



Agenda
Planning Commission Meeting
Wednesday, March 27, 2024
Richland City Hall ~ Council Chambers
625 Swift Boulevard

Commission Members: Chair Richardson, Vice-Chair Townsend, and Members Eadie, Maier, Miller, and Nicholson

Council Liaison: Councilmember VanDyke
Staff Liaison: Planning Manager Stevens

Regular Meeting - 6:00 p.m.

Welcome and Roll Call

Approval of Agenda: (Approved by Motion)

Approval of Minutes: (Approved by Motion)

Meeting Minutes for January 10, 2024 Planning Commission Special Meeting, and January 24, 2024, Planning Commission Meeting

Public Comments: Please limit public comments to 2 minutes per speaker. The public comment period is not an opportunity for dialogue with the Planning Commission, or for posing questions with the expectation of an immediate answer. Many questions require an opportunity for information-gathering and deliberation. For this reason, the Planning Commission will accept comments, but will not directly respond to comments, questions or concerns during public comment. Records intended for the Planning Commission's consideration must be submitted to the Planning Manager by 4:00 p.m. the day of the meeting for distribution.

Public Hearing : Please limit public hearing comments to 3 minutes per speaker.

Unfinished Business - Public Hearing:

New Business - Public Hearing:

2. M2024-103 1750 McMurray Avenue Jason Lee Elementary
- Matthew Howie, Senior Planner

Communications:

Adjournment

Richland City Hall is ADA accessible. Any individual who has difficulty attending the meeting in-person may request to provide comments remotely. (Ch. 42.30 RCW) Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the meeting by calling the City Clerk's Office at 509-942-7389.



PLANNING COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 3/27/2024

Agenda Category: Approval of Minutes

Prepared By:

Subject:

Meeting Minutes for January 10, 2024 Planning Commission Special Meeting, and January 24, 2024, Planning Commission Meeting

Request:

Strategic Priority I - High Performance Government

Recommended Motion:

Move to approve the draft meeting Minutes for January 10, 2024, Planning Commission Special Meeting, and January 24, 2024, Planning Commission Meeting.

Summary:

Draft minutes for the January 10, 2024, Planning Commission Special Meeting, and January 24, 2024, Planning Commission Meeting are attached for review and consideration.

Attachments:

1. 2024.01.10 Planning Commission Meeting Minutes DRAFT
2. 2024.01.24 Planning Commission Meeting Minutes DRAFT



**MINUTES
PLANNING COMMISSION SPECIAL MEETING
Wednesday, January 10, 2024
Richland City Hall - Council Chambers
625 Swift Boulevard**

Call to Order:

Chair Maier called the meeting to order at 6:00 p.m.

Attendance:

Present: Chair Maier, Vice-Chair Richardson, and Members Eadie, Miller, Nicholson, and Townsend.

Also, present: Council Liaison VanDyke, Development Services Director Jensen, Planning Manager Stevens, Senior Planner Howie and Permit Technician Hogan.

Approval of Agenda:

Chair Maier presented the meeting agenda for review and approval.

VICE-CHAIR RICHARDSON MOVED AND COMMISSIONER MILLER SECONDED THE MOTION TO APPROVE THE JANUARY 10, 2024, PLANNING COMMISSION MEETING AGENDA. THE MOTION PASSED 6-0.

Approval of Minutes:

Chair Maier presented the minutes for the December 13, 2023, Planning Commission Workshop, and December 13, 2023, Planning Commission Special Meeting.

COMMISSIONER EADIE MOTIONED AND COMMISSIONER NICHOLSON SECONDED THE MOTION TO APPROVE THE MINUTES OF THE DECEMBER 13, 2023, PLANNING COMMISSION WORKSHOP, AND DECEMBER 13, 2023, PLANNING COMMISSION SPECIAL MEETING. THE MOTION PASSED 4-0 WITH VICE-CHAIR RICHARDSON AND COMMISSIONER TOWNSEND ABSTAINING FOR BEING ABSENT.

Public Comments:

Chair Maier opened public comment at 6:03 pm, with no community members present.

Chair Maier closed the public comment period at 6:03 pm.

Unfinished Business:

COMMISSIONER MILLER MADE A MOTION THAT THE PLANNING COMMISSION TAKE THE WATERFRONT HEIGHT AMENDMENT OFF THE TABLE COMMISSIONER TOWNSEND SECONDED. THE MOTION PASSED 6-0.

2. Waterfront Height Amendment - (Tabled on December 13, 2023)

Chair Maier recognized Development Director Jensen who gave a brief introduction, and wanted to note that Management and the City Manager's office are in support of the height amendment.

Economic Development Manager Wallner provided an overview of the proposed Waterfront Height Amendment, and provided a zoning map to identify areas that will be influenced. The driver of this project is density and continuity and was a desire in the last strategic plan and where the city is looking to go in the future since sprawl is not an option.

Commissioner Townsend questioned why the 85 feet, and why only the waterfront district and not other areas of the city. Ms. Wallner went over other zones, and why the waterfront and using a step-down approach, and interest in the waterfront zone. The 85 feet is the restriction and limitation for mass timber framing that can be done on an alternative building type that is upcoming.

Vice-Chair Richardson requested that Ms. Wallner point out all areas that are undeveloped on the map that would be immediately impacted. He was concerned that the proposal wasn't a larger amendment to include more than just the waterfront. Mr. Jensen stated that there are ongoing meetings internally with staff that are having discussions on area of codes that need revised that will be coming later to the Planning Commission.

Chair Maier wanted to generally ask what other elements of codes staff are looking at changing to increase density and has concern with parking requirements with the height change. Ms. Wallner confirmed that Economic Development department engaged in a parking study and are near the end and will work with planning to hopefully bring to committees, and it's the intention of the economic development team to look at more creative parking. Discussion about parking continued between commissioners.

VICE-CHAIR RICHARDSON MADE A MOTION THAT THE PLANNING COMMISSION RECOMMENDS TO COUNCIL THE ADOPTION OF THE PROPOSED CODE AMENDMENTS AS DISCUSSED BY PLANNING COMMISSION WITH ADDITIONAL REQUIREMENTS FOR ATTAINABLE HOUSING, GROUND FLOOR MIXED USE AND INTERIOR OR UNDERGROUND PARKING. COMMISSIONER TOWNSEND SECONDED THE MOTION.

Discussion on motion by Planning Commission.

Chair Maier brought up that the current City of Richland codes does not have reference to short term rentals and Mr. Jensen responded that he has an email to the city Attorney regarding that topic.

VICE-CHAIR RICHARDSON WITHDREW THE PREVIOUS MOTION.

More discussion took place regarding amendment.

VICE-CHAIR RICHARDSON MOVED THAT THE PLANNING COMMISSION RECOMMEND ADOPTION OF THE PROPOSED CODE AMENDMENTS TO THE CITY COUNCIL WITH REQUIREMENTS FOR GROUND FLOOR MIXED USE SUCH AS RETAIL AND RESTAURANTS WITH FINDINGS AND CONCLUSIONS AS PRESENTED IN THE STAFF REPORTS.

Planning Commission continued discussions on motions.

Mr. Stevens recommended to the Planning Commission that they move to continue to give staff time to help craft motion.

VICE-CHAIR RICHARDSON MADE A MOTION TO WITHDRAW ALL THE PREVIOUS MOTIONS COMMISSIONER TOWNSEND SECONDED. THE MOTION PASSED 6-0.

VICE-CHAIR RICHARDSON MADE A MOTION TO CONTINUE THIS ITEM TO THE MEETING ON JANUARY 24TH, 2024. CHAIR MAIER SECONDED. THE MOTION PASSED 6-0

New Business-Public Hearing:

3. Election of Officers

Chair Maier opened the floor for nominations for Chair.

Commissioner Townsend nominated Vice-Chair Richardson to be Chair. No other nominations were made. Vice-Chair Richardson is Chair.

Chair Maier opened the floor for nominations for Vice-Chair.

Commissioner Nicholson nominated Commissioner Townsend to be Vice-Chair. No other nominations were made. Commissioner Townsend is now Vice-Chair.

Communications:

Vice-Chair Townsend will not be able to attend the next meeting on January 24th.

Adjournment:

Chair Maier adjourned the meeting at 7:00 p.m.

PREPARED BY: _____
Jodi Hogan, Permit Technician

REVIEWED BY: _____
Mike Stevens, Planning Manager

APPROVED BY: _____
Francesca Maier, Chair



**MINUTES
PLANNING COMMISSION SPECIAL MEETING
Wednesday, January 24, 2024
Richland City Hall - Council Chambers
625 Swift Boulevard**

Call to Order:

Chair Richardson called the meeting to order at 6:00 p.m.

Attendance:

Present: Chair Richardson, Members Miller, Nicholson, and Maier

Also, present: Council Liaison VanDyke, Development Services Director Jensen, Planning Manager Stevens, Permit Technician Hogan.

Approval of Agenda:

Chair Richardson presented the meeting agenda for review and approval.

COMMISSIONER MAIER MOVED AND COMMISSIONER NICHOLSON SECONDED THE MOTION TO APPROVE THE JANUARY 24, 2024, PLANNING COMMISSION MEETING AGENDA WITH MOVING ITEM NUMBER THREE TO BE THE FIRST ITEM OF BUSINESS. THE MOTION PASSED 4-0.

Public Comments:

Chair Richardson opened public comment at 6:02 pm, with community members present. Chair Richardson confirmed that they were there to speak on an item of business.

Chair Richardson closed the public comment period at 6:03 pm.

New Business – Public Hearing:

1. CA2021-108 Badger Mountain South LUDR Amendments

Chair Richardson recognized Mr. Stevens who gave a brief introduction and advised that the applicants have requested continuance of this item to the next planning commission meeting in February. Public Hearing is still being held, but he wanted to make sure that those who speak on the item know that there might be revisions.

Amy and James Phifer provided comments regarding the LUDR expressing their concerns with the large number of changes being made to the LUDR with no gains. When they looked at the neighborhood back in 2017/2018 the vision they were told is not happening with lack of parks, open spaces and increase in retention ponds that are a risk.

COMMISSIONER MAIER MOVED TO CONTINUE THE PUBLIC HEARING ON THE

BADGER MOUNTAIN SOUTH LUDR AMENDMENTS TO THE NEXT REGULARLY SCHEDULED PLANNING COMMISSION MEETING ON WEDNESDAY FEBRUARY 28, 2024 AND COMMISSIONER NICHOLSON SECONDED THE MOTION. MOTION PASSED 4-0.

Unfinished Business:

2. Waterfront Height Amendment (Continued from January 10, 2024)

Chair Richardson recognized Mr. Stevens who gave a brief introduction. The Planning Commission agenda packet included an outline of changes staff recommends, along with a draft motion and revised finding of facts and conclusion of law. Mr. Stevens then went over the proposed changes to the code that staff recommend.

Commissioner Nicholson questioned why the affordability aspect of the amendment was left out by staff, and not included in the agenda packet. Mr. Stevens was not aware the commissioners wanted that included, and staff did not want to include. Chair Richardson confirmed that it would be an interest of his but does not want to hold up development with including it on this amendment.

Commissioner Maier wants clarity included regarding parking requirements when it moves forward to Council. She is also hopeful that the parking code revision will be forthcoming.

Chair Richardson was hopeful to see more requirements for mixed use, especially when going above the 55 feet to 85 feet. The mixed-use component allows people who don't live there, or are walking by, can still enjoy the space that was created. Mr. Stevens confirmed that if it is City owned property there would be a chance to require mixed use, but privately owned property the City would not have control.

Economic Development Manager Wallner spoke regarding mix use, and development.

Chair Richardson appreciated the clarifications staff provided with the caveat that planning will revisit mixed use and parking requirements in the near future.

COMMISSIONER MAIER MOVED THAT THE PLANNING COMMISSION RECOMMEND APPROVAL OF THE PROPOSED AMENDMENTS TO RMC TITLE 23 AS IDENTIFIED IN THE DRAFT ORDINANCE AND AS MODIFIED FURTHER BY THE PLANNING COMMISSION (ATTACHMENT A) AND AS DISCUSSED WITH STAFF CLARIFYING THE LANGUAGE OF THE PARKING PERCENTAGES. THIS RECOMMENDATION IS BASED UPON THE FOLLOWING FINDINGS OF FACT AND CONCLUSIONS OF LAW. COMMISSIONER MILLER SECONDED. THE MOTION PASSED 3-1.

New Business – Public Hearing:

3. CA2023-106 Proposed Amendment to RMC 27.08.040 (A)(2) – 930 Long Avenue

Chair Richardson recognized Mr. Stevens to present the proposal to amend RMC 27.08.040

(A)(2). The Richland School District is requesting an amendment to allow all public-school campuses within the Parks and Public Facilities (PPF) land use district could construct freestanding signs for directional and informational purposes. If adopted, the proposed amendment will allow middle schools and elementary schools to also have freestanding signs in the PPF zone.

Chair Richardson opened the public hearing at 6:37 p.m.

Richard Krasner, who is with the Richland School District, thanked the commission for looking at the amendment. He spoke in favor of the amendment and opening it up to all schools.

Commissioner Maier requested clarification on present sign requirements, and what this amendment would do. Mr. Stevens provided clarification.

COMMISSIONER MAIER MOVED THAT THE PLANNING COMMISSION CONCUR WITH THE FINDINGS AND CONCLUSIONS SET FORTH IN STAFF REPORT (CA2023-106) AND RECOMMEND TO THE CITY COUNCIL ADOPTION OF THE PROPOSED AMENDMENTS TO TITLE 27, SIGNS, AS PROVIDED IN THE DRAFT ORDINANCE ATTACHED TO THIS REPORT COMMISSIONER NICHOLSON SECONDED THE MOTION. THE MOTION PASSED 4-0.

Communications:

Mr. Stevens stated that there are several different code amendments that will be coming forward in the coming months. The city is also implementing a new permitting software with several different applications and processes that are outdated in current code that planning will be looking at removing or modify to better fit with the new permitting processes.

Council member VanDyke thanked Mr. Stevens and the planning staff for the language adjustments made for the Height Amendment. He also wanted to mention that Council had a workshop regarding Affordable/Attainable housing on January 23, 2024, that if Commissioners have not already watched, is worth watching the recording.

Commissioner Maier congratulated Chair Richardson on holding his first Commission meeting. Commissioner Maier wanted to also check in with where recruitment was at with open positions. Mr. Jensen confirmed that more applicants are needed.

Adjournment:

Chair Maier adjourned the meeting at 6:43 p.m.

PREPARED BY: _____
Jodi Hogan, Permit Technician

REVIEWED BY: _____
Mike Stevens, Planning Manager

APPROVED BY: _____
Jett Richardson, Chair

DRAFT



PLANNING COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 3/27/2024

Agenda Category: New Business - Public Hearing

Prepared By: Matthew Howie, Senior Planner

Subject:

M2024-103 1750 McMurray Avenue Jason Lee Elementary

Request:

Strategic Priority 3 - Focused Development

Recommended Motion:

Staff recommends that the Planning Commission approve the request to install a new reader board on the subject site subject to conditions of approval included within the Staff Report.

Summary:

The Richland School District has requested approval by the Planning Commission for a freestanding sign on their campus pursuant to RMC 27.08.040(A)(2). Specifically, The School District is proposing to upgrade their existing freestanding pole signage, which is located at Jason Lee Elementary School. The applicants are proposing to install the new sign in the same area as their old one and in the same location.

This is a follow-up on a Code Amendment seen by the Planning Commission on January 24, 2024, to permit elementary and middle schools to have freestanding signage within the Parks & Public Facilities land use districts in which they reside.

Attachments:

- I. M2024-103 Jason Lee Elementary FULL Staff Report

**CITY OF RICHLAND DEVELOPMENT SERVICES DIVISION
STAFF REPORT TO THE PLANNING COMMISSION**

GENERAL INFORMATION:

PROPOSAL NAME: 1750 MCMURRAY AVENUE JASON LEE ELEM.
LOCATION: 1750 MCMURRAY AVENUE
APPLICANT: RICHLAND SCHOOL DISTRICT
ATTN: RICHARD KRASNER
FILE NO.: M2024-103
DESCRIPTION: REQUESTING APPROVAL BY THE PLANNING
COMMISSION FOR A FREESTANDING SIGN
PROJECT TYPE: MISCELLANEOUS
HEARING DATE: MARCH 27, 2024
REPORT BY: MATTHEW HOWIE, SENIOR PLANNER
RECOMMENDED
ACTION: APPROVAL, SUBJECT TO CONDITIONS

**Vicinity
Map**

Item: 1712 McMurray Ave Jason Lee Elementary
Applicant: Richard Krasner with Richland School District
File #: M2024-103



Figure 1 - Vicinity Map

DESCRIPTION OF PROPOSAL

The Richland School District has requested approval by the Planning Commission for a freestanding sign on their campus pursuant to RMC 27.08.040(A)(2). Specifically, The School District is proposing to upgrade their existing freestanding pole signage, which is located at Jason Lee Elementary School. The applicants are proposing to install the new sign in the same area as their old one and in the same location.

HISTORY

The School District made an appraisal of their Jason Lee Elementary freestanding sign and found the base of the sign both rusted and compromised by a modification of the pole. To make the sign safe, and in the interest of improving the quality of signage on the property, the School District sought a sign permit. However, the Richland Municipal Code [RMC] Title 27 'Signs' has in more recent years gone through updates restricting the size and quantity of signs Citywide and the existing sign at Jason Lee was now a legal, non-conforming sign as per code only high schools and college campuses were allowed freestanding signage. As such, the applicant could make basic repairs to the sign but would be unable to replace the

sign. In efforts to allow new freestanding signage for primary education institutions, the proponent successfully applied for a Code Amendment through the Planning Commission and City Council to expand the relevant Code section to include elementary and middle schools, in the Parks and Public Facilities [PPF] land use district where those institutions typically reside. Now, to comply with Code, the proponent seeks Planning Commission approval of their sign proposal.

ANALYSIS

Pursuant to RMC 27.08.040(A)(2), freestanding signs on school district campuses may be allowed, subject to the following criteria:

- a. Only one sign, not exceeding 64 square feet in area, may be permitted.

The current, proposed sign is 50.12 square feet per face.

- b. The sign shall not exceed 20 feet in height.

The overall height of the proposed sign is 13'1".

- c. The sign shall meet minimum building setback requirements so that it will not obstruct either pedestrian or automobile traffic.

The school district is proposing to install a new sign in the same location as the existing/non-conforming sign. Although the City's non-conforming structure regulations would technically require that the new sign be located at least 20 feet from the front property line, the existing sign is located within no more than 2 feet from the front property line. In order for the sign to still be seen by traveling motorists, the school district has requested that the new sign be able to be located in the same location as the existing sign.

- d. The sign shall be oriented so that it does not directly face adjacent residential properties.

The sign will be oriented perpendicular to street so as to not directly face adjacent residential properties.

- e. If the sign contains an electronic reader board or is otherwise illuminated, all lighting shall be turned off between the hours of 10 p.m. and 7:00 a.m.

The reader board shall be turned off from the hours of 10:00 p.m. to 7:00 a.m. in order to be compliant with this requirement.

- f. Notice of the public meeting held to review an application for a freestanding sign shall be provided through posting of the site at the proposed sign location.

A City of Richland Pending Land Use Action sign was posted at the site on Friday, March 8, 2024.

RECOMMENDATION

Staff recommends that the Planning Commission approve the request to install a new reader board on the subject site subject to conditions of approval included within the Staff Report.

CONDITIONS OF APPROVAL:

1. The structure and attached appendages of the proposed freestanding sign shall be located no closer to the front property line than that of the existing sign/sign pole.
2. The sign shall not be illuminated from 10:00 p.m. to 7:00 a.m.

EXHIBIT LIST

1. Application Materials



EXHIBIT 1

MEMORANDUM

DATE: March 5, 2024

TO: City of Richland, Planning Commission

FROM: Richard Krasner, Executive Director of Operations 

SUBJECT: Jason Lee Elementary Electronic Reader Board Sign

Recently, the Planning Commission and City Council approved the School District's requests to amend the RMC 27.08.040(A)(2) Special Provisions section for freestanding signs at schools. The revisions allow for all school district campuses, not just high schools to benefit from the code section.

The amended code is as follows:

27.08.040 Special Provisions.

The following special provisions are provided to address situations posing unique signage requirements:

- A. Signs Subject to Approval by the Planning Commission. The following signs may be approved by the planning commission, provided they meet the criteria listed, unless waived by the commission:
 2. Freestanding signs on school district campuses ~~high school~~ or college campuses may be allowed in addition to those signs permitted under Table 27.10.020(A), subject to the following criteria:
 - a. Only one sign, not exceeding 64 square feet in area, may be permitted.
 - b. The sign shall not exceed 20 feet in height.
 - c. The sign shall meet minimum building setback requirements so that it will not obstruct either pedestrian or automobile traffic.
 - d. The sign shall be oriented so that it does not directly face adjacent residential properties.
 - e. If the sign contains an electronic reader board or is otherwise illuminated, all lighting shall be turned off between the hours of 10:00 p.m. and 7:00 a.m.
 - f. Notice of the public meeting held to review an application for a freestanding sign shall be provided through posting of the site at the proposed sign location.



As such, the Special Provisions section 27.08.040(A) does require approval by the Planning Commission. The Richland School District is drafting this letter to request approval of the Planning Commission.

The new freestanding sign Richland School District would like installed at Jason Lee Elementary is a replacement of the currently installed electronic reader board sign that is no longer functioning. The new freestanding sign meets the parameters in the code section. It does not exceed 65sf or 20ft in height. The building setbacks will not obstruct either pedestrian or automobile traffic and it does not face adjacent residential properties. The sign does contain an electronic reader board and therefore shall not operate during the nighttime hours.

The Richland School District would like to thank the Planning Commission for their consideration in approving the unique signage requirements as it pertains to the freestanding electronic reader board sign at Jason Lee Elementary.

Thank you.



Sign Application

☒ Permanent ☐ Temporary

Value of Footings/Foundation/
Connection* \$10000

PROPERTY OWNER INFORMATION						☐ Contact Person	
Owner: RICHLAND SCHOOL DISTRICT #400							
Address: 6972 KEENE RD WEST RICHLAND, WA 99353							
Phone: 5099676000				Email: caren.johnson@rsd.edu			
APPLICANT/CONTRACTOR INFORMATION (if different)						☒ Contact Person	
Company: Mustang Signs				UBI#: 603218903			
Contact: Lauren Brandon							
Address: 10379 W Clearwater Ave Ste 110 Kennewick WA 99336							
Phone: 5097354607				Email: lbrandon@mustangsigns.com			
SIGN INFORMATION							
Address and/or location of sign: 1750 McMurray Ave Richland				Value of sign: 40000			
GRAPHIC, SIGN, AND BUILDING DIMENSIONS							
Type of sign:	Freestanding ☒	Wall ☐	*Projecting ☐	Roof ☐	Canopy ☐	Marquee ☐	
Size of sign (sq. ft.): 50			Height above grade of lowest part of sign: 7				
Height above grade of highest part of sign: 13			Distance from nearest side line of premises (for projecting signs): na				
Longest Building Wall (ft.): na		Building Height (ft.): na		Surface Area of Building Wall (sq. ft.): na			

Building permits are required for freestanding, pole type or monument signs >6' in height, and for roof-top or wall-mounted signs that project above the roofline. Building permit fee is based on the valuation of the footing/foundation OR the connection to bldg. only. Construction details, including footing details, are required to be submitted with this application. *Roof-top or wall-mounted (projecting above roof or parapet) signs require engineering for the attachment to the roof or building.

The undersigned covenants that the above-mentioned sign for which permit is applied for will be constructed in all respects in accordance with plans and specifications submitted herewith, and in accordance with the provisions and regulations of the Building Code and all other ordinances and codes of the City of Richland applicable hereto in force when construction is commenced; and further agrees that in case of any variances or conflict between the plans and specifications submitted herewith, and the provisions or regulations of any of said ordinances or codes pertaining to such construction, that the provisions or regulations contained in such ordinances or codes shall govern and shall be followed.

PERMANENT SIGN APPLICATION MUST INCLUDE – One application for multiple signs

1. Completed application and filing fee
2. Site plan
3. 2 color copies (min 8 ½" x 11" / scale 1" = 20')
4. Rendering of sign as it will appear on building
5. Weight and dimensions
6. Provide cross-section view showing foundation, structural members (studs, beam, post, etc.) and how sign is attached to building (bolts, screws, lags, weld etc.) and into what framing member
7. Type of material sign is made of, color, and lighted or not
8. Signature of property owner or letter of authorization
9. Any other information the Administrator deems necessary to determine compliance with applicable codes

TEMPORARY SIGN APPLICATION MUST INCLUDE – One application per sign

1. Completed application and filing fee
2. Site plan
3. 1 color copy (min 8 ½" x 11" / scale 1" = 20')
4. Purpose of sign
5. Signature of property owner (where sign is to be placed)
6. Sign dimensions
7. Sketch showing location of sign
8. Any other information the Administrator deems necessary to determine compliance with applicable codes

I authorize employees and officials of the City of Richland the right to enter and remain on the property in question to determine whether a permit should be issued and whether special conditions should be placed on any issued permit. I have the legal authority to grant such access to the property in question.

I also acknowledge that if a permit is issued for land development activities, no terms of the permit can be violated without further approval by the permitting entity. I understand that the granting of a permit does not authorize anyone to violate in any way any federal, state, or local law/regulation pertaining to development activities associated with a permit.

I hereby certify under penalty of perjury under the laws of the State of Washington that the following is true and correct:

1. I have read and examined this permit application and have documented all applicable requirements on the site plan.
2. The information provided in this application contains no misstatement of fact.
3. I am the owner(s), the authorized agent(s) of the owner(s) of the above referenced property, or I am currently a licensed contractor or specialty contractor under Chapter 18.27 RCW or I am exempt from the requirements of Chapter 18.27 RCW.
4. I understand this permit is subject to all other local, state, and federal regulations.

Note: This application will not be processed unless the above certification is endorsed by an authorized agent of the owner(s) of the property in question and/or the owner(s) themselves. If the City of Richland has reason to believe that erroneous information has been supplied by an authorized agent of the owner(s) of the property in question and/or by the owner(s) themselves, processing of the application may be suspended.

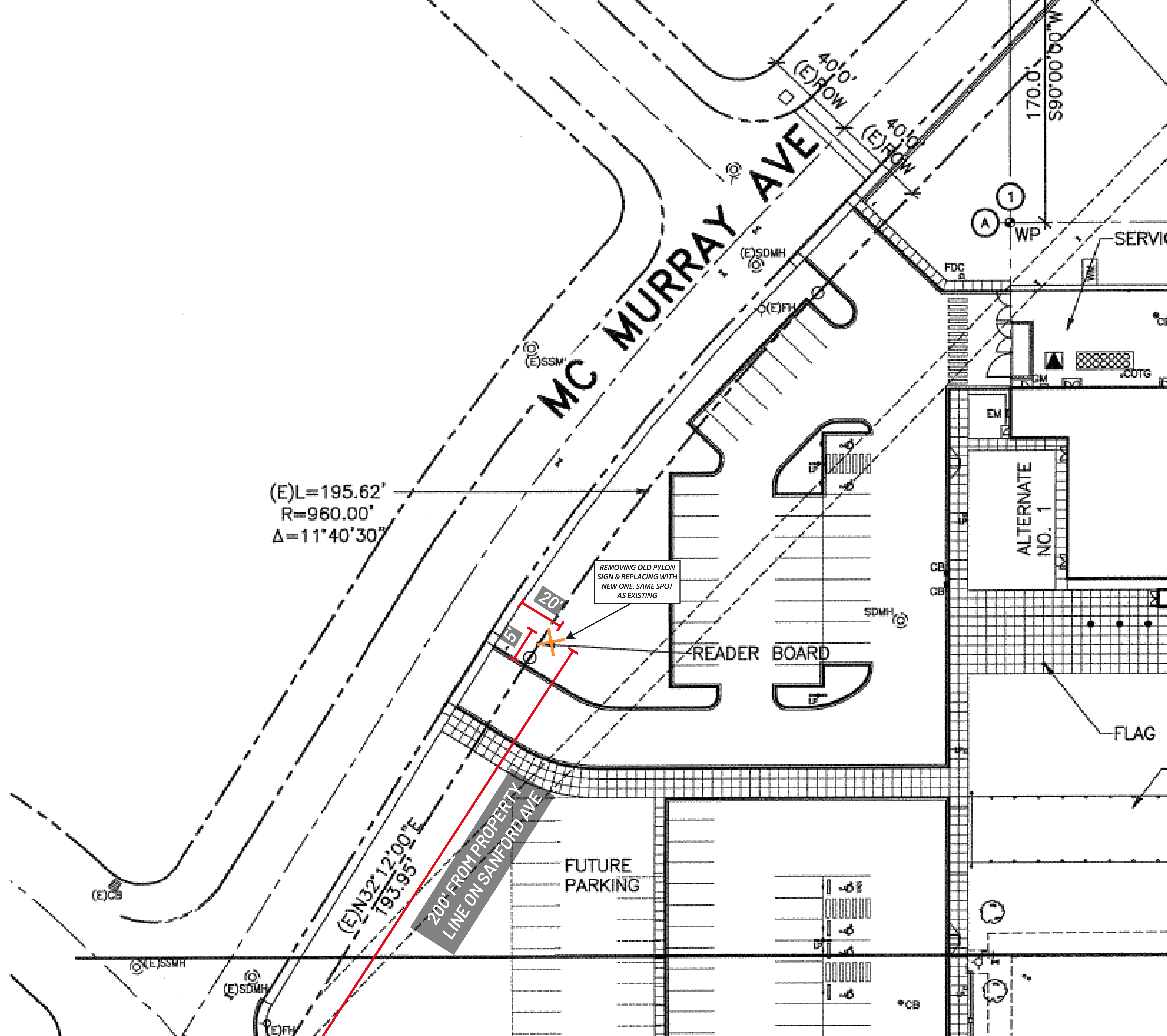
Applicant Printed Name: Lauren Brandon

Applicant Signature:  Date 06-02-2023

eSigned via SeamlessDocs.com
Key: 1371e5c707b2b27c504b134f066278da

Property Owner Printed Name: Caren Johnson

Property Owner Signature:  Date 06-05-2023



MATERIALS

SINGLE SIDED 4X8 EMC: QTY 2
SINGLE SIDED TOP CABINET: QTY 2

COLORS

 DIGITAL

NOTES

CLIENTS ARE RESPONSIBLE TO ENSURE
PROVIDED INFORMATION IS ACCURATE
BEFORE PRINT. IF YOU REQUIRE ANY
CHANGES AFTER APPROVAL, YOU WILL
BE RESPONSIBLE FOR ANY REPRINTS.

FRONT VIEW

SIDE VIEW

Topper Cabinet
(Double Sided)

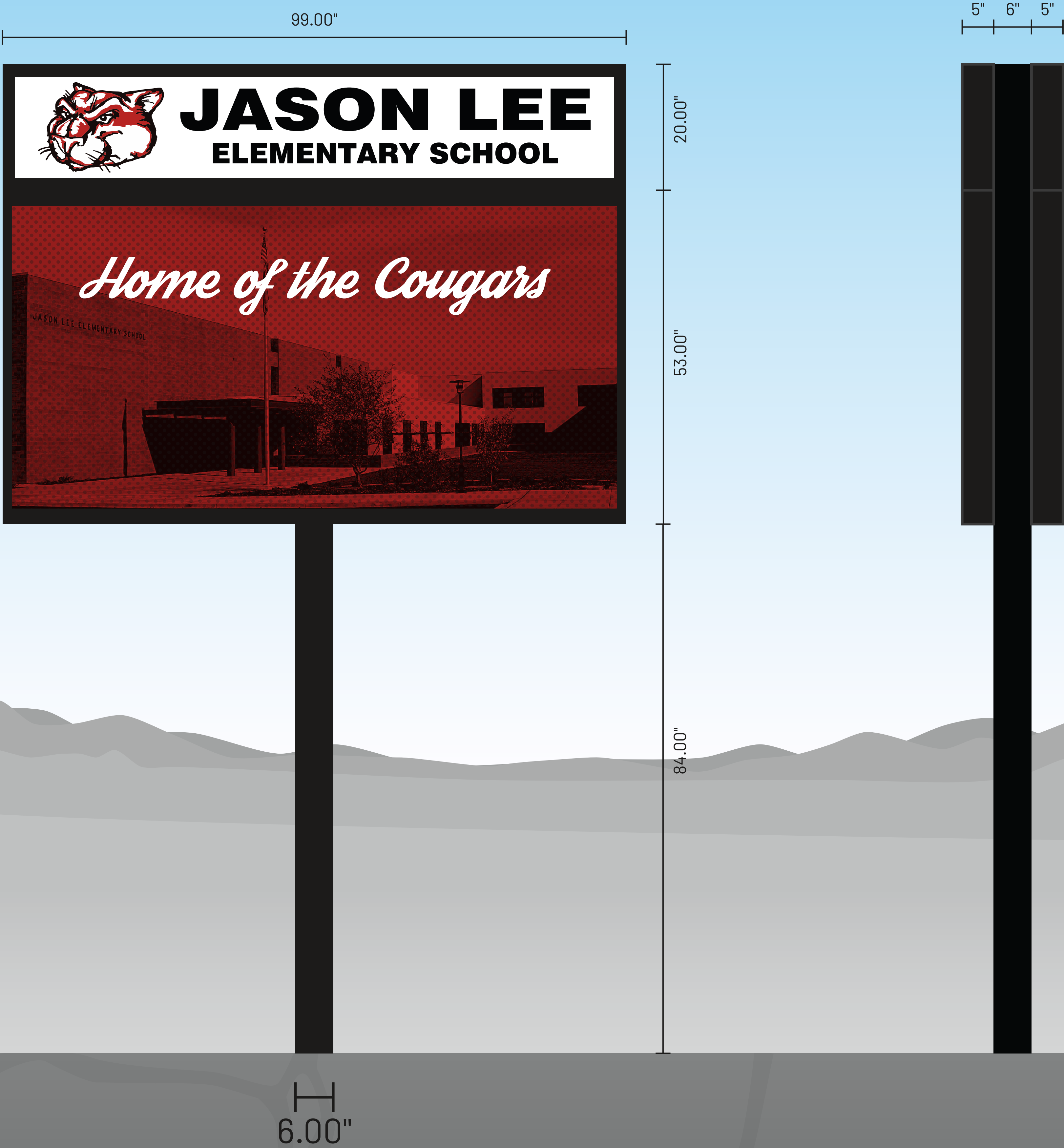
4' x 8' Message Center
(Double Sided)

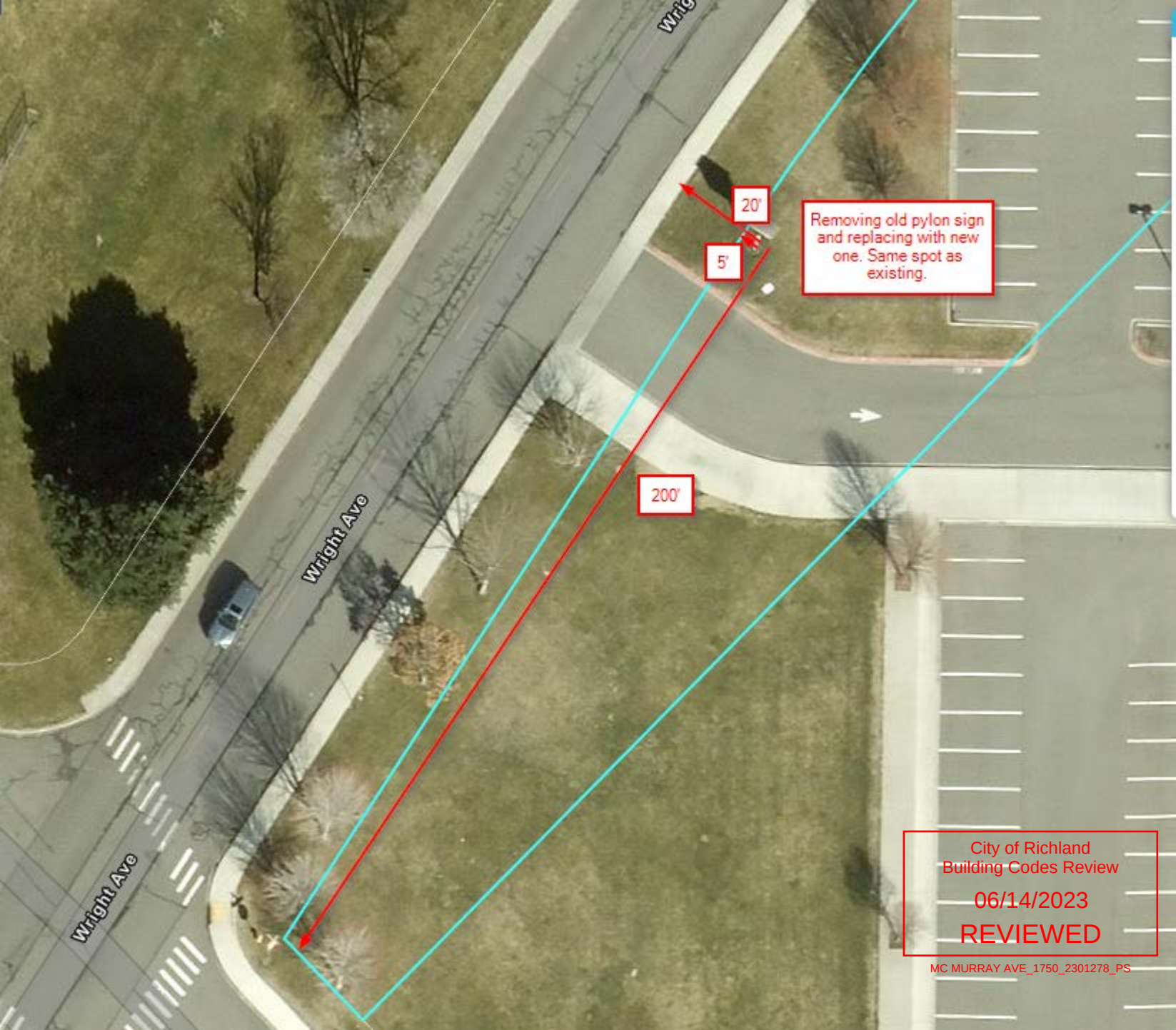
REVIEWED FOR BUILDING CODE COMPLIANCE
These plans have been checked for compliance with major building code items. The City's permit process has been established this way in order to expedite the start of construction, and this approval shall not be construed to be an approval to violate specific building code or other municipal ordinance provisions discovered during actual construction. Where these plans conflict with code provisions, the code provisions shall still apply. The permit holder and his contracted parties shall take full financial and all other liability for making corrections of errors and omissions to these plans and to the actual construction, including corrections mandated by other government agencies or other City departments. Permit holder shall comply with all requirements from other City departments prior to use or occupancy of the structure or building. Changes to these approved plans must be submitted to and approved by the City prior to construction of the change (additional fees apply).

macevedo06/14/2023
Plans ExaminerDate

Attachments

Total of 10 Plan Sheets





Wright Ave

Wright Ave

200'

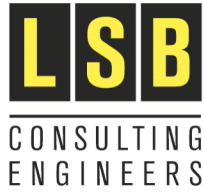
5'

20'

Removing old pylon sign
and replacing with new
one. Same spot as
existing.

City of Richland
Building Codes Review
06/14/2023
REVIEWED

MC MURRAY AVE_1750_2301278_PS



523 EAST THIRD AVENUE
SPOKANE, WASHINGTON 99202
P 509.323.9292 F 509.747.7115
WWW.LSBENGINEERS.COM

Sign Post for Jason Lee Elementary

*1750 McMurray Ave
Richland, Washington*

Structural Calculations

LSB Consulting Engineers
Project No: 22061

August 2022



City of Richland
Building Codes Review

06/14/2023

REVIEWED

MC MURRAY AVE_1750_2301278_PS

The calculations contained herein have been prepared exclusively for this project. LSB Consulting Engineers analyzed and/or designed this system for the specific configurations indicated and for the loading criteria appropriate at this location, as of this date. Unless explicitly noted, these calculations do not apply to similar configurations, or to the same configuration at another location. These calculations are only valid with a stamp and signature.

SIGN POST & FOOTING

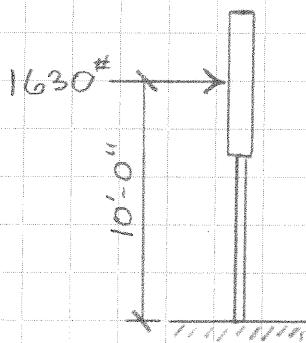
See Sign Dimensions and Wind Loading Criteria
on Attached Sheets

WIND LOAD

Case C Controls by Inspection

$$\therefore \text{Total Wind Force} = 35.3 \text{ psf} (6.1 \times 6.1) + 23.6 \text{ psf} (2.2 \times 6.1) \\ = \underline{\underline{1630^\#}} \text{ ULTIMATE}$$

POST DESIGN



Use ASTM A500, Grade C Round HSS
 $F_y = 50 \text{ ksi}$

$$\text{Limit Wind Drift to } H/100 = (10 \times 12)/100 \\ = 1.2''$$

See Attached ENERCALC Analysis

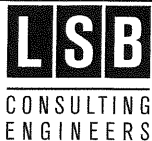
$$\therefore \text{Use HSS } 6.625 \times 0.280 \\ \text{Stress Ratio} = 0.373 < 1.0 \\ \text{Drift} = 0.734'' < 1.2''$$

City of Richland
Building Codes Review

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MC MURRAY AVE_1750_2301278_PS



Job No. 22061

JASON LEE ELEMENTARY

Date 8/9/22

By LAH

Sheet No.



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10379 W CLEARWATER AVE., KENNEWICK, WA 98336

MATERIALS

COLORS

DIGITAL PRINT

NOTES

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Topper Cabinet
(Double Sided)
LED Topper- 350 LBS
4' x 8' Message Center
(Double Sided)

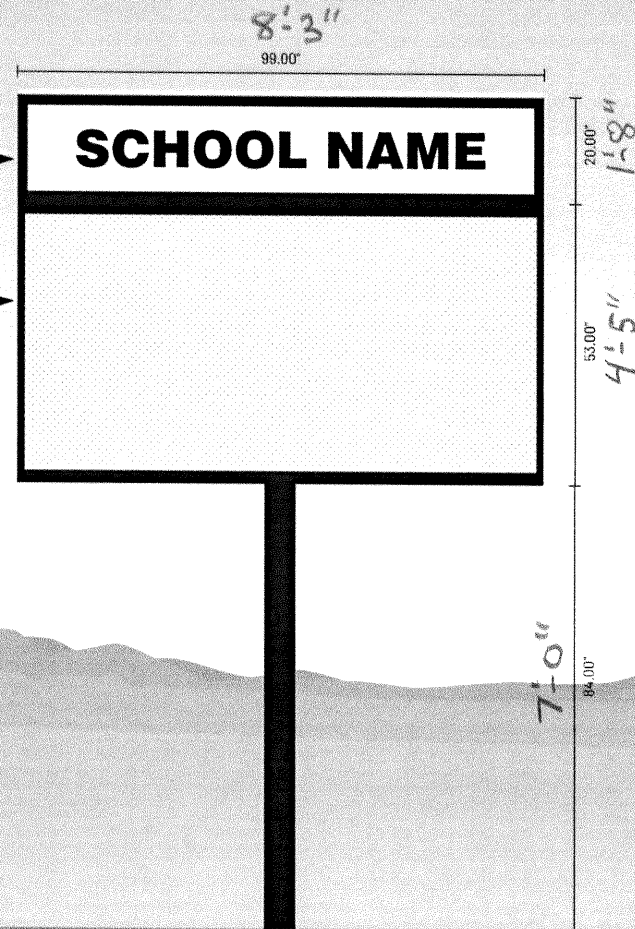
City of Richland
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06/14/2023

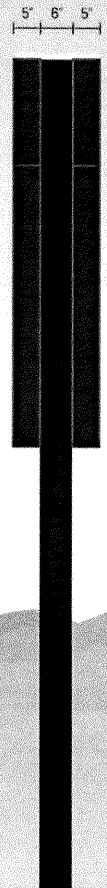
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FRONT VIEW



SIDE VIEW



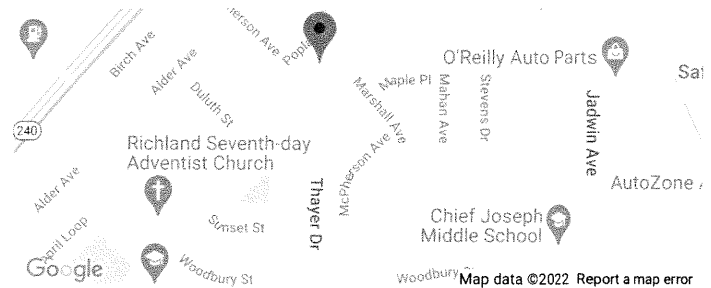
⚠ This is a beta release of the new ATC Hazards by Location website. Please [contact us](#) with feedback.

🔒 The ATC Hazards by Location website will not be updated to support ASCE 7-22. [Find out why.](#)

ATC Hazards by Location

Search Information

Coordinates: 46.30, -119.29
Elevation: 389 ft
Timestamp: 2022-08-09T23:12:11.352Z
Hazard Type: Wind



ASCE 7-16

MRI 10-Year	69 mph
MRI 25-Year	76 mph
MRI 50-Year	81 mph
MRI 100-Year	85 mph
Risk Category I	94 mph
Risk Category II	100 mph
Risk Category III	107 mph
Risk Category IV	111 mph

ASCE 7-10

MRI 10-Year	72 mph
MRI 25-Year	79 mph
MRI 50-Year	85 mph
MRI 100-Year	91 mph
Risk Category I	100 mph
Risk Category II	110 mph
Risk Category III-IV	115 mph

ASCE 7-05

ASCE 7-05 Wind Speed	85 mph
----------------------	--------

The results indicated here DO NOT reflect any state or local amendments to the values or any delineation lines made during the building code adoption process. Users should confirm any output obtained from this tool with the local Authority Having Jurisdiction before proceeding with design.

Please note that the ATC Hazards by Location website will not be updated to support ASCE 7-22. [Find out why.](#)

Disclaimer

Hazard loads are interpolated from data provided in ASCE 7 and rounded up to the nearest whole integer. Per ASCE 7, islands and coastal areas outside the last contour should use the last wind speed contour of the coastal area – in some cases, this website will extrapolate past the last wind speed contour and therefore, provide a wind speed that is slightly higher. NOTE: For queries near wind-borne debris region boundaries, the resulting determination is sensitive to rounding which may affect whether or not it is considered to be within a wind-borne debris region.

Mountainous terrain, gorges, ocean promontories, and special wind regions shall be examined for unusual wind conditions.

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LSB Consulting Engineers

523 East Third Ave

Spokane, WA

509-323-9292

JOB TITLE Sign Post at Jason Lee Elementary

JOB NO. 22061

SHEET NO.

CALCULATED BY LAH

DATE

CHECKED BY

DATE

Wind Loads - Other Structures:

ASCE 7- 16

Ultimate Wind Pressures

Wind Factor = 1.00
 Gust Effect Factor (G) = 0.85 Ultimate Wind Speed = 100 mph
 Kzt = 1.00 Exposure = C

A. Solid Freestanding Walls & Solid Signs (& open signs with less than 30% open)

Dist to sign top (h)	13.1 ft	s/h =	0.47	Case A & B
Height (s)	6.1 ft	B/s =	1.35	$C_f =$ 1.74
Width (B)	8.3 ft	Lr/s =	0.00	$F = q_z G C_f A_s =$ 27.4 As
Wall Return (Lr) =		Kz =	0.849	$A_s =$ 50.0 sf
Directionality (Kd)	0.85	qz =	18.5 psf	$F =$ 1369 lbs

Percent of open area to gross area 0.0% Open reduction factor = 1.00

Case C reduction factors

Factor if s/h > 0.8 = 1.00

Wall return factor for Cf at 0 to s = 1.00

Case C

Horiz dist from windward edge	Cf	F=qzGCfAs (psf)
0 to s	2.25	35.3 As
s to 2s	1.50	23.6 As

B. Open Signs & Single-Plane Open Frames (openings 30% or more of gross area)

Height to centroid of Af (z)	15.0 ft	Kz =	0.849
Width (zero if round)	0.0 ft	Base pressure (qz) =	18.5 psf
Diameter (zero if rect)	2.0 ft	$D(qz)^{.5} =$	8.60
Percent of open area to gross area	35.0%	I =	0.65
Directionality (Kd)	0.85	Cf =	1.1

$F = q_z G C_f A_f =$ **17.3 Af**
 Solid Area: Af = 10.0 sf
 F = 173 lbs

C. Chimneys, Tanks, & Similar Structures

Height to centroid of Af (z)	15.0 ft	Kz =	0.849
Cross-Section	Square	Base pressure (qz) =	19.6 psf
Directionality (Kd)	0.90	h/D =	15.00

Height (h) 15.0 ft

Width (D) 1.0 ft

Type of Surface N/A

Square (wind along diagonal)

Cf = 1.28
 $F = q_z G C_f A_f =$ **21.2 Af**
 Af = sf
 F = 0 lbs

Square (wind normal to face)

Cf = 1.67
 $F = q_z G C_f A_f =$ **27.7 Af**
 Af = 10.0 sf
 F = 277 lbs

D. Trussed Towers

Height to centroid of Af (z) 15.0 ft
 $\epsilon =$ 0.27
 Tower Cross Section triangle
 Member Shape flat
 Directionality (Kd) 0.95

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Kz = 0.849
 Base pressure (qz) = 20.6 psf

Diagonal wind factor = 1
 Round member factor = 1.000

Triangular Cross Section

Cf = 2.38
 $F = q_z G C_f A_f =$ **41.7 Af**
 Solid Area: Af = 10.0 sf
 F = 417 lbs

Steel Beam

Project File: 22061 Signs.ec6

LIC#: KW-06016401, Build:20.22.7.25

LSB CONSULTING ENGINEERS

(c) ENERCALC INC 1983-2022

DESCRIPTION: Sign Post

CODE REFERENCES

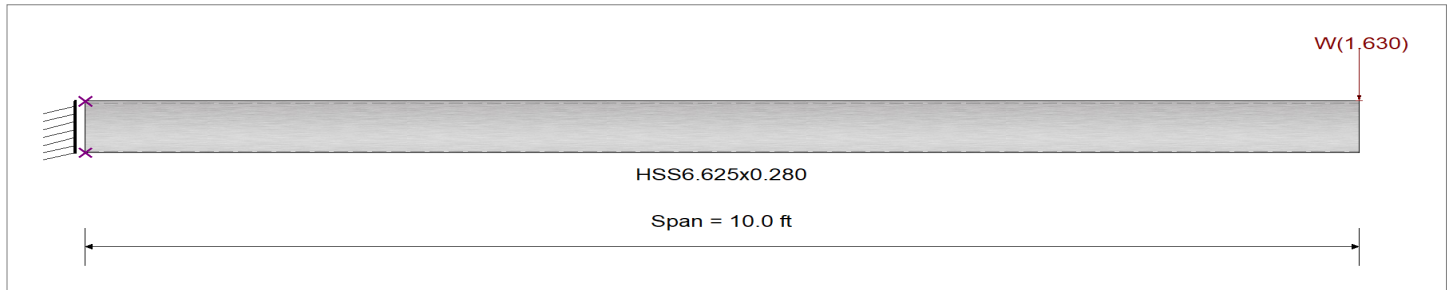
Calculations per AISC 360-16, IBC 2018, CBC 2019, ASCE 7-16

Load Combination Set : ASCE 7-16

Material Properties

Analysis Method Allowable Strength Design
 Beam Bracing : Completely Unbraced
 Bending Axis : Major Axis Bending

Fy : Steel Yield : 50.0 ksi
 E: Modulus : 29,000.0 ksi



Applied Loads

Service loads entered. Load Factors will be applied for calculations

Beam self weight NOT internally calculated and added

Load(s) for Span Number 1

Point Load : W = 1.630 k @ 10.0 ft

DESIGN SUMMARY

Design OK

Maximum Bending Stress Ratio =		0.373 : 1		Maximum Shear Stress Ratio =		0.021 : 1	
Section used for this span		HSS6.625x0.280		Section used for this span		HSS6.625x0.280	
Ma : Applied		9.780 k-ft		Va : Applied		0.9780 k	
Mn / Omega : Allowable		26.198 k-ft		Vn/Omega : Allowable		46.707 k	
Load Combination		+0.60W		Load Combination		+0.60W	
Span # where maximum occurs		Span # 1		Location of maximum on span		0.000 ft	
Span # where maximum occurs		Span # 1		Span # where maximum occurs		Span # 1	
Maximum Deflection							
Max Downward Transient Deflection		0.000 in Ratio =		0 <360			
Max Upward Transient Deflection		0.000 in Ratio =		0 <360			
Max Downward Total Deflection		0.734 in Ratio =		327 >=180		Span: 1 : +0.60W	
Max Upward Total Deflection		0.000 in Ratio =		0 <180			

Maximum Forces & Stresses for Load Combinations

Load Combination			Max Stress Ratios		Summary of Moment Values						Summary of Shear Values			
Segment Length	Span #		M	V	Mmax +	Mmax -	Ma Max	Mnx	Mnx/Omega	Cb	Rm	Va Max	VnxVnx/Omega	
Dsgn. L = 10.00 ft	1			0.000				43.75	26.20	1.00	1.00	-0.00	78.00	46.71
+0.60W														
Dsgn. L = 10.00 ft	1		0.373	0.021		-9.78	9.78	43.75	26.20	1.00	1.00	0.98	78.00	46.71
+0.450W														
Dsgn. L = 10.00 ft	1		0.280	0.016		-7.34	7.34	43.75	26.20	1.00	1.00	0.73	78.00	46.71

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+0.60W	1	0.7342	10.000		0.0000	0.000

Vertical Reactions

Load Combination	Support 1	Support 2
Overall MAXIMUM	1.630	
Overall MINIMUM	0.734	
+0.60W	0.978	
+0.450W	0.734	
W Only	1.630	

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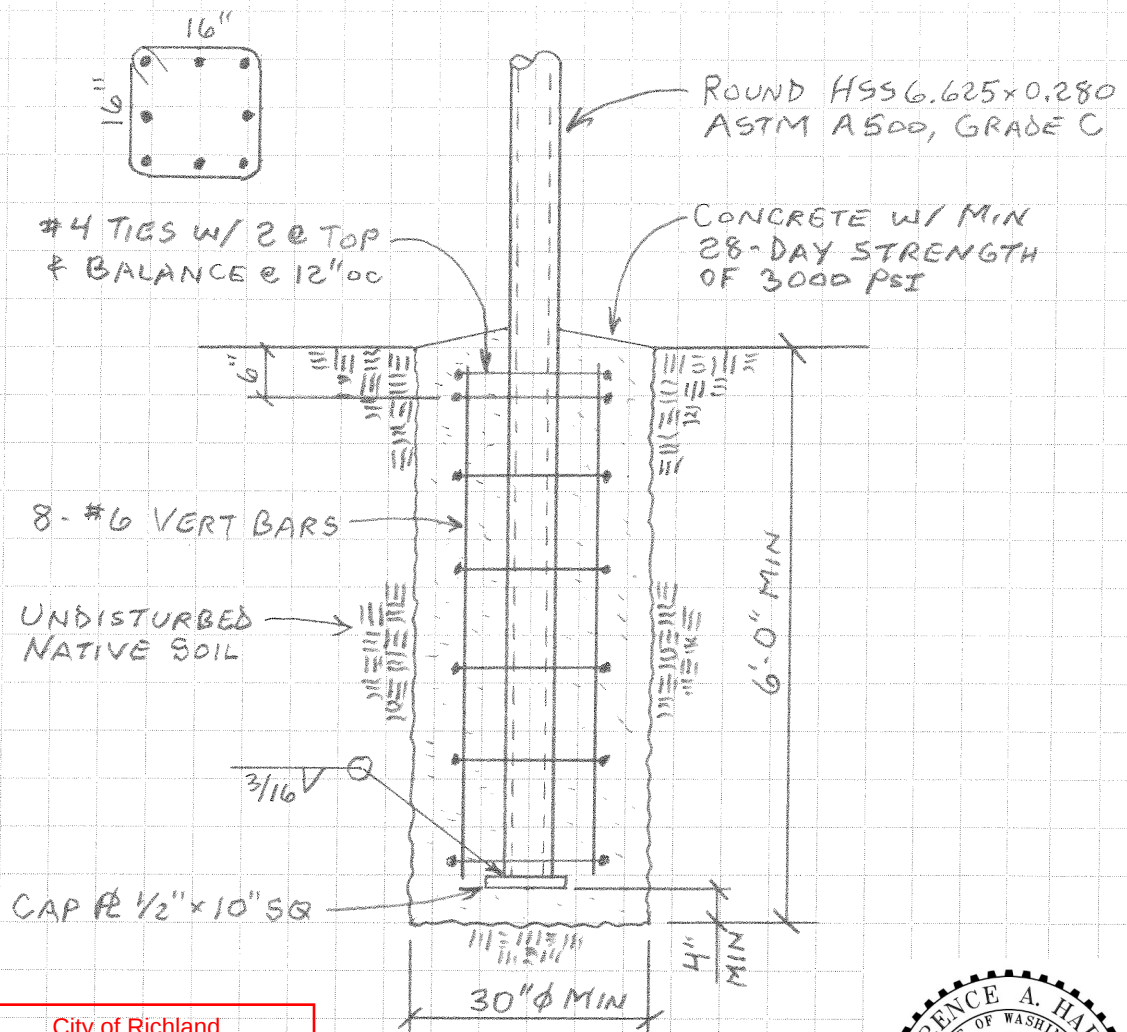


FOOTING DESIGN

Use an Embedded "Flag Pole" Footing

Assume Allowable Passive Soil Pressure = 200pcf

See Attached ENERCALC Output

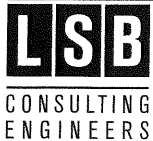


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MC MURRAY AVE 1750_2301278_PS



Job No. 22061

JASON LEE ELEMENTARY

Date 8/10/22

By LAH

Sheet No.

Pole Footing Embedded in Soil

Project File: 22061 Signs.ec6

LIC#: KW-06016401, Build:20.22.7.25

LSB CONSULTING ENGINEERS

(c) ENERCALC INC 1983-2022

DESCRIPTION: Sign Post Footing

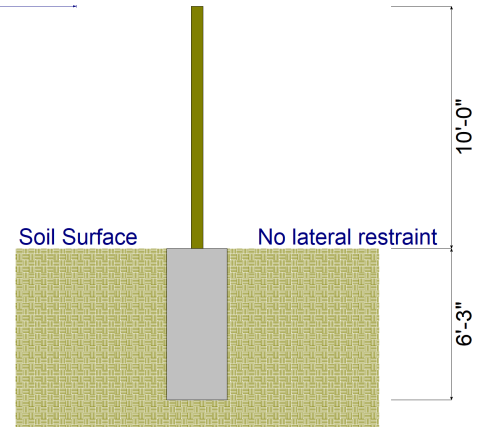
Code References

Calculations per IBC 2018 1807.3, CBC 2019, ASCE 7-16
 Load Combinations Used : ASCE 7-16

General Information

Pole Footing Shape Circular
 Pole Footing Diameter 30.0 in
 Calculate Min. Depth for Allowable Pressures
 No Lateral Restraint at Ground Surface
 Allow Passive 200.0 pcf
 Max Passive 1,500.0 pcf

Point Load



Controlling Values

Governing Load Combination 0.60W
 Lateral Load 0.9780 k
 Moment 9.780 k-ft

NO Ground Surface Restraint

Pressures at 1/3 Depth
 Actual 410.048 psf
 Allowable 411.589 psf

Minimum Required Depth 6.250 ft

Footing Base Area 4.909 ft²
 Maximum Soil Pressure 0.0 ksf

Applied Loads

Lateral Concentrated Load (k)	Lateral Distributed Loads (k)	Vertical Load (k)
D : Dead Load k	k/ft	k
Lr : Roof Live k	k/ft	k
L : Live k	k/ft	k
S : Snow k	k/ft	k
W : Wind 1.630 k	k/ft	k
E : Earthquake k	k/ft	k
H : Lateral Earth k	k/ft	k
Load distance above ground surface 10.0 ft	TOP of Load above ground surface ft	
	BOTTOM of Load above ground surface ft	

Load Combination Results

Load Combination	Forces @ Ground Surface		Required Depth - (ft)	Pressure at 1/3 Depth		Soil Increase Factor
	Loads - (k)	Moments - (ft-k)		Actual - (psf)	Allow - (psf)	
	0.000	0.000	0.13	0.0	0.0	1.000
+0.60W	0.978	9.780	6.25	410.0	411.6	1.000
+0.450W	0.734	7.335	5.63	368.4	368.9	1.000

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