SELAH CITY COUNCIL

5:30pm May 26, 2020

Selah City Council
Regular Meeting
Tuesday, May 26, 2020
5:30pm
Via Zoom

Mayor:	Sherry Raymond
Mayor Pro Tem:	Roger Bell
Council Members:	Russell Carlson
	Jacquie Matson
	Kevin Wickenhagen
	Clifford Peterson
	Christopher Lantz

CITY OF SELAH
115 West Naches Avenue
Selah, Washington 98942

City Administrator:	Donald Wayman
City Attorney:	Rob Case
Clerk/Treasurer:	Dale Novobielski

AGENDA

A. Call to Order –Mayor Raymond

B. Roll Call

C. Councilmember Absence – Motion to Excuse

D. Pledge of Allegiance

E. Invocation – Pastor

F. Agenda Changes **None**

G. Public Appearances/Introductions/Presentations **None**

H. Getting To Know Our Businesses **None**

I. Communications

1. Oral **None**
2. Written **None**

J. Proclamations/Announcements **None**

K. Consent Agenda

All items listed with an asterisk (*) are considered routine by the City Council and will be enacted by one motion, without discussion. Should any Council Member request that any item of the Consent Agenda be considered separately, that item will be removed from the Consent Agenda and become a part of the regular Agenda.

Monica Lake * 1. Approval of Minutes: May 12, 2020 Council Meeting
Dale N. * 2. Approval of Claims & Payroll

L. Public Hearings

Jeff Peters 1. Closed Record Public Hearing to consider the City of Selah Planning Commission's Recommendation regarding a Class 3 Review, and Nonconforming Use applications for the relocation of five portable classrooms from the John Campbell Elementary School to Selah High School, Intermediate School, and Kindergarten

M. General Business

1. New Business

Joe Henne a. Six-Year Transportation Improvement Program 2021 to 2026

2. Old Business **None**

N. Resolutions

Jeff Peters 1. Resolution approving a Class 3 Review and Nonconforming Use applications for the relocation of five portable classrooms from the John Campbell Elementary School to the Selah High School, Intermediate School, and Lince Kindergarten for the Selah School District

Joe Henne 2. Resolution Authorizing the Mayor to sign a Construction Contract between the City of Selah and Central Paving, LLC, of Ellensburg Washington, for the West Goodlander Road Improvements, Transportation Improvement Board (TIB) Projects P-E-182(P01)-1 and 3-E-182(005)-1.

O. Ordinances **None**

P. Public Appearances **None**

Q. Reports/Announcements

1. Departments
2. Council Members
3. City Administrator
4. Boards

Brandy Atkins a. Planning Commission Minutes from May 5, 2020

4. Mayor

R. Executive Session **None**

S. Adjournment

Next Regular Meeting: June 9, 2020

Each item on the Council Agenda is covered by an Agenda Item Sheet (AIS)

A yellow AIS indicates an action item.
A blue AIS indicates an information/non-action item.

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Council Meeting	Action Item
5/26/2020	K – 1

Title: Approval of Minutes: May 12, 2020 Council Meeting

From: Monica Lake, Executive Assistant

Action Requested: Approval

Staff Recommendation: Approval of Minutes

Board/Commission Recommendation: Not Applicable

Fiscal Impact: N/A

Funding Source: N/A

Background / Findings & Facts: See Minutes for details

Recommended Motion: Motion to approve the Consent Agenda as read. (This item is part of the Consent Agenda)

City of Selah
Council Minutes
May 12, 2020

Regular Meeting
Electronically Via Zoom
115 West Naches Avenue
Selah, WA 98942

A. Call to Order — Mayor Raymond called the meeting to order at 5:30 pm.

B. Roll Call

Members Present: Kevin Wickenhagen; Jacquie Matson; Clifford Peterson; Roger Bell; Christopher Lantz; Russell Carlson

Members Absent:

Staff Present: Donald Wayman, City Administrator; Rob Case, City Attorney; Rick Hayes, Police Chief; Joe Henne, Public Works Director; Jeff Peters, Community Development Supervisor; Andrew Potter, Human Resources Manager; Treesa Morales, Recreation Manager; Monica Lake, Executive Assistant

C. Councilmember Absence – Motion to Excuse **None**

D. Pledge of Allegiance

Mayor Raymond led the Pledge of Allegiance.

E. Invocation

Pastor Darin Brown gave the prayer.

F. Agenda Changes

Add:

R – 1: 45 Minute Executive Session for Potential Litigation, RCW 42.30.110(1)(i)

G. Public Appearances/Introductions/Presentations **None**

H. Getting To Know Our Businesses **None**

I. Communications

1. Oral **None**
2. Written **None**

J. Proclamations/Announcements **None**

R. Executive Session ****RELOCATED****

1. 45 Minute Executive Session – Potential Litigation, RCW 42.30.110(1)(i)

Council went into Executive Session at 5:35pm. At 6:20pm, Council went back on the record.

Council took a five-minute recess to allow the public to rejoin the Zoom meeting.

Mayor Raymond stated that no action was taken during the Executive Session.

K. Consent Agenda

Executive Assistant Lake read the Consent Agenda.

All items listed with an asterisk (*) were considered as part of the Consent Agenda.

* 1. Approval of Minutes: April 28, 2020 Council Meeting

* 2. Approval of Claims and Payroll:

Payroll Checks Nos. 83541 – 83560 for a total of $294,880.33
Claim Checks Nos. 74804 – 74873 for a total of $309,799.58

Council Member Carlson moved, and Council Member Wickenhagen seconded, approval of the Consent Agenda as read. By voice vote, approval was unanimous.

L. Public Hearings

1. Closed Record Public Hearing to Consider the Hearing Examiner's Recommendation Regarding Approval of the Preliminary Plat of "Hillside Estates" (PLP-2020-001) and Adopting Findings and Conditions of Preliminary Plat Approval.

Community Development Supervisor Peters addressed L – 1. He said that this was a Closed Record Public Hearing to consider the Hearing Examiner's findings and adopting the findings and preliminary plat approval. He gave a brief history of the record as provided to Council in their packet, clarifying that Exhibit 1A on the first page should have read 'City of Selah staff recommendation' instead of 'Planning Commission Findings and Fact', and that the reference to a minimum lot size of approximately seven thousand eight hundred square feet should have read eight thousand square feet, as the Long Plat has no lots smaller than eight thousand square feet. He went on to say that there is a Planned Development being done immediately adjacent to the long plat that has lots with a smaller footprint, and an error was made by a Planning Department staff member when copying over information, as both the Planned Development and Long Plat were done on one environmental review. He requested that they hold a Closed Record Public Hearing on the matter.

Mayor Raymond opened the Closed Record Public Hearing. She welcomed Stephanie Flowers and Darral Moore to the hearing.

Council Member Carlson inquired if there was any input received during the initial Public Hearing.

Community Development Supervisor Peters responded that the only people who spoke were Ms. Flowers from Selland Construction and Mr. Moore from J&B Engineering.

Council had no questions.

Mayor Raymond closed the Closed Record Public Hearing.

M. General Business

1. New Business **None**

2. Old Business **None**

N. Resolutions

1. Resolution Approving the Preliminary Plat of "Hillside Estates" (PLP 2020-001) and Adopting Findings and Conditions of Preliminary Plat Approval

Community Development Supervisor Peters addressed N – 1. He said that this was the Resolution approving the Preliminary Plat of Hillside Estates, subject to eighteen conditions that the Hearing Examiner has recommended.

Council Member Carlson questioned how they were able to hold a Public Hearing on March 30 after the Emergency Proclamation done on March 13, as members of the public were told that City Hall was shut down except for essential business. He wondered how big a risk they took by holding a public meeting.

Community Development Supervisor Peters responded that they have put out public notice that meetings would be done via Zoom according to Governor's Proclamations, but that particular hearing came when things were changing rapidly, and the notices that had gone out indicated that citizens could come to City Hall to testify as usual, but there would be a sign in sheet for them to put down their name and a phone number to be contacted when they could come inside to provide public content to keep the number below ten individuals as required at that time. He noted that they also encouraged written comment in accordance with the Governor's Proclamations.

Council Member Wickenhagen felt that was very forward thinking and also taking citizens into consideration in a difficult time, and that he appreciated them taking the extra effort.

Community Development Supervisor Peters replied that it wasn't just him, but also the Public Works Director and the Planning Department staff looking at and finding the best way to work with loose guidelines that weren't well defined at that time.

Council Member Bell moved, and Council Member Carlson seconded, to Approve the Resolution Approving the Preliminary Plat of "Hillside Estates" (PLP 2020-001) and Adopting Findings and Conditions of Preliminary Plat Approval. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Peterson – yes; Council Member Bell – yes; Council Member Lantz – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

O. Ordinances **None**

P. Public Appearances **None**

Q. Reports/Announcements

1. Departments

Community Development Supervisor Peters said that they have seen an increase in development and new building permits coming in, and that inspections for existing houses and construction has started to resume. He spoke briefly about upcoming projects such as the Class 3 review from the Selah School District, the Planned Development for Hillside Estates, and the land use fees review.

Public Works Director Henne had no report.

Council Member Wickenhagen asked when he anticipated construction to resume on Goodlander Road.

Public Works Director Henne replied that they were scheduled to do that the day after Memorial Day.

Recreation Manager Morales said that her department was in a unique position where they weren't doing regularly scheduled activities, so they've been able to work on projects that has been put on hold. She added that they continue to get calls wondering about events to bring the community together, and that she was looking to see what they could do, and when they could do it safely and lawfully while recognizing that the community misses each other.

City Administrator Wayman remarked that Andrew Lee had been assigned to the Wastewater Treatment Plant for the next three months due to his activities diminishing as a result of the current situation, which provided an opportunity to for cross-training and for him to get his Level 1 certification, and that Wastewater Treatment Plant Supervisor Neumeyer was happy with his progress. He went on to say that Zach Schab was corking with the Parks Department doing maintenance at the parks part-time, with the remainder on Recreation issues, and that Recreation Manger Morales was doing a great job.

Recreation Manager Morales acknowledged the importance of the 4th of July, and wanted the public to know that they would have a fireworks display put on by Alpha Pyrotechnics. She noted that the fireworks would still be shot from Carlon Park starting around 9:30pm, and that they encourage people to watch wherever they feel safe to do so.

City Administrator Wayman commented that they requested some high shot fireworks, and with the savings from not having a band have doubled the budget for the fireworks display.

Council Member Wickenhagen wondered if there was anything that would prevent them from having a cruise night, as the City of Yakima had just condemned both their unofficial ones.

City Administrator Wayman replied that there was nothing stopping people from driving up and down the boulevard, and that although their neighbors prohibited it they don't see an issue with people in their cars driving up and down the boulevard.

Council Member Carlson remarked that the position from last year holds true, in that they do not sponsor that event, but people are allowed to drive their vehicles as long as they are being safe. He encouraged anyone outside to take appropriate precautions.

Police Chief Hayes said that they have seen a rise in domestics, suicidal calls, and overdoses, and they can't wait until things are back to normal again. He noted that the new officer is on the street but on hold as far as the academy training.

City Administrator Wayman requested that he talk about the labor issue at Matson Fruit and explain why they aren't moving forward with the hiring process for another officer.

Police Chief Hayes explained that Matson Fruit called early that morning regarding an issue with some employees who were unhappy, and the police were called as the striking employees weren't wanting to leave the property. He went on to say that Matson Fruit has a policy that employees have policy can't be on premises unless they are working, and officers informed them that they needed to move out to the sidewalk off Matson Fruit property. He said that they aren't moving forward with the hiring process was due to the testing, both written and physical, that would put people in close proximity to each other, and that's probably not the best thing to do right now.

City Administrator Wayman commented that they are looking at sales tax revenue with trepidation, as a lot of that money goes into the General Fund, and they want to be cautious about hiring new personnel until they know what funds will be later this year. He added that they aren't contemplating layoffs, but a lot of part-time personnel won't be utilized and there won't be other revenues coming in to support the Recreation and Parks Departments.

Council Member Carlson asked what effect this has on Officer Owens.

Police Chief Hayes responded that it has none except for his anticipated graduation date being pushed down the road, as he was already a solo reserve officer. He went on to say that, as he doesn't have the academy training yet, he's on shift with two veteran officers all the time.

Human Resources Manager Potter said that there was discussion at the last Council Meeting regarding their preference to conduct interviews in person, but as the Governor's orders barring in-person meetings and modifying the Open Public Meetings Act had been extended to end of this month, there's no legal recourse to meet in person as a Council in May. He added that he had forwarded applications to Council Members, and that they have two avenues for going forward; they can either hold interviews via Zoom at the second meeting in May, or delay it another two weeks to the meeting in June. He cautioned that they only have ninety days to fill the position, and the June 9 meeting is the last day they could delay it to without a special meeting prior to the ninety-day mark.

City Administrator Wayman remarked that he discussed the matter with Executive Assistant Lake and Human Resources Manager Potter, and they have great confidence that they can handle the interviews and executive session electronically. He added that he asked them to present to Council whether they wish to handle them in person or electronically.

Council Member Wickenhagen asked if it was a social distancing issue, and if that was the case could they hold the interview process in the Civic Center to maintain the six-foot distance.

City Administrator Wayman responded that they considered that option, but there's a requirement for recording and capturing what everyone's saying that they don't have at the Civic Center.

Human Resources Manager Potter reiterated that the Governor's order states that government agencies should not hold in-person public meetings through May 31.

Council Member Carlson opined that there's more in an interview than just a screen, and he didn't mind giving that extra two weeks if they could still accomplish the interviews before the ninety-day deadline.

Council Member Matson stated that she also prefers face to face.

Council Member Wickenhagen didn't believe that would be possible with the phasing rolled out by the Governor, but was willing to postpone an additional two weeks.

Council Member Lantz agreed with Council Member Carlson, saying that the opportunity to see someone in person was important.

Council Member Bell agreed to hold off an additional two weeks.

Council Member Peterson also concurred with face to face interviews and waiting two more weeks.

City Administrator Wayman said that they would prepare the candidates.

City Attorney Case had no report.

2. Council Members

Council Member Peterson had no report.

Council Member Lantz suggested that they look into doing the fireworks online, such as on Facebook, for people to enjoy. He added that he would welcome a cruise night in Selah.

Council Member Bell said that the SPRSA board was looking closely at Federal CDC guidelines for pool and water facilities for the coming season, and that they would be updated at the board meeting next Monday night.

Council Member Wickenhagen had no report.

Council Member Matson said that she had received notice that the YVCOG meeting was canceled and that the next meeting would be in September. She remarked that even with Selah Community Days canceled they still had a city cleanup Saturday.

Council Member Carlson said that they had a Selah Downtown Association meeting yesterday and addressed several topics, one being cleanup day along with the placement of apple bin flower boxes around town and another being the issuance of money for grant projects. He commented that he was still thinking heavily about background checks for appointed council members and felt that the issue should be reconsidered and discussed at a later time.

3. City Administrator

City Administrator Wayman said that the Civic Center was falling short by approximately a hundred thousand dollars on expected revenues, and they were starting to see some initial downticks in revenue to the City in relation to the shutdown. He went on to say that their delinquency rate on utility payments had increased by a hundred percent that month, from an average of around forty to just over eighty, and that both Utility Billings Clerk Bigby and Clerk/Treasurer Novobielski have contacted those who are behind on their payments, with the result that they were slowly getting folks to pay. He noted that although the City wasn't doing shutoffs at this time, they weren't excusing people from paying their bills either. He remarked that it has been a busy week for himself, the Mayor, and City Attorney Case, praising the City Attorney for his performance and ensuring what they did was a hundred percent legal. He opined that the Mayor has taken a courageous stand and stuck her neck out for the City of Selah and the residents of Selah, and requested on his behalf and on behalf of the City that Council put forth a Resolution of support for the Proclamation done Friday. He noted that the Mayor would continue to engage with the Governor and his offices as well as the County Prosecutor, and felt it appropriate for Council to back her up and support her in this very unusual and trying time.

4. Boards

   a. Lodging Tax Advisory Committee Minutes – February 24, 2020

5. Mayor

Mayor Raymond said that it had been a tough week but they were moving forward, and would make clarifications to last Proclamation put out for citizens and Council Members who didn't understand part of it. She stated that the City was not open for business, and would follow the Governor's rules, but they as the City will not come knocking on doors to see if people were in compliance.

Council Member Bell moved, and Council Member Wickenhagen seconded, that Council support the Mayor and her stand of clearly saying that there are legal ramifications here but they are talking about maintaining and setting the stage to be able to return safely when possible.

City Administrator Wayman requested that he clarify what language they would be in support of, and that he specifically state the motion as a Resolution by the City Council Expressing Support for the

Recently-Issued "Proclamation by the Mayor of Selah, Washington, In Regards to Recent Proclamations by Governor Jay Inslee".

Council Member Bell clarified his motion to support the Mayor and her stand with regard to the "Proclamation by the Mayor of Selah, Washington, In Regards to Recent Proclamations by Governor Jay Inslee" from last Friday and the supporting clarification letter.

City Attorney Case noted that what occurred on May 8, 2020 was a Proclamation by the Mayor, and that he understands the motion being advanced is for the City Council to signify their support for the Proclamation issued.

Council Member Bell replied in the affirmative.

Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Peterson – yes; Council Member Bell – yes; Council Member Lantz – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

Mayor Raymond thanked Council for their support. She reminded them to stop in and sign the paperwork, and said that copied of the information would be placed in their boxes.

R. Executive Session ****Relocated to the beginning of the agenda**

1. 45 Minute Executive Session – Potential Litigation, RCW 42.30.110(1)(i)

S. Adjournment

Council Member Wickenhagen moved, and Council Member Peterson seconded, that the meeting be adjourned. By voice vote, approval was unanimous.

The meeting adjourned at 7:11pm.

Sherry Raymond, Mayor

Roger Bell, Council Member

Russell Carlson, Council Member

Jacquie Matson, Council Member

Kevin Wickenhagen, Council Member

Clifford Peterson, Council Member

Christopher Lantz, Council Member

ATTEST:

_____

Dale E. Novobielski, Clerk/Treasurer

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Council Meeting	Action Item
5/26/2020	K – 2

Title: Claims & Payroll

From: Monica Lake, Executive Assistant

Action Requested: Approval

Staff Recommendation:

Approval of Claims & Payroll as listed on Check Registers.

Board/Commission Recommendation: Not Applicable

Fiscal Impact: See Check Registers

Funding Source: See Check Registers

Background / Findings & Facts: See Check Registers

Recommended Motion: Motion to Approve the Consent Agenda as read. (This item is part of the Consent Agenda)

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Council Meeting	Action Item
5/26/2020	L – 1

Title: Closed Record Public Hearing to consider the City of Selah Planning Commission's Recommendation regarding a Class 3 Review, and Nonconforming Use applications for the relocation of five portable classrooms from the John Campbell Elementary School to Selah High School, Intermediate School, and Kindergarten.

From: Jeff Peters, Community Development Supervisor

Action Requested: Public Hearing - Closed Record

Staff Recommendation: In accordance with SMC 21.09.040, planning staff recommends that the City Council hold the required public hearing, take public testimony, affirm, reject, modify, or remand the Commission's recommendation.

Board/Commission Recommendation: Approval

Fiscal Impact: N/A

Funding Source: N/A

Background / Findings & Facts: The Planning Commission concluded its open record public hearing on May 5, 2020, recommending approval of the Class 3 Review, and Nonconforming Use applications subject to conditions, and finding that the relocated classrooms are in the public's interest and are compatible with surrounding land uses.

Recommended Motion: I move that the City of Selah Council accept the Planning Commission's recommendation of approval for the Class 3 Review,

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Nonconforming Use, Administrative Adjustment, and State Environmental Checklist for the construction of a new primary school.

Record of all prior actions taken by the City Council and/or a City Board, City Committee, Planning Commission, or the Hearing Examiner (where applicable)

Date:	Action Taken:
5/5/2020	Planning Commission Open Record Public Hearing & Recommendation.

Class 3 Review
for Selah School District
File # CL3-2020-001

List of Exhibits

Item	Exhibit
Staff Report	1a
Planning Commission Findings of Fact, Conclusions, and Recommendation	1b
Applications:	
Class 3 Application	2a
Maps	2b
Notices:	
Notice of Application & Public Hearing	3a
Notice to Yakima Herald Republic, April 1, 2020	3b
Affidavit of Mailing, April 1, 2020	3c
Affidavit of Publication, April 1, 2020	3d
Notice of Planning Commission Public Hearing ZOOM Meeting	3e
Affidavit of Publication, April 10, 2020	3f
Comments:	
Comments from Ty Jones, City of Selah, April 9, 2020	4a
Comments from Brent Harding, NAC Architecture, April 15, 2020	4b
Comments from James Lange, Fire Marshal, City of Selah	4c

CITY OF SELAH
Planning Department • 222 South Rushmore RD. • Selah, WA 98942 • Ph: (509) 698-7365 •
www.selahwa.gov

CITY OF SELAH PLANNING COMMISSION
STAFF REPORT
May 5, 2020

FILE NOS.:

CLIII- 2020-001

PROPOSAL: Class 3 Review, from HLA Engineering and Land Surveying Inc. on behalf of the Selah School District to relocate or surplus five portable classrooms from the John Campbell Elementary School Campus. Two classrooms will be moved to Selah High School, two to the Selah Intermediate School, one to Lince Kindergarten, and one surplused.

PROPONENT: Selah School District #119.

LOCATION: 801 N. 1st St., 1401 W. Fremont Ave., & 208 S. 3rd St., Selah, WA 98942

TAX PARCEL NUMBERS: 181436-22001, 181435-32002, & 181435-44456.

EXISTING USE AND ZONING OF SUBJECT PROPERTIES: Existing school facilities and play fields currently occupy the subject properties. The existing school use properties are zoned Residential, Single Family, and are considered Class (3) Uses in the Residential, Single Family zoning district in accordance with SMC Table 10.28A-1.

APPLICATION AUTHORITY AND JURISDICTION: In accordance with Selah Municipal Code, Appendix A to Ch. 10.02 through 10.48, Class 3 Uses are those uses, which are generally considered incompatible with their neighbors because of their size, emissions, traffic generation, or for other reasons. However, these uses may be compatible with other uses in the zoning district if they are properly sited and designated. Additionally, in accordance with SMC 10.02.050(d) modifications (i.e., changes and alterations to approved, existing or nonconforming uses and developments) are to be reviewed using the normal (in this case) Class 3 review process. Additionally, the City of Selah Planning Commission is authorized to make a recommendation for approval to the legislative authority when it determines after a public hearing that difficulties related to compatibility, public services and the objectives of the Selah Urban Growth Area Comprehensive Plan have been adequately resolved.

SURROUNDING LAND USES & ZONING:

Adjacent properties have the following characteristics:

Tax Parcel Number:		**181436-22001**
Location	**Zoning**	**Land Use**
North	Residential, Two-Family (R-2)	Multi-family & single-family homes

EXHIBIT
tabbies
1a

East	Residential, Single-Family (R-1)	Park property
South	Residential, Single-Family (R-1)	Church and school property
West	Residential, Multi-Family (R-3), Two Family (R-2), Single-Family (R-1), and Planned Development (PD)	Single-family homes, apartments, and church property.
Tax Parcel Number:		**181435-32002**
Location	**Zoning**	**Land Use**
North	Residential, Single-Family (R-1)	Single-family homes
East	Residential, Single-Family (R-1)	Single-family homes
South	Residential, Single-Family and Two Family (R-1) & (R-2)	Single-family homes
West	Residential, Single-Family and Two-Family (R-1) & (R-2)	Single-family homes and vacant property
Tax Parcel Number:		**181435-44456**
Location	**Zoning**	**Land Use**
North	Residential, Single-Family (R-1)	Single-family homes
East	Residential, Multi-Family (R-3), Two Family (R-2), and Single-Family (R-1),	Single-family homes, duplexes, and other multi-family housing
South	Residential, Single-Family (R-1)	Wixon Park and the Selah Pool
West	Residential, Single-Family (R-1)	Single-family homes

ENVIRONMENTAL REVIEW: The City of Selah, as the lead agency for this proposal under the State Environmental Policy Act (SEPA) determined that this proposal is categorically exempt from SEPA per WAC 197-11-800 (1).

CRITICAL AREA REVIEW: In accordance with SMC 11.50.110 Critical Aquifer Recharge Areas, 11.50.150 Geologically Hazardous Areas, and the City's Mitigated Determination of Non-Significance SEPA-2019-009, a Critical Area Review was conducted to mitigate for impacts to the city's wells #3, 4 & 8, and over steepened slopes onsite. This review was concluded with the issuance of a Critical Area Development Permit on February 12, 2019. As the subject portable is located inside of the footprint/construction area for the Lince Kindergarten and no other portables are located within a wellhead protection area, no additional Critical Area Review is required.

REQUIRED CONSIDERATIONS FOR ENLARGEMENT, CHANGE, RECONSTRUCTION, ALTERATION OR EXPANSION OF NONCONFORMING USES OF STURCTURES OR LAND:
In accordance with SMC 10.36.050 (4) & (7), the Planning Commission shall approve an expansion of a nonconforming use if it finds that the application meets the following criterial:

1. **The enlargement, reconstruction, alteration, expansion or change of use requested would not be contrary to the public health, safety or welfare;**

   Applicant/Staff Response: *The relocation of five portable classrooms from the John Campbell School to Lince, Selah Intermediate School, and the High School will be a benefit to the public because it will add additional student capacity to the three existing schools. Additionally, the addition of the five educational buildings has no adverse impact on existing emergency services.*

2. **The use or structure does not and is not likely to significantly depress the value of nearby properties;**

   Staff Response: *The five school buildings will have no negative impacts to adjacent property values as they are being placed on existing school properties, and will be required to be repainted in school colors to match the existing buildings.*

3. **The use or structure was lawful at the time of its inception;**

   Staff Response: *Per city of Selah records, the existing schools are considered a legal nonconforming uses that were lawful at the time of their inception.*

4. **The significance of the hardship to the applicant is more compelling than, and reasonably overbalances, the benefit the public would derive from denial of the relief requested;**

   Staff Response: *Denial of the application would deprive the school districts residents and the City of Selah additional student capacity.*

5. **That no useful purpose would be served by strict application of the provisions or requirements of this title with which the use or structure does not conform;**

   Staff Response: *No useful purpose would be served by disallowing the reuse of the five portable classrooms.*

6. **That the proposed enlargement, reconstruction, alteration, expansion or change of use on the property is compatible with the character of the neighborhood, and does not jeopardize the future development or use of the area in compliance with this title and the comprehensive plan;**

Staff Response: *As there is an existing school upon the subject properties, there should be no negative changes from the placement of these five portable classrooms that would change the character of the surrounding neighborhood or jeopardize the future development of the neighborhood.*

7. **That the nonconforming structures will comply with all applicable development standards and codes to the extent feasible;**

   Staff Response: *The new school's site plans complies with all applicable codes and development standards or will comply as required by the conditions of this applications Class (3) Review.*

8. **The degree of nonconformity may not subsequently be increased by changing to a less restrictive use.**

   Staff Response: *There is no change in the degree of nonconformity of the schools due to the placement of the portable classrooms.*

CLASS 3 REVIEW REQUIREMENTS: A Class 3 use is generally not appropriate throughout the zoning district but may be permitted at a particular location where it can be conditioned in such a way to ensure compatibility and compliance with the provisions of the zoning district and the goals, objectives and policies of the comprehensive plan. If a Class 3 application cannot be adequately conditioned it shall be denied (SMC 10.06.020(3)). The Planning Commission may condition the use to ensure compatibility and compliance with the provisions of the zoning district and the goals, objectives and policies of the comprehensive plan using the authority to impose conditions under SMC 10.06.060(a) and is required to impose a time limit in which the action must be commenced, completed or both (SMC 10.06.060(c)).

Zoning District: The purpose of the R-1 zone is to provide for single-family residential development where urban governmental services are currently available or will be extended by the proponent to facilitate development at no public cost (SMC 10.12.010). Specific intents of SMC 10.12.010 include providing for an orderly, phased transition from vacant or partially developed property to single-family developments, facilitating coordinated and collaborative public infrastructure investment, requiring development to meet minimum urban development standards with particular emphasis to ensuring that R-1 uses will facilitate future urban development and extension of utilities.

The proposed development is for the relocation of five portable classrooms from the John Campbell School site to the Selah High School, Lince Elementary School, and Selah Intermediate School, which are all permitted in the R-1 zone as Class (3) uses. Schools are often located in or near residential neighborhoods and are supportive of them. The site is fully, not partially developed and so it is not in transition. Furthermore, the new facilities will neither facilitate nor hinder future urban development and the extension of utilities.

Comprehensive Plan: The Future Land Use designation of the sites are Quasi-Public-Open-Space, and recognizes the use of the property as schools/open space uses. The use category identifies that parks, recreation and open space areas consist of sites, facilities and programs to serve the community with the main function to provide active and passive recreational opportunities for residents, protect environmental resources and serve as an important aesthetic features of the City. Schools are often found in residential areas and nothing has been submitted to suggest that the expansion of this existing school would degrade the nearby residential neighborhoods.

The following Comprehensive Plan goals, objectives and policies are or may be relevant to this proposal:

- Goal 2.2: Development within natural drainage basins.
- Policy 2: Encourage development to areas where infrastructure (water, sewer, stormwater, and streets) is either present, can be easily extended, or is planned to be extended.
- Goal 2.3: Provide for the protection of significant natural features and the public health through land use policies.
- Policy 1: Provide for the protection of wellheads and springs from land uses that present a threat to surface and groundwater quality. Aquifer recharge areas shall be subject to scrutiny and intergovernmental efforts to control potential threats to aquifer contamination.

DEVELOPMENT STANDARDS:

1. **Setbacks SMC 10.08.090:**
   - **a.** Front-Yard Setback: 20 ft. from property line.
   - **b.** Side-Yard Setback from Street: 20 ft. from property line.
   - **c.** Side-Yard Setback from Property Line: 8 ft. from property line.
   - **d.** Rear-Yard Setback: 20 ft. from property line.
   - **e.** Setback from Buildings: 5 ft.

Findings: *All existing and proposed structures comply with the setback requirements of SMC 10.08.090 Table 8-3 and 8-4, or are existing legal nonconforming.*

2. **Lot Coverage SMC 10.08.040:** Lot coverage for the R-1 zoning district is 35%.

   Findings: In accordance with SMC 10.30, all sites comply with this standard.

3. **Building Height: SMC 10.08.050:** Building height for the R-1 zoning district is limited to a maximum of 35 ft. in accordance with Table 8-2.

   Findings: *In accordance with the above standard, the applicant has identified in their application that all structures will below the 35 ft. maximum building height for the R-1 zoning district.*

4. **Lighting:** SMC 10.08.150 and 10.34.090 specifies that any lighting be indirect, hooded and arranged to reflect away from adjoining properties and streets.

Findings: *Lighting is not being installed with this application.*

a. **Screening of Refuse Dumpsters:** SMC 10.08.170 specifies, "All dumpsters shall be screened from any public right-of-way accordingly…"

Findings: *No new dumpsters are proposed with this application.*

5. **Off-Street parking SMC 10.34:**
   a. **Number of Required Parking Spaces:** SMC 10.34.020, Table 34-1 provides for the number of parking spaces required for various land uses. The standard for schools is three spaces for each classroom, or one space for each three fixed seats (54 inch bench type seating) in the assembly area, whichever is greater). The parking chapter also provides that if an existing structure is enlarged, the number of additional spaces required is computed only to the extent of the enlargement, regardless of whether or not the number of existing spaces satisfies the parking standards. Existing parking must not be reduced in number below that which would be required for a new building or land use constructed or commenced nor shall it be reduced further if it is nonconforming (SMC 10.34.030 (d)&(e)).

   Findings:

   1. Lince Kindergarten: *Lince Kindergarten when complete will have a total of 485 students requiring 83 parking stalls. The addition of the one portable classroom will require five parking spaces. In accordance with this standard, the School District is providing a 187-stall parking lot, exceeding this requirements.*

   2. Selah High School: *The existing school has 1,203 students requiring a 108-stall parking lot. At present, the school has an existing 467-stall parking lot. The two new portables will require a total of six parking spaces. In accordance with this standard, the School District is providing more than the required number of parking stalls for the proposed additions (1,253 students*.09 parking stalls per student = 113 parking stalls rounded up to next whole number).*

   3. Selah Intermediate School: *The existing school has 862 students and a 202-stall parking lot. The two new portables will require a total of nine parking spaces. In accordance with this standard, the School District is providing more than the required number of parking stalls for the proposed additions (871 students*.17 parking stalls per student = 149 parking stalls rounded up to next whole number).*

   b. **Required Parking Lot Construction Standards:** SMC 10.34.020 and 10.34.030 requires that the parking that is to be provided must meet the required standards when a new structure is constructed, or when the use of an existing structure is changed (SMC 10.34.020). SMC 10.34.030(a) states that it is a "continuing obligation of the owner of the property" to provide required off-street parking and loading facilities. Improvement and maintenance standards must be met for the improvement of a public or private parking area with a capacity of two or more vehicles (SMC 10.34.070).

Finding: *If the school district proposes an enlargement of the existing parking lots due to a change in location of the classrooms, the parking lots must conform to current standards.*

c. **Improvement and Maintenance of Parking Areas:** New off-street parking areas must be paved with two-inch asphalt surfacing on aggregate base or equivalent surfacing acceptable to the City to eliminate dust or mud. Driveways must also be paved to these standards for at least 25 feet from the street or curb and to a minimum width of 20 feet at the curb. Parking areas shall be graded and drained to a plan acceptable to the City and so that no water drains across sidewalks (SMC 10.34.070(1)).

Findings: *Conformance to most of these standards will be met as demonstrated by the application and site plan, and can be required as conditions of approval. All parking stalls shall be a minimum of 10 ft. wide by 20 ft. deep, and shall meet or exceed the minimum required dimensional standards of SMC 10.34 Table 34-A Table of Parking Space Minimum Design Standards. Proposed drainage is described in the application that the parking area stormwater is to be directed into appropriate stormwater facilities such as drywells or infiltration galleries, which meet the requirements of the Eastern Washington Stormwater Manual.*

d. **Landscaping:** SMC 10.34.080 requires a minimum of four percent of the total parking lot to be landscaped with a combination of trees, shrubs and groundcover and one tree for every 15 single-row parking spaces or 30 double-row parking spaces.

Findings: *The submitted site plan complies with the requirements of SMC 10.34.080.*

e. **Location of Parking Spaces:** SMC 10.34.060(3) requires off-street parking for non-residential land uses to be located no more than 300 feet from the structure or use served.

Findings: *The proposed parking areas are located within 300 feet of the school.*

6. ***Public Streets:***
   a. The subject properties front on the public streets of W. Freemont Ave., N. 1st St., E. Goodlander Rd. W. Naches Ave., and S. 3rd St.

   b. All public streets fronting the school district properties have adequate right-of-way, and curb, gutter, and sidewalk installed along their street frontages.

7. **General Construction and Design Requirements:** Prior to construction the applicant will be required to submit engineering plans for review and approval to the City of Selah Public Works Director for any and all termination, relocation, or installation of public sewer or water lines which shall comply with the City of Selah's Design and Construction Standards and Specifications for Public Works Improvements adopted July 2019.

8. **Easements:** A minimum of a sixteen foot public utility easement shall be established for all proposed and existing utility lines, provided the width of the easements for buried utilities is

required to be a least twice the depth of the planned excavation in accordance with the City of Selah Construction Standards Chapter 1 General (11) Easements.

9. **Utilities:** All utilities including power, cable, and others shall be placed underground and installed at a depth of not less than three (3) feet below grade in accordance with Selah Construction Standards Chapter 1 General (12) Utilities.

10. **General Public Water and Sewer *Findings:*** All existing school buildings are currently served with both public sewer and water lines. Public water and sewer shall be provided to the portable buildings as described below:

    a. **Water/Sewer Connections:**

        i. Lince Elementary School: The preliminary utility plans for connection of water and sewer have been reviewed by the City of Selah Public Works division and have been found to be approvable.

        ii. Selah Intermediate School: The preliminary utility plans for connection of water and sewer have been reviewed by the City of Selah Public Works division and have been found to be approvable.

        iii. Selah High School: The preliminary utility plans for connection of water have been reviewed by the City of Selah Public Works division and have been found to be approvable. In regard to the sewer connections, the preliminary plans are not approvable as each building is required to be connected to the public main through an independent side sewer connection in accordance with SMC 9.10.030 (1).

11. **Stormwater:** SMC 9.23.030 provides that "all developments and redevelopments shall make provisions for the control of pollutants in, and the collection, retention and disposal of storm and other water runoff. The method of storm drainage handling will be dependent on the location of the development or redevelopment, but in all cases shall at a minimum comply with the latest edition of the Stormwater Management Manual for Eastern Washington." Additionally, all stormwater facilities shall be designed and constructed in accordance with the City of Selah's Construction Standards Chapter 6.

    Findings: *The applicant shall be required to submit a Stormwater Plans for review and approval to the City of Selah Public Works Director for any addition to the school parking lots in accordance with SMC 9.23.030 and the Eastern Washington Stormwater Management Manual.*

12. **Other Issues:** Besides the development standards described above in this report, the proposed use may have other effects that should be addressed or mitigated using the authority of the Planning Commission to condition Class 3 uses during the Planning Commission public hearing. These impacts would be considered material impacts of the

development whether environmental or otherwise (SMC 10.06.060(2)) and help ensure compatibility of the development with existing neighboring land uses (SMC 10.06.060(3)).

Public Notice: Public notice for this application was provided in the following matter:

- Notice of Complete Application – March 27, 2020
- Notice of Application– April 1, 2020
- Notice of Planning Commission Open Record Public Hearing – April 9, 2020

PUBLIC COMMENTS: No comments were received during the public comment period.

AGENCY & DEPARTMENT COMMENTS:

Fire Department: "Upon initial plan review, Fire has no objections with the relocation site at the SIS location.

There are no objections to the location site at the Lince campus, but due to current construction and lack of emergency access, this portable unite shall not be operating/occupied until such time as the bus turn around/emergency access road under current construction is completed and usable by emergency apparatus. Or, a separate fire apparatus access can be installed.

The proposed relocation site at the SHS does not currently allow this location to be used without other modifications. This location does not meet code for fire apparatus access, hydrant distancing, or water supply. A fire hydrant would need to be added to the campus, road-widening improvements, fire apparatus turnaround would need to be installed or modified, and/or a new fire apparatus access road would need to be constructed.

Suggested for SSD review: Move relocation site to the NW corner of the lower parking lot. There is a fire hydrant located there, the parking lot serves as a fire apparatus access, and can easily be secured with minor fencing.

Considerations for all relocations include portable unit separation, spacing and occupant loads per WAC and IFC 2015 Ed.

Selah Fire reserves the right to amend, correct or add to comments in the future."

Selah Public Works: "Public Works has reviewed the site plans for the Selah School Districts proposal and have the following comments:

Lince Elementary: Proposed site is within Selah Well Head protection area and will need to be reviewed. Water and sewer connections are okay and will be permitted.

Intermediate (SIS): Water and sewer connections are okay and will be permitted.

High School: New pods need independent sewer connection. Connecting to the existing concession stand building will not be allowed per SMC 9.10.030(1).

RECOMMENDATION: Approval subject to the following conditions.

1. Location of any future refuse dumpsters located on the subject property shall have enclosure installed in accordance with SMC 10.08.170.

2. Prior to construction, the applicant shall submit civil engineering plans for review and approval to the City of Selah Public Works Director for any and all termination, relocation, or installation of public sewer or water lines, and construction of public improvements.

3. All new developments shall be served by a public domestic water supply line adjacent to the lot or development site. The supply line shall be capable of providing sufficient flow and pressure to satisfy the fire flow and domestic service requirements of the proposed development (City of Selah's City's Construction Standards Chapter 4 Water System Improvements).

4. Each building shall be served by a separate water connection to the public main in accordance with the City of Selah Construction Standards Chapter 4 Water System Improvements.

5. Fire hydrants shall be installed at least every 350 feet in accordance with Selah Construction Standards Chapter 4 Water System Improvements, SMC 11.30 Fire Hydrants, International Fire Code Appendix C, and approval of the Selah Fire Chief.

6. No occupancy/operation of the portable unite for Lince Elementary School shall be given until such time as the bus turn around/emergency access road under construction is completed and usable by emergency apparatus, or a separate fire apparatus access is approved by the Selah Fire Marshal and constructed.

7. The applicant/developer shall submit for review and approval revised plans to the City of Selah Public Works Department for the portable relocation at the Selah High School that address all utility, and fire department issues.

8. In accordance with the City of Selah's Construction Standards Chapter 5 Sanitary Sewer System Improvements, all new developments shall be served by a public sanitary sewer line adjacent to the lot or development site, and each building shall be served by a separate side sewer.

9. All utilities including power, cable, and others shall be placed underground and installed at a depth of not less than three (3) feet below grade in accordance with Selah Construction Standards Chapter 1 General (12) Utilities.

10. A minimum of a sixteen foot public utility easement shall be established for all proposed and existing utility lines, provided the width of the easements for buried utilities shall be a least twice the depth of the planned excavation in accordance with the City of Selah Construction Standards Chapter 1 General (11) Easements.

11. Prior to occupancy of the portable classrooms, the Selah School District shall repaint the subject portables in school colors to match the existing school buildings at each site.

12. A dust control plan shall be prepared and implemented during construction as required by the Yakima Regional Clean Air Agency.

13. Prior to issuance of a building permit, plan review, permits, and inspections are required pursuant to the 2015 International Building Code.

14. In accordance with SMC 9.23.030, the City of Selah's Construction Standards Chapter 6 and the Eastern Washington Stormwater Management Manual, the applicant shall submit stormwater plans for review and approval to the City of Selah Public Works Director prior to building permit issuance.

15. The project shall be completed within one year of the final decision. An extension may be requested as authorized by the zoning ordinance, but must be in writing and made prior to the completion date.

RECOMMENDED CLASS 3 USE PERMIT FINDINGS AND CONCLUSIONS

FILE NUMBERS: CLIII- 2020-001

May 5, 2020

This matter having come for a public hearing before the Selah Planning Commission on May 5, 2020, for the purpose of consideration of an application by HLA Engineering and Land Surveying Inc. on behalf of the Selah School District #119 for a Class 3 Review, for the relocation/surplus of five portable classrooms from the John Campbell Elementary School Campus. Two classrooms will be moved to Selah High School, two to the Selah Intermediate School, one to Lince Kindergarten, and one surplused.

Members of the Commission present at the public hearing were:

Torkelson, Goodall, Smith, & Hennessy

1. Legal notification pursuant to Selah Municipal Code was given as follows where all persons were given the opportunity to speak for or against the proposed Class 3 Use:
   a. Notice of Complete Application – March 27, 2020
   b. Notice of Application & Comment Period – April 1, 2020
   c. Notice of Planning Commission Open Record Public Hearing – April 9, 2020

2. The Commission adopts the staff findings and report as to the existing use, zoning and future land use designation of the subject and adjacent properties.

3. The proposed use, with conditions, is compatible with the uses, Zoning and Future Land Use Designation from the city of Selah's Comprehensive Plan.

4. Owners of adjacent lands were not opposed to the proposal as no public comments were submitted.

5. Based on the findings in the May 5, 2020 staff report, the Planning Commission finds that the development is consistent with the Comprehensive Plan and the requirements of the Selah Municipal Code (SMC).

EXHIBIT
1b

6. The Commission finds that the present and future needs of the community will be adequately served and the community as a whole will benefit rather than being injured by the proposal.

7. The Commission finds that in accordance with SMC 10.36.050 (4) & (7), the application meets all eight criteria for the enlargement, change, reconstruction, alteration or expansion of a nonconforming use of structure or land.

8. Environmental Review was not required, as the proposed portable relocation did not exceed the State Environmental Policy Act flexible construction thresholds identified in WAC 197-11-800.

9. In accordance with SMC 11.50.110 Critical Aquifer Recharge Areas, and the City's Mitigated Determination of Non-Significance SEPA-2019-009, a Critical Area Review was conducted to mitigate for impacts to the city's wells #3, 4, &, 8 which concluded with the issuance of a Critical Area Development Permit on February 12, 2019.

10. The Commission finds that the School District's Class (3) Review site plans either meet all of the City of Selah's development standards, or are conditioned to be compliant and therefore are approvable.

DECISION

The Commission, based on these findings, conclusions finds that the Class 3 Use should be approved with the following conditions:

1. Location of any future refuse dumpsters located on the subject property shall have enclosure installed in accordance with SMC 10.08.170.

2. Prior to construction, the applicant shall submit civil engineering plans for review and approval to the City of Selah Public Works Director for any and all termination, relocation, or installation of public sewer or water lines, and construction of public improvements.

3. All new developments shall be served by a public domestic water supply line adjacent to the lot or development site. The supply line shall be capable of providing sufficient flow and pressure to satisfy the fire flow and domestic service requirements of the proposed development (City of Selah's City's Construction Standards Chapter 4 Water System Improvements).

4. Each building shall be served by a separate water connection to the public main in accordance with the City of Selah Construction Standards Chapter 4 Water System Improvements.

5. Fire hydrants shall be installed at least every 350 feet in accordance with Selah Construction Standards Chapter 4 Water System Improvements, SMC 11.30 Fire Hydrants, International Fire Code Appendix C, and approval of the Selah Fire Chief.

6. No occupancy/operation of the portable unite for Lince Elementary School shall be given until such time as the bus turn around/emergency access road under construction is completed and usable by emergency apparatus, or a separate fire apparatus access is approved by the Selah Fire Marshal and constructed.

7. The applicant/developer shall submit for review and approval revised plans to the City of Selah Public Works Department for the portable relocation at the Selah High School that address all utility, and fire department issues.

8. In accordance with the City of Selah's Construction Standards Chapter 5 Sanitary Sewer System Improvements, all new developments shall be served by a public sanitary sewer line adjacent to the lot or development site, and each building shall be served by a separate side sewer.

9. All utilities including power, cable, and others shall be placed underground and installed at a depth of not less than three (3) feet below grade in accordance with Selah Construction Standards Chapter 1 General (12) Utilities.

10. A minimum of a sixteen foot public utility easement shall be established for all proposed and existing utility lines, provided the width of the easements for buried utilities shall be a least twice the depth of the planned excavation in accordance with the City of Selah Construction Standards Chapter 1 General (11) Easements.

11. Prior to occupancy of the portable classrooms, the Selah School District shall repaint the subject portables in school colors to match the existing school buildings at each site.

12. A dust control plan shall be prepared and implemented during construction as required by the Yakima Regional Clean Air Agency.

13. Prior to issuance of a building permit, plan review, permits, and inspections are required pursuant to the 2015 International Building Code.

14. In accordance with SMC 9.23.030, the City of Selah's Construction Standards Chapter 6 and the Eastern Washington Stormwater Management Manual, the applicant shall submit stormwater plans for review and approval to the City of Selah Public Works Director prior to building permit issuance.

15. The project shall be completed within one year of the final decision. An extension may be requested as authorized by the zoning ordinance, but must be in writing and made prior to the completion date.

Motion to Approve/Deny by: Torkelson Second by Goodall Vote 4 to 0.

5.15.20

Chairman Lisa Smith Date

Received

MAR 10 2020

By BR
City of Selah
Planning Dept.

CLASS 3 APPLICATION

Filing Fee $550

City of Selah Planning Department 222 S Rushmore Road, Selah WA 98942 Phone: (509) 698-7365 Email: jeff.peters@selahwa.gov

INSTRUCTIONS – PLEASE READ FIRST AND ANSWER ALL QUESTIONS COMPLETELY.

If you have any questions about this form or the application process, please ask to speak with a planner. All necessary attachments and the filing fee are required upon submittal. Filing fees are not refundable. This application consists of four parts. PART I - GENERAL INFORMATION AND PART V – CERTIFICATION are on this page. PART II, III, and IV contain additional information specific to your proposal and MUST be attached to this page to complete the application.

PART I – GENERAL INFORMATION

1. Applicant's Information:	Name:	Eric Herzog, PLS HLA Engineering and Land Surveying, Inc.						
	Mailing Address:	2803 River Road						
	City:	Yakima	St:	WA	Zip:	98902	Phone :	(509) 966-7000
	E-Mail:	eherzog@hlacivil.com						
2. Applicant's Interest in Property:	Check One:	☐ Owner	■ Agent	☐ Purchaser	☐ Other _____			
3. Property Owner's Information (If other than Applicant):	Name:	Selah School District						
	Mailing Address:	316 W. Naches Ave.						
	City:	Selah	St:	WA	Zip:	98942	Phone:	(509) 698-8002
	E-Mail:							

4. Subject Property's Assessor's Parcel Number(s):
181436-22001, 181435-32002, 181435-44456

5. Property Address: 801 N. 1st St., 1401 W. Fremont Ave., 208 S. 3rd St. Selah, WA 98942

6. Property's Existing Zoning: (Circle all that apply)
LDSF ■-1 R-2 R-3 B-1 B-2 M-1 M-2

7. Type Of Application: (Check All That Apply)
■ Class (3) Review ☐ Administrative Adjustment ☐ Other:_____
☐ Transportation Concurrency ☐ State Environmental Policy Act Review (SEPA) ☐ Other:_____
☐

8. **PART II – LAND USE DESIGNATION** (See attached page)
PART III – NARRATIVE – PROPOSED PROJECT DESCRIPTION (See attached page)
PART IV – SITE PLAN CHECKLIST (See attached page)

PART V – CERTIFICATION

9. I certify that the information on this application and the required attachments are true and correct to the best of my knowledge.

Property Owner's Signature — **Date** 3-4-2020

Applicant's Signature — **Date** 3-3-20

FILE/APPLICATION(S)# C13-2020-001

DATE FEE PAID:	RECEIVED BY:	AMOUNT PAID:	RECEIPT NO:
3/10/2020	BR	550 cc	26298

EXHIBIT 2a

Supplemental Application For:

CLASS (3) REVIEW

PART II – LAND USE DESIGNATION

1. PROPOSED LAND USE TYPE: (As listed on SMC § 10.25.020, Table 10.25A:

School

PART III - ATTACHMENTS INFORMATION

2. SITE PLAN REQUIRED: (Please use the City of Selah Site Plan Checklist, attached)

3. TRAFFIC CONCURRENCY: (if required)

4. ENVIRONMENTAL CHECKLIST: (if required by the Washington State Environmental Policy Act)

PART IV - WRITTEN NARRATIVE: Please submit a written response to the following questions. Use a separate sheet of paper, if necessary.

A. Fully describe the proposed development, including number of dwelling units and parking spaces. If the proposal is for a business, describe hours of operation, days per week and all other relevant information related the business.

This project is the relocation or surplus of five portable classrooms from the John Campbell Elementary School Campus. Two classrooms are to be moved to the Selah High School site, two to the Selah Intermediate School site, one to the Lince Kindergarten site, and one surplused. The portable classrooms are anticipated to be used during customary school hours. The project does not include new parking spaces.

B. How is the proposal compatible to neighboring properties?

Each proposed location is shown on attached site plans. The proposed locations are on existing School District property and are compatible with current land use and zoning. All proposed locations are not near adjacent neighbors. Siidewalks to the classrooms and restored landscaping are included in the project to maintain the high standard of School District appearance.

C. What mitigation measures are proposed to promote compatibility?

No mitigations are anticipated beyond required infrastructure improvements and landscaping commitments.

D. How is your proposal consistent with current zoning of your property?

The property is zoned R-1. Schools are allowed in R-1 zoning districts following a Class 3 review. The properties are currently being used as school sites for the Selah School District. No new changes in use are proposed with this project.

E. How is your proposal consistent with uses and zoning of neighboring properties?

Each School District site already exists in their current locations. The addition of supporting infrastructure and utilities such as water, sewer, and power to provide services to the portable classrooms are compatible services to neighboring properties as are the additional sidewalks. Each School's operating hours or fundamental use will not be altered by the project.

F. How is your proposal in the best interest of the community?

Adding the portable classrooms allows the School District to provide additional classrooms to each of the three schools without requiring expansion of the School District property or renovation of existing schools. Reuse of the portables optimizes previous investment of building the portable classrooms.

Note: if you have any questions about this process, please contact us City of Selah Planning Division - 222 S Rushmore Road, Selah WA 98942 (509) 698-7365

PART III - NARRATIVE

1. Description of proposed action:

This project is the relocation or surplus of five portable classrooms from the John Campbell Elementary School Campus. Two classrooms are to be moved to the Selah High School site, two to the Selah Intermediate School site, one to the Lince Kindergarten site, and one surplused. The portable classrooms are anticipated to be used during customary school hours. The project does not include new parking spaces.

PART IV – SITE PLAN CHECKLIST

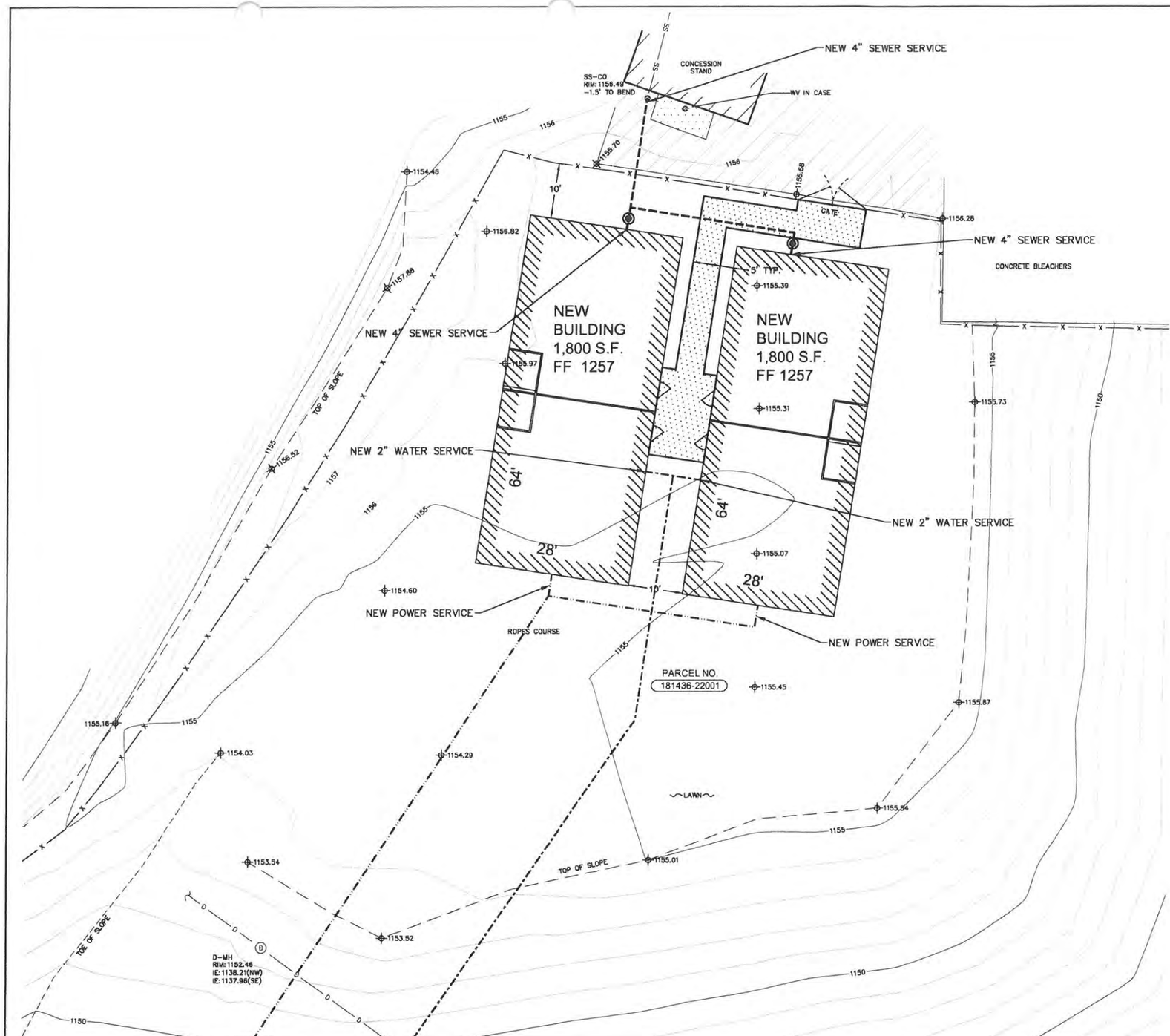
All general site plans shall be drawn to scale and be legibly drawn, prepared, or printed on eight and one-half inches by eleven inches, unless otherwise requested. The scale of the drawing shall be a standard engineering scale and shall reasonably utilize the paper's size.

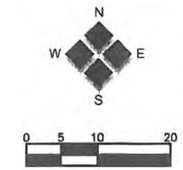
General Site Plan Checklist

- ☐ Property Address
- ☐ Legal Description
- ☐ North Arrow
- ☐ Scale
- ☐ Applicant Name
- ☐ Project Name
- ☐ Property Dimensions and Shape of Lot
- ☐ Size and Location of Existing Structures
- ☐ Size and Location of Proposed Structures
- ☐ Distance(s) of Structures to Property Line and Centerline of Right-of-Way (SMC § Ch. 10.38 Table 8-3)
- ☐ Location of Existing and Proposed Signage (SMC § Ch. 10.38)
- ☐ Size and Location of Utilities
- ☐ Parking Circulation Plan (SMC § Ch. 10.34.050)
- ☐ Proposed Landscaping (SMC § Ch. 10.34.080 & 10.08.040)
- ☐ Location of Ingress and Egress Points
- ☐ Adjacent Rights-of-Way and Existing Frontage Improvements
- ☐ Lot Coverage Calculation (SMC § Ch. 10.08.040, Table 8-1)
- ☐ Clearview Triangle – (SMC § Ch. 10.08.030 – Vision Clearance)
- ☐ Dumpster and Screening Location
- ☐ Misc

The site plan shall also include any other information required by the Department or Administrative Official to clarify the proposal, assess its impacts, or determine compliance with this Title.

Note: If you have any questions about this process, please contact City of Selah Planning Division – 222 S Rushmore Road, Selah, WA 98942 Phone: (509) 698-7365





LEGEND

- EXISTING CLEANOUT
- EXISTING SIGN
- EXISTING ANCHOR
- EXISTING WOOD POST
- EXISTING FENCE LINE
- EXISTING SEWER LINE
- EXISTING STORM DRAIN LINE
- EXISTING DECIDUOUS TREE
- EXISTING ASPHALT AREAS
- EXISTING CONCRETE AREAS

SELAH SCHOOL DISTRICT #119
316 W. NACHES AVE.
SELAH, WA 98942

PARCEL NO.
181436-22001

SELAH HIGH SCHOOL

HLA
Engineering and Land Surveying, Inc.
2803 River Road
Yakima, WA 98902
509.966.7000
Fax 509.965.3800
www.hlacivil.com

MICHAEL R. HEIT
STATE OF WASHINGTON
37372
REGISTERED
PROFESSIONAL ENGINEER

PRELIMINARY
SUBJECT TO REVISION

REVISION	DATE

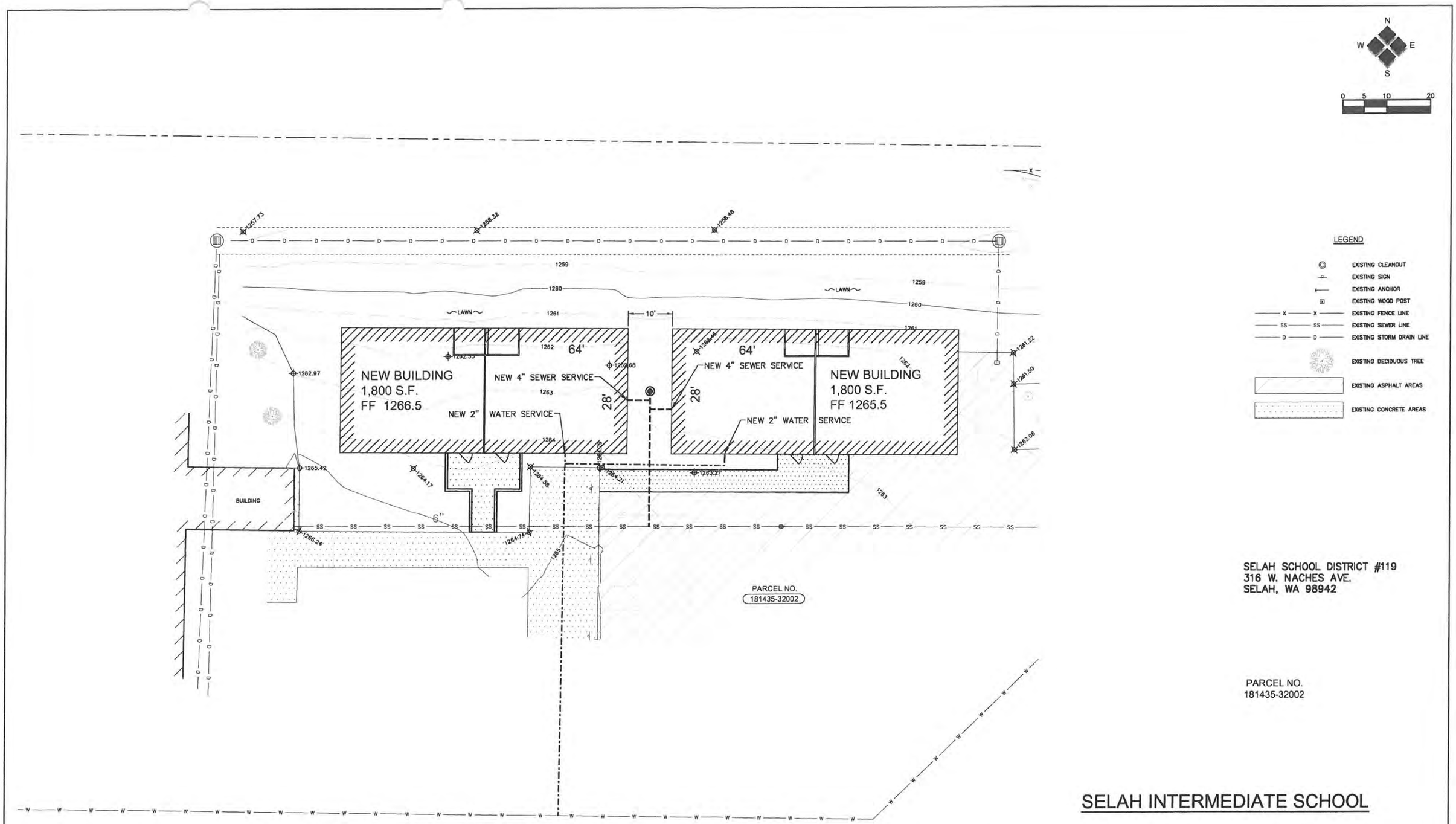
JOB NUMBER: 19122	DATE: 3-02-20
FILE NAMES: DRAWING: 19122.dwg	
DESIGNED BY: MRH	
ENTERED BY: BFP	

SELAH SCHOOL DISTRICT
PORTABLE RELOCATIONS
CITY OF SELAH, YAKIMA COUNTY, WAS

SITE PLAN

SHEET 1

EXHIBIT
2b



HLA
Engineering and Land Surveying, Inc.

2803 River Road
Yakima, WA 98902
509.966.7000
Fax 509.965.3800
www.hlacivil.com

MICHAEL R. HEIT
STATE OF WASHINGTON
37372
REGISTERED
PROFESSIONAL ENGINEER

PRELIMINARY
SUBJECT TO REVISION

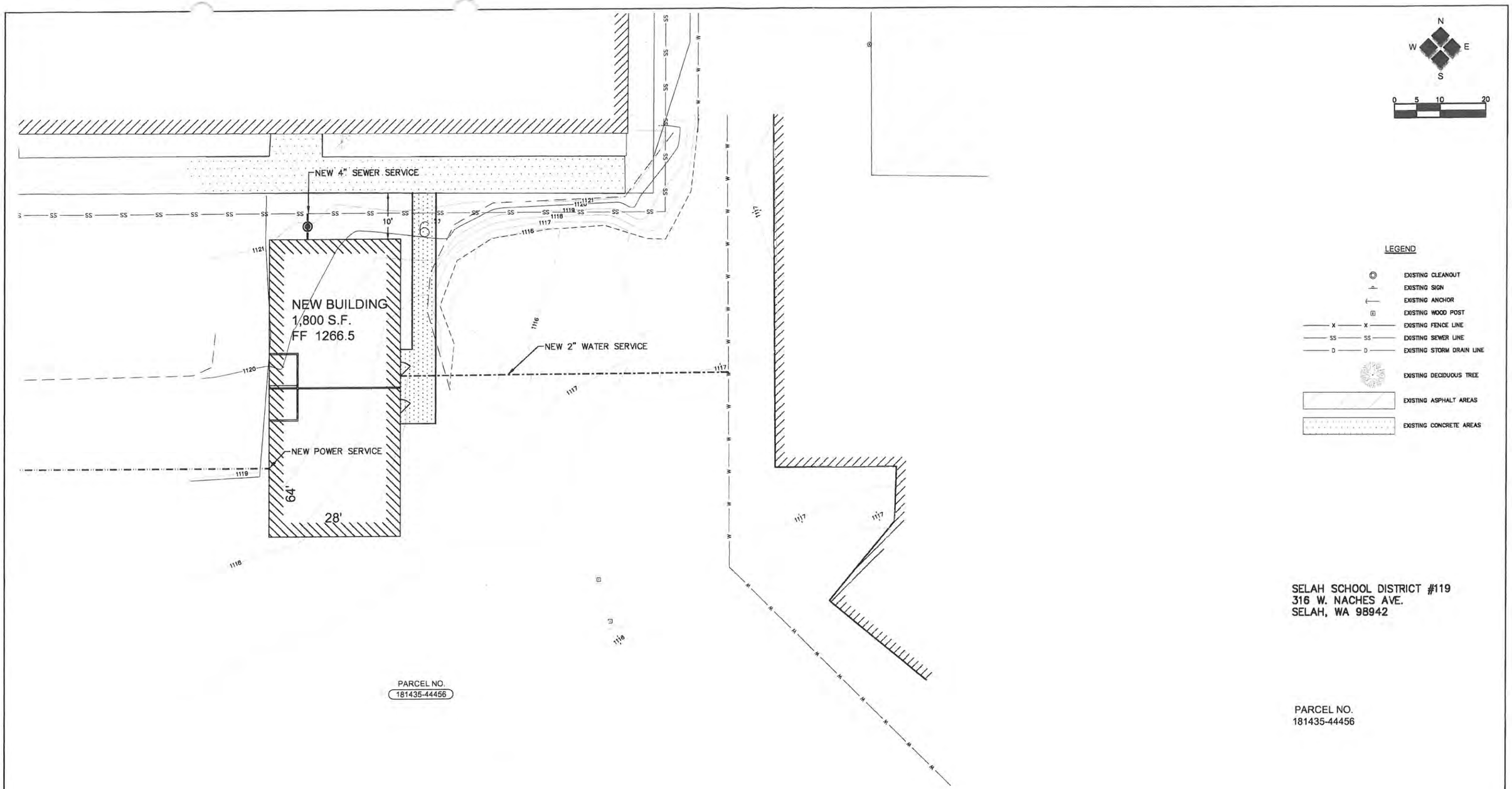
REVISION	DATE

JOB NUMBER: 19122
DATE: 3-02-20
FILE NAMES:
DRAWING: 19122.dwg
DESIGNED BY: MRH
ENTERED BY: BFP

SELAH SCHOOL DISTRICT
PORTABLE RELOCATIONS
CITY OF SELAH, YAKIMA COUNTY, WASHINGTON

SITE PLAN

SHEET 2 OF 3



LINCE KINDERGARTEN

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PRELIMINARY
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SELAH SCHOOL DISTRICT
PORTABLE RELOCATIONS
CITY OF SELAH, YAKIMA COUNTY, WASHINGTON

SITE PLAN

SHEET 3 OF 3

CITY OF SELAH
Planning Department • 222 South Rushmore RD. • Selah, WA 98942 • Ph: (509) 698-7365 •
www.selahwa.gov

CITY OF SELAH
NOTICE OF DEVELOPMENT APPLICATION & ENVIRONMENTAL REVIEW
OPPORTUNITY TO PROVIDE COMMENT

Application: On March 10, 2020, the City of Selah Planning Department received a Class 3 Review, from HLA Engineering and Land Surveying Inc. on behalf of the Selah School District to relocate or surplus five portable classrooms from the John Campbell Elementary School Campus. Two classrooms will be moved to Selah High School, two to the Selah Middle School, one to Lince Kindergarten, and one surplused.

Project Addresses: 801 N. 1st St., 1401 W. Fremont Ave., & 208 S. 3rd St., Selah, WA 98942

Tax Parcel Number: 181436-22001, 181435-32002, & 181435-44456

Zoning District of Subject Property: One-Family Residential (R-1)
File Numbers: CL3-2020-001

The application was determined complete for processing on March 27, 2020. The decision on this application will be made within one-hundred twenty days of the determination of complete application.

Approvals, Actions and Required Studies: Class 3 Use Review, & Building Permits

Request for Written Comments on the Proposal Written comments concerning the proposed Class 3 Review will be accepted during the public comment period that ends at **5:00 p.m, on April 15, 2020**. You may mail your comments to Selah Planning Department, 222 So. Rushmore Road, Selah, WA 98942, send them by fax to (509) 698-7372 or by e-mail to jeff.peters@selahwa.gov. Reference File Numbers: CL3-2020-001 or "Selah School District" in your correspondence.

Open Record Public Hearing The requested application require both an open record public hearing and recommendation by the City of Selah Planning Commission, as well as a closed record public hearing by the City of Selah city council. Following completion of the above identified public comment period, the City of Selah will issue separate notices for the public hearings in accordance with SMC Title 21.

Application information and maps detailing the proposal are available during regular business hours at the Planning Department at 222 South Rushmore Road, Selah, Washington 98942 or online at https://selahwa.gov/planning/public-notices/. Contact the Planning Department with project, and procedural questions.

Dated this 1st day of April 2020.

/s/

Jeff Peters, Community Development Supervisor

EXHIBIT
3a

DATE: March 27, 2020
TO: Simon Sizer—Yakima-Herald Republic
FROM: Jeff Peters, City Planner
SUBJECT: Notice of Development Application

PUBLICATION DATE: WEDNESDAY April 1, 2020

CITY OF SELAH NOTICE OF DEVELOPMENT APPLICATION & OPPORTUNITY TO PROVIDE COMMENT: Application: On March 10, 2020, the City of Selah Planning Department received a Class 3 Review, from HLA Engineering and Land Surveying Inc. on behalf of the Selah School District to relocate or surplus five portable classrooms from the John Campbell Elementary School Campus. Two classrooms will be moved to Selah High School, two to the Selah Middle School, one to Lince Kindergarten, and one surplused: **Project Addresses:** 801 N. 1st St., 1401 W. Fremont Ave., & 208 S. 3rd St., Selah, WA 98942: **Tax Parcel Number:** 181436-22001, 181435-32002, & 181435-44456: **Zoning District of Subject Property:** One-Family Residential (R-1):**File Numbers:** CL3-2020-001: The application was determined complete for processing on March 27, 2020. The decision on this application will be made within one-hundred twenty days of the determination of complete application: **Approvals, Actions and Required Studies**: Class 3 Use Review, & Building Permits: **Request for Written Comments on the Proposal** Written comments concerning the proposed Class 3 Review will be accepted during the public comment period that ends at **5:00 p.m, on April 15, 2020**. You may mail your comments to Selah Planning Department, 222 So. Rushmore Road, Selah, WA 98942, send them by fax to (509) 698-7372 or by e-mail to jeff.peters@selahwa.gov. Reference File Numbers: CL3-2020-001 or "Selah School District" in your correspondence: **Open Record Public Hearing** The requested application require both an open record public hearing and recommendation by the City of Selah Planning Commission, as well as a closed record public hearing by the City of Selah city council. Following completion of the above identified public comment period, the City of Selah will issue separate notices for the public hearings in accordance with SMC Title 21: Application information and maps detailing the proposal are available during regular business hours at the Planning Department at 222 South Rushmore Road, Selah, Washington 98942 or online at https://selahwa.gov/planning/public-notices/. Contact the Planning Department with project, and procedural questions: Dated this 1st day of April 2020: /s/ Jeff Peters, Community Development Supervisor

EXHIBIT
3b

CITY OF SELAH
AFFIDAVIT OF MAILING

STATE OF WASHINGTON
COUNTY OF YAKIMA

I, Brandy Tucker, being first duly sworn on oath dispose and says:

I am an employee of the City of Selah, 222 South Rushmore Road, Selah, Washington; that I did on the 1 day of April, 2020 caused to be mailed, 58 envelopes, containing a true and correct copy of the CL3-2020-001. Said envelopes mailed from Selah, WA. with the correct first class postage and addressed to the persons having made written or verbal comment regarding these files.

A listing of the persons to whom notice has been mailed is contained in file CL3-2020-001

Signed

STATE OF WASHINGTON
COUNTY OF YAKIMA

On this day personally appeared before me, Brandy Tucker, to me known to be the individual referenced herein and who caused to be mailed
CL3-2020-001

Given under my hand and official seal this 2nd day of April 2020.

Signed

Notary Public in and for the State of Washington, residing at Yakima, WA. My term expires June 1, 2021.

CAPRISE GROO
NOTARY PUBLIC
STATE OF WASHINGTON
COMMISSION EXPIRES
JUNE 1, 2021

EXHIBIT
3C

YAKIMA HERALD-REPUBLIC
WE TELL YOUR STORIES YAKIMAHERALD.COM

El Sol de Yakima

Affidavit of Publication

STATE OF WASHINGTON,)
)
COUNTY OF YAKIMA)

Jackie Chapman, being first duly sworn on oath deposes and says that she/he is the Accounting clerk of Yakima Herald-Republic, Inc., a daily newspaper. Said newspaper is a legal newspaper approved by the Superior Court of the State of Washington for Yakima County under an order made and entered on the 13th day of February, 1968, and it is now and has been for more than six months prior to the date of publication hereinafter referred to, published in the English language continually as a daily newspaper in Yakima, Yakima County, Washington. Said newspaper is now and has been during all of said time printed in an office maintained at the aforesaid place of publication of said newspaper.

That the annexed is a true copy of a:
CITY OF SELAH NOTICE OF DEVELOPMENT

it was published in regular issues (and not in supplement form) of said newspaper once each day and for a period of 1 times, the first insertion being on 04/01/2020 and the last insertion being on 04/01/2020

Yakima Herald-Republic 04/01/20

and the such newspaper was regularly distributed to its subscribers during all of the said period. That the full amount of the fee charged for the foregoing publication is the sum of $162.80

Jackie Chapman

Accounting Clerk

Sworn to before me this 1 day of, April 2020

R. Rene Connatser

Notary Public in and for the
State of Washington,
residing at Yakima

R. RENE CONNATSER
APPOINTMENT EXPIRES AUGUST 15, 2023
NOTARY PUBLIC
Commission # 181153
STATE OF WASHINGTON

EXHIBIT
3d

CITY OF SELAH NOTICE OF DEVELOPMENT APPLICATION & OPPORTUNITY TO PROVIDE COMMENT:
Application: On March 10, 2020, the City of Selah Planning Department received a Class 3 Review, from HLA Engineering and Land Surveying Inc. on behalf of the Selah School District to relocate or surplus five portable classrooms from the John Campbell Elementary School Campus. Two classrooms will be moved to Selah High School, two to the Selah Middle School, one to Lince Kindergarten, and one surplused: **Project Addresses:** 801 N. 1st St., 1401 W. Fremont Ave., & 208 S. 3rd St., Selah, WA 98942:
Tax Parcel Number: 181436-22001, 181435-32002, & 181435-44456: **Zoning District of Subject Property:** One-Family Residential (R-1):**File Numbers:** CL3-2020-001: The application was determined complete for processing on March 27, 2020. The decision on this application will be made within one-hundred twenty days of the determination of complete application: **Approvals, Actions and Required Studies**: Class 3 Use Review, & Building Permits: **Request for Written Comments on the Proposal** Written comments concerning the proposed Class 3 Review will be accepted during the public comment period that ends at **5:00 p.m, on April 15, 2020**. You may mail your comments to Selah Planning Department, 222 So. Rushmore Road, Selah, WA 98942, send them by fax to (509) 698-7372 or by e-mail to jeff.peters@selahwa.gov. Reference File Numbers: CL3-2020-001 or "Selah School District" in your correspondence: **Open Record Public Hearing** The requested application require both an open record public hearing and recommendation by the City of Selah Planning Commission, as well as a closed record public hearing by the City of Selah city council. Following completion of the above identified public comment period, the City of Selah will issue separate notices for the public hearings in accordance with SMC Title 21: Application information and maps detailing the proposal are available during regular business hours at the Planning Department at 222 South Rushmore Road, Selah, Washington 98942 or online at https://selahwa.gov/planning/public-notices/. Contact the Planning Department with project, and procedural questions: Dated this 1st day of April 2020: /s/ Jff Peters, Community Development Supervisor

(939440) April 1, 2020

Courtesy of Yakima Herald-Republic

CITY OF SELAH
Planning Department • 222 South Rushmore RD. • Selah, WA 98942 • Ph: (509) 698-7365 •
www.selahwa.gov

CITY OF SELAH
NOTICE OF PLANNING COMMISSION PUBLIC HEARING

Application: On March 10, 2020, the City of Selah Planning Department received a Class 3 Review, from HLA Engineering and Land Surveying Inc. on behalf of the Selah School District to relocate or surplus five portable classrooms from the John Campbell Elementary School Campus. Two classrooms will be moved to Selah High School, two to the Selah Middle School, one to Lince Kindergarten, and one surplused.

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Tax Parcel Number: 181436-22001, 181435-32002, & 181435-44456

Zoning District of Subject Property: One-Family Residential (R-1)
File Numbers: CL3-2020-001

COVID-19 Public Hearing Procedures/Changes:
Applicant and adjoining property owners in accordance with the multiple proclamations by the Governor of the State of Washington,(in particular proclamation 20-28) guidance from the State Attorney General on the requirements of the Open Public Meetings Act, directives by the State Health Department and Yakima Health District regarding COVID-19, the City of Selah has determined that the Public Hearing for the Selah School District will be conducted through electronic means via **Zoom**.

Open Record Public Hearing: Notice is hereby given that on **Tuesday, May 5, 2020, commencing at 5:30 P.M.**, or as soon thereafter as practical, the City of Selah Planning Commission will conduct an open record public hearing via **Zoom** on the above identified land use application. All interested persons may log in and provide testimony on the application. SMC 21.09.030 and SMC 10.06.040 are pertinent to the hearing procedure. At the conclusion of the public hearing, the Planning Commission will consider the matter and issue a recommendation to the City Council for approval, approval with conditions, or denial of the above identified application. The Zoom public hearing link will be provided on the City of Selah Planning Commission's webpage at: https://selahwa.gov/planning/planning-commission/ no later than 5:00 p.m. the day prior to the hearing.

Application information including maps detailing the proposal are available during regular business hours at the Planning Department at 222 South Rushmore Road, Selah, Washington 98942. Contact the Planning Department with project, procedural or environmental questions.

Dated this 9th day of April 2020.

/s/

Jeff Peters, Community Development Supervisor

EXHIBIT
3e

YAKIMA HERALD-REPUBLIC
WE TELL YOUR STORIES YAKIMAHERALD.COM

El Sol de Yakima

Affidavit of Publication

STATE OF WASHINGTON,)
)
COUNTY OF YAKIMA)

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That the annexed is a true copy of a:
CITY OF SELAH NOTICE OF PLANNING COM

it was published in regular issues (and not in supplement form) of said newspaper once each day and for a period of 1 times, the first insertion being on 04/10/2020 and the last insertion being on 04/10/2020

Yakima Herald-Republic 04/10/20

and the such newspaper was regularly distributed to its subscribers during all of the said period. That the full amount of the fee charged for the foregoing publication is the sum of $177.60

Accounting Clerk

Sworn to before me this 10 day of, April 2020

Notary Public in and for the
State of Washington,
residing at Yakima

R RENE CONNATSER
APPOINTMENT EXPIRES AUGUST 15, 2023
NOTARY PUBLIC
Commission # 181153
STATE OF WASHINGTON

EXHIBIT
3F

CITY OF SELAH NOTICE OF PLANNING COMMISSION PUBLIC HEARING: Application: On March 10, 2020, the City of Selah Planning Department received a Class 3 Review, from HLA Engineering and Land Surveying Inc. on behalf of the Selah School District to relocate or surplus five portable classrooms from the John Campbell Elementary School Campus. Two classrooms will be moved to Selah High School, two to the Selah Middle School, one to Lince Kindergarten, and one surplused.: **Project Address:** 801 N. 1st St., 1401 W. Fremont Ave., & 208 S. 3rd St., Selah, WA 98942: **Tax Parcel Number:** 181436-22001, 181435-32002, & 181435-44456: **Zoning District of Subject Property:** One-Family Residential (R-1)
File Numbers: CL3-2020-001: **COVID-19 Public Hearing Procedures/Changes:**
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(940778) April 10, 2020

Courtesy of Yakima Herald-Republic

Peters, Jeff

From: Jones, Ty
Sent: Thursday, April 9, 2020 4:38 PM
To: Peters, Jeff
Cc: Henne, Joe
Subject: RE: Please see the attached project description, site plan and provide comments

Jeff, Public Works has reviewed the site plans for the Selah School Districts proposal and we have our comments listed below.

Lince Elementary
Proposed Site is within Selah Well Head protection area and will need to be reviewed.
Water & Sewer connection are okay and will be permitted.

Intermediate (SIS)
Water & Sewer connection are okay and will be permitted.

High School
New pods need independent sewer connection. Connecting to existing concession stand building will not be allowed per 9.10.030 (I)

From: Peters, Jeff
Sent: Tuesday, April 7, 2020 11:24 AM
To: Henne, Joe <joe.henne@selahwa.gov>; Jones, Ty <ty.jones@selahwa.gov>; Lange, James <james.lange@selahwa.gov>
Subject: Please see the attached project description, site plan and provide comments

Jeff Peters
Community Development Supervisor
CITY of SELAH
222 S. Rushmore Rd.
Selah, WA 98942
509-698-7366 Office
jeff.peters@selahwa.gov

EXHIBIT
4a

Peters, Jeff

From: Brent Harding <bharding@NACARCHITECTURE.com>
Sent: Wednesday, April 15, 2020 4:14 PM
To: Peters, Jeff
Cc: Shane Backlund (shanebacklund@selahschools.org); Frank Reno (FrankReno@selahschools.org)
Subject: Selah SD, portable relocations

Jeff,
It was good to talk with you yesterday – glad you're staying healthy! Following is the enrollment info you requested – I took the liberty to calculate required spaces and provide existing counts as well. Hope this is what you needed.

Based on the following enrollment information and Municipal Code Chapter 10.34, Table 34-1 the minimum number of required parking spaces are:

- Selah HS: 1,203 students x 0.09 = 108 spaces
- Selah Intermediate School: 862 students x 0.17 = 147 spaces
- Lince School: 485 students x .17 = 83 spaces (student count basis: Kindergarten 360, Early Learning Center 100, Selah Academy 25)

Actual Parking spaces (including HC accessible):

- Selah HS: 467 spaces (326 at upper lot plus at 141 lower lot, but only those occurring west of Lancaster; doesn't include undefined spaces at shop area)
- Selah Intermediate School: 202 spaces (all defined lots/spaces)
- Lince School: 108 spaces (this is just the spaces in the new lots accessed on 3rd Street; there are also 21 along Naches, 58 in Admin lot, and an undefined number of makeshift spaces at the maintenance area and along the alley)

Brent Harding, AIA, LEED AP
Principal
P 509 838 8240
C 509 939 7886
NAC
ARCHITECTURE
nacarchitecture.com

EXHIBIT
tabbies
4b

City of Selah Development Services Team
Request For Comments
March 7, 2020

To:	City of Selah Development Services Team
From:	
Subject:	Request for comments
Applicant:	Selah School District
File Number:	CL3-2020-001
Location:	801 N. 1st St., 1401 W. Fremont Ave., & 208 S. 3rd St., Selah
Parcel Number(s):	181436-22001, 181435-32002, & 181435-44456
DST MEETING DATE:	**4/13/2020**

Proposal

On March 10, 2020, the City of Selah Planning Department received a Class 3 Review, from HLA Engineering and Land Surveying Inc. on behalf of the Selah School District to relocate or surplus five portable classrooms from the John Campbell Elementary School Campus. Two classrooms will be moved to Selah High School, two to the Selah Middle School, one to Lince Kindergarten, and one surplused.

Please review the attached application and site plan and prepare any written comments you might have regarding this proposal. This project will come up for discussion at the DST meeting to be held April 13, 2020, at City of Selah Public Works. As always, should you have comments, but find you are unable to attend, please submit your comments prior to the meeting via email. Following the meeting date any department who has not submitted a written comment will be noted as "No Comment/Issue", and any issues the department may have with the application may not be addressed.

Fire Department comments:

Upon initial plan review, Fire has no objections with the relocation site at the S.I.S. location.

There are no objections to the location site at the Lince campus, but due to current construction and lack of emergency access, this portable unit shall not be operating/occupied until such time as the bus turn around/emergency access road under current construction project is complete and usable by emergency apparatus. Or, a separate fire apparatus access can be installed.

The proposed relocation site at the SHS does not currently allow this location to be used without other modifications. This location does not meet code for fire apparatus access, hydrant distancing, or water supply. A fire hydrant would need to be added to the campus, road widening improvements, fire

EXHIBIT
4c

apparatus turnaround would need to be installed or modified, and/or a new fire apparatus access road would need to be constructed.

Suggested for SSD review: move relocation site to NW corner of lower parking lot. There is a fire hydrant located there, the parking lot serves as a fire apparatus access, and can easily be secured with minor fencing.

Considerations for all relocations include; portable unit separation, spacing and occupant loads per WAC and IFC 2015 Ed.

Selah Fire reserves the right to amend, correct or add to comments in future.

Jim Lange, Fire Marshal
City of Selah

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Council Meeting	Informational Item
5/26/2020	M – 1a

Title: Six-Year Transportation Improvement Program 2021 to 2026

From: Joseph K. Henne, Public Works Director

Action Requested: Informational - No action needed

Staff Recommendation: For the City Council to review the attached list of projects and discuss thoughts and any concerns so staff can proceed.

Fiscal Impact: N/A

Funding Source: N/A

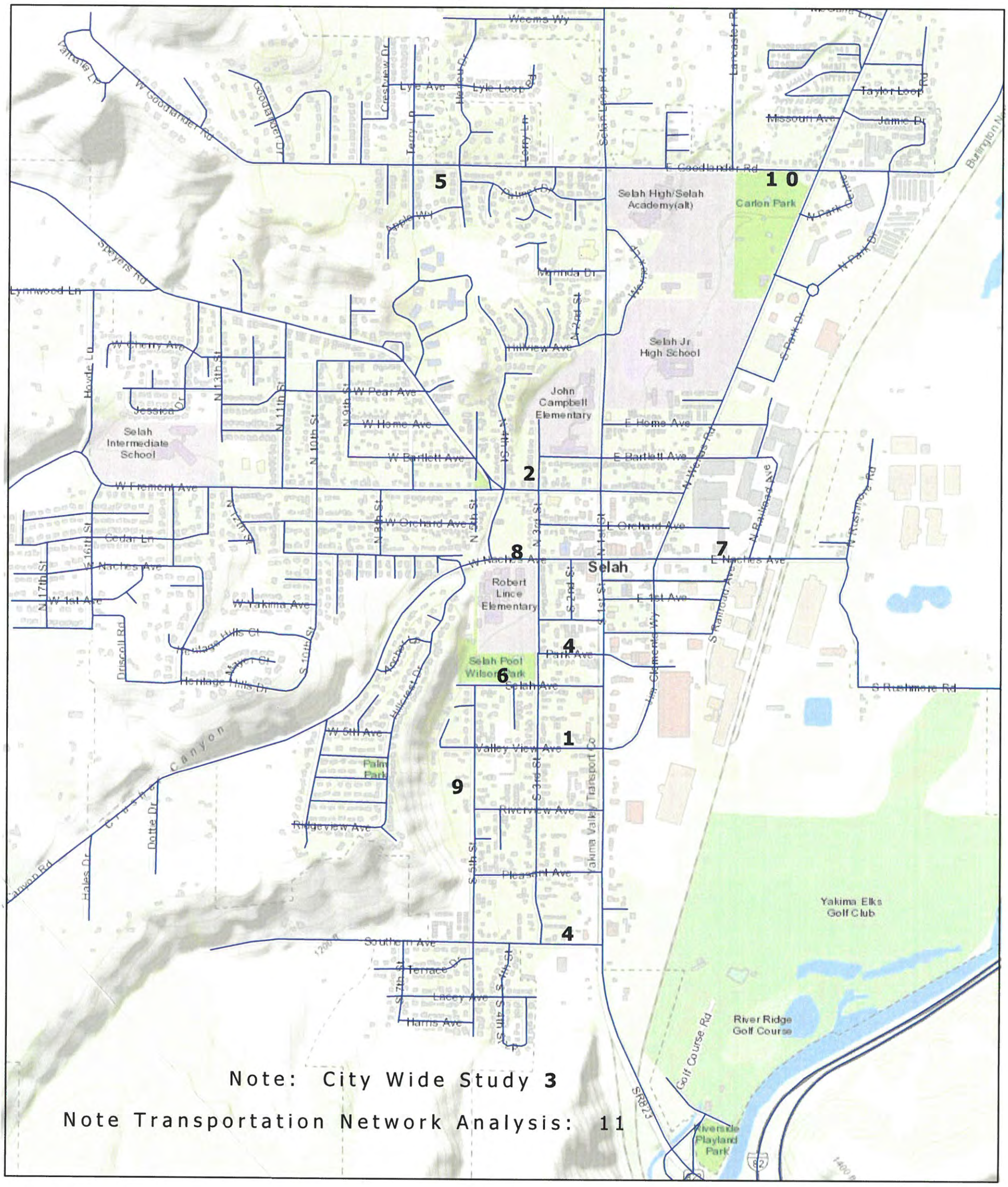
Background / Findings & Facts: Each year the city is required to adopt the Six Year Transportation Improvement Program (TIP). The TIP is a list of transportation related projects. Attached is the 2021 to 2026 TIP for review and discussion. Staff has updated the timelines and construction cost estimates and conducted a SEPA review. A public hearing will be scheduled for June 9, 2020 for adoption for the TIP.

Recommended Motion: No Motion, but a consensus to proceed is requested.

Six Year Transportation Improvement Program 2021-2026

Priority	Project Name	Year it Starts	Total Cost	Full Re-construct
1	Valley View Ave/S Third St/Southern Ave/S First St	2023	$ 2,245,800.00	X
2	Fremont Sidewalk Improvements	2021	$333,590.00	
3	Selah Pedeastrian/Bicycle Path Study	2021	$ 57,000.00	
4	Southern Avenue	2024	$ 617,600.00	X
5	West Goodlander Road	2024	$ 3,635,700.00	X
6	South Third Street	2025	$ 1,960,800.00	X
7	East Naches Avenue	2026	$ 1,987,300.00	X
8	North Fourth Street	2026	$ 535,200.00	X
9	Valley Veiw Avenue & South Fifth Street	2026	$ 2,724,600.00	X
10	East Goodlander/Lancaster Road Traffic Signal	2022	$ 658,200.00	
11	Third Street/W fremont School Zone Beacons	2021	$ 15,055,790.00	

City of Selah



Note: City Wide Study **3**

Note Transportation Network Analysis: 11

4/9/2019, 9:33:22 AM

Street Names

1:18,056

0 0.13 0.25 0.5 mi

0 0.23 0.45 0.9 km

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User

Yakima County GIS

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
05	1	/ 4709(001) VALLEYVIEW AVENUE/SOUTH THIRD ST/SOUTHERN AVE/SOUTH FIRST ST Valleyview Avenue South First Street to South Third Street to Southern Ave to South First St Reconstruct and widen existing two lanes. Construct sidewalks, curb and gutter, storm drainage, street lights and signalization	WA-05635	06/23/20	06/23/20			03	C G P T	0.650	CE	Yes

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
S	RW	2021	STP(US)	87,350		0	13,650	101,000
S	CN	2023	STP(US)	1,711,400		0	433,400	2,144,800
			Totals	**1,798,750**		**0**	**447,050**	**2,245,800**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
RW	101,000	0	0	0	0
CN	0	0	2,144,800	0	0
Totals	**101,000**	**0**	**2,144,800**	**0**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	2	Fremont Sidewalk Improvements N 1st Street to N 4th Street Construct new concrete curb and gutter, sidewalk, ADA ramps, school zone flashing beacons, and asphalt repairs.	WA-11092	06/23/20	06/23/20			21	C G P S T W	0.180	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2021	TAP(US)	43,560		0	0	43,560
P	CN	2021	TAP(US)	290,030		0	0	290,030
			Totals	**333,590**		**0**	**0**	**333,590**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	43,560	0	0	0	0
CN	290,030	0	0	0	0
Totals	**333,590**	**0**	**0**	**0**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	3	SELAH PEDESTRIAN/BICYCLE PATH STUDY to Pedestrian/bicycle path study. Use Wixson Park as park and ride.	WA-00203	06/23/20	06/23/20			38			CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2021	STP(E)	49,300		0	7,700	57,000
			Totals	**49,300**		**0**	**7,700**	**57,000**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	57,000	0	0	0	0
Totals	**57,000**	**0**	**0**	**0**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	4	SOUTHERN AVENUE Southern Avenue South Fifth Street to South Third Street Reconstruct and widen existing two lanes. Construct sidewalks, curb and gutter, storm drainage, street lights and signalization.	WA-00193	06/23/20	06/23/20			03	C G P T	0.150	CE	Yes

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2024		0	OTHER	50,400	12,600	63,000
P	RW	2024		0	OTHER	93,600	23,400	117,000
P	CN	2025		0	OTHER	350,080	87,520	437,600
			Totals	**0**		**494,080**	**123,520**	**617,600**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	63,000	0
RW	0	0	0	117,000	0
CN	0	0	0	0	437,600
Totals	**0**	**0**	**0**	**180,000**	**437,600**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
19	5	WEST GOODLANDER ROAD West Goodlander Road North First Street to Lander Road Reconstruct and widen existing two lanes. Construct sidewalks, curb and gutter, storm drainage.	WA-00195	06/23/20	06/23/20			03	C P S T W	0.710	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2024		0	TIB	314,100	34,900	349,000
P	CN	2025		0	TIB	2,958,030	328,670	3,286,700
			Totals	**0**		**3,272,130**	**363,570**	**3,635,700**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	349,000	0
CN	0	0	0	0	3,286,700
Totals	**0**	**0**	**0**	**349,000**	**3,286,700**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	6	SOUTH THIRD STREET South Third Street Naches Avenue to Valleyview Avenue Reconstruct road add curb and gutter, drainage, sidewalks and grading. Acquire right of way.	WA-00196	06/23/20	06/23/20			03	C G P T	0.380	CE	Yes

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2025	STP(US)	151,290		0	23,610	174,900
P	RW	2025	STP(US)	140,210		0	21,890	162,100
P	CN	2025	STP(US)	1,404,590		0	219,210	1,623,800
			Totals	**1,696,090**		**0**	**264,710**	**1,960,800**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	174,900
RW	0	0	0	0	162,100
CN	0	0	0	0	1,623,800
Totals	**0**	**0**	**0**	**0**	**1,960,800**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	7	EAST NACHES AVENUE East Naches Avenue Wenas Road - East to S Rushmore Road Drainage, replace curb and gutter, sidewalk on both sides, grading, paving and street lighting.	WA-00197	06/23/20	06/23/20			04	C G P T	0.370	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0	OTHER	152,640	38,160	190,800
P	CN	2026		0	OTHER	1,437,200	359,300	1,796,500
			Totals	**0**		**1,589,840**	**397,460**	**1,987,300**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	190,800
CN	0	0	0	0	1,796,500
Totals	**0**	**0**	**0**	**0**	**1,987,300**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	8	NORTH FOURTH STREET North Fourth Street Fremont Avenue to West Naches Avenue Construct curb and gutter, sidewalk, retaining wall, grading and paving.	WA-00198	06/23/20	06/23/20			04	C G P T	0.130	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0		0	61,700	61,700
P	CN	2026		0		0	473,500	473,500
			Totals	**0**		**0**	**535,200**	**535,200**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	61,700
CN	0	0	0	0	473,500
Totals	**0**	**0**	**0**	**0**	**535,200**

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. / C. Project Title / D. Road Name or Number / E. Begin & End Termini / F. Project Description	B. STIP ID / G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
19	9	VALLEYVIEW AVENUE & SOUTH FIFTH STREET Valley View Avenue & S Fifth Street Beginning at S Third Avenue & Valley View Avenue to S Fifth Street & South to Southern Avenue Clearing, grubbing, sidewalk, curb and gutter, storm drainage, street lighting, grading and paving.	WA-00199	06/23/20	06/23/20			04	C G P T	0.520	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0		0	261,500	261,500
P	CN	2026		0		0	2,463,100	2,463,100
			Totals	0		0	2,724,600	2,724,600

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	261,500
CN	0	0	0	0	2,463,100
Totals	0	0	0	0	2,724,600

Washington State Department of Transportation

Six Year Transportation Improvement Program From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	10	East Goodlander/Lancaster Road Traffic Signal spot improvement to Install new four-leg traffic signal with camera detection.	WA-06535	06/23/20	06/23/20			21	C G P S T W		CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2022		0		0	63,200	63,200
P	CN	2022		0		0	595,000	595,000
			Totals	**0**		**0**	**658,200**	**658,200**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	63,200	0	0	0
CN	0	595,000	0	0	0
Totals	**0**	**658,200**	**0**	**0**	**0**

Washington State
Department of Transportation

Six Year Transportation Improvement Program
From 2021 to 2026

Agency: Selah
County: Yakima
MPO/RTPO: YVCOG Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	11	Transportation Network Analysis City Wide to Transportation network analysis for intersection and City access improvements.	WA-11305	06/23/20	06/23/20			18			CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2021	BUILD	300,000		0	0	300,000
			Totals	**300,000**		**0**	**0**	**300,000**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
PE	300,000	0	0	0	0
Totals	**300,000**	**0**	**0**	**0**	**0**

	Federal Funds		State Funds	Local Funds	Total Funds
Grand Totals for Selah	**4,177,730**		**5,356,050**	**5,522,010**	**15,055,790**

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Council Meeting	Action Item
5/26/2020	N – 1

Title: Resolution approving a Class 3 Review and Nonconforming Use applications for the relocation of five portable classrooms from the John Campbell Elementary School to the Selah High School, Intermediate School, and Lince Kindergarten for the Selah School District.

From: Jeff Peters, Community Development Supervisor

Action Requested: Approval

Staff Recommendation: Pass the Resolution approving the Planning Commission's Findings of Fact, Conclusions, and Recommendation, approving the John Campbell Primary School Class 3 Review and Nonconforming Use Applications (Files: CL3-2020-001).

Board/Commission Recommendation: Approval

Fiscal Impact: N/A

Funding Source: N/A

Background / Findings & Facts: The Planning Commission concluded its open record public hearing on May 5, 2020, recommending approval of the subject development applications for the relocation of the five class rooms subject to conditions, and finding that the relocated structures are in the public's interest and are compatible with surrounding land uses.

Recommended Motion: I move that the City of Selah Council approve the Resolution approving a Class 3 Review and Nonconforming Use applications for the relocation of five portable classrooms from the John Campbell Elementary

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

School to the Selah High School, Intermediate School, and Lince Kindergarten for the Selah School District.

Record of all prior actions taken by the City Council and/or a City Board, City Committee, Planning Commission, or the Hearing Examiner (where applicable)

Date:	Action Taken:
5/5/2020	Planning Commission Open Record Public Hearing & Recommendation.

RESOLUTION NO. _____

RESOLUTION APPROVING A CLASS 3 REVIEW AND NONCONFORMING USE APPLICATIONS TO RELOCATE FIVE PORTABLE CLASS ROOMS FROM JOHN CAMPBELL ELEMENTARY TO THE SELAH HIGH SCHOOL, INTERMEDIATE SCHOOL, AND LINCE KINDERGARTEN FOR THE SELAH SCHOOL DISTRICT (CL3-2020-001).

WHEREAS, on May 26, 2020, the City of Selah City Council considered the Class 3 Review, and Nonconforming Use applications submitted by HLA Engineering and Surveying on behalf of the Selah School District #119 to relocate or surplus five portable classrooms from the John Campbell Elementary School Campus to the campuses of the Selah High School, Intermediate School, and Lince Kindergarten; and,

WHEREAS, the Planning Commission recommended approval of the application with conditions on May 5, 2020; and,

WHEREAS, the City of Selah Council has considered the applications, the City staff report dated May 5, 2020, the Planning Commission's findings of fact, conclusions, and recommendation dated May 5, 2020, and any staff corrections, and the Council is satisfied that the matter has been sufficiently considered; and,

WHEREAS, the City Council adopts the Findings and Conclusions from the Planning Commission's Recommendation; and,

WHEREAS, the City Council considered the elements of public use and interest to be served by the proposed Class 3 and Nonconforming Use applications, and

WHEREAS, the City Council considered the elements of public health, safety, and general welfare pertaining to the proposed Class 3 and Nonconforming Use applications;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON that the Selah School District's Class 3 Review and Nonconforming Use applications CL3-2020-001 requesting to relocate five portable classrooms to three school district properties within the R-1 zoning district are APPROVED with the fifteen (15) specific conditions recommended by the Planning Commission, set forth below and incorporated herein by this reference.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 26th day of May 2020.

_____
Sherry Raymond, Mayor

ATTEST:

_____

Dale E. Novobielski, Clerk/Treasurer

APPROVED AS TO FORM:

_____

Rob Case, City Attorney

CONDITIONS OF APPROVAL

1. Location of any future refuse dumpsters located on the subject property shall have enclosure installed in accordance with SMC 10.08.170.

2. Prior to construction, the applicant shall submit civil engineering plans for review and approval to the City of Selah Public Works Director for any and all termination, relocation, or installation of public sewer or water lines, and construction of public improvements.

3. All new developments shall be served by a public domestic water supply line adjacent to the lot or development site. The supply line shall be capable of providing sufficient flow and pressure to satisfy the fire flow and domestic service requirements of the proposed development (City of Selah's City's Construction Standards Chapter 4 Water System Improvements).

4. Each building shall be served by a separate water connection to the public main in accordance with the City of Selah Construction Standards Chapter 4 Water System Improvements.

5. Fire hydrants shall be installed at least every 350 feet in accordance with Selah Construction Standards Chapter 4 Water System Improvements, SMC 11.30 Fire Hydrants, International Fire Code Appendix C, and approval of the Selah Fire Chief.

6. No occupancy/operation of the portable unite for Lince Elementary School shall be given until such time as the bus turn around/emergency access road under construction is completed and usable by emergency apparatus, or a separate fire apparatus access is approved by the Selah Fire Marshal and constructed.

7. The applicant/developer shall submit for review and approval revised plans to the City of Selah Public Works Department for the portable relocation at the Selah High School that address all utility, and fire department issues.

8. In accordance with the City of Selah's Construction Standards Chapter 5 Sanitary Sewer System Improvements, all new developments shall be served by a public sanitary sewer line adjacent to the lot or development site, and each building shall be served by a separate side sewer.

9. All utilities including power, cable, and others shall be placed underground and installed at a depth of not less than three (3) feet below grade in accordance with Selah Construction Standards Chapter 1 General (12) Utilities.

10. A minimum of a sixteen foot public utility easement shall be established for all proposed and existing utility lines, provided the width of the easements for buried utilities shall be a least twice the depth of the planned excavation in accordance with the City of Selah Construction Standards Chapter 1 General (11) Easements.

11. Prior to occupancy of the portable classrooms, the Selah School District shall repaint the subject portables in school colors to match the existing school buildings at each site.

12. A dust control plan shall be prepared and implemented during construction as required by the Yakima Regional Clean Air Agency.

13. Prior to issuance of a building permit, plan review, permits, and inspections are required pursuant to the 2015 International Building Code.

14. In accordance with SMC 9.23.030, the City of Selah's Construction Standards Chapter 6 and the Eastern Washington Stormwater Management Manual, the applicant shall submit stormwater plans for review and approval to the City of Selah Public Works Director prior to building permit issuance.

15. The project shall be completed within one year of the final decision. An extension may be requested as authorized by the zoning ordinance, but must be in writing and made prior to the completion date.

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Council Meeting	Action Item
5/26/2020	N – 2

Title: Resolution Authorizing the Mayor to sign a Construction Contract between the City of Selah and Central Paving, LLC, of Ellensburg Washington, for the West Goodlander Road Improvements, Transportation Improvement Board (TIB) Projects P-E-182(P01)-1 and 3-E-182(005)-1.

From: Joseph K. Henne, Public Works Director

Action Requested: Approval

Staff Recommendation: Acceptance of the attached bid and approval of the resolution awarding the construction contract.

Fiscal Impact: Construction Project Cost $365,736.00

Funding Source: Street Funds 111.000.095.595.30.63.41 & 42

Background / Findings & Facts: Sealed bids were opened on Wednesday, May 13, 2020 at 10:00 a.m. A Total of Five (5) bids were received with the low bid of $365,736.00 being offered by central paving LLC, of Ellensburg Washington. This low bid is approximately thirteen (13) percent below the Engineer's Estimate of $421,050.00. The Overlay project cost is $201,965.00 with a City match of $25,436.00. The Sidewalk project cost is $121,471.00 with a City match of $27,980.00. The Selah School District is covering the $27,980.00, see attached email. The Widening project cost is $42,300.00 which is all paid for by the City. The design & inspection cost are not in this contract previously approved by City Council.

Recommended Motion: To approve a resolution and authorize the Mayor to award the Transportation Improvement Board (TIB) Projects P-E-182(P01)-1 and 3-E-182(005)-1 to Central Paving, LLC.

RESOLUTION NO. _____

Resolution Authorizing the Mayor to sign a Construction Contract between the City of Selah and Central Paving, LLC, of Ellensburg Washington, for the West Goodlander Road Improvements Transportation Improvement Board (TIB) Projects P-E-182(P01)-1 and 3-E-182(005)-1.

WHEREAS, the City of Selah wishes to enter into a construction contract for sidewalk improvements and to overlay & widen West Goodlander Road, and

WHEREAS, after seeking bids the City wishes to award the construction contract to the low bidder, Central Paving LLC of Ellensburg Washington;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, that the Mayor is authorized to sign a construction contract with Central Paving LLC for the West Goodlander Road TIB Projects P-E-182(P01)-1 and 3-E-182(005)-1

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 26th day of May, 2020.

ATTEST:

_____
Sherry Raymond, Mayor

_____
Dale Novobielski, Clerk Treasurer

APPROVED AS TO FORM:

_____
Rob Case, City Attorney

HLA
Engineering and Land Surveying, Inc.

May 13, 2020

City of Selah
222 So. Rushmore Road
Selah, WA 98942

Attn: Joe Henne
Public Works Director

Re: City of Selah
WEST GOODLANDER ROAD IMPROVEMENTS
TIB Project No.: P-E-182(P01)-1 / 3-E-182(005)-1
HLA Project No.: 20026 / 20027
Recommendation of Award

Dear Mr. Henne:

The bid opening for the above referenced project was held at City Council Chambers at 10:00 a.m. on Wednesday, May 13, 2020. A total of five (5) bids were received with the low bid of $365,736.00, being offered by Central Paving, LLC, of Ellensburg, Washington. This low bid is approximately thirteen (13) percent below the Engineer's Estimate of $421,050.00.

We have reviewed and checked the bid proposals of all bidders and recommend the City of Selah award a construction contract to Central Paving, LLC, in the amount of $365,736.00, contingent on approval of the Transportation Improvement Board (TIB). Please send us a copy of the City of Selah Council minutes authorizing award of this project.

Enclosed, please find the project Bid Summary for your review. Please advise if we may answer any questions or provide additional information.

Very truly yours,

Digitally signed by
Stephen S. Hazzard
Date: 2020.05.13
16:41:57 -07'00'

Stephen S. Hazzard, PE

SSH/mlh

Enclosures

Copy: Joe Henne, Public Works Director (Email)
Christa Draggie, PE, TIB (Email)
Chris Workman, TIB (Email)
Caroline Fitzsimmons, HLA

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BID SUMMARY

Owner: CITY OF SELAH
Project: West Goodlander Road Improvements
HLA Project No. 20026 / 20027 **TIB Project No.** P-E-182(P01)-1, 3-E-182(005)-1
Bid Opening Date: May 13, 2020

Item No.	Item Description	Unit	Quantity	ENGINEER'S ESTIMATE		BIDDER #1		BIDDER #2		BIDDER #3	
						Central Paving, LLC 1410 W. Dolarway Road Ellensburg, WA 98926		Granite Construciton Company 80 Pond Road Yakima, WA 98901		Central Washington Asphalt, Inc. P.O. Box 939 Moses Lake, WA 98837	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
SCHEDULE A - RESURFACING IMPROVEMENTS (TIB PROJECT NO. 3-E-182(005)-1)											
1	Minor Change	FA	EST.	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00
2	Mobilization	LS	1	$15,000.00	$15,000.00	$20,000.00	$20,000.00	$47,500.00	$47,500.00	$36,774.00	$36,774.00
3	Project Temporary Traffic Control	LS	1	$15,000.00	$15,000.00	$14,000.00	$14,000.00	$28,500.00	$28,500.00	$40.00	$40,000.00
4	Unclassified Excavation Incl. Haul	CY	35	$60.00	$2,100.00	$100.00	$3,500.00	$300.00	$10,500.00	$500.00	$17,500.00
5	Planing Bituminous Pavement	SY	1,150	$6.00	$6,900.00	$11.00	$12,650.00	$7.50	$8,625.00	$10.00	$11,500.00
6	Crack Seal	FA	EST.	$15,000.00	$15,000.00	$15,000.00	$15,000.00	$15,000.00	$15,000.00	$15,000.00	$15,000.00
7	HMA for Preleveling Cl. 3/8-Inch PG 64S-28	TON	100	$110.00	$11,000.00	$85.00	$8,500.00	$120.00	$12,000.00	$95.00	$9,500.00
8	HMA Cl. 3/8-Inch PG 64S-28	TON	1,125	$90.00	$101,250.00	$85.00	$95,625.00	$95.00	$106,875.00	$90.00	$101,250.00
9	Adjust Manhole	EA	12	$700.00	$8,400.00	$800.00	$9,600.00	$750.00	$9,000.00	$650.00	$7,800.00
10	Adjust Valve Box	EA	13	$600.00	$7,800.00	$500.00	$6,500.00	$550.00	$7,150.00	$525.00	$6,825.00
11	Inlet Protection	EA	9	$25.00	$225.00	$100.00	$900.00	$75.00	$675.00	$85.00	$765.00
12	Landscape Restoration	FA	EST.	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
13	Adjust Monument Case and Cover	EA	5	$600.00	$3,000.00	$750.00	$3,750.00	$450.00	$2,250.00	$675.00	$3,375.00
14	Cement Conc. Curb Ramp	EA	3	$1,000.00	$3,000.00	$1,320.00	$3,960.00	$1,350.00	$4,050.00	$1,250.00	$3,750.00
15	Pavement Markings	LS	1	$3,000.00	$3,000.00		$1,980.00	$1,400.00	$1,400.00	$1,275.00	$1,275.00
	SCHEDULE A TOTAL				$197,675.00		$201,965.00		$259,525.00		$261,314.00
SCHEDULE B - SIDEWALK IMPROVEMENTS (TIB PROJECT NO. P-E-182(P01)-1)											
16	Minor Change	FA	EST.	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00
17	Mobilization	LS	1	$12,000.00	$12,000.00	$2,000.00	$2,000.00	$1,000.00	$1,000.00	$3,500.00	$3,500.00
18	Project Temporary Traffic Control	LS	1	$10,000.00	$10,000.00	$3,000.00	$3,000.00	$14,500.00	$14,500.00	$11,000.00	$11,000.00
19	Clearing and Grubbing	LS	1	$5,000.00	$5,000.00	$2,000.00	$2,000.00	$2,600.00	$2,600.00	$8,500.00	$8,500.00
20	Unclassified Excavation Incl. Haul	CY	45	$60.00	$2,700.00	$100.00	$4,500.00	$125.00	$5,625.00	$500.00	$22,500.00
21	Select Backfill, As Directed	CY	105	$50.00	$5,250.00	$40.00	$4,200.00	$88.00	$9,240.00	$30.00	$3,150.00
22	Crushed Surfacing Top Course	TON	100	$45.00	$4,500.00	$60.00	$6,000.00	$70.00	$7,000.00	$55.00	$5,500.00
23	Landscape Restoration	FA	EST.	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00
24	Cement Conc. Traffic Curb and Gutter	LF	510	$35.00	$17,850.00	$20.35	$10,378.50	$20.25	$10,327.50	$19.00	$9,690.00
25	Chain Link Fence Type 4	LF	150	$30.00	$4,500.00	$40.00	$6,000.00	$40.00	$6,000.00	$36.00	$5,400.00
26	Cement Conc. Sidewalk 6-Inch Thick	SY	85	$70.00	$5,950.00	$71.50	$6,077.50	$105.00	$8,925.00	$68.00	$5,780.00
27	Cement Conc. Sidewalk 4-Inch Thick	SY	240	$60.00	$14,400.00	$44.00	$10,560.00	$80.00	$19,200.00	$42.00	$10,080.00
28	Cement Conc. Curb Ramp	EA	4	$1,800.00	$7,200.00	$1,320.00	$5,280.00	$1,500.00	$6,000.00	$1,250.00	$5,000.00
29	Mailbox Support, Type 1	EA	3	$350.00	$1,050.00	$550.00	$1,650.00	$365.00	$1,095.00	$525.00	$1,575.00
30	Mailbox Support, Type 2	EA	1	$650.00	$650.00	$825.00	$825.00	$365.00	$365.00	$550.00	$550.00

BID SUMMARY

Owner: CITY OF SELAH
Project: West Goodlander Road Improvements
HLA Project No. 20026 / 20027 **TIB Project No.** P-E-182(P01)-1, 3-E-182(005)-1
Bid Opening Date: May 13, 2020

Item No.	Item Description	Unit	Quantity	ENGINEER'S ESTIMATE Unit Price	ENGINEER'S ESTIMATE Amount	BIDDER #1 Central Paving, LLC, 1410 W. Dolarway Road, Ellensburg, WA 98926 Unit Price	BIDDER #1 Amount	BIDDER #2 Granite Construciton Company, 80 Pond Road, Yakima, WA 98901 Unit Price	BIDDER #2 Amount	BIDDER #3 Central Washington Asphalt, Inc., P.O. Box 939, Moses Lake, WA 98837 Unit Price	BIDDER #3 Amount
31	Retaining Wall	SF	1,500	$45.00	$67,500.00	$35.00	$52,500.00	$38.00	$57,000.00	$35.00	$52,500.00
	SCHEDULE B TOTAL				$165,050.00		$121,471.00		$155,377.50		$151,225.00
SCHEDULE C - WIDENING IMPROVEMENTS (LOCAL)											
32	Minor Change	FA	EST.	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00
33	Mobilization	LS	1	$6,000.00	$6,000.00	$2,000.00	$2,000.00	$1,000.00	$1,000.00	$2,250.00	$2,250.00
34	Project Temporary Traffic Control	LS	1	$7,500.00	$7,500.00	$3,000.00	$3,000.00	$4,300.00	$4,300.00	$5,250.00	$5,250.00
35	Unclassified Excavation Incl. Haul	CY	240	$60.00	$14,400.00	$40.00	$9,600.00	$38.00	$9,120.00	$45.00	$10,800.00
36	Crushed Surfacing Top Course	TON	525	$45.00	$23,625.00	$40.00	$21,000.00	$31.50	$16,537.50	$45.00	$23,625.00
37	HMA Cl. 3/8-Inch PG 64S-28	TON	20	$90.00	$1,800.00	$85.00	$1,700.00	$95.00	$1,900.00	$250.00	$5,000.00
	SCHEDULE C TOTAL				$58,325.00		$42,300.00		$37,857.50		$51,925.00
	SCHEDULES A, B AND C TOTAL				$421,050.00		$365,736.00		$452,760.00		$464,464.00

ENGINEER'S REPORT

Competitive bids were opened on May 13, 2020. All bids have been reviewed by this office.

We recommend the contract be awarded to: Central Paving, LLC

Digitally signed by Stephen S. Hazzard
Date: 2020.05.13 16:41:17 -07'00'

Project Engineer Date

HLA Engineering and Land Surveying, Inc.

*Bid results can be found at: www.hlacivil.com

ADDITIONAL BID TOTALS

BIDDER	BID TOTAL
Selland Construction	$481,075.00
American Rock Products	$500,761.00

*Highlighted amounts have been corrected.

From:	Henne, Joe
To:	Groo, Caprise
Subject:	FW: FW: City of Selah - Transportation Improvement Board (TIB) West Goodlander Road Sidewalks & Transportation Alternatives Program (TAP)
Date:	Monday, May 18, 2020 3:03:41 PM
Attachments:	image003.png

From: Backlund, Shane [mailto:shanebacklund@selahschools.org]
Sent: Friday, May 15, 2020 5:43 PM
To: Henne, Joe <joe.henne@selahwa.gov>
Subject: Re: FW: City of Selah - Transportation Improvement Board (TIB) West Goodlander Road Sidewalks & Transportation Alternatives Program (TAP)

Yes. We can support that, Joe.

On Fri, May 15, 2020 at 5:19 PM Henne, Joe <joe.henne@selahwa.gov> wrote:

> Hi Shane – We had our bid opening and while the bids came in under the engineers estimate the Transportation Improvement Board (TIB) is now reducing their participation toward the engineering & inspection. This will increase your match to 27,980.10. This is an additional $1,522.10 from my last email to you. The overall project cost with engineering is $169,251.00. That is still a good deal for a $27,980.10 investment.
>
> Would you please confirm that the SSD is still committed to this project.
>
> Thank You
>
> *Joe Henne*
>
> Public Works Director
> City of Selah
> 222 So. Rushmore Road
> Selah, WA 98942
> 509-698-7365

CITY OF SELAH
CITY COUNCIL
AGENDA ITEM SUMMARY

Council Meeting	Informational Item
5/26/2020	Q – 4a

Title: Planning Commission Minutes from May 5, 2020

From: Brandy Tucker – Planning & Community Development, Building Specialist

Action Requested: Informational - No action needed

Staff Recommendation:

N/A

Board/Commission Recommendation: Not Applicable

Fiscal Impact: N/A

Funding Source: N/A

Background / Findings & Facts: N/A

City of Selah
Planning Commission Minutes
Of
May 5, 2020

A. Call to Order

Chairman Smith calls the meeting to order at 5:30 pm.

B. Roll Call

Members Present:	Chairman Smith: Commissioners: Torkelson, Goodall and Hennessy.
Members Absent:	Commissioner Huber
Staff Present:	Jeff Peters, City Planner, Brandy Tucker, Minutes Secretary
Guest:	Shane Backlund & Frank Reno representing Selah School District & Mike Heit representing HLA

C. Agenda Changes : None

D. Communications

1. Oral - None

2. Written - None

E. Approval of Minutes

1. ***Approval of minutes from March 3, 2020.***

Commissioner Hennessy motion to approve.

Commissioner Torkelson seconds motion.

Minutes are approved.

F. Public Hearings

Old Business -

Open Public Hearing for CL3-2020-001 Class 3 Review, from HLA on behalf of Selah School District to relocate or surplus five portable classrooms from the John Campbell Elementary School Campus. Two classrooms will be moved to Selah High School, two to the Selah Intermediate School, one to Lince and one suprlused.

Chairman Smith opens the Public Hearing and asks Mr. Peters to present the staff report and facts and findings.

Mr. Peters reads verbatim from the staff report.

Mr. Peters states that based upon the conclusions of the findings report the staff recommends approval subject to conditions. Mr. Peters read the conditions on page 10 and 11 of the staff report verbatim.

Chairman Smith states for the record there is no public in attendance for comments.

Commissioner Torkelson motions to approve.

Commissioner Goodall seconds.

Motion approved.

New Business – None

G. General Business

1. Old Business - Continued Study Session of Increase in Fee's

   Commissioner Torkleson motions to approve the proposed fee increases and submit to City Council for review.

   Commissioner Goodall seconds.

   Motion approved.

2. New Business -

H. Reports/Announcements

1. Chairman -
2. Commissioners -
3. Staff - Planning/Building Department Updates

Mr. Peters notes the building department updates.

I. Adjournment

Commissioner Goodall motions to adjourn.

Commissioner Hennessy seconds.

Chairman Smith adjourns the meeting at 6:09 p.m. with a voice vote of 4-0.

Chairman Lisa Smith