



Planning Department Newsletter

PLANNING DEPARTMENT NEWSLETTER TURNS 10!

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Although it doesn't seem that long ago to us since the planning department initiated this electronic newsletter, this edition marks the tenth anniversary of its production. When we began this bulletin back in November of 2004, we stated our intent to keep interested citizens informed about planning and land use activity in our community. And we've been true to our word. Over the years, the department has published more than 300 newsletter articles on such topics as Comprehensive Plan amendments, zoning code standards, proposed real estate developments, affordable housing initiatives, cooperative ventures with WSU and Whitman County, airport plans, business registration, transportation projects, water conservation, parks and open space, census and other demographic data, historic preservation, neighborhood planning, environmental issues, building permit activity, and educational opportunities pertaining to planning.

Each issue has also included the "Pending Land Use Proposals" table that provides the latest information on the status of current plans and applications. In the early days, the proposed Walmart store was the subject of frequent newsletter articles because the first set of plans for the establishment were submitted in 2004 and the venture was a matter of significant interest in the community. Specifically, between November 2004 and December 2006, the department produced 21 articles regarding this project. There was so much mention of it in our monthly bulletin that some citizens actually referred to the publication as the "Walmart Newsletter" for a while. However, as noted above, the newsletter has covered a wide variety of topics over the past ten years.

As we've done from the start, each newsletter is placed on the city's website, and staff provides an email notification to our distribution list (nearly 200 strong) with a link to that month's edition. If you know of someone who may benefit from receiving the email notification for this publication, please encourage them to register for this service by contacting the planning department.

Our continuing objective is to make each new issue of this newsletter useful for you and your fellow community members. As we produce this bulletin, your comments, questions, and suggestions are always welcome. Feel free to contact any one of us in the planning department to provide feedback. The members of the planning staff are:

- Pete Dickinson, Planning Director
- Jason Radtke, Assistant Planner
- Bethany Johnson, Administrative Assistant
- Kate Beckmann, Administrative Specialist



Left to right: Beth, Jason, and Pete. (Kate unavailable for photograph.)

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PROGRESS ON COMPREHENSIVE PLAN REVISION

During the past month, the planning department continued its activities with regard to the full-scale revision of the city's Comprehensive Plan. These activities included the second of two public forums before the Planning Commission, two separate meetings with officers from the Associated Students of Washington State University (ASWSU), and the issuance of a Request for Qualifications from planning consultants to assist with the project.

On November 12, the Planning Commission held its second public forum to accept citizen input concerning the Comprehensive Plan update. (The first forum, conducted on October 22, was the subject of an article in last month's newsletter.) Five individuals offered comments at the November 12 forum, touching on the following subjects:

- the Pullman Regional Hospital has a bold future vision that would create a self-sustaining, self-determining, inclusive model for health care in the community through expanded facilities, medical innovations, and successful fund raising
- updating the city's pedestrian/bicycle circulation plan as part of the Comprehensive Plan revision is an essential component of promoting non-motorized travel and building a comprehensive network of pathways in the community
- the city should act on opportunities to acquire or enhance green space in the community for public use and enjoyment
- the city could improve the character of downtown by facilitating the rehabilitation of abandoned structures and by enhancing community-building businesses and events such as the farmer's market
- the planning department should be provided with sufficient resources to implement Comprehensive Plan policies

- the citizen participation activities conducted thus far with respect to the Comprehensive Plan update is appreciated because the city has shown that it is open to new ideas for the community's future

In late October and early November, planning staff visited the university campus to meet with ASWSU officials about the Comprehensive Plan revision. At these sessions, staff explained the plan revision process and asked ASWSU senators and executive officers for their input regarding the status of the Pullman community and suggestions for improvement. In all, 37 students participated in the activities. The major points of emphasis expressed by the students were as follows:

- Pullman should continue to broaden its commercial sector with more retail stores, restaurants, and entertainment establishments
- the city should explore a multitude of transportation initiatives, including an expanded transit system; ride-share programs; additional pathways; and wider, well-maintained roads with safe crosswalks
- the community should continue to grow while maintaining its "small town feel"
- the community should ensure a good supply of high quality housing and provide a wide variety of housing options
- WSU should continue to have a strong presence in the area, but the community should create a more diversified economy to offer more local career opportunities

To assist with the process of developing a new Comprehensive Plan, the city will be retaining a private consultant. At the direction of planning staff, this consultant will be formulating proposed goals and policies for the plan, creating land use plan alternatives, and drafting much of the language of the Comprehensive Plan document. On November 7, the planning department released a Request for Qualifications

(RFQ) to ask pertinent businesses to provide a written submittal explaining their qualifications for conducting this work. (This RFQ is available for viewing at the planning department page of the city’s website.) The RFQ was mailed to 27 consulting firms, and advertisements regarding the RFQ were placed in local and regional newspapers. Statements of qualifications from interested consultants are due in the planning office by December 15.

The planning department has assembled a selection panel to review the statements of qualifications after the December 15 deadline. This panel consists of planning director Pete Dickinson, city supervisor Mark Workman, Planning Commission members John Anderson and Brent Carper, WSU executive director of real

estate and local relations Mel Taylor, and former City Council and Planning Commission member Helen Stiller. Planning staff anticipates that this panel, after examining the statements of qualifications, will arrange interviews with a certain number of consulting firms, and will recommend the selection of a particular consultant to the City Council based on those interviews. City Council confirmation of a consultant for this project is expected to take place by March of next year.

As mentioned previously, all parties who have an interest in the Comprehensive Plan revision are encouraged to provide comments to the planning department as the process unfolds. Contact information for the department is furnished on the last page of this newsletter.



One of the citizen suggestions at the Planning Commission forum was to conduct the Pullman farmer’s market at Reaney Park on Sundays.

City offices will be closed:
Thursday, December 25 - Christmas



Pending Land Use Proposals

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

| PROJECT | DESCRIPTION | LOCATION | STATUS |
|--|--|--|---|
| Comprehensive Plan Revision | full-scale revision of city's Comprehensive Plan | Citywide | PC public forums held 10/22/14 and 11/12/14; consultant qualification statements due 12/15/14 |
| College Hill Design Standards | formulate design standards for new construction | College Hill Core | PC reviewed concepts 1/15/14 and 2/26/14; CC reaffirmed project 4/1/14; staff formulating standards |
| Shoreline Master Program Update | revise city's Shoreline Master Program in collaboration with Whitman County | Citywide | open house on project status held 11/6/14 |
| Cougar Ridge Zone Change Application (Z-14-1) | rezone 1.8 acres from R4 to C3 | 2024 NE Terre View Drive | staff reviewing application; probable PC public hearing 1/28/15 |
| Itani Rentals LLC Boundary Line Adjustment Application | adjust boundary 0.4 feet between structures | 1005 and 1015 SW Center Street | planning approved proposal; engineering staff processing application |
| Itani Rentals LLC Administrative Variance Application (AV-14-2) | allow structure with a 4.62-foot side setback | 1005 SW Center Street | planning staff review pending outcome of associated boundary line adjustment |
| Itani Rentals LLC Administrative Variance Application (AV-14-3) | allow structure with a 4.54-foot side setback | 1015 SW Center Street | planning staff review pending outcome of associated boundary line adjustment |
| Avista Power Line Substantial Development Permit (No. 87) | install overhead power line across South Fork of Palouse River | near 1095 SE Bishop Boulevard | state appeal period expired 11/12/14 |
| Monroe Administrative Variance Application (AV-14-2) | construct addition to house that would increase building coverage to 36.75% | 505 NW Park View Drive | staff approved application; appeal period expired 11/24/14 |
| Golden Hills Multi-Family West Phase I site plan (14-14) | develop 48 apartments on 5.6-acre site | south of SW Old Wawawai Road and west of SW Golden Hills Drive | staff requested applicant to revise site plan |
| Blue Sky Storage Expansion site plan (14-15) | grade site for placement of future storage building | 2500 S. Grand Avenue | staff reviewing revised site plan |
| Jess Ford Parking Lot site plan (14-16) | regrade and expand parking lot | 2590 S. Grand Avenue | staff approved site plan 11/13/14 |
| Fire Station #2 Equipment Bay Expansion site plan (14-17) | expand fire station and add parking spaces and driveway onto Grand Ave. | 55 NW Terre View Drive | staff approved site plan 11/20/14 |
| Silver Sands Distributors Retail Marijuana Store site plan (14-19) | establish 1,550-square-foot recreational marijuana retail store in existing building | 1340 SE Bishop Boulevard | staff reviewing site plan |
| Avista UET Battery Storage site plan (14-20) | install crates to house industrial batteries | 2440 NE Hopkins Court | staff approved site plan 11/21/14 |

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

KEY TO ABBREVIATIONS: CC: City Council; PC: Planning Commission; BOA: Board of Adjustment; HPC: Historic Preservation Commission; DOE: State Department of Ecology; DAHP: State Department of Archaeology and Historic Preservation

NOTES: 1) 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. 2) Numbers in parentheses are planning staff's internal file numbers. 3) 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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This newsletter is an occasional and voluntary publication of the planning department and does not take the place of official notices required by law. Information provided in this newsletter is subject to change. Please contact the planning department or review official notices distributed by the city to confirm the information contained herein.

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
