. A complete project site plan and construction plans and specifications for the initial buildings.

17.37.260 Termination.

Failure to actively pursue an authorized project shall subject the project to review by the hearing examiner to determine whether a time extension should be granted or whether the following actions should be initiated. If no construction permits have been issued within twelve months of authorization by the county commissioners, the county shall terminate project and cancel all conditional grants. County administrative departments shall void all permits.

Option 3B: BR-1 to R-60 (infill) | BR-2 to R-72 (infill) | BR-3 to R-96 (vacant)



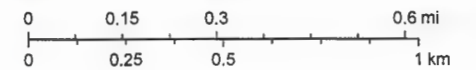
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- Tax Parcels
- Railroads
- Burbank Rural Activity Center
- Urban Growth Areas
- Administrative Boundaries - County Boundary
- Roads

BurbankOption3

- BR-1
- BR-2
- BR-3

1:18,056





Walla Walla County Community Development Department

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

WALLA WALLA COUNTY PLANNING COMMISSION

Meeting Minutes

DRAFT

Meeting Location: VIRTUAL

May 5, 2021

5:30 PM

Regular Meeting

A. CALL TO ORDER

Meeting was called to order by Jon Hopper at 5:30 PM.

B. ROLL CALL

Members Present: Chair Jon Hooper
Vice Chair Richard L. (RL) McFarland
Chuck Carruthers
Antionette (Toni) Rudnick
Wayne Langford
Bruce McCaw

Members Not Present: Michelle Liberty

Staff Present: Lauren Prentice, Director
Don Sims, Associate Planner
Jennifer Ballard, Senior Planner
Tamara Ross, Planning Technician

C. ESTABLISH A QUORUM: A quorum was established.

D. CONFLICT OF INTEREST/APPEARANCE OF FAIRNESS: None.

E. APPROVAL OF AGENDA

MOTION: To approve by Chuck Carruthers; RL McFarland seconded. Motion passed unanimously.

F. PUBLIC HEARING - Burbank Residential Density Amendments (ZCA18-002)

Chair Jon Hooper read the public hearing rules. Ms. Prentice gave an overview of this proposed amendments and the Planning Commission members discussed the applications.

After discussion by the Planning Commission, the Chair opened the public hearing for public comments and allowed for those who attended virtually on Cisco WebEx to speak first, then moved to those who attended the Public Hearing Meeting at Columbia School District in person.

PUBLIC COMMENT:

1. **Jeremiah Harris** – Likes PUD flexibility; not opposed to 3 dwelling units per acre. Costs of utilities for 1/3-acre lot results in home prices of \$400,000. PUD option that allows for 7-8 dwelling units per acre and range of density/housing prices for example including manufactured home park with \$100,000 homes, quarter-acre lots for \$250,000, and large lots for \$400,000.
2. **Brad Beauchamp** – Options presented are consistent with GMA and Burbank Subarea Plan goals and policies. Specifically cited policy encouraging range of housing options serving all income levels; suggested that the undeveloped area should be zoned to allow for range of lot sizes. In favor of PUD amendments. Wondered where in Burbank multi-family residential development would be allowed (i.e. duplexes).
3. **Sandra Gonzalez** – no specific comments; in favor of small site-specific zoning change included in Options 2 and 3.
4. **Jane Bell** – Concerned about impacts of new development including traffic, Fire Department, sewer capacity. Also worried that if new development occurs that property taxes would increase.
5. **Gary Stratton** – Representing a few individuals who could not attend. Concerned about high taxes. In favor of maximum of 3 units per acre for new development, specifically Option 3B. Concerned about density bonus proposed in PUD amendments.

Chair Jon Hooper closed the hearing to public comment and opened it to Planning Commission discussion.

MOTION: To approve Option 3B by Wayne Langford with modifications:

1. PUDs be limited to 6 units per acre.
2. Manufactured Home Park code does not include 'special consideration' for Burbank.

This motion was not seconded. Members discussed proposed modifications presented by Mr. Langford.

MOTION: To approve Option 3B as presented, without modifications) by Toni Rudnick; RL McFarland seconded. Motion passed unanimously.

G. ADJOURNMENT

The Chair adjourned the meeting at 7:27 PM.

Prepared By: Tamara Ross, Planning Technician

Submitted By:

Lauren Prentice, Secretary/Community
Development Department Director



Walla Walla County Community Development Department

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

To: Walla Walla County Planning Commission
From: Lauren Prentice, Director
Hearing Date: May 5, 2021
RE: **Public Hearing** – Proposal ZCA18-003, amendments to Walla Walla County Comprehensive Plan and Development Regulations adopting residential density limits and density/dimensional standards for manufactured home parks and other residential uses.

1. Background

The Burbank community is the largest unincorporated community in the county. For 2017, Burbank (census designated place) was estimated to have a population of 3,331 people. For the same year, the Burbank UGA was estimated to have a population of 1,953. Planning for the community anticipated the development of full urban services over time and consequently lands were designated and zoned for an urban level of development. A long-term goal of the community has been its eventual incorporation.

Although the existing Burbank Residential zoning does not require a minimum lot size or place a limit on the density of single-family residential development, development at urban densities has not been feasible due to the lack of water and sewer capacity. The new Port of Walla Walla sewer system may 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.

This change in circumstances (the availability of utilities within the UGA) prompted the Board of County Commissioners to adopt interim regulations and initiate a deliberate planning process, involving the public and the Planning Commission, to consider adopting new residential zoning regulations. In August 2018 the Board of County Commissioners adopted interim regulations for the Burbank Residential (BR) zoning district limiting the density of residential uses. Prior to the interim zoning adopted by the Board of County Commissioners (Ordinance 471), there was no maximum density established by zoning for the Burbank Residential (BR) district, except for a limit on the density of multi-family residential uses.

However, any development is subject to other development standards including, but not limited to, environmental health regulations, subdivision regulations, setbacks, access requirements. Development review for any type or density of residential development would be subject to consideration of potential traffic impacts, nuisance conditions, school impacts, etc. These factors are considered through the PROJECT review process, where there is an opportunity for public input.

The proposed amendments under consideration affect only the Burbank Urban Growth Area (UGA). The County has already established a minimum density requirement of 3 dwelling units per acre for residential development within all UGA's. Amendments which would limit density below 3 dwelling units per acre cannot be adopted in this area.

The Burbank Heights area will not be affected because it is outside the Urban Growth Area. Three general amendments have been proposed; adoption of only high and only medium density

residential zoning was also considered, but these options were eliminated based on general feedback from the public, the Planning Commission and the Board of County Commissioners.

2. Purpose of Amendments

There is currently no limit on the density of single-family residential development in the Burbank UGA; the general goal of the County in considering amending the Burbank Residential zoning regulations is to consider placing appropriate limits on residential development, which is represented by Options 2 and 3.

3. Attachments

- A. Summary of Option 1
- B. Summary of Options 2A and 2B
- C. Summary of Options 3A and 3B
- D. Proposed amendments to WWCC 17.18.020 – Table of density and dimensional requirements, and WWCC 17.18.050 – Residential density in urban growth areas.
- E. Proposed amendments to WWCC 17.18.020 – Permitted uses table.
- F. Proposed amendments to WWCC Chapter 17.37 General Provisions – Planned Unit Developments.
- G. Proposed Manufactured Home Park (MHP) development standards (new chapter).
- H. Proposed text amendments to Comprehensive Plan Chapter 12: Burbank Subarea Plan (Options 2 and 3).
- I. Maps showing all options dated 4/30/2021
- J. Email response from Pat Reay, Port of Walla Walla, dated 4/5/2021
- K. Summary of Utility Availability (with Port of Walla Walla attachments), dated 2/3/2021
- L. Letter response from Columbia School District #400 Superintendent Todd Hilberg, dated 04/09/2021
- M. Certificate of Notification for 5/5/2021 Public Hearing
- N. Public Comments submitted since 2/3/2021 Planning Commission meeting

4. Criteria for Review

The Planning Commission shall recommend that the amendments be approved, approved with modifications, or denied based on the applicable criteria from Walla Walla County Code (WWCC) Chapters 14.10 and 14.15. In deliberating and making a recommendation to the Board of County Commissioners, the Planning Commission should discuss and make findings and conclusions related to these criteria, which will be documented in the Planning Commission Resolution.

Comprehensive Plan Amendment Criteria (14.10.070B(3))

- a. *The proposal meets a definable public need; and*
- b. *The public need was not recognized in the existing comprehensive plan due to:*
 - 1. *A change in circumstances in the community not anticipated or contemplated when the applicable section(s) of the comprehensive plan was last adopted; or*
 - 2. *An error in development of the comprehensive plan as it currently exists; and*
- c. *The defined need conforms to the policy directives of the comprehensive plan and countywide planning policies; and*
- d. *The proposed amendment does not require amendment of policies in other areas of the comprehensive plan except to resolve inconsistencies or unnecessary duplication among policies; and*
- e. *The proposed amendment is consistent with the Growth Management Act (Chapter 36.70A RCW), any other applicable inter-jurisdictional policies or agreements, and any other state or federal laws.*

Development Regulations and Rezone Amendment Criteria (14.15.070B(3))

- a. *The amendment is consistent with the comprehensive plan; and*
- b. *The amendment meets a definable public need; and*
- c. *The amendment is in the long term interest of the County.*

5. **Staff Recommendations**

If the Planning Commission finds that the proposed amendments are consistent with the criteria in WWCC 14.10.070(D)(3) 14.15.070D(3), Staff would recommend that one of the options be recommended for approval by the Planning Commission to the Board of County Commissioners. If the Planning Commission does not find that the amendments are consistent with those criteria, then the Planning Commission may recommend denial or that the amendment be modified.

6. **Sample Motions**

Sample Motion (recommending approval)

"I move that the Planning Commission concur with the findings of fact and conclusions of law in docket number ZCA18-003 and recommend to the Board of County Commissioners that the amendments in **OPTION #__** by Walla Walla County be **approved.**"

Sample Motion (recommending approval with modifications)

"I move that the Planning Commission concur with the findings of fact and conclusions of law in docket number ZCA18-003 and recommend to the Board of County Commissioners that the amendments in **OPTION #__** by Walla Walla County be **approved with the following modifications:...**

- **LIST CHANGES..."**

Sample Motion (recommending denial)

"I move that the Planning Commission concur with the findings of fact and conclusions of law in docket number ZCA18-003 and recommend to the Board of County Commissioners that the proposed Comprehensive Plan and development regulations submitted by Walla Walla County be **denied.**"

7. **Public Informational Meeting**

On Tuesday, April 27, 2021 the County held a Public Informational Meeting as required by WWCC 14.15.050(B)(2) via Cisco WebEx and in person at the Burbank Fire Station, subject to COVID-19 protocols. The purpose of this meeting was to provide information to the public on the final amendment options developed by the County.

Notice of the April 27th meeting was sent concurrently with Planning Commission public hearing notice to approximately 200 members of the public (via email and regular mail) as well as being published. Approximately 7 members of the public participated in this meeting. Community Development Department staff provided a short presentation summarizing the amendment proposals (options).

Other agency representatives in attendance:

- County Commissioner (current Chair) Gregory Tompkins (District 3)
- Pat Reay and Paul Gerola, Port of Walla Walla
- Planning Commission member Wayne Langford
- WSDOT (three staff persons)
- County Assessor Debbie Antes
- County Public Works Director Tony Garcia
- Sheriff Mark Crider

Maps, handouts and comment cards were available in person and via Cisco WebEx. No written comments were submitted at the meeting.

8. Public and Agency Comments

Any interested person may comment on this application, receive notice, and participate in any hearings. Persons submitting testimony may participate in the public hearing, request a copy of the final decision, and have rights to appeal the final decision.

As well, since the last meeting with the Planning Commission in February, staff contacted the Port of Walla Walla and the Columbia School District to get additional information on school capacity and utility availability (see Exhibits XX-XX). As noted above, many State and Local agencies were invited to participate in the April 27th Informational Public Meeting.

The Washington State Department of Commerce was provided notice as required under the Growth Management Act (GMA); they did not submit comments.

9. Land Capacity, Population, and Future Land Use Designations

The 2018 Land Capacity Analysis estimated that 262.3-acres of land is available for residential development within the Burbank Residential zoning district, 81% was identified as vacant and 19% was classified as underdeveloped. Estimated capacity was calculated to be 2,116 people.

The Burbank UGA does not have a population growth target separate from the rest of the unincorporated county. Based on growth rates between 2010 and 2017, Burbank can be expected to grow by approximately 120 people by 2038. However, as stated in the Comprehensive Plan, "... population estimates are inexact and adjustments to these figures will be made periodically as part of the County's process for monitoring growth and land uses consistent with the requirements of the GMA."

Although the proposed amendments in Options 2 and 3 would result in limits on the density of new single-family residential development, compared to the existing zoning, the amendments will still allow for urban residential development to occur at a rate that is much higher than anticipated population growth and that is compliant with minimum requirements of the Comprehensive Plan.

During the amendment process there was discussion regarding whether some land within the Burbank urban growth area (UGA) could be removed from the UGA and rezoned for rural densities. This was outside the scope of review as urban growth area boundaries are only modified every 5-10 years. When the County next prepares population projections and UGA boundaries, this could be considered if there is land that does not meet the classification standards for urban lands and is not needed to accommodate future population and employment growth.

10. Minimum Density and Environmental Health Standards

The existing Comprehensive Plan and Development Regulations require a minimum density for new urban residential development of three dwelling units per acre. This standard applies in all of the urban growth areas (UGA), Burbank included. Three units per acre was adopted in 2005 to comply with the Growth Management Act (GMA). A one-time density waiver may be granted for an individual property to allow a two-lot short plat under WWCC 17.18.050(D), but the minimum lot size for lots created via a density waiver is 5-acres. These standards are designed to prevent rural or suburban development within an urban growth area.

11. Project Review

Currently the County is doing long-term planning for an approximate period of 20-years. It is important to keep in mind that through the individual project review process, issues like school impacts, utility availability, traffic impacts, etc. will be considered, via a public process.

For example, a conditional use permit for a new Manufactured Home Park would require a conditional use permit; the applicant/developer will have to demonstrate compliance with the following criteria, plus other development standards (e.g. parking, setbacks, stormwater regulations, road standards). There would be a public hearing.

- 1. That the use will not endanger the public health or safety; and*
- 2. That the use will not generate significant nuisance conditions such as noise, dust, glare, vibration; and*
- 3. That the use meets all required conditions and standards set forth in the district where it proposes to locate; and*
- 4. That the location and character of the use is compatible and consistent with the character of the area in which it is to be located; and*
- 5. That the use is in conformance with the comprehensive plan; and*
- 6. That the use will be supported by adequate public facilities or services.*

A preliminary plat application for a new residential subdivision (long plat) would have to meet the following criteria, plus other development standards (e.g. parking, setbacks, stormwater regulations, road standards). There would be a public hearing.

- 1. The proposed subdivision of land complies with the applicable codes, plans and policies in Chapter 16.04.050 or their successors; and*
- 2. The proposed lots are served with adequate means of access, fire protection, water supplies and means of sanitary sewage disposal; and*
- 3. The proposed division of land provides adequate measures for the control of drainage and stormwater; and*
- 4. The public health, safety and general welfare will be served by permitting the proposed division of the land.*

Environmental review would also be required under the State Environmental Policy Act (SEPA) and the County's critical areas regulations (Chapter 18.08).

12. Increased Density

Included with Options 2 and 3 are provisions that would allow for increased residential density for certain types of development. Specifically, Manufactured Home Parks, under the new proposed chapter of development standards, would not be required to comply with the underlying density limit, and would instead be subject to other development standards (minimum space size, setbacks, etc.). As well, the proposed amendments to Chapter 17.18 and Chapter 17.37 in Options 2 and 3 would allow density to be increased to 8 dwelling units per acre through a Planned Unit Development (PUD) application. Allowing for a small density bonus via the PUD standards is intended to provide a small incentive for better design, since a PUD would be required to provide a public benefit of some kind. Increased density of 8 dwelling units per acre, as proposed, still falls within what is generally classified as medium density, not high. This provision would also provide an opportunity for there to be some variation in character and density of new development in the Burbank UGA, which unlike the other UGAs, does not have an incorporated area with zoning for higher density single-family development or multi-family development.



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
From: Lauren Prentice, Director
Agenda Date: May 17, 2021
RE: Department Update

Building Permits

Approximately 57 building permit applications are currently open: this includes those actively under review as well as those on hold pending re-submittals by the applicant, and those under second review.

Miscellaneous and Planning

1. The County Hearing Examiner held a virtual hearing on Monday, May 10 at 10:00 for the Figgins Winery proposal.
2. A total of 648 tires were collected at Burbank tire event on May 1.
3. Our Administrative Assistant, Felicia Gorze, provided two weeks' notice, her last day with the Department will be Tuesday, May 25.
4. SEPA Determination of Non-Significance prepared and issued for proposed WATV amendments.
5. Six land use applications (decisions) have been issued in May including a critical areas permit, three SEPA determinations, a shoreline exemption, and a variance.
6. TRAKiT FitGap Analysis scheduled to be completed by Friday, May 14.
7. Preapplication meeting in May have included: 2 Bed and Breakfast proposals, long plat, and a winery remodel.

11:00 COUNTY FAIRGROUNDS

Greg Lybeck

a) Department update and miscellaneous

Walla Walla County Fairgrounds

September 1-5, 2021

Greg Lybeck, CFE
General Manager



Walla Walla Board of County Commissioners

Department Head Report

May 17, 2021

A. Fairgrounds Department Staffing

- Employee Maintenance: We have filled our open maintenance position with Nicholas Smolkowski. He started this Monday and has been doing a great job for both the fair and health department.

B. Grounds Update:

- Rental Rates- The new rates are now in place for the tables and chairs, so far there have not been any issues with the changes.
- DOC Work crew – They are now being scheduled and having a positive impact getting us caught up. A change this year is we now need to call them every two weeks to schedule them for another two weeks.
- Superior Courts have not had a trial in a while, but our staff is getting ready to host both trial and events with our focus on protecting the equipment.
- The vaccination clinics last day is May 16th. It has been great to have them around and we will all miss them. A special thanks to **Jodi**, she is always great to work with!
- Arborvitaes on Tietan Street- will be removing them soon and hope to get most of the work done by volunteers or the DOC work crew. We are now deciding whether to cut the arborvitaes of at ground level and turning the area into a barked bed with some shrubs or digging them out and grass the area.
- We are getting ready to burn the house down at 1220 South 4th Avenue, after getting a demo permit. We had been waiting for the permit until it was determined we need to apply to the City. Fire departments are using this house a practice site now, so I am sure they won't mind having it a little longer to train in.
- We have several approved safety plans in place for events and received notice on the 12th that the Showcase safety plan was approved.

C. Walla Walla Fair 2021:

- COVID Fairs/Special Events/Parades: Most of the rules have stayed the same with a few exceptions. On May 3rd the State added some guidance called Vaccinated Sections. What this means is that fully vaccinated people over 16 years of age can sit next to each other without any physical distancing needed. They also must have their own entrance into the seating areas. We are holding seats for the concert, Demo, and Rodeo to be able to create

these section that will add capacity for us to sell more tickets. Also, children between the ages of 2-15 that have been tested and are negative within 72 hours of our event can also sit in these sections. I have been on calls with other Washington Fairs and our group is still working with the governor's office to get numbers pushed up higher. I think if we can get them push up a little higher, we will be in good shape for this year's fair.

- Security- We have been working with the Sherriff's office and private security companies to put together a plan for this year's fair. We feel good about the plan and will be asking for your approval to go out for an RFP next week.
- Advertising Firm- We are having our first in person meeting with our newly hired advertising group on Wednesday 19th and are very excited to put together a great advertising campaign for this year's fair.
- WSDA Fair funding has been approved and signed by the governor. We have not received notification of this year's allocation as of yet. The Fair fund will be funded by sales tax and will be consistent from year to year. It will also be more than the 2 million the State has allocated to the Fair fund in the past.
- Due to staffing and timeline, entries will not open on June 1st as they have in the past. We are moving that to June 16th. The Exhibitors Handbook is in the final stages and will go to print end of month. We will have them prior to entries opening.

D. Fairgrounds Physical Plant Improvement and Maintenance

- Electronic reader board- We are getting closer on having this project that has been ongoing for years completed! The sign is close to being done and Robert awarded the bid to Eagle signs to install it. It is the goal to having is operational in the month of June. Thank you, Robert, for all your hard work on this.

E. Fair Board:

- Board meeting is the 18th and will be in person in the Community Center or online.

F. Budget:

- We are doing a good job controlling our expenses and finding areas that we can gain some good savings.

**11:15 DEPARTMENT OF COMMUNITY HEALTH/
BOARD OF HEALTH**

**Dr. Kaminsky
Nancy Wenzel**

a) COVID-19 update and miscellaneous

11:30 COUNTY COMMISSIONERS

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

11:45 RECESS

- 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) Proposal 2021 05-17 PW (Public Works) Approval to hire new employee above a Step A or B for the Accounting Technician II position for Public Works
 - 2) Revised job description approval form Child Advocate Volunteer Coordinator for JJC/Court Services
- 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))

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

- 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.