

Planning Department Newsletter



Happy Holidays!

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Your comments,
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suggestions are always
welcome.

Season's Greetings from all of us here at the Pullman planning department. We wish you and yours all the best during the upcoming holidays!

This past year has been an eventful one for the planning department. For the third straight year, we helped process permits amounting to over \$25 million in building valuation. Thus far in 2004, the city has issued permits for 86 single family houses, 191 multi-family dwellings, 33 commercial buildings or remodels, and 26 signs. Other noteworthy applications processed by our staff were two separate annexation requests that added more than 250 acres of land to the city on Sunnyside Hill, two new subdivisions with a combined total of 34 lots, and a "Special Use

Permit" that authorized the establishment of 14 new apartments in the historic Greystone Church on College Hill.

Anticipating this high level of activity, the City Council decided early in the year to allocate additional resources to the planning department. During its goal setting sessions in the spring, the Council authorized the planning department to refill the job of assistant city planner, a position that had been vacant since early 2002 due to budget considerations. In July, the department was fortunate to hire Heidi Sowell for this position. Heidi, who was previously employed as the environmental engineering technician/utility systems inspector for the city of Lynnwood, stepped in and immediately

provided strong support in all aspects of our planning operation.

The introduction of this electronic newsletter in November was another significant event for the planning department. As noted in last month's newsletter, we hope this bulletin will be an important source of information for those who are interested in community development in the Pullman area.

In 2005, we look forward to another lively year in the planning department. As major events occur, we'll keep you posted by means of this newsletter.



Update on proposed Wal-Mart Supercenter

On December 14, 2004, CLC Associates of Spokane Valley submitted to the city revised application materials for the proposed Wal-Mart Supercenter store in Pullman. This store is to be located on a 28-acre site on the south side of Bishop Boulevard at its intersection with Harvest Drive. The application materials previously submitted for this project were revised by CLC Associates because the developer determined it appropriate to propose less grading work at the site than initially envisioned. The original proposal involved excavation of 750,000 cubic yards of soil at the site; the revised proposal entails excavation of 310,000 cubic yards. The finished floor elevation of the proposed store under the revised plan would be 2560 feet above sea level; the previous plan showed the finished floor elevation at 2544 feet. For reference, the elevation of Bishop Boulevard at Harvest Drive is 2500 feet above sea level.

Although the site plan for the development has been altered somewhat as a result of the reduced grading work proposed, the main features of the project have not been changed. The store is

intersection of Bishop Boulevard and Harvest Drive. A bus pullout is proposed for the south side of Bishop Boulevard just east of Harvest Drive.



still proposed to be approximately 223,000 square feet in size, and the landscaped parking lot is still planned to provide about 1,000 parking spaces. The primary entrance to the development would be at Bishop Boulevard where it intersects with Harvest Drive, and three other access routes into the site are planned along an extension of Fairmount Drive that would be constructed by the developer around the back (south) side of the property. A traffic signal would be provided at the

The changes proposed by CLC Associates for the site plan involve reconfiguration of the parking lot and the driveways leading into the proposed development; provision of walkways onto the property, including a sidewalk from Bishop Boulevard to the proposed store entrance; and installation of an enhanced landscaped buffer between the city cemetery and the project site. Along with the revised site plan, CLC Associates also filed an amended environmental checklist. This

environmental checklist, which addresses the probable environmental impacts of the proposed development, is required in conformance with the State Environmental Policy Act. Previously, the applicant had submitted an initial environmental site evaluation and a traffic impact analysis.

City staff is currently reviewing all of the documentation submitted by the applicant to determine whether it conforms to pertinent standards. All of these application materials are public documents and can be viewed in the planning and public works departments during business hours. At any time, citizens are welcome to provide input to assist city officials in their decision-making responsibilities.

Meet Angie Kenney, Planning Intern

The planning department frequently hires interns to help accomplish its duties. These interns do not receive any monetary compensation, but the work is often eligible for course credit at WSU, and the experience is certainly beneficial for those who are just beginning in the field of planning. Since the vast majority of our unpaid assistants are WSU students, this internship program also serves to strengthen the linkage between the university and community.

The department's current intern is Angie Kenney. Angie moved to Pullman from Kenmore, Washington when she was 16. She attended Pullman

High School for one year, and then joined the "Running Start" program at WSU for her senior year of high school. She graduated from WSU in May of 2003 with a Bachelor of Fine Arts degree. At that point, Angie decided to change course somewhat, enrolling in WSU's Environmental Science and Regional Planning program for graduate work. It was then that Angie started considering volunteer work for the city. She commented, "Since I did not have the previous experience that most of the other students had, I decided that it might be good to gain some real world experience while going to school." So, she applied for an internship with the

planning department, and she was selected to fill the position in August of 2003.

As with most planning interns, Angie has been involved in a wide variety of tasks for the department. During her tenure here, she has reviewed site plans for proposed developments, processed commercial sign permits, and conducted research on a number of planning and environmental topics to assist in the formulation of new policies and regulations. She has also helped compile the city's annual population estimate, performed inspections to determine the status of projects and to enforce zoning code rules, and conducted inventories of city pedestrian routes and downtown storefront vacancies.

"I have learned a lot about day to day city planning procedures, including the functions and methods of the municipal level of government," Angie

said. "I believe that by fully understanding how the everyday procedures are carried out, and by learning what the community concerns and needs are, I will be able to make better decisions for long-term land use planning for both the citizens and the environment."

All of us in the planning department are grateful for Angie's dedicated service over the past 17 months while she has been studying for her master's degree (which she completed this fall). Her efforts have definitely made our agency more productive.

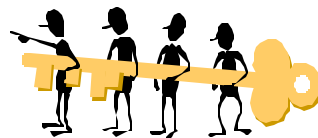




Pending land use applications

Displayed below are land use applications submitted to the planning or public works department that require a public hearing, public notice, or site plan review in accordance with the city code.

PROJECT	DESCRIPTION	LOCATION	STATUS
Big Sky Annexation	annex 7.3 acres to city in R2 pre-zone district	west of Sunnyside Park and north of Old Wawawai Road	City Council accepted annexation notice; city awaiting petition
Airport Property South Annexation	annex 170 acres to city in C3 pre-zone district	south of Pullman-Moscow Airport	Planning Commission public meeting scheduled for 1/12
Hinrichs Annexation	annex 16 acres to city in R2 pre-zone district	west of Sunnyside Park and north of Old Wawawai Road	Planning Commission public meeting scheduled for 1/12
Wawawai Subdivision Preliminary Plat	divide 14.3 acres into 50 lots and public streets in an R2 district	west of Sunnyside Park and north of Old Wawawai Road	Planning Commission public hearing scheduled for 1/26
Whispering Hills Subdivision Preliminary Plat	divide 30.5 acres into 90 lots and public streets in an R2 district	west of Sunnyside Park and south of Old Wawawai Road	Planning Commission public hearing scheduled for 1/26
Whispering Hills Planned Residential Development Preliminary Plan	provide 37 lots for single family homes and access on a 4.5-acre site in an R2 district	west of Sunnyside Park and south of Old Wawawai Road	Planning Commission public hearing scheduled for 1/26
Hinrichs Zone Change (Z-04-3)	rezone 38.3 acres from R3 to R2	south end of Golden Hills Drive	Planning Commission public hearing scheduled for 1/26
Beck/Harrington Alley Vacation	vacation of 2,740-square-foot undeveloped alley	north side of NW Olsen Street 180 feet west of NW State St.	Planning Commission public meeting scheduled for 1/12
Head Start Facility site plan (04-19)	construct 10,400-square-foot facility on 66.0-acre site	back (north) side of high school property; 510 NW Larry Street	staff returned site plan to applicant for revisions
St. James Modular Building site plan (04-24)	install 840-square-foot building on 2.3-acre site for use by Community Child Care Center	St. James Episcopal Church; 1410 NE Stadium Way	staff returned site plan to applicant for revisions
Safeway Fueling Center site plan (04-25)	establish a gas station with 420-square-foot kiosk	Safeway grocery store parking lot; 430 SE Bishop Boulevard	staff reviewing site plan
Wal-Mart Supercenter site plan (04-26)	develop 223,000-square-foot store on 28-acre site	south of Harvest Dr/Bishop Boulevard intersection	staff reviewing site plan
Maiden Lane Apartments site plan (04-27)	construct 8 apartments on 10,450-square-foot lot	420 NE Maiden Lane	staff reviewing site plan
Pullman Heating Building site plan (04-29)	develop 7,500-square-foot building on 5.0-acre site	southeast corner of Davis Way and Park West Drive	staff returned site plan to applicant for revisions
Pullman Apartments site plan (04-30)	construct 26 apartments on 7.7-acre parcel	550 NE Terre View Drive	staff reviewing site plan
Oak Ridge Townhouses site plan (04-31)	develop 5 townhouses on 18,150-square-foot lot	715 NE Oak Street	staff reviewing site plan



KEY TO ZONING DISTRICTS: R1 Single Family Residential; RT Residential Transitional; R2 Low Density Multi-Family Residential; R3 Medium Density Multi-Family Residential; R4 High Density Multi-Family Residential; C1 Neighborhood Commercial; C2 Central Business District; C3 General Commercial; I1 Light Industrial; I2 Heavy Industrial; IRP Industrial Research Park; WSU Washington State University

NOTES: If an applicant fails to act on a pending application for a period of six months, said application will be dropped from the above list. Numbers in parentheses are planning staff's internal file numbers. Site plan review by city staff is generally conducted for proposed construction of developments other than single family homes, duplexes, or manufactured homes; it does not apply to most construction on the WSU campus.



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For any readers who are not currently receiving this newsletter by email and who wish to register for this service, please contact the planning department for assistance.

WE'RE ON THE WEB!
WWW.PULLMAN-WA.GOV

New Zoning Code Interpretation regarding bedrooms

All of the new construction and remodeling of residential buildings in Pullman has created a growing concern over the number of off-street and on-street parking spaces readily available. Currently, the required number of off-street parking stalls is determined by the "Use Chart" located in Chapter 17.70 of the Pullman zoning code. According to this chapter, duplexes, townhouses, and apartments must provide one parking stall per bedroom. For example, the developer of a duplex with three bedrooms per residence would need to establish a total of six off-street parking stalls.

The City has learned through experience that certain rooms in multi-family dwellings identified on floor plans by such terms as "study," "den," "office," or "bonus,"

are actually being used as bedrooms. In the past, an indicator of a bedroom would be a room with a closet; however, rooms without closets are also being utilized as bedrooms in some cases. This increase in use has also increased the parking demand.

To address this issue, the planning department recently made an official interpretation of the zoning code rules. This interpretation states that any room in a duplex, townhouse, or

apartment dwelling that has a door and that meets the minimum dimensional criteria for a bedroom in the building code shall henceforth be defined as a bedroom for the purpose of determining off-street parking requirements in the zoning code. Please note that this interpretation applies only to those housing types mentioned above; it does not apply to single family dwellings. If you have any questions about this zoning code clarification, please contact the planning department.

