

**CITY OF CLARKSTON  
CITY COUNCIL AGENDA  
829 5<sup>th</sup> Street  
MONDAY, July 14, 2014**

- 1. CALL TO ORDER: 7:00 P.M.**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. ROLL:**
- 4. AGENDA CHANGES:**
- 5. APPROVAL OF MINUTES:  
June 23, 2014, Regular Meeting**
  
- 6. COMMUNICATIONS:**
  - A. From the Public (Please limit comments to 3 minutes)**
  - B. From the Mayor**
  - C. From Staff or Employees**
  
- 7. COMMITTEE REPORTS:**
  - A. Finance – Audit Report on Current Bills**
  - B. Public Safety – no meeting**
  - C. Public Works – July 2**
  - D. Administrative/Intergovernmental – July 14**
  - E. Community Development – no meeting**
  
- 8. PUBLIC HEARING:  
Public Hearing on Six-Year Transportation Improvement Plan, 2015-2020**
  
- 9. UNFINISHED BUSINESS:**
  
- 10. NEW BUSINESS:**
  - A. Resolution No. 2014-09, Adopt Six-Year TIP, 2015-2020**
  - B. Planning Commission Recommendation for Changes to the Zoning Code**
  - C. RTPO Membership Request**
  - D. Resolution No. 2014-10, Interfund Loan to Sanitation**
  
- 11. COUNCIL COMMENTS**
- 12. MEDIA QUESTIONS**
- 13. EXECUTIVE SESSION: Negotiations**
- 14. ADJOURN**

Time limits for addressing the council have been established by council direction. Presentations are limited to 15 minutes and public comments are limited to 3 minutes per person, per topic.

**CLARKSTON CITY COUNCIL MINUTES**  
**June 23, 2014**

COUNCIL:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Beadles    | <input checked="" type="checkbox"/> Nash       |
| <input checked="" type="checkbox"/> Provost    | <input checked="" type="checkbox"/> Baumberger |
| <input checked="" type="checkbox"/> Kolstad    | <input checked="" type="checkbox"/> Blackmon   |
| <input checked="" type="checkbox"/> Manchester |  |

STAFF:

- Chief Hastings    Clerk Storey    City Attorney Grow    PWD Martin    Chief Cooper

**AGENDA CHANGES:**

**APPROVAL OF MINUTES:** Councilmember Nash made two corrections to the minutes. The vote on the approval of minutes was 5-0 and the motion to approve the WWTP Change Order as seconded by Councilmember Manchester. **MOTION BY BEADLES/BLACKMON** to approve the minutes of the June 9, 2014, Regular Meeting as corrected. Motion carried.

**COMMUNICATIONS:**

**A. From the Public:**

**B. From the Mayor:**

**C. From Staff:** PWD Martin apologized for failing to provide the notice to hold a TBD meeting this evening.

**COMMITTEE REPORTS:**

**Finance:** Councilmember Provost reported the bills were reviewed and approved for payment. Total expenditures for June 23, 2014, of \$753,950.62. **MOTION BY PROVOST/BEADLES** to approve the bills. Motion carried.

**Public Safety:** Councilmember Beadles reported on the June 17 meeting. Committee discussed potential zoning for marijuana and also possible related businesses that might choose to locate in Clarkston. Chief Hastings discussed the purchase of body cameras. Chief Cooper said the EMS budget will be presented to council in July.

**Public Works:** Councilmember Nash reported on the June 18 meeting. A public hearing will be held on the six-year Transportation Improvement Plan on July 14. Other items discussed are on the agenda.

**Admin Committee:** Councilmember Manchester said committee met on June 23. There was nothing to report.

**Community Development:** No meeting.

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

**A. 13<sup>th</sup> Street Project, Authorize Mayor to sign Project Prospectus**

**MOTION BY PROVOST/BEADLES** to authorize the mayor to sign the project prospectus. Motion carried.

**B. Approval to Use Funds from Stormwater Capital Reserve for Repair at Poplar & Riverview**

PWD Martin said Items B and C can be combined for discussion. He said the stormwater crew has put together a list of needs for stormwater improvements and prioritized it. One immediate need is to repair a culvert at Poplar and Riverview. Estimated cost is about \$2,300.

Martin said committee had discussed authorizing him to approve capital improvements without coming back to council. However, work may require contracts which would need council approval and there is not currently a budget to cover such projects. He said the council can put an amount in the budget for potential repairs and authorize Martin to make decisions. Councilmember Provost asked if he would then bring those projects to council for approval after the fact. Martin said he could do that. Provost suggested he write up a proposal. Beadles asked if Martin was proposing a specific budget amount to draw from. Martin said he was.

MOTION BY NASH/BEADLES to authorize a budget amendment of \$2,300 for the stormwater repair at Poplar and Riverview from the Stormwater Capital Reserve. Motion carried.

**C. Authorize PWD to Make Expenditures from Capital Improvement Fund without Council Approval**

MOTION BY PROVOST/BEADLES to table until PWD Martin presents a written plan. Motion carried.

**COUNCIL COMMENTS:**

Councilmember Beadles commented that the County has designated an area for marijuana businesses. He asked if the City should just allow the businesses to locate in the county. Mayor Warren said the area designated by the County currently has no buildings. Beadles said he is also concerned with spin-off businesses.

**MEDIA QUESTIONS:**

**ADJOURNMENT:**

Meeting adjourned at 7:20p.m.

\_\_\_\_\_  
Vickie Storey, City Clerk

\_\_\_\_\_  
Kathleen A. Warren, Mayor

Total Fund Expenditures, 6/23/14	CK #56708, 56733-93, MayExcise	\$629,064.54
Payroll, 6/15/14	Ck #56709-32	\$124,886.08

City of Clarkston  
Public Works Director  
829 5<sup>th</sup> St.  
(509) 758-1662  
(509) 769-6019fax

# Memo

*To: Council*

*From: James E. Martin, PWD*

*CC: Mayor Warren*

*Date: July 2, 2014*

*Re: 6 YR. Transportation Improvement Program*

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As mentioned in previous correspondence, a hearing on the 6 yr TIP will take place during the July 14<sup>th</sup> Council meeting. Attached is the latest project list in order of priority and a brief description of the project. Once approved by Council, it will be loaded into the State's database and submitted to the MPO for official submittal to the State.

Please take note that I'm taking advantage of the recent "North Clarkston Traffic Study" and including two projects from that study, the 5<sup>th</sup> & Walmart/Costco intersection and a major improvement at Bridge, Diagonal & 2<sup>nd</sup> Street that would be a real boon to the City. (photos attached)

The meeting can also include the first reading of the ordinance accepting the 6 yr TIP to help get the process started.

Thanks,

Jim 

June 12, 2014

## 6 YEAR TIP PROPOSAL

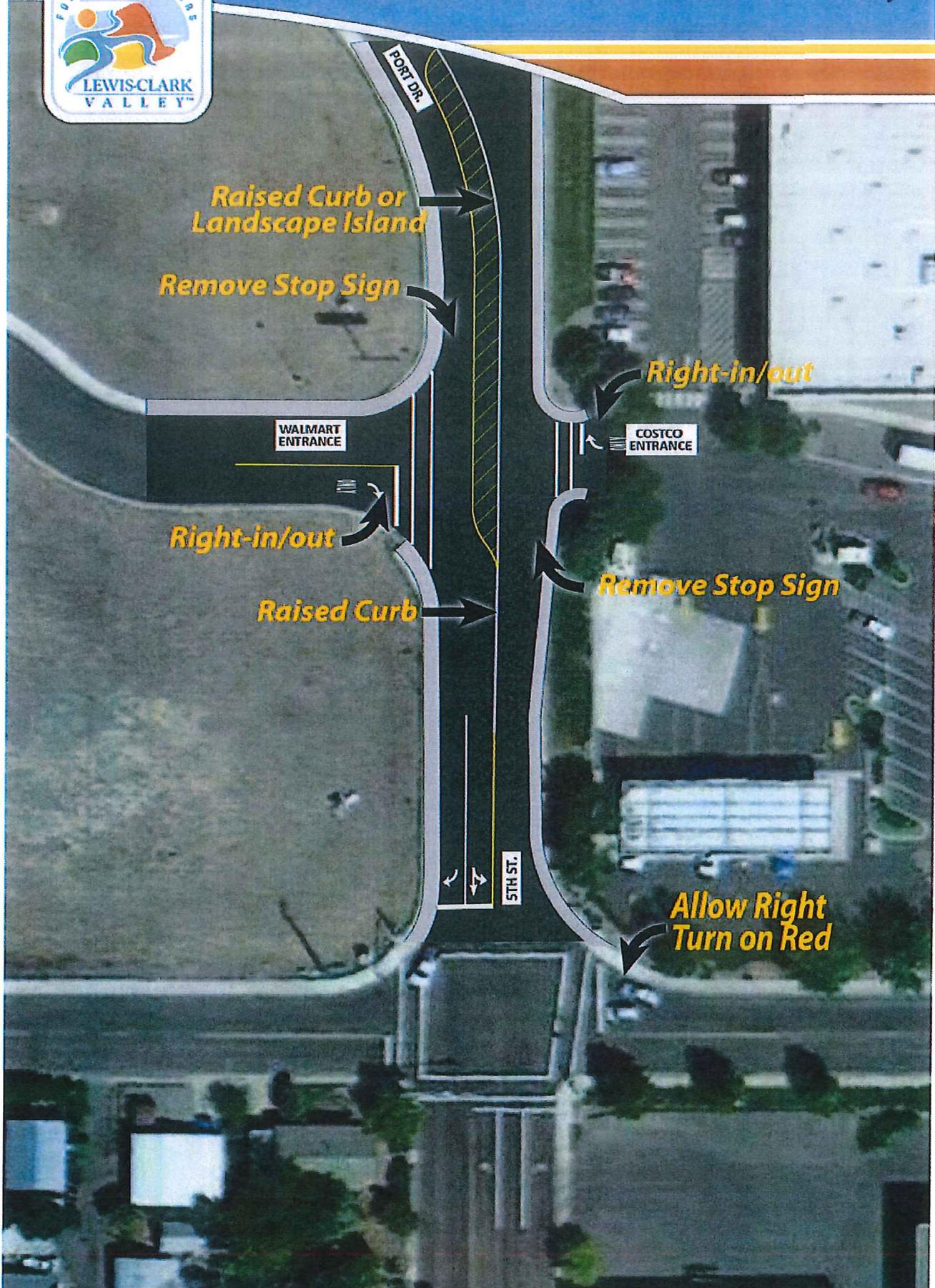
The following is a proposed list of Transportation Improvement Plan projects for adoption with PW Committee recommendation...

- 1) 5<sup>th</sup> St. Walmart / Costco Intersection Reconfiguration.  
Improved safety and traffic movement. (see Keller plan)  
\$15,000.00  
Includes 320 ft. of Traffic separating curb, ADA ramps & pavement markings to eliminate the north/south stop signs. Opens up 5<sup>th</sup> and Fair intersection to greater service capacity.
- 2) 2<sup>nd</sup> St. US-12 Reconfiguration.  
Complete change of intersection with added lanes & signalization. (see Keller plan)  
\$605,000.00  
Creates 2 eastbound lanes to Lewiston, an eastbound no stop to Lewiston from Diagonal and 2 lanes southbound on 2<sup>nd</sup> Street all controlled by new signalization.
- 3) 13<sup>th</sup> St. Signalization (Highland)  
Improve 4-way stop to signalized control.  
\$400,000.00
- 4) Highland Resurfacing, SR-129 (6<sup>th</sup>) to 13<sup>th</sup> St.  
Resurfacing full width with ADA & sidewalk improvements.  
\$700,000.00
- 5) 13<sup>th</sup> St. Resurfacing, US-12 to Belmont Way  
Resurfacing full width with ADA & sidewalk improvements.  
\$850,000.00
- 6) Grantham Elementary Safe Routes, Poplar & surrounding area.  
Sidewalk & safety improvements.  
\$500,000.00

Total Improvement \$3.07 Million.



# North Clarkston Circulation Study





# North Clarkston Circulation Study



Bridge St / Diagonal St / 2nd St

Long Term Solution 1

**RESOLUTION NO. 2014-09**

**A RESOLUTION OF THE CITY OF CLARKSTON, WASHINGTON, APPROVING A SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM, 2015-2020**

**WHEREAS**, RCW 35.77.010 requires the City Council of the City of Clarkston to prepare and adopt a comprehensive street program for the ensuing six calendar years; and

**WHEREAS**, RCW 35.77.010 requires one or more public hearings on the Transportation Improvement Program; and

**WHEREAS**, the City Council of the City of Clarkston has held the public hearing on the Transportation Improvement Program on July 14, 2014 and prepared a comprehensive six year plan,

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the City Council of the City of Clarkston, Washington, as follows:

The Six Year Transportation Improvement Program, 2015-2020, which is attached hereto and incorporated herein by this reference is adopted.

DATED this 14<sup>th</sup> day of July 2014.

\_\_\_\_\_  
Kathleen A. Warren, Mayor

ATTEST:

\_\_\_\_\_  
Vickie Storey, City Clerk

**BEFORE THE PLANNING COMMISSION  
OF THE CITY OF CLARKSTON**

RE: )  
Zoning Matrix Update with a new Zone Designation, implementation of I-502, uses and added definitions and updating RV Hardship Variance language.

City of Clarkston ) FINDINGS OF FACT  
829 5<sup>th</sup> St. ) CONCLUSIONS OF LAW  
) AND DECISION  
)

This matter having come before the Planning Commission of the City of Clarkston, Washington on April 21, 2014, and again June 16<sup>th</sup>, 2014 for public hearings pursuant to public notice as required by law, on a need for an update of the Zoning Matrix including a new zone designation (Neighborhood Commercial Zone) additions and omissions of property uses including implementation of I-502 (recreational marijuana sales, production and processing) and added or updated definitions and language revisions, and the Commission having heard the staff reports and recommendation of other interested parties who appeared and being fully advised in the matter, issues the following Findings of Fact and Conclusions of Law:

**FINDINGS OF FACT**

1. The Clarkston City Code section 17.09.010 establishes the authorization to initiate amendments to the Zoning Code.
2. The City set public hearings before the Planning Commission for April 21, and June 16<sup>th</sup>, 2014 and provided notice to the public as required by law.
3. The Planning Commission held public hearings on April 21, and June 16<sup>th</sup>, 2014 and took testimony from the city staff and the public.
4. As a result of the testimony, the Planning Commission has determined that the proposed changes as presented are beneficial to the operation of the City, its' obligation to the citizens and assists the City in implementing its' Zoning Code.
5. a) The proposed matrix, definition and language changes are consistent with the Comprehensive Plan.

b) The changes would provide needed updates applicable to current land uses in the City.

**CONCLUSIONS OF LAW**

1. The proposed matrix, definition and language changes do follow the anticipated evolution of the comprehensive plan and allows for improved implementation of the zoning code.

Based on the foregoing Conclusions of Law, the Planning Commission hereby enters the following...

**DECISION**

1. The updates for the zoning matrix, added zone designation, implementation of I-502, property uses, definitions, and language changes of the Zoning Code is approved and a recommendation supporting said changes will be made to the City Council for final action.

DATED this 7th day of July, 2014.

PLANNING COMMISSION  
OF THE CITY OF CLARKSTON

By: \_\_\_\_\_  
John Murray, Chair

ATTEST: \_\_\_\_\_  
Vickie Storey, City Clerk

**EXCLUSIONARY ZONING**

17.03.030

	<b>R-1</b>	<b>R-2</b>	<b>R-3</b>	<b>S-C</b>	<b>NC</b>	<b>D-C</b>	<b>M-C</b>	<b>P-C</b>	<b>H-I</b>	<b>Parking</b>
Aircraft Hanger	N	N	N	N	N	N	N	Y	Y	Q
Adult Concession										
Adult Family Home	Y	Y	Y	N	N	N	Y	N	N	D
Apartment houses	N	Y	Y	N	N	N	Y	Y	N	B
Arcade	N	N	N	Y	Y	Y	N	N	N	Q
Asphalt plant	N	N	N	N	N	N	N	N	Y	O
Automobile body repair shop	N	N	N	Y	N	N	N	Y	N	M
Automobile rental	N	N	N	Y	N	N	N	Y	N	M
Automobile sales or service	N	N	N	Y	N	N	N	Y	N	M
Automobile storage	N	N	N	Y	N	N	N	Y	Y	O
Bakery	N	N	N	Y	Y	Y	N	Y	N	N
Bank/financial institution	N	N	N	Y	Y	Y	N	N	N	L
Bar, tavern or cocktail lounge	N	N	N	Y	N	Y	N	Y	N	P
Beauty, barbershop	N	N	N	Y	Y	Y	Y	N	N	K
Bed and breakfast inn	CU	CU	Y	Y	N	Y	Y	N	N	C
Billboard	N	N	N	N	N	N	N	N	N	
Boat building or repair	N	N	N	Y	N	N	N	Y	Y	N
Boat/mobile home sales/service	N	N	N	Y	N	N	N	Y	N	M
Boat Moorage Commercial	N	N	N	Y	N	N	N	Y	Y	L
Bottling plant	N	N	N	N	N	N	N	N	Y	O
Bowling alley/ <del>emret</del> amusement	N	N	N	Y	N	Y	N	Y	N	I
Brewery/Distillery/Winery	N	N	N	Y	N	Y	N	Y	Y	Q
Building supply outlet	N	N	N	Y	N	Y	N	Y	Y	L
Business or professional office	N	N	CU	Y	Y	Y	Y	Y*	N	K
Cabinet/furniture shop	N	N	N	Y	N	N	N	Y	Y	N
Car wash	N	N	N	Y	N	N	N	N	N	Q
Cement/clay products mfg	N	N	N	N	N	N	N	N	Y	O
Cemetery	Y	Y	Y	Y	Y	Y	Y	N	N	Q
Chemical storage <del>and mfg</del>	N	N	N	N	N	N	N	N	Y	O
Child day care center	CU	CU	CU	CU	CU	CU	CU	N	N	H
Church	Y	Y	Y	Y	Y	Y	Y	N	N	E
Concrete batch plant	N	N	N	N	N	N	N	N	Y	N
Congregate housing										
Contractors' storage yard	N	N	N	N	N	N	N	Y	Y	L





	R-1	R-2	R-3	S-C	NC	D-C	M-C	P-C	H-I	Parking
Recycling collection point	Y	Y	Y	Y	Y	Y	Y	Y	Y	Q
Recycling plant	N	N	N	N	N	N	N	N	Y	O
Rendering plant	N	N	N	N	N	N	N	N	N	
Research laboratory	N	N	N	Y	N	N	Y	Y	Y	L
Restaurant	N	N	N	Y	Y	Y	N	Y	N	P
Restaurant, Drive-in	N	N	N	Y	Y	N	N	N	N	P***
Retail store (flr area <2500 sf)	N	N	N	Y	Y	Y	N	Y	N	M
Retail store (flr area >2500 sf)	N	N	N	Y	N	Y	N	Y	N	M
Sanitary landfill	N	N	N	N	N	N	N	N	N	Q
Sales / Occasional	N	N	N	Y	Y	Y	N	Y	N	K
Schools (College)	N	N	N	Y	N	N	Y	N	N	H
Schools (K-12)	Y	Y	Y	Y	N	N	N	N	N	H
Second-floor apartment	Y	Y	Y	Y	Y	Y	Y	Y	N	B
Service Station	N	N	N	Y	N	N	N	Y	N	L
Sign shop	N	N	N	Y	N	Y	N	Y	N	N
Single-family dwelling	Y	Y	Y	N	N	N	Y	N	N	A
Storage rental unit	N	N	N	Y	N	N	N	Y	N	Q
Terminal yard, trucking	N	N	N	N	N	N	N	Y	Y	Q
Tire shop	N	N	N	Y	N	N	N	Y	Y	M
Theater, Drive-in	N	N	N	Y	N	N	N	Y	N	Q
Theater / Interior	N	N	N	Y	N	Y	N	N	N	E
Transportation facilities	N	N	N	N	N	N	N	Y	Y	Q
Truck and tractor repair	N	N	N	N	N	N	N	Y	Y	M
Upholstery shop	N	N	N	Y	N	Y	N	Y	Y	N
Veterinary clinic	N	N	N	Y	N	N	N	Y	Y	M
Warehouse	N	N	N	Y	N	N	N	Y	Y	O
Wholesale distributing facility	N	N	N	Y	N	N	N	Y	Y	O
Wireless Telecommunication facility	Y*	Y*	Y*	Y*	Y	Y*	Y*	Y*	Y*	CU
Wood processing plant	N	N	N	N	N	N	N	Y	Y	O
Wrecking yard	N	N	N	N	N	N	N	N	N	

\*Review special requirements

\*\* Maximum of four (4) attached units (four-plex).

\*\*\* In addition to the parking requirement, eight stacking spaces for the drive up window, with a minimum of four such spaces designated for the ordering station. Such spaces shall be designed so as not to impede pedestrian or vehicular Circulation on the site or on any abutting streets.

	R-1	R-2	R-3	S-C	N-C	D-C	M-C
Minimum Lot Size	5,000 s.f.	5,000 s.f.	5,000 s.f.	5,000 s.f.	5,000 s.f.	NA	5,000s.
Area required for additional dwelling units	3,500 s.f. <sup>1</sup>	2,500 s.f. <sup>2</sup>	1,500 s.f.	NA	NA	NA	NA
Minimum lot width	50	50	50	50	50	NA	NA
Minimum lot depth	100	100	100	100	100	NA	NA
<b>Primary building:</b>							
Front yard setback	25	20	20	15	15	0	20
Rear yard setback	15	15	15	15	15	0	15
Side yard setback	7 or 10 <sup>5</sup>	7 or 10 <sup>5</sup>	7 or 10 <sup>5</sup>	5	5	0	5
Side yard setback, corner lot, street side	15	15	15	0	0	0	0
<b>Auxiliary building: (less than 120 s.f.)</b>							
Front yard setback	25	20	20	15	15	0	20
Rear yard setback	3	3	3	0 or 15 <sup>3</sup>	0 or 15 <sup>3</sup>	0	0 or 15
Side yard setback	3	3	3	0 or 15 <sup>3</sup>	0 or 15 <sup>3</sup>	0	0 or 15
<b>Auxiliary building: (more than 120 s.f.)</b>							
Front yard setback	25	20	20	15	15	0	20
Rear yard setback	3 or 10 <sup>4</sup>	3 or 10 <sup>4</sup>	3 or 10 <sup>4</sup>	0 or 15 <sup>3</sup>	0 or 15 <sup>3</sup>	0	0 or 15
Side yard setback	5	5	5	0 or 15 <sup>3</sup>	0 or 15 <sup>3</sup>	0	0 or 15
Maximum lot coverage by structures	40%	45%	50%	60%	60%	100%	60%
Building height limit	35	35	35	35	35	35	35

<sup>1</sup> To a maximum of 2 units contained within a single structure (Duplex), and one structure per lot.

<sup>2</sup> To a maximum of four (4) units contained within a single structure, and one structure per lot.

<sup>3</sup> The larger setback is required where the yard adjoins a residential property.

<sup>4</sup> The larger setback is required where no alley adjoins the rear lot lot. The larger setback also applies to garages on alleys where the access to the garage is perpendicular to the alley or at an angle between 45 and 90 degrees to the alley, to allow for safe visibility.

<sup>5</sup> Seven foot setback required on each side if alley access, 7 on one side & 10 on the other if no alley access.

**NOTE:** The maximum eave overhang or other building projection allowed is four inches for every twelve inches of required setback. The required setback is measured from the property line to the outside of the foundation wall.

June 3, 2014

Definition...

NC Zone: Neighborhood Commercial Zone

This zone provides commercial uses for the day to day needs of the immediate neighborhood. This zone is intended to be small while still providing commercial uses to those living nearby. The intent is to ensure compatibility with the vicinity neighborhood character and to reduce trip length and frequency by allowing only those uses that primarily serve the neighborhood and that do not have a tendency to draw traffic from outside the neighborhood. Convenience goods (e.g. food, drugs, and sundries) along with personal services (e.g. dry cleaning, barbershops or beauty shops) are common goods and services offered.

(as determined by PC June 2, 1014)

June 16, 2014

Zoning Code Review

Matrix Revisions

Additions:

- Aircraft Hanger
- Adult Family Home or Assisted Living Facility (see Congregate Housing)
- Arcade
- Brewery / Distillery / Winery
- Convenience Store < 2,500 s.f.
- Convenience Store > 2,500 s.f.
- Espresso / Food Stand
- Gas Station
- Health Club / Private
- Manufacturing
- Marijuana Retail Sales
- Marijuana Production
- Marijuana Processing
- Recreational Facility / Public
- Marijuana Retail Sales
- Marijuana Processing
- Marijuana Production
- Theater, Drive-in
- Theater / Interior

Omissions:

- Adult Concessions
- Commercial Amusement (see Arcade)
- Congregate Housing (see Adult Family Home)
- Garden Apartments (apts are apts)
- Mobile Home Park (see Manufactured Home Park)
- Multifamily Dwelling (see Apartments)
- Flea Market (see Occasional Sales)

Added Definitions:

*Aircraft Hanger* – means a storage structure for the protection of aircraft.

*Adult Family Home* – means a residential home in which a person or persons provide personal care, special care, room and board to more than one but not more than six adults who are not related by blood or marriage to the person or persons providing the services.

*Arcade* – means an entertainment venue featuring primarily video games, simulators, and / or other amusement devices where persons under twenty-one years of age are not restricted.

*Espresso / Food Stand* – means a structure used primarily for the sale of beverages and foods designed for drive-through and pedestrian service having no indoor seating or appurtenances and limited outdoor seating.

*Gas Station* – the retail sales of motor fuels from fixed equipment into the tanks of motor vehicles and the sales of related automotive products and services other than repair and the replacement of parts.

*Health Club / Private* – means an indoor facility including uses such as game courts, exercise equipment, locker rooms, showers, hot tubs and / or sauna and pro shop with membership required for use.

*Manufacturing* – the making of goods or wares by manual labor or by machinery, especially on a large scale.

*Marijuana Processing* – means processing, packaging, and labeling of marijuana / marijuana infused products for sale at wholesale to marijuana retailers.

*Marijuana Production* - means the production of marijuana for sale at wholesale to marijuana processors.

*Marijuana Retail* – means a location where licensed marijuana retailers sell only usable marijuana, marijuana infused products, and marijuana paraphernalia to persons twenty one years of age and older.

*Recreational Facility / Public* – means an indoor and / or outdoor facility including uses such as game courts or fields, exercise equipment, locker rooms, showers, etc. open for public use on a large scale. Such as a soccer complex, baseball complex, Boys & Girls clubs, etc.

*Sales / Occasional* – means an occasional or periodic sales activity held within a building, structure or open area where groups of individual sellers offer goods, new and used, for sale to the public. This does not include private yard or garage sales.

*Zone Boundaries* – Unless otherwise specified, zone boundaries are section lines, subdivision lines, lot lines, centerlines of streets, alleys or such lines extended. In the case where a boundary line intersects a property where no line is designated, each zone on each side of the established boundary as shown on the zoning map shall apply.

17.03.060 Recreational Vehicle Use.

A recreational vehicle shall not be used in any zoning district within the city of Clarkston for living or sleeping when the RV is located outside of a permitted RV Park or permitted MH Park except under the following conditions:

(1) Construction Exception. For residential occupancy during the period of construction of a dwelling unit on the same site, within the corporate limits of the city upon the following conditions:

- (A) The unit shall be connected to the city sewer;
- (B) A permit shall be obtained from the City;
- (C) The cost of the permit shall be \$50.00;
- (D) The permit shall authorize the temporary occupancy of the unit for a 90 day term. The term shall begin when the permit is issued;
- (E) An additional permit may be issued when a 90 day term expires upon payment of an additional \$50.00 permit fee. However, no more than three (3) permits may be issued to any individual in any 12 month period;
- (F) A permit will not be issued until a building permit has been issued for the dwelling unit;
- (G) The RV shall be located off the public right-of-way at all times and located no closer than 5 ft. to property lines.

(2) Hardship Exception. Relates to the need for on-site care of a family member with the use of an RV by either the care giver or the recipient of the care. Such exception will be reviewed and acted upon on a case-by-case basis. The approval of a hardship exception will be based on one or more of the following criteria:

- (A) The unit shall be connected to the city sewer;
- (B) A permit shall be obtained from the city;
- (C) The cost of the permit shall be fifty dollars (\$50.00);
- (D) A doctor's statement verifying need of continual care due to a person's physical or mental health may be required;
- (E) Utilization by family members only;
- (F) No income may be derived from the temporary mobile home;
- (G) Property owner must renew each hardship exception annually. Renewal will be based on the criteria herein;
- (H) The RV shall be located off the public right-of-way at all times and shall be located on the property where the care is given or received.
- (I) The RV shall not be allowed in the front setback area of the home and shall be no closer than 5 ft. from a side or rear property line.

(3) Non-Resident Visitor. This restriction shall apply when the user of the recreational vehicle is not a resident of the city, but is visiting a resident of the city, in which event the recreational vehicle may be lived in for a period not to exceed fourteen (14) consecutive days. Specific exceptions may be granted under this section. The RV shall not be permanently connected to separately metered gas, water or sewer service, but may be temporarily connected to existing water service and electric service. The RV shall be located off the public right-of-way at all times.

City of Clarkston  
Public Works Director  
829 5<sup>th</sup> St.  
(509) 758-1662  
(509) 769-6019fax

# Memo

*To: Public Works Committee*

*From: James E. Martin, PWD*

*CC: Mayor Warren*

*Date: July 1, 2014*

*Re: Regional Transportation Planning Organization*

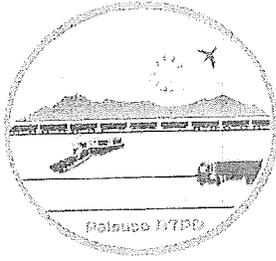
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The RTPO is in the process of some pending changes to the organization. They are requesting affirmations of memberships in the organization as a start. The RTPO handles planning funds for our area that are distributed according to the majority decision of the Board. Our eligible funding ("Transportation Alternatives Program") for our area amounts to \$152K possibly split among around 23 municipal agencies. The eligible projects for these funds can be summed up in the "alternative" portion of the title because they do not apply to your typical road project. (list attached)

As the board member, I've got to ask myself if we have the time to devote to this organization at this time. We are currently active in the Metropolitan Planning Organization (MPO) as our major funding source. At this point I'm asking your opinion as to membership.

Thanks,





## Palouse Regional Transportation Planning Organization

*Serving Asotin, Columbia, Garfield, and Whitman Counties*

845 Port Way  
Clarkston, WA 99403  
509-751-9144  
[www.palousertpo.org](http://www.palousertpo.org)

May 5, 2014

To: All Governmental Commissions, Councils and Districts in:  
Asotin, Columbia, Garfield and Whitman Counties

The Policy Board of the Palouse Regional Transportation Planning Organization (RTPO or Palouse RTPO) met on April 29, 2014 and resolved to re-form as a regional transportation planning organization, as allowed under RCW 47.80.020. This is in response to the need to update the current interlocal agreement that re-formed the Palouse RTPO in 2003.

In Washington State, RTPO's are formed as a voluntary association of local governments within a designated region; in this case, the four Southeast Counties of Asotin, Columbia, Garfield and Whitman. Other Districts are being included in this call for interest and participation in the Palouse RTPO by being offered the ability to be a member through a formal resolution process. The RTPO will be re-formed according to RCW 47.80.020, with the other Commissions and Districts being offered membership. It is the stated intent of the Policy Board to be inclusive and welcoming to those governments and other groups that wish to participate.

The request being made is for your organization to consider the resolution provided with this letter and return an executed original of the resolution that has been adopted through process. The resolutions should be sent to the Palouse RTPO at the address provided above. Once the RTPO is re-formed, the Policy Board will draft an updated Interlocal Agreement and set of by-laws to codify the members' relationship, and to govern the organization.

The Southeast Washington Economic Development Association has acted as lead planning agency for the RTPO since the RTPO's inception. The enclosed resolution has SEWEDA listed as the lead planning agency until such time the RTPO Policy Board designates a new lead agency. The review and re-designation of a lead agency is in process at this time within the Policy Board, and should be resolved by the end of the calendar year. SEWEDA's mention in this draft resolution recognizes the current relationship the organization has with the RTPO Policy Board, with no indication of any specific future relationship indicated at this time.

The next meeting of the Palouse RTPO Policy Board is set for June 10, 2014 in Garfield County. All members are specifically invited to participate in the meeting, and all others are invited to attend the public meeting. The Policy Board is expressly interested in being inclusive of all transportation modes and interests.

Please contact our office with any questions you may have.

Respectfully,

A handwritten signature in cursive script, appearing to read "Marshall Doak".

Marshall Doak  
Executive Director  
Palouse Regional Transportation Planning Organization

*(Jurisdiction, Entity, or Organization Name)*

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION, BY THE (said entity), ACKNOWLEDGING THE PALOUSE REGIONAL TRANSPORTATION PLANNING ORGANIZATION (PALOUSE RTPPO) AND AUTHORIZING MEMBERSHIP THEREIN.**

**WHEREAS**, a Regional Transportation Planning Organization (RTPPO) designated in 1991 is called the Palouse RTPPO, and consists of the counties of Asotin, Columbia, Garfield, and Whitman, and the cities, towns, port districts, and transit agencies/districts therein; and

**WHEREAS**, RCW 47.80.020 authorizes the creation of regional transportation planning organizations (RTPPOs) within the state and each organization shall be formed through the voluntary association of local governments within a county, or within geographically contiguous counties. Each organization shall:

- 1) Encompass at least one complete county;
- 2) Have a population of at least one hundred thousand, or contain a minimum of three counties; and
- 3) Have as members all counties within the region, and at least sixty percent of the cities and towns within the region representing a minimum of seventy-five percent of the cities' and towns' population; and

**WHEREAS**, the Interlocal agreement and bylaws for the Palouse RTPPO need to be updated; and

**WHEREAS**, (said entity) intends to enter into the updated interlocal agreement under the authority of Chapter 39.34 RCW to provide for the joint and/or cooperative exercise of their powers, privileges, and authorities for comprehensive transportation planning; and

**WHEREAS**, (said entity) desires to remain or become a member of the Palouse RTPPO;

**WHEREAS**, (said entity) supports the Southeast Washington Economic Development Association (SEWEDA) continuing to serve as the lead planning

agency until such time as a decision of the Palouse RTPO Policy Board designates a different lead planning agency;

**NOW, THEREFORE,** the undersigned acknowledges the Palouse RTPO and authorizes membership of (said entity) therein.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**APPROVED:**

\_\_\_\_\_  
Name, Title

**ATTEST:**

\_\_\_\_\_  
Name, Title

**RESOLUTION NO. 2014-10**

A RESOLUTION OF THE CITY OF CLARKSTON, WASHINGTON, PROVIDING THE AUTHORITY FOR THE CLERK/TREASURER TO MAKE AN INTERFUND LOAN FROM THE CURRENT EXPENSE RESERVE FUND TO THE SANITATION O & M FUND TO PROVIDE OPERATING FUNDS.

WHEREAS, the Revised Code of Washington provides authority for the City Clerk/Treasurer to make interfund loans; and

WHEREAS, the City Council has determined there is a need for a short term, interfund loan to provide interim operating funds until financing becomes available from a LOCAL Loan to reimburse for the purchase of new equipment; and

WHEREAS, the Current Expense Reserve Fund can loan money to any fund within the City;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Clarkston

That the City Clerk/Treasurer is hereby authorized to make an interfund loan from the Current Expense Reserve Fund (004), to the SANITATION O&M Fund (410) in an amount not to exceed \$240,000.00, for the purpose of providing operating funds. The loan will be repaid by December 31, 2015. Interest shall accrue at the rate of .10% per annum.

DATED this 14<sup>TH</sup> day of July, 2014.

\_\_\_\_\_  
Kathleen A. Warren, Mayor

Attest:

\_\_\_\_\_  
Vickie Storey, City Clerk