

December 18, 2014



Planning Department Newsletter

2014 ANOTHER NOTEWORTHY YEAR FOR THE PLANNING DEPARTMENT

Inside this issue:

Pending Land Use Proposals 6

The last few years have been exceptionally busy for us in the planning department, with a number of long-range programs in the works and a steady stream of construction projects taking place to accommodate our growing population. The 2014 calendar year was no exception to this trend, as we saw progress on many fronts. Now that the year is drawing to a close, we thought it appropriate to provide a recap of activities with which the department has been involved over the past 12 months. Our summary of 2014 events is presented below.

- The department initiated a full-scale revision of the city’s Comprehensive Plan in 2014 by engaging in public participation events and by soliciting proposals from consultants to help in the preparation of the plan.

- In September, the planning department held a series of four neighborhood meetings—one on each of Pullman’s major hills—to receive comments from citizens about our local community and how it could be improved in the future. Planning Commission members

volunteered their time to assist planning staff in moderating each of the sessions. In total, 128 residents attended these meetings.

- In late October and early November, staff visited with officers from the Associated Students of Washington State University to ask for their opinions on the same topics covered at the neighborhood meetings. A total of 37 students took part in these interactive gatherings.
- In October and November, the Planning Commission conducted two separate public forums to entertain citizens’ remarks about the long-range future of the community. Overall, approximately 35 people attended the forums, and 16 individuals took advantage of the opportunity to speak to the committee.
- In November, staff distributed a Request for Qualifications (RFQ) to ask planning consultant firms to provide a written submittal explaining their qualifications for assisting the department in its efforts to develop a new Comprehensive Plan for the city. Eight firms



A total of 128 people attended the four neighborhood meetings in September.

responded with statements of qualifications. Those statements are currently being reviewed by a selection panel composed of city and university staff, Planning Commission members, and a citizen representative.

- The city established a new record in 2014 for total building permit value in a calendar year. As we enter the latter part of December, the value of all permits dispensed in 2014 is \$98.2 million. The previous record was set last year, when the city reached \$75.8 million in construction value. The third highest total was set back in 2005, when Pullman building projects totaled \$64.3 million.
 - The undertaking with the highest permit value in 2014 is the high school reconstruction project at \$44.7 million; the building permit for this work was released in October. Other significant projects this year included the Pullman Building Supply store on Fairmount Drive (\$13.1 million value, with permit issued in August); the Schweitzer Engineering Laboratories, Inc. Family Center on Hopkins Court (\$4.2 million, June); the Relay Application



The SEL Family Center on Hopkins Court was one of many significant developments that was permitted in 2014.

Innovation office building on Clearwater Drive in the new Palouse Business Center (\$1.4 million, January); renovation of the

therapy pool and locker room in the Summit Therapy building at the intersection of Bishop Boulevard and Summit Court (\$400,000, June); the Taco Bell Restaurant on Stadium Way (\$304,000, April); the Sherwin-Williams store on Grand Avenue (\$298,000, March); the remodel of the Holiday Inn Express Hotel on Bishop Boulevard (\$256,000, April); and the remodel of the BellTower Building downtown for Swilly's Restaurant and Roost Coffee Shop (\$125,000, March).

- To date, 52 single family houses and three manufactured homes have been permitted in 2014, amounting to \$14.5 million in total value. Also, the city has issued permits for 143 apartments, totaling \$12.4 million in value. Most of these apartments (132 dwellings) are being constructed at the Pimlico Complex on NE Brandi Way.
- The Planning Commission and City Council acted on several new subdivision proposals in 2014. Following a public hearing conducted by the Commission for each application, the Council approved the following preliminary plats:
 - Whispering Hills West, involving 156 lots and public streets on 50.1 acres of land west of Golden Hills Drive and south of Old Wawawai Road on Sunnyside Hill (Council approval granted in April)
 - Paradise Hills Subdivision No. 8, consisting of 38 lots and public streets on 14 acres south of the intersection of NW Terre View Drive and Marshland Street on Military Hill (May)
 - Sunnyside Heights Addition No. 8, providing 11 lots and public streets on 3.2 acres located on Panorama Drive just south of Sunnyside Park (May)
 - Sunnyside Heights Addition No. 9, involving 23 lots and public streets on 6.5 acres south of Center Street and west of Itani Drive on Sunnyside Hill (October)
- The City Council granted approval in January for a request to annex to the city 2.6 acres of land located south of Old Moscow Road and east of Johnson Avenue. The property involved in this annexation proposal is part of Mary's Park.



The city advanced toward establishment of Mary's Park by annexing a portion of the property and by approving a conditional use permit for its development.

- This year, the Planning Commission and City Council reviewed two proposals to change the text of the zoning code.
 - In February, the Council adopted new rules for recreational marijuana establishments in response to the passage of Initiative 502 in November of 2012. The new provisions allow marijuana production and processing facilities in the I1 Light Industrial and I2 Heavy Industrial zoning districts, and permit marijuana retail facilities in the C3 General Commercial zone. The regulations also set forth the parameters within which these establishments may operate. The Planning Commission had recommended approval of these standards at its public hearing in January. In October, Pullman's first recreational marijuana retail store (MJ's Pot Shop) opened for business on Bishop Boulevard.
 - In July, the Council approved amendments to the zoning code to lift a 100-year-old ban on keeping pigs in the city. The amendments allow for a limited number of miniature pigs on residential lots that are at least 10,000 square feet in size. The issue regarding miniature pigs arose when city staff discovered that a resident at the Campus Vista Manufactured Home Park had a pet pig; the resident asked the Council to initiate a code change, and the Council agreed to do so. The Council's action on this

matter was taken following the Planning Commission's favorable recommendation in May.

- The Historic Preservation Commission (HPC) this year approved the first three properties for listing on Pullman's Register of Historic Places.
 - In June, the HPC approved a nomination to place the former St. James Episcopal Church at 600 Oak Street on the list. This property was the first to be placed on the Pullman Register, representing a significant achievement in the city's relatively new historic preservation program. Construction of this building on Oak Street was completed in 1912, and while it was used as a church for many years, it is now occupied by apartments.



The red brick streets on College Hill have the distinction of being listed on both the National Register of Historic Places and the Pullman Register.

- In July, the HPC approved a request to list the red brick streets on College Hill (namely, Palouse and Maple Streets between Kamiaken and Whitman Streets) on the Pullman Register. The roadways were constructed in 1913, and they were part of the first paved streets on College Hill. These streets had been previously placed on the National Register of Historic Places.

- Also in July, the HPC added the Pullman Veterans' Memorial to the local register. This memorial, located at the northeast corner of the intersection of Main and Spring Streets, was dedicated in 1950. The monument honors residents of Pullman who died in World War I, World War II, the Korean conflict, and the Vietnam War.
- During the middle part of the year, the city effected an inventory of historic resources in the downtown area. Using grant funds provided by the Washington State Department of Archaeology and Historic Preservation, the planning department and the HPC made arrangements with consulting firm A.D. Preservation of Spokane to perform this work. Between April and August, the consultant surveyed 89 properties downtown, and designated 53 of these properties for expanded discussion in its final report. Representatives from the consulting firm held a public meeting at City Hall in September to present their findings.
- The HPC this year oversaw the preparation of a Pullman walking tour brochure that primarily addresses historic properties in the central portion of town. The brochure, inspired by a similar pamphlet created for Pullman in the early 1990s, was produced by students enrolled in a WSU architecture class. The Chamber of Commerce provided resources for the printing of the document, and copies of the brochure can be obtained at the Chamber office. This project was facilitated by the WSU Center for Civic Engagement.
- In 2014, the planning department continued the process of developing design review standards for the College Hill Core (defined as that portion of the city bordered by Stadium Way, Grand Avenue, and Main Street, except for the WSU campus).
 - In January and February, the Planning Commission conducted workshops to discuss draft concepts for design review in the College Hill Core area.
 - In April, after receiving letters expressing concern about the potential impacts of design review standards in the College Hill Core neighborhood, the City Council conducted a public session to solicit citizen input and engage in a thorough discussion of the topic. At the conclusion of this session, the Council directed planning department staff to continue the development of the design review standards for consideration at future public meetings.
- In December, planning staff distributed a questionnaire to representatives of 15 stakeholder groups to gather input for use in preparing the next set of draft design review standards.
- Over the course of the past 12 months, the Board of Adjustment decided upon three conditional use permit applications and one zoning code variance request.
 - In February, the Board approved a conditional use permit application for a spray pad at the Reaney Park pool complex. The spray pad, which is scheduled to be installed in 2015, will consist of a variety of water spray features over a 3,300-square-foot space located directly south of the existing dive pool. The proposal also included the construction of a 15-stall parking lot west of the pool complex; this parking lot was constructed earlier this year.



The spray pad at Reaney Park will be constructed in 2015 just south of the dive pool.

- In April, the Board authorized a conditional use permit for the development of Mary’s Park, located at the southeast corner of the intersection of Old Moscow Road and Johnson Avenue. The park is five acres in size, and it will feature an accessible playground, a sheltered picnic area, green space, rain gardens, and possible RV sites.
- At its June meeting, the Board granted a conditional use permit to convert a single family residence on Lower Drive into a preschool for the Concordia Lutheran Church located nearby. The preschool facility accommodates a maximum of 24 children.
- In July, the Board approved a zoning code variance application regarding the entrance sign for the Pimlico apartment complex on Brandi Way. The variance allowed the sign to be larger and taller than the standard code regulations would dictate due to hardships associated with the curvature of the adjacent public street and the sloping topography in the area.
- Throughout the year, the planning department assisted with the ongoing update to the city’s Shoreline Master Program (SMP), designed to protect environmental resources, promote public access to the shoreline, and accommodate

development that is appropriate for the water’s edge. For this project, the city is working cooperatively with Whitman County and several other cities in the region to conduct the update in a coordinated fashion, with the assistance of consulting firms The Watershed Company and Berk, Inc. Planning staff participated in a visioning meeting in Colfax in May, and provided feedback during the summer on the consultants’ draft shoreline inventory and draft shoreline restoration plan. In November, staff helped the consultants organize another visioning session, this one held at Pullman City Hall.

- There was a significant change in membership on the Planning Commission in the spring. Three members—Ken Paulson, Garren Shannon, and Chud Wendle—submitted letters of resignation in May. (These resignations were coincidental, as each of the departing members had their own reasons for leaving the committee.) Mayor Johnson acted quickly to fill their slots. In June, the Council confirmed the mayor’s nominations for new members Cheryl Clancy, Scott Vik, and Brent Carper.
- And finally, in November, the planning department celebrated the 10-year anniversary of this Planning Department Newsletter. Happy planning staff members graced the cover of last month’s edition!



The Shoreline Master Program update is a cooperative venture with other jurisdictions in the county.



 City offices will be
 closed:
 Thursday, December
 25 - Christmas
 Thursday, January 1 -
 New Year’s Day



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; selection panel reviewing consultant statements of qualifications
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 sent questionnaire to stakeholders 12/13/14
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
Davis Variance Application V-14-3)	eliminate high/low density transition area standards for proposed 4-plex	135 SE Dilke Street	staff reviewing application; BOA public hearing likely to be held in early February 2015
Liddell Historic Register Nomination	register single family house on local historic register	520 NE Howard Street	staff reviewing application; probable HPC review meeting 2/9/15
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
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
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 requested applicant to revise site plan
SRE Equipment Shelter site plan (14-21)	build 6,460-square-foot equipment storage structure at airport	4800 Airport Complex North	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

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.





*Planning Department
325 SE Paradise St.
Pullman, WA 99163*

Phone: 509-338-3213

Fax: 509-338-3282

Email: bethany.johnson@pullman-wa.gov

Pullman Planning Department Staff:

Pete Dickinson, Planning Director
Jason Radtke, Assistant Planner
Bethany Johnson, Public Works Administrative
Assistant
Katelyn Beckmann, Public Works Administrative
Specialist

Planning Commission Members:

John Anderson, Vice-Chair
Brent Carper
Cheryl Clancy
Chris Clark
Marcus Crossler
Norma Crow
Dave Gibney, Chair
Liza Morris
Scott Vik

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
