



Agenda
Board of Adjustment Meeting
Thursday, July 18, 2024
Richland City Hall ~ Council Chambers
625 Swift Boulevard

Board Members: Chair Van Hoff, Vice-Chair Gray, and Members Bricker, Nuzum and Raffa

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)

- I. May 18, 2023, Board of Adjustment Meeting Minutes

Public Hearing Explanation:

New Business - Public Hearing:

2. PLN-T2-2024-00002 - 1837 Norwood Court Major Variance from Rear Yard Setback
 - Kyle Hendricks, Planner
3. Election of Officers
 - Mike Stevens, Planning Manager

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.



BOARD OF ADJUSTMENT AGENDA ITEM COVERSHEET

Meeting Date: 7/18/2024

Agenda Category: Approval of Minutes

Prepared By: Carly Kirkpatrick, Administrative Assistant II

Subject:

May 18, 2023, Board of Adjustment Meeting Minutes

Department:

Development Services

Recommended Motion:

Move to approve the May 18, 2023, Board of Adjustment meeting minutes.

Summary:

Attachments:

1. 2023.05.18 Board of Adjustment Meeting Minutes

Fiscal Impact Summary: None



**MINUTES
BOARD OF ADJUSTMENT MEETING
THURSDAY, MAY 18, 2023
City Hall – 625 Swift Boulevard – Council Chamber
6:00 p.m.**

Call to Order:

Chairman Van Hoff called the meeting to order at 6 p.m.

Attendance:

Present: Chairman Van Hoff and Board members Bricker and Nuzum. Also attending was Development Services Director Jensen, Senior Planner Howie, Planner Hendricks and Permit Technician Hogan

Approval of Agenda:

Chairman Van Hoff asked for a motion to approve the agenda.

BOARD MEMBER NUZUM MOVED AND MEMBER BRICKER SECONDED THE MOTION TO APPROVE THE AGENDA. MOTION PASSED 3-0.

Approval of Minutes:

Chairman Van Hoff presented the meeting minutes of the February 16th, 2023, meeting and noted some corrections that were needed.

BOARD MEMBER BRICKER MOVED AND BOARD MEMBER NUZUM SECONDED THE MOTION TO APPROVE THE MINUTES OF THE FEBRUARY 16, 2023, MEETING WITH NOTED CORRECTIONS. MOTION PASSED 3-0.

Public Hearing:

Permit Technician Hogan read the Public Hearing Explanation.

New Business

**SUP 2023-103 Port of Benton Special Use Permit Request to Allow Mining Operation
-Senior Planner Matthew Howie**

Senior Planner Howie gave a presentation for The Port of Benton and American Rock Products application and staff report to expand and operate an industrial aggregate mining operation on approximately 25 acres.

CHAIRMAN VAN HOFF OPEN PUBLIC HEARING AT 6:21 PM

Roger Wright RGW Enterprises, representing the Port of Benton, was sworn in and present to speak to the request for the Special Use Permit. Mr. Wright wanted to note the applicant team's willingness to comply with conditions in the Staff Report, and he discussed some of the conditions of approval that needed revising.

CHAIRMAN VAN HOFF CLOSED PUBLIC HEARING AT 6:30 PM

Board members had questions for staff and the applicant regarding conditions in Special Use Permit and discussed the merits of the conditions. Following discussions, the following motion was made:

MEMBER BRICKER MOVED AND MEMBER NUZUM SECONDED THE MOTION THAT THE BOARD OF ADJUSTMENT APPROVE THE REQUEST FOR SPECIAL USE PERMIT WITH THE CONDITIONS SET FORTH IN THE STAFF REPORT AND THE CHANGE TO CONDITION NUMBER 1. MOTION PASSED 3-0 ON A ROLL CALL VOTE.

COMMUNICATIONS:

None.

ADJOURNMENT:

Chairman Van Hoff adjourned the meeting at 6:54 p.m.

PREPARED BY:

Jodi Hogan, Permit Technician

REVIEWED BY:

Mike Stevens, Planning Manager

APPROVED BY:

Carl Van Hoff, Chairman



BOARD OF ADJUSTMENT AGENDA ITEM COVERSHEET

Meeting Date: 7/18/2024

Agenda Category: New Business - Public Hearing

Prepared By: Kyle Hendricks, Planner

Subject:

PLN-T2-2024-00002 - 1837 Norwood Court Major Variance from Rear Yard Setback

Department:

Development Services

Recommended Motion:

Staff moves that the Board of Adjustment concur with the Findings and Conclusions set forth in the staff report and approve the variance to RMC 23.18.040 authorizing the construction of an 826 square foot addition onto an existing single-family residence within approximately 16 feet of the rear property line.

Summary:

Variance to RMC 23.18.040 authorizing the construction of an 826 square foot addition to an existing single-family residence within approximately 16 feet of the rear property line.

Attachments:

1. 1837 Norwood Major Variance Full Staff Report

Fiscal Impact Summary: None.



Richland

STAFF REPORT

TO: BOARD OF ADJUSTMENT
FILE NO.: PLN-T2-2024-00002

PREPARED BY: KYLE HENDRICKS
DEVELOPMENT SERVICES

MEETING DATE: JULY 18, 2024

GENERAL INFORMATION

APPLICANT: ZACK MCLEOD, MCLEOD HOME DESIGN, APPLICANT, ON BEHALF OF THOMAS AND TRUDY ANDERSEN, OWNERS.

REQUEST: VARIANCE TO RMC 23.18.040 ALLOWING THE CONSTRUCTION OF AN APPROXIMATELY 826 SQUARE FOOT ADDITION ONTO AN EXISTING SINGLE-FAMILY RESIDENCE WITHIN APPROXIMATELY 16 FEET OF THE REAR PROPERTY BOUNDARY.

LOCATION: 1837 NORWOOD COURT, APN 103981050000003

ZONING: R-1-10 (LOW DENSITY RESIDENTIAL)

LEGAL DESCRIPTION: REPLAT OF NORWOOD HEIGHTS, LOT 3

ADJACENT USES: ALL ADJACENT USES ARE SINGLE-FAMILY RESIDENCES.

REASON FOR REQUEST

The applicant is requesting a variance from RMC 23.18.040 (Site requirements for residential use districts) to authorize the construction of an 826 s.f. addition onto an existing single-family home to within approximately 16 feet of the rear property line. Richland Municipal Code (RMC 23.18.040) requires that all residential construction be setback at least 25 feet from a rear property line.

RICHLAND MUNICIPAL CODE PROVISIONS

RMC 23.18.040 (Site requirements for residential use districts) applies a twenty-five-foot (25) minimum rear yard setback to primary structures. For convenience, the pertinent setback requirement is highlighted on the following table.

Standard	R-1-12	R-1-10	R-2	R-2S	R-3
Minimum Lot Area Requirement – One-Family Detached Dwelling	10,000 feet ¹	8,000 feet	6,000 feet	4,000 feet	4,000 feet
Minimum Lot Area Requirement – Two-Family Detached Dwelling	N/A	N/A	10,000 feet	7,000 feet	7,000 feet
Minimum Lot Area Requirement – One-Family Attached Dwellings	N/A	N/A	N/A	3,000 feet	3,000 feet
Maximum Density – Multifamily Dwellings (Units/Square Foot)	N/A	N/A	N/A	N/A	1:3,000
Minimum Lot Width – One-Family Detached Dwelling	90 feet	70 feet	50 feet	42 feet	42 feet
Minimum Lot Width – Two-Family Detached Dwelling	N/A	N/A	70 feet	64 feet	64 feet
Minimum Lot Width – One-Family Attached Dwellings	N/A	N/A	N/A	30 feet	30 feet
Average Lot Size Requirement ²	12,000	10,000	None	None	None
Minimum Front Yard Setback ³	20 feet	20 feet	20 feet	15 feet/18 feet ⁴	20 feet ^{6,10}
Minimum Side Yard Setback	10 feet	10 feet	6 feet	6 feet ⁵	6 ¹⁰
Minimum Alley/Private Access Easement Setback	6 feet	6 feet	6 feet	6 feet	6 feet
Minimum Rear Yard Setback	25 feet	25 feet	25 feet	20 feet/3 feet ⁷	25 feet ^{6,10}
Maximum Lot Coverage ⁸	40%	40%	40%	50%	33%/45% ^{9,10}
Maximum Building Height – Main Building	30 feet	30 feet	30 feet	30 feet	40 feet ¹⁰
Maximum Building Height – Detached Accessory Buildings ¹¹	16 feet	16 feet	16 feet	16 feet	16 feet

SITE DESCRIPTION

1837 Norwood Court is a 10,388 square foot (0.23-acre) lot containing an approximately 2,006 square foot single-family residence. Although the homes along Norwood court have a variant of designs, some are single story while others appear to have a second story, the homes on this street are of similar massing and appearance from the street. The lot is an irregularly shaped quadrilateral at the terminus of a cul-de-sac. The approximate width of the lot, not taking into account the curve of the cul-de-sac, is approximately 75 feet, and the average depth of the lot is approximately 122 feet. However, as previously stated, the lot is irregularly shaped and the shortest depth of the lot measures approximately 106 feet along the south western side property boundary.

ANALYSIS

The site plan submitted for the building permit illustrates the profile of the proposed home addition at 16.44-feet from the rear property line. The minimum rear setback for attached home additions is 25 feet (23.18.040 RMC). As proposed, the home addition will encroach approximately 8.56-feet into the minimum rear setback which equates to a 35% setback reduction.

The merits of this application are discussed below in terms of the applicable variance review criteria.

PUBLIC NOTICE

Application Date:	June 3, 2024
Notice of Application & Hearing Mailed:	June 26, 2024
Notice of Application & Hearing Posted:	June 26, 2024
Public Hearing:	July 18, 2024

A combined Notice of Application & Hearing was provided through posting of the property, mailing of notice to property owners within 300 feet of the site, publication in the *Tri-City Herald* and posting on the City's website.

COMMENTS

At the time this report was prepared, the City received no comments of concern from other public agencies or nearby neighbors.

STAFF FINDINGS

The following are Staff's findings relative to the requirement for the granting of a variance as set forth in Richland Municipal Code (RMC) Sections 23.70.110, Applications and 23.70.140, Findings.

1. Special conditions and circumstances exist which are peculiar to the subject property and not applicable to other properties in the same zoning district.

According to the applicant, the special condition that exists is the fact that the proposed addition area is the only area to make a reasonable transition from living space and the rest of the home while creating an ADA accessible bedroom and bathroom. Staff would add that the physical nature of the cul-de-sac and how it interacts with the property's front boundary line, forced development of the house to where it is now, not allowing for a reasonable addition to the rear of the house. The minimum front yard setback in the R-1-10 residential zone is 20', however this house was built at approximately 25' according to city records. **The requested variance appears to be in compliance with this criteria.**

2. Literal interpretation of the ordinance would deny the applicant rights commonly enjoyed by other properties in the district.

The applicant indicated that they need the variance to provide a bedroom, bathroom and utility room on the ground floor. Literal interpretation of RMC 23.18.040 imposes a 25' rear yard setback for primary structures such as what is being proposed. In order to build a reasonable addition for an ADA accessible bedroom, a reduction in the rear yard setback is necessary due to the position of the house on the property and the interior floor plan, the proposed ground story space is the only feasible location to add a bedroom and bathroom addition. **The requested variance appears to be in compliance with this criteria.**

3. The special conditions and circumstances do not result from actions of the applicant.

The applicant indicates that the special condition/circumstance that exists are not the result of the applicant. According to city records the house was constructed in 1969 and the applicant stated that they bought the house in 1986. **The requested variance appears to be in compliance with this criteria.**

4. The requested variance will not confer a special privilege to the applicant that is denied others in the same use district.

The applicants have indicated that this variance will provide them the ability to stay living in their home because using the stairs to access bathrooms, bedrooms and utility room throughout the dwelling is becoming a hazard. Approving the variance would allow the home addition to within 16.44' of the rear yard property line, while the minimum is 25'. The requested variance still allows for adequate emergency services access to the rear of the home. **The requested variance appears to be in compliance with this criteria.**

5. Justification for granting the variance.

The homeowners have indicated that they purchased their home in 1986 and at the time of purchase stairs were not a concern. As they have aged the requirements to go up or down stairs to access the bedrooms, bathrooms or utility room has become an issue. To stay in their home, they need to add a bedroom, bathroom and utility room to the ground floor to make the home ADA accessible.

The justification for the granting of the variance from the applicant's perspective appears to be that in order to continue living in their home they must have the addition to create an ADA accessible living situation. While the owners age, using the stairs in their home to access bedrooms, bathrooms, kitchens and such may become hazardous. Being able to construct this bedroom and bathroom on the same floor as the existing kitchen will allow for a normal use of the house. While staff fully understands the reasoning behind the applicant's perspective, the Board of Adjustment must base its decision upon compliance with all of the criteria listed herein. **The requested variance appears to be in compliance with this criteria.**

6. The variance is the minimum necessary to make reasonable use of the property.

The proposed floor plan of the requested variance does appear to be the minimum necessary to construct the addition with reasonable hallway widths. **The requested variance appears to be in compliance with this criteria.**

7. The variance would be consistent with the general purpose and intent of the Code and would not be injurious to the surrounding neighborhood or detrimental to the public welfare.

The requested addition would not be noticed from the front of the home, therefore the streetside appearance of the neighborhood will not be impacted. The approximate 16' of setback is still substantial and provides adequate space for emergency access. No comments in opposition of the requested variance have been received by staff at the time of writing this report. **The requested variance appears to be in compliance with this criteria.**

SUGGESTED CONCLUSIONS OF LAW

1. The Board of Adjustment has jurisdiction to hold a public hearing and issue a decision for the proposed Zoning Variance.
2. The proposed Variance is consistent with the goals and policies of the City's Comprehensive Plan.
3. The Board of Adjustment is able to grant the proposed Variance request as the requested Variance is the minimum necessary to make reasonable use of the property and is consistent with the general purpose and intent of the Code.
4. Literal interpretation of the ordinance would deny the applicant of rights commonly enjoyed by other properties in the district as the cul-de-sac creates an unusually shaped lot, forcing developable space of the lot more towards the rear of the lot when considering all residential setbacks.

SUGGESTED FINDINGS OF FACT:

1. Zack McLeod of McLeod Home Design has applied for a Variance on behalf of Thomas and Trudy Andersen, property owners, authorizing the construction of a new home addition including a bedroom, bathroom, and laundry rooms within approximately 16.44' of the rear property line.
2. The subject property is located at 1837 Norwood Court.
3. The subject property is at the terminus of a cul-de-sac, creating an unusually shaped front yard.
4. The subject site is bordered on each side by other single-family homes.
5. The subject site is approximately 10,388 square feet in size.
6. The subject site contains a single-family home.
7. Richland Municipal Code Section 23.18.040 imposes twenty-five (25) foot minimum rear yard setbacks for homes and attached home additions in the R-1-10 zoning district.
8. Pursuant to RMC 19.20.040, Joint public hearings, the City has determined that the Board of Adjustment is the authorized review body for Variance review proceedings.
9. The site is zoned Single-Family Residential by the City's official zoning map and is designated as Low-Density Residential by the City's Comprehensive Plan.

10. The site is not located within the jurisdiction of the City's Shoreline Master Program nor does it contain any critical areas regulated by RMC 22.10.
11. All public notification requirements have been fulfilled.
12. No comments of concern from public agencies were received.
13. No public comments were received.
14. Requirements for granting variances are set forth in Richland Municipal Code (RMC) Sections 23.70.110, Applications and 23.70.140, Findings.
15. The requested variance is the minimum necessary to continue reasonable use of the property.
16. Literal interpretation of the ordinance does not deny the applicant rights commonly enjoyed by other properties in the district.
17. All neighboring homes appear to be compliant with the minimum rear yard setback.
18. There is an approximately 5' wide easement along the rear property line. This proposal does not appear to conflict with said easement.

RECOMMENDED MOTION:

I move that the Board of Adjustment concur with the Findings and Conclusions set forth in the staff report and **APPROVE** the variance to RMC 23.18.040 authorizing the construction of a home addition that is a distance less the minimum rear yard setback of 25'.

EXHIBIT LIST:

- Exhibit 1 – Variance application
- Exhibit 2 – Site plan
- Exhibit 3 – Vicinity map
- Exhibit 4 – Public notice & affidavits



City of Richland
625 Swift Blvd
Richland WA 99352
(509) 942-7794

Plan Snapshot Report

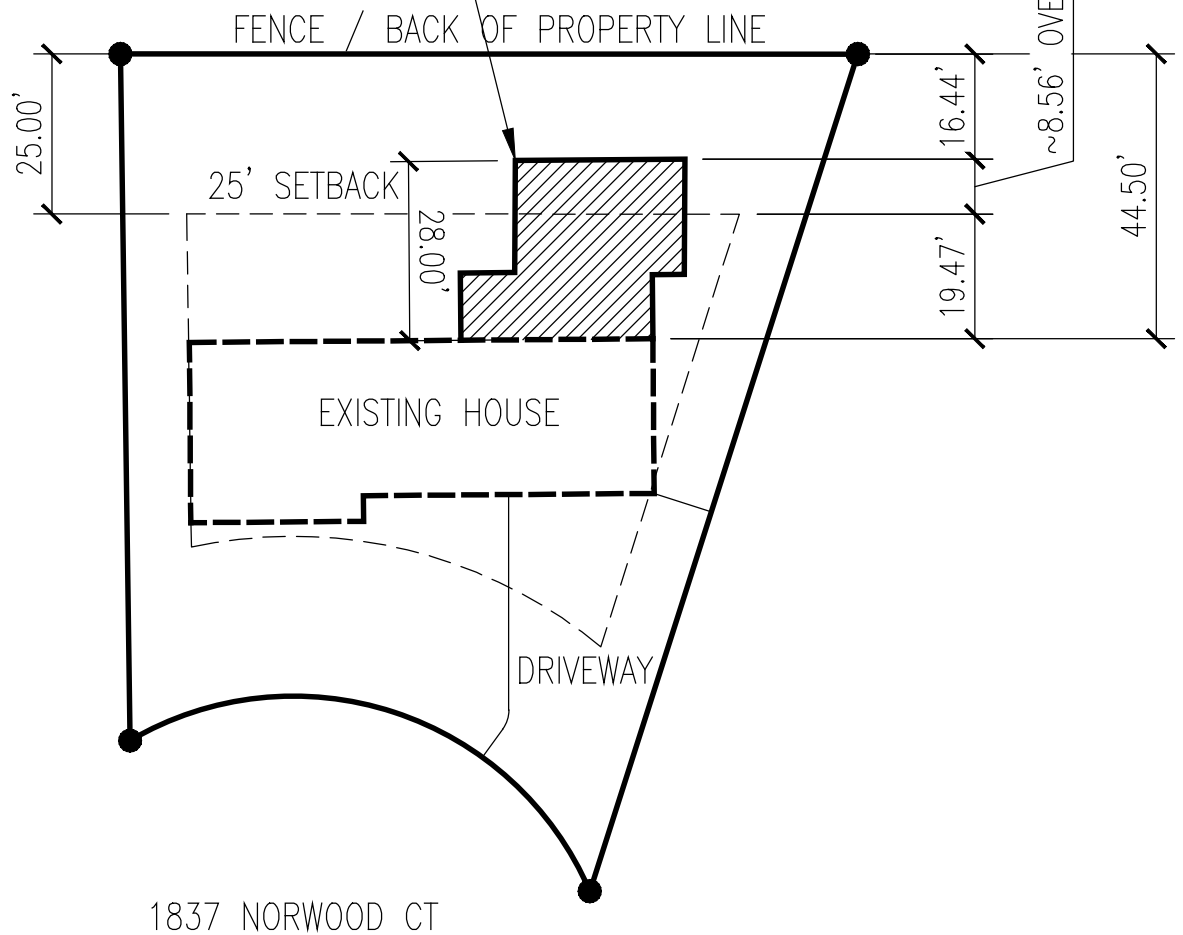
Plan Type: Type 2	Plan #: PLN-T2-2024-00002	App Date: 06/03/2024
Work Class: T2 - Major Variance	District: City of Richland	Exp Date: 10/01/2024
Status: In Review		Completed: NOT COMPLETED
Description: The backyard setback is 25 feet. In order to add a ground floor bedroom, bathroom and utility room we need to go within 16.44 feet of our backyard property line.		Approval Expire Date:

Parcel: 103981050000003	Main	Address: 1837 Norwood Ct Richland, WA 99354	Main	Zone:
Property Owner Thomas Andersen 1837 Norwood Ct. Richland, WA 99354 Home: (509) 943-9911 Mobile: (509) 308-0324	Contractor McLeod Home Designs Business: (509) 528-2884	Applicant Thomas Andersen 1837 Norwood Ct. Richland, WA 99354 Home: (509) 943-9911 Mobile: (509) 308-0324		

Plan Custom Fields

What unusual conditions exist on your property.	The only area to put the addition is behind the garage. In order to make a reasonable transition from the existing living area into the addition and keep all rooms handicap accessible we would need to build within 16.44 feet of our rear property line. I spoke with our neighbors behind us and beside us and they are all supportive of this variance.	Were these conditions caused directly by you.	No	How does code deprive you rights enjoyed by others	We need the variance to provide a bedroom, bathroom and utility room on the ground floor.
Does this variance create a special privilege.	This variance will only provide the ability to stay living in our home as we are older and cannot deal wit stairs to access bathrooms, bedrooms and utility room.	Other considerations.	We purchased out home at 1837 Norwood Ct. in 1986 and have lived here for almost 40 years. At the time of our purchase our age did not make stairs a concern. As we have aged the requirements to go up or down stairs to access the bedrooms, bathrooms or utility room has become an issue. To stay in our home, we need to add a bedroom, bathroom and utility room to the ground floor. In preparation to other aging concerns, we desire this addition to be handicap accessible.		

PROPOSED ADDITION/
MASTER, BATHROOM & LAUNDRY



Site Plan

SCALE: 1" = 30'

File: Anderson Addition - Site Plan.dwg A4 - 8 1/2" X 11 PAPER

LEGAL DESCRIPTION:

1837 NORWOOD CT, RICHLAND WA

TAX PARCEL #: XXXXXXXXXXXXXXXXXXXX

ANDERSEN ADDITION

LEGEND:

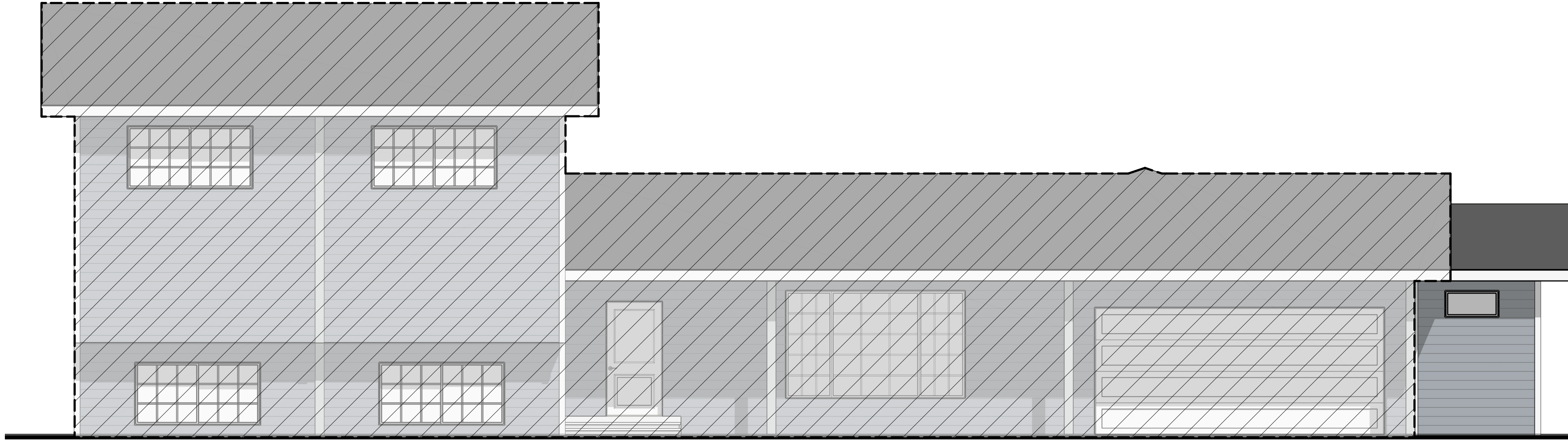
W=WATER
I=IRRIGATION
S=SEWER
P=POWER

FILE: ANDERSEN REMODEL-ADDITION
DATE: 5/27/2024
TIME: 11:26:05 PM
REV: 0
SCALE: 1/4" = 1'
DESIGNER: MARK MCLEOD
CELL: 509-528-2884
WWW.MCLEODHOMEDESIGNS.COM
1900 FOWLER ST, #F, RICHLAND, WA

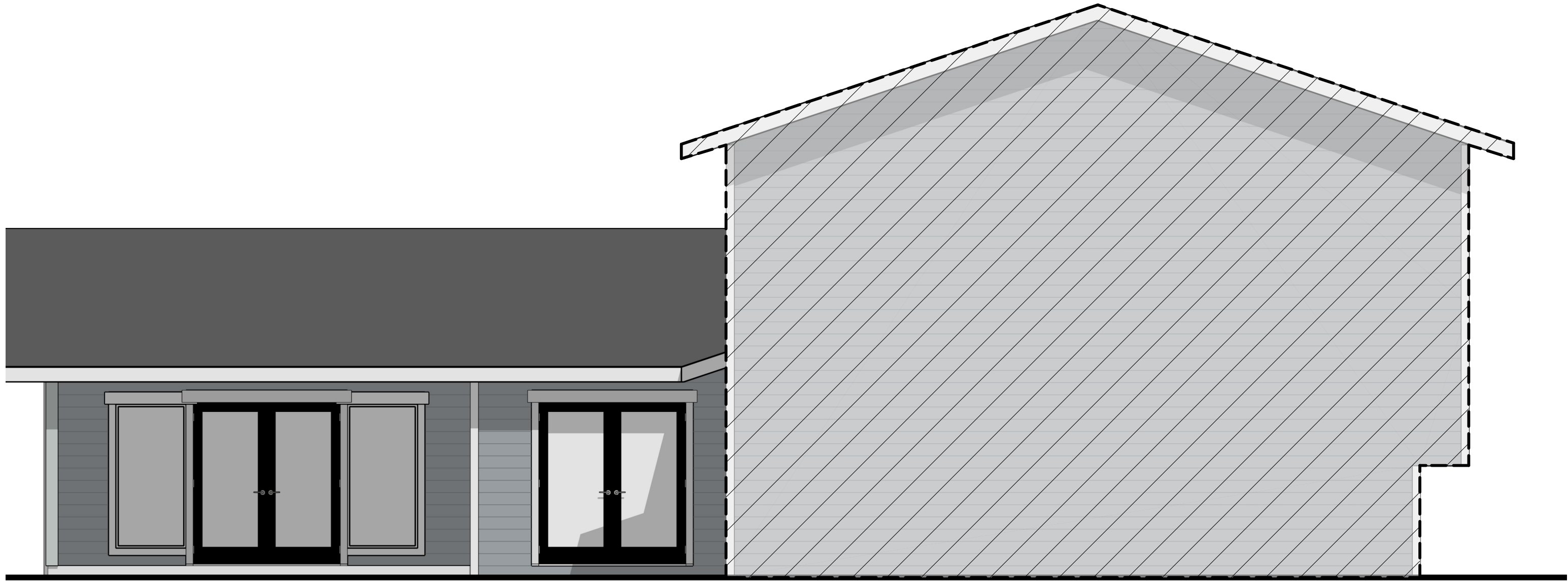
ADDITION SF:	711
2ND FLOOR SF:	NA
BASEMENT SF:	NA
TOTAL FINISHED SF:	711
UNFINISHED SF:	NA
COVERED SF:	NA
GARAGE SF:	NA

ELEVATIONS

NEW CREATION HOMES
ANDERSON REMODEL/ADDITION



FRONT ELEVATION



LEFT ELEVATION

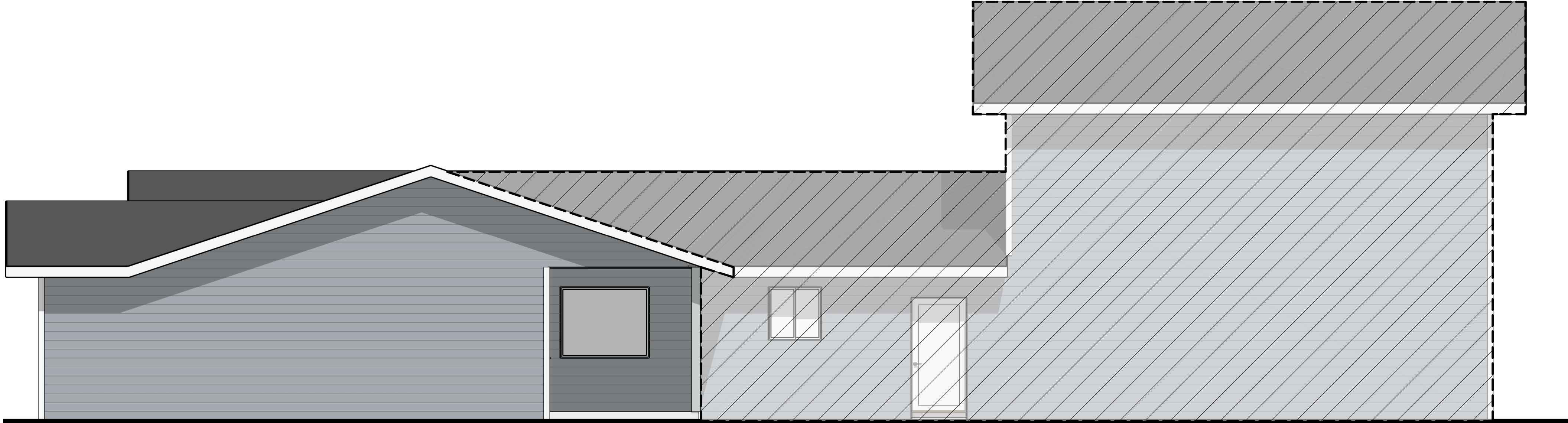
FILE: ANDERSEN REMODEL-ADDITION
DATE: 5/27/2024
TIME: 11:26:07 PM
REV: 0
SCALE: 1/4" = 1'
DESIGNER: MARK MCLEOD
CELL: 509.528-2884
WWW.MCLEODHOMEDESIGNS.COM
1900 FOWLER ST, #F, RICHLAND, WA

ADDITION SF: 711
2ND FLOOR SF: NA
BASEMENT SF: NA
TOTAL FINISHED SF: 711

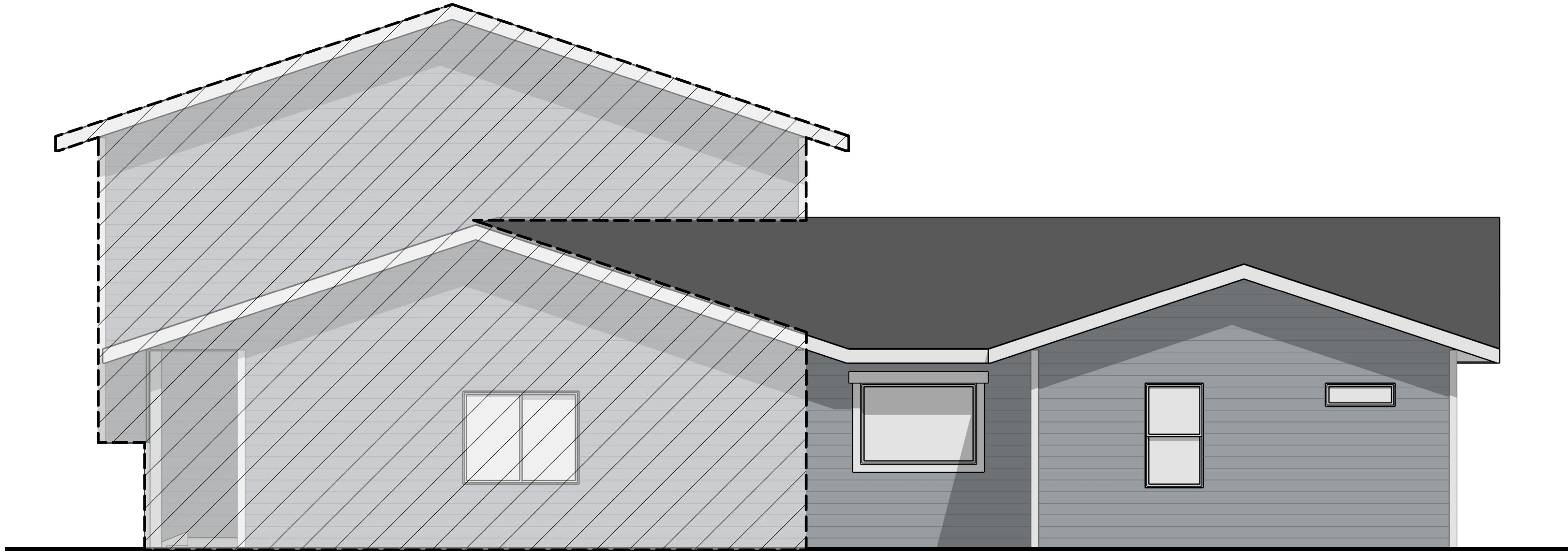
UNFINISHED SF: NA
COVERED SF: NA
GARAGE SF: NA

ELEVATIONS

NEW CREATION HOMES
ANDERSON REMODEL/ADDITION



BACK ELEVATION



RIGHT ELEVATION

FILE: ANDERSEN REMODEL-ADDITION
DATE: 5/27/2024
TIME: 11:26:08 PM
REV: 0
SCALE: 1/4" = 1'
DESIGNER: MARK MCLEOD
CELL: 509.528-2884
WWW.MCLEODHOMEDESIGNS.COM
1900 FOWLER ST., #F, RICHLAND, WA

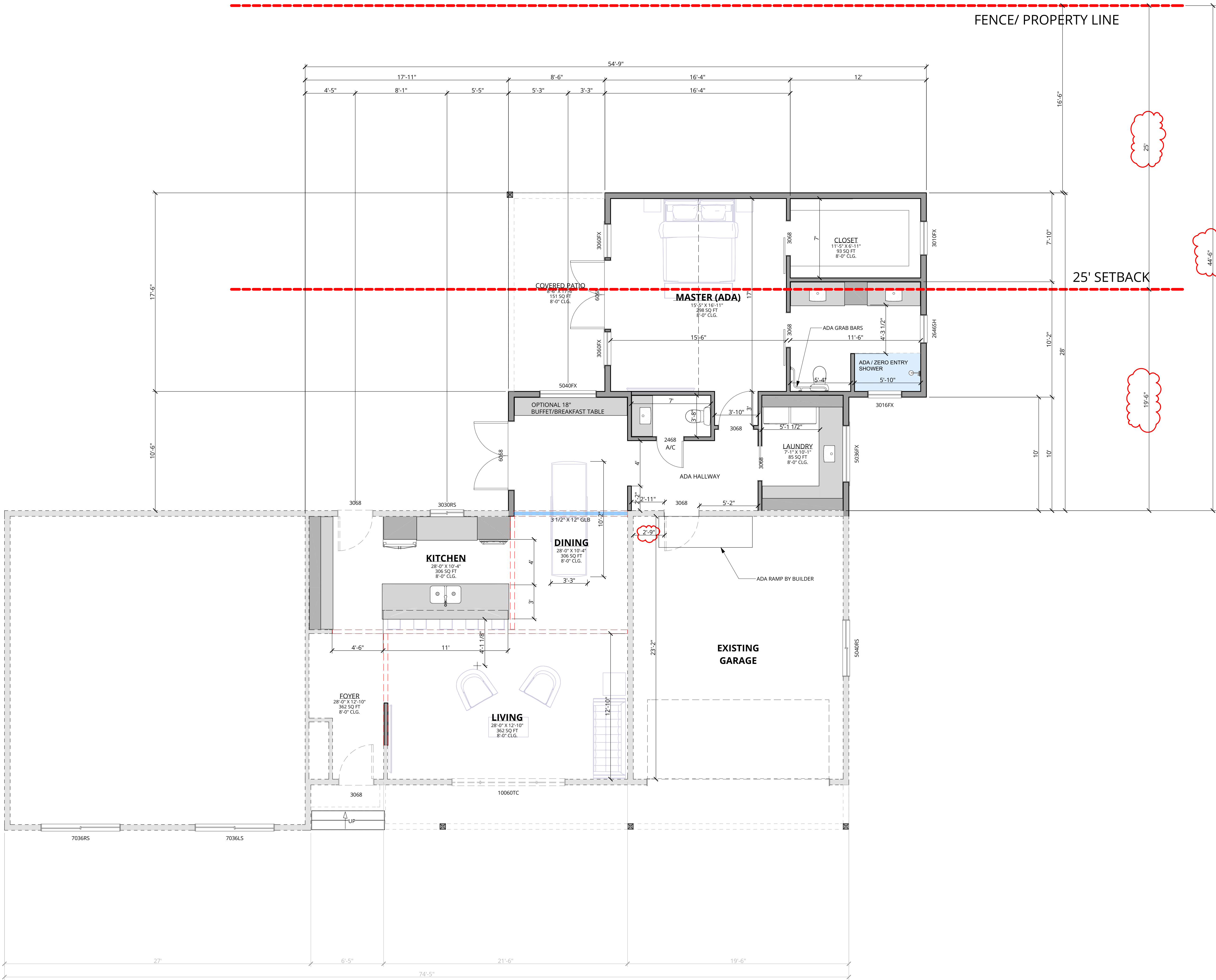
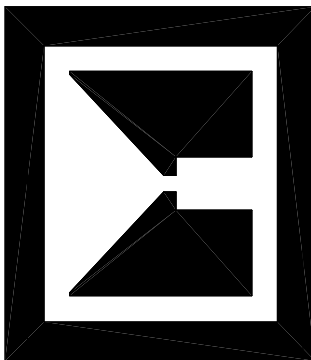
ADDITION SF: 711
2ND FLOOR SF: NA
BASEMENT SF: NA
TOTAL FINISHED SF: 711

UNFINISHED SF: NA
COVERED SF: NA
GARAGE SF: NA

MAIN FLOOR PLAN

NEW CREATION HOMES
ANDERSON REMODEL/ADDITION

MCLEOD
HOME DESIGNS



SCHEDULE B

This policy does not insure against loss or damage, nor against costs, attorneys' fees or expenses, any or all of which arise by reason of the following:

GENERAL EXCEPTIONS

1. Encroachments or questions of location, boundary and area, which an accurate survey may disclose.
2. Public or private easements, streets, roads, alleys or highways, unless disclosed of record by recorded plat or conveyance, or decree of a court of record.
3. Rights or claims of persons in possession, or claiming to be in possession, not disclosed by the public records.
4. Material or labor liens, or liens under the Workmen's Compensation Act not disclosed by the public records.
5. Water rights or matters relating thereto.
6. Any service, installation or construction charges for sewer, water, electricity, or garbage removal.
7. Mining claims, reservations or exceptions in Patents or in Acts authorizing the issuance thereof.
8. General taxes not now payable; matters relating to special assessments and special levies, if any, preceding the same becoming a lien.
9. Right of use, control or regulation by the United States of America, in the exercise of powers over navigation.
10. Any prohibition of or limitation of the use, occupancy or improvement of the land resulting from the rights of the public or riparian owners to use any portion which is now or has been formerly covered by water.

SPECIAL EXCEPTIONS

1. Utility easements as shown upon face of plat.
2. Restrictions imposed by instrument recorded July 25, 1969, under Auditor's File No. 603609.
3. DEED OF TRUST AND THE TERMS AND CONDITIONS THEREOF:

GRANTOR:	Thomas D. Andersen and Trudy Andersen, husband and wife
TRUSTEE:	Transamerica Title Insurance Company
BENEFICIARY:	Capital Savings Bank, F.A.
AMOUNT:	\$71,600.00
DATED:	September 26, 1986
RECORDED:	September 29, 1986
RECORDING NO.:	86-14837



City of Richland
Development Services

625 Swift Blvd. MS-35
Richland, WA 99352
☎ 509-942-7794
📠 509-942-7764

Pre-Application Conference Waiver

PROPERTY OWNER INFORMATION		☐ Contact Person
Owner: Thomas D. and Trudy A. Andersen		
Address: 1837 Norwood Ct. Richland WA		
Phone: 509-308-0324	Email: tnt70@aol.com	

APPLICANT/CONTRACTOR INFORMATION (if different)		☐ Contact Person
Company: McLeod Home Design	UBI#	
Contact: Zack McLeod		
Address: 1900 Fowler St. Suite F Richland, WA 99352		
Phone: 509-420-6430	Email: zack@mcleodhomedesign.com	

PROPERTY INFORMATION
Parcel #: 103981005000000
Legal Description: Replat of Norwood Heights lot 3

TYPE II APPLICATIONS		TYPE III APPLICATION	
☐	Flood Plain Variance	☐	Non-residential Shoreline Substantial Development
☐	Critical Areas & Resource Lands Variance/Viable Use	☐	Residential Shoreline Substantial Development
☐	Binding Site Plan	☐	Shoreline Variance/Conditional Use
☐	Administrative Variance	☐	Conditional Use
☐		☐	Subdivision
☐		☐	Rezone (site specific)
☐		☐	Vacation/Alteration of a Subdivision
☐		☒	Variance
☐	Other:		

I understand the waiver of a pre-application conference increases the maximum time for review for technically complete status and increases the risk the application will be rejected or processing will be delayed.

Applicant Printed Name: Thomas D. Andersen

Applicant Signature: Thomas D. Andersen Date 6-3-2024

SCHEDULE A

Amount of Insurance \$ 89,500.00

Policy No. 91048-8,
B-7015
Prem: \$440.00

Date of Policy September 30, 1986 at 8:00 A. M.

1. Name of Insured:

THOMAS D. ANDERSEN and TRUDY ANDERSEN, husband and wife

2. The estate or interest in the land described herein and which is covered by this policy is:

Fee simple estate

3. The estate or interest referred to herein is at Date of Policy vested in:

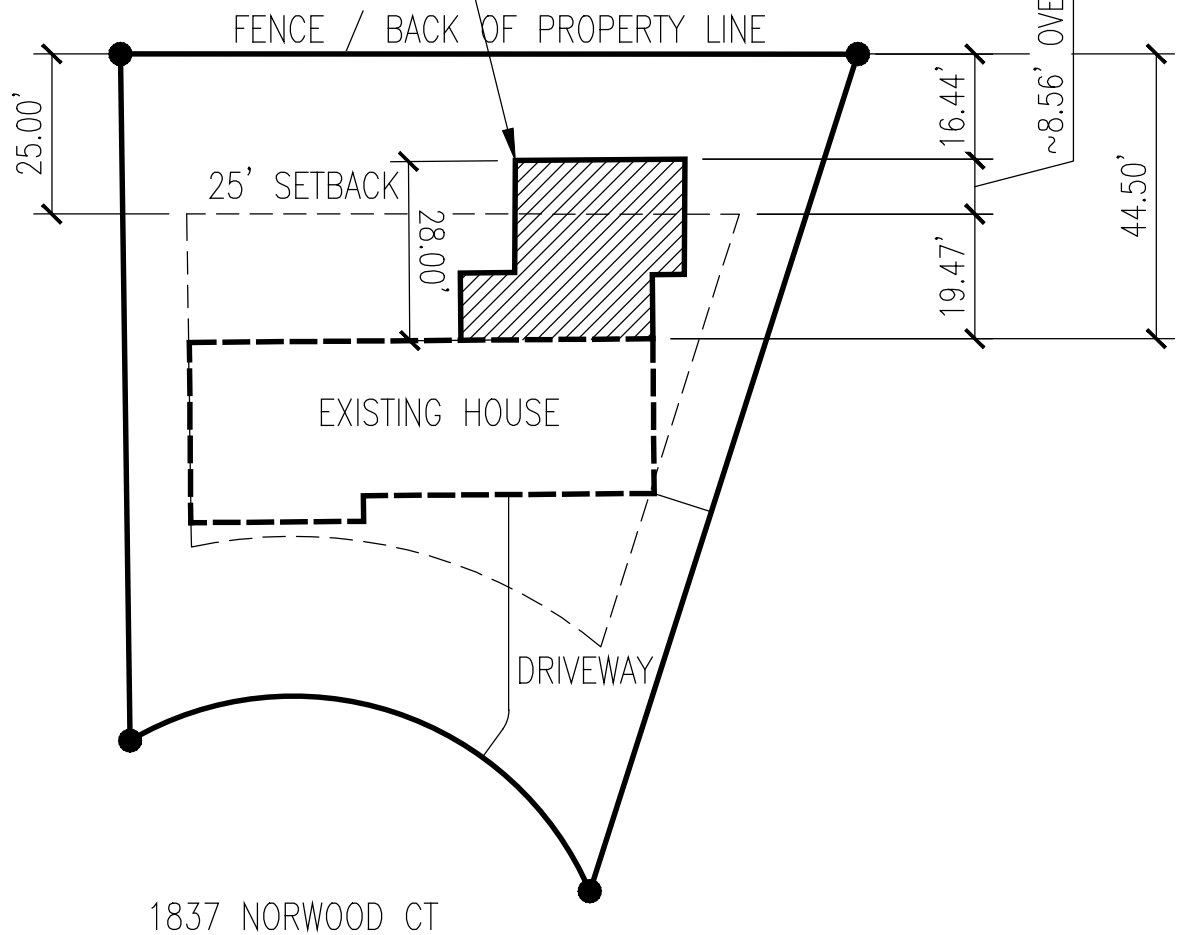
The named insured

SCHEDULE A—Continued

The land referred to in this policy is situated in the State of Washington, County of
Benton, and is described as follows:

Lot 3, Norwood Heights, according to Plat thereof recorded
in Volume 8 of Plats, Page 110, records of Benton County;
situate in the City of Richland, County of Benton, State of
Washington.

PROPOSED ADDITION/
MASTER, BATHROOM & LAUNDRY



Site Plan

SCALE: 1" = 30'

File: Anderson Addition - Site Plan.dwg A4 - 8 1/2" X 11 PAPER

LEGAL DESCRIPTION:

1837 NORWOOD CT, RICHLAND WA

TAX PARCEL #: XXXXXXXXXXXXXXXXXXXX

ANDERSEN ADDITION

LEGEND:

W=WATER
I=IRRIGATION
S=SEWER
P=POWER

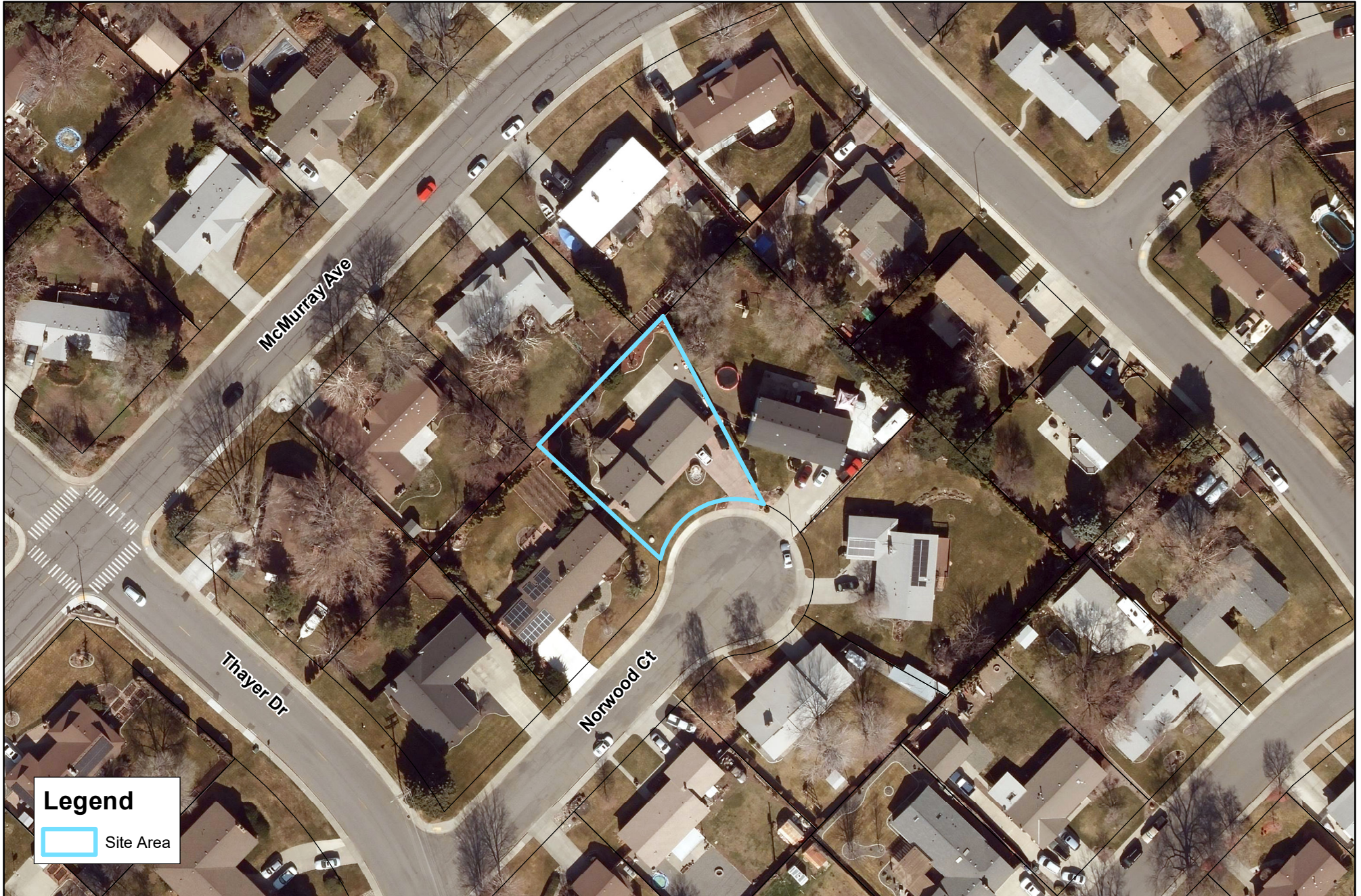
Vicinity Map

Item: 1837 Norwood Court Variance
Applicant: Zack McLeod
File #: PLN-T2-2024-00002

Exhibit 3



0 25 50 100 Feet



CITY OF RICHLAND

NOTICE OF APPLICATION AND PUBLIC HEARING (PLN-T2-2024-00002)

Notice is hereby given that Zack McLeod of McLeod Home Design (applicant) has applied for a major variance on behalf of Thomas and Trudy Andersen (owners) requesting relief from the rear yard setback requirement of the R-1-10 residential zoning district to allow the construction of a residential addition to within approximately 16 feet of the rear property line, rather than 25 feet as typically required.

Project Site: The project site is located at 1837 Norwood Court (APN 1-03981050000003).

Public Hearing: The Richland Board of Adjustment will conduct a public hearing and review of the application at 6:00 p.m., Thursday, July 18th, 2024 at City Hall, 625 Swift Boulevard. All interested parties are invited to participate in the public hearing.

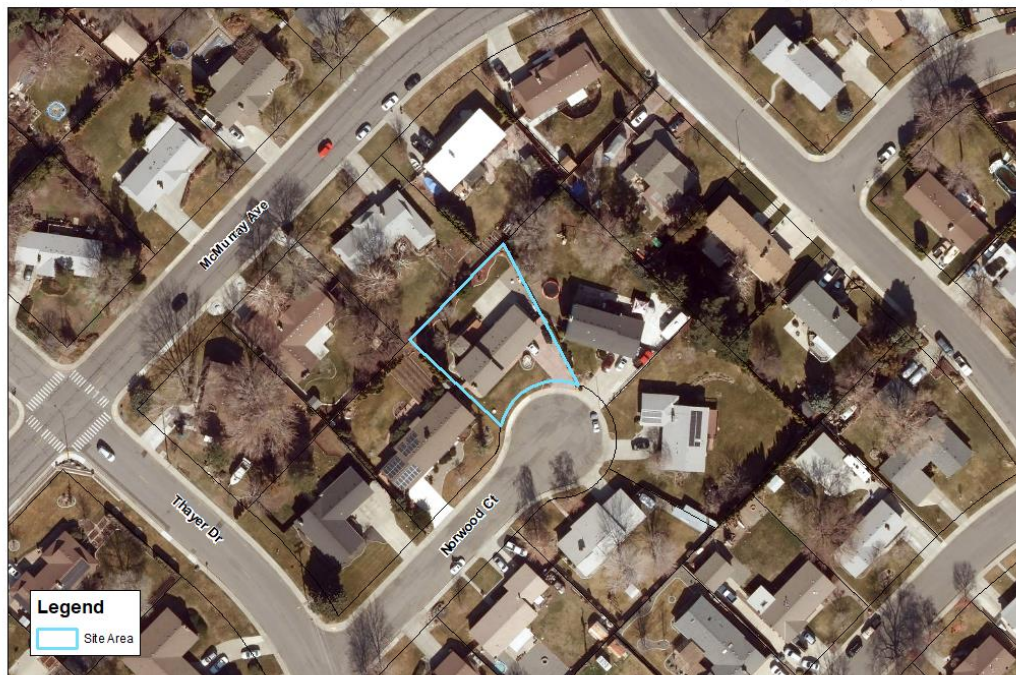
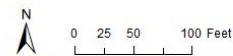
Environmental Review: The proposal is not subject to environmental review.

Public Comment: Any person desiring to express their views or to be notified of any decisions pertaining to this application should notify Kyle Hendricks, Planner, 625 Swift Boulevard, MS-35, Richland, WA 99352. Comments may be emailed to planning@ci.richland.wa.us. The deadline for written comments is 6:00 p.m., Wednesday, July 17th. However, written comments must be received no later than 5:00 p.m. on Wednesday, July 10, 2024 to be incorporated into the staff report. Comments received after that time will be entered into the record during the hearing.

Appeal: The application will be reviewed in accordance with the regulations in RMC Title 23 Zoning and Title 19 Development Regulations Administration. Appeal procedures of decisions related to the above referenced applications are set forth in RMC Chapter 19.70. Contact the Richland Planning Division at the above referenced address with questions related to the available appeal process.

Vicinity Map

Item: 1837 Norwood Court Variance
Applicant: Zack McLeod
File #: PLN-T2-2024-00002



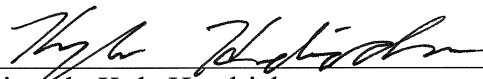
AFFIDAVIT OF POSTING

STATE OF WASHINGTON)
) ss.
COUNTY OF BENTON)

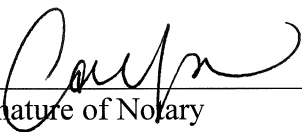
COMES NOW, **Kyle Hendricks**, who, being first duly sworn upon oath deposes and says:

1. I am an employee in the Planning Division of the Development Services Department for the City of Richland.
2. On the 25th day of June 2024, I posted the attached NOTICE OF PUBLIC HEARING, File Number PLN-T2-2024-00002 (Major Variance) in the following locations:

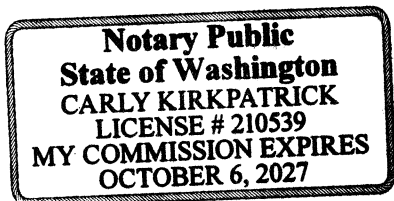
Adjacent to the driveway of 1837 Norwood Court.


Signed: Kyle Hendricks

SIGNED AND SWORN to before me this 26th day of June, 2024, by Kyle Hendricks.


Signature of Notary

Carly Kirkpatrick
Printed Name



Notary Public in and for the State of Washington,

Residing in Benton County

My appointment expires: Oct. 6th, 2027

AFFIDAVIT OF MAILING

STATE OF WASHINGTON)
) ss.
COUNTY OF BENTON)

COMES NOW, Jodi Hogan, who, being first duly sworn upon oath deposes and says:

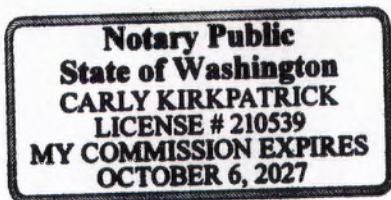
1. I am an employee in the Planning Division of the Development Services Department for the City of Richland.

2. On the 25th day of June 2024, I mailed a copy of the attached NOTICE OF PUBLIC HEARING (PLN-T2-2024-00002) to the attached list of individuals via regular USPS on the date indicated above. The Richland Board of Adjustment will conduct a public hearing and review of the application on July 18th, 2024.

Jodi Hogan
Signed: Jodi Hogan

SIGNED AND SWORN to before me this 18th day of August 18, 2023 by Jodi Hogan.

Carly Kirkpatrick
Notary Public in and for the State of Washington,



Carly Kirkpatrick
Print Name

Residing at Benton County

My appointment expires: Oct. 6, 2027

AFFIDAVIT OF MAILING - 1
Address list attached.

KLEM TRUSTEE BENJAMIN T
1827 THAYER DR
RICHLAND, WA 99354

HOYT DAVID & ALISON
1921 MCMURRAY AVE
RICHLAND, WA 99354-2488

MARSHALL JERRY L
1906 MCMURRAY AVE
RICHLAND, WA 99354-2487

GOLES RONALD W & MARY E
1834 NORWOOD CT
RICHLAND, WA 99354-2428

LODDER PAUL D & LINDA J
1879 MARSHALL AVE
RICHLAND, WA 99354

GEBRETATIOS FITSUM & SEBSIBIE RAHEL
1924 MCMURRAY AVE
RICHLAND, WA 99354

BECK WILLIAM J & LAURA M
1828 NORWOOD CT
RICHLAND, WA 99354-2428

CITY OF RICHLAND
625 SWIFT BLVD. MS-09
RICHLAND, WA 99352

LATZKO JAMES ROBERT & ALLENE LYNETTE
1882 MARSHALL AVE
RICHLAND, WA 99354-2461

TEMPLETON DAVID W & V
1840 NORWOOD CT
RICHLAND, WA 99354-2428

SHURTS TRUST JAMES A & CHERYL L
1831 NORWOOD CT
RICHLAND, WA 99354-2428

GLENN DANIEL & MEGAN
6012 THISTLEDOWN DR
PASCO, WA 99301

HALER LAWRENCE E & JENIFER L
1860 MCMURRAY AVE
RICHLAND, WA 99354-2486

WEIKUM DOUGLASS S & KRISTINA L
1853 MCPHERSON AVE
RICHLAND, WA 99354

TALLMAN MARK & KASSANDRA
1900 MCMURRAY AVE
RICHLAND, WA 99354

SPERLING JASON B & KRISTIN S
1845 MCPHERSON AVE
RICHLAND, WA 99354

KAVANAGH SARA & ZYBACH SUSAN
1825 NORWOOD CT
RICHLAND, WA 99354

SMITH STEVEN & REBECCA
1843 NORWOOD CT
RICHLAND, WA 99354-2428

HEDGES MOTLEY P & PAMELA L
1821 THAYER DR
RICHLAND, WA 99354-2442

SPEER REGINA
1900 THAYER DR
RICHLAND, WA 99354

AVERY GARY L & DELORAH K
1909 MCMURRAY AVE
RICHLAND, WA 99354-2488

SLOBODA PETR & YENLENA
1885 MARSHALL
RICHLAND, WA 99352

JOHNSON STEVEN R
1873 MARSHALL AVE
RICHLAND, WA 99354

TOLMATCHEVA TATIANA P
1822 NORWOOD CT
RICHLAND, WA 99354-2428

ANDERSEN THOMAS D & TRUDY
1837 NORWOOD CT
RICHLAND, WA 99354-2428

DEWOLF JR RICHARD G & STEFANIE K
1933 MCMURRAY AVE
RICHLAND , WA 99354

TRACEY KEVIN L
1829 MCPHERSON AVE
RICHLAND , WA 99354

HOILMAN SCOTT
1823 MCPHERSON AVE
RICHLAND, WA 99354-2405

MEXAY MEDKHAM & VIENGKHAM
1918 MCMURRAY AVE
RICHLAND, WA 99354

KING CRAIG DOUGLAS
1912 MCMURRAY AVE
RICHLAND, WA 99354-2487

TIERNEY THOMAS M & MARY C
1835 MCPHERSON AVE
RICHLAND, WA 99354-2405

WORDEN WILLIAM R & LAUREL
1859 MCPHERSON AVE
RICHLAND, WA 99354-2405

BOWMAN MARK W
1927 MCMURRAY AVE
RICHLAND, WA 99354-2488

HOGAN CHARLES N & SANDRA L
1876 MARSHALL AVE
RICHLAND, WA 99354-2460



The Beaufort Gazette
The Belleville News-Democrat
Bellingham Herald
Centre Daily Times
Sun Herald
Idaho Statesman
Bradenton Herald
The Charlotte Observer
The State
Ledger-Enquirer

Durham | The Herald-Sun
Fort Worth Star-Telegram
The Fresno Bee
The Island Packet
The Kansas City Star
Lexington Herald-Leader
The Telegraph - Macon
Merced Sun-Star
Miami Herald
El Nuevo Herald

The Modesto Bee
The Sun News - Myrtle Beach
Raleigh News & Observer
Rock Hill | The Herald
The Sacramento Bee
San Luis Obispo Tribune
Tacoma | The News Tribune
Tri-City Herald
The Wichita Eagle
The Olympian

AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Amount	Cols	Depth
36823	568648	Print Legal Ad-IPL0181130 - IPL018113	BOA PHN PLN-T2-2024-0	\$172.47	1	58 L

Attention: (company)
CITY OF RICHLAND/LEGAL
625 SWIFT BLVD. MS-05
RICHLAND, WA 99352

janderson@ci.richland.wa.us

CITY OF RICHLAND NOTICE OF APPLICATION, PUBLIC HEARING

Notice: Zack McLeod of McLeod Home Design (applicant) has applied for a major variance on behalf of Thomas and Trudy Andersen (owners) requesting relief from the rear yard setback requirement of the R-1-10 residential zoning district to allow the construction of a residential addition to within approximately 16 feet of the rear property line, rather than 25 feet as typically required.

Location of Proposal(s): The project site is located at 1837 Norwood Court (APN 1-03981050000003).

Public Hearing: The Richland Board of Adjustment will conduct a public hearing and review of the application on **Thursday, July 18, 2024 at 6:00 p.m.**, at Richland City Hall, 625 Swift Boulevard. All interested parties are invited to participate in the public hearing.

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Date Published: Sunday, June 30, 2024

IPL018113
Jun 30 2024

COUNTY OF BENTON)

SS

STATE OF WASHINGTON)

Mary Castro, being duly sworn, deposes and says, I am the Legals Clerk of The Tri-City Herald, a daily newspaper. That said newspaper is a local newspaper and has been approved as a legal newspaper by order of the superior court in the county in which it is published and it is now and has been for more than six months prior to the date of the publications hereinafter referred to, published continually as a daily newspaper in Benton County, Washington. That the attached is a true copy as it was printed in the regular and entire issue of the Tri-City Herald and not in a supplement thereof, ran 1 time (s) commencing on 06/30/2024, and ending on 06/30/2024 and that said newspaper was regularly distributed to its subscribers during all of this period.

1 insertion(s) published on:

06/30/24

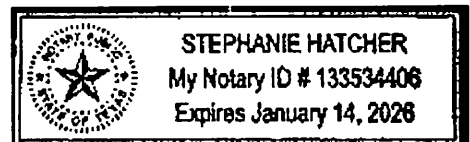
Mary Castro

(Signature of Legals Clerk)

Sworn to and subscribed before me this 5th day of July in the year of 2024

Stephanie Hatcher

Notary Public in and for the state of Texas, residing in Dallas County



Extra charge for lost or duplicate affidavits.
Legal document please do not destroy!

Please publish the following:

Type of Legal Ad:	Notice of Application, Public Hearing
Date(s) of Publication:	Sunday, June 30, 2024
Richland's TCH Account:	AP36823
For Invoice Text Box on TCH Invoice (Richland MUNIS Description)	PLN-T1-2024-00002
For PO Box on TCH Invoice (Richland Account No. - MUNIS)	D2586000 4401
Attention:	Jen Anderson (TC)

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Date Published: Sunday, June 30, 2024

From: [Clark, Toni](#)
To: [LegalsWest, MCC](#)
Cc: [Purchasing; Hogan, Jodi](#)
Subject: Legal Ad for 6/30/2024 (2024.07.18 BOA PHN PLN-T2-2024-00002)
Date: Tuesday, June 25, 2024 4:56:16 PM
Attachments: [2024.07.18 BOA PHN PLN-T2-2024-00002 - TCH Ad.docx](#)
[image001.png](#)

Good afternoon –

Please publish the attached ad in the legal section of the **Sunday, June 30, 2024** edition of the Tri-City Herald.

Please confirm that you received this ad and the date it will be published.

Also, please include the following text in the Identification Box on the Affidavit itself: **BOA PHN PLN-T2-2024-00002**.

Respectfully,



Toni Clark
Administrative Assistant II
625 Swift Blvd., MS-07 | Richland, WA 99352
(509) 942-7385

This email and its attachments are public documents that may contain confidential attorney-client privileged and/or work product information. If you received this communication in error, please notify me by responding to this email, and immediately delete and/or destroy all electronic, hard copy and any other forms of the record. Non-privileged emails and attachments are subject to release under the Washington Public Records Act, Chapter 42.56 RCW.



BOARD OF ADJUSTMENT AGENDA ITEM COVERSHEET

Meeting Date: 7/18/2024 Agenda Category: New Business - Public Hearing
Prepared By: Mike Stevens, Planning Manager

Subject:
Election of Officers

Department:
Development Services

Recommended Motion:

Summary:

Attachments:

Fiscal Impact Summary: