

## Minutes for December 19, 2011

Disclaimer: This is only a web copy of the Whitman County Commissioners' Monday Meeting Minutes. Official minutes may be obtained by contacting the Whitman County Commissioners office at (509) 397-5240.

**072506 THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, December 19, 2011** at **9:00 a.m.** Chairman Greg Partch, Patrick J. O'Neill and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

**9:00 a.m. - Call to Order/Board Business/Workshop.**

Present: Gary Petrovich.

**072507 1.** Items discussed included monthly financial report, GASB 54 fund balances, 2011 CDBG-PS grant extended, Hawkins Development, CERB funding, New World signature authority, liability insurance, Martin Hall, negotiations and revised FRP contract. No action taken.

**9:30 a.m. - Recess.**

**10:00 a.m. - Reconvene/Board Business Continued/Pledge of Allegiance.**

Present: Roy Lord, Chris Nelson and David Ledbetter.

**D072507A 2. Motion** by Commissioner O'Neill to accept the consent agenda. Motion **seconded** by Commissioner Largent and **carried**.

**072508 3.** Claims/Payroll warrants numbered **260238-260334** for **\$311,605.41** approved.

**072509 4.** Veterans' Relief claim approved.

**072509A 5.** December 05, 2011 minutes approved.

**072510-072513 6.** Personnel change orders approved.

**10:10 a.m. -** Bob Lothspeich, Kirk Suess, Janet Schmidt.

**072514 7.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to authorize the publishing of the Ruckelshaus notice of hearing to be held on Tuesday, January 3, 2012 at 6:30 p.m.

**072515 8.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to authorize the Chairman to sign the 2012 WSU memorandum of understanding for Extension Service contributions.

**072516 9.** A copy of the 2011 Whitman County 4-H Achievement program was received from Ms. Schmidt.

**10:15 a.m. -** Gary Petrovich and David Ledbetter.

**BOCC MINUTES-12/19/11**

10. Pursuant to County Code regarding delegation of purchase orders, claims and payroll responsibilities, an authorization form(s) was received from the following departments, signed by the Board and forwarded to the Auditor's office. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the delegation order(s).

**072559**

- 072517 Administrative Services, Commissioners, Human Resources
- 072518 Assessor
- 072519 Auditor
- 072520 Clerk
- 072521 Community Education Training Center
- 072523 District Court
- 072524 Emergency Management/Emergency Communications
- 072522 Extension Service
- 072525 Fair/Facilities Management
- 072526 Information Technology
- 072527 Juvenile Services
- 072528 Parks/Developmental Services
- 072529 Prosecutor
- 072530 Public Health
- 072531 Public Works
- 072532 Sheriff
- 072533 Superior Court
- 072534 Treasurer
- 072535 Web Site Development
- 072536 Weed Board

072537 11. Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to authorize the purchase of a Cisco 3750xSwitch/Router for Information Technology.

072538 12. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the Priority Support Group maintenance contract for HP 3000 937 hardware/software support (10/31/12).

072539-072540 13. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to authorize leave accrual carry over to 2012 for Fran Martin and Susan Nelson.

072541 14. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to approve a grant application data form for Emergency Communications Homeland Security grant in the amount of \$26,688 (12/31/13).

072542 15. The commissioners acknowledged City of Colfax' 2012 levies.

072543 16. Notice of liquor license(s) due to expire 03/31/12 was received from the Washington State Liquor Control Board.

17. Executed copies of the following contracts/agreements received:

- 072544 Orbitcom, Inc. for Ethernet/internet access.
- 072545 New World Systems additional software license agreement.
- 072546 Priority Support Group HP 3000 937 support (10/31/11).

**BOCC MINUTES-12/19/11**

**072546A** 18. Commissioners' pending list reviewed.

**10:15 a.m. - Whitman County Budget Amendment #2.**

Present: Gary Petrovich, David Ledbetter, Marlynn Markley, Chris Nelson, Janet Schmidt, Bob Lothspeich, Kirk Suess and Joe Smillie.

**072547** 19. Chairman Partch convened the hearing for budget amendment #2 and requested a staff report.

Mr. Ledbetter provided the following report noting the net affect for Current Expense is \$164.00 and \$3,364 for non-Current Expense funds. If approved, changes will be incorporated this week.

<b>WHITMAN COUNTY BUDGET AMENDMENT #2</b>						
<b>Current Expense</b>	<b>BA#2</b>	<b>2011 Adopted</b>	<b>2011 Amended</b>	<b>BA#2</b>	<b>BA#2</b>	<b>2011 Amended</b>
<b>Department</b>	<b>Submitted</b>	<b>Budget</b>	<b>Budget After BA#1</b>	<b>Revenue</b>	<b>Expenses</b>	<b>Budget After BA#2</b>
ADMIN SERVICES	NO	71,111	75,723	-	-	75,723
ASSESSOR	NO	340,628	349,947	-	-	349,947
AUDITOR	YES	653,813	650,381	3,500	6,000	656,381
CHILD SUPPORT	NO	132,775	132,775	-	-	132,775
CLERK	NO	183,603	185,125	-	-	185,125
COMISSIONERS	NO	1,801,784	2,018,138	-	-	2,018,138
CORONER	NO	98,666	112,746	-	-	112,746
DISTRICT COURT	YES	1,026,553	1,026,553	-	14,500	1,041,053
EMERGENCY MGMT	NO	334,737	277,024	-	-	277,024
EXTENSION	NO	115,881	115,719	-	-	115,719
FACILITIES MANAGE.	NO	538,962	524,877	-	-	524,877
FAIR	NO	250,456	266,582	-	-	266,582
PUBLIC HEALTH	NO	1,191,220	1,161,220	-	-	1,161,220
HUMAN RESOURCES	YES	162,214	159,303	-	927	160,230
INFORMATION TECH.	NO	236,362	236,362	-	-	236,362
JUVENILE	YES	642,354	603,371	-	(31,558)	571,813
PARKS&RECREATION	NO	311,801	311,852	-	-	311,852
PROSECUTING ATTORNEY	YES	555,865	551,338	-	-	551,338
SHERIFF	NO	3,110,886	3,099,886	-	-	3,099,886
SUPERIOR COURT	NO	163,895	167,421	-	-	167,421
TREASURER	YES	302,230	320,480	-	8,795	329,275
WEED	NO	81,136	83,827	-	-	83,827
	<b>Totals</b>	<b>12,306,932</b>	<b>12,430,650</b>	<b>3,500</b>	<b>(1,336)</b>	<b>12,429,314</b>
					<b>TOTAL CE SAVINGS=</b>	<b>\$4,836</b>
<b><u>Budget Amendment #2 Recap</u></b>						
	539,012	Deficit Facing the County as of January 1, 2011				
	240,837	Reduction from 2011 Budget Amendment #1				
	4,836	Reduction from 2011 Budget Amendment #2				
	293,339	Current Deficit				
	(293,339)	Current Deficit				
	330,000	Total Budget Surplus				
	36,661					

**BOCC MINUTES-12/19/11**

10:20 a.m. - Joe Reynolds.

The Chairman opened the hearing to public comments.

Mr. Petrovich pointed out the requested amendments are very minimal.

There being no further comments, the hearing was adjourned.

Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to adopt budget amendment #2 as presented.

**RESOLUTION NO. 072547**  
**OF**  
**THE BOARD OF WHITMAN COUNTY COMMISSIONERS**  
**FOR WHITMAN COUNTY, STATE OF WASHINGTON**

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met in regular session on Monday, December 19, 2011; and,

WHEREAS, any and all taxpayers appearing at the hearing held December 19, 2011, to be heard for or against any part of the budget amendment have been given the opportunity to be heard; and,

WHEREAS, the Auditor estimates that these amendments are necessary for the operation of the specified funds through the end of the fiscal year 2011.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the authorized appropriations for these funds of Whitman County for fiscal year 2011 be amended by the amounts indicated as attached; and,

BE IT FURTHER RESOLVED that the appropriate entries to the accounting records be made to reflect the aforementioned budget amendment.

PASSED, APPROVED AND ADOPTED this 19th day of December, 2011.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Greg Partch, Chairman

ATTEST:

\_\_\_\_\_  
Patrick J. O'Neill, Commiss.

\_\_\_\_\_  
Maribeth Becker, CMC  
Clerk of the Board

\_\_\_\_\_  
Michael Largent, Commissioner

2011 WHITMAN COUNTY BUDGET AMENDMENT #2			2011 Adopted	2011 Budget After Amend.	Budget Amend.	2011 Budget After Amend.
Fund	Acct	Acct Description	Budget	#1	#2	#2
001.000.000	308.00.00	BEG FUND BAL	539,012	539,012	(244,173)	294,839

**BOCC MINUTES-12/19/11**

						-
<b>CURRENT EXPENSE REVENUE</b>			<b>11,767,920</b>	<b>12,132,475</b>	<b>3,500</b>	<b>12,135,975</b>
<b>001.010.000</b>	<b>508.00.00</b>	<b>END FUND BAL</b>			<b>110,000</b>	<b>110,000</b>
						-
COMMISSIONERS			1,801,784	2,018,138		2,018,138
ADMINISTRATIVE SERVICES			71,111.00	75,723		75,723
HUMAN RESOURCES			162,214	159,303	927	160,230
SUPERIOR COURT			163,895	167,421		167,421
DISTRICT COURT			1,026,553	1,026,553	14,500	1,041,053
CLERK			183,603	185,125		185,125
TREASURER			302,230	320,480	8,795	329,275
AUDITOR			653,813	650,381	11,000	661,381
ASSESSOR			340,628	349,947		349,947
PROSECUTING ATTORNEY			555,865	551,338		551,338
CHILD SUPPORT ENFORCEMENT			132,775	132,775		132,775
FACILITIES MANAGEMENT			538,962	524,877		524,877
SHERIFF			3,110,886	3,099,886		3,099,886
JUVENILE SERVICES			642,354	603,371	(31,558)	571,813
WEED			81,136	83,827		83,827
CORONER			98,666	112,746		112,746
COUNTY EXTENSION			115,881	115,719		115,719
EMERGENCY MANAGEMENT			334,737	277,024		277,024
PUBLIC HEALTH			1,191,220	1,161,220		1,161,220
FAIR/FAIRGROUNDS			250,456	266,582		266,582
PARKS & RECREATION			311,801	311,852		311,852
INFORMATION TECHNOLOGY			236,362	236,362		236,362
CURRENT EXPENSE EXPENDITURES			12,306,932	12,430,650	108,664	12,539,314
						-
SELF INSURANCE REVENUE			50,000	64,759		64,759
SELF INSURANCE EXPENDITURES			50,000	64,579	180	64,759
BUILDING & DEVELOPMENT REVENUE			270,050	270,050		270,050
BUILDING & DEVELOPMENT EXPENDITURES			270,050	270,050		270,050
COUNTYWIDE PLANNING REVENUE			289,271	358,271		358,271
COUNTYWIDE PLANNING EXPENDITURES			289,271	358,271		358,271
DEVELOPMENTAL SERVICES REVENUE			679,153	688,682		688,682
DEVELOPMENTAL SERVICES EXPENDITURES			679,153	688,682		688,682
EXTENSION PUBLICATIONS REVENUE			630	630		630
EXTENSION PUBLICATIONS EXPENDITURES			630	630		630
VETERANS RELIEF REVENUE			26,860	57,480		57,480
VETERANS RELIEF EXPENDITURES			26,860	57,480		57,480
HOMELESS HOUSING PLAN REVENUE			145,000	145,000		145,000
HOMELESS HOUSING PLAN EXPENDITURES			145,000	145,000		145,000
COUNTY ROAD REVENUE			16,152,000	16,152,000		16,152,000
COUNTY ROAD EXPENDITURES			16,152,000	16,152,000		16,152,000
COMMUNITY EDUCATION & TRAINING CENTER REVENUE			14,800	18,800		18,800

**BOCC MINUTES-12/19/11**

COMMUNITY EDUCATION & TRAINING CENTER EXPEND.	14,800	18,800		18,800
PUBLIC FACILITIES IMPROVEMENT REVENUE	955,182	955,182		955,182
PUBLIC FACILITIES IMPROVEMENT EXPENSES	955,182	955,182		955,182
COUNTY BULK PURCHASING-SOFTWARE REVENUE	-	-		-
COUNTY BULK PURCHASING-SOFTWARE EXPENDITURES	-	-		-
HOTEL/MOTEL TAX REVENUE	22,933	22,933		22,933
HOTEL/MOTEL TAX EXPENDITURES	22,933	22,933		22,933
DOMESTIC VIOLENCE SERVICES REVENUE	1,400	1,400		1,400
DOMESTIC VIOLENCE SERVICES EXPENDITURES	1,400	1,400		1,400
BOATING SAFETY REVENUE	60,500	87,317		87,317
BOATING SAFETY EXPENDITURES	60,500	62,317	25,000	87,317
INMATE WELFARE REVENUE	16,100	16,100	10,750	26,850
INMATE WELFARE EXPENDITURES	16,100	16,100	10,750	26,850
HISTORICAL PRESERVATION/PROGRAMS REVENUE	25,500	25,500		25,500
HISTORICAL PRESERVATION/PROGRAMS EXPENDITURES	25,500	25,500		25,500
COUNTY BULK PURCHASING PAPER REVENUE	-	-		-
COUNTY BULK PURCHASING PAPER EXPENDITURES	-	-		-
SHERIFF'S K-9 UNIT REVENUE	8,500	8,500		8,500
SHERIFF'S K-9 UNIT EXPENDITURES	8,500	8,500		8,500
PATHS & TRAILS REVENUE	93,000	93,000		93,000
PATHS & TRAILS EXPENDITURES	93,000	93,000		93,000
CHIPMAN PATH REVENUE	189,165	189,165		189,165
CHIPMAN PATH EXPENDITURES	189,165	189,165		189,165
BCPT-SPECIAL DONATIONS REVENUE	5,000	5,000		5,000
BCPT-SPECIAL DONATIONS EXPENDITURES	5,000	5,000		5,000
REET TECHNOLOGY FUND REVENUE	108,538	108,538		108,538
REET TECHNOLOGY FUND EXPENDITURES	108,538	108,538		108,538
DONATIONS & PLANNED GIVING-FAIR	1,878	1,878		1,878
DONATIONS/PLANNED GIVING EXPENDITURES-FAIR	1,878	1,878		1,878
DONATIONS & PLANNED GIVING-PARKS	80,500	80,500		80,500
DONATIONS & PLANNED GIVING EXPENDITURES-PARKS	80,500	80,500		80,500
TREASURERS M & O REVENUE	28,650	28,650		28,650
TREASURERS M & O EXPENDITURES	28,650	28,650		28,650
DRUG ENFORCE/QUAD CITY REVENUE	313,500	329,500		329,500
DRUG ENFORCE/QUAD CITY EXPENDITURES	313,500	329,500		329,500

**BOCC MINUTES-12/19/11**

CRIME VICTIMS/WITNESSES REVENUE	50,000	50,000		50,000
CRIME VICTIMS/WITNESSES EXPENDITURES	50,000	50,000		50,000
HOUSE BILL 3900 FUNDS-CTED VICTIMS/ WITNESS REVENUE	36,726	36,726		36,726
HOUSE BILL 3900-CTED VICTIMS/WITNESS EXPENDITURES	36,726	36,726		36,726
JUVENILE- HB3900 REVENUE	48,598	47,439		47,439
JUVENILE- HB3900 EXPENDITURES	48,598	47,439		47,439
JUVENILE- SPECIAL REVENUE (CASA) REVENUE	3,655	3,655		3,655
JUVENILE- SPECIAL REVENUE (CASA) EXPENDITURES	3,655	3,655		3,655
INTER-LOCAL DRUG REVENUE	26,000	26,000		26,000
INTER-LOCAL DRUG EXPENDITURES	26,000	26,000		26,000
AUDITORS DOCUMENT PRESERVATION REVENUE	207,000	207,000		207,000
AUDITORS DOCUMENT PRESERVATION EXPENDITURES	207,000	207,000		207,000
COMMISSIONERS SPECIAL REVENUE	43,575	43,575		43,575
COMMISSIONERS SPECIAL REVENUE EXPENDITURES	43,575	43,575		43,575
COMMISSIONERS JUVENILE JUSTICE REVENUE	63,000	63,000		63,000
COMMISSIONERS SPEC REV - JUVENILE JUSTICE EXPEND.	63,000	63,000		63,000
COMMISSIONERS RESERVE REVENUE	385,000	385,000		385,000
COMMISSIONERS RESERVE EXPENDITURES	385,000	385,000		385,000
ELECTIONS RESERVE REVENUE	33,000	33,000		33,000
ELECTIONS RESERVE EXPENDITURES	33,000	33,000		33,000
SPECIAL ELECTIONS PROJECT REVENUE	360,000	360,000		360,000
SPECIAL ELECTIONS PROJECT EXPENDITURES	360,000	360,000		360,000
PROSECUTORS STOP GRANT REVENUE	32,486	32,486	3,665	36,151
PROSECUTORS STOP GRANT EXPENDITURES	32,486	32,486	3,665	36,151
ELECTRIC MONITORING REVENUE	11,000	11,000		11,000
ELECTRIC MONITORING EXPENDITURES	11,000	11,000		11,000
PUBLIC DEFENSE IMPROVEMENT REVENUE	40,000	40,000		40,000
PUBLIC DEFENSE IMPROVEMENT EXPENDITURES	40,000	40,000		40,000
WEB SITE DEVELOPMENT REVENUE	2,400	2,400		2,400
WEB SITE DEVELOPMENT EXPENDITURES	2,400	2,400		2,400
FEDERAL EQUITABLE SHARING REVENUE	281,600	281,600		281,600
FEDERAL EQUITABLE SHARING EXPENDITURES	281,600	281,600		281,600
WASHINGTON HOUSING SHB 2060 REVENUE	64,000	64,000		64,000
WASHINGTON HOUSING SHB 2060 EXPENDITURES	64,000	64,000		64,000
TRIAL COURT IMPROVEMENTS REVENUE	57,161	57,161		57,161
TRIAL COURT IMPROVEMENTS EXPENDITURES	57,161	57,161		57,161

**BOCC MINUTES-12/19/11**

EMERGENCY COMMUNICATIONS SYSTEMS REVENUE	745,000	790,026	102,000	892,026
EMERGENCY COMMUNICATIONS EXPENDITURES	745,000	790,026	102,000	892,026
MARTIN HALL DEBT-REVENUE	44,257	44,257		44,257
MARTIN HALL DEBT-EXPENDITURES	44,257	44,257		44,257
LIMITED TAX GO BOND 2002 REVENUE	165,690	165,690		165,690
LIMITED TAX GO BOND 2002 EXPENDITURES	165,690	165,690		165,690
CAPITAL PROJECTS GENERAL REVENUE	44,257	44,257		44,257
CAPITAL PROJECTS GENERAL EXPENDITURES	44,257	44,257		44,257
CP-ASSET ACQUISITION REVENUE	-	-		-
CP-ASSET ACQUISITION EXPENDITURES	-	-		-
CP-COMPUTER SYSTEMS REVENUES	-	-		-
CP-COMPUTER SYSTEMS EXPENDITURES	-	-		-
CAPITAL IMPROVEMENT PROJECTS-CIP REVENUE	163,699	179,199		179,199
CP-CAPITAL IMPROVEMENT PROJECT EXPENDITURES	163,699	179,199		179,199
CAP PROJ-DOCUMENT MANAGEMENT REVENUE	35,600	35,600		35,600
CAP PROJ-DOCUMENT MANAGEMENT EXPENDITURES	35,600	35,600		35,600
CP-MUSEUM CONSTRUCTION REVENUE	20,816	20,816		20,816
CP-MUSEUM CONSTRUCTION EXPENDITURES	20,816	20,816		20,816
CP-GO BOND 2002 REVENUE	569,000	569,000		569,000
CP-GO BOND 2002 EXPENDITURES	569,000	569,000		569,000
SOLID WASTE REVENUE	6,915,611	6,915,611		6,915,611
SOLID WASTE EXPENDITURES	6,915,611	6,915,611		6,915,611
SOLID WASTE RESERVE REVENUE	1,301,950	1,301,950		1,301,950
SOLID WASTE RESERVE EXPENDITURES	1,301,950	1,301,950		1,301,950
EQUIPMENT RENTAL & REVOLVING REVENUE	6,701,350	6,701,350		6,701,350
EQUIPMENT RENTAL & REVOLVING EXPENDITURES	6,701,350	6,701,350		6,701,350
PHOTOCOPIER REVOLVING REVENUE	-	-		-
PHOTOCOPIER REVOLVING EXPENSES	-	-		-
UNEMPLOYMENT INSURANCE REVOLVING REVENUE	370,000	370,000		370,000
UNEMPLOYMENT INSURANCE REVOLVING EXPENDITURES	370,000	370,000		370,000
INFORMATION TECHNOLOGY OPERATIONS REVENUE	683,385	683,385	(142,500)	540,885
INFORMATION TECHNOLOGY OPERATIONS REVENUE	683,385	683,385	(142,500)	540,885
INFORMATION TECH. OPERATIONS PHOTOCOPIER REVENUE	38,500	38,500	35,000	73,500
INFORMATION TECH. OPERATIONS PHOTOCOPIER EXPEND.	38,500	38,500	35,000	73,500
INFORMATION TECHNOLOGY OPERATIONS POSTAGE REV.	5,600	5,600	66,000	71,600

**BOCC MINUTES-12/19/11**

INFORMATION TECH. OPERATIONS POSTAGE EXPEND	5,600	5,600	66,000	71,600
INFORMATION TECH. OPERATIONS BULK PAPER REVENUE	-	-	12,000	12,000
INFORMATION TECH. OPERATIONS BULK PAPER EXPEND.	-	-	12,000	12,000
WHITCOM GENERAL OPERATIONS REVENUE	1,998,959	1,998,959		1,998,959
WHITCOM GENERAL OPERATIONS EXPENDITURES	1,998,959	1,998,959		1,998,959
WHITCOM 911 TAX/GRANT FUND REVENUE	1,395,593	1,395,593		1,395,593
WHITCOM 911 TAX/GRANT FUND EXPENDITURES	1,395,593	1,395,593		1,395,593
WHITCOM CAPITAL PROJECTS REVENUE	45,000	45,000		45,000
WHITCOM CAPITAL PROJECTS EXPENDITURES	45,000	45,000		45,000
COMMUNITY ACTION AGENCY SERVICES REVENUE	140,000	172,830		172,830
COMMUNITY ACTION AGENCY SERVICES EXPENDITURES	140,000	172,830		172,830
ERNIE DIPPEL MEMORIAL FUND REVENUE	4,483	4,483		4,483
ERNIE DIPPEL MEMORIAL FUND EXPENDITURES	4,483	4,483		4,483
ZAIDEE PARVIN MEMORIAL FUND REVENUE	9,039	9,039		9,039
ZAIDEE PARVIN MEMORIAL FUND EXPENDITURES	9,039	9,039		9,039
PALOUSE EMPIRE FAIR BUILDING REVENUE	1,609	1,609		1,609
PALOUSE EMPIRE FAIR BUILDING EXPENDITURES	1,609	1,609		1,609
<b>Revenue</b>				
<b>Current Expense</b>	<b>12,306,932</b>	<b>12,671,487</b>	<b>132,173</b>	<b>12,539,314</b>
<b>Non-Current Expense</b>	<b>42,483,478</b>	<b>42,713,570</b>	<b>86,915</b>	<b>42,800,485</b>
<b>Expense</b>				<b>55,339,799</b>
<b>Current Expense</b>	<b>12,306,932</b>	<b>12,430,650</b>	<b>108,664</b>	<b>12,539,314</b>
<b>Non-Current Expense</b>	<b>42,483,478</b>	<b>42,688,390</b>	<b>112,095</b>	<b>42,800,485</b>
				<b>55,339,799</b>

**10:30 a.m. - Whitman County 2012 Budget Hearing.**

Present: Gary Petrovich, David Ledbetter, Marlynn Markley, Chris Nelson, Janet Schmidt, Bob Lothspeich, Kirk Suess and Joe Smillie.

**072548**      **20.** Chairman Partch reconvened the hearing for the 2012 budget and requested a staff report.

Mr. Ledbetter reported no changes have been made to Current Expense Funds since last week. A few non-Current Expense changes were made but those changes did not affect the bottom line of \$44,226,407 or total county budget of \$57,123,024.

Mr. Petrovich explained the Commissioners' budget (\$2,098,702) was split from General Government fund #010 (\$1,794,840) creating new fund #009 (\$303,862) to more appropriately segregate actual department costs from costs that involve other departments.

## **BOCC MINUTES-12/19/11**

The total proposed Current Expense budget is \$12,896, an increase of \$462,303 over 2011.

The Chairman opened the hearing to public comments.

Kirk Suess asked how much revenue is based on state revenue the county may/may not receive and how will this affect the Fair. Commissioner Largent responded that these budget figures are the department's best forecasted projections at the time. If any changes need to be made after the budget is adopted, an amendment may be necessary. The county cannot predict what the Legislature will do by the time the commissioners have to adopt the budget.

Mr. Suess asked if the Commissioner are in contact with state legislators and Commissioner Largent replied yes, through the Washington State Association of Counties, the county's lobbyist and individually.

Commissioner Partch added that the county's has somewhat weaned itself from relying on state assistance with the exception of Public Health, Juvenile and the Prosecutor's office. The impact on Whitman County could be \$250,000-\$300,000, much less than the impact on larger counties. Senator Schoesler recommended working with neighboring counties and prioritizing.

With regard to Mr. Suess' question about the Fair, Commissioner O'Neill said in 2011 county fairs were faced with possible \$2 million reduction and the House reduced that amount to \$1 million. Numerous letters were written to the Ways & Means Committee and when all was said and done the reduction was reduced to \$250,000. He suspected letters will have to be written again. It has been shown, for every \$2 million given to county fairs, the state receives back \$25 million in sales tax revenue. Commissioner O'Neill thought that was a pretty good, healthy return on an investment. Bob Lothspeich interjected, once the Legislative session concludes, any necessary budgetary adjustments will be made through the budget amendment process.

Mr. Suess wondered if the Auditor's election budget has decreased in light of the countywide mail-out ballots. Mr. Ledbetter noted 2012 is a presidential election year. The Auditor's budget did increase \$80,000-\$100,000 in 2011, the bulk of which is Elections. Commissioner Partch commented that the state financially participates in odd numbered year elections for counties, but not the even numbered years which happen to be the most expensive election years. Commissioner Largent suggested Mr. Suess look at a 4-year election cycle for a more accurate picture of the costs.

Gary Petrovich said as it has been presented and with each fund identified, David Ledbetter has done a great job with the budget, laying it out very well and Kirk Suess concurred.

There being no further comments, the Chairman closed the hearing. The commissioners will render their decision December 27<sup>th</sup> at 13:00 a.m.

**10:55 a.m. - Recess.**

**11:00 a.m. - Phil Meyer, Public Works Department.**

**BOCC MINUTES-12/19/11**

Present: Alan Thomson, Iris Mayes, Joe Smillie, Kelli Hadley and 15 visitors.

**ACTION ITEMS**

**Planning Division:**

**072549** 21. Chairman Partch convened the hearing for proposed revisions to the zoning ordinance and requested a staff report.

Mr. Thomson indicated the proposal is to add churches to the uses in the Pullman-Moscow North/South Corridor.

The Chairman opened the hearing to public comments.

Shelly Bennett, commercial realtor in Moscow reiterated her support for communities growing tighter and the Board taking the fast track method.

Steve Mader of Pullman also spoke in support of the recommended change.

Ray Lindquist asked why churches were omitted initially. Commissioner Partch said he is the only board member that was involved in the North/South Corridor. They didn't omit churches, but what they said was they would address anything in the future that they didn't think about at the time.

There being no further comments, the hearing was adjourned.

Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to approve the amendment of the Whitman County Zoning Ordinance (Chapters 19.15 and 19.16) to add churches to the list of conditional uses in the N-PMC and the S-PMC and accept the findings of fact.

**ORDINANCE NO. 072549**

AN ORDINANCE AMENDING CHAPTER 19.15 - NORTH PULLMAN-MOSCOW CORRIDOR DISTRICT (N-PMC) AND CHAPTER 19.16 - SOUTH PULLMAN-MOSCOW CORRIDOR DISTRICT (S-PMC), to add churches to the list of conditional uses. This change is consistent with the Whitman County Comprehensive Plan and Zoning Ordinance.

BE IT ORDAINED and enacted by the Board of County Commissioners of Whitman County, State of Washington, it having been determined by the Board after hearing the Planning Department's Recommendations and Findings of Fact, after the Board's public hearing and adoption of Findings of Fact.

PASSED AND APPROVED by the Board of Whitman County Commissioners of Whitman County, Washington, on the 19th day of December, 2011.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Greg Partch, Chairman

ATTEST:

\_\_\_\_\_  
Patrick J. O'Neill, Commiss.

**BOCC MINUTES-12/19/11**

---

Maribeth Becker, CMC  
Clerk of the Board

---

Michael Largent, Commissioner

**Chapter 19.15 NORTH-PULLMAN-MOSCOW CORRIDOR (N-PMC)**

**SECTION 19.15.010 PURPOSE.**

The purpose of this ordinance is to establish the North-Pullman-Moscow Corridor District (N-PMC) in compliance with the Whitman County Comprehensive Plan Amendment of 2005 which divided the existing Pullman-Moscow Corridor (PMC) into separate north and south zones. A 1988-amendment to the Comprehensive Plan identified and distinguished the Pullman-Moscow Corridor Enterprise Area for special zoning consideration.

The intent in establishing the N-PMC is to recognize the primary purposes of the location as a transportation /commercial economic corridor and implement the measures necessary to promote safe access to and movement throughout the N-PMC. It will create opportunities for attractive, orderly development which will be of long-term benefit to the community as a whole, while protecting and enhancing the environmental and aesthetic characteristics of the N-PMC which make it representative of this region

The Washington State Department of Transportation (WSDOT) is planning to reconstruct SR 270 into a five-lane highway anticipated to begin construction in May or June of 2006 and be completed by late 2007 or early 2008.

**SECTION 19.15.015 ELIMINATION OF PRE-EXISTING ZONING DISTRICT DESIGNATIONS**

This Chapter supersedes all previous zoning within the boundary of the N-PMC and does hereby eliminate within the N-PMC all pre-existing zoning district designations.

**SECTION 19.15.020 DESCRIPTION**

19.15.020(1) Purpose.

The purpose of this section is to define the location of the N-PMC to encompass an area accessible from SR 270.

19.15.020(2) Boundary.

The N-PMC comprises the following sections:

The south half of Section 36, Township 15 North, Range 45 East W.M.; east half of Section 3, Township 14 North, Range 45 East W. M.; all of Section 2, Township 14 North, Range 45 East W. M.; all of Section 1, Township 14 North, Range 45 East W. M.; the south half of Section 31, Township 15 North, Range 46 East W. M.; the south half of Section 32, Township 15 North, Range 46 East W. M.; the north half of Section 5, Township 14 North, Range 46 East W. M.; the north half of Section 6, Township 14 North, Range 46 East W. M., situated in the County of Whitman, State of Washington, except:

Those properties lying within the boundary of the City of Pullman and lying south of SR 270 as shown on SR 270/Pullman to Idaho State Line Right-of-Way Plans, Additional Lanes Project, approved and adopted September and October, 2004.

19.15.020(3) Map

**SECTION 19.15.025 SITE PLAN REVIEW PROCESS**

19.15.025(1) Purpose.

The purpose of the Site Plan Review Process is to bring multi-disciplinary knowledge and judgment to bear on development proposals in the N-PMC, through the establishment of a Site Plan Review Committee (hereafter referred to as SPRC).

19.15.025(2) Applicability.

All applicants for a permitted use or conditional use shall submit a development proposal, as set forth herein, to the Planning Office for SPRC review. The Planning Director may waive certain requirements of the site plan submittals for expansion or modification of existing non-conforming uses or structures as defined in Section 19.15.050(5)(Z). Antenna support structures and their accessory structures shall be exempt from the requirements of this Chapter, but are subject to all of the requirements in Chapter 19.58 of this ordinance. (Revised 5/14/01, Ordinance # 058050)

19.15.025(3) Composition of the Site Plan Review Committee.

(A) The Site Plan Review Committee, (SPRC), shall consist of representatives from the following County Departments or Divisions: Planning, Building, Engineering, Parks and Recreation, and Environmental Health. In addition, the SPRC shall be assisted by a representative from the Sheriff's Office and the applicable fire district. Although not members of the SPRC, all utilities which provide service to the area shall be asked to review the plans.

(B) No development proposal shall be unduly delayed for want of a SPRC meeting or quorum and nothing within the SPRC function shall be deemed to prohibit an applicant, with the approval of a member, actual or ad hoc, from meeting individually.

19.15.025(4) Authority and Responsibilities.

(A) The SPRC shall review all development proposals for compliance with this chapter and all other applicable ordinances, statutes and regulations and report its findings, conclusions and recommendations to the Board of Adjustment prior to that authority making its decision to approve or deny the proposal or modify the SPRC recommendations. Each SPRC member shall evaluate each proposal from his/her area of responsibility. SPRC members may make a positive, negative, or conditioned decision on a proposal. For a recommendation to go forward to the Board of Adjustment, any SPRC member, actual or ad hoc, who has not provided a negative or conditioned decision within a reasonable time shall be deemed to have given a positive response. If a negative or conditioned decision is made, a written reason or reasons must be cited along with any recommendations as to mitigating or correcting the disqualifying problem. The proposal cannot move to the Board of Adjustment if the proposal is unable to site an approved on or off-site sewage disposal system or connects to a city sanitary sewer system.

(B) If any permits are required, those permits must have the possibility for approval. State agencies may be represented by a SPRC member, such as County Environmental Health as being a liaison for the Department of Ecology for items such as a sewage lagoon. The following wording is suggested: "We (agency) have reviewed this proposal and have determined that a permit for \_\_\_\_\_ can be or cannot be issued for this project." The SPRC is authorized to invite any state agency to send a representative to participate in the SPRC process. However, the failure of a state agency to send a representative or to provide for a pre-permitting approval shall not be grounds for denial of the proposal, but obtaining a necessary permit may be a condition precedent to final authority to proceed with the proposed development.

19.15.025(5) Responsibilities of Planning Department.

## **BOCC MINUTES-12/19/11**

The Director of Planning or his/her designee shall take the following responsibilities on behalf of the SPRC. The Director shall:

- (A) Receive information necessary for the SPRC to assess the merit or impact of a project or proposal.
- (B) Arrange for the applicant to present projects and proposals for consideration by the SPRC.
- (C) Schedule meetings of the SPRC, including pre-application conferences.
- (D) Act as a liaison between the SPRC and the Board of Adjustment.
- (E) Prepare written findings on a project proposal.
- (F) Prepare a written report to the Board of Adjustment stating the SPRC's recommendations on a project proposal, and reasons for disapproval where the application fails to comply with Federal, State, or County statutes, ordinances or regulations.
- (G) Review minor change request(s) for approval or denial pursuant to 19.15.025(9).

### 19.15.025(6) Responsibilities of Planning Department for Existing Businesses.

The County Planner or designated staff may administratively review and approve modifications to existing businesses as long as the proposed changes do not impair or exceed the following:

- Storm water run-off control capacity
- Adequate parking
- Adequate area for loading/unloading and vehicular circulation
- Snow storage capacity
- Landscaping
- Traffic impacts within the development and externally upon the adjoining public roads
- 25% open area
- Excessive noise or other potential impacts upon surrounding land uses
- Other compatibility issues with surrounding land uses

To achieve this Administrative Use Permit, the applicant shall submit a revised Conditional Use application along with a Conditional Use fee. The County shall publish a legal notice of the proposed modification(s) sufficient to explain to the public the proposed change(s). This legal notice shall allow for a 14-day comment period. Persons who submit comment must state a reason(s) why the modification should not be approved.

If no comments are received, the County can make final approval of the proposed modifications. If comment(s) is received, the County will evaluate the comment(s) and make a decision as to whether the comment(s) causes need for a full Board of Adjustment Conditional Use public hearing or not.

If the County decides that the comment does not warrant a change from the announced administrative decision, then a letter shall be sent to the person who commented so stating this decision. This letter shall also announce that any appeal of this decision would go to a court of competent jurisdiction, and that such an appeal to said court would need to be filed within 24 days of the date of said letter.

Proposed modifications that may be decided administratively in this matter include:

## **BOCC MINUTES-12/19/11**

- expansion of structures
- replacement of structures
- increase in height
- placement or modification of signs

### 19.15.025(7) Procedures.

The SPRC shall take action on a proposal within 45 calendar days of receipt of the applicant's complete and accepted submittal. If more time is necessary, the applicant shall be notified of the reasons for the delay.

### 19.15.025(8) Conformance with Approved Site Plan.

Conformance with the conditions of any approved site plan shall be determined at the time of final inspection of the last structure to be inspected and prior to issuance of a final Certificate of Occupancy (C.O.). A final C.O. shall be issued by the Whitman County Building Inspector only when all conditions of the approved site plan have been satisfied.

### 19.15.025(9) Minor Changes in Site Plans.

Written requests for minor changes shall be submitted to the Planning Office. No minor changes shall be allowed without prior Planning Office approval. Minor changes are those which do not require a plan amendment as set forth in 19.15.025(10).

### 19.15.025(10) Amendment of Site Plan.

Any change to an approved site plan affecting the basic character or arrangement of buildings, density of the development, open areas, environmentally sensitive areas or critical areas shall be submitted to the SPRC. Review and consideration of the proposed amendment shall then follow the procedures as set forth in 19.15.025(4), (5) and (7).

### 19.15.025(11) Length Of Time Of Board of Adjustment Approval.

(A) Board of Adjustment approval shall be valid for two years from the date of issuance and shall remain valid if construction has begun within the allotted time. Extensions to this approval can be applied for in two-year increments to be administered by the Planning Department. A minor change in site plan, under 19.15.025(9), shall not extend this time. If the applicant fails to begin construction within the specified time period any and all approval is automatically withdrawn and void, and any vesting rights terminated. Any construction begun after that time shall be without approval and shall be a violation of the Whitman County Code.

(B) To begin construction within the above period, the applicant must have proceeded past grading and excavation and have installed a portion of an approved permanent building, such as pad or foundation.

(C) Additionally, if any break in construction exceeding 180 days occurs or if there is any other indication that the project has otherwise been abandoned, approval may be withdrawn and voided by the Board of Adjustment upon written notice mailed to the applicant at the address last provided. Failure of the applicant to respond in writing within 60 days from the date of mailing of the Notice of Intent shall result in any and all prior approval being withdrawn and voided. Any construction begun after that time shall be without approval and shall be a violation of the Whitman County Code. It shall be the burden of the applicant to establish to the satisfaction of a majority of the Board of Adjustment that the project has not been abandoned and to establish when the project will be completed. The Board of Adjustment may delay or condition its decision to withdraw and void its prior approval upon the applicant's subsequent performance.

### 19.15.025(12) Variances.

A variance may be granted if it is determined that practical difficulties, unnecessary hardships, and/or results inconsistent with the general purposes of this chapter may result from the strict application of the provisions of this chapter. Financial considerations shall not be a basis for a variance. An application for a variance shall follow procedures set forth in the Whitman County Zoning Ordinance Sections 19.06.020 (Variance) and 19.06.030 (Flood Management Variance), for determination by the Board of Adjustment.

**SECTION 19.15.027 NON-STRUCTURAL FILL PLACEMENT PERMIT**

**19.15.027(1) Purpose.**

The purpose of the Non-Structural Fill Placement Permit is to allow the transport of waste soil fill material from permitted or grandfathered construction, grading or earthwork operations to an off-site location for disposal. It is the intent to dispose of excess material in an area currently used for agricultural purposes, then rendering the property in a condition for continued and ongoing agricultural use after filling. It is not the intent to allow for the construction of building pads or locations without going through a conditional use process.

**19.15.027(2) Applicability.**

The Non-Structural Fill Placement Permit is a permit granted through an administrative process. The County Building Official (in conjunction with the County Planner), or designated staff, may administratively review and approve of a filling operation designed to allow for disposal of excess soil materials from a construction, grading or earthwork operation. Fill placement will be strictly limited to areas in agricultural production that will be filled in a manner to allow for future continued agricultural use. It is not applicable to long term “dumping” of earth materials in a loose state, such as at a commercial fill site or landfill facility. The permit shall only apply to fill materials that originate from a site within the N-PMC or S-PMC, and are placed on a fill site situated within either the N-PMC or S-PMC.

**19.15.027(3) Responsibilities of Project Proponent.**

The project proponent shall complete an application and pay the appropriate fees for the Non-Structural Fill Placement Permit with the County Building Department. The permit application shall be accompanied by a plan indicating the source location of the fill material, the destination for the fill material, details pertinent to the haul route, type of equipment to be used, proposed hours of operation, duration of project or other pertinent information required by the Building Official. The project proponent shall also provide written evidence of permission to cross any private property, other than his/her own, in order to transport the fill to the fill site. The project proponent shall also provide written permission from the owner of the fill site, if other than him/herself, to place the material on the site.

Failure of the project proponent to complete the filling and reclamation of the fill site back to agricultural use shall result in either a building or zoning code infraction, or both. Daily fees or fines will be assessed in accordance with existing ordinance for failure to comply with the permit. The only exception permitted will be if the proponent can present well documented information that the violation results from conditions that are clearly beyond the control of the proponent.

**19.15.027(4) Responsibilities of Building and Planning Departments.**

The Building Official (in conjunction with the County Planner) will be responsible to:

- collect and surmise information pertinent to the application
- assess any impacts to private property owners in the vicinity of the proposal
- set acceptable hours and days of operation in accordance with other similar earth moving operations in the N-PMC

- Set conditions of operation to protect the rights of adjacent landowners, such as dust abatement requirements

19.15.027(5) Permit Duration.

The Non-Structural Fill Placement Permit shall be granted for a maximum duration of six (6) months, or through the end of the summer construction season, typically the end of October. The permit may be extended for a period of 30 days at a time, at the sole discretion of the Building Official, upon written request of the applicant. Reasons for extension may include excessive rain/poor weather or unanticipated delay of the project from which the excess fill is coming.

19.15.027(6) General Permit Conditions.

The following shall apply to all fills placed under the Non-Structural Fill Placement Permit:

- Topsoil shall be stripped from the fill area, and replaced after fill, to allow for continued agricultural use.
- Fills shall be placed to at least 90% compaction, as determined by ASTM D-1557, Modified Proctor. The Building Official will likely require testing to verify the level of compaction is achieved.
- Fills shall be placed no thicker than 15 feet without providing a geotechnical engineer's report outlining conditions under which the 15 feet may be safely exceeded.
- Final fill slopes shall not exceed 4:1 (horizontal to vertical) without providing a geotechnical engineer's report outlining conditions under which steeper slopes can be safely constructed.
- Final contours shall be completed in a way that eliminates ponding of water and preserves the natural drainage of the land.
- Fill cannot be placed on slopes steeper than 4:1 without constructing a basal key and benching the fill to improve slope stability.
- Fill that is placed and compacted in this manner will not be deemed suitable for installation of gravity septic drainfields in the future.
- Any future development of the area filled will require a full geotechnical engineering evaluation prior to permitting for construction.
- Fill placed within four (4) feet of the completed final ground surface need only be lightly compacted to allow for ongoing agricultural use.
- Erosion and sediment control devices (approved by Whitman County) will be required for exposed soil surfaces during winter months, typically November through April.

**SECTION 19.15.030 SITE PLAN SUBMITTALS**

19.15.030(1) Purpose.

The site plan submittal initiates the process by which a development proposal is reviewed for compliance with Whitman County land use regulations.

19.15.030(2) Pre-Application Conference.

Prior to applying for site plan review, the applicant may, and is encouraged to, submit preliminary plans to the Planning Office, so the comments and advice of the Planning Office may be incorporated in the final plans submitted for an application.

19.15.030(3) Initiating Site Plan Review.

The applicant shall submit two copies of a site plan, an environmental checklist, and a review fee to the Planning Department to initiate formal review of a proposed project. The Planning Director shall determine if an application is complete and initiate review by the SPRC.

19.15.030(4) Site Plan Submittals.

The following information shall be included on a site plan. Certain requirements of this section may be waived by the Planning Director for existing non-conforming uses and structures as defined in Section 19.15.060(5)(Z).

(A) Administration - Site plans must include:

1. Name, address and phone number of the applicant and property owner(s).
2. Names and addresses of adjacent property owners within 300 feet. The applicant shall obtain these from the County Assessor's Office.
3. Name of proposed action or development.
4. Description of the proposed land use.
5. Legal description of subject property.
6. Vicinity map showing location of subject property.
7. North arrow and graphic scale.
8. Any easements and/or dedications on the site.
9. Soil and surface geological conditions.
10. A statement prepared by a registered architect or engineer licensed in the state of Washington stating how the provisions of this chapter with regard to erosion control, stormwater management, protection of designated environmentally sensitive areas and on-site sewage disposal will be accommodated.
11. The applicant may be required to provide a transportation impact study. This study shall be required at the sole discretion of the County Engineer. The County Engineer may also elect to require concurrence from WSDOT engineering staff. This study shall determine the impacts of proposed developments on State and County roads, and shall be submitted to the Whitman County Engineer who may then require mitigation for County roads or State highways or intersections.

(B) Site preparation - Site plans must show:

1. Area of subject property.
2. Property boundary and all existing and proposed parcels and easements.
3. Dimensions of existing and proposed parcels and easements.
4. Boundaries of adjacent properties, as applicable.
5. Right-of-way of all existing and proposed public roads.
6. Existing topography and preliminary grading.
7. Proposed final grades and/or elevations.
8. Preliminary and final grading plans, prepared by a licensed engineer or architect.
9. Major drainage ways and proposed protection measures for drainages.
10. Site features such as water bodies, drainage ditches and wetlands.
11. Dimensions of setbacks from designated environmentally sensitive areas, critical areas, including the floodplain and buffer areas.
12. Location and area of any dedicated open area.

(C) Circulation - Site plans must show, if applicable:

1. Proposed bicycle access route.
2. Interior circulation, showing routes for large delivery trucks, passenger cars, bicycles, and expected pedestrian corridors.
3. Pedestrian facilities including crosswalks, curb cuts, vehicle barriers, warning signs and design features intended to connect parking areas with the accessible entrances.

(D) Infrastructure - Site plans must indicate:

## BOCC MINUTES-12/19/11

1. The location and capacity of existing and proposed wells or other water sources.
2. The location and design of existing and proposed septic systems and drainfields, sewage lagoons or other sewage disposal systems.
3. The location, design and capacity of existing and proposed water retention systems.
4. The location of existing and proposed utilities or utility easements on the site.

### (E) Structures - Site plans must describe:

1. The location and area (percentage) of proposed parcel coverage.
2. Existing structures on site and any proposed demolition.
3. Location and footprint (see Section 19.03.312).
4. Height of all proposed structures.
5. Proposed outdoor storage areas, screening, fences, any other accessory features and vehicle loading, parking and driveway areas.
6. Primary building materials, colors and any other relevant design information.
7. Dimensions between buildings or structures.
8. Setbacks from property lines, rights-of-way, easements and water bodies.
9. Buildings and other structures within 100 feet of the site shall be indicated.

### (F) Landscaping - Site plans must show:

1. Existing trees and significant shrubs to be retained and/or removed.
2. Proposed landscaped areas, including dimensions of planting areas and height of berms, if applicable.
3. Proposed plant materials, both type and mature size (planting plan).
4. Proposed irrigation method.
5. Erosion control measures to be used after construction.
6. Proposed run-off control measures such as grass swales, retention ponds, etc., with dimensions and proposed plant materials or other treatment.
7. Any proposed site fixtures and associated equipment or furnishings.

### (G) Signs and lighting - Site plans must show:

1. Location and dimensions of all proposed signs visible from public rights-of-way.
2. Design of proposed signs, including illumination, color, typefaces and illustrations or logos.
3. Design, location and times of display for any temporary displays.
4. Design and location of exterior lighting.

## **SECTION 19.15.040 PERMITTED USES**

The following are the permitted uses within the N-PMC:

19.15.040(1) Agriculture, including but not limited to, cropping, grazing of livestock, horticulture and floriculture. Feedlots, farrowing operations and dairying shall not be allowed.

19.15.040(2) Temporary stands for the sale of agricultural non-livestock products produced on the premises.

19.15.040(3) Accessory uses and structures common or incidental to agricultural and presently existing residential use, including but not limited to garages, barns, tack rooms, equipment sheds, home storage elevators, fences and corrals; provided that such accessory uses and structures conform to the yard requirements of this chapter.

19.15.040(4) In presently existing residences, home-based businesses utilizing only those accessory buildings and structures permitted under this chapter, and which from the premises' property line cannot be seen or heard or felt or smelled and will not have customer visits. (For more information on home-based businesses permitting, see Chapter 19.56.) (Revised April 21, 2008; Resolution No. 068024)

19.15.040(5) Temporary mining, rock crushing, asphalt and concrete processing plants in the right-of-way of State Route 270, or contiguous property for stockpile purposes only, as it now or hereafter exists for its road construction. Temporary is defined for this purpose as two years with a two year extension granted at the sole discretion of the County Engineer. (Revised 6/1/09, Animal Density Struck, Ordinance #069589)

**SECTION 19.15.050 CONDITIONAL USES**

19.15.050(1) A development proposal or a change-in-use proposal for a listed conditional use shall be subject to compliance with the requirements of this chapter and the provisions of Whitman County Code 19.06, as applicable to conditional uses.

19.15.050(2) All uses must demonstrate compliance or it will be denied.

19.15.050(3) All conditional uses shall require SEPA review.

19.15.050(4) Conditional uses in the N-PMC are based upon their probable impact upon transportation, and whether or not the use requires linkage to urban services for water and sewer facilities.

19.15.050(5) Authorized Conditional Uses and Mandatory Conditions:

(Amended July 7, 2008, Ordinance 068376)

(A) Campgrounds.

(B) Carpet dealer and floor coverings.

(C) Child care.

(D) Communications towers and facilities. (Antenna support structures reference Applicability [19.15.025(2)] and Chapter 19.58). (Revised 5/14/01, Ordinance # 058050)

(E) Assisted Care facilities, nursing homes and similar uses.

(F) Hospitals (if urban-level water, sewer and fire services are utilized).

(G) Hotels/Motels/Inns (if urban-level water, sewer and fire services are utilized).

(H) Light manufacturing and assembly operations.

(I) Manufactured homes sales and services.

(J) Moving and storage.

(K) Office buildings.

(L) Plumbing, heating and electrical supplies.

| (M) Churches.

| (MN) Professional services as listed:

1. accounting
2. advertising
3. architects, engineers, surveyors and planners
4. attorneys
5. banks, savings & loans
6. consultants
7. counseling
8. employment services and human resources
9. government offices
10. home health services
11. insurance
12. interior design
13. Internet services
14. investment brokering and securities
15. mail order services
16. market research
17. medical, doctors, dentists and emergency healthcare
18. pharmacies
19. real estate agencies
20. title companies
21. travel agencies
22. veterinarians and veterinary clinics

| (NO) Recreational non-motorized trails, paths, bikeways and parks.

| (OP) Recreational vehicle dealers for:

1. bicycles
2. boats/water craft
3. campers
4. motorcycles
5. recreational vehicles (RVs)
6. snowmobiles and winter sports equipment

| (PQ) Recreational vehicle parks.

| (QR) Research and development.

| (RS) Retail uses as listed:

1. automotive general merchandise, parts and service
2. automobile renting (secondary sales as an accessory use)
3. books, recorded music, sheet music and videos/compact disks (excluding those selling merchandise restricted from sales to minors)
4. building material supplies
5. cabinet shop

**BOCC MINUTES-12/19/11**

6. clothing and accessories
7. computers and electronics – sales/installation and repair
8. contractors equipment and supplies (dealers & service)
9. crafts, such as craft supplies and finished craft goods, ceramic supplies and finished ceramic goods, art works and art supplies
10. department stores selling any products listed in this chapter
11. discount stores selling any products listed in this chapter
12. fabric stores and sewing supplies
13. farm equipment sales and/or service
14. florists
15. food and grocery stores
16. franchised automobile and truck dealerships sales and service
17. furniture sales
18. garden centers, nurseries, landscaping, lawn & garden equipment and supplies
19. gift stores
20. hardware
21. hobby stores
22. houseware stores
23. import stores selling home décor, furniture, housewares, holiday decorations
24. jewelry stores
25. lumber yards
26. motion-picture theatres (indoor)
27. not-for-profit (non-profit) re-use organizations
28. office furniture and supplies
29. pet stores including sale of pet food, pets, associated supplies, and offering temporary pet accommodations and grooming
30. rental service store
31. restaurants with inside seating and excluding those defined as bars or taverns
32. shoe store
33. specialty stores specializing in a single category of products listed in this chapter
34. sporting goods
35. stationery
36. tire sales and service
37. toy and game store
38. multi-use retail business of any or all of the above

| (~~ST~~) Warehousing and distribution.

| (~~TU~~) Wholesale trade.

| (~~UV~~) Utilities (secondary to another primary use).

| (~~VW~~) Utility maintenance center.

| (~~WX~~) Utility substation.

| (~~XY~~) Utility transmission lines.

(YZ) Temporary mining, rock crushing, concrete and asphalt batch plants may be allowed in the North-PMC District providing that a conditional use for a specific business development on a specific site has been granted by the Board of Adjustment, or for SR 270 construction; and said conditional use shall include conditions for any temporary mining, rock crushing, concrete and asphalt batch plant. Other than these described temporary mining uses, and existing active, grandfathered mining operations, no mining shall be allowed in this zone. Mining in the North-PMC District is limited to business site preparation and SR 270 construction because long-term mining and crushing, asphalt and concrete batch plants, are seen as not compatible with the intended business use on the north side of the highway. Mining sites cannot be mined below existing road grade without written consent from the County Engineer.

(ZAA) Existing uses. Existing land uses, except as limited by this Chapter, as of the date of adoption of this amendment, may continue. These uses and structures may be expanded if they meet the requirements of 19.15.025(6). If the proposed expansion does not meet the requirements of 19.15.025(6), a Conditional Use Permit is needed. Mining operations currently permitted, including asphalt processing and concrete ready mix operations, existing prior to the adoption of these amendments may continue and expansion of the mining area is permissible if the rock resource is contiguous to that presently being mined. A change of business use to an existing conditional use permit or grandfathered use can be done through an administrative use permit if there are no increased impacts to adjacent landowners, to be determined at the sole discretion of the County Planner, and the proposed use complies with the requirements of all other permitting agencies. If there is doubt about the degree of impacts to adjacent landowners, the County Planner shall recommend that a conditional use permit be sought from the Board of Adjustment. (Revised 2/7/11, Ordinance #071612).

(AABB) Home-based businesses that exceed the threshold of a permitted use may be allowed as an administrative use or a conditional use. (For more information on home-based businesses permitting, see Chapter 19.56.) (Amended April 21, 2008; Ordinance No. 068024)

#### **SECTION 19.15.060 NONCONFORMING USES**

19.15.060(1) Uses, land uses and structures which become nonconforming uses and structures by adoption of this chapter are subject to the provisions of Chapter 19.54, Nonconforming Uses and Special Exceptions, as now or hereafter amended.

##### 19.15.060(2) Special Provisions for Nonconforming Uses Within the N-PMC.

(A) Any state or federal government environmental improvement mandate for an established use is exempt from the minimum requirements of this chapter.

(B) Presently existing farm structures and rural residences within the N-PMC are exempt from the requirements of this chapter unless a change in use is proposed. No new residential sites shall be allowed or created in the N-PMC.

(C) Freestanding billboards are prohibited. No new non-conforming signs or billboards will be allowed.

#### **SECTION 19.15.070 SITE REQUIREMENTS**

##### 19.15.070(1) Purpose.

The purpose of this section is to establish minimum standards which must be met for parcels in the N-PMC to be considered for development.

19.15.070(2) Minimum parcel size.

The minimum parcel size for development in the N-PMC is three (3) acres. For clustered developments, parcels must be of sufficient size to meet all other provisions of this and other applicable codes. Additional subdivision of land shall be through a preliminary and final plat process or allowed for the sole purpose of highway expansion.

19.15.070(3) Front setbacks.

(A) Front setbacks from the north side of SR 270 as it is at the time of adoption of this ordinance, a two-lane highway, shall be 250 feet from the north-side right-of-way at the time of adoption of this ordinance amendment. After the highway has been expanded, the SR 270 setback shall be 35 feet from the north right-of-way line.

(B) Front setbacks for structures and outdoor storage areas along other public and private roads shall be 35 feet; setbacks for temporary displays, signs, and parking areas shall be ten (10) feet, (see 19.15.080(8)(B)(4)). Where a public or private road is located within the State right-of-way, the most restrictive front setback requirement will apply.

(C) Utility lines underground and overhead shall be exempt from this setback requirement, but shall be subject to any right-of-way requirements of the State or County.

19.15.070(4) Side and rear setbacks.

Side and rear setbacks for structures and outdoor storage areas shall be 20 feet; side and rear setbacks for temporary displays, signs, utility facilities and parking areas shall be ten (10) feet.

19.15.070(5) Maximum parcel coverage.

Maximum parcel coverage in the N-PMC shall be 75% (percent). All areas with impervious surfaces and the space occupied by structures shall be considered "covered" areas for the purpose of parcel coverage calculations. For this chapter impervious surface shall mean an oiled, asphalt or concrete covered surface such as a sidewalk, road, circulation area, outdoor storage area, parking lot and/or loading area. All other areas shall be considered "not covered" for the purpose of parcel coverage calculations. Designated open areas shall remain open areas, subject only to the uses approved by the SPRC on the approved site plan.

**SECTION 19.15.080 DEVELOPMENT REQUIREMENTS**

19.15.080(1) Purpose.

The purpose of this section is to provide standards for site development. The overall goal of providing attractive, orderly development will promote safe traffic conditions and protect and enhance desirable environmental and aesthetic qualities in the N-PMC.

19.15.080(2) Site Preparation.

(A) Required grading practices are:

1. All graded areas shall be protected from wind and water erosion through acceptable slope stabilization methods both during and after construction, according to plans approved by a professional engineer or licensed landscape architect.
2. Grading shall not create an erosion hazard or be a source of sedimentation to any adjacent land or water course.
3. Topsoil shall, to the extent possible, be retained on-site and reused after grading.
4. The amount of land exposed at any one time during development shall be kept to a minimum and

exposure shall be scheduled during seasons of minimum precipitation whenever possible.  
Permanent perennial vegetation shall be installed on the site as soon as practical after development.

- (B) Drainage and storm water control requirements apply to projects both during and after construction:
1. Site drainage shall not endanger designated environmentally sensitive areas.
  2. Site drainage shall comply with all other provisions of this chapter, as well as environmental regulations controlling surface and ground water quality.
  3. Existing natural drainages shall be identified on the grading plan and shall be retained wherever feasible.
  4. Drainage shall be designed by a professional engineer to control run-off from a 50-year storm event. Discharges from storm water and drainage conveyance facilities shall be routed through swales, vegetated buffer strips, storm water basins and other facilities designed to decrease runoff velocity and volume, allow for natural infiltration, allow suspended solids to settle, and reduce pollutants through the use of active separators or passive filtering before being discharged.
- (C) Fill - Fill operations are governed by the following requirements:
1. Filling may occur within designated environmentally sensitive areas at the discretion of the SPRC, subject to Whitman County Flood Management Overlay District requirements and all relevant State regulations. Inert and/or demolition waste fills must comply with WAC 173-350 Minimum Functional Standards for Solid Waste Handling, (as now or hereafter amended), which includes permitting by the local Health jurisdiction.
  2. Fill must consist of clean materials that will not result in the leaching of harmful chemical or solid contaminants into surface or ground water.
  3. Fill shall be protected against erosion with vegetation or other means stipulated by the SPRC, recommended by the local Soil Conservation District or Washington State Department of Natural Resources.

19.15.080(3) Infrastructure.

- (A) Water use:
1. An applicant will provide data on anticipated water use for a development proposal.
  2. A suitable water source of appropriate quality and capacity as defined by the Whitman County Environmental Health Division shall be demonstrated prior to issuance of a building permit.
  3. Uses which exceed more than 5,000 gallons of water per day or more than 1,825,000 gallons per year shall provide a water conservation plan in their development proposal. The plan shall consist of, but not be limited to:
    - (a) Water conservation measures which will demonstrably decrease typical water consumption patterns for the proposed use.
    - (b) Plans to utilize treated effluent or water rights from Paradise Creek as a secondary water source.
- (B) Sewage disposal -
1. An applicant shall provide for on-site sewage disposal through an on-site septic system, sewage lagoon system or alternative system approved by the Washington State Department of Ecology, the Washington State Department of Health and/or the Whitman County Environmental Health Division.
  2. A sewage system design of appropriate quality and capacity must be approved by the permitting authority prior to issuance of a building permit.

(C) Utilities -

1. Utilities within a site shall be placed underground. It is the intent that whenever feasible, there shall be a consolidation of utilities into one trench in a common easement.
2. Utilities shall be located underground where possible, with the following exceptions:
  - (a) Existing overhead electrical utilities may be maintained, replaced or upgraded.
  - (b) One overhead heavy feeder tie will be allowed between Sunshine Road and Airport Road in order to connect the Pullman and Moscow feeder. Three route options shall be prepared and submitted to the SPRC and the Board of Adjustment for their decision.
  - (c) Other new electrical utility connections of less than 115 kV, such as feeder lines at 13 kV, if technically and economically feasible to be placed underground, shall be underground.
  - (d) As road improvements are made within the N-PMC, it is recommended that utility companies (electrical, telephone, television cable, natural gas) work with the road agency to lay conduit in anticipation of future needs.
  - (e) At the time of adoption of this ordinance, there are 115 kV electrical lines running east and west, both north and south and outside of the north corridor boundaries. There may be slight encroachment of the northern line in sections 36, 31 and 32. In the event that future electrical demand proposes further encroachment into the N-PMC, or a proposal to cross the N-PMC with these lines for which underground transmission is not practical, this proposal must be submitted to the SPRC for technical review and then brought to the Planning Commission and the Board of County Commissioners as a special amendment to this chapter. Said proposal must have three options for comparison judgments. This option also applies to any applicants who wish an exception from the requirement for underground transmission for an overhead feeder line.
3. Temporary overhead service is allowed for construction purposes. A Certificate of Occupancy will not be issued until the temporary overhead service is removed.
  - (f) In the situation where on-going mining exists, overhead distribution of electrical facilities is allowed.

19.15.080(4) Traffic Access and Flow.

(A) State Route 270 access:

1. Development projects requiring access to SR 270 shall be required to comply with the WSDOT rules and regulations for utilizing access points and to consolidate access points within a site, negotiate for the use of an alternative access point along SR 270, utilize a frontage road or propose an alternative means.
2. Approach permits to SR 270 shall be required from the WSDOT prior to project approval.
3. Level of Service: An index of the operational performance of traffic on a given traffic lane, carriageway, road or intersection, based on service measures such as delay, degree of saturation, density and speed during a given flow period. Six levels are defined as "A" through "F" with "A" being the best operating conditions and "F" being the worst.
  - (a) Developments which reduce the Level of Service (LOS) on nearby streets, roads or highways, may be required to make provisions for remediation. LOS standards will be assessed in accordance with WSDOT standards and the current edition of the TRB "Highway Capacity Manual." The developer may be required to bear all expenses to make provisions, such as additional lanes, turn lanes or traffic control devices to offset the impacts of the development on the LOS. Improvements will be required to be completed before occupancy of structures is granted. Bonding for improvements or receipt of the required improvement fees may be accepted in lieu of completing the required improvements.

- (b) The County Engineer will establish acceptable LOS for traffic at Whitman County intersections. LOS will be used to determine the impacts on the road system by land development proposals. The minimum acceptable LOS is "C" for paved rural county roads.
- (c) WSDOT will establish acceptable LOS for traffic at State Route intersections. LOS will be used to determine the impacts on the road system by land development proposals.

(B) Frontage roads:

- 1. Privately constructed frontage roads intended to be dedicated shall meet Whitman County road design standards as set forth by Whitman County Codes or as required by the County Engineer.
- 2. Service roads, private roads, connector roads and service drives should be at right angles to the frontage road.
- 3. Maximum grade for public access roads is twelve percent.
- 4. All frontage roads that access land development from either a county road or SR 270 are to be constructed as private roads. Roads shall not revert to any public agency without the express written consent of the agency, through its ordinary legal process. The decision to establish any road as an agency road shall rest solely with the agency. Whitman County may require that a road be upgraded to current County standards, as set by the County Engineer, prior to adoption as a county road. Private roads to or within the development are the sole responsibility of the owner.

(C) On-site Traffic: Roadways within a project shall comply with the current edition of the International Building Code (IBC) as adopted by the Board of County Commissioners and the requirements of the County Engineer.

(D) Parking and pedestrian access:

- 1. Parking
  - (a) The approach, number and design of parking spaces shall meet the standards of the Whitman County Zoning Ordinance and requirements of the Americans with Disabilities Act (ADA).
  - (b) Parking areas should be broken up into units of no more than 60 spaces, separated by interior landscaping, buildings, walkways and/or berms.
  - (c) Smaller, distinct islands of parking may be scattered around the site to access dispersed destination points.
  - (d) Parking islands shall channel traffic through the site in a logical manner. Designs which permit vehicles to crisscross the intended direction of travel shall be avoided.
  - (e) Parking and loading areas must provide for snow removal access and drainage with a grade of at least two percent (2%).
- 2. Loading Zones: Service entrances, such as loading docks and garbage pick-up areas, shall be screened from view, in accordance with Section 19.15.080(6).
- 3. Pedestrian facilities:
  - (a) All pedestrian routes shall address avenues of approach for people who are physically challenged. Emphasis shall be on barrier-free access throughout, with grade limitations between the handicap parking and any public building entrance.
  - (b) Pedestrian walkways shall be separated from vehicle traffic by curbing, landscaping, and/or other physical barriers.
    - [1] Rolled curbs or other means shall be used to define the pedestrian zone without obstructing emergency access.
    - [2] Crosswalks and other areas where pedestrians are channeled into a vehicle right-of-way shall be well lighted and clearly marked with painted lines, elevated

crosswalks or varying materials such as a concrete crosswalk that contrasts with the surrounding asphalt.

- [3] Pedestrian walkways should be integrated with parking island design to provide landscaped avenues to and from parking areas. Preferred designs keep pedestrians from walking in traffic.

19.15.080(5) Structures.

A. Site design and design of structure:

1. Siting of structures and outdoor storage areas shall minimize disturbance to existing natural topography.
2. Preference will be given to development proposals in which structures and related facilities are clustered within a site and/or between sites.
3. The design of structures on the site shall meet all applicable provisions of the Whitman County Zoning Ordinance and the current edition of the International Building Code (IBC) as adopted by the Board of County Commissioners, as now or hereafter amended.
4. Structures shall be no higher than 35 feet, excepting Antenna Support Structures as approved by the Board of Adjustment via the conditional use process, as defined in section 19.03.140 of the Whitman County Zoning Ordinance. Accessory structures may exceed these height restrictions at the discretion of the SPRC. (Revised 5/14/01, Ordinance # 058050)
5. Buildings shall be separated by twelve (12) feet or more, measured from the most far-reaching projection from the subject structure at the point closest to the neighboring structure.

19.15.080(6) Landscaping.

Landscaping requirements in the N-PMC are for the purpose of providing a filtered view of developed sites; providing a buffer to protect environmentally sensitive areas; providing a natural means to prevent erosion, slow storm water run-off and prevent sedimentation of surface waters; providing a natural means to shield properties from sun and wind and air-borne pollutants; and for aesthetic enhancement. A landscape plan and management schedule is required as part of the zoning approval process. The plan should explain the objective of the design such as to screen, to block, to frame or so forth.

(A) Landscape requirements - Screening can mean a filtered or blocked view:

1. Perimeter screening is to provide an all-season visual separation between adjacent land uses and to screen views of industrial and provided at the front (as viewed from SR 270) and the sides of sites. Screening shall be provided at the rear of sites when they are adjacent to non-agricultural uses.
2. Additional screening may be required between dissimilar land uses, at the discretion of the SPRC.
3. Additional buffer areas may be required to shield designated environmentally sensitive areas from incompatible land uses, at the discretion of the SPRC.
4. 4. Internal landscaping shall shield views of outdoor storage, service, parking and loading areas from the road and from adjacent uses.
5. Screening may be provided by existing vegetation, landscaped areas, a combination of berms and landscaping, or a combination of fencing and landscaping. The use of trees and vertical growing shrubs for screening is encouraged.
6. When planted to meet perimeter screening objectives, trees and vertical growing shrubs shall be a minimum of four feet in height at the time of planting and of a species hardy to the area.

**(B) Landscape requirements - Materials and design:**

1. The use of landscape materials which are planted to achieve a variety of heights, shapes and/or textures at maturity is encouraged; for example, a combination of evergreen and deciduous trees, shrubs and ground cover.
2. Existing trees shall be retained when possible.
3. Fencing materials shall be attractive and durable and should compliment or blend with the natural colors of the surrounding environment.
4. Screening achieved solely with landscape materials shall consist of a landscaped strip at least 10 feet wide and an overall average of 20 feet. Screening achieved with a combination of berms and landscape materials shall be a minimum of 35 feet wide.
5. Landscaping for surfaced parking lots shall, at minimum, equal ten percent (10%) of parking areas on interior planting and include one tree for every 10/20 (single/double row) parking spaces.
  - (a) Choice of tree types should address drought tolerance. Evergreens should be mixed with deciduous trees to provide year-round visual relief. Interior trees should provide shade for the parking lot in summer.
  - (b) Interior lot screening should include shrubbery chosen to be maintained at a height of three feet (3'). The intent is to screen the reflective lower portion of parked cars, yet provide an unobstructed view for pedestrians and other moving vehicles.
  - (c) It should avoid obstructing views of crosswalks, intersections and streetlights.
  - (d) The minimum size of shrubs at planting shall be one foot in height.
  - (e) Trees shall be set back a minimum of three feet (3') from curbs and shall be a minimum of four feet tall at planting.

**(C) Landscape requirements - Maintenance**

1. Provisions shall be made for the on-going maintenance, including irrigation of landscaped areas as necessary.
2. Trees and shrubs which die within twelve months of planting must be replaced no later than the next growing season.

**19.15.080(7) Cluster Development.**

Landscaping, screening and parcel frontage requirements may be relaxed at the discretion of the SPRC, if two or more of the following conditions are met by a development which is planned contiguous to an existing development:

(A) Shared parking.

(B) Shared private access roads and/or service drives.

(C) Clustering of structures so as to provide significant, dedicated open areas.

**19.15.080(8) Signs and lighting.**

The purpose of signs and lighting standards in the N-PMC is to promote safe driving conditions in addition to business identification, personal safety and vehicle safety in an aesthetic way. Sign standards must be met for all project proposals for new construction. In addition, existing signs in the N-PMC shall meet these standards within five years of the adoption of this chapter. Marking and lighting of safety hazards and directional signs shall be exempt from this chapter when installed by or at the request of a public entity having jurisdiction.

**(A) Sign requirements - Type, design and content:**

1. All permanent signs must be of a durable nature; the on-going use of temporary and/or portable signs is prohibited.
2. The display of one temporary sign for a maximum of 60 days shall be allowed. Temporary signs include signs such as For Sale, For Rent, Auction, Grand Opening signs and contractor's signs during construction.
3. Sign content shall be restricted to the business name, primary business purpose and business address of the operation.
4. Business identification signs, if illuminated, shall be so constructed as to not create glare on adjacent parcels and shall not pose a hazard to motorists.
5. No blinking, flashing or similar intermittent lighting or revolving signs are allowed. Electronic changeable copy signs are allowed.
6. Freestanding billboards are prohibited. Those billboards and other non-conforming signs which were legally constructed or installed prior to the enactment of the 1979 Zoning Ordinance will be grandfathered as a non-conforming use; these signs may not be enlarged or relocated, and if their use is discontinued for six months or more, these signs must be removed. Other signs which were constructed or installed after the enactment of the 1979 ordinance, must be removed no later than one year after the adoption of this ordinance amendment. No new non-conforming signs or billboards will be allowed.
7. Signs which are abandoned, unsafe, damaged, or obsolete must be removed by the owner or will be removed at the owner's expense by Whitman County Department of Public Works.

**(B) Sign requirements - Quantities, dimensions and location:**

1. Wall signs, wall-mounted signs, roof signs and free standing signs shall not exceed 120 square feet in size, per side.
2. No business shall have more than one free-standing business identification sign and one sign attached to the primary business structure, except certain franchise or other business sign requirements may be allowed at the sole discretion of the County Planner. An exception exists for identification, directional or safety signs within a site which are not visible from a public road.
3. Business identification signs attached to a structure shall not exceed the height of the highest roof ridge line on the structure or in the case of free-standing signs, the bottom of the sign shall be no higher than 15 feet above adjacent road grade elevation and the top of the sign shall be no higher than 30 feet above the same adjacent road grade elevation.
4. Signs must meet setback requirements of ten feet.
5. For shopping centers or industrial parks the Planning Director may approve a sign plan that deviates from the requirements of this section [Section 19.15.080(8)].
6. In the event of there being more than one entrance to a development such as a shopping center, there will be allowed a free standing sign at each entrance. If because of circumstances such as topography or visibility to the public, more than one sign is sought at an entrance, the Planning Director may approve such a request.

**(C) Lighting requirements - Location and design:**

1. Lighted signs are subject to the requirements listed above.
2. Exterior site lighting may be required for surveillance purposes, at the discretion of the SPRC.
3. Exterior site lighting shall be arranged so it is deflected away from adjacent properties.
4. Exterior lighting shall not create glare which would interfere with safe transportation in the N-PMC.
5. Exterior lighting shall be of a "full-cut-off" design in order to minimize light pollution.

**19.15.090 SEVERABILITY**

If any provision of this chapter or its application to any person or circumstance is held invalid for any reason, the remainder of the chapter or the application of the chapter to other persons or circumstances shall not be affected.

**Chapter 19.16 SOUTH-PULLMAN-MOSCOW CORRIDOR (S-PMC)**

(Adopted by Ordinance on October 31, 2005. Ordinance # 064692)

**SECTION 19.16.010 PURPOSE.**

The purpose of this ordinance is to establish the South-Pullman-Moscow Corridor District (S-PMC) in compliance with the Whitman County Comprehensive Plan Amendment of 2005 which divided the existing Pullman-Moscow Corridor (PMC) into separate north and south zones. A 1988-amendment to the Comprehensive Plan identified and distinguished the Pullman-Moscow Corridor Enterprise Area for special zoning consideration.

The intent in establishing the S-PMC is to recognize the primary purposes of the location as a transportation /commercial economic corridor and implement the measures necessary to promote safe access to and movement throughout the S-PMC. It will create opportunities for attractive, orderly development which will be of long-term benefit to the community as a whole, while protecting and enhancing the environmental and aesthetic characteristics of the S-PMC which make it representative of this region. An additional purpose is to allow for recreational opportunities in the S-PMC, increasing its benefit to the community and providing alternative ways to enjoy this "gateway" to the Palouse.

The Washington State Department of Transportation (WSDOT) is planning to reconstruct SR 270 into a five-lane highway anticipated to begin construction in May or June of 2006 and be completed by late 2007 or early 2008.

**SECTION 19.16.015 ELIMINATION OF PRE-EXISTING ZONING DISTRICT DESIGNATIONS**

This Chapter supersedes all previous zoning within the boundary of the S-PMC and does hereby eliminate within the S-PMC all pre-existing zoning district designations.

**SECTION 19.16.020 DESCRIPTION.**

19.16.020(1) Purpose.

The purpose of this section is to define the location of the S-PMC to encompass an area accessible from SR 270.

19.16.020(2) Boundary.

The S-PMC comprises the following sections:

The south half and the northeast quarter of Section 3, Township 14 North, Range 45 East W.M.; the south half of Section 4, Township 14 North, Range 45 East W. M.; the south half of Section 36, Township 15 North, Range 45 East W. M.; all of Section 2, Township 14 North, Range 45 East W. M.; all of Section 1, Township 14 North, Range 45 East W. M.; the south half of Section 31, Township 15 North, Range 46 East W. M.; the south half of Section 32, Township 15 North, Range 46 East W. M.; the north half of Section 5, Township 14 North, Range 46 East W. M.; the north half of Section 6, Township 14 North, Range 46 East W. M., situated in the County of Whitman, State of Washington, except:

Those properties lying within the boundary of the City of Pullman and lying north of SR 270 as shown on SR 270/Pullman to Idaho State Line Right-of-Way Plans, Additional Lanes Project, approved and adopted September and October, 2004. A parcel of land situate within the SE ¼ of Section 2, T 14 N, R 45 E, W. M., Whitman County, State of Washington and is further described as follows:

beginning at the S ¼ corner of said Section 2 (and being the N ¼ corner of Section 11); thence N 00°11'19" E 1089.89 feet, along the N-S subdivision line of said Section 2, to a point 231.00 feet (14 rods) southerly of the NW corner of the SW ¼ of the SE ¼ of said Section 2; thence N 89°08'08" E 1328.49 feet, along a line parallel to and 231.00 feet southerly of the northerly boundary of the SW ¼ of the SE ¼, to the N-S subdivision line of the SE ¼ of said Section 2; thence N 00°12' 55" E 231.03 feet, along said N-S subdivision, to the NE corner of the SW ¼ of the SE ¼ of said Section 2; thence N 89°08'08" E 385.91 feet, along the northerly boundary of the SE ¼ of the SE ¼ of Section 2, to the westerly boundary of a parcel of land shown on a map filed under 608490, Whitman County Auditor's Microfilm No.; thence S 24°04'28" E 287.28 feet, along said westerly boundary; thence S 45°42'13" E 825.63 feet, along said westerly boundary, to the northerly right-of-way (R.O.W.) boundary of Sunshine Road/CO. RD. No. 9080, and a point on a curve; thence the following two (2) courses along said northerly R.O.W. boundary:

01) 693.31 feet along a curve concave to the SE (central angle = 10°05'01", radius = 3939.48 feet) with its long chord bearing S 57°12'58" W 692.42 feet, to a point of tangency,

02) S 52°10'28" W 174.66 feet, returning to the southerly boundary of the SE ¼ of said Section 2; thence S 89°07'56" W 1706.88 feet, along the southerly boundary of the SE ¼ of said Section 2, to the point of beginning. Area of said described parcel of land is 54.4 acres;

19.16.020(3) Map

**SECTION 19.16.025 SITE PLAN REVIEW PROCESS**

19.16.025(1) Purpose.

The purpose of the Site Plan Review Process is to bring multi-disciplinary knowledge and judgment to bear on development proposals in the S-PMC, through the establishment of a Site Plan Review Committee (hereafter referred to as SPRC).

19.16.025(2) Applicability.

All applicants for a permitted use or conditional use shall submit a development proposal, as set forth herein, to the Planning Office for SPRC review. The Planning Director may waive certain requirements of the site plan submittals for expansion or modification of existing non-conforming uses or structures as defined in Section 19.16.060(5)(Z). Antenna support structures and their accessory structures shall be exempt from the requirements of this Chapter, but are subject to all of the requirements in Chapter 19.58 of this ordinance. (Revised 5/14/01, Ordinance # 058050)

19.16.025(3) Composition of the Site Plan Review Committee.

(A) The Site Plan Review Committee, (SPRC), shall consist of representatives from the following County Departments or Divisions: Planning, Building, Engineering, Parks and Recreation, and Environmental Health. In addition, the SPRC shall be assisted by a representative from the Sheriff's Office and the applicable fire district. Although not members of the SPRC, all utilities which provide service to the area shall be asked to review the plans.

(B) No development proposal shall be unduly delayed for want of a SPRC meeting or quorum and nothing within the SPRC function shall be deemed to prohibit an applicant, with the approval of a member, actual or ad hoc, from meeting individually.

19.16.025(4) Authority and Responsibilities.

(A) The SPRC shall review all development proposals for compliance with this chapter and all other applicable ordinances, statutes and regulations and report its findings, conclusions and recommendations to the Board of Adjustment prior to that authority making its decision to approve or deny the proposal or modify the SPRC recommendations. Each SPRC member shall evaluate each proposal from his/her area of responsibility. SPRC members may make a positive, negative, or conditioned decision on a proposal. For a recommendation to go forward to the Board of Adjustment, any SPRC member, actual or ad hoc, who has not provided a negative or conditioned decision within a reasonable time shall be deemed to have given a positive response. If a negative or conditioned decision is made, a written reason or reasons must be cited along with any recommendations as to mitigating or correcting the disqualifying problem. The proposal cannot move to the Board of Adjustment if the proposal is unable to site an approved on or off-site sewage disposal system or connects to a city sanitary sewer system.

(B) If any permits are required, those permits must have the possibility for approval. State agencies may be represented by a SPRC member, such as County Environmental Health as being a liaison for the Department of Ecology for items such as a sewage lagoon. The following wording is suggested: "We (agency) have reviewed this proposal and have determined that a permit for \_\_\_\_\_ can be or cannot be issued for this project." The SPRC is authorized to invite any state agency to send a representative to participate in the SPRC process. However, the failure of a state agency to send a representative or to provide for a pre-permitting approval shall not be grounds for denial of the proposal, but obtaining a necessary permit may be a condition precedent to final authority to proceed with the proposed development.

19.16.025(5) Responsibilities of Planning Department.

The Director of Planning or his/her designee shall take the following responsibilities on behalf of the SPRC. The Director shall:

(A) Receive information necessary for the SPRC to assess the merit or impact of a project or proposal.

(B) Arrange for the applicant to present projects and proposals for consideration by the SPRC.

(C) Schedule meetings of the SPRC, including pre-application conferences.

(D) Act as a liaison between the SPRC and the Board of Adjustment.

(E) Prepare written findings on a project proposal.

(F) Prepare a written report to the Board of Adjustment stating the SPRC's recommendations on a project proposal, and reasons for disapproval where the application fails to comply with Federal, State, or County statutes, ordinances or regulations.

(G) Review minor change request(s) for approval or denial pursuant to 19.16.025(9).

19.16.025(6) Responsibilities of Planning Department for Existing Businesses.

The County Planner or designated staff may administratively review and approve modifications to existing businesses as long as the proposed changes do not impair or exceed the following:

- Storm water run-off control capacity
- Adequate parking
- Adequate area for loading/unloading and vehicular circulation
- Snow storage capacity
- Landscaping
- Traffic impacts within the development and externally upon the adjoining public roads
- 25% open area
- Excessive noise or other potential impacts upon surrounding land uses
- Other compatibility issues with surrounding land uses

To achieve this Administrative Use Permit, the applicant shall submit a revised Conditional Use application along with a Conditional Use fee. The County shall publish a legal notice of the proposed modification(s) sufficient to explain to the public the proposed change(s). This legal notice shall allow for a 14-day comment period. Persons who submit comment must state a reason(s) why the modification should not be approved.

If no comments are received, the County can make final approval of the proposed modifications. If comment(s) is received, the County will evaluate the comment(s) and make a decision as to whether the comment(s) causes need for a full Board of Adjustment Conditional Use public hearing or not.

If the County decides that the comment does not warrant a change from the announced administrative decision, then a letter shall be sent to the person who commented so stating this decision. This letter shall also announce that any appeal of this decision would go to a court of competent jurisdiction, and that such an appeal to said court would need to be filed within 24 days of the date of said letter.

Proposed modifications that may be decided administratively in this matter include:

- expansion of structures
- replacement of structures
- increase in height
- placement or modification of signs

19.16.025(7) Procedures.

The SPRC shall take action on a proposal within 45 calendar days of receipt of the applicant's complete and accepted submittal. If more time is necessary, the applicant shall be notified of the reasons for the delay.

19.16.025(8) Conformance with Approved Site Plan.

Conformance with the conditions of any approved site plan shall be determined at the time of final inspection of the last structure to be inspected and prior to issuance of a final Certificate of Occupancy (C.O.). A final C.O. shall be issued by the Whitman County Building Inspector only when all conditions of the approved site plan have been satisfied.

19.16.025(9) Minor Changes in Site Plans.

Written requests for minor changes shall be submitted to the Planning Office. No minor changes shall be allowed without prior Planning Office approval. Minor changes are those which do not require a plan amendment as set forth in 19.16.025(10).

19.16.025(10) Amendment of Site Plan.

Any change to an approved site plan affecting the basic character or arrangement of buildings, density of the development, open areas, environmentally sensitive areas or critical areas shall be submitted to the SPRC. Review and consideration of the proposed amendment shall then follow the procedures as set forth in 19.16.025(4), (5) and (7).

19.16.025(11) Length Of Time Of Board of Adjustment Approval.

(A) Board of Adjustment approval shall be valid for two years from the date of issuance and shall remain valid if construction has begun within the allotted time. Extensions to this approval can be applied for in two-year increments to be administered by the Planning Department. A minor change in site plan, under 19.16.025(9), shall not extend this time. If the applicant fails to begin construction within the specified time period any and all approval is automatically withdrawn and void, and any vesting rights terminated. Any construction begun after that time shall be without approval and shall be a violation of the Whitman County Code.

(B) To begin construction within the above period, the applicant must have proceeded past grading and excavation and have installed a portion of an approved permanent building, such as pad or foundation.

(C) Additionally, if any break in construction exceeding 180 days occurs or if there is any other indication that the project has otherwise been abandoned, approval may be withdrawn and voided by the Board of Adjustment upon written notice mailed to the applicant at the address last provided. Failure of the applicant to respond in writing within 60 days from the date of mailing of the Notice of Intent shall result in any and all prior approval being withdrawn and voided. Any construction begun after that time shall be without approval and shall be a violation of the Whitman County Code. It shall be the burden of the applicant to establish to the satisfaction of a majority of the Board of Adjustment that the project has not been abandoned and to establish when the project will be completed. The Board of Adjustment may delay or condition its decision to withdraw and void its prior approval upon the applicant's subsequent performance.

19.16.025(12) Variances.

A variance may be granted if it is determined that practical difficulties, unnecessary hardships, and/or results inconsistent with the general purposes of this chapter may result from the strict application of the provisions of this chapter. Financial considerations shall not be a basis for a variance. An application for a variance shall follow procedures set forth in the Whitman County Zoning Ordinance Sections 19.06.020 (Variance) and 19.06.030 (Flood Management Variance), for determination by the Board of Adjustment.

**SECTION 19.16.027 NON-STRUCTURAL FILL PLACEMENT PERMIT**

19.16.027(1) Purpose.

The purpose of the Non-Structural Fill Placement Permit is to allow the transport of waste soil fill material from permitted or grandfathered construction, grading or earthwork operations to an off-site location for disposal. It is the intent to dispose of excess material in an area currently used for agricultural purposes, then rendering the property in a condition for continued and ongoing agricultural use after filling. It is not the intent to allow for the construction of building pads or locations without going through a conditional use process.

19.16.027(2) Applicability.

The Non-Structural Fill Placement Permit is a permit granted through an administrative process. The County Building Official (in conjunction with the County Planner), or designated staff, may administratively review and approve of a filling operation designed to allow for disposal of excess soil materials from a construction, grading or earthwork operation. Fill placement will be strictly limited to areas in agricultural production that

will be filled in a manner to allow for future continued agricultural use. It is not applicable to long term “dumping” of earth materials in a loose state, such as at a commercial fill site or landfill facility. The permit shall only apply to fill materials that originate from a site within the N-PMC or S-PMC, and are placed on a fill site situated within either the N-PMC or S-PMC.

19.16.027(3) Responsibilities of Project Proponent.

The project proponent shall complete an application and pay the appropriate fees for the Non-Structural Fill Placement Permit with the County Building Department. The permit application shall be accompanied by a plan indicating the source location of the fill material, the destination for the fill material, details pertinent to the haul route, type of equipment to be used, proposed hours of operation, duration of project or other pertinent information required by the Building Official. The project proponent shall also provide written evidence of permission to cross any private property, other than his/her own, in order to transport the fill to the fill site. The project proponent shall also provide written permission from the owner of the fill site, if other than him/herself, to place the material on the site.

Failure of the project proponent to complete the filling and reclamation of the fill site back to agricultural use shall result in either a building or zoning code infraction, or both. Daily fees or fines will be assessed in accordance with existing ordinance for failure to comply with the permit. The only exception permitted will be if the proponent can present well documented information that the violation results from conditions that are clearly beyond the control of the proponent.

19.16.027(4) Responsibilities of Building and Planning Departments.

The Building Official (in conjunction with the County Planner) will be responsible to:

- collect and surmise information pertinent to the application
- assess any impacts to private property owners in the vicinity of the proposal
- set acceptable hours and days of operation in accordance with other similar earth moving operations in the N-PMC
- Set conditions of operation to protect the rights of adjacent landowners, such as dust abatement requirements

19.16.027(5) Permit Duration.

The Non-Structural Fill Placement Permit shall be granted for a maximum duration of six (6) months, or through the end of the summer construction season, typically the end of October. The permit may be extended for a period of 30 days at a time, at the sole discretion of the Building Official, upon written request of the applicant. Reasons for extension may include excessive rain/poor weather or unanticipated delay of the project from which the excess fill is coming.

19.16.027(6) General Permit Conditions.

The following shall apply to all fills placed under the Non-Structural Fill Placement Permit:

- Topsoil shall be stripped from the fill area, and replaced after fill, to allow for continued agricultural use.
- Fills shall be placed to at least 90% compaction, as determined by ASTM D-1557, Modified Proctor. The Building Official will likely require testing to verify the level of compaction is achieved.
- Fills shall be placed no thicker than 15 feet without providing a geotechnical engineer’s report outlining conditions under which the 15 feet may be safely exceeded.
- Final fill slopes shall not exceed 4:1 (horizontal to vertical) without providing a geotechnical engineer’s report outlining conditions under which steeper slopes can be safely constructed.

- Final contours shall be completed in a way that eliminates ponding of water and preserves the natural drainage of the land.
- Fill cannot be placed on slopes steeper than 4:1 without constructing a basal key and benching the fill to improve slope stability.
- Fill that is placed and compacted in this manner will not be deemed suitable for installation of gravity septic drainfields in the future.
- Any future development of the area filled will require a full geotechnical engineering evaluation prior to permitting for construction.
- Fill placed within four (4) feet of the completed final ground surface need only be lightly compacted to allow for ongoing agricultural use.
- Erosion and sediment control devices (approved by Whitman County) will be required for exposed soil surfaces during winter months, typically November through April.

### **SECTION 19.16.030 SITE PLAN SUBMITTALS**

#### 19.16.030(1) Purpose.

The site plan submittal initiates the process by which a development proposal is reviewed for compliance with Whitman County land use regulations.

#### 19.16.030(2) Pre-Application Conference.

Prior to applying for site plan review, the applicant may, and is encouraged to, submit preliminary plans to the Planning Office, so the comments and advice of the Planning Office may be incorporated in the final plans submitted for an application.

#### 19.16.030(3) Initiating Site Plan Review.

The applicant shall submit two copies of a site plan, an environmental checklist, and a review fee to the Planning Department to initiate formal review of a proposed project. The Planning Director shall determine if an application is complete and initiate review by the SPRC.

#### 19.16.030(4) Site Plan Submittals.

The following information shall be included on a site plan. Certain requirements of this section may be waived by the Planning Director for existing non-conforming uses and structures as defined in Section 19.16.060(5)(Z).

#### (A) Administration - Site plans must include:

1. Name, address and phone number of the applicant and property owner(s).
2. Names and addresses of adjacent property owners within 300 feet. The applicant shall obtain these from the County Assessor's Office.
3. Name of proposed action or development.
4. Description of the proposed land use.
5. Legal description of subject property.
6. Vicinity map showing location of subject property.
7. North arrow and graphic scale.
8. Any easements and/or dedications on the site.
9. Soil and surface geological conditions.
10. A statement prepared by a registered architect or engineer licensed in the state of Washington stating how the provisions of this chapter with regard to erosion control, storm water management, protection of designated environmentally sensitive areas and on-site sewage disposal will be accommodated. The applicant may be required to provide a transportation impact study. This study

shall be required at the sole discretion of the County Engineer. The County Engineer may also elect to require concurrence from WSDOT engineering staff. This study shall determine the impacts of proposed developments on State and County roads, and shall be submitted to the Whitman County Engineer who may then require mitigation for County roads or State highways or intersections.

**(B) Site preparation - Site plans must show:**

1. Area of subject property.
2. Property boundary and all existing and proposed parcels and easements.
3. Dimensions of existing and proposed parcels and easements.
4. Boundaries of adjacent properties, as applicable.
5. Right-of-way of all existing and proposed public roads.
6. Existing topography and preliminary grading.
7. Proposed final grades and/or elevations.
8. Preliminary and final grading plans, prepared by a licensed engineer or architect.
9. Major drainage ways and proposed protection measures for drainages.
10. Site features such as water bodies, drainage ditches and wetlands.
11. Dimensions of setbacks from designated environmentally sensitive areas, critical areas, including the floodplain and buffer areas.
12. Location and area of any dedicated open area.

**(C) Circulation - Site plans must show, if applicable:**

1. Proposed bicycle access route.
2. Interior circulation, showing routes for large delivery trucks, passenger cars, bicycles, and expected pedestrian corridors.
3. Pedestrian facilities including crosswalks, curb cuts, vehicle barriers, warning signs and design features intended to connect parking areas with the accessible entrances.

**(D) Infrastructure - Site plans must indicate:**

1. The location and capacity of existing and proposed wells or other water sources.
2. The location and design of existing and proposed septic systems and drainfields, sewage lagoons or other sewage disposal systems.
3. The location, design and capacity of existing and proposed water retention systems.
4. The location of existing and proposed utilities or utility easements on the site.

**(E) Structures - Site plans must describe:**

1. The location and area (percentage) of proposed parcel coverage.
2. Existing structures on site and any proposed demolition.
3. Location and footprint (see Section 19.03.312).
4. Height of all proposed structures.
5. Proposed outdoor storage areas, screening, fences, any other accessory features and vehicle loading, parking and driveway areas.
6. Primary building materials, colors and any other relevant design information.
7. Dimensions between buildings or structures.
8. Setbacks from property lines, rights-of-way, easements and water bodies.
9. Buildings and other structures within 100 feet of the site shall be indicated.

**(F) Landscaping - Site plans must show:**

1. Existing trees and significant shrubs to be retained and/or removed.

## **BOCC MINUTES-12/19/11**

2. Proposed landscaped areas, including dimensions of planting areas and height of berms, if applicable.
3. Proposed plant materials, both type and mature size (planting plan).
4. Proposed irrigation method.
5. Erosion control measures to be used after construction.
6. Proposed run-off control measures such as grass swales, retention ponds, etc., with dimensions and proposed plant materials or other treatment.
7. Any proposed site fixtures and associated equipment or furnishings.

### **(G) Signs and lighting - Site plans must show:**

1. Location and dimensions of all proposed signs visible from public rights-of-way.
2. Design of proposed signs, including illumination, color, typefaces and illustrations or logos.
3. Design, location and times of display for any temporary displays.
4. Design and location of exterior lighting.

### **SECTION 19.16.040 PARADISE CREEK FLOODPLAIN**

The 100-year floodplain within the S-PMC and the wetlands contiguous to the floodplain on the south side of SR 270 are hereby designated an environmentally sensitive area. This chapter's requirement for SEPA review and compliance with the critical areas ordinances, for all developments in the S-PMC, is adequate to protect this sensitive area.

### **SECTION 19.16.050 PERMITTED USES**

The following are the permitted uses within the S-PMC:

19.16.050(1) Agriculture, including but not limited to, cropping, grazing of livestock, horticulture and floriculture. Feedlots, farrowing operations and dairying shall not be allowed.

19.16.050(2) Temporary stands for the sale of agricultural non-livestock products produced on the premises.

19.16.050(3) Accessory uses and structures common or incidental to agricultural and presently existing residential use, including but not limited to garages, barns, tack rooms, equipment sheds, home storage elevators, fences and corrals; provided that such accessory uses and structures conform to the yard requirements of this chapter.

19.16.050(4) In presently existing residences, home occupations employing not more than one individual who is not a resident of the premises, and utilizing only those accessory buildings and structures permitted under this chapter. (Revised 6/1/09, Animal Density Struck, Ordinance #069589)

### **SECTION 19.16.060 CONDITIONAL USES**

19.16.060(1) A development proposal or a change-in-use proposal for a listed conditional use shall be subject to compliance with the requirements of this chapter and the provisions of Whitman County Code 19.06, as applicable to conditional uses.

19.16.060(2) All uses must demonstrate compliance or it will be denied.

19.16.060(3) All conditional uses shall require SEPA review.

19.16.060(4) Conditional uses in the S-PMC are based upon their probable impact upon transportation, and whether or not the use requires linkage to urban services for water and sewer facilities.

19.16.060(5) Authorized Conditional Uses and Mandatory Conditions:

- (A) Campgrounds.
- (B) Carpet dealer and floor coverings.
- (C) Child care.
- (D) Communications towers and facilities. (Antenna support structures reference Applicability [19.16.025(2)] and Chapter 19.58). (Revised 5/14/01, Ordinance # 058050)
- (E) Assisted Care facilities, nursing homes and similar uses.
- (F) Hospitals (if urban-level water, sewer and fire services are utilized).
- (G) Hotels/Motels/Inns (if urban-level water, sewer and fire services are utilized).
- (H) Light manufacturing and assembly operations.
- (I) Manufactured homes sales and services.
- (J) Moving and storage.
- (K) Office buildings.
- (L) Plumbing, heating and electrical supplies.
- | (M) Churches.
- | (MN) Professional services as listed:
  1. accounting
  2. advertising
  3. architects, engineers, surveyors and planners
  4. attorneys
  5. banks, savings & loans
  6. consultants
  7. counseling
  8. employment services and human resources
  9. government offices
  10. home health services
  11. insurance
  12. interior design
  13. internet services
  14. investment brokering and securities
  15. mail order services
  16. market research
  17. medical, doctors, dentists and emergency healthcare

**BOCC MINUTES-12/19/11**

18. pharmacies
19. real estate agencies
20. title companies
21. travel agencies
22. veterinarians and veterinary clinics

| (~~NO~~) Recreational non-motorized trails, paths, bikeways and parks.

| (~~OP~~) Recreational vehicle dealers for:

1. bicycles
2. boats/watercraft
3. campers
4. motorcycles
5. recreational vehicles (RVs)
6. snowmobiles and winter sports equipment

| (~~PQ~~) Recreational vehicle parks.

| (~~QR~~) Research and development.

| (~~RS~~) Retail uses as listed:

1. automobile renting (secondary sales as an accessory use)
2. building material supplies
3. cabinet shop
4. contractors equipment and supplies (dealers & service)
5. electronic sales/installation and repair
6. farm equipment sales and/or service
7. franchised automobile and truck dealerships sales and service
8. furniture sales
9. garden centers, nurseries, landscaping, lawn & garden equipment and supplies
10. grocery store
11. hardware
12. lumber yards
13. office furniture and supply
14. rental service store
15. sporting goods
16. tire sales and service
17. not-for-profit (non-profit) re-use organizations
18. Restaurants
19. Multi-use retail business of any or all of the above

| (~~ST~~) Warehousing and distribution.

| (~~TU~~) Wholesale trade.

| (~~UV~~) Utilities (secondary to another primary use).

| (~~VW~~) Utility maintenance center.

- | (~~WX~~) Utility substation.
- | (~~XY~~) Utility transmission lines.
- | (~~YZ~~) Mining, rock crushing, asphalt and concrete processing plants. Currently active mining sites within the S-PMC may continue in such use. Any new mining or rock crushing sites or asphalt and concrete processing plants shall comply with the requirements of the Whitman County Code and shall be hidden from State Route 270 by existing natural or created topography as approved by the County Engineer. Mining in that area is allowed because it is a natural resource which, if it is to be used, cannot be moved and then mined. Mining sites cannot be mined below existing road grade without written consent from the County Engineer.
- | (~~ZAA~~) Existing uses. Existing land uses, except as limited by this Chapter, as of the date of adoption of this amendment, may continue. These uses and structures may be expanded if they meet the requirements of 19.16.025(6). If the proposed expansion does not meet the requirements of 19.16.025(6), a Conditional Use Permit is needed. Existing mining and rock crushing sites in the S-PMC may expand to include asphalt processing and concrete ready mix operations. A change of business use to an existing conditional use permit or grandfathered use can be done through an administrative use permit if there are no increased impacts to adjacent landowners, to be determined at the sole discretion of the County Planner, and the proposed use complies with the requirements of all other permitting agencies. If there is doubt about the degree of impacts to adjacent landowners, the County Planner shall recommend that a conditional use permit be sought from the Board of Adjustment. (Revised 2/7/11, Ordinance #071612).

#### **SECTION 19.16.070 NONCONFORMING USES**

19.16.070(1) Uses, land uses and structures which become nonconforming uses and structures by adoption of this chapter are subject to the provisions of Chapter 19.54, Nonconforming Uses and Special Exceptions, as now or hereafter amended.

##### 19.16.070(2) Special Provisions for Nonconforming Uses Within the S-PMC.

(A) Any state or federal government environmental improvement mandate for an established use is exempt from the minimum requirements of this chapter.

(B) Presently existing farm structures and rural residences within the S-PMC are exempt from the requirements of this chapter unless a change in use is proposed. No new residential sites shall be allowed or created in the S-PMC.

(C) Freestanding billboards are prohibited. Those billboards and other non-conforming signs which were legally constructed or installed prior to the enactment of the 1979 Zoning Ordinance will be grandfathered as a non-conforming use; these signs may not be enlarged or moved, and if their use is discontinued for six months or more these signs must be removed. Other signs which are in violation of the zoning ordinance, that is, those which were constructed or installed after the enactment of the 1979 ordinance and are not in compliance with Chapter 19.53, Outdoor Signs, must be removed no later than one year after the adoption of this ordinance. No new non-conforming signs or billboards will be allowed.

#### **SECTION 19.16.080 SITE REQUIREMENTS**

##### 19.16.080(1) Purpose.

The purpose of this section is to establish minimum standards which must be met for parcels in the S-PMC to be considered for development.

19.16.080(2) Minimum parcel size.

The minimum parcel size for development in the S-PMC is three (3) acres. For clustered developments, parcels must be of sufficient size to meet all other provisions of this and other applicable codes. Additional subdivision of land shall be through a preliminary and final plat process or allowed for the sole purpose of highway expansion.

19.16.080(3) Front setbacks.

(A) Front setbacks from the south side of SR 270 as it is at the time of adoption of this ordinance, a two-lane highway, shall be 35 feet from the south side right-of-way at the time of adoption of this ordinance amendment. After the highway has been expanded, the SR 270 setback shall be 35 feet south from the new right-of-way.

(B) Front setbacks for structures and outdoor storage areas along other public and private roads shall be 35 feet; setbacks for temporary displays, signs, and parking areas shall be ten (10) feet, (see 19.16.090(8)(B)(4)). Where a public or private road is located within State right-of-way or railroad right-of-way, or the recreational path, the most restrictive front setback requirement will apply. The railroad right-of-way converted to the path via the "rails to trails" procedure means that it could be possible for the path to revert to a railroad line again. Therefore, it is necessary to maintain the same setbacks to the property as if the railroad line were in operation.

(C) Utility lines underground and overhead shall be exempt from this setback requirement, but shall be subject to any right-of-way requirements of the State or County.

19.16.080(4) Side and rear setbacks.

Side and rear setbacks for structures and outdoor storage areas shall be 20 feet; side and rear setbacks for temporary displays, signs, utility facilities and parking areas shall be ten (10) feet.

19.16.080(5) Maximum parcel coverage.

Maximum parcel coverage in the S-PMC shall be 75% (percent). All areas with impervious surfaces and the space occupied by structures shall be considered "covered" areas for the purpose of parcel coverage calculations. For this chapter impervious surface shall mean an oiled, asphalt or concrete covered surface such as a sidewalk, road, circulation area, outdoor storage area, parking lot and/or loading area. All other areas shall be considered "not covered" for the purpose of parcel coverage calculations. Designated open areas shall remain open areas, subject only to the uses approved by the SPRC on the approved site plan.

**SECTION 19.16.090 DEVELOPMENT REQUIREMENTS**

19.16.090(1) Purpose.

The purpose of this section is to provide standards for site development. The overall goal of providing attractive, orderly development will promote safe traffic conditions and protect and enhance desirable environmental and aesthetic qualities in the S-PMC.

19.16.090(2) Site Preparation.

(A) Required grading practices are:

1. All graded areas shall be protected from wind and water erosion through acceptable slope stabilization methods both during and after construction, according to plans approved by a professional engineer or licensed landscape architect.
2. Grading shall not create an erosion hazard or be a source of sedimentation to any adjacent land or water course.
3. Topsoil shall, to the extent possible, be retained on-site and reused after grading.

4. The amount of land exposed at any one time during development shall be kept to a minimum and exposure shall be scheduled during seasons of minimum precipitation whenever possible. Permanent perennial vegetation shall be installed on the site as soon as practical after development.

(B) Drainage and storm water control requirements apply to projects both during and after construction:

1. Site drainage shall not endanger designated environmentally sensitive areas.
2. Site drainage shall comply with all other provisions of this chapter, as well as environmental regulations controlling surface and ground water quality.
3. Existing natural drainages shall be identified on the grading plan and shall be retained wherever feasible.
4. Drainage shall be designed by a professional engineer to control run-off from a 50-year storm event. Discharges from storm water and drainage conveyance facilities shall be routed through swales, vegetated buffer strips, storm water basins and other facilities designed to decrease runoff velocity and volume, allow for natural infiltration, allow suspended solids to settle, and reduce pollutants through the use of active separators or passive filtering before being discharged.

(C) Fill - Fill operations are governed by the following requirements:

1. Filling may occur within designated environmentally sensitive areas at the discretion of the SPRC, subject to Whitman County Flood Management Overlay District requirements and all relevant State regulations. Inert and/or demolition waste fills must comply with WAC 173-350 Minimum Functional Standards for Solid Waste Handling, (as now or hereafter amended), which includes permitting by the local Health jurisdiction.
2. Fill must consist of clean materials that will not result in the leaching of harmful chemical or solid contaminants into surface or ground water.
3. Fill shall be protected against erosion with vegetation or other means stipulated by the SPRC, recommended by the local Soil Conservation District or Washington State Department of Natural Resources.

19.16.090(3) Infrastructure.

(A) Water use:

1. An applicant will provide data on anticipated water use for a development proposal.
2. A suitable water source of appropriate quality and capacity as defined by the Whitman County Environmental Health Division shall be demonstrated prior to issuance of a building permit.
3. Uses which exceed more than 5,000 gallons of water per day or more than 1,825,000 gallons per year shall provide a water conservation plan in their development proposal. The plan shall consist of, but not be limited to:
  - (a) Water conservation measures which will demonstrably decrease typical water consumption patterns for the proposed use.
  - (b) Plans to utilize treated effluent or water rights from Paradise Creek as a secondary water source.

(B) Sewage disposal -

1. An applicant shall provide for on-site sewage disposal through an on-site septic system, sewage lagoon system or alternative system approved by the Washington State Department of Ecology, the Washington State Department of Health and/or the Whitman County Environmental Health Division.
2. A sewage system design of appropriate quality and capacity must be approved by the permitting authority prior to issuance of a building permit.

(C) Utilities -

1. Utilities within a site shall be placed underground. It is the intent that whenever feasible, there shall be a consolidation of utilities into one trench in a common easement.
2. Utilities shall be located underground where possible, with the following exceptions:
  - (a) Existing overhead electrical utilities may be maintained, replaced or upgraded.
  - (b) One overhead heavy feeder tie will be allowed between Sunshine Road and Airport Road in order to connect the Pullman and Moscow feeder. Three route options shall be prepared and submitted to the SPRC and the Board of Adjustment for their decision.
  - (c) Other new electrical utility connections of less than 115 kV, such as feeder lines at 13 kV, if technically and economically feasible to be placed underground, shall be underground.
  - (d) As road improvements are made within the S-PMC, it is recommended that utility companies (electrical, telephone, television cable, natural gas) work with the road agency to lay conduit in anticipation of future needs.
  - (e) At the time of adoption of this ordinance, there are 115 kV electrical lines running east and west, both north and south and outside of the south corridor boundaries. There may be slight encroachment of the northern line in sections 36, 31 and 32. In the event that future electrical demand proposes further encroachment into the S-PMC, or a proposal to cross the S-PMC with these lines for which underground transmission is not practical, this proposal must be submitted to the SPRC for technical review and then brought to the Planning Commission and the Board of County Commissioners as a special amendment to this chapter. Said proposal must have three options for comparison judgments. This option also applies to any applicants who wish an exception from the requirement for underground transmission for an overhead feeder line.
  - (f) Temporary overhead service is allowed for construction purposes. A Certificate of Occupancy will not be issued until the temporary overhead service is removed.
  - (g) In the situation where on-going mining exists, overhead distribution of electrical facilities is allowed.

19.16.090(4) Traffic Access and Flow.

(A) State Route 270 access:

1. Development projects requiring access to SR 270 shall be required to comply with the WSDOT rules and regulations for utilizing access points and to consolidate access points within a site, negotiate for the use of an alternative access point along SR 270, utilize a frontage road or propose an alternative means.
2. Approach permits to SR 270 shall be required from the WSDOT prior to project approval.
3. Level of Service: An index of the operational performance of traffic on a given traffic lane, carriageway, road or intersection, based on service measures such as delay, degree of saturation, density and speed during a given flow period. Six levels are defined as "A" through "F" with "A" being the best operating conditions and "F" being the worst.
  - (a) Developments which reduce the Level of Service (LOS) on nearby streets, roads or highways, may be required to make provisions for remediation. LOS standards will be assessed in accordance with WSDOT standards and the current edition of the TRB "Highway Capacity Manual." The developer may be required to bear all expenses to make provisions, such as additional lanes, turn lanes or traffic control devices to offset the impacts of the development on the LOS. Improvements will be required to be completed before occupancy of structures is granted. Bonding for improvements or receipt of the required improvement fees may be accepted in lieu of completing the required improvements.

- (b) The County Engineer will establish acceptable LOS for traffic at Whitman County intersections. LOS will be used to determine the impacts on the road system by land development proposals. The minimum acceptable LOS is "C" for paved rural county roads.
- (c) WSDOT will establish acceptable LOS for traffic at State Route intersections. LOS will be used to determine the impacts on the road system by land development proposals.

(B) Frontage roads:

- 1. Privately constructed frontage roads intended to be dedicated shall meet Whitman County road design standards as set forth by Whitman County Codes or as required by the County Engineer.
- 2. Service roads, private roads, connector roads and service drives should be at right angles to the frontage road.
- 3. Maximum grade for public access roads is twelve percent.
- 4. All frontage roads that access land development from either a county road or SR 270 are to be constructed as private roads. Roads shall not revert to any public agency without the express written consent of the agency, through its ordinary legal process. The decision to establish any road as an agency road shall rest solely with the agency. Whitman County may require that a road be upgraded to current County standards, as set by the County Engineer, prior to adoption as a county road. Private roads to or within the development are the sole responsibility of the owner.

(C) On-site Traffic: Roadways within a project shall comply with the current edition of the International Building Code (IBC) as adopted by the Board of County Commissioners, Building and Fire Codes and the requirements of the County Engineer.

(D) Parking and pedestrian access:

- 1. Parking
  - (a) The approach, number and design of parking spaces shall meet the standards of the Whitman County Zoning Ordinance and requirements of the Americans with Disabilities Act (ADA).
  - (b) Parking areas should be broken up into units of no more than 60 spaces, separated by interior landscaping, buildings, walkways and/or berms.
  - (c) Smaller, distinct islands of parking may be scattered around the site to access dispersed destination points.
  - (d) Parking islands shall channel traffic through the site in a logical manner. Designs which permit vehicles to crisscross the intended direction of travel shall be avoided.
  - (e) Parking and loading areas must provide for snow removal access and drainage with a grade of at least two percent (2%).
- 2. Loading Zones: Service entrances, such as loading docks and garbage pick-up areas, shall be screened from view, in accordance with Section 19.16.090(6).
- 3. Pedestrian facilities:
  - (a) All pedestrian routes shall address avenues of approach for people who are physically challenged. Emphasis shall be on barrier-free access throughout, with grade limitations between the handicap parking and any public building entrance.
  - (b) Pedestrian walkways shall be separated from vehicle traffic by curbing, landscaping, and/or other physical barriers.
    - [1] Rolled curbs or other means shall be used to define the pedestrian zone without obstructing emergency access.
    - [2] Crosswalks and other areas where pedestrians are channeled into a vehicle right-of-way shall be well lighted and clearly marked with painted lines, elevated

crosswalks or varying materials such as a concrete crosswalk that contrasts with the surrounding asphalt.

- [3] Pedestrian walkways should be integrated with parking island design to provide landscaped avenues to and from parking areas. Preferred designs keep pedestrians from walking in traffic.

19.16.090(5) Structures.

(A) Site design and design of structure:

1. Siting of structures and outdoor storage areas shall minimize disturbance to existing natural topography.
2. Preference will be given to development proposals in which structures and related facilities are clustered within a site and/or between sites.
3. The design of structures on the site shall meet all applicable provisions of the Whitman County Zoning Ordinance and the current edition of the International Building Code (IBC) as adopted by the Board of County Commissioners, as now or hereafter amended.
4. Structures shall be no higher than 35 feet, excepting Antenna Support Structures as approved by the Board of Adjustment via the conditional use process, as defined in section 19.03.140 of the Whitman County Zoning Ordinance. Accessory structures may exceed these height restrictions at the discretion of the SPRC. (Revised 5/14/01, Ordinance # 058050)
5. Buildings shall be separated by twelve (12) feet or more, measured from the most far-reaching projection from the subject structure at the point closest to the neighboring structure.

19.16.090(6) Landscaping.

Landscaping requirements in the S-PMC are for the purpose of providing a filtered view of developed sites; providing a buffer to protect environmentally sensitive areas; providing a natural means to prevent erosion, slow storm water run-off and prevent sedimentation of surface waters; providing a natural means to shield properties from sun and wind and air-borne pollutants; and for aesthetic enhancement. A landscape plan and management schedule is required as part of the zoning approval process. The plan should explain the objective of the design such as to screen, to block, to frame or so forth.

(A) Landscape requirements - Screening can mean a filtered or blocked view:

1. Perimeter screening is to provide an all-season visual separation between adjacent land uses and to screen views of industrial and commercial land uses from SR 270. Perimeter landscaping shall be provided at the front (as viewed from SR 270) and the sides of sites. Screening shall be provided at the rear of sites when they are adjacent to non-agricultural uses.
2. Additional screening may be required between dissimilar land uses, at the discretion of the SPRC.
3. Additional buffer areas may be required to shield designated environmentally sensitive areas from incompatible land uses, at the discretion of the SPRC.
4. Internal landscaping shall shield views of outdoor storage, service, parking and loading areas from the road and from adjacent uses.
5. Screening may be provided by existing vegetation, landscaped areas, a combination of berms and landscaping, or a combination of fencing and landscaping. The use of trees and vertical growing shrubs for screening is encouraged.
6. When planted to meet perimeter screening objectives, trees and vertical growing shrubs shall be a minimum of four feet in height at the time of planting and of a species hardy to the area.

**(B) Landscape requirements - Materials and design:**

1. The use of landscape materials which are planted to achieve a variety of heights, shapes and/or textures at maturity is encouraged; for example, a combination of evergreen and deciduous trees, shrubs and ground cover.
2. Existing trees shall be retained when possible.
3. Fencing materials shall be attractive and durable and should compliment or blend with the natural colors of the surrounding environment.
4. Screening achieved solely with landscape materials shall consist of a landscaped strip at least 10 feet wide and an overall average of 20 feet; screening achieved with a combination of berms and landscape materials shall be a minimum of 35 feet wide.
5. Landscaping for surfaced parking lots shall, at minimum, equal ten percent (10%) of parking areas on interior planting and include one tree for every 10/20 (single/double row) parking spaces. In addition:
  - (a) Choice of tree types should address drought tolerance. Evergreens should be mixed with deciduous trees to provide year-round visual relief. Interior trees should provide shade for the parking lot in summer.
  - (b) Interior lot screening should include shrubbery chosen to be maintained at a height of three feet (3'). The intent is to screen the reflective lower portion of parked cars, yet provide an unobstructed view for pedestrians and other moving vehicles.
  - (c) Avoid obstructing views of crosswalks, intersections and streetlights.
  - (d) Minimum size of shrubs at planting shall be one foot in height.
  - (e) Trees shall be set back a minimum of three feet (3') from curbs and shall be a minimum of four feet tall at planting.

**(C) Landscape requirements - Maintenance**

1. Provisions shall be made for the on-going maintenance, including irrigation of landscaped areas as necessary.
2. Trees and shrubs which die within twelve months of planting must be replaced no later than the next growing season.

**19.16.090(7) Cluster Development.**

Landscaping, screening and parcel frontage requirements may be relaxed at the discretion of the SPRC, if two or more of the following conditions are met by a development which is planned contiguous to an existing development:

(A) Shared parking.

(B) Shared private access roads and/or service drives.

(C) Clustering of structures so as to provide significant, dedicated open areas.

**19.16.090(8) Signs and lighting.**

The purpose of signs and lighting standards in the S-PMC is to promote safe driving conditions in addition to business identification, personal safety and vehicle safety in an aesthetic way. Sign standards must be met for all project proposals for new construction. In addition, existing signs in the S-PMC shall meet these standards within five years of the adoption of this chapter. Marking and lighting of safety hazards and directional signs shall be exempt from this chapter when installed by or at the request of a public entity having jurisdiction.

**(A) Sign requirements - Type, design and content:**

1. All permanent signs must be of a durable nature; the on-going use of temporary and/or portable signs is prohibited.
2. The display of one temporary sign for a maximum of 60 days shall be allowed. Temporary signs include signs such as For Sale, For Rent, Auction, Grand Opening signs and contractor's signs during construction.
3. Sign content shall be restricted to the business name, primary business purpose and business address of the operation.
4. Business identification signs, if illuminated, shall be so constructed as to not create glare on adjacent parcels and shall not pose a hazard to motorists.
5. No blinking, flashing or similar intermittent lighting or revolving signs are allowed. Electronic changeable copy signs are allowed.
6. Freestanding billboards are prohibited. Those billboards and other non-conforming signs which were legally constructed or installed prior to the enactment of the 1979 Zoning Ordinance will be grandfathered as a non-conforming use; these signs may not be enlarged or relocated, and if their use is discontinued for six months or more, these signs must be removed. Other signs which were constructed or installed after the enactment of the 1979 ordinance, must be removed no later than one year after the adoption of this ordinance amendment. No new non-conforming signs or billboards will be allowed.
7. Signs which are abandoned, unsafe, damaged, or obsolete must be removed by the owner or will be removed at the owner's expense by Whitman County Department of Public Works.

**(B) Sign requirements - Quantities, dimensions and location:**

1. Wall signs, wall-mounted signs, roof signs and free standing signs shall not exceed 120 square feet in size, per side.
2. No business shall have more than one free-standing business identification sign and one sign attached to the primary business structure, except certain franchise or other business sign requirements may be allowed at the sole discretion of the County Planner. An exception exists for identification, directional or safety signs within a site which are not visible from a public road.
3. Business identification signs attached to a structure shall not exceed the height of the highest roof ridge line on the structure or in the case of free-standing signs, the bottom of the sign shall be no higher than 15 feet above adjacent road grade elevation and the top of the sign shall be no higher than 30 feet above the same adjacent road grade elevation.
4. Signs must meet setback requirements of ten feet.
5. For shopping centers or industrial parks the Planning Director may approve a sign plan that deviates from the requirements of this section [Section 19.16.090(8)].
6. In the event of there being more than one entrance to a development such as a shopping center, there will be allowed a free standing sign at each entrance. If because of circumstances such as topography or visibility to the public, more than one sign is sought at an entrance, the Planning Director may approve such a request.

**(C) Lighting requirements - Location and design:**

1. Lighted signs are subject to the requirements listed above.
2. Exterior site lighting may be required for surveillance purposes, at the discretion of the SPRC.
3. Exterior site lighting shall be arranged so it is deflected away from adjacent properties.
4. Exterior lighting shall not create glare which would interfere with safe transportation in the S-PMC.
5. Exterior lighting shall be of a "full-cut-off" design in order to minimize light pollution.

**19.16.100 SEVERABILITY**

If any provision of this chapter or its application to any person or circumstance is held invalid for any reason, the remainder of the chapter or the application of the chapter to other persons or circumstances shall not be affected.

**072550**      **22.** Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to approve the Chapter 19 scrivener's errors.

**RESOLUTION NO. 072550**

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS of Whitman County, Washington, in the matter of reformatting title 19 Zoning Code to unify and make consistent the whole of Title 19.

WHEREAS, it is proposed that Title 19 Zoning Code be reformatted through the scrivener's errors allowance as per Whitman County Code Chapter 19.04.100; and,

WHEREAS, the Board of County Commissioners feels that it is important to have a uniform format for County zoning codes.

THEREFORE, IT IS HEREBY RESOLVED that Title 19 of the Whitman County Code be reformatted for consistency.

ADOPTED this 19<sup>th</sup> day of December 2011.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Greg Partch, Chairman

\_\_\_\_\_  
Patrick J. O'Neill, Commiss.

ATTEST:

\_\_\_\_\_  
Maribeth Becker, CMC  
Clerk of the Board

\_\_\_\_\_  
Michael Largent, Commissioner

Due to the length of this attachment, it will not appear in full in the minutes but is available for review in the Commissioners or Planning Division offices.

**Engineering Division:**

**072551**      **23.** Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** that the fuel contract with Busch Distributors be renewed for 2012.

**11:20 a.m. - Recess.**

**11:30 a.m. - Monthly Financial Review.**

**BOCC MINUTES-12/19/11**

Present: Bob Lothspeich, Bob Reynolds, Chris Nelson, Dave Frazier, Eunice Coker, Gary Petrovich, Janet Schmidt, Kelli Campbell, Mark Storey, Tim Myers, Joe Smillie and Kelli Hadley.

Excused: Kelli Campbell and Mark Storey.

**072552 24.** The November 2011 month ending financial report provided by Mr. Petrovich for Current Expense funds.

November 2011 Cash Balance - \$10,791,820  
Projection for 2011 Revenue - \$11,900,000  
November 2011 Expenditures - \$10,754,926 - 86% of budget w/amendment #2  
November 2010 Expenditures - \$11,943,503

**11:50 a.m. - Recess.**

**1:15 p.m. - Board Business Continued/Workshop.**

Present: Bob Reynolds (1:15 p.m.), Kelli Hadley (1:25 .m.), Tim Myers (1:30 p.m.) and Joe Simonson (1:40 p.m.).

Commissioner Largent was unavailable.

**072553 25.** The following items were discussed: Fair/Facilities Management department restructuring, response to Teresa Baker, Developmental Services dance, bridge replacement at parks, water system values, tree removal, water damage repaired in ranger's house, Wawawai parking lot restriped, Bill Chipman Palouse Trail crack sealed and gravel replaced by WSDOT contractor and state funding status. No action taken.

**2:30 p.m. - Jeff DeVoe and Jason Hawkins of Hawkins Companies.**

Present: Mark Storey, Gary Petrovich, Dick Watters, Tim Myers, Bob Lothspeich, David Ledbetter, Joe Reynolds, Eunice Coker, Jack McLaughlin and Michael King of DA Davidson and media representatives Joe Simons, Kelli Hadley, Joe Smillie and Bill Spence.

**072554 26.** Jeff DeVoe gave a power point presentation and update on the proposed State Line project. He said Hawkins is requesting an amendment to the 2008 development agreement for reimbursement of the county's future infrastructure (water, sewer, roads, sidewalks, engineering, design work and street lights) from \$9.1 to \$15 million.

Reasons for moving forward now:

- Hawkins believes the market is unlikely to suffer further economic setbacks,
- One of their box users is reluctant to wait any longer,
- The City of Moscow has removed significant barriers,

**BOCC MINUTES-12/19/11**

- Big box store convention in May where; ability to attract tenant attention, and
- If they wait any longer to proceed with this project they could lose a key tenant. If that happens, it will no longer be viable to continue with this project.

The presentation was then followed by a Q&A period.

Commissioner O'Neill **moved** to appoint Gary Petrovich, Administrative Services Director as lead for the Board dealing with Hawkins Companies and their requested amendment to the development agreement and that the Board make a decision by 12/27/11. Commissioner Largent suggested a friendly amendment to withdrawal a set decision making date.

Commissioner O'Neill's amended motion: "To appoint Gary Petrovich, Administrative Services Director as lead for the Board dealing with Hawkins Companies and their requested amendment to the development agreement and that the Board make a decision by 01/09/12". Chairman Partch seconded the motion as amended. Commissioner O'Neill and Partch voted aye and Commissioner Largent voted nay. Motion **carried**.

**4:10 p.m. - Board Business Continued/Executive Session:**

Present: Mark Storey, Gary Petrovich, Bob Lothspeich, Jack McLaughlin and Michael King.

**072555 27.** Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to go into executive session with the above individuals until 4:40 p.m. in accordance with RCW 42.30.140(4)(a) for matters related to real estate acquisition.

**4:40 p.m. - Return to Open Session.**

Executive session extended to 4:55 p.m.

**4:50 p.m. - Return to Open Session/Adjourn.**

**D072555A** Commissioner O'Neill **moved** to adjourn the **December 19, 2011** meeting. Motion **seconded** by Commissioner Largent and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **December 27, 2011**. The foregoing action made this **19th** day of **December 2011**.

ss/ PATRICK J. O'NEILL, COMMISSIONER  
ss/ MICHAEL LARGENT, COMMISSIONER

---

MARIBETH BECKER, CMC  
Clerk of the Board

---

GREG PARTCH, CHAIRMAN  
Board of County Commissioners