



Agenda
Economic Development Committee Special Meeting
Monday, December 1, 2025
Richland City Hall ~ Council Chambers
625 Swift Boulevard

Regular Meeting - 4:00 p.m.

Call to Order/Attendance:

Approval of Agenda: (Approved by Motion)

Public Comments: Public comments will be limited to 3 minutes per speaker.

Approval of Minutes: (Approved by Motion)

1. October 20, 2025 Economic Development Committee Meeting Minutes

Business: (30 Minutes)

2. Commercial Façade Improvement Program — Desert Veterinary Clinic Located at 42 Geothals Drive
 - Rebecca Williamson, Economic Development Specialist
3. 2026 Business License Reserve Fund Applications
 - Rebecca Williamson, Economic Development Specialist
4. Proposed Amendments to RMC 23.54 Off-Street Parking and Landscaping
 - Mike Rizzitiello, Development Services Director

Economic Development Update

Real Estate Update

Announcements: (3 Minutes)

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.



ECONOMIC DEVELOPMENT COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 12/1/2025

Agenda Category: Approval of Minutes

Prepared By: Carly Kirkpatrick, Administrative Assistant II

Subject

October 20, 2025 Economic Development Committee Meeting Minutes

Department

Development Services

Recommended Motion

Approve the October 20, 2025 Economic Development Committee Meeting Minutes as presented.

Summary

October 20, 2025 Economic Development Committee Meeting Minutes are attached for the Committee's review and consideration.

Fiscal Impact

None.

Attachments

I. 2025.10.20 Economic Development Committee Meeting Minutes_Draft



MINUTES
ECONOMIC DEVELOPMENT COMMITTEE MEETING
Monday, October 20, 2025
Richland City Hall ~ Council Chambers
625 Swift Boulevard

CALL TO ORDER

Chair Bricker called the meeting to order at 4:00 p.m.

ATTENDANCE

Attendance: Chair Bricker	Present
Vice-Chair Morasch	Present
Committee member Potts	Absent
Committee member Rogalsky	Present
Committee member Spencer	Present
Committee member Griffin	Present
Committee member French	Present
Committee member Jackson	Present

Also present were Councilmember Jones, Development Services Director Rizzitiello, Economic Development Manager Wallner, Planner Arrasmith, Economic Development Specialist Williamson and Administrative Assistant II Kirkpatrick.

APPROVAL OF AGENDA

COMMITTEE MEMBER GRIFFIN MOVED AND COMMITTEE MEMBER SPENCER SECONDED THE MOTION TO APPROVE THE AGENDA AS PRESENTED. MOTION PASSED 7-0.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

1. September 15, 2025, Economic Development Committee Meeting Minutes, and September 29, 2025, Economic Development Committee Special Workshop Minutes

COMMITTEE MEMBER FRENCH MOVED AND COMMITTEE MEMBER ROGALSKY SECONDED THE MOTION TO APPROVE THE MEETING MINUTES FROM THE SEPTEMBER 15, 2025 ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES AND SEPTEMBER 29, 2025 ECONOMIC DEVELOPMENT COMMITTEE SPECIAL WORKSHOP. MOTION PASSED 7-0.

ITEMS OF BUSINESS

2. Commercial Façade Improvement Program - Uptown LLC: Vision Center Located at 1335 George Washington Way (CFIP2025-104) and Bio Energetics Located at 1337 George Washington Way (CFIP2025-105)

Economic Development Specialist Williamson provided an overview of a Commercial Façade Improvement Program (CFIP) funding request submitted by Uptown LLC for exterior improvements at 1335 and 1337 George Washington Way (Uptown Vision Center and Bio Energetics). The project includes replacing windows and exterior doors to match upgrades completed at 1331 and 1333 George Washington Way. The total project cost is \$48,638.55, with the applicant eligible for the program's maximum reimbursement of \$20,000. Staff noted that the building has not previously received CFIP funding and recommends the Economic Development Committee forward an affirmative recommendation to the Richland City Council for approval of the funding request.

Applicant Wes Hodges provided a brief history of the building and described plans to modernize the exterior while maintaining its retro character. Staff confirmed the applicant is coordinating with Energy Services to maximize available funding opportunities. The applicant noted a recent roof replacement within the past five years and expressed consideration for using durable, energy-efficient materials.

COMMITTEE MEMBER SPENCER MOVED AND COMMITTEE MEMBER GRIFFIN SECONDED THE MOTION TO RECOMMEND THE CITY COUNCIL APPROVE THE APPLICATIONS FROM UPTOWN LLC FOR A COMMERCIAL FAÇADE IMPROVEMENT PROGRAM GRANT FOR IMPROVEMENTS AS OUTLINED IN APPLICATION NOS. CFIP2025-104 AND CFIP2025-105 FOR A TOTAL OF \$20,000. MOTION PASSED 7-0.

3. Commercial Façade Improvement Program - Uptown Antique Market at 1365 George Washington Way (CFIP2025-106)

Economic Development Specialist Williamson presented a CFIP funding request submitted by Eric Richman for exterior improvements to the building located at 1365 George Washington Way. The 74-year-old building is proposed to receive two permanent murals on the north side, located within the main Uptown breezeway.

Applicant Richman shared that he has been a vendor in the building for nearly 20 years and purchased the property to avoid relocation and potential rent increases when it was offered for sale. He noted that two white panels on the building's exterior are currently blank and would benefit from artwork consistent with existing Uptown murals. The selected artist has completed similar mural projects in both Uptown Richland and Pasco and can match the original vintage-style design and color scheme. He also stated that the murals in the area have significantly reduced graffiti and confirmed that protective coding applied to the artwork helps deter vandalism.

The total project cost is \$9,900, with the applicant eligible for reimbursement of \$2,475 (25%) under the Program. Staff recommends that the Economic Development Committee forward an affirmative recommendation to the Richland City Council for approval of the funding request.

COMMITTEE MEMBER FRENCH MOVED AND COMMITTEE MEMBER SPENCER SECONDED THE MOTION TO RECOMMEND THE CITY COUNCIL APPROVE THE APPLICATION FROM \$2,475.00 FOR A COMMERCIAL FAÇADE IMPROVEMENT PROGRAM GRANT FOR IMPROVEMENTS AS OUTLINED IN APPLICATION CFIP2025-106. MOTION PASSED 7-0.

4. Real Estate Option Agreement - Atlas Agro

Chair Bricker recognized Economic Development Planner Arrasmith to present the staff report.

Planner Arrasmith provided an overview of Atlas Agro's proposal to enter into a Real Estate Option Agreement. The proposed project is for approximately 275 acres in the Northwest Advanced Clean Energy Park (NACEP) for the development of up to five 500,000-square-foot data center facilities.

Planner Arrasmith noted that the data centers will help offset energy costs for the fertilizer plant, as Atlas Agro must secure power directly, and is working with BPA to address transmission availability. The proposed data centers would enable the extension of needed transmission lines to serve the NACEP.

Staff noted that while the project would not create significant employment (approximately 100 employees stated in the Letter of Intent (LOI)), it would generate utility occupation tax and property tax revenues, contributing to the City's taxable base. The fertilizer company is a billion-dollar enterprise, and this related project would support its development and employment numbers.

Staff further noted that there are no current Letters of Intent (LOIs) for this property, though there has been interest. The property represents the latest adoption of the Horn Rapids pricing structure and fronts Horn Rapids Road, where infrastructure is already in place, Committee discussion included utility rate impacts, the City's economic intent for the acreage, and clarification that this is an option agreement only—any future action could return to the Committee as a purchase and sale agreement. The timeline of the project was also discussed.

Councilmember Jones noted that the developer must source power directly and does not receive electricity from the City of Richland.

Staff clarified that Atlas Agro is not building the data center but is seeking a third-party developer to construct and operate it. Specific utility needs are to be determined based on developer selected.

COMMITTEE MEMBER SPENCER MOVED, AND COMMITTEE MEMBER ROGALSKY SECONDED THE MOTION TO RECOMMEND TO THE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ENTER INTO A REAL ESTATE OPTION AGREEMENT WITH ATLAS AGRO FOR THE PURCHASE OF APPROXIMATELY 275 ACRES OF CITY PROPERTY LOCATED IN THE NORTHWEST ADVANCED CLEAN ENERGY PARK. MOTION PASSED 6-0.

5. Business License Reserve Fund & Commercial Façade Improvement Program Updates (Information Only)

Economic Development Specialist Williamson provided an update on the Business License Reserve Fund (BLRF) and the CFIP. Recent updates to both programs include revisions to application materials for clarity and improved evaluation: BLRF now requires an overall project budget, revised funding and expense tables, and a question regarding potential donations from project revenue; CFIP requires applicants to explore the City's Energy Efficiency Programs, clarifies that such funds cannot be counted as match dollars, and includes a revised project expense and contribution table.

ECONOMIC DEVELOPMENT UPDATE

Economic Development Specialist Williamson provided updates on the following:

- Current and upcoming initiatives, noting a big push for the grant season
- BLRF will be opening November 3rd
- Small Business Saturday is November 29th

Economic Development Manager Wallner provided the following additional updates:

- Economic Development Division has taken on Lodging Tax Advisory Committee (LTAC), which received 21 applications for this round.
- CDBG applications will be shifting to the EDC for the next round, and training will be provided to the Committee before applications are reviewed.
- Recommendation to cancel the regular November and December meetings and instead hold a special meeting on December 1st to review BLRF applications; Committee members were amenable to this schedule change.

REAL ESTATE UPDATE

Planner Arrasmith provided updates on the following:

- Mattson Holdings was approved late last year and the process to move forward with the rescission of the land has started.
- The gravel company has recently closed on the purchase and sale agreement.
- North Horn Rapids Sewer extension project is progressing, with 90% of design complete and construction expected to begin next spring.

ANNOUNCEMENTS

The Downtown Loop Community Meeting is November 13th at 6:00 p.m. at the Richland library.

The Comprehensive Plan survey is available to community members online until October 31, 2025, and input is greatly appreciated.

Councilmember Jones thanked Pete Rogalsky for joining the EDC and his vast knowledge is very appreciated.

ADJOURNMENT

Chair Bricker adjourned the meeting at 5:12 p.m.

Prepared by:

Carly Kirkpatrick, Administrative Assistant II

Approved by:

Brad Bricker, Chairman



ECONOMIC DEVELOPMENT COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 12/1/2025

Agenda Category: Business

Prepared By: Rebecca Williamson, Economic Development Specialist

Subject

Commercial Façade Improvement Program — Desert Veterinary Clinic Located at 42 Geothals Drive

Department

Development Services

Recommended Motion

Motion to recommend the City Council approve the applications from Desert Veterinary Clinic for a Commercial Façade Improvement Program grant for improvements as outlined in Application No. CFIP2025-109 for a total of \$20,000.

Summary

The City administers the Commercial Façade Improvement Program (CFIP), established by the Richland City Council on July 15, 2008, through Ordinance No. 15-08. The program is intended to enhance the exterior appearance of private commercial buildings, eliminate blight, and encourage reinvestment in the community. Eligible improvements include, but are not limited to, replacement of windows and exterior doors, exterior lighting, and enhancements to exterior walls.

Diana Thome, owner of Desert Veterinary Clinic located at 42 Goethals Drive, is undertaking a major remodel of the facility. The project includes a new entrance addition, complete replacement of exterior siding, new fenestration, updated landscaping, and parking lot improvements. Chervenell Construction has estimated the cost of the remodel at \$1,097,304. The applicant has requested CFIP funding to assist with the cost of the new exterior siding. In addition, they are working with Energy Services on commercial energy-efficiency incentives for other portions of the project. This building has not previously received CFIP funding.

The cost of new exterior siding is \$63,841.30. The proposed work will be visible from the public right-of-way and is eligible for reimbursement of \$20,000, the maximum allowed under the program.

Staff recommends that the Economic Development Committee provide an affirmative recommendation to the Richland City Council for approval of the funding request.

Fiscal Impact

Based on eligible project costs, the Commercial Façade Improvement Program will provide \$20,000 in matching funds for this project. If approved, the program will have a remaining balance of \$50,429 available for additional projects.

Attachments

1. CFIP2025-109 Desert Veterinary Application
2. Vicinity Map, Before and After



Commercial Façade Improvement Program

Application

Applicant Name	Diana Thome'	Applicant Title	Owner
Applicant Phone	(509) 946-4138	Applicant Email	desvetdkt@gmail.com
Applicant Mailing Address	42 Goethals Drive		
Applicant Relationship to Business	Owner - Veterinarian		
Business Name	Desert Veterinary Clinic	Business Phone	(509) 946-4138
W-9 Attached	☒ Yes ☐ No	UBI Number	600 345 699 000
Project Physical Address	42 Goethals Drive, Richland, WA 99352		
Age of Building	50 years+		
Project Cost	\$ \$68,841.30	Amount Requested	\$ \$20,000.00
The amount of funding requested may not exceed 50% of project cost, and the maximum grant reimbursement is \$20,000.00 per enclosed unit (see graphic within guidelines and procedures document).			
Is the property owner different than the business owner?		☐ Yes (If yes, complete section in yellow below) ☒ No	
Owner Name	Desert Veterinary	Property Manager	Diana Thome'
Owner Phone	(509) 946-4138	Owner Email	desvetdkt@gmail.com
Owner Mailing Address	42 Goethals Drive, Richland, WA 99352		
Documentation from property owner granting permission for project? (e-mail OK)		☒ Yes ☐ No	
1) Have CFIP been used for this property before?		☐ Yes (If yes, complete section 1a) ☒ No	
1a) For what purpose or project did you use this program in the past? Please indicate the year utilized, and the funding amount you received. Attach one photo of the completed project to this application.			
2) Provide a brief description of the proposed improvements and note how you believe they will enhance the area surrounding your business. Attach a photo, rendering, or sketch of the proposed improvement to this application. Attach additional pages as necessary.			
New entry exterior siding.			
3) To assist Richland Businesses in leveraging resources, all applicants are required to explore additional funding available through the City's Energy Efficiency Programs. If eligible, these funds must be used as a first source for the project and cannot be matched. Please email EnergyServices@ci.richland.wa.us to begin this process. Documentation of results required.			Status attached: ☒ Yes ☐ No
PERMITTING			
4) Call the City of Richland permitting at (509) 942-7794 (option #1) to find out permitting requirements.			
4a) Please indicate which permits you may need to obtain.			
☒ City of Richland Building Permits ☐ City of Richland Sewer/Water Permits ☐ Other Describe:		☐ City of Richland Right-of-Way Permits ☐ Washington State Liquor Licensing ☐ None	
5) Can the project be completed within 12 months? Please explain.			
Yes, scheduled to be completed in 6-8 months.			

Funding to Cover All Project Expenses Up-Front (CFIP provides reimbursement only)	
Source	Amount
Owner Finance	\$ \$63,841.30
	\$
	\$
	\$
Total	\$ \$68,841.30

All Project Expenses (Round to Nearest Dollar)			
Item	Amount	% Requested from CFIP	Amount Requested From CFIP
New exterior siding.	\$63,841.30	31%	\$ \$20,000.00
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
Total	\$63,841.30		\$ \$20,000.00

You may use additional pages if necessary to complete the application. Please attach any additional information about the project or your organization that you believe is relevant to this application.

Application Requirements
Please check the box beside each item to note that you have met that requirement.

✓	Requirements for Submittal
☒	The business applicant has a current Richland Business License
☒	The project complies with Richland Municipal Code and all applicable building and life safety codes
☒	The project improvements are clearly visible to the general public
☒	The project is well designed, and the application includes a visual of both before and after project (sketch, photo, etc)
☒	The project is permanent and long lasting
☒	The project requests reimbursement of no more than \$20,000 per enclosed unit in this application
☒	The applicant provided two (2) estimates for each aspect of the project; budget for reimbursement is based on lowest bid but applicant may select bidder of choice.
☒	The reimbursement request is no more than 50% of total project cost
☒	The applicant has worked with Energy Services to determine if the project is eligible for funding through Energy Services Commercial & Industrial Programs prior to submitting this proposal.
☒	The applicant has available funds to complete the project before requesting reimbursement from the City

Application Review Criteria

In order to encourage applicants to incorporate multiple improvements into a given project, it is recommended that all projects submitted attempt to **fulfill some or all of the criteria listed below**. It is not required that a project fulfill each criterion, but projects that fulfill multiple criteria will be looked upon more favorably. The Economic Development Committee reserves the right to reject or table applications for further review if they do not meet the criteria described.



CRITERIA CONSIDERED

Physical



The project enhances the building and surrounding neighborhood



The project enhances existing historical or architectural features



The project is designed in consistency with the surrounding area



The project enhances the immediate common area shared by two or more businesses



The project is decorative and/or artfully designed in compatibility with its surrounding area



The project improvements replace existing aging or decaying exterior appurtenances

Programmatic Goals



The project clusters two or more on-site improvements



It is the first application awarded at the project site



The improvements are in an area identified as a priority funding area



The project narrative describes the project's positive economic impact on the business

Relationship Building



The project encourages favorable aesthetics in a shopping strip or center with adjacent retail/commercial vacancies



The project is performed in tandem with another demonstrated economic development effort in the immediate area, or is made by two or more adjacent businesses

Certification

Please confirm by initialing each statement.

DT SIGNED BY: DIANA THOME'	I have read the <u>Commercial Facade Improvement Program Guidelines and Procedures</u> document.
DT SIGNED BY: DIANA THOME'	I am aware of the limitations of this program.
DT SIGNED BY: DIANA THOME'	I will submit, if approved for award, a detailed project schedule within 30 days of receipt of a fully executed contract.
DT SIGNED BY: DIANA THOME'	I understand that the City of Richland will only reimburse those costs actually incurred by the Applicant and only after the service is rendered, paid for (if provided by a third party), and a signed Request for Reimbursement form has been submitted to the City, including any copies of invoices and payment documentation.
DT SIGNED BY: DIANA THOME'	Certify that requested funds will only be used for purposes as described in this application and/or as approved by the City of Richland
DT SIGNED BY: DIANA THOME'	I understand that use of funds is subject to audit by the State of Washington.
DT SIGNED BY: DIANA THOME'	I understand that once submitted, this application is a public record. The City of Richland may post part or all of it on the City's website or provide it in response to public records request.
DT SIGNED BY: DIANA THOME'	I understand that I will be required to attend a City of Richland Economic Development Committee meeting to provide a brief overview of the proposed project and answer questions from the committee.

eSigned via GovOS.com

Diana Thome'

Key: ee2a5f50-a5ab-4474-8d9e-72ea8b2e6118

Signature

Diana Thome'

11-07-2025

Printed Name

Date

Application Submittal

In addition to submitting via this web portal, applications can be:

Applications completed digitally:

- Applications that were completed digitally may be saved and sent via email to info@richlandbusiness.com
- Save your application with a different file name than the original
- Attach any accompanying documentation as a separate attachment, saved as a PDF or JPG

Applications completed handwritten:

- Applications that are handwritten may be sent via email, dropped off, or mailed
- If sent via email, please legibly scan your document as a PDF
- If dropped off, bring to 625 Swift Blvd. in Richland: Attn: Rebecca Williamson
- If mailed, mail to:

Richland BEDO
Attn: R. Williamson, Economic Development
625 Swift Boulevard, MS-18
Richland, WA 99352

9/29/2025



November 11, 2025

City of Richland Facade Improvement Program
505 Swift Boulevard
Richland, WA 99352

- **Reference: Desert Veterinary Clinic, 42 Goethals Drive, Richland WA 99352**

Work Scope Narrative

The owners of Desert Veterinary Clinic have decided to remodel their facility by adding new entrance addition, install new siding on the entire building, add new fenestration, landscape and parking lot all to be permitted by the City of Richland Development Services.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Bruce Baker', with a stylized, cursive script.

Bruce Baker
Architect



Desert Vet Remodel

Richland, WA 99352

Schedule of Values - Budget Breakdown

6 Months

Division	Description of Item	Budget Breakdown
1	General Conditions/Requirements	139,404
2	Existing Conditions	102,704
3	Concrete	26,424
4	Masonry (veneer in Div 7)	0
5	Metals	24,399
6	Wood, Plastics, & Composites	105,536
7	Thermal & Moisture Protection	125,405
8	Doors & Windows	117,665
9	Finishes	82,827
10	Specialties	5,377
12	Furnishings	1,060
22	Plumbing	23,244
23	Heating, Ventilation, & Air Conditioning	39,233
26,27,28	Electrical, Data, Security	162,952
31	Earthwork and Utilities	54,108
32	Exterior Improvements	86,965
TOTALS		\$ 1,097,304
WSST		\$0
TOTAL WITH TAX		\$ 1,097,304



PROPOSAL NUMBER: 25-140
DATE: October 28, 2025

PROPOSAL SUBMITTED TO:

Chervenell Construction Company
107422 E. Detrick PR SE
Kennewick, WA 99338

WORK TO BE PERFORMED AT:

Desert Vet Remodel
42 Goethals Drive
Richland, WA 99352

PHONE NUMBER: (509) 735-3377

EMAIL: estimating@chervenell.com

FAX NUMBER: (509) 735-8305

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

J&E Meza Plastering to apply 1 1/2" nominal thickness EIFS per addendum 2 includes weather barrier.

Proposal Price.....\$20,880.00

J&E Meza Plastering to apply manufactured stone veneer per addendum 2 includes weather barrier and 1" EPS standard stone profiles.

Proposal Price.....\$30,995.00

Option: Fluid applied weather barrier at areas receiving metal wall panels does **NOT** include EPS.

Proposal Price.....\$2,360.00

Option: Apply EIFS to stone transition metal flashing window head metal flashing and sealant.

Proposal Price.....\$4,335.45

Addendum 1 & 2 acknowledged.

This proposal excludes adverse weather protection (tenting and/or heating) - this is something that cannot be predicted during the bid process - we will address this issue with a change order, if needed, once the project has commenced.

This proposal does not include adverse weather protection or Washington State sales tax. Two finish color samples are provided at no cost. A tint surcharge may apply to certain finish colors - those requiring a large quantity of color pigment (\$32 per affected bucket). Our proposal is based on building material prices as of the date of this proposal, and is honored for 30 days.

To be Invoiced Monthly - Payment Expected within 10 days of Receipt of Invoice

Any alteration or deviation from the above specifications involving extra costs will become executed only upon written order, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. This proposal **does not include** weather protection, metal flashing, popout details, soffits, lids, fascia or sales tax unless specifically specified above. This price will be honored for thirty days from the date of this proposal.

Respectfully Submitted: Dave Petersen / (509) 405-5012

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above. **To accept, please sign, date, and return this proposal to us via fax (509-545-8711), mail, or e-mail (office@jemezaplastering.com).** Thank you.

Signature _____ Date _____

Office: (509) 545-8771 • Fax: (509) 545-8711 • 1804 West A Street • Pasco, WA 99301



KC Bid Reviewed

10/16/2025 7:09:03 AM

2326 West 'A' STREET * PASCO, WA 99301 * (P) 509-545-8222 * (F) 509-545-8237
WWW.GENERATIONPLASTERING.COM

10/15/2025
Bid Proposal

Bid Proposal Submitted to:

Chervenell Construction
Jennifer Pick
Jpick@chervenell.com

Work to Be Performed at:

Desert Veterinary Clinic
42 Geothals Dr, Richland WA

We hereby propose to furnish the materials and perform the labor necessary for the completion of this project as follows:

Apply Stone veneer to building per plan \$38,222
Apply EIFS to building per plan \$41,055
Apply WRB Behind EIFS & Stone per plan \$9,902
Apply WRB Behind other Siding per plan \$1,562
Alternate
Add EIFS per Alt#1 \$7,599
Add Stone per Alt#1 \$6,010
Add WRB Behind EIFS & Stone per Alt#1 \$1,727

does this include the rigid
behind the stone? assume the
EIFS foam is included

yes he has all the foam.

Plywood / OSB must be gapped at 1/8" to help prevent cracking!
Flashings by others

SPECIAL NOTES:

1. Final color of stucco may vary due to application, weather conditions and aging.
2. General contractor/owner needs to provide the following unless otherwise agreed: weather protection, parking for vehicles, material/equipment storage, portable water with space for cleaning plaster pump and dumpster for all disposable material.
3. Scaffolding is for the use of Generation Plastering, LLC. Any other trades requesting the use of the scaffolding shall provide us with a certificate of insurance and sign a "hold harmless agreement".
4. This proposal shall become part of the final contract.
5. Generation Plastering, LLC has a valid contractors' bond. Any other bond shall be at the owners' expense.
6. Generation Plastering, LLC shall be allowed extra time and reasonable compensation for all delays and extra work over which it has no control. Allocation shall be allowed if Generation Plastering, LLC is partially responsible.
7. **ATTORNEY FEES:** In the event any party to this agreement engages and attorney to enforce this agreement or any of its terms, whether or not a suit or action is commenced, it is agreed that the prevailing party shall be entitled to recover reasonable attorney fees and costs (including without limitation, travel, expert and non-expert witness fees, deposition costs, copying costs, long distance costs, and postage) incurred prior to commencement of suit, at trial and on appeal to include attorney fees and costs of collection.
8. Generation Plastering, LLC is not responsible for the conditions that cause or support the growth of mold and any damages or consequential damages which may result from said growth unless the conditions are caused by the sole negligence or willful action of Generation Plastering, LLC.

9. Progress payments shall be billed and be due as work progresses. Final payment shall be made within 10 days of completion unless otherwise agreed. Obligations not paid when due will accrue interest at the rate of 1.5% monthly. Failure to make any payment when due under any provision of this proposal is a breach of this contract and adequate grounds for work stoppage and removal of equipment and supplies from the project site. In the event that following a work stoppage, Generation Plastering, LLC agrees to continue work on the project, prior to continuing work, owner shall pay additional setup charges following work stoppage.

Thank you for the opportunity to bid your project. Please let us know if there are any questions and/or concerns. We look forward to doing business with you.

Respectfully submitted by:

Miguel Escamilla
Estimator

Accepted by:

X: _____

Date: _____

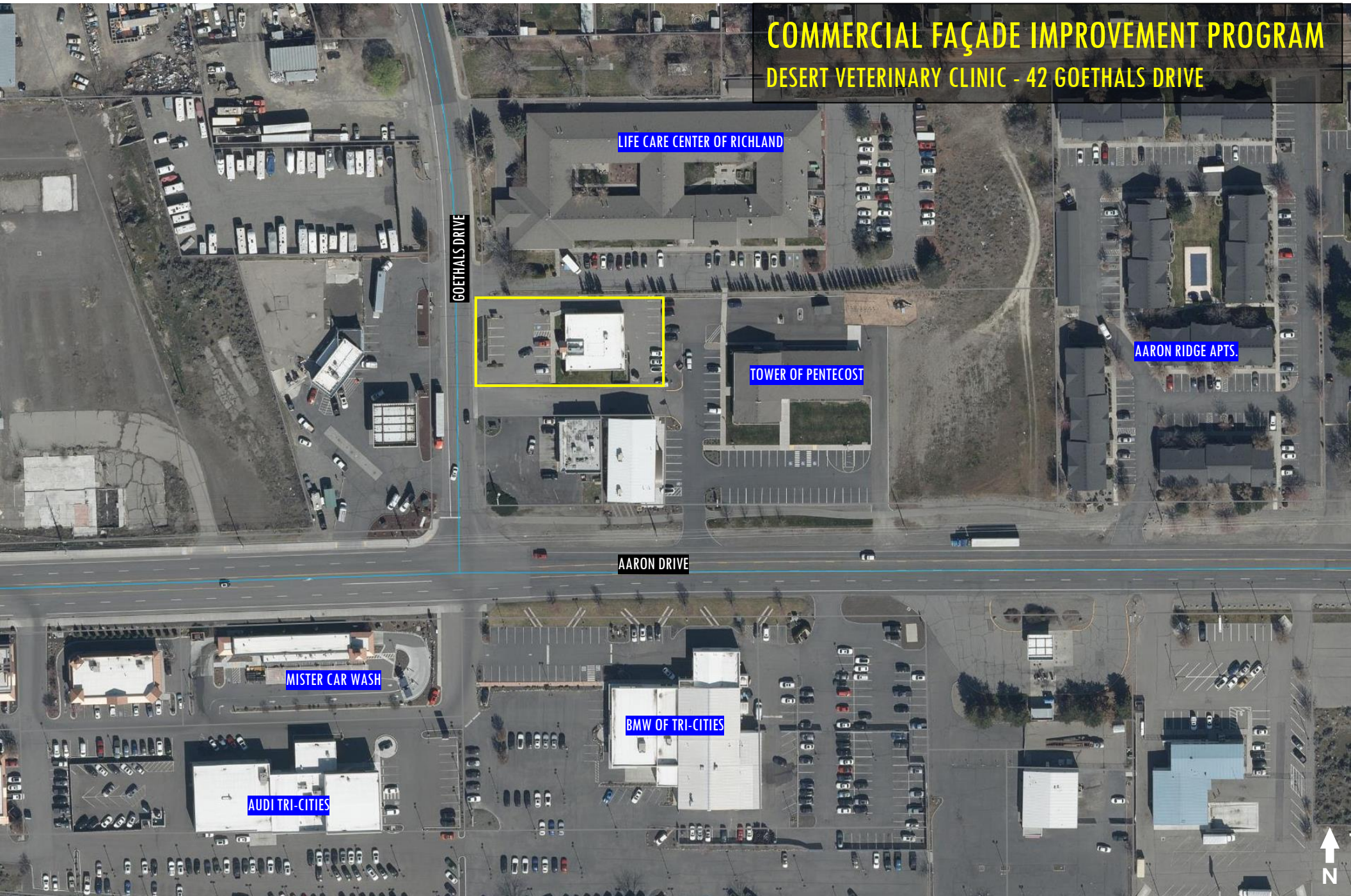
Printed Name

PRICING SUBJECT TO CHANGE AFTER 30 DAYS!

*WA: GENERPL022QQ * OR: 148786 * ID: RCE-22882 * AK: 110737 * ND: 42488 * MT: 204679 * CO: 20151253674*

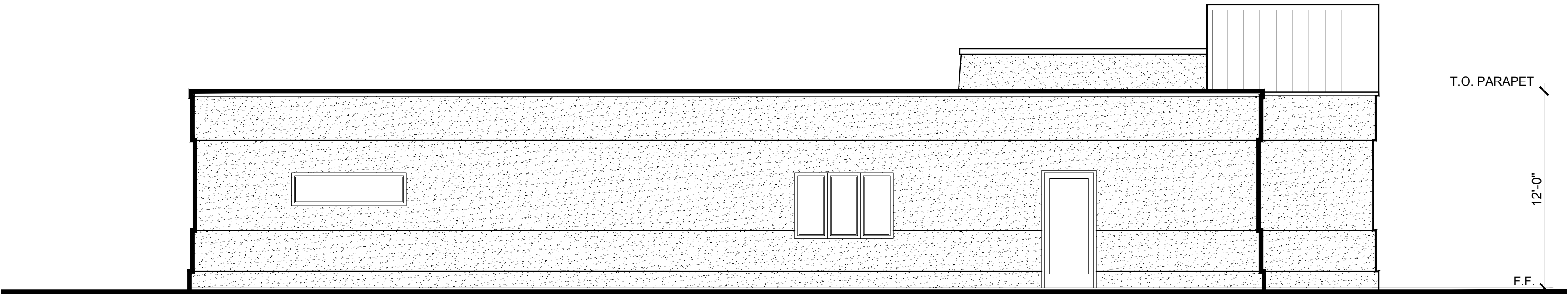
COMMERCIAL FAÇADE IMPROVEMENT PROGRAM

DESERT VETERINARY CLINIC - 42 GOETHALS DRIVE

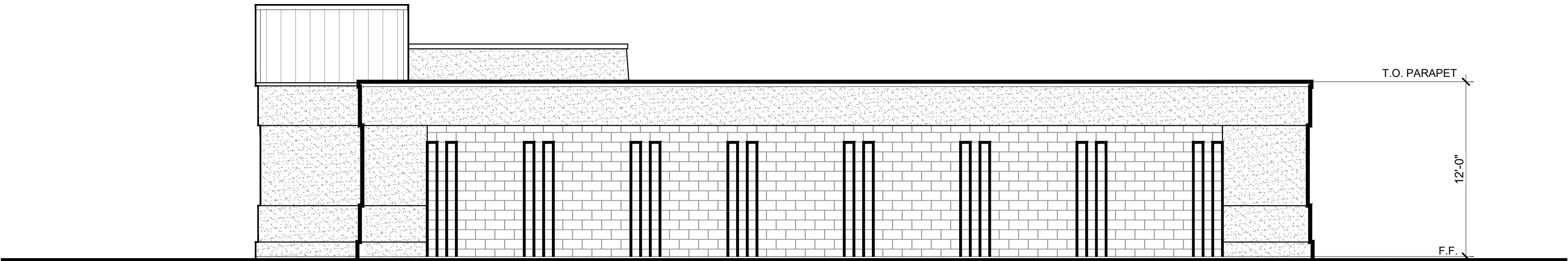




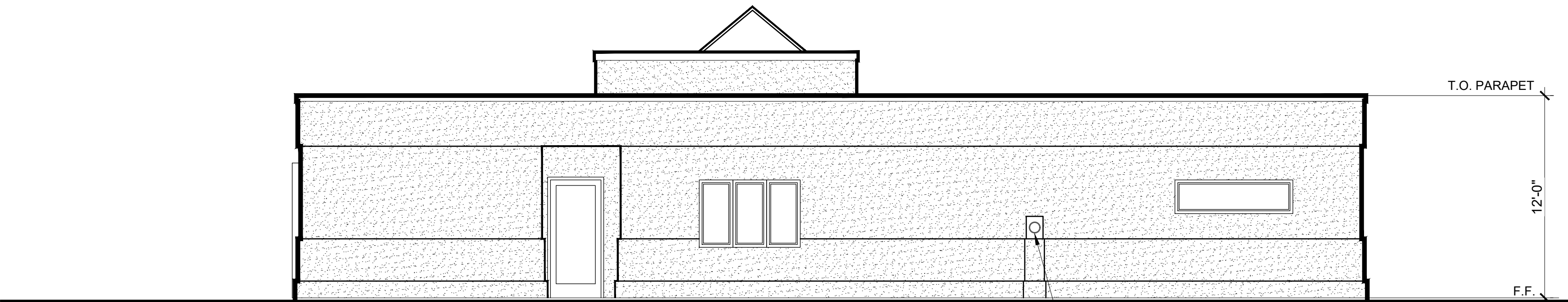
EXISTING WEST ELEVATION
SCALE: 3/16" = 1'-0"



EXISTING NORTH ELEVATION
SCALE: 3/16" = 1'-0"



EXISTING SOUTH ELEVATION
SCALE: 3/16" = 1'-0"



EXISTING EAST ELEVATION
SCALE: 3/16" = 1'-0"

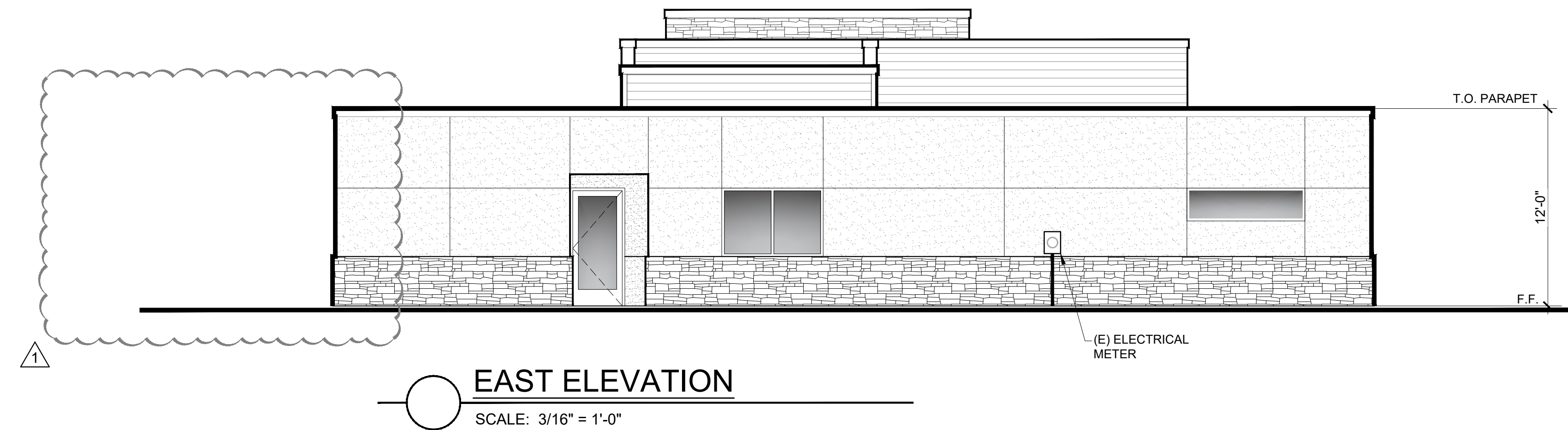
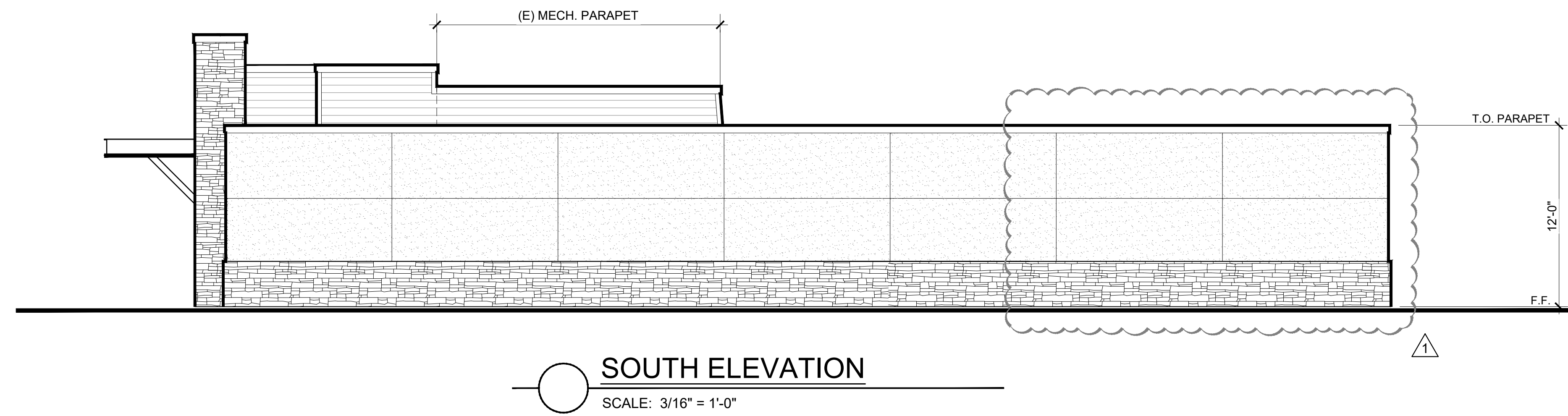
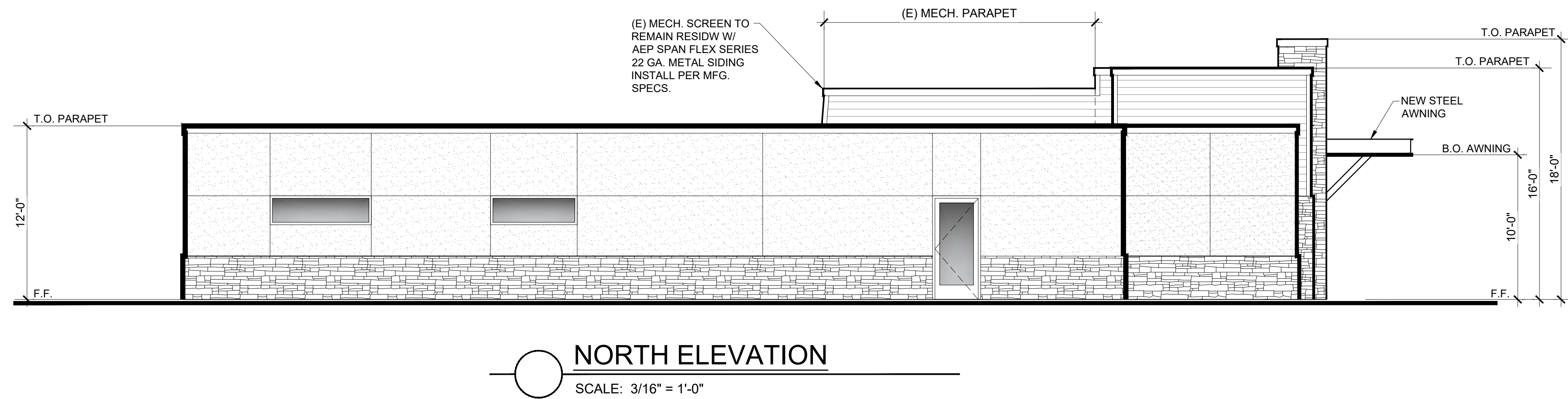
DESERT VETERINARY CLINIC
REMODEL - ADDITION
42 Goethals Drive, Richland, WA 99352
EXISTING EXTERIOR ELEVATIONS

REVISIONS:

1 10/23/2025

DATE: 08/15/2025
JOB NO.: 22-1104
DRAWN BY: JSD
SHEET NO:

A1.1



DESERT VETERINARY CLINIC
REMODEL - ADDITION
42 Goethals Drive, Richland, WA 99352
NEW EXTERIOR ELEVATIONS

REVISIONS:

1 10/23/2025

DATE: 08/15/2025
JOB NO.: 22-1104
DRAWN BY: BB
SHEET NO:

A1.2



ECONOMIC DEVELOPMENT COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 12/1/2025

Agenda Category: Business

Prepared By: Rebecca Williamson, Economic Development Specialist

Subject

2026 Business License Reserve Fund Applications

Department

Development Services

Recommended Motion

I move that the EDC recommend that the City Council award funding for the 2026 Business License Reserve Fund as detailed in the funding matrix document and that the City Council approve any additional funding for BLRF for 2026 beyond what is accounted for in the funding matrix for the Commercial Façade Improvement Program.

Summary

Each year the Economic Development Division solicits applications from eligible organizations for business license reserve funds in accordance with RMC 5.04.385. The Economic Development Committee (EDC) is tasked with considering each application and making a funding recommendation to the City Council. The EDC's action may include a recommendation that the City Council approve, deny, or approve with conditions. The City Council will make the final decision. The Business License Reserve Fund is funded by 18% of business license fees collected.

This year, the City received eight qualified applications requesting 2026 Business License Reserve Fund grants. There is anticipated to be \$167,370 in funds available for awards in 2026 and requests exceed anticipated available funds by \$145,875. Details about each application are included in the attached staff report. A funding matrix document is attached for use during deliberations.

Fiscal Impact

There is anticipated to be \$167,370 in funds available for awards in 2025. The funding source is business license revenue.

Attachments

1. EDC Staff Report - 2026 BLRF Applications
2. BLRF_Application_102 Stevens Media Group (Llve@5)
3. BLRF_Application_103 City of Richland (Commercial Facade Improvement Program)
4. BLRF_Application_104 BFWDC (Richland Funding Forward)
5. BLRF_Application_105 Richland Chamber (Cool Desert Nights)
6. BLRF_Application_106 SBDC (Richland Business Rekindled)
7. BLRF_Application_107 WSU TriCities (City of Richland Workforce Training)
8. BLRF_Application_109 UBID (Uptown Sign Upgrade)
9. BLRF_Application_110 UBID (Uptown Bench Replacement)
10. Funding Matrix BLRF 2026

STAFF REPORT

TO: Economic Development Committee
RE: 2026 BLRF Applications

PREPARED BY: Rebecca Williamson
MEETING DATE: December 1, 2025

GENERAL INFORMATION:

The city received eight qualified applications requesting Business License Reserve Fund (BLRF) grants for 2026. Requests for 2026 funds total \$313,245. There is anticipated to be \$167,370 in funds available for awards in 2026, creating a shortfall of \$145,875.

The Economic Development Committee (EDC) is tasked with considering each application and making a funding recommendation to the City Council. The EDC's recommendation may include recommendations for approval, denial, or approval with conditions. The City Council will make the final decision on all funding. Details about each application are included below. A funding recommendation worksheet is attached to the agenda for use during deliberations.

This is the second year of revised code language regarding eligible entities (RMC 5.04.386) that expanded eligibility for BLRF grants. For entities not named in code, the EDC will determine eligibility. To be considered an eligible entity groups shall have as their charter the enhancement of the local business community and the improvement of the environs of the city of Richland.

For the entities listed as 'pending' please consider and determine their eligibility as well as their project funding. Agencies not listed specifically in the code are asked to apply each year to be considered for eligibility based on their program proposal. This requires an individual vote before funding consideration.

APPLICATIONS:

2026-102

APPLICANT: Stevens Media Group

ELIGIBILITY: Pending

REQUEST: \$20,000
Awarded \$5,000 in LTAC 2025

DETAILS: This entity is applying for funding to support Live@5, an annual summer concert series. The eleven-week series will run from May 28 to August 6, 2026 from 5 – 8 pm on Thursdays at John Dam Plaza.

STAFF REC: Maintain 2025 funding level due to continued event success and BLRF budget constraints. (\$5,000)

2026-103**APPLICANT:** **Commercial Façade Improvement Program (CFIP)****ELIGIBILITY:** Funding source identified by code**REQUEST:** \$100,000 for façade improvement grants
Awarded \$78,951 in 2025 due to carryover and less requests**DETAILS:** Pursuant to RMC 5.04.388 the Economic Development office is charged with management of the Commercial Façade Improvement Program. Each year BLRF funds must be applied for and set aside for the program based on EDC recommendation. These funds are used to match private investment, up to \$20,000, for façade improvements.

With construction of the Downtown Loop, the City will be actively increasing promotion of this program and expect an increase in interested businesses. On average, the fund has provided four to six or more façade grants each year. With full funding, the program could fund five projects in 2025.

STAFF REC: Maintain 2025 funding level due to continued program management success and BLRF budget constraints. If additional BLRF funds become available, award to this program to address increased demand for program due to Downtown Loop construction. (\$80,370)**2026-104****APPLICANT:** **Benton-Franklin Workforce Development Council (NEW)****ELIGIBILITY:** Pending**REQUEST:** \$75,000**DETAILS:** This new entity is applying for BLRF to expand their grant program for small businesses. Focused on historically underserved businesses, this program provides both technical assistance and direct funding to businesses to help them expand. The funding would be used for micro-grants, staffing, and indirect costs.**STAFF REC:** Fund with condition that funds are only used for micro-grants for small businesses that are working with the Small Business Development Center (SBDC). Fund at lower level due to newness of project and BLRF budget constraints. Staffing, other support expenses and indirect will not be included. (\$15,000)

2026-105**APPLICANT: Richland Chamber of Commerce****ELIGIBILITY:** Eligible entity per code**REQUEST:** \$15,000
Awarded \$25,000 in LTAC 2025**DETAILS:** The Richland Chamber of Commerce is applying for BLRF funds to restructure the Cool Desert Night's Friday night drive to a "Car Crawl" format due to construction of the Downtown Loop. The request is for 60% of the estimated cost of this change.**STAFF REC:** Fund at a lower level due to \$5,800 in planned donations and estimated \$15,500 in revenue as well as BLRF budget constraints. (\$5,000)**2026-106****APPLICANT: Small Business Development Center (SBDC)****ELIGIBILITY:** Eligible entity per code**REQUEST:** \$25,000
Awarded \$15,000 in 2023 for small business advising**DETAILS:** The SBDC is applying to 1) increase one-one-one advising to small business in Richland, 2) bring a three-part training to Richland small businesses that are exploring international trade, and 3) offer a virtual 4-part session course "Start Outstanding" for entrepreneurs who want to start a business. This course will be offered six times and marketed specifically to Richland. The funding would be used for staffing, travel and indirect costs.**STAFF REC:** Fund with condition that data on additional Richland businesses served by project will be tracked and reported. Fund at a lower level due to lack of details on specifically how additional Richland businesses will be served as well as BLRF budget constraints. No travel or indirect costs will be included. (\$15,000)

2026-107**APPLICANT: Washington State University Tri-Cities (WSU-TC)****ELIGIBILITY: Pending**

REQUEST: \$15,000
Awarded \$12,000 in 2025

DETAILS: WSU-TC is applying for funding to provide scholarships for Richland residents, employees of Richland small businesses, and Richland-based business owners in the Cougar Tracks professional development programs. All Cougar Tracks programs are eligible in the following areas: leadership development, customer service excellence, AI and digital literacy, and small business development.

STAFF REC: Fund with condition that project only serves employees and owners of Richland small businesses. Maintain 2025 funding level due to continued success and BLRF budget constraints. (\$12,000)

2026-109**APPLICANT: Uptown Business Improvement District (UBID)**

ELIGIBILITY: Eligible entity per code

REQUEST: \$34,805
Awarded \$21,370 in 2025 for banner poles, event and marketing activities (\$17,370 unspent)

DETAILS: The UBID is responsible for providing amenities and services to the area and businesses within the district.

UBID is applying for 50% of the funding to replace the digital signs on George Washington Way and Jadwin Avenue with larger 4' x 8' single-sided displays. With the Downtown Loop construction, upgraded signing will assist with keeping businesses visible and the one-way configuration allows for single-sided replacement (two new signs versus four). The UBID will fund the other half of the project through revenue generated from their assessment increase.

STAFF REC: Fund at a lower level due to BLRF budget constraints and applicants' ability to implement over two years. (\$18,000)

2026-110**APPLICANT:** Uptown Business Improvement District (UBID)**ELIGIBILITY:** Eligible entity per code**REQUEST:** \$28,440
Awarded \$21,370 in 2025 for banner poles, event and marketing activities (\$17,370 unspent)**DETAILS:** The UBID is responsible for providing amenities and services to the area and businesses within the district.

UBID is applying for funding to begin replacing the severely worn benches throughout the Uptown with new, durable commercial-grade benches. The request is for 12 benches, with the UBID funding ten percent of the benches, delivery and installation costs. The project is scalable over a two-to-three-year timeframe.

STAFF REC: Fund at a lower level due to BLRF budget constraints and applicants' ability to implement over multiple years. Include ability for applicant to pursue other efforts to improve benches (repair, relocation, etc.) as part of contract. (\$17,000)**DRAFT RECOMMENDATION:**

Staff recommends the following allocations for the 2026 funding recommendation from the Economic Development Committee.

Applicant	Description	Staff Recommended
Stephens Media Group	Live@5 Concert Series	\$5,000
City of Richland	Commercial Façade	\$80,370
BF Workforce Development Council	Small Business Micro-Grants	\$15,000
Richland Chamber of Commerce	Car Crawl for Cool Desert Nights	\$5,000
Small Business Development Center	Small Business Advising & Classes	\$15,000
WSU – Tri-Cities (Cougar Tracks)	Workforce Training Scholarships	\$12,000
Uptown Business Improvement District	Sign Upgrade	\$18,000
Uptown Business Improvement District	Bench Replacement	\$17,000
	Total	\$167,370

*Staff's recommendation is based on the nexus between the applicant's program and its specific benefit and targeted offering to Richland businesses.

SAMPLE MOTIONS:

ELGIBLE ENTITY

If yes, then:

I move that the EDC deem _____(entity name) an eligible entity for 2026 BLRF funding.

If no, then:

I move that the EDC deem _____(entity name) an illegible entity for 2026 BLRF funding.

FINAL MOTION TO APPROVE FUNDING

I move that the EDC recommend that the City Council award funding for the 2026 Business License Reserve Fund as detailed in the funding matrix document and that the City Council approve any additional funding for BLRF for 2026 beyond what is accounted for in the funding matrix for the Commercial Façade Improvement Program.



Business License Reserve Program

Application

Eligible Applicant Agencies:

- | | |
|---|---|
| ☒ Tri-City Regional Chamber of Commerce | ☐ Business Improvement District (UBID or DBID) |
| ☐ Visit Tri-Cities | ☐ Richland Chamber of Commerce |
| ☐ SCORE of the Mid-Columbia | ☐ Small Business Development Center (SBDC) |
| ☐ Commercial Façade Improvement Program | ☐ Other Entity: _____ |

If "Other Entity" please indicate why your agency should be considered for eligibility:

This form section has a character limit of 200; attach additional pages if necessary.

Project Title	Live@5	Amount Requested	\$20,000.00
Agency Address	4304 W 24th Ave Suite 200 Kennewick	Agency Telephone	2536703522
W-9 Attached	☒ Yes (Required)	UBI Number	604250437
Contact Person	Jennifer Little	Contact Title	Events & Promotions
Contact Email	jennifer.little@smgnational.com	Contact Phone	2536703522

Has project received BLRF funding previously? ☐ Yes ☐ No

1) Please explain how your organization supports the enhancement of Richland business community and the improvement of the environs of the City of Richland.

This form section has a character limit of 600; attach additional pages if necessary.

Live@5 has been a staple in our community for 21 years. Giving locals a great family "date night". Live@5 is about entertainment, food, and family-friendly fun. This event also helps our local businesses grow and supports new businesses in getting their start. Each year, we invite new and returning local businesses to participate in the 11-week event. Families can come out to John Dam Plaza and bring a blanket, have dinner, enjoy live music, partake in our beer/wine garden, and do a little shopping. We even have a huge kid zone for the little ones!

2) Please provide a description of the proposed project or program, including a timetable for implementation.

This form section has a character limit of 600; attach additional pages if necessary.

Live@5, summer concert series is entering into our 22nd year. In 2026 we will be running for the 11 weeks. Kicking off on May 28th and running each Thursday night through August 6th. Each night will run from 5pm-8pm

3) What business activities does the proposed project promote? Check all that apply.

- | | |
|--|---|
| ☐ Core Development | ☒ General Economic Development |
| ☒ Tourism | ☐ Prevention of Blight |
| ☐ Capital Expenditures for Community Improvements | ☒ Small Business Development Program (Richland) |

4) Please explain how your proposal carries out each business activity identified above.

This form section has a character limit of 600; attach additional pages if necessary.

Tourism- Our event brings in local bands as well as bands from surrounding areas. Oregon, Seattle, Idaho and as far as from Hawaii. These bands have a following and family that travel with them to each event. Booking hotel rooms, frequenting local businesses and posting on social media about their visit.

General Economic Development - Over its 11-week run each summer, the concert series drives significant foot traffic to the area, creating a reliable boost for local businesses. Restaurants and retailers report higher sales, new vendors gain exposure, and hotels benefit from visitors drawn to the performances. Beyond direct spending, the series enhances the city's reputation as a vibrant cultural destination, which supports broader economic growth by attracting new residents, investors, and future events.

Small Business Development - SEE ATTACHED

5) How will your organization define and measure the success of this project? Please be specific.

This form section has a character limit of 600; attach additional pages if necessary.

Going into our 22nd year, this event has proven to be successful and continues to grow in participation numbers.

6) Can the project be completed by December 30, 2026? Please explain.

This form section has a character limit of 400; attach additional pages if necessary.

This event runs for 11 weeks during the summer from May 28th - Aug 6th

7) Does the project include collaboration with other organizations (i.e. service delivery, funding, etc.)? Please provide the names of the other agencies and describe the relationship. Funding contributions should be detailed in #9.

This form section has a character limit of 200; attach additional pages if necessary.

Without having contracts signed for 2026, I will list agencies/businesses that we normally collaborate with. The Tri City Chamber of Commerce. The City of Richland and SMG. Vendors: SEE ATTACHED

8) What is the overall budget for your project? Please attach a copy of the project budget. What percentage of your budget are you requesting from the City of Richland's Business License Reserve Fund?

We do not have a "budget" for Live@5. All funds to put on this event come from Sponsors and Vendors

☒ Budget Attached (Required)

9) Detail all funding sources (including amounts) that support this activity (Attach additional pages as necessary)

Funding Source	Amount
TBD 2026 sponsors are not yet confirmed- first right of refusal is March 2026	\$0.00
Total	\$0.00

10) Project Expenses (Round to Nearest Dollar)	
Item	Amount
Park Rental	\$12,000.00
Bands	\$12,000.00
Audio	\$16,000.00
Security	\$15,000.00
Advertising	\$210,000.00
Equipment, Supplies, Staffing	\$12,000.00
Total	\$277,000.00

10) Does your organization donate any funds from this project to other organizations? If yes, please describe the recipient organization(s) and indicate the total amount of the planned donation. ☐ Yes ☒ No

APPLICATION CRITERIA	
The Economic Development Committee (EDC) determines criteria for the award of program funds. The committee utilizes these criteria to assist in determining whether agencies are eligible, and applications make a good faith effort to reinforce annual goals for public/private redevelopment, economic development, and investment. Applicants shall make every effort for their project to support each criteria, but they may consider other factors if not all criteria are met.	
Physical	
☒	The project retains, enhances, or has no negative effect on Richland’s natural resources (rivers, trails, recreation areas, parks, natural open space)
☒	The project is accessible to or benefits all members of the public
☒	The project improves or does not otherwise inhibit access to any Richland business
☒	The project targets positive development of the Richland Central Business District and/or outlying nodal areas of commerce
☒	The project enhances existing plans, strategies, and development by the City of Richland
Programmatic Goals	
☒	The project promotes social and cultural diversity
☒	The project enhances or has no negative impact on locally produced foods, wares, or agriculture
Relationship Building	
☒	The project has the support of or otherwise does not negatively impact any Business Improvement District
☒	The project promotes collaboration between multiple regional entities
Legal	
☒	The project does not violate any Richland Municipal Code
☒	The applicant clearly states the nature of the project and how it supports business activities for the purposes authorized herein.

CERTIFICATION (Please Confirm by Initialing Each Statement)

JL

SIGNED BY: I am an authorized agent of the organization applying for funding.

JENNIFER LITTLE

JL

SIGNED BY: I have read the Business License Reserve Program Guidelines and Procedures document and am aware of the

JENNIFER LITTLE

JL

SIGNED BY: I understand that once submitted, this application is a public record. The City of Richland may post part or all of

JENNIFER LITTLE

JL

SIGNED BY: I have attached a completed W-9 Form.

JENNIFER LITTLE

JL

SIGNED BY: I will submit, if approved for award, a detailed project schedule and updated budget within 30 days of receipt

JENNIFER LITTLE

JL

SIGNED BY: I understand that all project activities must be identified in promotional and other business materials as having

JENNIFER LITTLE

JL

SIGNED BY: I will provide data reporting as requested in the agreement and by city staff to affirm the use of funds and

JENNIFER LITTLE

JL

SIGNED BY: I confirm that requested funds will only be used for purposes as described in this application and/or as

JENNIFER LITTLE

JL

SIGNED BY: I understand that any award is a reimbursement and that the City of Richland will only reimburse those costs

JENNIFER LITTLE

JL

SIGNED BY: Request for Reimbursement form has been submitted to the City, including any copies of invoices and payment

JENNIFER LITTLE

JL

SIGNED BY: I understand that use of funds is subject to audit by the State of Washington

JENNIFER LITTLE

JL

SIGNED BY: I understand that funds must be exhausted by December 31 without extension.

JENNIFER LITTLE

eSigned via GovOS.com

Jennifer Little

Key: b0b999a6-312b-44f2-ae3e-db13a4004378

Signature

Printed Name

Date

Application Submittal

In addition to the web portal, applicants may submit:

Applications completed digitally:

- Applications that were completed digitally may be saved and sent via email to info@richlandbusiness.com
- Save your application with a different file name than the original
- Attach any accompanying documentation as a separate attachment, saved as a PDF or JPG

Applications completed handwritten:

- Applications that are handwritten may be sent via email, dropped off, or mailed
- If sent via email, please legibly scan your document as a PDF
- If dropped off, bring to 625 Swift Boulevard, in Richland
- If mailed, mail to:

City of Richland
Attn: Economic Development
625 Swift Boulevard, MS-18
Richland, WA 99352

**All applications are due by Friday, November 14, 2025 at 5:00 pm
regardless of submission method.**

ATTACHMENT – Stephens Media Group

4) Small Business Development - The summer concert series plays a major role in supporting our small businesses. Each week, local restaurants, shops, and vendors see a surge in customers, helping them build stronger relationships with the community and generate repeat business. For many small entrepreneurs, the concert series provides a platform to launch or expand their offerings, test new products, and gain valuable exposure that lasts beyond the summer months.

7) Vendors who have first right of refusal for 2026:

Don Taco, Knockerball Tri Cities, Heavenly Sweets, KONA, Tom's Travelin Coffee, Renewal by Anderson, Biomat USA, Doggie Style Gourmet, Simpson Decks, Stretch Lab, Living Water Church, Desert Valley Power Sports, Yakima Federal

Event Budget Approval Request Form

Market	TRICITIES
Date of Event	May 28 - Aug 6
Station(s)	ALL Stations
Name of Event	Live@5
Description of Event	Summer Concert Series 11 weeks

Event Booked Income

Item	Amount
(Title Sponsor)	
(Major Sponsor)	
(Major Sponsor)	
Vendor 1	
Vendor 2	
Vendor 3	
Vendor 4	
Vendor 5	
Vendor 6	
Vendor 7	
Vendor 8	
Vendor 9	
Vendor 10 - Non Profit	
Vendor 11 - Non Profit	
Vendor 12 - Non Profit	
Total Income	\$0.00
Variance	-\$276,960.00

APPROVED BY:

David Stephens

Event Expenses

Item	Amount
City of Richland - Parks and Recreation	\$12,000.00
Bands	\$12,000.00
Audio	\$16,000.00
Security	\$14,960.00
Advertising KALE - AM/FM @ \$15.00	\$22,500.00
Advertising KEGX - FM @ \$30.00	\$45,000.00
Advertising KIOK - FM @ \$30.00	\$45,000.00
Advertising KKSJ - FM @ \$20.00	\$30,000.00
Advertising KUJ - FM @ \$30.00	\$45,000.00
Advertising KJXX - AM @ \$15.00	\$22,500.00
Supplies, Staffing	\$12,000.00
Total Expenses	\$276,960.00

Please provide supporting Documentation: Marketron Orders, Expense Invoices, Ect.

Date:



Business License Reserve Program

Application

Eligible Applicant Agencies:

- | | |
|---|---|
| ☐ Tri-City Regional Chamber of Commerce | ☐ Business Improvement District (UBID or DBID) |
| ☐ Visit Tri-Cities | ☐ Richland Chamber of Commerce |
| ☐ SCORE of the Mid-Columbia | ☐ Small Business Development Center (SBDC) |
| ☒ Commercial Façade Improvement Program | ☐ Other Entity: _____ |

If "Other Entity" please indicate why your agency should be considered for eligibility:

This form section has a character limit of 200; attach additional pages if necessary.

Project Title	Commercial Façade Improvement (COR)	Amount Requested	\$100,000.00
Agency Address	625 Swift Blvd, Richland WA	Agency Telephone	509-942-7725
W-9 Attached	☒ Yes (Required)	UBI Number	91-6015119
Contact Person	Rebecca Williamson	Contact Title	Economic Dev. Specailist
Contact Email	rwilliamson@richlandwa.gov	Contact Phone	509-942-7725

Has project received BLRF funding previously? ☒ Yes ☐ No

1) Please explain how your organization supports the enhancement of Richland business community and the improvement of the environs of the City of Richland.

This form section has a character limit of 600; attach additional pages if necessary.

The City of Richland supports the enhancement of the Richland business community and the improvement of the environs of the city in numerous ways. The Commercial Façade Improvement Program (CFIP) is one example of this support. The CFIP program was established by RMC 5.04.388 as a program funded from the Business License Reserve Fund. This program is intended to help local businesses improve the appearance of their buildings and reduce blight within our community. The intention of the program is to assist with any exterior improvements visible from the public right of way and enhance the overall appearance or historical character of a building.

2) Please provide a description of the proposed project or program, including a timetable for implementation.

This form section has a character limit of 600; attach additional pages if necessary.

The program runs on a calendar year cycle and allows for applications throughout the year. A maximum of \$20,000 is available per project that must be matched by business/building owner investment. Staff advertises the program throughout the year in a variety of ways that utilize city budget. Applications are received/reviewed as they are received. Applicants must coordinate with the City's Energy Services programs and provide at least two bids for work to be done. Funds are committed via contract which must be completed within 12 months of the date of signing. Once receipts are submitted, they are reviewed against the contract and a reimbursement is processed.

The program has a strong track record that averages a higher private investment than direct match. For every CFIP dollar, private investments are over \$1.60 over the last 5-years.

3) What business activities does the proposed project promote? Check all that apply.

- | | |
|--|--|
| ☒ Core Development | ☒ General Economic Development |
| ☐ Tourism | ☒ Prevention of Blight |
| ☐ Capital Expenditures for Community Improvements | ☐ Small Business Development Program (Richland) |

4) Please explain how your proposal carries out each business activity identified above.

This form section has a character limit of 600; attach additional pages if necessary.

The prevention of blight is the most closely tied initiative that is accomplished by this program, through improving the public-facing appearance of our buildings, especially those that are aging or need repair. The program has also been utilized for energy efficiency upgrades improving the cost of operation for the building/business owners and power supplied from the City.

General economic development and core development are accomplished because the program is an incentive to businesses to improve their buildings, complete larger more impactful projects and also serves as a retention tool.

5) How will your organization define and measure the success of this project? Please be specific.

This form section has a character limit of 600; attach additional pages if necessary.

For 2026, we propose funding five (5) CFIP projects at \$20,000 match each. Success will be defined as:

- 1) Entering into a minimum 5 CFIP contracts in 2026.
- 2) Successful completion of 80% (4 of 5) CFIP contracts within their 12-month window. This is not set at 100% because we know experience that business and building owners often to pivot to address other urgent needs that can make facade projects move to a lower priority.

6) Can the project be completed by December 30, 2026? Please explain.

This form section has a character limit of 400; attach additional pages if necessary.

Yes, all contracts can be awarded by December 30, 2026.

7) Does the project include collaboration with other organizations (i.e. service delivery, funding, etc.)? Please provide the names of the other agencies and describe the relationship. Funding contributions should be detailed in #9.

This form section has a character limit of 200; attach additional pages if necessary.

Within the City, we collaborate with Energy Services to leverage funding for businesses and the Communications and Marketing Dept. to advertise the program.

8) What is the overall budget for your project? Please attach a copy of the project budget. What percentage of your budget are you requesting from the City of Richland's Business License Reserve Fund?

\$201,500 is the total budget. CFIP funds are 49.6% of the budget.

☒ Budget Attached (Required)

9) Detail all funding sources (including amounts) that support this activity (Attach additional pages as necessary)

Funding Source	Amount
Business License Reserve Fund	\$100,000.00
Business/Building Owner Matching Funds	\$100,000.00
City of Richland Advertising Budget	\$1,500.00
Total	\$201,500.00

10) Project Expenses (Round to Nearest Dollar)	
Item	Amount
5 CFIP Projects @ \$40,000 each (\$20K business/\$20K City match)	\$200,000.00
Advertising (printed materials, newspaper ads, social media)	\$1,500.00
Total	\$201,500.00

10) Does your organization donate any funds from this project to other organizations? If yes, please describe the recipient organization(s) and indicate the total amount of the planned donation. ☐ Yes ☒ No

APPLICATION CRITERIA	
The Economic Development Committee (EDC) determines criteria for the award of program funds. The committee utilizes these criteria to assist in determining whether agencies are eligible, and applications make a good faith effort to reinforce annual goals for public/private redevelopment, economic development, and investment. Applicants shall make every effort for their project to support each criteria, but they may consider other factors if not all criteria are met.	
Physical	
☒	The project retains, enhances, or has no negative effect on Richland's natural resources (rivers, trails, recreation areas, parks, natural open space)
☒	The project is accessible to or benefits all members of the public
☒	The project improves or does not otherwise inhibit access to any Richland business
☒	The project targets positive development of the Richland Central Business District and/or outlying nodal areas of commerce
☒	The project enhances existing plans, strategies, and development by the City of Richland
Programmatic Goals	
☐	The project promotes social and cultural diversity
☒	The project enhances or has no negative impact on locally produced foods, wares, or agriculture
Relationship Building	
☒	The project has the support of or otherwise does not negatively impact any Business Improvement District
☒	The project promotes collaboration between multiple regional entities
Legal	
☒	The project does not violate any Richland Municipal Code
☒	The applicant clearly states the nature of the project and how it supports business activities for the purposes authorized herein.

CERTIFICATION (Please Confirm by Initialing Each Statement)

RW

SIGNED BY: I am an authorized agent of the organization applying for funding.

REBECCA WILLIAMS

RW

SIGNED BY: I have read the Business License Reserve Program Guidelines and Procedures document and am aware of the

limitations of this program.

REBECCA WILLIAMS

RW

SIGNED BY: I understand that once submitted, this application is a public record. The City of Richland may post part or all of

it on the City's website or provide it in response to public records requests.

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SIGNED BY: I will submit, if approved for award, a detailed project schedule and updated budget within 30 days of receipt

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REBECCA WILLIAMS

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I understand that any award is a reimbursement and that the City of Richland will only reimburse those costs

actually incurred and only after the service is rendered, paid for (if provided by a third party), and a signed

Request for Reimbursement form has been submitted to the City, including any copies of invoices and payment

documentation.

REBECCA WILLIAMS

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SIGNED BY: I understand that use of funds is subject to audit by the State of Washington

REBECCA WILLIAMS

RW

SIGNED BY: I understand that funds must be exhausted by December 31 without extension.

REBECCA WILLIAMS

ON

eSigned via GovOS.com

Rebecca Williamson

Key: b0b999a6-312b-44f2-ae3e-db13a4004378

Signature

Printed Name

Date

Application Submittal

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City of Richland
Attn: Economic Development
625 Swift Boulevard, MS-18
Richland, WA 99352

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regardless of submission method.**

CFIP 2026 Budget

Item	CFIP	Business	Sub-Total
CFIP Project 1	\$20,000	\$20,000	\$40,000
CFIP Project 2	\$20,000	\$20,000	\$40,000
CFIP Project 3	\$20,000	\$20,000	\$40,000
CFIP Project 4	\$20,000	\$20,000	\$40,000
CFIP Project 5	\$20,000	\$20,000	\$40,000
Sub-Total	\$100,000	\$100,000	\$200,000
	City		Sub-Total
Print Materials	\$750.00		\$750
Advertisements	\$750.00		\$750
Sub- Total			\$1,500
Grand Total	\$201,500		



Business License Reserve Program

Application

Eligible Applicant Agencies:

- | | |
|--|---|
| ☐ Tri-City Regional Chamber of Commerce | ☐ Business Improvement District (UBID or DBID) |
| ☐ Visit Tri-Cities | ☐ Richland Chamber of Commerce |
| ☐ SCORE of the Mid-Columbia | ☐ Small Business Development Center (SBDC) |
| ☐ Commercial Façade Improvement Program | ☒ Other Entity: <u>Benton-Franklin Workforce</u> |

If "Other Entity" please indicate why your agency should be considered for eligibility:

This form section has a character limit of 200; attach additional pages if necessary.

The Benton-Franklin Workforce Development Council should be considered for eligibility as we are a non-profit who serves businesses and job seekers. Our Mission is "Promoting a prosperous community by providing as progressive workforce system." Our primary customer is business, we serve them by helping them find the right talent, avoid layoffs and we have a grant program for small businesses.

Project Title	Richland- Funding Forward	Amount Requested	\$75,000.00
Agency Address	815 N Kellogg St. Suite C, Kennewick, WA	Agency Telephone	509.734.5986
W-9 Attached	☒ Yes (Required)	UBI Number	91-1250599
Contact Person	Cynthia N. Garcia	Contact Title	Executive Director
Contact Email	cgarcia@bf-wdc.org	Contact Phone	509.734.5986

Has project received BLRF funding previously? ☐ Yes ☒ No

1) Please explain how your organization supports the enhancement of Richland business community and the improvement of the environs of the City of Richland.

This form section has a character limit of 600; attach additional pages if necessary.

The Benton-Franklin Workforce Development Council (BFWDC) helps employers showcase career opportunities, reach skilled local talent, promote openings, and support training pathways. With our Business Solutions Team, we foster sector partnerships with key industry groups. We offer insights on wages, demographics, and workforce trends, plus assistance with job postings. We're especially proud of our micro-grant program, which helps small businesses grow by funding equipment, training, or expanded marketing efforts.

2) Please provide a description of the proposed project or program, including a timetable for implementation.

This form section has a character limit of 600; attach additional pages if necessary.

This program uplifts communities by helping small businesses expand hiring and deliver measurable local benefits. We focus on historically underserved businesses, providing access to resources and technical assistance through grassroots outreach and chamber partnerships. We support start-up, recovery, and growth, while connecting businesses to WorkSource Columbia Basin-employment and training services which are all free of cost to job seekers and local businesses. We have everything in place to implement this project as soon as possible. We already have a quarterly submission window and a scoring rubric that emphasizes measurable outcomes and equity.

3) What business activities does the proposed project promote? Check all that apply.

- | | |
|---|---|
| ☒ Core Development | ☒ General Economic Development |
| ☐ Tourism | ☐ Prevention of Blight |
| ☒ Capital Expenditures for Community Improvements | ☒ Small Business Development Program (Richland) |

4) Please explain how your proposal carries out each business activity identified above.

This form section has a character limit of 600; attach additional pages if necessary.

Core Development: Business grants can be used for necessary training for staff and leadership to learn new skills and stay on top of trends.

Capital Expenditure for Community Improvements: Business Grants can be used for equipment and improvements to a business's space to help them serve more customers and operate more efficiently.

General Economic Development-Business grants can help provide support necessary for a business to recover and stay open, or to grow and hire more staff who are contributing to their community.

Small Business Development- Business grants can be used for start-up funds.

5) How will your organization define and measure the success of this project? Please be specific.

This form section has a character limit of 600; attach additional pages if necessary.

We will measure success by distributing all funds and helping business reach their goals. We will get information from the businesses so we can write stories of impact and share those with our board and community via social media.

6) Can the project be completed by December 30, 2026? Please explain.

This form section has a character limit of 400; attach additional pages if necessary.

The project will be completed by December 30, 2026. We will plan accordingly with funds and there will be a quarterly submission window, and we will ensure that all funds are distributed to businesses by December 30, 2026.

7) Does the project include collaboration with other organizations (i.e. service delivery, funding, etc.)? Please provide the names of the other agencies and describe the relationship. Funding contributions should be detailed in #9.

This form section has a character limit of 200; attach additional pages if necessary.

We will partner with our subcontractor Career Path Services to help with the program. They have experience and run a similar program now.

8) What is the overall budget for your project? Please attach a copy of the project budget. What percentage of your budget are you requesting from the City of Richland's Business License Reserve Fund?

This project would be 2.1% of our overall budget

☒ Budget Attached (Required)

9) Detail all funding sources (including amounts) that support this activity (Attach additional pages as necessary)

Funding Source	Amount
Community Reinvestment Funding (CRF)	\$10,000.00
Workforce Innovation Opportunity Act (WIOA)	\$5,000.00
Hospitality Sector Grant	\$5,000.00
Total	\$20,000.00

10) Project Expenses (Round to Nearest Dollar)	
Item	Amount
Salaries and Benefits	\$8,600.00
Indirect Costs	\$2,400.00
Micro-grants	\$64,000.00
Total	\$75,000.00

10) Does your organization donate any funds from this project to other organizations? If yes, please describe the recipient organization(s) and indicate the total amount of the planned donation. ☐ Yes ☒ No

APPLICATION CRITERIA	
The Economic Development Committee (EDC) determines criteria for the award of program funds. The committee utilizes these criteria to assist in determining whether agencies are eligible, and applications make a good faith effort to reinforce annual goals for public/private redevelopment, economic development, and investment. Applicants shall make every effort for their project to support each criteria, but they may consider other factors if not all criteria are met.	
Physical	
☒	The project retains, enhances, or has no negative effect on Richland's natural resources (rivers, trails, recreation areas, parks, natural open space)
☒	The project is accessible to or benefits all members of the public
☒	The project improves or does not otherwise inhibit access to any Richland business
☒	The project targets positive development of the Richland Central Business District and/or outlying nodal areas of commerce
☒	The project enhances existing plans, strategies, and development by the City of Richland
Programmatic Goals	
☒	The project promotes social and cultural diversity
☒	The project enhances or has no negative impact on locally produced foods, wares, or agriculture
Relationship Building	
☒	The project has the support of or otherwise does not negatively impact any Business Improvement District
☒	The project promotes collaboration between multiple regional entities
Legal	
☒	The project does not violate any Richland Municipal Code
☒	The applicant clearly states the nature of the project and how it supports business activities for the purposes authorized herein.

CERTIFICATION (Please Confirm by Initialing Each Statement)

CNG

SIGNED BY: I am an authorized agent of the organization applying for funding.

CYNTHIA N. GARCIA

CNG

SIGNED BY: I have read the Business License Reserve Program Guidelines and Procedures document and am aware of the

CYNTHIA N. GARCIA

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CYNTHIA N. GARCIA

CNG

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CYNTHIA N. GARCIA

CNG

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CYNTHIA N. GARCIA

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CYNTHIA N. GARCIA

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CNG Request for Reimbursement form has been submitted to the City, including any copies of invoices and payment documentation.

CYNTHIA N. GARCIA

CNG

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SIGNED BY: I understand that funds must be exhausted by December 31 without extension.

CYNTHIA N. GARCIA

CYNTHIA N. GARCIA

eSigned via GovOS.com

Cynthia N. Garcia

Key: b0b999a6-312b-44f2-ae3e-db13a4004378

Signature

Printed Name

Date

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Position or Expense Category	City of Richland Microgrants
------------------------------	------------------------------------

Personnel

Full Time	
Fiscal Director	\$ 1,081
Programs Director	\$ 2,058
Executive Director	\$ 2,337
Compliance Coordinator	\$ 661
<i>Total Full Time Salaries/Wages</i>	\$ 6,136
<i>Total Full Time Fringe</i>	\$ 2,338
Part Time	
	\$ -
<i>Total Full Time Salaries/Wages</i>	\$ -
<i>Total Part Time Fringe</i>	\$ -
TOTAL SALARIES/WAGES	\$ 6,136
TOTAL FRINGE	\$ 2,338
TOTAL PERSONNEL COSTS	\$ 8,474

Non-Personnel / OTPS

Specific Expenses	
MICRO GRANTS	\$ 64,000
<i>Total Specific Expenses</i>	\$ 64,000
Shared Expenses (allocated by FTE)	
Facilities & Maintenance	\$ 555
Utilities	\$ 27
Professional services	\$ 808
Insurance	\$ 126
Dues, Fees & Subscriptions	\$ 257
Software & IT Maintenance	\$ 129
Travel & Training	\$ 293
Equipment Lease & Maintenance	\$ 86
Supplies	\$ 36
	\$ -
	\$ -
Total Non-Personnel / OTPS Costs	\$ 66,317
Total Budget by Program/Function	\$ 74,791
Percentage of Total Expenses	2.1%



Business License Reserve Program

Application

Eligible Applicant Agencies:

- | | |
|--|---|
| ☐ Tri-City Regional Chamber of Commerce | ☐ Business Improvement District (UBID or DBID) |
| ☐ Visit Tri-Cities | ☒ Richland Chamber of Commerce |
| ☐ SCORE of the Mid-Columbia | ☐ Small Business Development Center (SBDC) |
| ☐ Commercial Façade Improvement Program | ☐ Other Entity: _____ |

If "Other Entity" please indicate why your agency should be considered for eligibility:

This form section has a character limit of 200; attach additional pages if necessary.

Project Title	Cool Desert Nights Car Crawl	Amount Requested	\$15,000.00
Agency Address	1201 Jadwin STE 201	Agency Telephone	509-987-4003
W-9 Attached	☒ Yes (Required)	UBI Number	604904875
Contact Person	Chandra Christenson	Contact Title	Executive Director
Contact Email	information@richlandchamber.org	Contact Phone	509-430-8786

Has project received BLRF funding previously? ☐ Yes ☒ No

1) Please explain how your organization supports the enhancement of Richland business community and the improvement of the environs of the City of Richland.

This form section has a character limit of 600; attach additional pages if necessary.

The Richland Chamber of Commerce supports enhancing the business community and surrounding environment to foster economic growth, attract investment, and improve quality of life. By promoting collaboration, sustainability, and innovation, the Chamber helps create a thriving, vibrant Richland where businesses succeed, residents prosper, and visitors experience the unique spirit of our city and its beautiful surroundings.

2) Please provide a description of the proposed project or program, including a timetable for implementation.

This form section has a character limit of 600; attach additional pages if necessary.

Due to the closure of the traditional Friday cruise path, we are transitioning to a Richland Car Crawl format with four business stops and a final activation at John Dam Plaza. Conservative projections show \$15,500 in revenue against \$24,500 in expenses, resulting in a \$9,000 funding gap. When factoring in shared Cool Desert Nights weekend staffing, public safety coordination, insurance, and infrastructure that support both the Car Crawl and Saturday event elements, the total funding need is \$15,000. The BLRF will directly enable the the Chamber to maintain visitor engagement, support local businesses, and sustain the economic impact of Cool Desert Nights during a construction-impacted year.

See Attachment

3) What business activities does the proposed project promote? Check all that apply.

- | | |
|--|---|
| ☐ Core Development | ☒ General Economic Development |
| ☒ Tourism | ☐ Prevention of Blight |
| ☐ Capital Expenditures for Community Improvements | ☒ Small Business Development Program (Richland) |

4) Please explain how your proposal carries out each business activity identified above.

This form section has a character limit of 600; attach additional pages if necessary.

Tourism:

Cool Desert Nights draws thousands of attendees from across the Pacific Northwest, many of whom stay in local hotels, dine in area restaurants, and shop in Richland's retail districts. The event's reputation as a destination weekend featuring classic cars, live entertainment, family activities, and food vendors encourages repeat visitation and overnight stays, expanding the city's tourism economy. Strategic marketing through regional media outlets and online platforms positions Richland as a welcoming, activity-rich destination, strengthening the city's profile within the Tri-Cities tourism corridor.

General Economic Development:

The event stimulates direct and indirect economic activity by increasing consumer spending and business visibility throughout the city. Cool Desert Nights activates the Uptown and Parkway districts, highlighting Richland's revitalized

See Attachment

5) How will your organization define and measure the success of this project? Please be specific.

This form section has a character limit of 600; attach additional pages if necessary.

The Richland Chamber of Commerce will define and measure the success of Cool Desert Nights Car Crawl through clear, data-driven outcomes that align with the City of Richland's goals for business enhancement, community engagement, and environmental improvement. Success will be evaluated using both quantitative and qualitative metrics collected before, during, and after the event.

Economic Impact and Small Business Engagement

Business Participation: Track the number of participating vendors, sponsors, and Richland-based businesses.

Sales and Revenue Impact: Conduct post-event surveys with local merchants and vendors to assess increased foot traffic and weekend sales activity in nearby business districts.

Tourism and Visitor Spending: Estimate out-of-town attendance through registration data, hotel bookings, and survey sampling to calculate visitor-driven

See Attachment

6) Can the project be completed by December 30, 2026? Please explain.

This form section has a character limit of 400; attach additional pages if necessary.

Yes the event is June 26-27, 2006, with the Car Crawl being June 26th.

7) Does the project include collaboration with other organizations (i.e. service delivery, funding, etc.)? Please provide the names of the other agencies and describe the relationship. Funding contributions should be detailed in #9.

This form section has a character limit of 200; attach additional pages if necessary.

We collaborate with the City of Richland and sponsors.

8) What is the overall budget for your project? Please attach a copy of the project budget. What percentage of your budget are you requesting from the City of Richland's Business License Reserve Fund?

Overall \$25,000 for Friday. Approx. 60% we are requesting from BLRF

☒ Budget Attached (Required)

9) Detail all funding sources (including amounts) that support this activity (Attach additional pages as necessary)

Funding Source	Amount
Sponsorships	\$8,000.00
Registrations (\$20-25/p car, TBD)	\$7,500.00
Total	\$15,500.00

10) Project Expenses (Round to Nearest Dollar)	
Item	Amount
Commemorative Magnets	\$1,500.00
Lite Bites at each stop	\$5,400.00
Volunteer and Event Staffing	\$4,200.00
Marketing & Printing	\$2,500.00
Security, Traffic flow, Police	\$4,000.00
Equipment & Infrastructure	\$3,500.00
See Attachment	Total \$24,500

10) Does your organization donate any funds from this project to other organizations? If yes, please describe the recipient organization(s) and indicate the total amount of the planned donation. ☒ Yes ☐ No

Richland Kiwanis \$800 They support the pancake breakfast
 Tri-Cities Regional Veterans Cemetery Project \$5000 This is a project that is planned for construction soon

APPLICATION CRITERIA	
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Programmatic Goals	
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CC

SIGNED BY: I am an authorized agent of the organization applying for funding.

CHRISTE NSON

CC

SIGNED BY: I have read the Business License Reserve Program Guidelines and Procedures document and am aware of the

CHRISTE NSON

limitations of this program.

CC

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CHRISTE NSON

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CHRISTE NSON

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CHRISTE NSON

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CHRISTE NSON

been funded by the City of Richland.

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CHRISTE NSON

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CHRISTE NSON

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CHRISTE NSON

actually incurred and only after the service is rendered, paid for (if provided by a third party), and a signed

CC

SIGNED BY: Request for Reimbursement form has been submitted to the City, including any copies of invoices and payment

CHRISTE NSON

documentation.

CC

SIGNED BY: I understand that use of funds is subject to audit by the State of Washington

CHRISTE NSON

CC

SIGNED BY: I understand that funds must be exhausted by December 31 without extension.

CHRISTE NSON

CHRISTE NSON

eSigned via GovOS.com

Chandra Christenson

Key: b0b999a6-312b-44f2-ae3e-db13a4004378

Signature

Printed Name

Date

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Attn: Economic Development
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Richland, WA 99352

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Richland Chamber BLRF Application (additional page to questions)

Question 2 (continued) Event Infrastructure and Logistics (\$2,5000): Car crawl maps, rentals.

Marketing and Regional Promotion (\$5,000): Multi-platform campaign including print, digital, radio, and social media to attract visitors from outside the area, update the public about the change from cruise to the crawl.

Small Business Engagement (\$5,000): We plan to have commemorative CDN Magnets at each stop on the crawl. These stops are all planned to be restaurants/breweries so their name would be part of the commemorative design, final stop John Dam Plaza for Party in the Park. These stops would also offer a car crawl bite. Something small and portable for registered attendees to eat. We will then have them vote through QR for the Best Car Crawl Bite and award that business a trophy.

Beautification and Community Enhancement (\$2,500): Decorative balloon towers to indicate each stop on the crawl, banners, wayfinding signage that can be used yearly, and family-friendly activities at each stop so the public is inclined to grab their chairs and sit at one of the stops, enjoy the food, and watch the classic cars roll in and out.

Timetable and Implementation:

Planning will commence in January 2026 under the leadership of the Richland Chamber of Commerce and Cool Desert Nights chair AJ Schneider, in coordination with the City of Richland, Richland Police Department, local sponsors, and community partners.

- January–March 2026: Event planning, permitting, car crawl stop acquisition, and marketing preparation.
- April–May 2026: Vendor recruitment, finalization of entertainment and logistics, and activation of regional promotional campaigns.
- June 2026: Event setup and execution of Cool Desert Nights (June 26–27), including safety operations, volunteer coordination, and community engagement.
- July 2026: Post-event cleanup, reporting, and evaluation, including data collection on business participation, visitor attendance, and economic impact.

Outcomes and Alignment:

The requested funding will ensure Cool Desert Nights continues to be a cornerstone of Richland's economic and community landscape even through the massive Downtown Loop project. The event supports local entrepreneurship, increases sales tax revenue, showcases city assets, and enhances community cohesion through safe, inclusive, and family-friendly programming. These outcomes directly advance the City of Richland's strategic objectives of promoting small business success, tourism growth, and the beautification and activation of public spaces.

Question 4 (continued) revitalized urban core and improving utilization of public spaces. The influx of visitors creates measurable short-term revenue growth while fostering long-term investment opportunities by showcasing Richland's capacity to host large, well-managed community events. Collaboration with city departments and private partners ensures efficient coordination, safety, and accessibility, reinforcing Richland's reputation as a city that supports growth, innovation, and quality of life.

Small Business Development:

Cool Desert Nights provides direct participation and exposure opportunities for small businesses through vendor spaces, sponsorship packages, and hopefully merchant map promotions. The event reduces barriers for small and emerging businesses by offering affordable vendor rates, local marketing support, and high-visibility placement. Additionally, the Richland Chamber of Commerce leverages the event to connect entrepreneurs with broader Chamber programming, including networking events, marketing education, and business resource access. These efforts help strengthen the resilience and visibility of Richland's small business community beyond the event weekend.

Through its proven ability to attract visitors, generate local revenue, and expand business engagement, Cool Desert Nights exemplifies a sustainable model of tourism and economic development that directly benefits the City of Richland, its small business community, and its residents.

Question 5(continued) spending within city limits.

Community Engagement and Attendance

- **Event Attendance:** Measure total attendance through on-site counts and aerial estimates, with a goal of exceeding 15,000 visitors over the two-day event.
- **Community Participation:** Evaluate the number of volunteers, civic groups, and nonprofit organizations engaged in event operations or activities.
- **Public Satisfaction:** Distribute attendee surveys (digital and in-person) to assess satisfaction with event organization, safety, family-friendliness, and overall community value.

Environmental and Aesthetic Enhancement

- **Public Space Utilization:** Document how event layouts, temporary beautification, and signage improve accessibility and visual appeal in key areas such as the Uptown and Parkway districts.
- **Cleanliness and Safety:** Track waste management success, volunteer cleanup participation, and coordination with city services to ensure the event area is left in improved condition.

Organizational Performance and Sustainability

- **Operational Efficiency:** Conduct an internal debrief assessing budget adherence, partner coordination, and process improvements for future events.
- **Long-Term Impact:** Evaluate sponsor retention, small business satisfaction, and year-over-year growth in attendance as indicators of continued relevance and sustainability.

Question 10(continued)

Expenses (Continued)

Insurance & Permits \$1200

Party in the park Integration \$2500

Cool Desert Nights 2026 – Car Crawl Budget Proposal

This document outlines the projected income, expenses, and funding need for the 2026 Cool Desert Nights Car Crawl event.

Projected Income

Revenue Source	Amount
Registration Income	\$7,500
Sponsorships	\$8,000
Total Projected Income	\$15,500

Projected Expenses

Expense Category	Amount
Commemorative Magnets	\$1,500
Light Bites (4 Stops)	\$5,400
Event Staffing & Volunteer Support	\$4,200
Marketing & Printing	\$2,500
Traffic Flow, Security & Police	\$4,000
Equipment & Infrastructure	\$3,500
Insurance & Permits	\$1,200
Party in the Park Integration	\$2,200
Total Expenses	\$24,500

Funding Gap: Based on projected income of \$15,500 and total expenses of \$24,500, the event is expected to run a deficit of \$9,000. Including shared staff, public safety, and infrastructure needs across the Cool Desert Nights weekend, the total funding request from the BLRF Fund is **\$15,000**.



Business License Reserve Program

Application

Eligible Applicant Agencies:

- | | |
|--|--|
| ☐ Tri-City Regional Chamber of Commerce | ☐ Business Improvement District (UBID or DBID) |
| ☐ Visit Tri-Cities | ☐ Richland Chamber of Commerce |
| ☐ SCORE of the Mid-Columbia | ☒ Small Business Development Center (SBDC) |
| ☐ Commercial Façade Improvement Program | ☐ Other Entity: _____ |

If "Other Entity" please indicate why your agency should be considered for eligibility:

This form section has a character limit of 200; attach additional pages if necessary.

Project Title	Richland Businesses Rekindled	Amount Requested	\$25,000.00
Agency Address	4420 E 8th AveSpokane Valley, WA 99212	Agency Telephone	5093587894
W-9 Attached	☐ Yes (Required)	UBI Number	385000328
Contact Person	Sheryl McGrath	Contact Title	Sheryl McGrath
Contact Email	sheryl.mcgrath@wsu.edu	Contact Phone	5099395673

Has project received BLRF funding previously? ☐ Yes ☐ No

1) Please explain how your organization supports the enhancement of Richland business community and the improvement of the environs of the City of Richland.

This form section has a character limit of 600; attach additional pages if necessary.

1. The Washington Small Business Development Center (SBDC) is a network of more than 45 business advisors (CBA's) working in 35 communities across the state, including two locations in the Tri-Cities which serve the City of Richland small business community directly. Our mission: to help small businesses grow and succeed through advising, education and research. SBDC advising is confidential, no cost guidance to small business owners during any phase of their business development, advancement or succession. The SBDC is one of the oldest networks in the country and was established in 1980 through a cooperative agreement between WSU and the U.S. SBA. CBA's help entrepreneurs with all aspects of starting and operating a business including, but not limited to financial literacy, recordkeeping, business planning, marketing, access to markets, access to capital and

continued on attached

2) Please provide a description of the proposed project or program, including a timetable for implementation.

This form section has a character limit of 600; attach additional pages if necessary.

This proposal seeks funding to increase SBDC one-on-one advising to small businesses in Richland, build partnerships within the small business ecosystem that will foster small business success, and establish the SBDC as an integral part of the small business support system in the city. In addition to one-on-one advising, we propose to bring a three-part training to Richland small businesses that are exploring international trade. Additionally, we will provide a virtual, 4-session course called "Start OutStanding" (S.O.S.) for entrepreneurs who have a vision of starting a business. The course will be presented in the grant period six times, and marketed specifically to Richland. The sessions will guide attendees through small business readiness and start-up planning, financial forecasting, market research, and creating their individualized business plan and working with an advisor.

3) What business activities does the proposed project promote? Check all that apply.

- | | |
|--|---|
| ☒ Core Development | ☒ General Economic Development |
| ☒ Tourism | ☐ Prevention of Blight |
| ☐ Capital Expenditures for Community Improvements | ☒ Small Business Development Program (Richland) |

4) Please explain how your proposal carries out each business activity identified above.

This form section has a character limit of 600; attach additional pages if necessary.

Core Development: The SBDC proposes to contribute to the development of Richland's small business community by offering our confidential, no-cost advising services to Richland businesses. Without proper guidance nothing can save a business with an outdated business plan or poor cash flow management, especially in today's economic environment. SBDC business advisors are a tremendous resource for business owners and entrepreneurs who need the advising, education, or research that the CBA can provide. SBDC advisors assist businesses in every industry and at every phase of business development. In addition to one-on-one advising, this proposal includes the three-part training series "Are You Ready to Export," and a four-part training series, "Start OutStanding" (S.O.S.), for entrepreneurs seeking to start a business.

continued on attached page

5) How will your organization define and measure the success of this project? Please be specific.

This form section has a character limit of 600; attach additional pages if necessary.

Washington SBDC has multiple components to measure success and client satisfaction. For client satisfaction, which we count as success, we have a "First Impression Feedback" survey that clients complete after their initial session with an advisor. Second, is the "Follow Up Feedback survey after a client has received 4 hours of counseling. We engage in the Vardaman/Chrisman survey and have just started in 2025 including a measurable client satisfaction survey question in our bi-annual Client Impact Survey.

Most recent 12 months' results:

- 97% Satisfaction-Vardaman/Chrisman Survey
- 98.84% Satisfaction-First Impression Feedback
- 95% Satisfaction-Follow up Feedback

Other success will be measured with the quarterly metrics reports prepared for the City of Richland. These will track all SBDC activity, which we will then be able to compare period over period.

6) Can the project be completed by December 30, 2026? Please explain.

This form section has a character limit of 400; attach additional pages if necessary.

SBDC advising is ongoing, but the deliverables described in this proposal will be completed by Dec. 30, 2026.

7) Does the project include collaboration with other organizations (i.e. service delivery, funding, etc.)? Please provide the names of the other agencies and describe the relationship. Funding contributions should be detailed in #9.

This form section has a character limit of 200; attach additional pages if necessary.

Collaboration is one of the key values of the Washington SBDC. (The other two are innovation and integrity.) Our focus on collaboration has intensified post pandemic.

continued on attached page

8) What is the overall budget for your project? Please attach a copy of the project budget. What percentage of your budget are you requesting from the City of Richland's Business License Reserve Fund?

\$25,000, Richland BLRF Funds requested 41.7% - will be used as match for the project

☒ Budget Attached (Required)

9) Detail all funding sources (including amounts) that support this activity (Attach additional pages as necessary)

Funding Source	Amount
Washington State University	\$5,000.00
Washington State Department of Commerce	\$5,000.00
Small Business Administration	\$25,000.00
Total	\$35,000.00

10) Project Expenses (Round to Nearest Dollar)	
Item	Amount
Salaries & Wages	\$15,018.00
Benefits	\$4,701.00
Local Travel	\$122.00
Total Direct Costs	\$19,841.00
F&A @ 26% MTDC	\$5,159.00
Total	25,000

10) Does your organization donate any funds from this project to other organizations? If yes, please describe the recipient organization(s) and indicate the total amount of the planned donation. ☐ Yes ☒ No

APPLICATION CRITERIA	
The Economic Development Committee (EDC) determines criteria for the award of program funds. The committee utilizes these criteria to assist in determining whether agencies are eligible, and applications make a good faith effort to reinforce annual goals for public/private redevelopment, economic development, and investment. Applicants shall make every effort for their project to support each criteria, but they may consider other factors if not all criteria are met.	
Physical	
☒	The project retains, enhances, or has no negative effect on Richland’s natural resources (rivers, trails, recreation areas, parks, natural open space)
☒	The project is accessible to or benefits all members of the public
☒	The project improves or does not otherwise inhibit access to any Richland business
☒	The project targets positive development of the Richland Central Business District and/or outlying nodal areas of commerce
☒	The project enhances existing plans, strategies, and development by the City of Richland
Programmatic Goals	
☒	The project promotes social and cultural diversity
☒	The project enhances or has no negative impact on locally produced foods, wares, or agriculture
Relationship Building	
☒	The project has the support of or otherwise does not negatively impact any Business Improvement District
☒	The project promotes collaboration between multiple regional entities
Legal	
☒	The project does not violate any Richland Municipal Code
☒	The applicant clearly states the nature of the project and how it supports business activities for the purposes authorized herein.

CERTIFICATION (Please Confirm by Initialing Each Statement)

SM

SIGNED
BY: _____
SHERYL
MCGRATH

I am an authorized agent of the organization applying for funding.

SM

SIGNED
BY: _____
SHERYL
MCGRATH

I have read the Business License Reserve Program Guidelines and Procedures document and am aware of the limitations of this program.

SM

SIGNED
BY: _____
SHERYL
MCGRATH

I understand that once submitted, this application is a public record. The City of Richland may post part or all of it on the City's website or provide it in response to public records requests.

SM

SIGNED
BY: _____
SHERYL
MCGRATH

I have attached a completed W-9 Form.

SM

SIGNED
BY: _____
SHERYL
MCGRATH

I will submit, if approved for award, a detailed project schedule and updated budget within 30 days of receipt of a fully executed contract

SM

SIGNED
BY: _____
SHERYL
MCGRATH

I understand that all project activities must be identified in promotional and other business materials as having been funded by the City of Richland.

SM

SIGNED
BY: _____
SHERYL
MCGRATH

I will provide data reporting as requested in the agreement and by city staff to affirm the use of funds and direct benefit to businesses.

SM

SIGNED
BY: _____
SHERYL
MCGRATH

I confirm that requested funds will only be used for purposes as described in this application and/or as approved by the City of Richland

SM

SIGNED
BY: _____
SHERYL
MCGRATH

I understand that any award is a reimbursement and that the City of Richland will only reimburse those costs actually incurred and only after the service is rendered, paid for (if provided by a third party), and a signed Request for Reimbursement form has been submitted to the City, including any copies of invoices and payment documentation.

SM

SIGNED
BY: _____
SHERYL
MCGRATH

I understand that use of funds is subject to audit by the State of Washington

SM

SIGNED
BY: _____
SHERYL
MCGRATH

I understand that funds must be exhausted by December 31 without extension.

eSigned via GovOS.com

Sheryl McGrath

Key: b0b999a6-312b-44f2-ae3e-db13a4004378

Signature

Printed Name

Date

Application Submittal

In addition to the web portal, applicants may submit:

Applications completed digitally:

- Applications that were completed digitally may be saved and sent via email to info@richlandbusiness.com
- Save your application with a different file name than the original
- Attach any accompanying documentation as a separate attachment, saved as a PDF or JPG

Applications completed handwritten:

- Applications that are handwritten may be sent via email, dropped off, or mailed
- If sent via email, please legibly scan your document as a PDF
- If dropped off, bring to 625 Swift Boulevard, in Richland
- If mailed, mail to:

City of Richland
Attn: Economic Development
625 Swift Boulevard, MS-18
Richland, WA 99352

**All applications are due by Friday, November 14, 2025 at 5:00 pm
regardless of submission method.**

1. continued:

and credit, legal structures, risk management, leases, AI, succession planning, partnership strategies, human resources and international trade. SBDC also offers a comprehensive schedule of webinars and online training at no cost on many topics from cash flow management, social media strategies, Labor and Industries regulations, marketing, eCommerce, and cybersecurity, to business resiliency. From 1/1/22 through 9/30/25, CBA's provided 488 hours of confidential, no-cost advising to 98 businesses in the City of Richland. Those business owners credit the SBDC with helping them create or save more than 235 jobs, support 305 jobs, and report \$18,933,072 in gross revenue, with a collective \$411,175 increase in sales. In the same period, CBA's helped entrepreneurs write business plans and start 10 new businesses in the city, develop marketing strategies, apply for loans, set up business systems, develop succession plans and more. From 1/1/2022 to 9/30/2025, ten unique CBA's provided help to businesses in the City of Richland make informed, data driven decisions about their business. The help was provided in-person and virtually dependent on the preference and need of the client. We continue to maintain a 97% client satisfaction rate, all of which will lead to positive impacts to the City of Richland, its business community, and those who live, work and play there.

4. continued: explain how your proposal carries out each business activity identified above.

Successful start-ups will bring added achievement to Richland's Core Development for the business community and add to the tax base of the community.

Tourism: The tourism industry is paramount to economic vitality, and to Richland. Since 1/1/2022 (post-pandemic) 31% of small businesses who received SBDC advising in Richland were in the Accommodation/ Hospitality and Retail industry sectors. Additionally, we serve businesses in arts and entertainment which are critical components of tourism.

The value of having an objective, expert business advisor to talk through decisions on topics that are specific to tourism cannot be overstated. In addition to one-to-one advising directly related to tourism, SBDC advisors will also offer trainings in collaboration with resource partners to provide integrated, tourism-specific webinars. Resource partners may include: Washington Retail Association, WA Hospitality Association, Visit Tri-Cities/Richland, and other industry groups.

General Economic Development:

The Richland economy is diversified, driven by advanced manufacturing, research, and technology, a booming wine and agricultural industry, and a growing healthcare sector.

Statewide, about 70 percent of SBDC clients are from the following industries: Service Establishments, Manufacturer/Producer, Retail, Accommodation & Food Service,

Professional-Technical and Health Care businesses. This mirrors the business landscape of the City of Richland where approximately 18,000 jobs are in those industries.

Small Business Development: Every SBDC advisor is required to go through a rigorous six-month certification process to ensure a thorough understanding of all phases of business development, best practices for business advising and the highest level of service across the network. Consistent with other communities across the country, more than 95 percent of businesses in Richland are small businesses. SBDC advisors will help with every stage of business development, from startup to succession. We are pleased to report that compared to businesses that have not received SBDC advising services and training, SBDC clients experience 8.9% job growth-which is more than the 3.1% job growth for non-clients. Additionally, SBDC clients experience 18.2% sales growth over 6.5% sales growth for non-SBDC clients.

For general economic development, small business owners need to have a solid foundation in the following:

- financial literacy
- recordkeeping
- business planning
- marketing & access to markets
- access to capital and credit
- tax implications
- legal structures
- risk management
- real estate and equipment acquisition
- succession planning
- partnership strategies
- human resources
- technology
- regulations
- international trade

This project will provide that foundation and also will include virtual or in-person training on:

- Business Resilience
- Cyber security for small businesses
- Profit Mastery cash flow management courses
- Export training
- Export compliance

Our database shows that between January 1, 2022, and September 30, 2025, business owners who choose to disclose ethnicity or gender, 53 percent were women-owned, and 58.8 percent were from American Indian or Alaskan Native, Veteran, Asian, Black or African American, Native Hawaiian or Pacific Islander, or Multiracial populations.

When small businesses succeed, communities thrive. For many small businesses, the difference between sustainability and bankruptcy can be paper thin. SBDC advisors are experts at helping business owners analyze profit and loss statements to figure out how to cut expenses and increase profits. SBDC advisors are critical in helping business owners respond to changing conditions. SBDC advisors have also been instrumental in helping their clients become lender ready. We have clients who work with an advisor for several weeks to accomplish one specific goal, like getting a loan, and other clients who have an ongoing relationship with their advisor and seek assistance throughout the lifecycle of their business. Having that kind of resource available to small business owners in Richland will promote business sustainability and strengthen the entire small business support system.

Providing quarterly reports to the city will help raise awareness of the availability of SBDC services.

7) continued: Does this project include collaboration with other agencies or organizations? Please provide the names of the other agencies and describe the relationship.

Business advising is always a collaboration because no one person or one agency has all the resources necessary for small business success. Within our network, advisors collaborate constantly to leverage the specific expertise of different advisors. For instance, we have internal expertise in banking, leases, social media, government contracting, export, etc., and those advisors are always willing to share their expertise with other advisors. We also collaborate with resource partners. This project will include the following partners for promotion and training: Our network is very connected to Washington Economic Development Association (WEDA) and we are constantly seeking opportunities to partner with them to support small businesses. We also work closely with Inland Northwest Partners and the Association of Washington Businesses. Many of our SBDC advisors are co-located with economic development agencies which fosters ongoing collaboration as well. At the Lead Center level, we are currently collaborating with the WA Department of Commerce to assist people interested in international trade. We have ongoing collaboration going with the WA Department of Labor & Industries to help publicize and educate people about L&I requirements and just completed an agreement with L&I which resulted in touching thousands of people across Washington with small business tips and L&I requirements. We also collaborate with the Washington Department of

Agriculture to help small businesses start and expand import and export trade. We create partnerships between the producer and the buyer through in-person meetings and/or virtual B2B trade missions to foreign trade markets. Additionally, we send out a Washington SBDC Biz Buzz newsletter to more than 700 resource partners across the state to keep them informed about new initiatives and resources they can use.



City of Richland Business License Reserve Fund

Washington SBDC Application-2026

Submitted: November 14, 2025

Richland Businesses Rekindled

Proposed Budget

Salaries & Wages: 15,018

Benefits: 4,701

Local Travel: 122

Total Direct Costs: 19,841

F&A @ 26% MTDC: 5,159

Total Award Requested: 25,000



Business License Reserve Program

Application

Eligible Applicant Agencies:

- | | |
|--|--|
| ☐ Tri-City Regional Chamber of Commerce | ☐ Business Improvement District (UBID or DBID) |
| ☐ Visit Tri-Cities | ☐ Richland Chamber of Commerce |
| ☐ SCORE of the Mid-Columbia | ☐ Small Business Development Center (SBDC) |
| ☐ Commercial Façade Improvement Program | ☒ Other Entity: <u>Public University</u> |

If "Other Entity" please indicate why your agency should be considered for eligibility:

This form section has a character limit of 200; attach additional pages if necessary.

WSU Tri-Cities Cougar Tracks is the continuing education and workforce training department tasked with offering professional development programs businesses and community members from the Tri-Cities region.

Project Title	City of Richland Workforce Training	Amount Requested	\$15,000.00
Agency Address	2710 Crimson Way, Richland, WA, 99354	Agency Telephone	509-308-1742
W-9 Attached	☒ Yes (Required)	UBI Number	385000328
Contact Person	Michelle Hrycauk Nassif	Contact Title	Director, Cougar Tracks
Contact Email	m.hrycauknassif@wsu.edu	Contact Phone	509-308-1742

Has project received BLRF funding previously? ☒ Yes ☐ No

1) Please explain how your organization supports the enhancement of Richland business community and the improvement of the environs of the City of Richland.

This form section has a character limit of 600; attach additional pages if necessary.

WSU Tri-Cities Cougar Tracks fulfills the university's land-grant mission by strengthening Richland's small-business community through accessible, industry-informed education. By delivering practical training in leadership, customer service, and technical skills, Cougar Tracks helps local employers upskill their teams, improve performance, and adapt to evolving market needs, advancing business growth, workforce retention, and long-term economic vitality in the City of Richland.

2) Please provide a description of the proposed project or program, including a timetable for implementation.

This form section has a character limit of 600; attach additional pages if necessary.

The City of Richland Workforce Training Scholarship Fund, administered by WSU Tri-Cities Cougar Tracks Continuing Education, is designed to expand access to high-quality workforce development programs for Richland residents, employees of Richland small businesses, and Richland-based business owners. The fund will provide full scholarships to cover registration costs for Cougar Tracks professional development programs that strengthen local business capacity and workforce competitiveness. All Cougar Tracks programs are eligible offering training in the following areas: leadership development, customer service excellence, AI and digital literacy, and small-business management, ensuring the City's priorities for economic vitality and community enrichment. See document attached with Timetable for Implementation.

3) What business activities does the proposed project promote? Check all that apply.

- | | |
|--|---|
| ☐ Core Development | ☒ General Economic Development |
| ☒ Tourism | ☐ Prevention of Blight |
| ☐ Capital Expenditures for Community Improvements | ☒ Small Business Development Program (Richland) |

4) Please explain how your proposal carries out each business activity identified above.

This form section has a character limit of 600; attach additional pages if necessary.

The Workforce Training Scholarship Fund advances tourism, small-business development, and general economic development by investing directly in Richland's workforce. Scholarships enable residents and small-business employees, particularly those in hospitality, wine, and service industries, to access industry-informed training that improves customer experience and strengthens business operations. By removing cost barriers, the fund expands local talent pipelines, supports small-business growth, and enhances the quality of Richland's visitor economy, driving broader community prosperity and sustained economic vitality.

5) How will your organization define and measure the success of this project? Please be specific.

This form section has a character limit of 600; attach additional pages if necessary.

Success will be measured through key performance indicators: number of applicants, scholarships awarded, and Richland businesses served; percentage of total fund utilization; and course completion rates. Cougar Tracks will track and report outcomes through WSU systems, combining quantitative data with participant feedback to evaluate business impact, workforce skill gains, and overall economic benefit to the City of Richland.

6) Can the project be completed by December 30, 2026? Please explain.

This form section has a character limit of 400; attach additional pages if necessary.

Yes. The project will be completed by December 30, 2026. Applications remain open until funds are fully used or close December 15, 2026. Unused funds will be returned to the City. Cougar Tracks will track awards in Workday, process reimbursements, and submit a final impact report, ensuring transparent management and full compliance with City requirements.

7) Does the project include collaboration with other organizations (i.e. service delivery, funding, etc.)? Please provide the names of the other agencies and describe the relationship. Funding contributions should be detailed in #9.

This form section has a character limit of 200; attach additional pages if necessary.

Cougar Tracks partners with local chambers, Port of Benton, WorkSource, and Visit Tri-Cities to promote the scholarship fund, ensure broad outreach, access for Richland workers, and measurable impact.

8) What is the overall budget for your project? Please attach a copy of the project budget. What percentage of your budget are you requesting from the City of Richland's Business License Reserve Fund?

\$15,000.00

☒ Budget Attached (Required)

9) Detail all funding sources (including amounts) that support this activity (Attach additional pages as necessary)

Funding Source	Amount
City of Richland Business License Reserve Fund	\$15,000.00
Total	\$15,000.00

10) Project Expenses (Round to Nearest Dollar)	
Item	Amount
Enrollment fees for any Cougar Tracks program	\$15,000.00
Total	\$15,000.00

10) Does your organization donate any funds from this project to other organizations? If yes, please describe the recipient organization(s) and indicate the total amount of the planned donation. ☐ Yes ☒ No

APPLICATION CRITERIA	
The Economic Development Committee (EDC) determines criteria for the award of program funds. The committee utilizes these criteria to assist in determining whether agencies are eligible, and applications make a good faith effort to reinforce annual goals for public/private redevelopment, economic development, and investment. Applicants shall make every effort for their project to support each criteria, but they may consider other factors if not all criteria are met.	
Physical	
☒	The project retains, enhances, or has no negative effect on Richland's natural resources (rivers, trails, recreation areas, parks, natural open space)
☒	The project is accessible to or benefits all members of the public
☒	The project improves or does not otherwise inhibit access to any Richland business
☒	The project targets positive development of the Richland Central Business District and/or outlying nodal areas of commerce
☒	The project enhances existing plans, strategies, and development by the City of Richland
Programmatic Goals	
☒	The project promotes social and cultural diversity
☒	The project enhances or has no negative impact on locally produced foods, wares, or agriculture
Relationship Building	
☒	The project has the support of or otherwise does not negatively impact any Business Improvement District
☒	The project promotes collaboration between multiple regional entities
Legal	
☒	The project does not violate any Richland Municipal Code
☒	The applicant clearly states the nature of the project and how it supports business activities for the purposes authorized herein.

CERTIFICATION (Please Confirm by Initialing Each Statement)

MHN

SIGNED I am an authorized agent of the organization applying for funding.
BY: _____

MICHELL

MHN

SIGNED I have read the Business License Reserve Program Guidelines and Procedures document and am aware of the
BY: _____ limitations of this program.

MICHELL

MHN

SIGNED I understand that once submitted, this application is a public record. The City of Richland may post part or all of
BY: _____ it on the City's website or provide it in response to public records requests.

MICHELL

MHN

SIGNED I have attached a completed W-9 Form.
BY: _____

MICHELL

MHN

SIGNED I will submit, if approved for award, a detailed project schedule and updated budget within 30 days of receipt
BY: _____ of a fully executed contract

MICHELL

MHN

SIGNED I understand that all project activities must be identified in promotional and other business materials as having
BY: _____ been funded by the City of Richland.

MICHELL

MHN

SIGNED I will provide data reporting as requested in the agreement and by city staff to affirm the use of funds and
BY: _____ direct benefit to businesses.

MICHELL

MHN

SIGNED I confirm that requested funds will only be used for purposes as described in this application and/or as
BY: _____ approved by the City of Richland

MICHELL

MHN

SIGNED I understand that any award is a reimbursement and that the City of Richland will only reimburse those costs
BY: _____ actually incurred and only after the service is rendered, paid for (if provided by a third party), and a signed
Request for Reimbursement form has been submitted to the City, including any copies of invoices and payment
documentation.

MICHELL

MHN

SIGNED I understand that use of funds is subject to audit by the State of Washington
BY: _____

MICHELL

MHN

SIGNED I understand that funds must be exhausted by December 31 without extension.
BY: _____

MICHELL

MHN

MICHELL

MHN

MICHELL

MHN

MICHELL

eSigned via GovOS.com

Michelle Hrycauk Nassif

Key: b0b999a6-312b-44f2-ae3e-db13a4004378

Signature

Printed Name

Date

Application Submittal

In addition to the web portal, applicants may submit:

Applications completed digitally:

- Applications that were completed digitally may be saved and sent via email to info@richlandbusiness.com
- Save your application with a different file name than the original
- Attach any accompanying documentation as a separate attachment, saved as a PDF or JPG

Applications completed handwritten:

- Applications that are handwritten may be sent via email, dropped off, or mailed
- If sent via email, please legibly scan your document as a PDF
- If dropped off, bring to 625 Swift Boulevard, in Richland
- If mailed, mail to:

City of Richland
Attn: Economic Development
625 Swift Boulevard, MS-18
Richland, WA 99352

**All applications are due by Friday, November 14, 2025 at 5:00 pm
regardless of submission method.**

PI Name(s): Michelle Hrycauk Nassif				YR1		TOTAL	
				01/01/26			
				12/31/26			
Agency Name: City of Richland							
00 - SALARIES		Pay Rate	# Mos.	% FTE			
PI: Michelle Hrycauk Nassif		0.00	0.00	0.00%	Salary	-	-
				Benefits	31.3%	-	-
					Total Salary	-	-
					Total Wages	-	-
					Total Salary & Wages	-	-
07 - BENEFITS							
					Tuition (QTR)	-	-
					Total Benefits (minus Tuition)	-	-
					Total Salaries/Wages/Benefits	-	-
03 - GOODS/SERVICES (Including Small/Attractive Items)							
Enrollment fee		249	44			15,000	15,000
							-
							-
							-
							-
							-
					Total Goods/Services	15,000	15,000
TOTAL DIRECT COSTS						15,000	15,000
EXCLUSIONS							
QTR						-	-
Equipment (Over 5k)						-	-
Subcontracts, amt excluding first 25K (per subcontract), HAND ENTER.						-	-
Other (Off-Site Rental & Stipends, Etc)						-	-
					Total Exclusions	-	-
MTDC BASE					Base	15,000	15,000
13 - FACILITIES & ADMINISTRATIVE COSTS (F&A, IDCs, OVERHEAD)				F&A Rate:	57.500%		
TOTAL COSTS						15,000	15,000
F&A Base Type:		Select Appropriate F&A Base					
		MTDC - Modified Total Direct Costs					

		Cognizant Agency		
Approved By: Date		Category/Object	Year 1	Total
		Salaries and Wages - 00 & 01	-	-
		Purchased Services - 02	-	-
		Goods/Services - 03	15,000	15,000



Business License Reserve Program

Application

Eligible Applicant Agencies:

- | | |
|--|--|
| ☐ Tri-City Regional Chamber of Commerce | ☒ Business Improvement District (UBID or DBID) |
| ☐ Visit Tri-Cities | ☐ Richland Chamber of Commerce |
| ☐ SCORE of the Mid-Columbia | ☐ Small Business Development Center (SBDC) |
| ☐ Commercial Façade Improvement Program | ☐ Other Entity: _____ |

If "Other Entity" please indicate why your agency should be considered for eligibility:

This form section has a character limit of 200; attach additional pages if necessary.

Project Title	Uptown Sign Upgrade	Amount Requested	\$34,805.00
Agency Address	1300 Jadwin Ave	Agency Telephone	509-975-9437
W-9 Attached	☒ Yes (Required)	UBI Number	602301187
Contact Person	Allyson Rawlings	Contact Title	
Contact Email	creative@rawlingsfa.com	Contact Phone	509-975-9437

Has project received BLRF funding previously? ☐ Yes ☒ No

1) Please explain how your organization supports the enhancement of Richland business community and the improvement of the environs of the City of Richland.

This form section has a character limit of 600; attach additional pages if necessary.

The Uptown Business Improvement District supports Richland's business community by investing in beautification, signage, and events that attract visitors and strengthen local commerce. Working with the City, we enhance safety, visibility, and district appeal by reducing neglected areas and promoting a vibrant, sustainable Uptown that benefits the entire Richland community.

2) Please provide a description of the proposed project or program, including a timetable for implementation.

This form section has a character limit of 600; attach additional pages if necessary.

UBID will replace the digital signs on George Washington Way and Jadwin Ave with larger 4'x8' single-sided displays. With both streets shifting to one-way routes in spring 2026 and construction through 2027, upgraded signage is essential for keeping businesses visible. If funded, design and permitting begin in spring, with installation completed by summer. We understand funding is limited and can proceed with one sign if needed.

3) What business activities does the proposed project promote? Check all that apply.

- | | |
|--|--|
| ☒ Core Development | ☒ General Economic Development |
| ☐ Tourism | ☐ Prevention of Blight |
| ☐ Capital Expenditures for Community Improvements | ☐ Small Business Development Program (Richland) |

4) Please explain how your proposal carries out each business activity identified above.

This form section has a character limit of 600; attach additional pages if necessary.

The project supports Core Development by upgrading key entry signage that strengthens Uptown's identity, improves wayfinding, and modernizes a major commercial district. It supports General Economic Development by maintaining business visibility during the 2026–27 road redesign, promoting all Uptown businesses, and helping sustain customer traffic during and after construction.

5) How will your organization define and measure the success of this project? Please be specific.

This form section has a character limit of 600; attach additional pages if necessary.

Success will be measured by increased visibility and engagement across the Uptown district; tracked through event attendance, business feedback, and visitor traffic. We'll also monitor content usage and promotional reach from the new signs, showing measurable growth in community awareness and business participation.

6) Can the project be completed by December 30, 2026? Please explain.

This form section has a character limit of 400; attach additional pages if necessary.

Yes. Once funded, design and permitting will begin in spring, with fabrication and installation scheduled for early summer. This provides more than enough time for production, electrical work, and setup, ensuring both signs are fully installed and operational well before December 30, 2026.

7) Does the project include collaboration with other organizations (i.e. service delivery, funding, etc.)? Please provide the names of the other agencies and describe the relationship. Funding contributions should be detailed in #9.

This form section has a character limit of 200; attach additional pages if necessary.

The project is led by the Uptown BID. We'll coordinate with the City as needed, but no other agencies are involved. The new displays will be installed in the existing sign stands.

8) What is the overall budget for your project? Please attach a copy of the project budget. What percentage of your budget are you requesting from the City of Richland's Business License Reserve Fund?

Overall budget \$69,610.00, we are requesting 50% from BLRF

☒ Budget Attached (Required)

9) Detail all funding sources (including amounts) that support this activity (Attach additional pages as necessary)

Funding Source	Amount
Uptown Business Improvement District	\$34,805.00
Business License Reserve Fund	\$34,805.00
Total	\$69,610.00

10) Project Expenses (Round to Nearest Dollar)

Item	Amount
Fabrication, installation, painting (George Washington Way)	\$34,805.00
Fabrication, installation, painting (Jadwin Ave)	\$34,805.00
Total	\$69,610.00

10) Does your organization donate any funds from this project to other organizations? If yes, please describe the recipient organization(s) and indicate the total amount of the planned donation. ☐ Yes ☒ No

APPLICATION CRITERIA

The Economic Development Committee (EDC) determines criteria for the award of program funds. The committee utilizes these criteria to assist in determining whether agencies are eligible, and applications make a good faith effort to reinforce annual goals for public/private redevelopment, economic development, and investment. Applicants shall make every effort for their project to support each criteria, but they may consider other factors if not all criteria are met.

Physical

- | | |
|-------------------------------------|--|
| ☒ | The project retains, enhances, or has no negative effect on Richland's natural resources (rivers, trails, recreation areas, parks, natural open space) |
| ☒ | The project is accessible to or benefits all members of the public |
| ☒ | The project improves or does not otherwise inhibit access to any Richland business |
| ☒ | The project targets positive development of the Richland Central Business District and/or outlying nodal areas of commerce |
| ☒ | The project enhances existing plans, strategies, and development by the City of Richland |

Programmatic Goals

- | | |
|-------------------------------------|---|
| ☒ | The project promotes social and cultural diversity |
| ☒ | The project enhances or has no negative impact on locally produced foods, wares, or agriculture |

Relationship Building

- | | |
|-------------------------------------|--|
| ☒ | The project has the support of or otherwise does not negatively impact any Business Improvement District |
| ☐ | The project promotes collaboration between multiple regional entities |

Legal

- | | |
|-------------------------------------|--|
| ☒ | The project does not violate any Richland Municipal Code |
| ☒ | The applicant clearly states the nature of the project and how it supports business activities for the purposes authorized herein. |

CERTIFICATION (Please Confirm by Initialing Each Statement)

AR

SIGNED BY: I am an authorized agent of the organization applying for funding.

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SIGNED BY: I have read the Business License Reserve Program Guidelines and Procedures document and am aware of the

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SIGNED BY: I understand that once submitted, this application is a public record. The City of Richland may post part or all of

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SIGNED BY: I have attached a completed W-9 Form.

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SIGNED BY: I will submit, if approved for award, a detailed project schedule and updated budget within 30 days of receipt

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SIGNED BY: I understand that all project activities must be identified in promotional and other business materials as having

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SIGNED BY: I will provide data reporting as requested in the agreement and by city staff to affirm the use of funds and

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SIGNED BY: I confirm that requested funds will only be used for purposes as described in this application and/or as

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I understand that any award is a reimbursement and that the City of Richland will only reimburse those costs

actually incurred and only after the service is rendered, paid for (if provided by a third party), and a signed

Request for Reimbursement form has been submitted to the City, including any copies of invoices and payment

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SIGNED BY: I understand that use of funds is subject to audit by the State of Washington

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SIGNED BY: I understand that funds must be exhausted by December 31 without extension.

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eSigned via GovOS.com

Allyson Rawlings

Key: b01999a6-312b-44f2-ae3e-db13a4004378

Signature

Printed Name

Date

Application Submittal

In addition to the web portal, applicants may submit:

Applications completed digitally:

- Applications that were completed digitally may be saved and sent via email to info@richlandbusiness.com
- Save your application with a different file name than the original
- Attach any accompanying documentation as a separate attachment, saved as a PDF or JPG

Applications completed handwritten:

- Applications that are handwritten may be sent via email, dropped off, or mailed
- If sent via email, please legibly scan your document as a PDF
- If dropped off, bring to 625 Swift Boulevard, in Richland
- If mailed, mail to:

City of Richland
Attn: Economic Development
625 Swift Boulevard, MS-18
Richland, WA 99352

**All applications are due by Friday, November 14, 2025 at 5:00 pm
regardless of submission method.**



Budget Overview

The Uptown Business Improvement District proposes replacing two existing digital signs with upgraded 4' x 8' single-sided 8mm digital displays. The project uses the existing sign stands, reducing installation and construction costs.

Total Project Cost: \$69,610.00

Uptown BID Contribution (50%): \$34,805.00

Business License Reserve Fund Request (50%): \$34,805.00

Sign #1 – George Washington Way

- 8mm 4'x8' Digital Display: \$29,250.00
- Installation & Electrical Integration: \$3,555.00
- Total for Sign #1: \$32,805.00

Sign #2 – Jadwin Avenue

- 8mm 4'x8' Digital Display: \$29,250.00
- Installation & Electrical Integration: \$3,555.00
- Total for Sign #2: \$32,805.00

This budget reflects all known expenses for fabrication, installation, and integration of two upgraded digital signs using the existing structures to minimize cost and disruption.



Business License Reserve Program

Application

Eligible Applicant Agencies:

- | | |
|--|--|
| ☐ Tri-City Regional Chamber of Commerce | ☒ Business Improvement District (UBID or DBID) |
| ☐ Visit Tri-Cities | ☐ Richland Chamber of Commerce |
| ☐ SCORE of the Mid-Columbia | ☐ Small Business Development Center (SBDC) |
| ☐ Commercial Façade Improvement Program | ☐ Other Entity: _____ |

If "Other Entity" please indicate why your agency should be considered for eligibility:

This form section has a character limit of 200; attach additional pages if necessary.

Project Title	Uptown Bench Replacement	Amount Requested	\$28,440.00
Agency Address	1300 Jadwin Ave	Agency Telephone	509-975-9437
W-9 Attached	☒ Yes (Required)	UBI Number	602301187
Contact Person	Allyson Rawlings	Contact Title	
Contact Email	creative@rawlingsfa.com	Contact Phone	509-975-9437

Has project received BLRF funding previously? ☐ Yes ☒ No

1) Please explain how your organization supports the enhancement of Richland business community and the improvement of the environs of the City of Richland.

This form section has a character limit of 600; attach additional pages if necessary.

UBID enhances the Richland business community by improving the comfort, usability, and appearance of the Uptown district. We invest in projects that create a more inviting public environment, support walkability, and encourage visitors to stay longer. By upgrading aging infrastructure and partnering with the City on shared spaces, we help maintain a vibrant, attractive district that strengthens local commerce.

2) Please provide a description of the proposed project or program, including a timetable for implementation.

This form section has a character limit of 600; attach additional pages if necessary.

UBID proposes replacing 12 aging benches throughout the Uptown district with new, durable commercial-grade benches that improve comfort, accessibility, and district appeal. If full funding for 12 benches isn't feasible, the project can scale to a smaller phase within our 2–3 year bench improvement plan. Once funded, ordering and installation will begin in spring or summer, with completion well before December 2026.

3) What business activities does the proposed project promote? Check all that apply.

- | | |
|--|--|
| ☒ Core Development | ☒ General Economic Development |
| ☐ Tourism | ☐ Prevention of Blight |
| ☐ Capital Expenditures for Community Improvements | ☐ Small Business Development Program (Richland) |

4) Please explain how your proposal carries out each business activity identified above.

This form section has a character limit of 600; attach additional pages if necessary.

This project supports Core Development by upgrading aging public seating and improving the overall look, comfort, and usability of the Uptown district. It supports General Economic Development by creating a more welcoming environment that encourages visitors to stay longer, increases foot traffic, and strengthens the customer experience for local businesses.

5) How will your organization define and measure the success of this project? Please be specific.

This form section has a character limit of 600; attach additional pages if necessary.

Success will be measured through improved appearance and consistency of public spaces, along with feedback from Uptown businesses and visitors. UBID will document the replacement of all benches and evaluate whether the upgrades create a more welcoming, comfortable environment that supports district activity.

6) Can the project be completed by December 30, 2026? Please explain.

This form section has a character limit of 400; attach additional pages if necessary.

Yes. Once funded, UBID can place the order immediately, and the benches can be delivered and installed during spring or summer. This schedule provides ample time for procurement, delivery, and installation, ensuring all benches are fully in place well before the December 30, 2026 deadline.

7) Does the project include collaboration with other organizations (i.e. service delivery, funding, etc.)? Please provide the names of the other agencies and describe the relationship. Funding contributions should be detailed in #9.

This form section has a character limit of 200; attach additional pages if necessary.

The project is led by UBID, with no outside funding partners. We will coordinate with the City of Richland on placement and installation as needed for public space improvements.

8) What is the overall budget for your project? Please attach a copy of the project budget. What percentage of your budget are you requesting from the City of Richland's Business License Reserve Fund?

\$31,600.00

☒ Budget Attached (Required)

9) Detail all funding sources (including amounts) that support this activity (Attach additional pages as necessary)

Funding Source	Amount
Uptown Business Improvement District	\$3,160.00
Business License Reserve Fund	\$28,440.00
Total	\$31,600.00

10) Project Expenses (Round to Nearest Dollar)	
Item	Amount
Materials	\$18,312.00
Freight	\$5,873.80
Tax	\$2,104.16
Installation	\$5,310.04
Total	\$31,600.00

10) Does your organization donate any funds from this project to other organizations? If yes, please describe the recipient organization(s) and indicate the total amount of the planned donation. ☐ Yes ☒ No

APPLICATION CRITERIA	
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Physical	
☒	The project retains, enhances, or has no negative effect on Richland’s natural resources (rivers, trails, recreation areas, parks, natural open space)
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☒	The project enhances existing plans, strategies, and development by the City of Richland
Programmatic Goals	
☒	The project promotes social and cultural diversity
☒	The project enhances or has no negative impact on locally produced foods, wares, or agriculture
Relationship Building	
☒	The project has the support of or otherwise does not negatively impact any Business Improvement District
☐	The project promotes collaboration between multiple regional entities
Legal	
☒	The project does not violate any Richland Municipal Code
☒	The applicant clearly states the nature of the project and how it supports business activities for the purposes authorized herein.

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eSigned via GovOS.com

Allyson Rawlings

Key: b01999a6-312b-44f2-ae3e-db13a4004378

Signature

Printed Name

Date

Application Submittal

In addition to the web portal, applicants may submit:

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City of Richland
Attn: Economic Development
625 Swift Boulevard, MS-18
Richland, WA 99352

**All applications are due by Friday, November 14, 2025 at 5:00 pm
regardless of submission method.**



Budget Overview

UBID proposes replacing 12 aging benches in the Uptown district with new commercial-grade benches that improve comfort, usability, and overall district appeal. The project uses the existing sign stands, reducing installation and construction costs.

Total Project Cost: \$31,600.00

Uptown BID Contribution (10%): \$3,160.00

Business License Reserve Fund Request (90%): \$28,440.00

Bench Materials (12 units)

- Bench cost (12 x \$1,526): \$18,312.00
- Freight: \$5,873.80
- Tax (8.7%): \$2,104.16
- Materials & Freight Subtotal: \$26,289.96

Installation Estimate

- Installation: \$5,310.04

This budget reflects all known costs for materials, freight, and estimated installation for a full 12-bench replacement. UBID can scale the project if full funding is not available.

[illegible]



ECONOMIC DEVELOPMENT COMMITTEE AGENDA ITEM COVERSHEET

Meeting Date: 12/1/2025

Agenda Category: Business

Prepared By: Mike Rizzitiello, Development Services Director

Subject

Proposed Amendments to RMC 23.54 Off-Street Parking and Landscaping

Department

Development Services

Recommended Motion

Recommend approval of the proposed parking code amendments to City Council, pending final Planning Commission review.

Summary

The City has retained Kimley-Horn, a nationally recognized consulting firm with expertise in parking management, to lead work on a proposed code amendment to evaluate parking in the Central Business District/Waterfront area (CBD/WF) area. A variety of public engagement efforts were made during this exercise. A Presentation was delivered to the City Council at their July 22nd, 2025 Special Workshop. Based upon the information furnished, the City Council directed staff to prepare an ordinance that would eliminate minimum parking requirements citywide. That ordinance was then provided to the Economic Development Commission and the Planning Commission for review. As a result of those review efforts, the Planning Commission directed staff to re-draft the regulations to implement newly adopted state code requirements city-wide, while only removing site-specific parking requirements for the CBD/WF area.

The attached exhibit contains a variety of edits necessary to implement the Planning Commission's direction. Several definitions have been added/amended to reflect current state law, a section of the Commercial Zoning District code has been removed as it also had specific parking regulations. Finally, the updated Chapter 23.54 has been modified to reflect state law changes and to implement the removal of parking requirements in the CBD/WF area as well as other minor changes recommended by staff to ensure consistent parking review.

Planning staff recommend that the EDC recommend approval of the updated regulations to City Council, pending additional review by the Planning Commission during their December 10, 2025 special meeting.

Fiscal Impact

None.

Attachments

1. Parking Code Combination Packet
2. EDC Presentation 2025.12.01

Chapter 23.06

Definitions

Sections:

- 23.06.010 Definitions – Introductory.
- 23.06.020 Accessory apartment unit.
- 23.06.025 Accessory dwelling unit.
- 23.06.027 Adult family home.
- 23.06.030 Adult use establishment.
- [23.06.033 Affordable housing.](#)
- 23.06.035 Agriculture.
- 23.06.040 Airport commercial.
- 23.06.045 Airport industrial.
- 23.06.050 Alley.
- 23.06.053 Amendment.
- 23.06.055 Animal shelter.
- 23.06.065 Apparel and accessory stores.
- 23.06.070 Apartment.
- 23.06.071 Apartment, studio.
- 23.06.075 Arcade.
- 23.06.080 Repealed.
- 23.06.085 Art galleries.
- 23.06.090 Assisted living facility.
- 23.6.095 Auto parts sales.
- 23.06.100 Automobile repair.
- 23.06.105 Automobile service station.
- 23.06.110 Automobile wrecking.
- 23.06.115 Repealed.
- 23.06.117 Basement.
- 23.06.120 Bed and breakfast.
- 23.06.125 Block front.
- 23.06.130 Book, stationery and art supply store.
- 23.06.135 Building.
- 23.06.140 Building, accessory.
- 23.06.145 Building, main.
- 23.06.150 Building, hardware and garden supply store.
- 23.06.155 Bus station.
- 23.06.160 Bus terminal.
- 23.06.165 Bus transfer station.
- 23.06.170 Cafeteria.
- 23.06.175 Car wash.
- 23.06.180 Carport.
- 23.06.185 Cemetery.
- 23.06.190 Church.
- 23.06.195 City officials and agencies.
- 23.06.200 Cinema.
- 23.06.205 Clinic.
- 23.06.207 Clinic, school-based.
- 23.06.210 Club or fraternal societies.
- 23.06.215 Commercial recreation.
- [23.06.216 Commercial spaces.](#)
- 23.06.217 Concessionaire.
- 23.06.220 Convention center.
- 23.06.225 Contractors' offices and shops.
- 23.06.230 Contractors' yards.

- 23.06.235 Court.
- 23.06.240 Cultural institution.
- 23.06.245 Day care center.
- 23.06.250 Delicatessen.
- 23.06.255 Department store.
- 23.06.260 Dependent recreational vehicle.
- 23.06.265 Designated manufactured home.
- 23.06.270 Development.
- 23.06.275 District.
- 23.06.280 Dormitories, fraternities and sororities.
- 23.06.285 Drinking establishment.
- 23.06.290 Drive-through.
- 23.06.295 Drug store/pharmacy.
- 23.06.300 Dwelling, one-family attached.
- 23.06.305 Dwelling, one-family detached.
- 23.06.310 Dwelling, two-family detached.
- 23.06.315 Dwelling, multiple-family.
- 23.06.320 Dwelling unit.
- 23.06.325 Electronic equipment stores.
- 23.06.327 Emergency housing.
- 23.06.329 Emergency shelter.
- 23.06.330 Essential public facilities.
- 23.06.335 Equipment rental.
- 23.06.340 Family.
- 23.06.345 Family day care home.
- 23.06.350 Farming of land.
- 23.06.355 Fence.
- 23.06.360 Financial institution.
- 23.06.365 Repealed.
- 23.06.370 Florist.
- [23.06.373 Food service establishment.](#)
- 23.06.375 Food stores.
- 23.06.380 Food wagon.
- 23.06.385 Fuel station/mini-mart.
- 23.06.390 Funeral establishment.
- 23.06.395 Furniture, home furnishings, and appliance stores.
- 23.06.400 General service businesses.
- 23.06.405 Grade plane.
- 23.06.410 Gross floor area.
- 23.06.415 Guest room.
- 23.06.420 Habitable floor.
- 23.06.425 Hazardous waste.
- 23.06.430 Hazardous waste storage.
- 23.06.435 Hazardous waste treatment.
- 23.06.440 Hazardous waste treatment and storage facilities, off site.
- 23.06.445 Hazardous waste treatment and storage facilities, on site.
- 23.06.450 Hedge.
- 23.06.455 Height of building.
- 23.06.460 Hog farm.
- 23.06.465 Home occupations.
- 23.06.470 Health/fitness center.
- 23.06.475 Health/fitness facility.
- 23.06.477 Health spa.
- 23.06.480 Repealed.
- 23.06.485 Hospital.

23.06.490	Hospital or clinic for large animals.
23.06.495	Hospital or clinic for small animals.
23.06.500	Hot tub.
23.06.505	Hotel.
23.06.510	House-banked card room.
23.06.515	Junkyard.
23.06.520	Kennel, commercial.
23.06.525	Landscaping.
23.06.530	Landscaping material sales.
23.06.535	Large livestock farming.
23.06.540	Lattice tower.
23.06.545	Laundry, self-service.
23.06.550	Laundry/dry cleaning, retail.
23.06.552	Laundry/dry cleaning, neighborhood.
23.06.555	Laundry/dry cleaning, commercial.
23.06.560	Livestock feed lot.
23.06.565	Lot.
23.06.567	Lot area.
23.06.570	Lot, corner.
23.06.572	Lot, interior.
23.06.575	Lot line, front.
23.06.577	Lot line, rear.
23.06.580	Lot line, side.
23.06.582	Lot depth.
23.06.584	Lot width.
23.06.586	Repealed.
23.06.587	Lumberyard.
23.06.590	Macrofacility.
23.06.595	Mailing services.
23.06.600	Manufactured home.
23.06.605	Manufactured home lot, park, and stand.
23.06.610	Manufacturing, general.
23.06.615	Manufacturing, heavy.
23.06.617	Manufacturing, light.
23.06.620	Manufacturing use.
23.06.625	Marinas.
23.06.630	Marine equipment rentals.
23.06.635	Marine gas sales.
23.06.640	Master plan.
23.06.645	Microbrewery.
23.06.650	Repealed.
23.06.655	Mini-warehouse.
23.06.660	Mobile home.
<u>23.06.663</u>	<u>Mobile vehicle food hub.</u>
23.06.665	Monopole.
23.06.670	Motel.
23.06.675	Nursing home or rest home.
23.06.680	Nursery, plant.
23.06.685	Office – Corporate.
23.06.687	Office – Consulting services.
23.06.690	Office – General.
23.06.695	Office – Research and development.
23.06.700	Office supply store.
23.06.705	Outdoor advertising sign.
23.06.710	Outdoor advertising structure.

23.06.715	Outdoor storage.
23.06.720	Parking lot.
23.06.725	Parking space, automobile (off street).
23.06.728	Parking structure.
23.06.729	Parking, tandem.
23.06.730	Pasture.
23.06.732	Patio.
23.06.735	Pawn shop.
23.06.740	Pen.
23.06.742	Permanent supportive housing.
23.06.745	Personal loan business.
23.06.750	Personal services business.
23.06.755	Pet shop and pet supply store.
23.06.760	Photo processing, copying and printing services.
23.06.765	Pool, private.
23.06.770	Pool, public.
23.06.775	Pool, semi-public.
23.06.777	Porch.
23.06.780	Portable food vendor.
23.06.785	Poultry farm.
23.06.790	Public agency building.
23.06.792	Public agency facility.
23.06.795	Radio and television studio.
23.06.797	Reclassification.
23.06.800	Recreational club.
23.06.802	Recreational vehicle.
23.06.805	Recreational vehicle campground.
23.06.807	Recreational vehicle park.
23.06.809	Recreational vehicle space.
23.06.810	Restaurant.
23.06.817	Sales, retail.
23.06.820	Sales, wholesale.
23.06.825	Sanitary station or sanitary dumping station.
23.06.830	School.
23.06.832	School, alternative.
23.06.833	School, commercial.
23.06.834	School, trade.
23.06.835	Secondhand/consignment store.
23.06.840	Senior housing.
23.06.845	Sensitive land uses.
23.06.850	Small livestock farming.
23.06.855	Specialty retail store.
23.06.860	Specified anatomical areas.
23.06.862	Specified sexual activities.
23.06.865	Stable, private.
23.06.867	Stable, public.
23.06.870	Stock-in-trade.
23.06.871	Storage container.
23.06.875	Story.
23.06.880	Street.
23.06.885	Structure.
23.06.888	Substantial damage.
23.06.890	Substantial improvement.
23.06.895	Theater.
23.06.900	Towing, vehicle impound lots.

- 23.06.901 Transitional housing.
- 23.06.905 Travel trailer.
- 23.06.910 Truck terminal.
- 23.06.915 Use – Permitted.
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23.06.010 Definitions – Introductory.

For the purpose of this title, certain terms and words are defined in this chapter. When not inconsistent with the context, words used in the present tense shall include the future; the singular number shall include the plural, and the plural, the singular; the word “shall” is always mandatory and the word “may” denotes a use of discretion in making a decision. The words “used” or “occupied,” unless the context otherwise requires, shall be considered as though followed by the words “or intended, arranged or designed to be used or occupied.” [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.020 Accessory apartment unit.

An “accessory apartment unit” is located within or adjacent to a detached one-family dwelling, located on the same lot and is a habitable living unit that provides the basic requirements of shelter, heating, cooking, and sanitation subject to the provisions of RMC 23.42.020. [Ord. 28-05 § 1.02; Ord. 05-13 § 1.01; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.025 Accessory dwelling unit.

“Accessory dwelling unit” means a dwelling unit located within a building that contains a nonresidential main or primary use. Occupancy of accessory dwelling units is reserved for the manager or owner of the main or primary use of the building. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.027 Adult family home.

“Adult family home” means a facility licensed pursuant to Chapter 70.128 RCW, or the regular family dwelling of a person or persons who are providing personal care, special care, and/or room and board to more than one but not more than six adults who are not related by blood or marriage to the person or persons providing the services. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.030 Adult use establishment.

“Adult use establishment” means any adult motion picture theater, adult panoram establishment, adult retail establishment or live adult entertainment establishment, as defined herein, or any establishment which provides one or more of the activities listed herein.

A. “Adult motion picture theater” means any commercial establishment where films, motion pictures, video cassettes, computer images or other similar photographic reproductions depict specified sexual activities or specified anatomical areas to patrons for a payment of a fee, membership fee, or other charge.

B. Adult Panoram Establishment. “Adult panoram” means a commercial establishment where one or more motion picture projectors, slide projectors, computers or similar devices are used to show films, video cassettes, slides, or other forms of photographic reproductions depicting specified sexual activities or specified anatomical areas to patrons for a payment of a fee, membership fee, or other charge.

C. “Live adult entertainment establishment” means any commercial establishment featuring go-go dancers, exotic dancers, strippers, male or female impersonators, or similar entertainers that emphasize specified anatomical areas and/or whose performances or other activities include or mimic specified sexual activities.

D. “Adult retail establishment” means any retail establishment which, for money or any other form of consideration, either:

1. Has as one of its principal purposes to sell, exchange, rent, loan, trade, transfer, and/or provide for viewing, off the premises, any adult-oriented merchandise, as defined in RMC 5.21.010; or
2. Provides, as its substantial stock-in-trade, for the sale, exchange, rental, loan, trade, transfer and/or viewing or use, off of the premises, any adult-oriented merchandise as defined in RMC 5.21.010. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.033 Affordable housing.

“Affordable housing” means, unless the context clearly indicates otherwise, residential housing whose monthly costs, including utilities other than telephone, do not exceed 30 percent of the monthly income of a household whose income is:

1. For rental housing, 60 percent of the median household income adjusted for household size, for the county where the household is located, as reported by the United States department of housing and urban development;
2. For owner-occupied housing, 80 percent of the median household income adjusted for household size, for the county where the household is located, as reported by the United States department of housing and urban development.

23.06.035 Agriculture.

“Agriculture” means the tilling of the soil, the raising of crops, horticulture, floriculture, viticulture, apiculture, small livestock farming, dairying, livestock or animal husbandry, and sod farming, including all uses incidental thereto, including the sale of the agricultural products grown or raised upon the site. “Agriculture” excludes the following activities: hog farm, livestock feed lot, poultry farm, slaughterhouse, fertilizer works, bone yard, plant for the reduction or processing of animal matter, or similar manufacturing, processing, warehousing, storage, and related industrial and commercial activities whether or not dependent upon or closely allied to the agriculture industry. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.040 Airport commercial.

“Airport commercial” means the retail sale of aviation-related products and services including aircraft service and rental, air passenger services, and air terminal activities including passenger ticketing, baggage, taxi service, car rental, restaurants, hotels and gift shops. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.045 Airport industrial.

“Airport industrial” means research, design, fabrication and assembly of aircraft, aircraft parts, airfreight terminals and aviation-related products. This use also includes storage and wholesale trade of aviation-related products and air cargo operations and associated storage and processing. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.050 Alley.

“Alley” means a passage or way open to public travel, affording generally a secondary means of vehicular access to abutting lots, but not intended for the general traffic circulation and including vehicular ways satisfying this definition but designated by some other name. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.053 Amendment.

“Amendment” means a change to the text of the city’s zoning regulations. [Ord. 24-14 § 1.01; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.055 Animal shelter.

“Animal shelter” means a service use maintained and operated primarily for the impounding, holding and/or disposal of lost, stray, unwanted, or injured animals. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.065 Apparel and accessory stores.

“Apparel and accessory stores” means stores primarily engaged in selling new clothing, shoes, jewelry, and related articles for personal wear and adornment and stores that rent clothing such as costumes or formal wear. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.070 Apartment.

“Apartment” means a room or suite of two or more rooms, which is designed for, intended for, or occupied by one family, with facilities for cooking therein. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.071 Apartment, studio.

“Apartment, studio” means a self-contained, small apartment which combines living room, kitchenette and bedroom into a single room. [Ord. 55-15 § 1; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.075 Arcade.

“Arcade” means a commercial establishment containing six or more video, pinball, pool tables or other games, or a business with more than one game per 500 square feet of gross floor area. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.080 Area of special flood hazard.

Repealed by Ord. 59-19. [Ord. 28-05 § 1.02; amended during 2011 recodification].

23.06.085 Art galleries.

“Art galleries” means establishments or other private or public places intended primarily for art exhibitions where people may view and/or purchase paintings, sculptures, or other works. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.090 Assisted living facility.

“Assisted living facility” means an establishment which provides living quarters and a variety of limited personal care and supportive health care to individuals who are unable to live independently due to infirmity of age, physical or mental handicap, but who do not need the skilled nursing care of a convalescent or nursing home. These facilities may consist of individual dwelling units of a barrier-free design, with separate bathroom facilities, a full kitchen or no kitchen. The facility may provide a minimal amount of supportive health care monitoring, such as assistance with medication, but is limited to health care services which do not require state or federal licensing. In addition, these facilities may have a communal dining area, recreation facilities (library, lounge, game room), laundry facilities and open space. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.095 Auto parts sales.

“Auto parts sales” means a commercial establishment primarily engaged in the retail sale of new auto parts, automobile accessories and tools, where no automobile maintenance or repair services are provided. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.100 Automobile repair.

“Automobile repair” means an establishment which provides major automobile repair, minor automobile repair or an automobile repair specialty shop as defined herein.

A. “Major automobile repair” means general repair, engine rebuilding, rebuilding or reconditioning of motor vehicles or trailers; collision service, including body, frame or fender straightening or repair; overall painting or paint shop or other major repair or maintenance, including operations which may require open flame or welding.

B. “Minor automobile repair” means minor repairs, replacement of minor parts to passenger automobiles and trucks not exceeding one and one-half tons capacity, including any auto lubrication services and engine tune-up services but specifically excluding operations specified under “automobile repair, major” and “automobile repair, specialty shop.”

C. “Automobile repair specialty shop” means a retail and service place of business engaged primarily in light repair and sale of goods and services for automotive vehicles including brakes, muffler and tire shops, and their accessory uses. Major automobile repair is excluded from this definition. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.105 Automobile service station.

“Automobile service station” means a retail place of business for the servicing or fueling of motor vehicles, including tube and tire repairs, battery charging, storage of merchandise and supplies related to the servicing of motor vehicles, sale of gasoline and other fuel and lubricants, and minor motor vehicle repairs. Such use excludes items constituting “major automobile repair.” [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.110 Automobile wrecking.

“Automobile wrecking” means the dismantling or wrecking of used motor vehicles or trailers, or the storage, sale or dumping of dismantled, partially dismantled, obsolete or wrecked vehicles or their parts. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.115 Base flood.

Repealed by Ord. 59-19. [Ord. 28-05 § 1.02].

23.06.117 Basement.

“Basement” means any area of a building having its floor subgrade (below ground level) on all sides. [Ord. 28-05 § 1.02; Ord. 01-07; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.120 Bed and breakfast.

“Bed and breakfast” means a one-family detached dwelling unit occupied by a resident owner/manager within which up to four rental bedrooms are made available for overnight accommodation. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.125 Block front.

“Block front” means that property abutting on one side of a street and lying between the two nearest intersecting or intercepting streets or nearest intersecting or intercepting streets and railroad right-of-way, waterway, or subdivided acreage. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.130 Book, stationery and art supply store.

“Book, stationery and art supply store” means an establishment engaged in the retail sale of books and magazines, stationery, CDs, record and tapes, video and art supplies. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.135 Building.

“Building” means any structure having a roof supported by columns or by walls and intended for the shelter, housing, or enclosure of any person, animal, or chattel. When any portion thereof is completely separated from every other portion thereof by a masonry division or fire wall without any window, door or other opening therein, which wall extends from the ground to the upper surface of the roof at every point, then each such portion shall be deemed to be a separate building. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.140 Building, accessory.

“Building, accessory” means a detached subordinate building, the use of which is necessary and incidental to that of a main building on the same lot, and which does not change or alter the character of the premises. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.145 Building, main.

“Building, main” means a building in which is conducted the principal use of the lot on which it is situated. In any residential district, any dwelling shall be deemed to be a main building on the lot on which the same is situated. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.150 Building, hardware and garden supply store.

“Building, hardware and garden supply store” means an establishment engaged in selling lumber and other building materials such as paint, glass, wallpaper, tools, seeds, and fertilizer. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.155 Bus station.

“Bus station” means an establishment for the storage, dispatch, repair and maintenance of coaches and other vehicles of a public transit system. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.160 Bus terminal.

“Bus terminal” means an establishment that sells tickets, provides scheduling information and serves as a point of arrival and departure for an inter-city bus line. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.165 Bus transfer station.

“Bus transfer station” means land in a centralized location used by a municipal bus service as a point of departure for multiple bus routes and where bus passengers transfer from one bus to another. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.170 Cafeteria.

“Cafeteria” means an enclosed building or portion thereof used for the preparation, sale, and consumption of food and beverages. Typically, food services offered in a cafeteria are provided as an accessory use to employees or other groups of people and are not generally offered to the general public. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.175 Car wash.

“Car wash” means a facility designed for the cleaning of automobiles, of which there are two types:

A. “Car wash, automatic” means a tunnel-like structure through which cars are pulled or driven and in which high-pressure sprays and brushes clean, dry and may wax vehicles.

B. “Car wash, self-service” means a coin-actuated, self-service washing system enclosed in a walled bay, open front and rear, of not less than eight feet in height. The pumps, water heaters and like equipment are completely housed. Additional facilities may include drying material dispensers and vacuum cleaners. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.180 Carport.

“Carport” means a covered space for the housing primarily of motor vehicles and enclosed on no more than two sides by walls, screens, cabinets, or other type of enclosures. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.185 Cemetery.

“Cemetery” means land used or intended to be used for the burial of the dead and dedicated for cemetery purposes including columbariums, crematoriums, mausoleums, and funeral establishments, when operated in conjunction with and within the boundary of such cemetery. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.190 Church.

“Church” means a structure, group of structures, or portion thereof which is utilized for the purpose of conducting religious worship, services or ceremonies. A church may contain facilities such as a sanctuary or chapel, assembly rooms, offices, kitchen, parsonage, or multi-purpose facilities. Graded educational facilities, dwelling units except parsonages, day care facilities, and facilities for the training of religious orders shall not be considered incidental to church usage, but may be allowed subject to other provisions of this title. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.195 City officials and agencies.

The word “city” means the city of Richland in Benton County, Washington; the term “city council” means the city council of said city; the terms “planning commission” or “physical planning commission” or “commission” mean the planning commission of the city; the term “board” or “board of adjustment” means the board of adjustment of the city; the term “administrative official” or “city planner” means such person as the city manager shall designate to administer and enforce this title. [Ord. 28-05 § 1.02; amended during 2011 recodification; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.200 Cinema.

“Cinema” means a motion picture theater. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.205 Clinic.

“Clinic” means a building or portion of a building containing offices for providing medical, dental, psychiatric or chiropractic services for outpatients only. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.207 Clinic, school-based.

“Clinic, school-based” means a building or portion of a building, co-located on a school campus, containing offices for providing limited outpatient medical services to children and their families within the respective school district, as well as to district staff and faculty. Such facilities are operated by independent healthcare organizations. [Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.210 Club or fraternal societies.

“Club” or “fraternal societies” means an association of persons (whether or not incorporated) organized for some common nonprofit purpose, but not including a group organized primarily to render a service customarily carried on as a business. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.215 Commercial recreation.

“Commercial recreation” means establishments engaged in providing amusement or entertainment for a fee or admission charge. There are two categories of commercial recreation:

A. Indoor Commercial Recreation. Including but not limited to such activities as dance halls, bowling alleys, billiard and pool establishments, skating rinks, indoor batting cages and miniature golf.

B. Outdoor Commercial Recreation. Including but not limited to such activities as outdoor batting cages, arenas, golf courses, putting courses, outdoor miniature golf, amusement parks, riding academies, carnival operations, expositions, and marinas. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.216 Commercial spaces.

“Commercial spaces” means commercial use for nonresidential business purposes, including retail, office, wholesale, general merchandise, and food services.

23.06.217 Concessionaire.

“Concessionaire,” for the purposes of this title, means and includes any person, firm, or corporation involved in any activity involving the sale of any goods or services, whether conducted for profit or not, on any property located within the PPF – parks and public facilities district. Any concession activity shall be clearly incidental to and supportive of an established primary permitted use in the underlying zoning district. [Ord. 28-05 § 1.02; Ord. 13-08; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.220 Convention center.

“Convention center” means a building or area designated to accommodate large groups of people usually for social occasions, or the exchange of information related to professional or commercial activity. Such a facility typically contains various large assembly halls, conference rooms, and food service facilities. [Ord. 28-05 § 1.02; Ord. 32-11 § 1; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.225 Contractors’ offices and shops.

“Contractors’ offices and shops” means a combination of uses in a single building or lot that includes the assembly, storage and/or manufacture of products typically used in building construction such as cabinetry, heating/cooling systems, plumbing and mechanical systems together with administrative offices. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.230 Contractors’ yards.

“Contractors’ yards” means the portion of a lot outside of a contractor’s office and shop that is used for the outdoor storage of vehicles, equipment and supplies. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.235 Court.

“Court” means an open, unoccupied space, other than a yard, on the same lot with a building or group of buildings, which is bounded on two or more sides by such building or buildings. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.240 Cultural institution.

“Cultural institution” means establishments such as museums, art galleries, and botanical and zoological gardens of historic, educational or cultural interests which are not operated for profit. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.245 Day care center.

“Day care center” means a licensed facility, other than a family day care home, providing regularly scheduled care for a group of children for periods less than 24 hours. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.250 Delicatessen.

“Delicatessen” means retail food stores selling ready-to-eat food products such as cooked meats, prepared salads or seafood, health food or other specialty food items. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.255 Department store.

“Department store” means a large retail store arranged into departments for the sale of a variety of consumer goods. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.260 Dependent recreational vehicle.

“Dependent recreational vehicle” means a recreational vehicle which does not contain water or sewage disposal facilities. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.265 Designated manufactured home.

“Designated manufactured home” means a manufactured home which:

- A. Is comprised of at least two fully enclosed parallel sections each not less than 12 feet wide by 36 feet long;
- B. Was originally constructed with and now has a composition or wood shake or shingle, coated metal, or similar roof of not less than 3:12 pitch; and
- C. Has exterior siding similar in appearance to siding materials commonly used on conventional site-built International Building Code single-family residences. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.270 Development.

“Development” means any manmade change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials, but not including any open wire fences in any F district. [Ord. 28-05 § 1.02; Ord. 01-07; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.275 District.

“District” means a portion of the city within which certain uses of land and buildings are permitted, and certain other uses of land and buildings are prohibited, or within which certain yards and other open spaces are required, or within which certain lot areas are established, or within which certain height limits are required for buildings, or within which a combination of such aforesaid regulations are applied, all as set forth and specified in this title, or any of the districts with which any combining regulations are combined. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.280 Dormitories, fraternities and sororities.

“Dormitories,” “fraternities” and “sororities” mean a building occupied by and maintained exclusively for students affiliated with an academic or professional college or university, or other recognized institution of higher learning. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.285 Drinking establishment.

“Drinking establishment” means a business primarily engaged in the retail sale of alcoholic beverages for consumption on the premises, including nightclubs, bars, cocktail lounges, and taverns. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.290 Drive-through.

“Drive-through” means a facility which, by its design, allows people to receive goods and/or services while remaining in their automobiles. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.295 Drug store/pharmacy.

“Drug store/pharmacy” means an establishment engaged in the retail sale of prescription drugs, nonprescription medicines, cosmetics, vitamins, first-aid supplies, and other health-related products. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.300 Dwelling, one-family attached.

“Dwelling, one-family attached” means a building designed for or containing one dwelling unit, which is attached on one or both sides with a common wall/zero lot line wall to one or more buildings of the same type. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.305 Dwelling, one-family detached.

“Dwelling, one-family detached” means a detached building designed for or containing one dwelling unit, which may include an accessory apartment subject to the provisions of the zoning districts and RMC 23.42.020. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.310 Dwelling, two-family detached.

“Dwelling, two-family detached” means a detached building designed for or containing two independent dwelling units. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.315 Dwelling, multiple-family.

“Dwelling, multiple-family” means a building or portion thereof designed for or containing three or more independent dwelling units. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.320 Dwelling unit.

“Dwelling unit” means a building or portion thereof providing complete housekeeping facilities for one family, which may include an accessory apartment unit subject to the provisions of the zoning districts and RMC 23.42.020. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.325 Electronic equipment stores.

“Electronic equipment stores” means establishments engaged in the retail sale of a variety of electronic equipment including computers, televisions, stereos, and cameras. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.327 Emergency housing.

“Emergency housing” means temporary indoor accommodations for individuals or families who are experiencing homelessness or at imminent risk of becoming homeless that are intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement. [Ord. 2022-19 § 1].

23.06.329 Emergency shelter.

“Emergency shelter” means a facility that provides a temporary shelter for individuals or families who are currently experiencing homelessness. Emergency shelter may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include day and warming centers that do not provide overnight accommodations. [Ord. 2022-19 § 1].

23.06.330 Essential public facilities.

“Essential public facilities” means a facility, conveyance or site whose services are provided by a governmental agency, a private or nonprofit organization under contract to or with substantial funding from government agencies, or a private organization subject to public service obligations, which is necessary to adequately provide a public service and which is typically hard to site. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.335 Equipment rental.

“Equipment rental” means the use of a building or land for the purpose of providing tools, implements, or other articles to individuals or businesses on a temporary basis for a specified fee. This use does not include the rental of automobiles or trucks. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.340 Family.

“Family” means one or more persons occupying a premises and living as a single, nonprofit housekeeping unit, as distinguished from a group occupying a hotel, club, boardinghouse or rooming house, fraternity or sorority house. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.345 Family day care home.

“Family day care home” means a licensed facility in the licensee’s home providing regularly scheduled care for 12 or fewer children for periods less than 24 hours. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.350 Farming of land.

“Farming of land” means the growing of seasonal crops and/or the tilling of soil. For purposes of this definition, the farming of land is typically an interim or temporary land use and would not typically include agricultural activities that are of a long-term nature, such as the planting of orchards or vineyards or the raising of livestock. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.355 Fence.

“Fence” means an upright structure serving as an enclosure, barrier or boundary usually made of posts, boards, wire, iron, steel, or masonry. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.360 Financial institution.

“Financial institution” means a business or institution engaged in monetary transactions such as banks, lending, savings and loan institutions and credit unions but excluding pay day loan businesses. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.365 Flood or flooding – Flood Insurance Rate Map (FIRM) – Flood Insurance Study.

Repealed by Ord. 59-19. [Ord. 28-05 § 1.02].

23.06.370 Florist.

“Florist” means an establishment engaged in the retail sale of flowers and plants. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.373 Food service establishment.

“Food service establishment” means a retail establishment that prepares and sells food and beverages for immediate consumption.

23.06.375 Food stores.

“Food stores” means stores primarily engaged in selling food and beverages for home preparation and consumption. It includes grocery stores; mini-market or convenience store uses; meat and fish markets, including freezer provisioners; fruit and vegetable markets; candy, nut, and confectionery stores; dairy products stores; retail bakeries; wine and beer shops; liquor stores; and miscellaneous stores specializing in items such as spices, coffee, or health foods. As an accessory use, a food store may also sell prepared foods for on-site or off-site consumption. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.380 Food wagon.

“Food wagon” means a vehicle that is used for retail food sales that is capable of operating from a variety of sites, rather than from a fixed location. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.385 Fuel station/mini-mart.

“Fuel station/mini-mart” means establishments engaged primarily in the sale of automobile gasoline or other auto fuel to the general public. Such uses may include mini-market or convenience store uses involving the sale of snack food and beverage items. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.390 Funeral establishment.

A “funeral establishment” is a place of business devoted exclusively to such activities as are related to the preparation and arrangements for the funeral, transportation, burial, or other disposition of dead bodies, and including but not limited to: (A) a chapel in which memorial, funeral, or religious services may be conducted; and (B) a preparation room equipped for the preparation and embalming of dead bodies for burial or transportation. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.395 Furniture, home furnishings, and appliance stores.

“Furniture, home furnishings, and appliance stores” means businesses primarily engaged in the retail sale of goods used for furnishing the home, such as furniture, floor coverings, draperies, lighting fixtures, woodstoves, domestic cook stoves, refrigerators, and other household electrical and gas appliances. This category also includes rental of furniture, appliances, and the like. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.400 General service businesses.

“General service businesses” means establishments which provide services involving the maintenance, repair or improvement of personal and household goods including computer and consumer electronics repair and service, custom framing shops, jewelry repair, locksmiths, shoe repair, tailors, upholstery shops, and similar uses. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.405 Grade plane.

“Grade plane” means a reference plane representing the average of finished ground level adjoining the building at exterior walls. Where the finished ground level slopes away from the exterior walls, the reference plane shall be established by the lowest points within the area between the building and the lot line or, where the lot line is more than six feet from the building, between the building and a point six feet from the building. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.410 Gross floor area (GFA).

“Gross floor area” means the sum of the areas of all floors included within the surrounding walls of a building, or portion thereof, exclusive of vents, shafts, and courts, inclusive of commercial outdoor dining areas. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.415 Guest room.

“Guest room” means a room which is intended, arranged, or designed to be occupied or which is occupied by one or more guests, but in which no provision is made for cooking, and not including dormitories for sleeping purposes. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.420 Habitable floor.

“Habitable floor” means any floor usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof, except for a floor used only for storage purposes. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.425 Hazardous waste.

“Hazardous waste” means all dangerous and extremely hazardous waste as defined by RCW 70.105.010. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.430 Hazardous waste storage.

“Hazardous waste storage” means the holding of dangerous waste for a temporary period as regulated by the Washington State Dangerous Waste Regulations, Chapter 173-30 WAC. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.435 Hazardous waste treatment.

“Hazardous waste treatment” means the physical, chemical, or biological processing of dangerous waste to make wastes nondangerous or less dangerous, safer for transport, amenable for storage, or reduced in volume. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.440 Hazardous waste treatment and storage facilities, off site.

“Hazardous waste treatment and storage facilities, off site” means treatment and storage facilities that treat or store waste generated on properties other than those on which the off-site facilities are located. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.445 Hazardous waste treatment and storage facilities, on site.

“Hazardous waste treatment and storage facilities, on site” means treatment and storage facilities that treat and store wastes generated on the same, geographically contiguous, or bordering property. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.450 Hedge.

“Hedge” means a row of closely planted shrubs, bushes, or low growing trees forming a barrier, enclosure, or boundary. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.455 Height of building.

“Height of building” means the vertical distance from grade plane to the average height of the highest roof surface. (See RMC 23.06.405 for definition of “grade plane.”) [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.460 Hog farm.

“Hog farm” means a lot, structure or building used for the raising or keeping of six or more hogs or swine. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.465 Home occupations.

“Home occupations” means an occupation or business activity conducted within a dwelling unit by a member or members of the family who occupy the dwelling, where the occupation or business activity is clearly incidental and secondary to the use of the dwelling for living purposes and the residential character of the dwelling is maintained. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.470 Health/fitness center.

“Health/fitness center” means a building, group of buildings or combination of buildings and outdoor uses which together are used for sports, health and recreational uses whether on a membership basis or for the general public.

Such facilities include, but are not limited to, gymnasiums, weight-reducing centers, dance studios, tennis, handball or racquetball courts, indoor or outdoor swimming pools and spas, weight training, exercise classes, and running tracks. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.475 Health/fitness facility.

“Health/fitness facility” means health clubs, aerobics centers, athletic clubs and gymnasiums, handball and racquetball clubs, weight-reducing centers, dance studios, and other businesses primarily engaged in indoor health and recreation activities, whether on a membership basis or for the general public. Health/fitness facilities are conducted in buildings no larger than 5,000 square feet in area. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.477 Health spa.

“Health spa” means a commercial facility providing body treatments, massage, gyms, spas, health and wellness activities and similar services. [Ord. 28-05 § 1.02; Ord. 04-09; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.480 Homeless shelter.

Repealed by Ord. 2022-19. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1].

23.06.485 Hospital.

“Hospital” means a licensed institution designed within an integrated campus setting for the diagnosis, care, and treatment of human illness, both mental and physical. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.490 Hospital or clinic for large animals.

“Hospital or clinic for large animals” means a medical facility or institution providing in-patient and outpatient veterinary service consisting of the prevention, cure, or alleviation of disease and injury to large animals or livestock. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.495 Hospital or clinic for small animals.

“Hospital or clinic for small animals” means a medical facility or institution providing inpatient and outpatient veterinary service consisting of the prevention, cure, or alleviation of disease and injury to dogs, birds, cats, and similar small animals. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.500 Hot tub.

“Hot tub” means a nonpermanent structure intended for recreational bathing, in which all controls, water heating, and water circulating equipment are an integral part of the product. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.505 Hotel.

“Hotel” means any building or portion thereof containing six or more guest rooms, which is used, designed, or intended to be used, let, or hired out to be occupied, or which is occupied by six or more individuals for compensation, whether the compensation be paid directly or indirectly. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.510 House-banked card room.

“House-banked card room” as used in this title means an establishment licensed by the Washington State Gambling Commission (the “Commission”) to offer “house-banked card games” as described in WAC 230-40-010 and subject to regulation by the Commission under RCW 9.46.070 and Chapter 230-40 WAC. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.515 Junkyard.

“Junkyard” means the use of more than 100 square feet of the area of any lot, or the use of any portion of that half of any lot (but not exceeding a depth or width, as the case may be, of 100 feet) which adjoins any street, for the storage, keeping or abandonment of junk, including scrap metals or other scrap material, or the use of any area for an automobile wrecking yard; provided, however, that this definition shall not be deemed to include uses conducted

entirely within an enclosed building or lots for the outdoor display and sale of used automobiles in operable condition. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.520 Kennel, commercial.

“Kennel, commercial” means any lot, premises, building, or structure where six or more dogs, cats, and/or household pets over six months of age are kept. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.525 Landscaping.

“Landscaping” shall consist of any of the following or combination thereof: material such as, but not limited to, grass, ground covers, shrubs, vines, hedges, and trees; and nonliving durable material commonly used in landscaping such as, but not limited to, rocks, pebbles, bark, sand, walls, or fences, but excluding paving and artificial plants. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.530 Landscaping material sales.

“Landscaping material sales” means establishments engaged in the retail sale of materials commonly used in landscaping such as trees, shrubs, bark, gravel, patio bricks, concrete blocks, pond liners, and similar materials. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.535 Large livestock farming.

“Large livestock farming” means the keeping of domesticated animals such as horses, ponies, burros, dairy and beef cattle, sheep, goats, swine, and similar animals which are kept for personal or agricultural use, or raised for sale and profit. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.540 Lattice tower.

“Lattice tower” is a wireless communications support structure, which consists of metal crossed strips or bars to support antennas and related equipment. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.545 Laundry, self-service.

“Laundry, self-service” means a business providing home-type washing, drying and/or ironing facilities where customers primarily complete the laundering of their own clothes. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.550 Laundry/dry cleaning, retail.

“Laundry/dry cleaning, retail” means a business providing drop off and pick up services of laundry and dry cleaning where the actual laundry/dry cleaning activities are completed at an off-site commercial laundry/dry cleaning facility. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.552 Laundry/dry cleaning, neighborhood.

“Laundry/dry cleaning, neighborhood” means a business providing drop off and pick up services of laundry and dry cleaning and where actual laundry/dry cleaning activities are completed on site in a process that primarily uses solvents or chemicals that are not regulated as hazardous by the Environmental Protection Agency. Such businesses shall operate in facilities that are 2,000 square feet in area or less. [Ord. 28-05 § 1.02; Ord. 15-07; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.555 Laundry/dry cleaning, commercial.

“Laundry/dry cleaning, commercial” means a business providing commercial laundry or dry cleaning services. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.560 Livestock feed lot.

“Livestock feed lot” means a lot, structure or building, or confined area used intensively for raising or keeping of more than six head of beef cattle or similar livestock for the purpose of feeding, breeding, conditioning, or holding the same for marketing or slaughter in which animal waste may accumulate, but not including barns, pens or similar structures. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.565 Lot.

“Lot” means land occupied or to be occupied by a principal use or building or unit group of buildings and accessory buildings, together with such open spaces as are required under the provisions of this title, having not less than the minimum area required by this title, for a lot in the district in which such lot is situated, and having its principal frontage on a street, or having a permanent means of access to a street. A lot as defined herein is not necessarily the same as a platted lot. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.567 Lot area.

“Lot area” means the total horizontal area included within lot lines. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.570 Lot, corner.

“Lot, corner” means a lot bounded on two or more sides by street lines; provided, that the interior angle of intersection or interception of said street lines does not exceed 135 degrees. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.572 Lot, interior.

“Lot, interior” means a lot other than a corner lot. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.575 Lot line, front.

“Lot line, front” means, in the case of an interior lot, a line separating the lot from the street; in the case of a corner lot, a line separating the narrowest street frontage of the lot from the street; except in those cases in a C-1 district where a lot has two or more street frontages of equal length or nearly equal length, the front lot line shall be considered to be the line adjoining the street which the comprehensive plan shows is intended to carry the heaviest traffic flow. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.577 Lot line, rear.

“Lot line, rear” means the lot line which is generally opposite the front lot line. If the rear lot line is less than 10 feet in length, or if the lot comes to a point at the rear, the rear lot line shall be deemed to be a line parallel to the front lot line, not less than 10 feet long, lying wholly within the lot and farthest from the front lot line. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.580 Lot line, side.

“Lot line, side” means any lot boundary line not a front lot line or a rear lot line. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.582 Lot depth.

“Lot depth” means the shortest horizontal distance between the front lot line and a line drawn parallel to the front lot line through the midpoint of the rear lot line. For lots with front lines containing curves or angles, the measurement shall be taken from a line drawn parallel to a base line adjoining the front corners of the lot and lying midway between said base line and a line drawn parallel to said base line tangent to the curve or through the angle point. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.584 Lot width.

“Lot width” means the distance between side lot lines measured at right angles to the lot depth at its midpoint. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.586 Lowest floor.

Repealed by Ord. 59-19. [Ord. 28-05 § 1.02; Ord. 01-07].

23.06.587 Lumberyard.

“Lumberyard” means a business that sells building materials and/or lumber in large quantities, and includes a significant portion of its product storage outdoors or in warehouse portions of a building. [Ord. 28-05 § 1.02; Ord. 01-07; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.590 Macrofacility.

“Macrofacility” is a large wireless communication facility that provides radio frequency coverage for a cellular telephone network. Generally, macro cell antennas are mounted on ground-based towers, rooftops and other existing structures at a height that provides a clear view over the surrounding buildings and terrain. Macro cell facilities typically contain antennas that are greater than three cubic feet per antenna, and typically cover large geographic areas with relatively high capacity and may be capable of hosting multiple wireless service providers. [Ord. 07-19 § 1; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.595 Mailing services.

“Mailing services” means a private establishment engaged in the business of renting mailboxes, accepting packages for delivery, selling packaging materials and/or providing bulk mailing services for customers. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.600 Manufactured home.

“Manufactured home” means a single-family residence constructed after June 15, 1976, and in accordance with the U.S. Department of Housing and Urban Development (HUD) requirements for manufactured housing and bearing the appropriate insignia indicating such compliance. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.605 Manufactured home lot, park, and stand.

“Manufactured home lot” means a designated portion of a manufactured home park designed for the accommodation of one manufactured home and its accessory structures.

“Manufactured home park” means any site, lot, field or tract of land under the ownership or management of one person, partnership, firm or corporation which is divided into manufactured home lots for tenancy or lease, upon which two or more manufactured homes are located and occupied for dwelling purposes.

“Manufactured home stand” means that area of a manufactured home lot which has been reserved for the placement of a manufactured home. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.610 Manufacturing, general.

“Manufacturing, general” means a manufacturing use, typically having the potential of creating moderate noise, smoke, dust, vibration or other environmental impacts or pollution, and including but not limited to the following:

A. Production of items made from stone or concrete;

B. Production of items from ferrous or nonferrous metals through use of a machine shop, welding or fabrication; or from nonferrous metals through use of a foundry; or from ferrous metals through use of a foundry heated by electricity (induction melting);

C. Production of finished goods that typically are not for household or office use, such as barrels, ceramic molds, or cardboard cartons, from materials that are already refined, or from raw materials that do not need refining, such as paper, fabric, leather, premilled wood; or wool, clay, cork, semiprecious or precious metals or stones, fiber, or other similar materials;

D. Production of finished goods, for household or nonhousehold use, such as toys, film, pens, or linoleum from plastic, rubber, or celluloid;

E. Production of parts to be assembled into a finished product;

F. Development of film on a wholesale basis;

G. Production of items through biological processes, such as pharmaceuticals and industrial purifiers, manufactured by bioengineering techniques;

H. Production of items such as paint and coatings, dyestuffs, fertilizer, glue, cosmetics, clay, or pharmaceuticals that require the mixing or packaging of chemicals;

I. Food processing for human consumption except that involving the milling of grain or the refining of sugar. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.615 Manufacturing, heavy.

“Manufacturing, heavy” means a manufacturing use, typically having the potential of creating substantial noise, smoke, dust, vibration and other environmental impacts or pollution, and including but not limited to:

A. Processing or refining of raw materials, such as but not limited to minerals, petroleum, rubber, wood or wood pulp, into other products;

B. The milling of grain or refining of sugar, except when accessory to a use defined as food processing for human consumption or as a retail sales and service use;

C. Slaughterhouses, including packing and freezing of meat products;

D. Refining, extruding, rolling, or drawing of ferrous or nonferrous metals, or the use of a noninduction foundry for ferrous metal;

E. Production of large durable goods such as motorcycles, cars, manufactured homes, airplanes, or heavy farm, industrial, or construction machinery;

F. Manufacturing of electrical components, such as semi-conductors and circuit boards, using chemical processes such as etching or metal coating;

G. Production of industrial organic and inorganic chemicals, and soaps and detergents; and

H. Conversion of solid waste into useful products or preparation of solid waste for disposal at another location by processing to change its physical form or chemical composition. This includes the off-site treatment or storage of hazardous waste as regulated by the State Department of Ecology. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.617 Manufacturing, light.

“Manufacturing, light” means a manufacturing use, typically having little or no potential of creating noise, smoke, dust, vibration or other environmental impacts or pollution, and including but not limited to the following:

A. Production, assembly, finishing, and/or packaging of articles from parts made at another location, such as assembly of clocks, electrical appliances, or medical equipment;

B. Production of finished household and office goods, such as jewelry, clothing or cloth, toys, furniture, or tents, from materials that are already refined, or from raw materials that do not need refining, such as paper, fabric, leather, premilled wood; or wool, clay, cork, semi-precious or precious metals or stones, fiber, or other similar materials;

C. Canning or bottling of food or beverages for human or animal consumption using a mechanized assembly line;

D. Printing plants with more than 5,000 square feet of gross floor area;

E. Electronic product and component manufacturing including radio, TV, computers, data systems equipment, optical, photographic, engineering and similar precision instruments and high-tech industries. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.620 Manufacturing use.

“Manufacturing use” means a business establishment in which articles are produced by hand or by machinery, from raw or prepared materials, by giving to those materials new forms, qualities, properties, or combinations, in a process frequently characterized by the repetitive production of items made to the same or similar specifications. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.625 Marinas.

“Marinas” means an establishment providing docking, moorage space and activities relating to the maintenance and minor repair of pleasure boats and yachts. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.630 Marine equipment rentals.

“Marine equipment rentals” means a business engaged in the rental of marine equipment, such as boats or jet skis, to individuals or businesses on a temporary basis for a specified fee. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.635 Marine gas sales.

“Marine gas sales” means a business typically associated with a marina that engages in retail gasoline sales for boats and other marine equipment. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.640 Master plan.

“Master plan” means a detailed site plan for certain distinct areas of the city for which specific plans have been reviewed and approved by the planning commission and the city council. A master plan for a distinct area is not to be construed as a substitute for the comprehensive plan as set forth in Chapter 23.01 RMC. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.645 Microbrewery.

“Microbrewery” means a small-scale beer brewing plant located within a restaurant or tavern building in which a portion of the building is used for the production of beer for wholesale distribution and for on-site retail sale to restaurant or tavern patrons. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.647 Mobile vehicle food hub.

“Mobile vehicle food hub” means a designated space where multiple vehicle-based food service vendors operate and may feature seating area(s) specifically provided for patrons to eat meals purchased from said vehicle-based food service vendors.

23.06.650 Microfacility.

Repealed by Ord. 07-19. [Ord. 28-05 § 1.02].

23.06.655 Mini-warehouse.

“Mini-warehouse” means a structure containing separate storage spaces of varying sizes that are leased or rented on an individual basis and outdoor yards for the storage of goods where storage, retrieval and transport are the responsibilities of the renter or lessee. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.660 Mobile home.

“Mobile home” means a single-family residence transportable in one or more sections that are eight feet or more in width and 32 feet or more in length, built on a permanent chassis, designed to be used as a permanent dwelling and constructed before June 15, 1976. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.665 Monopole.

“Monopole” means a vertical support structure consisting of a single vertical metal, concrete, or wooden pole, typically round or square and driven into the ground or attached to a foundation. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.670 Motel.

“Motel” means a building or group of buildings containing guest rooms designed or used to provide transient lodging. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.675 Nursing home or rest home.

“Nursing home” or “rest home” means a home for aged, chronically ill, incurable persons, or persons in need of convalescent care outside of a hospital in which two or more persons not of the immediate family are received, kept, or provided with food and shelter or care for compensation, but not including hospitals, clinics, or similar

institutions devoted primarily to the diagnosis and treatment of disease or injury, maternity cases, or mental illness. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.680 Nursery, plant.

“Nursery, plant” means an enterprise, establishment or portion thereof that conducts the retailing or wholesaling of plants grown on the site, as well as accessory items such as clay pots, potting soil, fertilizers, insecticides, garden implements, etc. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.685 Office – Corporate.

“Office – corporate” means an establishment primarily engaged in providing internal office administration services as opposed to customer service in a single building or a campus setting; for example, the headquarters, regional offices and/or the administrative offices for a corporation. Generally, the majority of the traffic generated from corporate offices comes from employees and not the general public. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.687 Office – Consulting services.

“Office – consulting services” means establishments providing a wide variety of professional services including but not limited to: accountants, engineers, geologists, architects, financial consultants, landscape architects, land planners, surveyors and interior designers who generally conduct research, provide analysis of information, computer simulation, diagramming, mapping and/or drafting in order to create new products or plans. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.690 Office – General.

“Office – general” means an establishment which provides administrative, professional, educational, financial, governmental or customer services to individuals, businesses, institutions and/or governmental agencies in an office setting; for example, branch banks, travel agencies, medical offices, real estate offices, insurance agencies, government offices, customer service offices, data processing services, union or charitable organization offices and wholesalers’ offices. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.695 Office – Research and development.

“Office – research and development” means an office/laboratory establishment engaged in the research, analysis, design, development and/or testing of a product. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.700 Office supply store.

“Office supply store” means stores selling office products such as stationery, legal forms, writing implements, computers, copies, office furniture, and similar products. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.705 Outdoor advertising sign.

“Outdoor advertising sign” means any lettered, figure, or pictorial matter or other sign of any kind or character whatsoever, made visible for outdoor advertising purposes anywhere. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.710 Outdoor advertising structure.

“Outdoor advertising structure” means any structure of any kind or character erected or maintained for outdoor advertising purposes, upon which any outdoor advertising sign may be placed, including also outdoor advertising statuary. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.715 Outdoor storage.

“Outdoor storage” means the storage of any products, materials, vehicles, equipment, junk, or scrap outside the confines of an enclosed building, and more specifically defined as:

A. Merchandise Display. Display of products and materials, and operable vehicles and equipment for the principal purpose of offering for sale at retail, and incidental to the business existing on the premises;

B. Equipment and Material Storage. Storage of any equipment or materials in usable condition which are not being specifically displayed as merchandise or offered for sale at retail; and

C. Junk and Scrap Storage. Storage of used products or scrap materials such as wood, cloth, paper, glass, metal, plastic, or rock material, which could be refurbished, recycled, or converted into usable stock or material. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.720 Parking lot.

“Parking lot” means an open area, other than a street or alley, used for the temporary parking of automobiles and available for public use, whether free or for compensation, or as an accommodation for clients or customers. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.725 Parking space, automobile (off street).

“Parking space, automobile (off street)” means space within a public or private parking area, or within a building designed for or used for the temporary parking or storage of one motor vehicle. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.728 Parking structure.

“Parking structure” means a structure used for the parking of vehicles where parking is accommodated on two or more levels. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.729 Parking, tandem.

“Parking, tandem” is defined as having two or more vehicles, one in front of or behind the others with a single means of ingress and egress.

23.06.730 Pasture.

“Pasture” means a fenced enclosure or confined area used for the grazing of livestock or small animals which contains sufficient vegetation to serve as the principal food source for the livestock confined therein. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.732 Patio.

“Patio” means an outdoor space that is often paved or decked directly adjacent to a main building that is at or within 30 inches of adjacent grade. [Ord. 32-11 § 2; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.735 Pawn shop.

“Pawn shop” means an establishment engaged in the buying or selling of new or secondhand merchandise and offering loans in exchange for personal property. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.740 Pen.

“Pen” means a fenced enclosure or small confined area used for the raising or keeping of livestock or small animals, but not including barns, sheds or similar structures, or pasture. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.742 Permanent supportive housing.

“Permanent supportive housing” is subsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident’s health status, and connect the resident of the housing with community-based health care, treatment, or employment services. Permanent supportive housing is subject to all of the rights and responsibilities defined in Chapter 59.18 RCW. [Ord. 2022-19 § 1].

23.06.745 Personal loan business.

“Personal loan business” means an establishment engaged in the business of cashing payroll checks and/or providing small, nonsecured, short-term loans to individuals. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.750 Personal services business.

“Personal services business” means a business primarily engaged in providing services generally involving the maintenance of the human body, or other services to one’s person. Such businesses include, but are not limited to, barber and beauty shops, photographic studios, body piercing, manicuring shops, tanning parlors, body wrapping, tattoo parlors and massage practitioners. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.755 Pet shop and pet supply store.

“Pet shop” and “pet supply store” mean establishments engaged in the retail sale of pets, pet food, supplies and the grooming of pets. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.760 Photo processing, copying and printing services.

“Photo processing, copying and printing services” means retail establishments that provide duplicating services using photocopy, blueprint and offset printing equipment, including collating of booklets and reports. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.765 Pool, private.

“Pool, private” means a swimming pool built accessory to a dwelling unit and used for the enjoyment of the family living therein. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.770 Pool, public.

“Pool, public” means a swimming pool to which the general public has access through the payment of a fee or admission charge. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.775 Pool, semi-public.

“Pool, semi-public” means a swimming pool accessory to a hotel, motel, multiple dwelling or similar use to which the general public does not have usual access, and located for the convenience of the guests or patrons of a hotel, motel or similar use. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.777 Porch.

“Porch” means an outdoor, typically raised and covered area, providing an entrance way to a building. [Ord. 32-11 § 2; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.780 Portable food vendor.

“Portable food vendor” means the vending of food and/or beverages from a movable cart-type stand which is located on the same lot as, and in conjunction with, a permitted use. Portable food vending stands cannot be self-propelled, must serve only walk-up customers, and may not be stored outdoors when the portable food vendor is not open for business. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.785 Poultry farm.

“Poultry farm” means a lot, structure or building used intensively for the raising, feeding, breeding, or keeping of chickens, turkeys, or other poultry for marketing or slaughter, or for the production of eggs for sale. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.790 Public agency building.

“Public agency building” means any agency office for the administration of any governmental activity or program. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.792 Public agency facility.

“Public agency facility” means a lot, structure, facility or building which is necessary for the operation of a public utility on which is performed a public service such as supplying water, wastewater disposal, electrical, transportation or communication service, usually as a monopoly or pursuant to a franchise by a business organization under

governmental regulation, or directly by government. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.795 Radio and television studio.

“Radio and television studio” means an establishment engaged in transmitting oral and visual programs, and which consists of a studio, transmitter, and antennas. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.797 Reclassification.

“Reclassification” means a change in the city’s zoning map, resulting in a change in zoning designation on one or more parcels of property. Also referred to as a rezone. [Ord. 24-14 § 1.01; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.800 Recreational club.

“Recreational club” means an area devoted to facilities and equipment for recreational purposes, swimming pools, tennis courts, playgrounds, community clubhouses, and other similar uses maintained by a nonprofit organization whose membership is limited to the residents within the area in which it is located; provided, that membership shall not be denied to residents of the area based solely on race, creed or color. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.802 Recreational vehicle.

“Recreational vehicle” means a vehicular-type unit designed for temporary living quarters for recreational, camping, or travel use, which either has its own motive power or is mounted on or drawn by another vehicle. “Recreational vehicle” shall include, but not be limited to, the following:

A. Travel Trailer. A vehicular, portable structure built on a chassis and drawn by a motorized vehicle and which is designed to be used as a temporary dwelling for travel, recreational and vacation uses;

B. Camper. A structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreational and vacation uses;

C. Motor Home. A portable, temporary dwelling to be used for travel, recreational and vacation use constructed as an integral part of a self-propelled vehicle;

D. Camping Trailer. A folding structure mounted on wheels and designed for travel, recreational and vacation uses.

(See also “Dependent recreational vehicle,” RMC 23.06.260.) [Ord. 28-05 § 1.02; Ord. 01-10 § 1.01; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.805 Recreational vehicle campground.

“Recreational vehicle campground” means a lot or parcel of land occupied or intended for occupancy by recreational vehicles or tents for travel, recreational or vacation usage for short periods of stay subject to the provisions of this title. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.807 Recreational vehicle park.

“Recreational vehicle park” means a lot or parcel of land occupied or intended for occupancy by recreational vehicles for travel, recreational or vacation uses allowing for longer periods of stay subject to the provisions of this title. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.809 Recreational vehicle space.

“Recreational vehicle space” means a parcel of land in a recreational vehicle park or campground for the placement of a single recreational vehicle and the exclusive use of its occupants. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.810 Restaurant.

“Restaurant” means a retail establishment engaged in the preparation and sale of food and beverages, including coffee shops, sandwich shops, ice cream parlors, fast food take-out, espresso stands, and similar uses. The term “restaurant” can be further described by the following types:

A. Restaurant, Drive-Through. A “restaurant” which has one or more drive-through lanes for ordering and dispensing of food and beverages to patrons remaining in their vehicles, for consumption off the premises. A drive-through restaurant may also have seating facilities.

B. Restaurant, Lounge. A restaurant which includes licensed on-site provision of alcoholic beverages for consumption on the premises as an accessory to food service.

C. Restaurant, Sit-Down. A restaurant at which all food and drink is consumed on the premises.

D. Restaurant, Take-Out. A restaurant that offers a take-out service whereby food may be consumed off the premises. A take-out restaurant may also have seating facilities. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.817 Sales, retail.

“Sales, retail” means sale to the ultimate consumer for direct consumption and not for resale. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.820 Sales, wholesale.

“Sales, wholesale” means sale for resale not for direct consumption. For the purpose of land use classifications, a business primarily engaged in wholesale sales, with less than 25 percent of the square footage of sales in related retail, will be classified as wholesale. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.825 Sanitary station or sanitary dumping station.

“Sanitary station” or “sanitary dumping station” means a facility used for removing and disposing of wastes from recreational vehicle sewage holding tanks. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.830 School.

“School” means public or private graded educational institution facility, structure or building but not including trade schools. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.832 School, alternative.

“School, alternative” means a school which offers a curriculum which is equivalent to but is a substitute for the curriculum commonly found in more traditional public or private schools. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.833 School, commercial.

“School, commercial” means a business establishment where instruction is given, in exchange for payment of a fee. Examples of subjects taught include, but are not limited to, dance, computer skills, music, and martial arts. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.834 School, trade.

“School, trade” means an educational facility, structure or building operated as a business enterprise offering instruction or training in the trades or industrial arts such as welding, brick laying, machinery operation, cooking, printing or similar trades or industrial arts, but not including schools. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.835 Secondhand/consignment store.

“Secondhand/consignment store” means an establishment engaged in the retail sale of used clothing, sports equipment, appliances, and other merchandise. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.840 Senior housing.

“Senior housing” means ~~a complex of dwellings, exclusively designed for and occupied by households having least one person 62 years of age or older.~~ any residential housing that is advertised, maintained, designed, or constructed for the express or implied purpose of providing housing for persons 55 years of age, or older, who are independent and do not require assistance with activities of daily living.

23.06.845 Sensitive land uses.

“Sensitive land uses” means those land uses which are particularly sensitive to the secondary effects of adult use businesses. “Sensitive land uses” include the following:

- A. Churches, or other religious facilities or institutions;
- B. Multiple-family and single-family residential zones;
- C. Playgrounds and public parks;
- D. Public and private schools, technical schools and training facilities which have 25 percent or more of their students under the age of 18. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.850 Small livestock farming.

“Small livestock farming” means the keeping of four or more domesticated animals such as rabbits, chickens, ducks, turkeys, and similar fowl and animals which are kept for personal or agricultural use, or raised for sale and profit. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.855 Specialty retail store.

“Specialty retail store” means one of a wide variety of stores involved in the retail sale of one or more general categories of specialty goods and merchandise, including but not limited to the following types of specialty stores: sporting goods, bicycles, glassware and chinaware, fishing tackle, music, greeting cards, jewelry, toys, hobby supplies, games, cameras, gifts and souvenirs, sewing supplies, tobacco products, newspapers, magazines, and comic books, religious supplies, guns and gun supplies or other miscellaneous goods. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.860 Specified anatomical areas.

“Specified anatomical areas” means:

- A. Less than completely and opaquely covered human genitals, pubic region, buttock or female breast below a point immediately above the top of the areola; and
- B. Human male genitals in a discernibly turgid state, even if completely and opaquely covered. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.862 Specified sexual activities.

“Specified sexual activities” means:

- A. Human genitals in a state of sexual stimulation or arousal; and/or
- B. Acts of human masturbation, sexual intercourse or sodomy, whether between persons of the same or opposite sex; and/or
- C. Fondling or other erotic touching of human genitals, pubic region, buttock or female breast; and/or
- D. Excretory functions as part of or in connection with any of the activities set forth in this chapter. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.865 Stable, private.

“Stable, private” means a building in which horses are kept for private use and not for remuneration, hire, or sale. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.867 Stable, public.

“Stable, public” means a building in which horses are kept for remuneration, hire, or sale, including a riding academy. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.870 Stock-in-trade.

“Stock-in-trade” means all books, equipment, magazines, periodicals, pictures, posters, printed material, products (including prerecorded video tapes, discs, or similar material), or other items readily available for purchase, rental, viewing or use by patrons of the establishment excluding material located in any storeroom or other portion of the premises not open to patrons. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.871 Storage container.

“Storage container” is defined as provided in RMC 11.33.010. [Ord. 40-19 § 1; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.875 Story.

“Story” means that portion of a building included between the surface of any floor and the surface of the next floor above it, or if there is no floor above it, then the space between the floor and the ceiling next above it. A mezzanine floor shall be counted as a story if it covers over one-third of the area of the floor next below it, or if the vertical distance from the floor next below it to the floor next above it is 24 feet or more. A basement shall be counted as a story if its ceiling is over six feet above the level from which the height of the building is measured. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.880 Street.

“Street” means a public thoroughfare which affords the principal means of access to abutting property, including avenue, place, way, drive, lane, boulevard, highway, road, and any other thoroughfare except an alley. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.885 Structure.

“Structure” means anything constructed or erected, the use of which requires location on the ground or attachment to something having location on the ground. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.888 Substantial damage.

“Substantial damage” means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred. [Ord. 28-05 § 1.02; Ord. 01-07; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.890 Substantial improvement.

“Substantial improvement” means any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure either before the improvement or repair is started, or if the structure has been damaged and is being restored, before the damage occurred. “Substantial improvement” is considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.

The term “substantial improvement” does not include any project for improvement to comply with existing state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official which are the minimum necessary to assure safe living conditions, or any alteration of a structure listed on the National Register of Historic Places or State Inventory of Historic Places. [Ord. 28-05 § 1.02; Ord. 01-07; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.895 Theater.

“Theater” means a facility used by and for the performing arts but not including cinema. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.900 Towing, vehicle impound lots.

“Towing, vehicle impound lots” means lots used for the temporary storage of vehicles which have been towed by a towing company or for impounded vehicles, but which does not include permanent vehicle storage or dismantling of vehicles. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.901 Transitional housing.

“Transitional housing” means a facility that provides housing and supportive services to individuals or families experiencing homelessness for up to two years and whose primary purpose is to enable individuals or families experiencing homelessness to move into independent living and permanent housing. [Ord. 2022-19 § 1].

23.06.905 Travel trailer.

See “Recreational vehicle,” RMC 23.06.802. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.910 Truck terminal.

“Truck terminal” means a business providing a location where goods carried by motor transport can be received, transferred from one vehicle to another, and/or shipped, where the primary purpose is not storage but to serve as a point of transfer. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.915 Use – Permitted.

“Use – permitted” means a use authorized or allowed alone in a specified use district for the preservation or promotion of which the use district is established and subject to the requirements of the regulations and standards of such use district, and to which all other uses are accessory, special, conditional, or nonconforming. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.920 Use – Accessory (secondary).

“Use – accessory (secondary)” means a secondary or minor use of a lot, structure, or building designed or employed in conjunction with, but subordinate or incidental to, and compatible with the principal permitted use for which the use district is established, and subject to the regulations and standards of such use district. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.925 Use – Nonconforming.

“Use – nonconforming” means the use of a building or other structure or of a tract of land which does not conform to the use regulations of this title for the district in which it is located, either at the effective date of the ordinance codified in this title or as a result of subsequent amendments which may be incorporated into this title. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.930 Use – Special.

“Use – special” means any use of a lot, structure or building which by its nature, intensity or potential impact upon an area cannot be considered as a principal or accessory use within a use district, but when subject to special conditions and standards specified in a special use permit may be compatible with other uses in the same or adjacent use districts. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.935 Variance.

“Variance” means a modification of the regulations of this title granted by the board of adjustment after finding that the literal application of the provisions of this title would cause undue and unnecessary hardship in view of certain facts and conditions applying to a specific parcel of property. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.937 Vehicle-based food service.

“Vehicle-based food service” means the vending of food and/or beverages from a large vehicle that is equipped to both cook and sell food, and that is capable of being moved from place to place as provided in RMC 23.42.325. [Ord. 48-17 § 1; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.940 Vehicle leasing and rentals.

“Vehicle leasing and rentals” means the use of any building or land for a business involving the leasing of vehicles. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.945 Vehicle sales.

“Vehicle sales” means the use of any building or land for the display and sale or long-term lease of new or used automobiles, panel trucks or vans, boats, or motorcycles and including any warranty repair work and other repair service conducted as an accessory use. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.950 Video rental store.

“Video rental store” means an establishment engaged primarily in the renting or sale of videocassettes, DVDs, and video games. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.955 Warehousing and wholesale trade.

“Warehousing and wholesale trade” means establishments involved in the storage and/or sale of bulk goods for resale or assembly, excluding establishments offering the sale of bulk goods to the general public. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.960 Warehousing, storage and distribution.

“Warehousing, storage and distribution” means a building where goods and materials are kept immediately prior to their delivery to retail outlets or their sale to other businesses. This use may include vehicle maintenance or storage as an accessory use. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.965 Wholesale use.

“Wholesale use” means a business that stores large stocks of goods for sale in bulk quantities to retail outlets. Sales to the general public do not occur on the site, nor is the location of the business advertised through newspapers, flyers or other media designed to reach the consumer. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.970 Wineries – Production.

“Wineries – production” means an establishment engaged in the production of wine for wholesale distribution. [Ord. 28-05 § 1.02; Ord. 04-09; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.972 Wineries – Tasting room.

“Wineries – tasting room” means an establishment engaged in the retail sales of wines. [Ord. 28-05 § 1.02; Ord. 04-09; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.975 Yard.

“Yard” means an open space of uniform width or depth on the same lot with a building or a group of buildings, which open space lies between the building or group of buildings and the nearest lot line and is unoccupied and unobstructed from the ground upward, except for the certain exceptions specified in this title. In measuring a yard, as hereinafter provided, the “line of a building” shall be deemed to mean a line parallel to or concentric with the nearest lot line drawn through the point of a building or the point of a group of buildings nearest to such a lot line, exclusive of the exceptions referenced above, and the measurements shall be taken from the line of the building to the nearest lot line. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.980 Yard, front.

“Yard, front” means a yard extending the full width of the site and measured as to depth at the least horizontal distance between the street right-of-way line and the exterior wall. [Ord. 28-05 § 1.02; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.983 Yard, rear.

“Yard, rear” means a yard which extends the full width of the site and is measured as to depth at the least horizontal distance between the rear lot line and the exterior wall. [Ord. 28-05 § 1.02; amended during 2011 recodification; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

23.06.985 Yard, side.

“Yard, side” means a yard which extends from the front yard or front lot line where no front yard exists to the rear yard or rear lot line where no rear yard exists and is measured as to width at the least horizontal distance between the

side lot line and the exterior wall. [Ord. 28-05 § 1.02; amended during 2011 recodification; Ord. 59-19 § 3; Ord. 08-20 § 1; Ord. 2022-19 § 1].

Chapter 23.22

COMMERCIAL ZONING DISTRICTS

Sections:

- 23.22.010 Purpose of commercial use districts.
- 23.22.020 Performance standards and special requirements.
- 23.22.030 Commercial use districts permitted land uses.
- 23.22.040 Site requirements and development standards for commercial use districts.
- 23.22.050 Parking standards for commercial use districts.

23.22.010 Purpose of commercial use districts.

A. The limited business use district (C-LB) is a zone classification designed to provide an area for the location of buildings for professional and business offices, motels, hotels, and their associated accessory uses, and other compatible uses serving as an administrative district for the enhancement of the central business districts, with regulations to afford protection for developments in this and adjacent districts and in certain instances to provide a buffer zone between residential areas and other commercial and industrial districts. This zoning classification is intended to be applied to some portions of the city that are designated either commercial or high-density residential under the city of Richland comprehensive plan.

B. The neighborhood retail business use district (C-1) is a limited retail business zone classification for areas which primarily provide retail products and services for the convenience of nearby neighborhoods with minimal impact to the surrounding residential area. This zoning classification is intended to be applied to some portions of the city that are designated commercial under the city of Richland comprehensive plan.

C. The retail business use district (C-2) is a business zone classification providing for a wide range of retail business uses and services compatible to the core of the city and providing a focal point for the commerce of the city. All activities shall be conducted within an enclosed building except that off-street loading, parking, and servicing of automobiles may be in the open and except that outdoor storage may be permitted when conducted in conjunction with the principal operation which is in an enclosed adjoining building. This zoning classification is intended to be applied to some portions of the city that are designated commercial under the city of Richland comprehensive plan.

D. The general business use district (C-3) is a zone classification providing a use district for commercial establishments which require a retail contact with the public together with incidental shop work, storage and warehousing, or light manufacturing and extensive outdoor storage and display, and those retail businesses satisfying the essential permitted use criteria of the C-2 use district. This zoning classification is intended to be applied to some portions of the city that are either designated as commercial or designated as industrial and located adjacent to SR 240 under the city of Richland comprehensive plan.

E. The waterfront use district (WF) is a special commercial and residential zoning classification providing for the establishment of such uses as marinas, boat docking facilities, resort motel and hotel facilities, offices, and other similar commercial, apartment, and multifamily uses which are consistent with waterfront oriented development, and which are in conformance with RMC Title 26, Shoreline Management, and with applicable U.S. Corps of Engineers requirements. This zoning classification encourages mixed special commercial and high-density residential uses to accommodate a variety of lifestyles and housing opportunities. Any combination of listed uses may be located in one building or one development (i.e., related buildings on the same lot or site). This zoning classification is intended to be applied to those portions of the city that are designated waterfront under the city of Richland comprehensive plan.

F. The central business district (CBD) is a special mixed use zoning classification designed to encourage the transformation of the central business district from principally a strip commercial auto-oriented neighborhood to a more compact development pattern. The central business district is envisioned to become a center for housing, employment, shopping, recreation, professional service and culture. The uses and development pattern will be integrated and complementary to create a lively and self-supporting district. Medium rise buildings will be anchored by pedestrian oriented storefronts on the ground floor with other uses including housing on upper floors. Projects

will be well designed and include quality building materials. Appropriate private development will be encouraged via public investments in the streetscape and through reduction in off-street parking standards. Uses shall generally be conducted completely within an enclosed building, except that outdoor seating for cafes, restaurants, and similar uses and outdoor product display is encouraged. Buildings shall be oriented to the fronting street or accessway, to promote a sense of enclosure and continuity along the street or accessway. This zoning classification is intended for those portions of the city that are designated as central business district, as well as some properties designated as commercial and waterfront, under the Richland comprehensive plan. The central business district zone contains overlay districts titled medical, parkway, and uptown. The overlay districts implement varying site development requirements.

G. The commercial recreation district (CR) is a special commercial district providing for the establishment of such uses as marinas, boat docking facilities, resort motel and hotel facilities, and other commercial uses which are consistent with waterfront oriented development, and which are in conformance with RMC Title 26, Shoreline Management, and with the U.S. Corps of Engineers requirements, and providing for regulations to protect the business and residents of the city from objectionable influences, building congestion and lack of light, air and privacy. This zoning classification is intended for those portions of the city that are designated as waterfront or commercial under the Richland comprehensive plan.

H. The commercial winery use district (CW) is a zone classification designed to provide an area for the operation of commercial wineries, including all aspects of the wine making industry, from the raising of crops to the production, storage and bottling of wine and the retail sales of wine and related products. Other uses, which support winery-related tourism, such as restaurants, entertainment venues, retail services such as gift shops and bed and breakfast facilities are also permitted, along with other uses that are compatible with wineries. [Ord. 28-05 § 1.02; Ord. 04-09; Ord. 32-17 § 1].

23.22.020 Performance standards and special requirements.

A. Commercial Limited Business. Residential uses permitted in the C-LB district must comply with the following standards except as provided by footnote (6) of RMC 23.22.040:

1. Minimum Yard Requirements.

- a. Front Yard. Twenty feet except as provided by footnote (3) of RMC 23.18.040;
- b. Side Yards. Each side yard shall provide one foot of side yard for each three feet or portion thereof of building height;
- c. Rear Yards. Twenty-five feet.

2. Required Court Dimensions. Each court on which windows open from any room other than a kitchen, bathroom or a closet, shall have all horizontal dimensions measured at right angles from the windows to any wall or to any lot line other than a front lot line equal to not less than the height of the building above the floor level of the story containing the room, but no dimension shall be less than 20 feet.

3. Distance between Buildings. No main building shall be closer to any other main building on the lot than a distance equal to the average of their heights. This provision shall not apply if no portion of either building lies within the space between the prolongation of lines along any two of the opposite walls of the other building, but in any such situation the buildings shall not be closer to each other than a distance of 10 feet.

4. Percentage of Lot Coverage. Apartment buildings in a C-LB district shall cover not more than 33 percent of the area of the lot.

B. Neighborhood Retail Business. All uses permitted in a C-1 district must comply with the following performance standards:

- 1. All business, service, repair, processing, or merchandise display shall be conducted wholly within an enclosed building, except for off-street automobile parking, the sale of gasoline, and self-service car washes.

Limited outdoor display of merchandise is permitted; provided, that such display shall include only those quantities sold in a day's operation.

2. Outdoor storage areas incidental to a permitted use shall be enclosed with not less than a six-foot-high fence and shall be visually screened from adjoining properties. All storage areas shall comply with building setbacks.

3. Not more than three persons shall be engaged at any one time in fabricating, repairing, cleaning, or other processing of goods other than food preparation in any establishment. All goods produced shall be primarily sold at retail on the premises where produced.

4. Lighting, including permitted illuminated signs, shall be shielded or arranged so as not to reflect or cause glare to extend into any residential districts, or to interfere with the safe operation of motor vehicles.

5. Noise levels resulting from the operation of equipment used in the conduct of business in the C-1 district shall conform to the requirements of Chapter 173-60 WAC, Maximum Environmental Noise Levels.

6. No single retail business, except for a food store, shall operate within a building space that exceeds 15,000 square feet in area, unless approved by the planning commission through the issuance of a special use permit upon the finding that the proposed retail business primarily serves and is appropriately located within the surrounding residential neighborhoods.

7. In addition to standards (1) through (6) listed above, any commercial use that is immediately adjacent to a residentially zoned property (including R-1-12, single-family residential, R-1-10, single-family residential, R-2, medium density residential, R-2S, medium density residential small lot, or planned unit development that is comprised of single-family homes) shall comply with the following standards. For the purposes of this section, the term "adjacent" includes abutting properties, and any property that is located within 75 feet of the nearest residential property. The term "adjacent" does not include properties that are separated by a public right-of-way.

a. Setback from Residential Property Boundary. Thirty feet.

b. Building Design Standard. No rooftop mechanical equipment shall be permitted unless screened from view with parapet wall or similar screening.

c. Parking. Vehicle parking areas and any access driveways (pavement) must be set back a minimum of 10 feet from residential property boundary. A solid fence or masonry wall between six and eight feet tall is required between any paved parking or access drive and the residential property boundary.

d. Outdoor Lighting. All outdoor lighting must comply with the Pattern Outdoor Lighting Code (USA) standard version 2.0, July 2010. For the purposes of this section, properties subject to this standard shall be considered to be within lighting zone 1.

e. Signs. All commercial signs placed on-site shall comply with Section 5 of the Pattern Outdoor Lighting Code (USA) standard version 2.0, July 2010; except that multicolored changeable copy LED signs shall not be permitted.

f. Mechanical Equipment. Any mechanical equipment placed outdoors between the building and the residential property boundary shall be screened to reduce equipment noise levels. Alternatively, the building owner can provide documentation to the city indicating that the specific equipment to be used will not generate noise levels beyond permissible state noise standards.

g. Refuse Areas. Any dumpsters or area for collection of recycled materials shall be set back a minimum of 20 feet from the nearest residential property boundary and shall be screened from view by a solid screen sufficient to block its view from all adjacent residential properties.

h. Landscaping. The portions of a commercial site that lie within 30 feet of a residential property boundary that are not covered with buildings, parking areas, access drives, loading areas or outdoor storage shall be landscaped and/or xeriscaped.

8. An individual proposing development on any commercial use that is immediately adjacent to a residentially zoned property (including R-1-12, single-family residential, R-1-10, single-family residential, R-2, medium density residential, R-2S, medium density residential small lot, or planned unit development that is comprised of single-family homes) that does not meet the standards contained in subsection (B)(7) of this section may apply for a deviation from these standards by filing an application with the city. Such request shall be reviewed by the hearing examiner in accordance with the provisions for a public hearing for a Type II permit application. A request for deviation from these standards shall be granted only when the hearing examiner determines that the proposed deviation offers equivalent or better mitigation of impacts from commercial development to the adjacent residential properties than would occur under the basic standards. The hearing examiner shall at a minimum consider the type of commercial use proposed; the design of the commercial building or buildings; the topography of the site and adjacent residential properties; the proposed landscaping, lighting, and other mitigation measures proposed by the applicant in making a determination to grant or deny a requested deviation from these standards.

C. General Business. All permitted commercial business uses may be located in the C-3 district, provided their performance is of such a nature that they do not inflict upon the surrounding residential areas, smoke, dirt, glare, odors, vibration, noise, excessive hazards or water pollution detrimental to the health, welfare or safety of the public occupying or visiting the areas. The maximum permissible limits of these detrimental effects shall be as herein defined and upon exceeding these limits they shall be as herein considered a nuisance, declared in violation of this title and shall be ordered abated.

1. Smokestacks shall not emit a visible smoke except for one 10-minute period each day, when a new fire is being started. During this period, the density of the smoke shall not be darker than No. 2 of the Ringlemann Chart as published by the U.S. Bureau of Mines.
2. No visible or invisible noxious gases, fumes, fly ash, soot or industrial wastes shall be discharged into the atmosphere from any continuous or intermittent operation except such as is common to the normal operations of heating plants or gasoline or diesel engines in cars, trucks or railroad engines.
3. Building materials with high light reflective qualities shall not be used in the construction of buildings in such a manner that reflected sunlight will throw intense glare to areas surrounding the C-3 district.
4. Odors of an intensity greater than that of a faint smell of cinnamon which can be detected by persons traveling the roads bordering the lee side of the C-3 district, when a 10 mph wind or less is blowing, are prohibited.
5. Machines or operations which generate air or ground vibration must be baffled or insulated to eliminate any sensation of sound or vibration outside the C-3 district.

D. Waterfront. It is the intent of this section that:

1. Uses should be oriented primarily to the waterfront and secondarily to the public street to facilitate public access to the waterfront; and
2. Public pedestrian access shall include clearly marked travel pathways from the public street through parking areas to primary building entries.

E. Central Business District. New buildings shall conform to the following design standards:

1. The maximum setback area shall only be improved with pedestrian amenities including but not limited to: landscaping, street furniture, sidewalks, plazas, bicycle racks, and public art.
2. Building facades facing streets shall include:
 - a. Glass fenestration on 50 percent to 80 percent of the ground floor of the building facade. A window display cabinet, work of art, decorative grille or similar treatment may be used to cover an opening for concealment and to meet this standard on those portions of the ground floor facade where the applicant

can demonstrate that the intrusion of natural light is detrimental to the ground floor use. Examples of such uses include, but are not limited to, movie theaters, museums, laboratories, and classrooms.

b. At least two of the following architectural elements:

- i. Awnings;
- ii. Wall plane modulation at a minimum of three feet for every wall more than 50 feet in length;
- iii. Pilasters or columns;
- iv. Bays;
- v. Balconies or building overhangs; or
- vi. Upper story windows (comprising a minimum of 50 percent of the facade).

3. At least one pedestrian, nonservice entrance into the building will be provided on each street frontage or provided at the building corner.

4. Variation of exterior building material between the ground and upper floors of multi-story buildings.

5. All buildings with a flat roof shall use a modulated height parapet wall for wall lengths greater than 50 feet. The modulation of parapet heights is encouraged to identify building entrances.

6. All new buildings that utilize parapet walls shall include a projecting cornice detail to create a prominent edge.

7. Public street and sidewalk improvements are required per Richland Municipal Code to implement approved street cross-sections. Curb cuts are encouraged to be located adjacent to property lines and shared with adjacent properties, via joint access agreement.

8. Service bays, loading areas, refuse dumpsters, kitchen waste receptacles, outdoor storage locations, and rooftop mechanical equipment shall be located away from public rights-of-way via site planning and screened from view with landscaping, solid screening or combination.

9. Alternative Design. In the event that a proposed building and/or site does not meet the literal standards identified in this section, or the maximum setback standards set forth in RMC 23.22.040 or the maximum parking standards set forth in RMC 23.22.050, a project representative may apply to the Richland planning commission for a deviation from these site design standards. The Richland planning commission shall consider said deviation and may approve any deviation based on its review and a determination that the application meets the following findings:

- a. That the proposal would result in a development that offers equivalent or superior site design than conformance with the literal standards contained in this section; and
- b. The proposal addresses all applicable design standards of this section in a manner which fulfills their basic purpose and intent; and
- c. The proposal is compatible with and responds to the existing or intended character, appearance, quality of development and physical characteristics of the subject property and immediate vicinity. [Ord. 28-05 § 1.02; Ord. 07-06; Ord. 04-09; Ord. 07-10 § 1.01; amended during 2011 recodification; Ord. 32-11 § 4; Ord. 20-16 § 1].

23.22.030 Commercial use districts permitted land uses.

In the following chart, land use classifications are listed on the vertical axis. Zoning districts are listed on the horizontal axis.

A. If the symbol “P” appears in the box at the intersection of the column and row, the use is permitted, subject to the general requirements and performance standards required in that zoning district.

B. If the symbol “S” appears in the box at the intersection of the column and row, the use is permitted subject to the special use permit provisions contained in Chapter 23.46 RMC.

C. If the symbol “A” appears in the box at the intersection of the column and the row, the use is permitted as an accessory use, subject to the general requirements and performance standards required in the zoning district.

D. If a number appears in the box at the intersection of the column and the row, the use is subject to the general conditions and special provisions indicated in the corresponding note.

E. If no symbol appears in the box at the intersection of the column and the row, the use is prohibited in that zoning district.

Land Use	C-LB	C-1	C-2	C-3	CBD	WF	CR	CW
Agricultural Uses								
Raising Crops, Trees, Vineyards								P
Automotive, Marine and Heavy Equipment								
Automotive Repair – Major				P				
Automotive Repair – Minor		P	P	P	S			
Automotive Repair – Specialty Shop		S	P	P	S			
Automobile Service Station		P ¹	P ¹	P ¹	S ¹			
Auto Part Sales		P	P	P	S			
Boat Building				P				
Bottling Plants				P				P ²⁸
Car Wash – Automatic or Self-Service		P ²	P ²	P ²	S ²			
Equipment Rentals			P	P				
Farm Equipment and Supplies Sales				P				
Fuel Station/Mini Mart	S	P	P	P	P			
Heavy Equipment Sales and Repair				P				
Manufactured Home Sales Lot				P				
Marinas						P	P	
Marine Equipment Rentals				P		P	P	
Marine Gas Sales						A	A	
Marine Repair				P		P	P	
Towing, Vehicle Impound Lots				S ³				
Truck Rentals			P	P				
Truck Stop – Diesel Fuel Sales			S	P				
Truck Terminal				P				

Land Use	C-LB	C-1	C-2	C-3	CBD	WF	CR	CW
Vehicle Leasing/Renting			P ⁴	P	S ⁴			
Vehicle Sales			P ⁴	P	S ⁴			
Warehousing, Wholesale Use				P				
Business and Personal Services								
Animal Shelter				S ⁵				
Automatic Teller Machines	P	P	P	P	P	P		P
Commercial Kennel				P ⁵				
Contractors' Offices		P	P	P	P			
Funeral Establishments			P	P				
General Service Businesses	A	P	P	P	P	P		
Health/Fitness Facility	A	P	P	P	P	A	P	
Health/Fitness Center			P	P	P		P	
Health Spa		P	P	P	P	P		P
Hospital/Clinic – Large Animal				S ⁵				
Hospital/Clinic – Small Animal			S ⁵	P ⁵	P			
Laundry/Dry Cleaning, Com.				P	P ²⁹			
Laundry/Dry Cleaning, Neighborhood		P	P	P	P			
Laundry/Dry Cleaning, Retail	P	P	P	P	P	P		
Laundry – Self-Service		P	P	P	P			
Mini-Warehouse				P ^{6, 31}				
Mailing Service	P	P	P	P	P	P		
Personal Loan Business	P	P	P	P	P			
Personal Services Businesses	A	P	P	P	P	P		
Photo Processing, Copying and Printing Services	P	P	P	P	P	P		
Telemarketing Services	P		P	P	P			
Video Rental Store		P	P	P	P	P		P
Food Service								
Cafeterias	A		A	A	A	A	A	
Delicatessen	P	P	P	P	P	P	P	P
Drinking Establishments		P ⁷	P	P	P	P	P	P
Micro-Brewery			P	P	P	P	P	P
Portable Food Vendors ²⁶	A ²⁷	A ²⁷	A ²⁷	A ²⁷	A ²⁷	A ²⁷	A ²⁷	A ²⁸
Restaurants/Drive-Through		S ⁸	P ⁸	P ⁸	S ^{8, 9}	S ^{8, 9}		

Land Use	C-LB	C-1	C-2	C-3	CBD	WF	CR	CW
Restaurants/Lounge		P ⁷	P	P	P	P	P	P
Restaurants/Sit Down	A	P	P	P	P	P	P	P
Restaurants/Take Out		P	P	P	P	P		P
Restaurants with Entertainment/Dancing Facilities		P ⁷	P	P	P	P	P	P
Vehicle-Based Food Service		P ³⁰	P ³⁰	P ³⁰	P ³⁰	P ³⁰		
Wineries – Tasting Room		P ⁷	P	P	P	P	P	P
Industrial/Manufacturing Uses								
Laundry and Cleaning Plants				P				P ²⁸
Light Manufacturing Uses				P				P ²⁸
Warehousing and Distribution Facilities				P				P ²⁸
Wholesale Facilities and Operations				P				P ²⁸
Wineries – Production				P				P
Office Uses								
Financial Institutions	P	P/S ²²	P	P	P/S ²²	P		
Medical, Dental and Other Clinics	P	P	P	P	P	P		
Newspaper Offices and Printing Works			P	P	P			
Office – Consulting Services	P	P	P	P	P	P		P ²⁸
Office – Corporate	P		P	P	P	P		P ²⁸
Office – General	P	P	P	P	P	P		P ²⁸
Office – Research and Development	P		P	P	P			P ²⁸
Radio and Television Studios			P	P	P			
Schools, Commercial	P		P	P	P	P		
Schools, Trade			P	P	P			P ²⁸
Travel Agencies	P	P	P	P	P	P		
Public/Quasi-Public Uses								
Churches	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P	P ¹⁰		
Clubs or Fraternal Societies	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰		
Cultural Institutions	P ¹⁰	P ¹⁰	P ¹⁰		P ¹⁰	P ¹⁰		P ¹⁰
General Park O&M Activities	P	P	P	P	P	P	P	P
Hospitals	P		P	P	P			
Passive Open Space Use	P	P	P	P	P	P	P	P
Power Transmission and Irrigation Wasteway Easements and Utility Uses	P ¹¹	P ¹¹	P ¹¹	P ¹¹	P ¹¹	P ¹¹	P ¹¹	P ¹¹
Public Agency Buildings	P	P	P	P	P	P	P	

Land Use	C-LB	C-1	C-2	C-3	CBD	WF	CR	CW
Public Agency Facilities	p ¹¹	p ¹¹	p ¹¹	p ¹¹	p ¹¹	p ¹¹	p ¹¹	p ¹¹
Public Campgrounds				S			S	
Public Parks	P	P	P	P	P	P	P	P
Schools	p ¹²	p ¹²	p ¹²	p ¹²	p ¹²	p ¹²		
Schools, Alternative	p ¹³	p ¹³	p ¹³	p ¹³	p ¹³			
Special Events Including Concerts, Tournaments and Competitions, Fairs, Festivals and Similar Public Gatherings	P	P	P	P	P	P	P	P
Trail Head Facilities	P	P	P	P	P	P	P	P
Trails for Equestrian, Pedestrian, or Nonmotorized Vehicle Use	P	P	P	P	P	P	P	P
Recreational Uses								
Art Galleries			P	P	P	P	P	P
Arcades		P	P	P	P	P	P	
Boat Mooring Facilities						P	P	
Cinema, Indoor			P	P	P	P	P	
Cinema, Drive-In			P	P				
Commercial Recreation, Indoor		S ⁷	P	P	P	P	P	
Commercial Recreation, Outdoor			P	P		P	P	
House Banked Card Rooms				p ¹⁴	p ¹⁴	p ¹⁴	p ¹⁴	
Recreational Vehicle Campgrounds				S ¹⁵			S ¹⁵	
Recreational Vehicle Parks				S ¹⁶			S ¹⁶	
Stable, Public				S ¹⁷				
Theater		p ⁷	P	P	P	P	P	P
Residential Uses								
Accessory Dwelling Unit		A	A	A	A	A		A
Apartment, Condominium (3 or more units)	P		p ¹⁸		P	P		
Assisted Living Facility	P		P		p ¹⁸	P		
Bed and Breakfast	P	P	P	P	P	P	P	P
Day Care Center	p ¹⁹	p ¹⁹	p ¹⁹	p ¹⁹	p ¹⁹	p ¹⁹		
Dormitories, Fraternities, and Sororities	P				P	P		
Dwelling, One-Family Attached						p ²⁵		
Dwelling, Two-Family Detached						P		
Dwelling Units for a Resident Watchman or Custodian				A				p ²⁸
Emergency Housing	P		P	P	P	P	P	P

Land Use	C-LB	C-1	C-2	C-3	CBD	WF	CR	CW
Emergency Shelters	P		P	P	P	P	P	P
Family Day Care Home	p ¹⁹					p ¹⁹		
Houseboats						P	P	
Hotels or Motels	P		P	P	P	P	P	P
Nursing or Rest Home	P		P		p ¹⁸	P		
Permanent Supportive Housing	P		P	P	P	P	P	P
Recreational Club	A				A	A		
Senior Housing	P				p ¹⁸	P		
Temporary Residence	p ²⁰	p ²⁰	p ²⁰	p ²⁰	p ²⁰	p ²⁰		P
Transitional Housing	P		P	P	P	P	P	P
Retail Uses								
Adult Use Establishments				p ²¹				
Apparel and Accessory Stores		P	P	P	P	P		P
Auto Parts Supply Store		P	P	P	P			
Books, Stationery and Art Supply Stores	A	P	P	P	P	P		P
Building, Hardware, Garden Supply Stores		P	P	P	P			
Department Store			P	P	P			
Drug Store/Pharmacy	A	P/S ²²	P	P	P	P		
Electronic Equipment Stores		P	P	P	P	P		
Food Stores		P	P	P	P	P		
Florist		P	P	P	P	P		P
Furniture, Home Furnishings and Appliance Stores		P	P	P	P			
Landscaping Material Sales			A	P				
Lumberyards				P				
Nursery, Plant				P				P
Office Supply Store	A	P	P	P	P	P		
Outdoor Sales				P				
Parking Lot or Structure	P	P	P	P	A	P		P
Pawn Shop				P				
Pet Shop and Pet Supply Stores		P	P	P	P			
Retail Hay, Grain and Feed Stores				P				
Secondhand Store			P	P	P	P		
Specialty Retail Stores		P	P	P	P	P		P

Land Use	C-LB	C-1	C-2	C-3	CBD	WF	CR	CW
Miscellaneous Uses								
Bus Station				P	P			
Bus Terminal				P	P			
Bus Transfer Station	P		P	P	P		P	
Cemetery	P		P	P				
Community Festivals and Street Fairs	P	P	P	P	P	P	P	P
Convention Center	P		P	P	P	P	P	
Macrofacilities	P	P	P	P	P	P	P	P
Monopole			S ²³	P/S ²³	S ²³			
On-Site Hazardous Waste Treatment and Storage	A	A	A	A	A	A	A	A
Outdoor Storage		A ²⁴	A ²⁴	P ²⁴				
Storage in an Enclosed Building	A	A	A	A	A	A	A	A ²⁸

1. RMC 23.42.280
 2. RMC 23.42.270
 3. RMC 23.42.320
 4. RMC 23.42.330
 5. RMC 23.42.040
 6. RMC 23.42.170
 7. RMC 23.42.053
 8. RMC 23.42.047
 9. RMC 23.42.055
 10. RMC 23.42.050
 11. RMC 23.42.200
 12. RMC 23.42.250
 13. RMC 23.42.260
 14. RMC 23.42.100
 15. RMC 23.42.230
 16. RMC 23.42.220
 17. RMC 23.42.190
 18. Use permitted on upper stories of multistory buildings, if main floor is used for commercial or office uses.
 19. RMC 23.42.080
 20. RMC 23.42.110
 21. RMC 23.42.030
 22. Use permitted, requires special use permit with drive-through window.
 23. Chapter 23.62 RMC
 24. RMC 23.42.180
 25. RMC 23.18.025
 26. See definition, RMC 23.06.780.
 27. RMC 23.42.185
 28. Activities permitted only when directly related to and/or conducted in support of winery operations.
 29. Within the central business district (CBD), existing commercial laundry/dry cleaning uses, established and operating at the time the CBD district was established, are allowed as a permitted use. All use of the land and/or buildings necessary and incidental to that of the commercial laundry/dry cleaning use, and existing at the effective date of the CBD district, may be continued. Commercial laundry/dry cleaning uses not established and operating at the time the CBD district was established are prohibited.
 30. RMC 23.42.325
 31. Mini-warehouse uses are prohibited in the Horn Rapids employment center.
- [Ord. 28-05 § 1.02; Ord. 15-07; Ord. 04-09; Ord. 07-10 § 1.02; amended during 2011 recodification; Ord. 32-11 § 5; Ord. 48-17 § 2; Ord. 07-19 § 6; Ord. 15-21 § 1, 2021; Ord. 2022-19 § 4; Ord. 2024-46 § 1].

23.22.040 Site requirements and development standards for commercial use districts.

In the following chart, development standards are listed on the vertical axis. Zoning districts are listed on the horizontal axis. The number appearing in the box at the intersection of the column and row represents the dimensional standard that applies to that zoning district.

Standard	C-LB	C-1	C-2	C-3	CBD	WF	CR	CW
Minimum Lot Area	None	None	None	None	None	None	None	None
Maximum Density – Multifamily Dwellings (units:square feet)	1:1,500	N/A	N/A	N/A	None	1:1,000	N/A	N/A
Minimum Lot Width – One-Family Attached Dwellings	N/A	N/A	N/A	N/A	N/A	30 feet	N/A	N/A
Minimum Front Yard Setback ¹⁴	20 feet	45 feet ¹	0 feet ²	0 feet ²	CBD, Parkway, Uptown Districts: 0 feet min. – 20 feet max. ^{3,11,13} Medical District: 0 feet min.	Note 4,5	Note 4	20 feet
Minimum Side Yard Setback	0 feet ⁶	0 feet ⁷	None	None	0 feet ^{6,8}	0 feet ^{5,9}	0 feet	0 feet ^{6,8}
Minimum Rear Yard Setback	0 feet ^{6,8}	0 feet ⁷	None	None	0 feet ^{6,8}	0 feet ^{5,8,10}	0 feet	0 feet ^{6,8}
Maximum Building Height ^{14, 15}	55 feet	30 feet	80 feet	80 feet	CBD: 110 feet Medical: 140 feet Parkway: 50 feet Uptown: 50 feet	55 feet ¹² Columbia Point North: 100 feet	35/55 feet ¹²	35 feet
Minimum Dwelling Unit Size (in square feet, excluding porches, decks, balconies and basements)	500 feet	N/A	N/A	N/A	N/A	500 feet	N/A	N/A

1. Each lot shall have a front yard 45 feet deep or equal to the front yards of existing buildings in the same C-1 district and within the same block.
2. No setback required if street right-of-way is at least 80 feet in width. Otherwise, a minimum setback of 40 feet from street centerline is required.
3. Unless a greater setback is required by Chapter 12.11 RMC, Intersection Sight Distance.
4. Front and Side Street. No building shall be closer than 40 feet to the centerline of a public right-of-way. The setback area shall incorporate pedestrian amenities such as increased sidewalk width, street furniture, landscaped area, public art features, or similar features.
5. In the case of attached one-family dwelling units, setback requirements shall be as established for attached dwelling units in the medium-density residential small lot (R-2S) zoning district. Refer to RMC 23.18.040.
6. In any commercial limited business (C-LB), central business (CBD) or in any commercial winery (CW) zoning district that directly abuts a single-family zoning district, the following buffer, setback and building height regulations shall apply to all structures:
 - a. Within the commercial limited business (C-LB), the central business district (CBD) and the commercial winery (CW) districts, buildings shall maintain at least a 35-foot setback from any property that is zoned for single-family residential use. Single-family residential zones include R-1-12 – single-family residential 12,000, R-1-10 – single-family residential 10,000, R-2 – medium-density residential, R-2S – medium-density residential small lot, or any residential planned unit development that is comprised of single-family detached dwellings.
 - b. Buildings that are within 50 feet of any property that is zoned for single-family residential use in commercial limited business (C-LB) and the commercial winery (CW) districts and buildings that are within 50 feet of any property that is zoned for and currently developed with a single-family residential use in the central business district (CBD) (as defined in footnote (6)(a)) shall not exceed 30 feet in height. Beyond the area 50 feet from any property that is zoned for single-family residential use, building height may be increased at the rate of one foot in building height for each additional one foot of setback from property that is zoned for single-family residential use to the maximum building height allowed in the C-LB, CW and CBD zoning districts, respectively.
 - c. A six-foot-high fence that provides a visual screen shall be constructed adjacent to any property line that adjoins property that is zoned for single-family residential use, or currently zoned for and developed with a single-family residential use in the CBD district. Additionally, a 10-foot landscape strip shall be provided adjacent to the fence. This landscape strip may be used to satisfy the landscaping requirements established for the landscaping of parking facilities as identified in RMC 23.54.140.
 - d. In the C-LB and CW districts, a 20-foot setback shall be provided for any side yard that adjoins a street.
7. Side yard and rear yard setbacks are not required except for lots adjoining a residential development, residential district, or a street. Lots adjoining either a residential development or residential district shall maintain a minimum 15-foot setback. Lots adjoining a street shall maintain a minimum 20-foot setback. Required side or rear yards shall be landscaped or covered with a hard surface, or a combination of both. No accessory buildings or structures shall be located in such yards unless otherwise permitted by this title.
8. No minimum required, except parking shall be set back a minimum of five feet to accommodate required landscape screening as required under RMC 23.54.140.
9. Side Yard. No minimum, except parking shall be set back a minimum of five feet, and buildings used exclusively for residences shall maintain at least one foot of side yard for each three feet or portion thereof of building height. Side yards adjoining a residential district shall maintain setbacks equivalent to the adjacent residential district.
10. No minimum, except parking shall be set back a minimum of five feet. Rear yards adjoining a residential district shall maintain setbacks equivalent to the adjacent residential district.
11. Commercial developments such as community shopping centers or retail centers over 40,000 square feet in size and typically focused around a major tenant, such as a supermarket grocery, department store or discount store, and supported with smaller “ancillary” retail shops and services located in multiple building configurations, are permitted front and street side maximum setback flexibility for the largest building.

Maximum setback standards on any other new buildings may be adjusted by the planning commission as part of the alternative design review as set forth in the performance standards and special requirements of RMC 23.22.020(E)(9).

12. All buildings that are located in both the waterfront (WF) district and that fall within the jurisdictional limits of the Shoreline Management Act shall comply with the height limitations established in the Richland shoreline master program (RMC Title 26). Buildings in the WF district that are not subject to the Richland shoreline master program shall not exceed a height of 55 feet unless located within the Columbia Point North District established by footnote 15 and depicted on Plate No. 4.

13. Physical additions to existing nonconforming structures are not subject to the maximum front yard setback requirements.

14. The medical, uptown and parkway districts of the CBD zoning district are established as shown by Plates 23.22.040(1), (2) and (3).

15. The Columbia Point North District of the Waterfront Zoning District is established as shown by Plate 23.22.040(4).

16. The Horn Rapids employment center is established as shown by Plate 23.22.040(5).

PLATE NO. 1 - 23.22.040

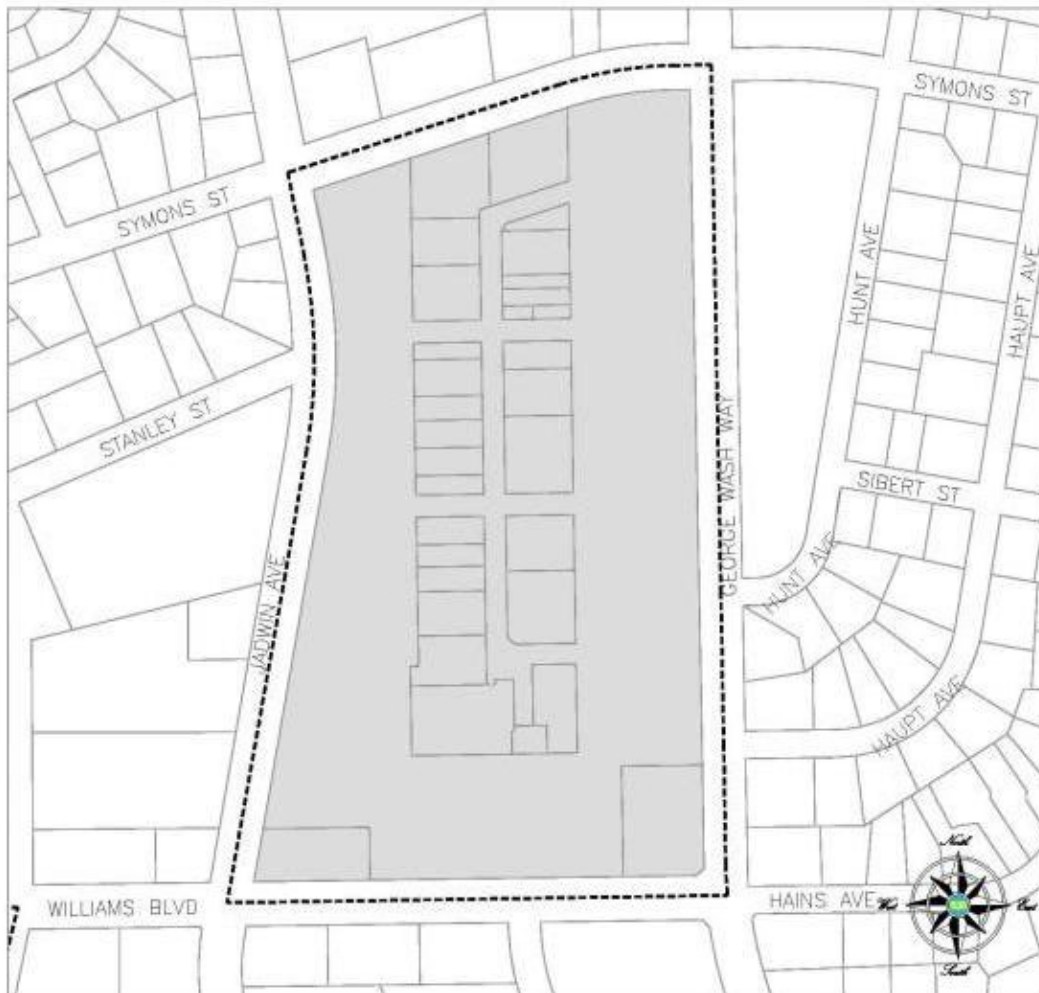
PLATE 1



CBD - MEDICAL DISTRICT

PLATE NO. 2 - 23.22.040

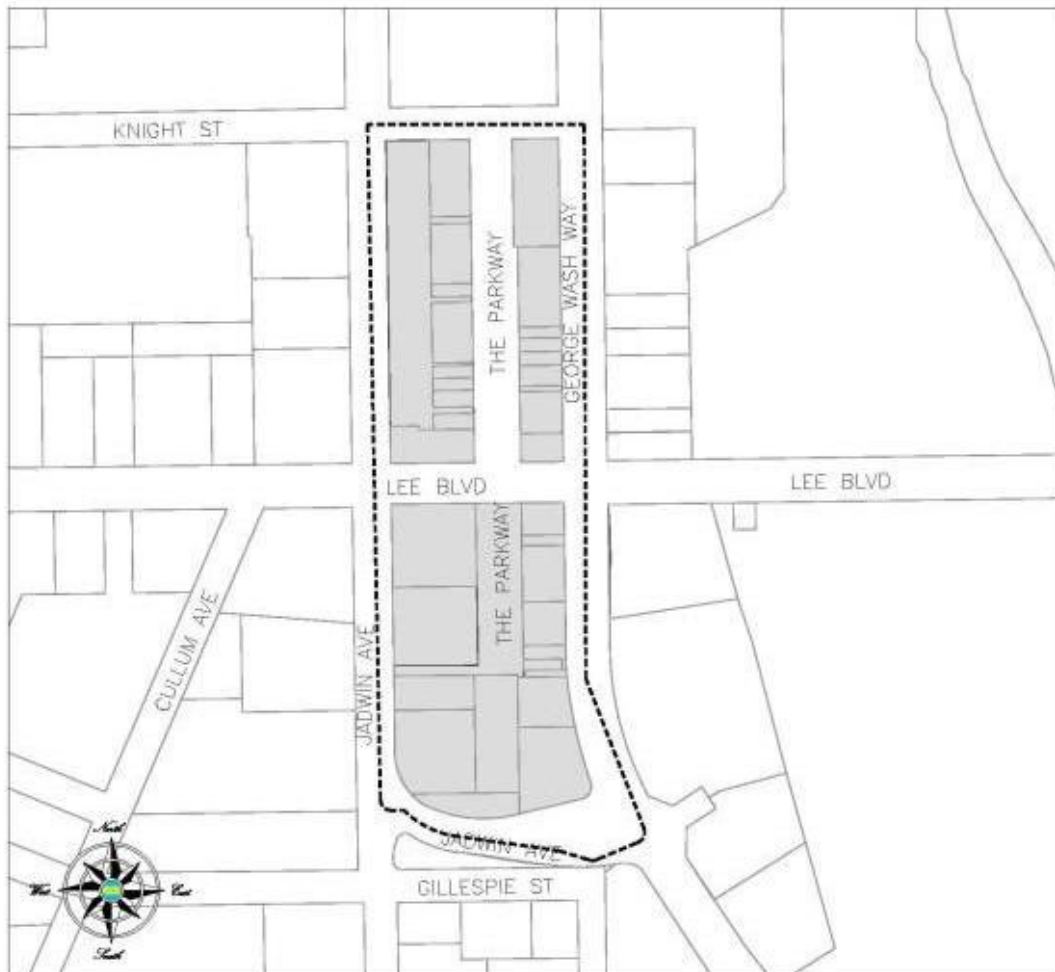
PLATE 2



CBD - UPTOWN DISTRICT

PLATE NO. 3 - 23.22.040

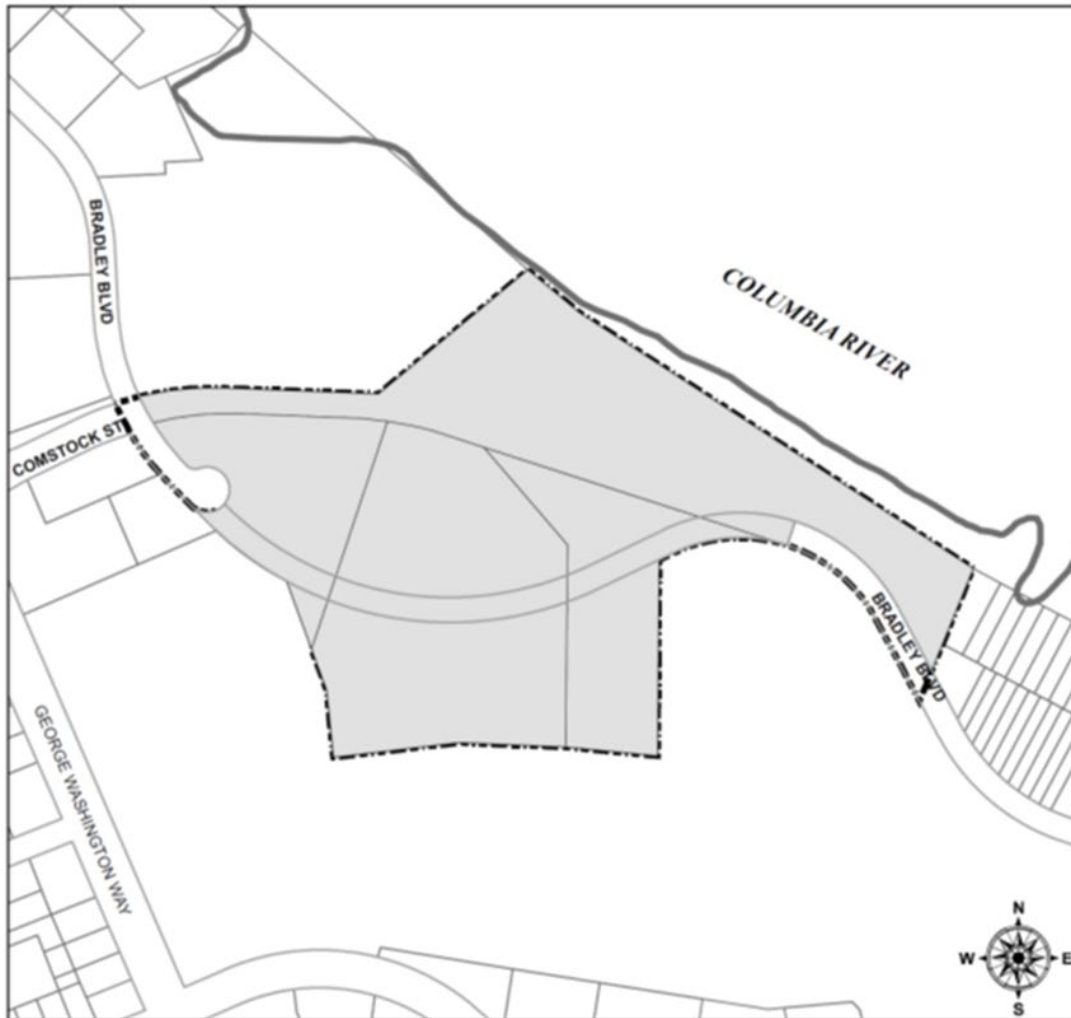
PLATE 3



CBD - THE PARKWAY DISTRICT

PLATE NO.4 - 23.22.040

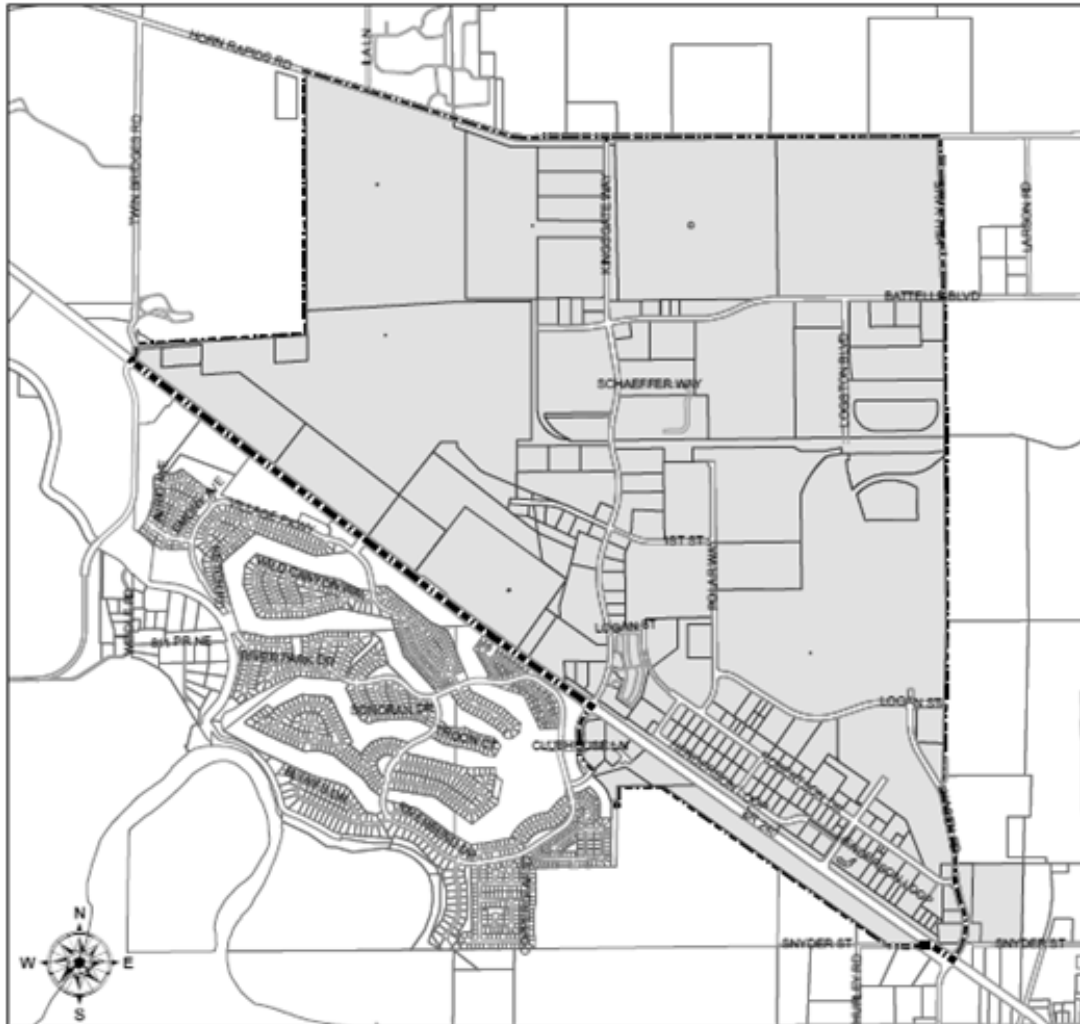
PLATE 4



WF - COLUMBIA POINT NORTH

PLATE NO. 5 - 23.22.040

PLATE 5



HORN RAPIDS EMPLOYMENT CENTER

[Ord. 28-05 § 1.02; Ord. 04-09; Ord. 07-10 § 1.03; amended during 2011 recodification; Ord. 32-11 § 6; Ord. 13-21 § 1; Ord. 15-21 § 2, 2021; Ord. 2024-38 § 1, 2024; Ord. 2024-46 § 2].

23.22.050 Parking standards for commercial use districts.

A. Off-street parking space shall be provided in all commercial zones in compliance with the requirements of Chapter 23.54 RMC.

~~B. Central Business District Off Street Parking. All uses have a responsibility to provide parking. The parking responsibility for any new use or change in use shall be determined in accordance with the requirements of Chapter 23.54 RMC. The maximum number of parking spaces provided on site shall not exceed 125 percent of the minimum required parking as specified in Chapter 23.54 RMC; provided, that any number of parking spaces beyond the established maximum may be approved by the planning commission subject to RMC 23.22.020(E)(9) (Alternative Design).~~

~~1. The off street parking requirement may be reduced as follows:~~

~~a. The planning commission may reduce the parking responsibility as provided by RMC 23.54.080, joint use; and/or~~

~~b. Within a 600-foot radius of the property, and within the CBD zoning district, a 25 percent credit will be provided for each on street parking space and/or for each off street parking space located in a city owned public parking lot. The allowed combined reduction in required off street parking shall not exceed 50 percent of the overall off street parking requirement (including any reductions contained in RMC 23.54.080). Example: one off street space will be credited if four on street spaces are located within 600 feet of the property. Parking space dimensions are found in RMC 23.54.120. Only those streets designated for on street parking shall be considered for the credit. Curb cuts, driveways, hydrant frontages, and similar restricted parking areas shall be excluded from the calculation.~~

~~2. Any parking lot that has frontage on a public street or accessway shall be screened with a combination of trees planted at no less than 30 feet on center and shrubs planted to form a uniform hedge within five years. A masonry wall not lower than 18 inches and not higher than 36 inches may be substituted for the shrubs. The landscaping and masonry wall, if used, shall be at no greater setback than the maximum setback for a front or street side (RMC 23.22.040). Masonry walls are subject to the performance standards found in RMC 23.22.020(E), and must be granted approval by the public works director for compliance with vision clearance requirements for traffic safety before installation. [Ord. 28-05 § 1.02; Ord. 04-09; Ord. 07-10 § 1.02; amended during 2011 recodification].~~

Chapter 23.54

OFF-STREET PARKING AND LANDSCAPING

Sections:

- 23.54.010 Off-street parking required.
- 23.54.020 Standards and requirements.
- 23.54.030 Unspecified uses.
- 23.54.040 Motorcycles.
- 23.54.050 Bicycles.
- 23.54.055 Compact car spaces.
- 23.54.060 Mixed occupancies.
- 23.54.070 Joint use of parking facilities – Continuance assured.
- 23.54.080 Joint use of parking facilities – Spaces required.
- 23.54.090 Location of parking spaces.
- 23.54.100 Spaces lost for access.
- 23.54.110 Improvement of parking spaces.
- [23.54.115 Tandem parking.](#)
- 23.54.120 Layout plan.
- 23.54.130 Loading and unloading.
- 23.54.140 Landscaping of parking facilities.
- 23.54.150 Adjustments of landscaping standards.
- 23.54.160 Perimeter landscaping of industrial facilities.

23.54.010 Off-street parking required.

In all use districts, [except for Central Business District \(CBD\) and Columbia Point North Waterfront District as outlined in RMC 23.22.010\(F\) and 23.22.040 Plate 4 respectively, which are hereby exempted from the parking requirements established in 23.54.020](#), space for the off-street parking of vehicles shall be provided and improved for use in accordance with the following:

A. For all new construction and development, off-street parking shall be provided in accordance with the requirements set forth in this chapter.

B. When any existing building or use is enlarged, expanded or altered to effect an arrangement of space or use which increases the required number of spaces by more than 10 percent over the number required by the building or use prior to the change or alteration, off-street parking shall be provided in accordance with the requirements set forth in this chapter; provided, that if the number of additional required parking spaces from any such enlargement, expansion or alteration is four or less, no additional off-street parking need be provided or improved. [Ord. 28-05 § 1.02; Ord. 10-21 § 1].

[C. There shall be no minimum required parking spaces, as established in RMC 23.54.020, for](#)

[1. Residences under 1,200 square feet Gross Floor Area \(GFA\);](#)

[2. Commercial spaces under 3,000 square feet of GFA;](#)

[3. Affordable housing;](#)

[4. Senior housing.](#)

[5. Day care centers;](#)

[6. Ground level nonresidential spaces in mixed-use buildings;](#)

[7. A building undergoing a change of use from a nonresidential to a residential use, or a change of use for a commercial use;](#)

23.54.020 Standards and requirements.

The minimum required parking spaces for the respective uses shall be as follows:

A.	Residential Uses	Number of Parking Stalls Required
1.	Single-family attached and detached dwellings, manufactured homes, condominiums and duplexes Dwelling, Single Family attached, detached and accessory, Condominiums, and Accessory Apartments	2 spaces per dwelling unit. 1 space per dwelling unit.
2.	Multiple-family complexes Apartments, studio Dwelling, multifamily, and rooming houses, boardinghouses, and dormitories	1.5 spaces per dwelling unit. 1 space per dwelling unit. 0.5 spaces per dwelling unit.
3.	Senior housing-	1 space per 2 dwelling units.
4.	Rooming houses, boardinghouses and dormitories	1 space per person capacity.
5. 3.	Hotels and motels	1 space / per guest room, plus required space for any restaurant (1 space per 100 500 square feet of GFA*), plus 50% of required spaces for other associated uses.
B.	Institutional Uses	Number of Parking Stalls Required
1.	Elementary and middle schools	2 spaces for each classroom.
2.	High schools	8 spaces for each classroom.
3.	Colleges, universities and instructional facilities – adult	1 space per every 3 seats in classrooms.
4.	Day-care centers	2 spaces per staff person with a minimum of 4 spaces.
5. 4.	Churches, mortuaries and funeral homes	1 space per 4 seats in the chapel or nave.
6. 5.	Rest homes, nursing homes and convalescent centers	1 space per staff doctor plus 1 space for every 3 other staff plus 1 space per every 5 beds.
7. 6.	Hospitals	1 space per staff doctor, plus 1 space for every 3 other staff members, plus 1 space for every 3 beds.
8. 7.	Medical and dental clinics	1 space per 250 500 square feet of GFA.
C.	Office Uses ¹	Number of Parking Stalls Required
1.	Banks, businesses or professional offices <u>without a drive-through</u>	1 space per 350 square feet of GFA less 3 spaces for each drive-through window up to a maximum reduction of 33% of the required spaces 1 space per 500 square feet of GFA.
2.	<u>Banks with a Drive-through windows</u> —banks	6 <u>stacking</u> spaces per drive-through window (8' wide x 18' long) plus 1 service space and 1 exit space per <u>drive-through window</u> ; 1 space per 500 square feet of GFA.
3.	<u>Businesses or professional offices with a Drive-through windows</u> —nonbank and nonfood	1 service space per window plus 1 stacking space per window (8' wide x 18' long) plus 1 <u>parking service</u> space per <u>drive-through window</u> maximum number of on-duty employees ; 1 space per 500 square feet of GFA.
D.	Commercial and Industrial Uses ¹	Number of Parking Stalls Required
1.	Food stores, markets, drugstores, liquor stores, and designed shopping centers less than 3,000 square feet GFA (exclusive of basement areas)	1 space per 400 square feet of GFA.
2. 1.	Food stores, markets, drugstores, liquor stores, and designed shopping centers more than 3,000 square feet GFA (exclusive of basement areas) Commercial spaces over 3,000 square feet of GFA	1 space per 300 square feet of GFA. 1 space per 500 square feet of GFA.
3.	Small appliance, personal service, hardware, household equipment, clothing and other retail stores	1 space per 400 square feet of GFA.
4.	Large appliance and furniture stores	1 space per 800 square feet of GFA.

5.	Wholesale stores, warehouses, storage buildings, motor vehicle or machinery sales	1 space per employee, with a minimum of 4 spaces.
6.	Service stations	1 space per employee, plus 1 space per service bay (bay not counted as a space), with a minimum of 4 spaces.
7.	Automobile laundries and car washes	2 spaces at the ingress and 2 spaces at the egress of each lane or washing bay.
8.	Self-service laundromat	1 space per 2 washing machines.
9. 2.	Manufacturing	1 space per each 2 employees on the largest shift.
E.	Restaurant and Tavern Uses	Number of Parking Stalls Required
1. 3.	Seated customers Food service establishments without a drive-through	1 space per 100 square feet of GFA. 1 space per 500 square feet of GFA ¹ .
2.	Take-out service	1 space per 100 square feet of GFA.
3.	Drive-in only	1 space per 50 square feet of GFA.
4.	Drive-in as fixed type of facility	1 space per 100 square feet of GFA.
5. 4.	Food service establishments with a Ddrive-through	5 stacking spaces per drive-through window (8' wide x 18' long) with a minimum of 8 stacking spaces; 1 space per 500 square feet of GFA ¹ .
5.	Mobile vehicle food hub	2 spaces per food truck; 1 space per 500 square feet of GFA ¹ .
F. E.	Places of Assembly and Recreational Facilities	Number of Parking Stalls Required
1.	Places of assembly, dance halls, skating rinks and exhibition halls without fixed seats	1 space per 150 square feet of GFA.
2.	Places of assembly, stadiums, sports arenas, auditoriums with fixed seats	1 space per 3 seats.
3.	Bowling alleys	5 spaces per each lane.
4.	Tennis, squash, handball, etc.	2 spaces per court.
5.	Swimming pools	1 space per 50 square feet of surface water area.
6.	Basketball and volleyball	6 spaces per court.
7.	Golf	7 spaces per green.
8.	Indoor not previously mentioned	1 space per 250 square feet of GFA.
9.	Outdoor not previously mentioned	1 space per 2,500 square feet of land area.

* — 1. If a building has multiple commercial use spaces located on a single parcel, the parking minimum shall be based on the sum of their combined GFA.

[Ord. 28-05 § 1.02; Ord. 55-15 § 3; Ord. 10-21 § 1; Ord. 21-21 § 1].

23.54.030 Unspecified uses.

In those instances where this title does not specify a parking requirement for a specific use, the administrative official shall establish the minimum requirement on a case-by-case basis. The applicant may be required to provide sufficient information to demonstrate that the parking demand for a specific use will be satisfied, based upon existing uses similar to the proposed use and other relevant factors including but not limited to required parking for the proposed use as determined by other comparable jurisdictions and based on available planning and technical studies. The administrative official may require the applicant to have a parking study for the proposed use prepared by a professional consultant with expertise in preparing traffic and parking demand analyses. [Ord. 28-05 § 1.02; Ord. 10-21 § 1].

23.54.040 Motorcycles.

Parking spaces for motorcycles shall be provided as follows:

- A. All multiple-family developments and nonresidential uses listed in RMC 23.54.020 shall provide one motorcycle space for every 25 required [or provided](#) automobile spaces, with a minimum of one space.
- B. Each motorcycle space shall be easily accessible and have adequate space for a standard size motorcycle.
- C. Spaces shall be surfaced in accordance with RMC 23.54.110.
- D. The normal automobile parking requirement may be reduced by one space for every three motorcycle spaces provided, up to a maximum reduction of five percent of the required spaces.
- E. Motorcycle parking areas shall be clearly identified with appropriate striping. [Ord. 28-05 § 1.02; Ord. 10-21 § 1].

23.54.050 Bicycles.

Parking spaces for bicycles shall be provided as follows:

- A. All commercial (office, retail, wholesale, warehousing), industrial, institutional, and recreational uses, except businesses whose main purpose is servicing automobiles, shall provide a minimum of five bicycle spaces, with an additional bicycle space for each 30 required [or provided](#) parking stalls. Schools shall provide five spaces per elementary and junior high classroom, and two spaces per high school classroom.
- B. ~~Devices shall be provided to which bicycles can be securely locked.~~ [A bicycle rack shall allow for the locking of the bicycle frame and one \(1\) wheel to the rack and shall support a bicycle in a stable position with a minimum of two points of contact to the bicycle frame and without damage to the wheels, frame, or components. Examples of racks that meet and do not meet this requirement are shown as Plates 1 and 2 at the end of this section.](#)
- C. Spaces shall be easily accessible, large enough to park a full sized 10-speed bicycle when other bicycles are present, have a durable and dust-free surface, graded and drained, and be maintained in a trash-free manner.
- D. Spaces shall be adequately illuminated during normal hours of operation.
- E. [Required or provided bicycle parking spaces shall be located within 50 feet of the main entrance of a building, be well lit, and visible to pedestrians and bicyclists.](#)

PLATE 1 – EXAMPLES OF BIKE RACKS THAT MEET THE DESIGN REQUIREMENTS

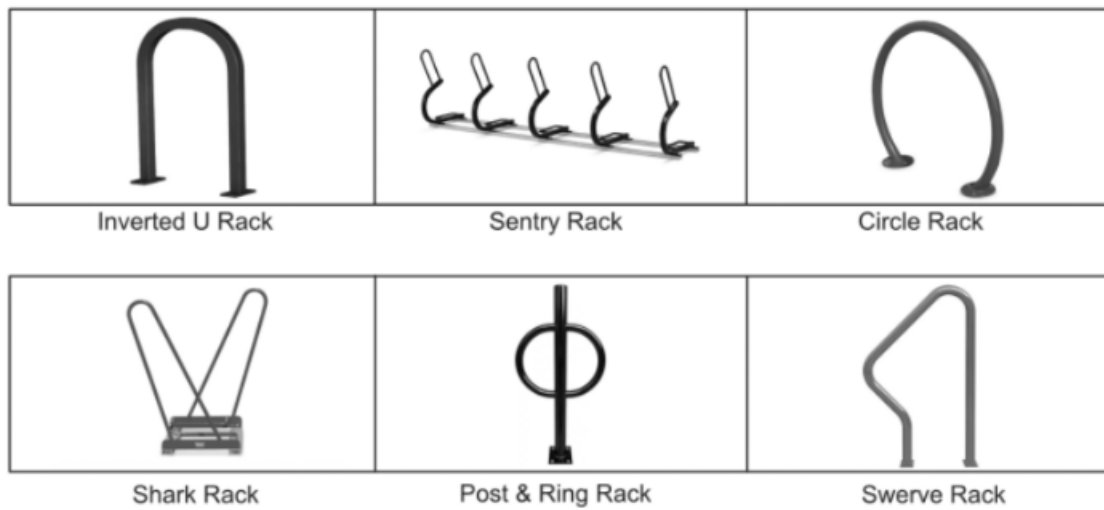
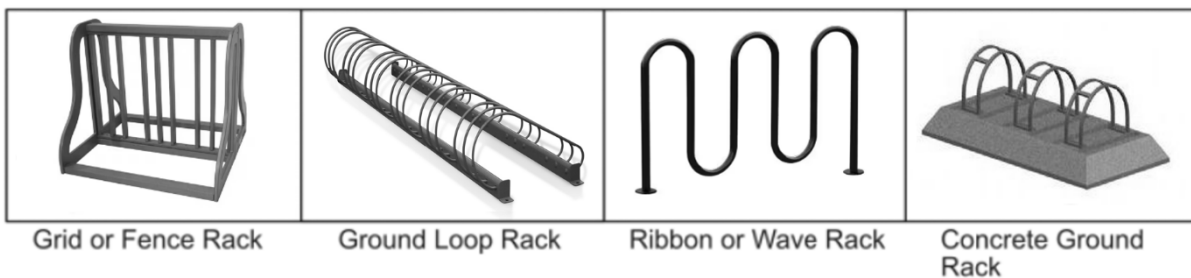


PLATE 2 – EXAMPLES OF BIKE RACKS THAT DO NOT MEET THE DESIGN REQUIREMENTS



[Ord. 28-05 § 1.02; Ord. 10-21 § 1].

23.54.055 Compact car spaces.

Any parking lot of four or more spaces may have 25 percent of the required or provided spaces marked for compact cars. Compact ~~car spaces for commercial developments must be no less than nine feet wide and 15 feet long.~~ ~~Multifamily development compact~~ car spaces ~~must~~shall be no less than ~~be~~ seven and one-half feet wide and 15 feet long. In addition to the dimensional standards of this section, all compact car spaces ~~must~~shall have adequate back-up space to efficiently and safely negotiate the parking area. [Ord. 10-21 § 1].

23.54.060 Mixed occupancies.

In the case of mixed uses, the total requirements for off-street parking facilities shall be the sum of the requirements for the various uses computed separately. The ground level nonresidential space in mixed-use buildings has no parking requirement. Off-street parking facilities for one use shall not be considered as providing required facilities for any other use except as hereinafter specified for a joint use. [Ord. 28-05 § 1.02; Ord. 10-21 § 1].

23.54.070 Joint use of parking facilities – Continuance assured.

Two or more properties may jointly use a common parking facility, provided said facility is jointly owned or otherwise secured by easement or other sufficient legal document that assures continuance of the joint use of said facility. [Ord. 28-05 § 1.02; Ord. 10-21 § 1].

23.54.080 Joint use of parking facilities – Spaces required.

For joint use of parking facilities, the total number of required spaces may be reduced by ~~10~~ 25 percent. ~~The number may be reduced by a total of 25 percent with the approval of the board of adjustment.~~ Under the following circumstances, further reduction may be made:

A. No more than 50 percent of the parking spaces required or provided for a theater, church, bowling alley, dance hall, bar, restaurant, or other enterprise which is primarily a nighttime or Sunday use may be supplied by the off-street parking spaces allocable to certain other types of uses specified under RMC 23.54.020.

B. No more than 50 percent of the parking spaces required or provided for a bank, business office, retail store, personal service shop, household equipment or furniture shop, or other enterprise which is primarily a daytime and non-Sunday use may be supplied by the off-street parking spaces allocable to certain nighttime or Sunday uses.

Application to the board of adjustment for more than 10 percent reduction shall be by letter, stating the reasons for the request. [Ord. 28-05 § 1.02; Ord. 24-14 § 1.01; Ord. 10-21 § 1].

23.54.090 Location of parking spaces.

Required or provided off-street parking spaces shall be located as follows:

A. For any type of dwelling: on the same lot with the building to be served.

B. For any other use except one served by an approved joint-use parking facility: on the same lot with, or not more than ~~300~~ 500 feet from, the building or use to be served.

C. For a use served by an approved joint-use parking facility: on the same lot with, or not more than 800 feet from, the building or use to be served.

D. For a planned shopping center: in the location or locations contemplated by the general over-all layout scheme for said center at ultimate development (e.g., peripheral parking). [Ord. 28-05 § 1.02; Ord. 10-21 § 1].

23.54.100 Spaces lost for access.

In situations where parking spaces attributed to one use become the official means of access to another use, the latter use shall, as a condition of site or building plan approval, provide a number of spaces equal to the number rendered unusable. Such spaces shall be in addition to the number required for the new use, and the allocation shall be documented in a manner satisfactory to the administrative official. [Ord. 28-05 § 1.02; Ord. 10-21 § 1].

23.54.110 Improvement of parking spaces.

Any parking facility for four or more vehicles shall be improved in accordance with the following requirements:

A. Off-street parking facilities: including but not limited to a parking, loading, circulation area, aisle, or driveway shall be surfaced with Portland cement, asphaltic concrete, or other approved hard surface in order to provide a ~~durable and~~ dust-free parking surface; and shall be graded and drained so as to dispose of surface water to the satisfaction of the city engineer; and shall be maintained in good condition free of weeds, dust, trash, and debris. Applicants are encouraged to consider use of permeable surfaces as a means to reducing storm water runoff. Hard surface materials other than concrete and asphalt may be permitted and are subject to additional review and prior approval by the Zoning Administrator. ~~Nonemployee parking areas shall be paved and all such spaces shall be delineated by striping as shown in attached Plate 3 which is set forth at the end of this section.~~

B. Off-street parking spaces may consist of a grass block paver, grasscrete, or turf stone surface. Existence of legally nonconforming gravel surfacing in existing designated parking spaces may not be a reason for prohibiting utilization of existing parking spaces to meet minimum parking space requirements, up to a maximum of six parking spaces.

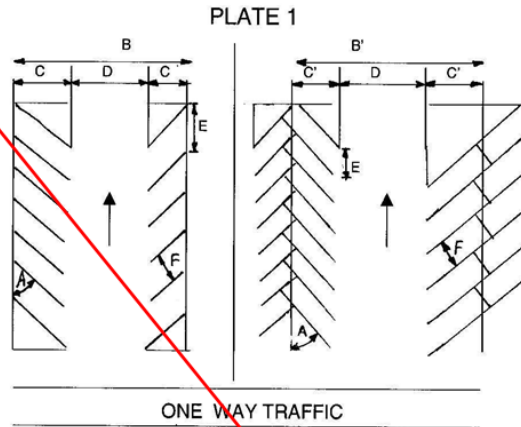
~~B. C.~~ Any lighting used to illuminate any off-street parking facility shall be so arranged as to reflect light away from any residential adjoining premises.

~~C. D.~~ No more than two feet six inches of overhang beyond a wheel stop may be counted as part of a parking space. Said overhang shall not interfere with landscaping or decrease the clear width of a sidewalk to less than four feet by its encroachment.

~~D. E.~~ Off-street parking area layout and dimensions shall be not less than as shown by Plates 1, ~~and 2 and 3, which are~~ set forth at the end of this section. Exits and entrances shall be approved by the administrative official.

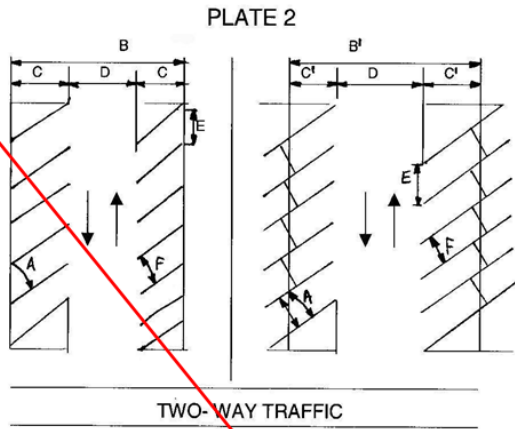
~~E. F.~~ Except for parking spaces or other vehicle use areas under, on, or within buildings, and areas serving single-family and two-family uses, off-street parking facilities shall be landscaped in accordance with RMC 23.54.140.

~~PLATE 1 - 23.54.110~~



A Parking Angle (Degrees)	B Parking Section Width	C Parking Bank Width	D Traffic Aisle Width	E Curb Length Per Car	F Car Stall Width	B1 Parking Section Width	C1 Parking Bank Width
0	30'	9'	12'	20'	9'	30'	9'
35	49.6'	18.8'	12'	15.8'	9'	42.4'	15.2'
40	51.2'	19.6'	12'	14.1'	9'	44.6'	16.3'
45	53.2'	20.6'	12'	12.7'	9'	46.6'	17.3'
50	54.6'	21.3'	12'	11.7'	9'	48.4'	18.2'
55	56.2'	21.6'	13'	10.9'	9'	51'	19.0'
60	58.8'	21.9'	15'	10.4'	9'	54.2'	19.6'
65	61.0'	22'	17'	9.9'	9'	57'	20.0'
70	62.8'	21.9'	19'	9.6'	9'	59.6'	20.3'
90	64.0'	20.0	24'	9.0'	9'	--	--

PLATE 2 - 23.54.110



A	B	C	D	E	F	B1	C1
0	38'	9'	20'	20'	9'	38'	9'
35	57.6'	18.8'	20'	15.8'	9'	50.4'	15.2'
40	59.2'	19.6'	20'	14.1'	9'	52.6'	16.3'
45	61.2'	20.6'	20'	12.7'	9'	54.6'	17.3'
50	62.6'	21.3'	20'	11.7'	9'	56.4'	18.2'
55	63.2'	21.6'	20'	10.9'	9'	58'	19.0'
60	63.8'	21.9'	20'	10.4'	9'	59.2'	19.6'
65	64.0'	22'	20'	9.9'	9'	60'	20.0'
70	63.8'	21.9'	20'	9.6'	9'	60.6'	20.3'
90	64.0'	20.0	24'	9.0'	9'	--	--

PLATE 3 - 23.54.110

PLATE 3

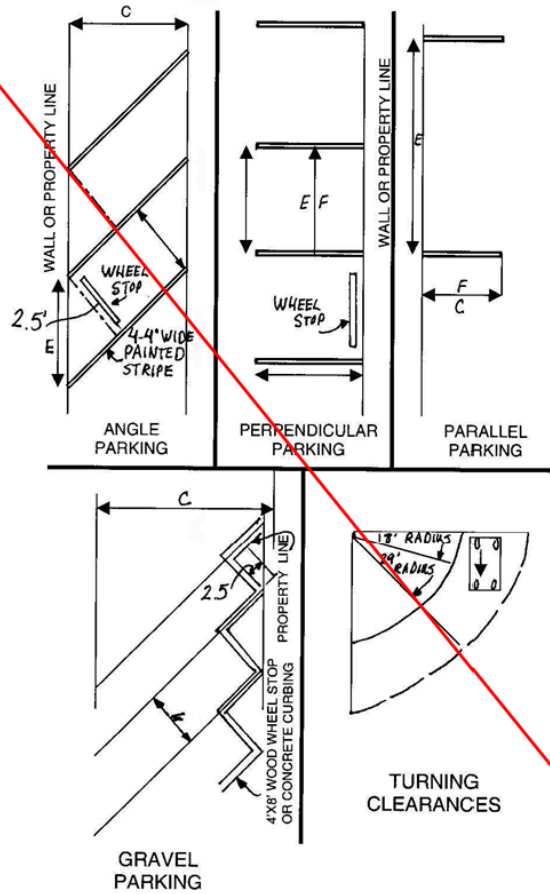
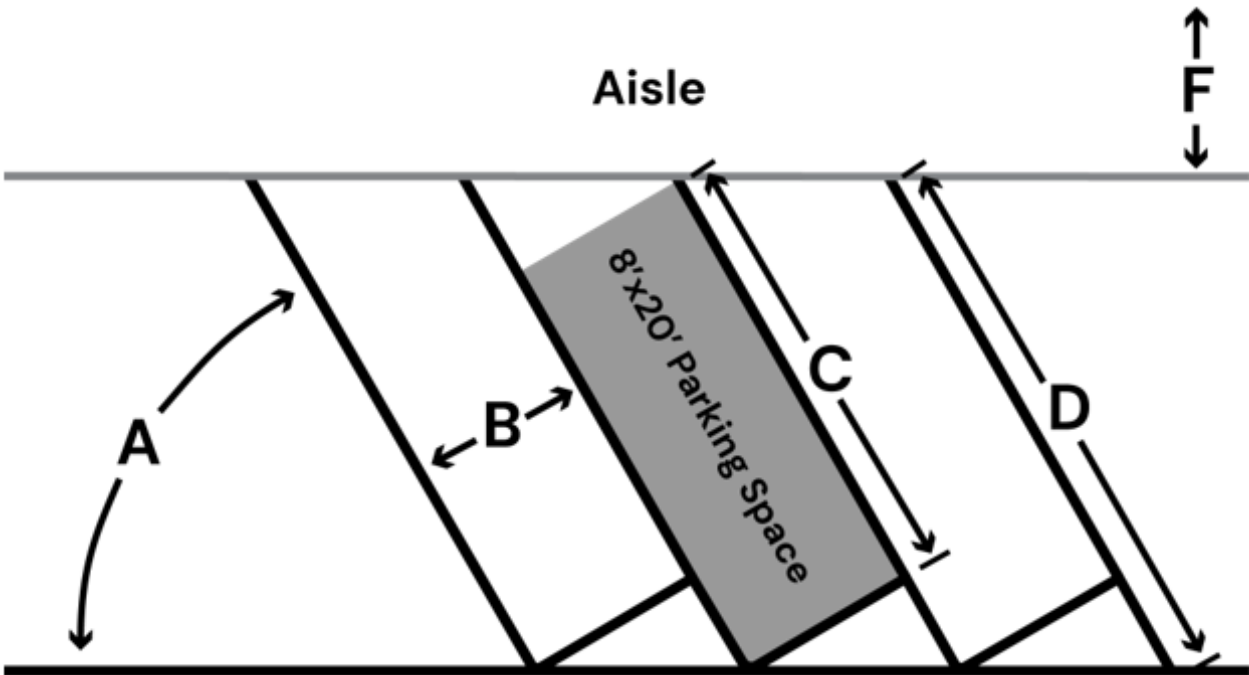
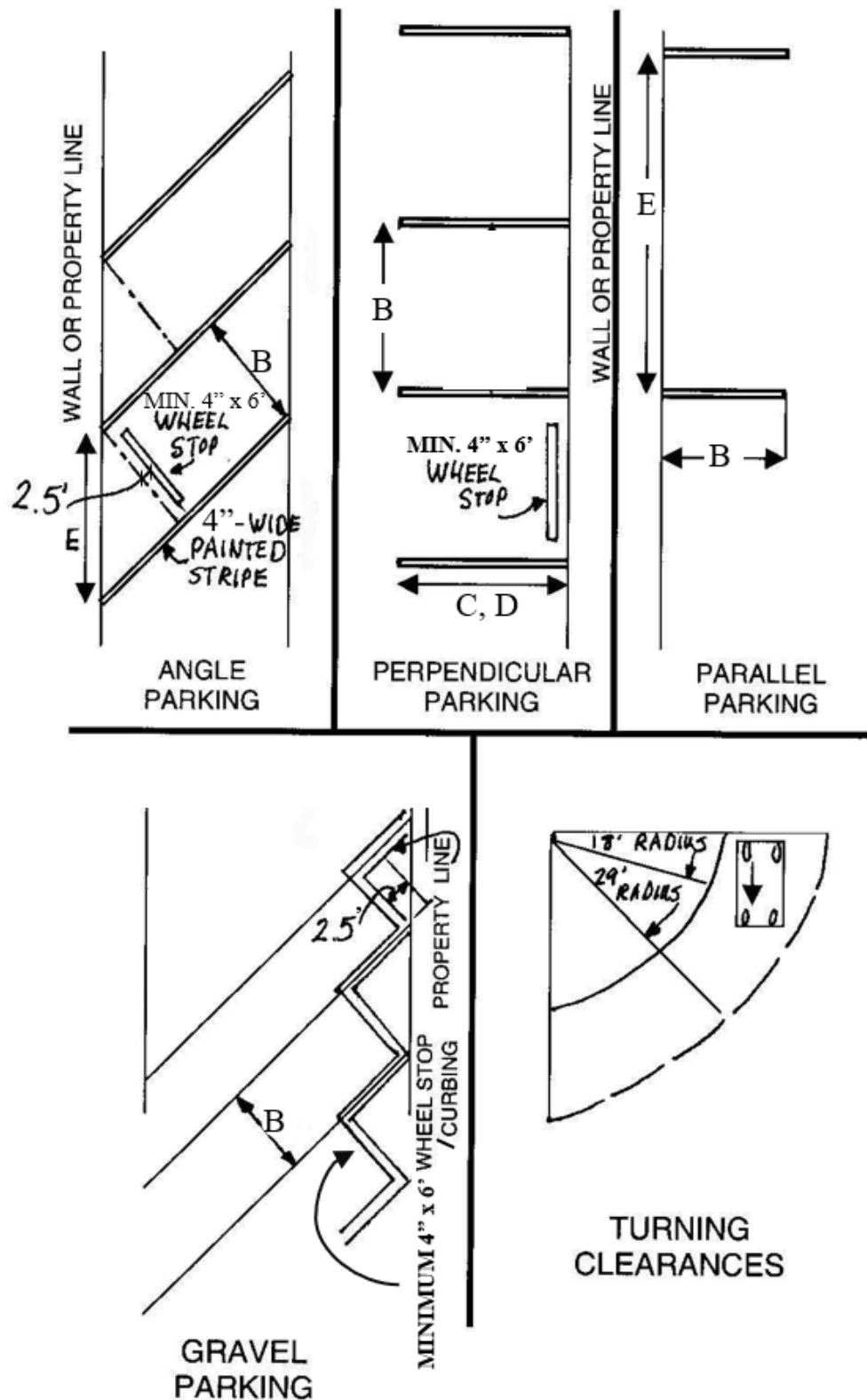


PLATE 1



A Parking Angle (Degrees)	B Space Width (Feet)	C Space Length (Feet)	D Total Length (Feet)	E Curb Width (Feet)	F Aisle Width (Feet)	
					One-Way Traffic	Two-Way Traffic
90	8	20	20	8	24	24
60	8	20	24.5	9.25	17	20
45	8	20	28	11.25	12	20
30	8	20	34	16	12	20
0	8	20	N/A	23	12	20

PLATE 2



[Ord. 28-05 § 1.02; Ord. 10-21 § 1].

23.54.115 Tandem parking.

Tandem parking spaces shall count towards meeting minimum parking requirements for residential uses when the minimum and maximum size of tandem parking space is 20' long per space, and 40' long for two spaces.

23.54.120 Layout plan.

Prior to the issuance of a permit for any commercial, multiple-family, industrial, public or semipublic building or use, an engineered plan prepared by a licensed civil engineer or licensed architect showing the proposed and existing building or buildings; the layout, dimension and number of parking spaces; and any required landscaping of the lot area, including that required for an off-street parking facility; shall be submitted to and approved by the ~~administrative official~~ Public Works Director and Zoning Administrator.

Any landscape plan submitted pursuant to this section shall be in conformance with the requirements of RMC 23.54.140 shall be prepared by a licensed architect or licensed landscape architect. Said plans shall be drawn to scale, including dimensions and distances, and shall clearly delineate the existing and proposed parking spaces, other vehicle use areas, access aisles, driveways, irrigation systems (sprinklers or water outlet locations), and the name of each plant species (both specific and common name), the location, size and description (including the height and spread of crown at maturity of trees and shrubs) of all landscape materials to be installed or, if existing, to be maintained in accordance with the requirements of RMC 23.54.140; shall be submitted to and approved by the Zoning Administrator. [Ord. 28-05 § 1.02; Ord. 10-21 § 1].

23.54.130 Loading and unloading.

On every lot in a commercial or industrial district, and on every lot in any district on which is conducted any hotel, public or semipublic use, there shall be provided space, either inside or outside a building, for the loading and unloading of goods and materials. Such space shall be not less than 10 feet in width, 25 feet in length, nor less than 15 feet in height when covered. Such space shall be provided with access to an alley or a street. [Ord. 28-05 § 1.02; Ord. 10-21 § 1].

23.54.140 Landscaping of parking facilities.

The purpose of landscaping requirements for parking facilities is to protect and promote the public health, safety, and general welfare by reducing wind and air turbulence, heat and noise, and the glare of automobile lights; to act as a natural drainage system and ameliorate stormwater drainage problems; to reduce the level of carbon dioxide and return pure oxygen to the atmosphere; to prevent soil erosion; to provide shade; to conserve and stabilize property values and to otherwise facilitate the creation of a convenient, attractive and harmonious community; to relieve the blighted appearance of parking facilities; and to generally preserve and promote a healthful and pleasant environment.

A. Design Criteria. Landscape areas shall be located in such a manner as to divide and break up the large expanses of pavement; divide and define driveways, parking stalls and corridors; limit cross-taxiing; delineate and separate pedestrian and vehicular traffic and screen parking facilities from abutting properties. Planting areas and landscaping shall be reasonably dispersed throughout the parking lot with the interior dimensions of such areas being sufficient to protect the landscaping materials planted therein and to ensure proper growth. The primary landscaping materials used shall be trees, which provide shade or are capable of providing shade at maturity. Shrubbery, hedges and other planting materials shall be used to complement the tree landscaping, but shall not be the sole contribution to the landscaping. Effective use of earth berms and existing topography is encouraged as a component of the landscape plan. Use of native shrub steppe plantings for required landscaping will satisfy these design criteria if the resulting product satisfies Washington Department of Fish and Wildlife standards for Priority Habitat.

B. Interior Coverage. A minimum of five percent of the interior of a parking facility shall be landscaped. Landscaping which is required for screening along the perimeter of any lot and border plantings adjacent to buildings upon which a parking lot abuts shall not be considered as part of the interior coverage requirements. Parking spaces abutting a perimeter for which landscaping is required by other requirements of this section shall not be considered as a part of the interior of the parking facility.

1. For off-street parking facilities providing 10 or fewer parking stalls as required by RMC 23.54.020, and in areas zoned for industrial use, the interior coverage requirements stated herein shall not apply.

2. Any interior landscape area shall contain a minimum of 50 square feet, shall have a minimum dimension of at least five feet, and shall include at least one tree with the remaining area adequately landscaped with shrubs, ground cover or other approved landscaping materials not to exceed three feet in height.

3. Trees shall number not less than one for each 100 square feet of required interior coverage.

C. Perimeter Coverage Adjacent to Abutting Properties. A minimum landscape strip of five feet in width shall be required along any side of a parking facility that abuts adjoining property that is not a public right-of-way when such facilities will not be entirely screened visually by an intervening building or structure; provided, that when such parking facility abuts and is designed in coordination with a parking facility on the adjoining property such landscape strip shall not be required abutting such adjoining parking facility; and provided further, that in areas zoned for industrial use, the perimeter coverage requirements stated herein shall not apply.

1. Perimeter landscape strip shall be planted or installed with a wall, hedge, or other durable landscape barrier to form a continuous screen between the parking facility and abutting property. The height of any such barrier shall be not less than three feet and no more than six feet.

2. Trees shall also be planted for each 40 linear feet and shall have at least 25 square feet of planting area.

3. Where a proposed parking facility abuts an existing hedge, wall or other durable landscape barrier on an abutting property, said existing barrier may be used to satisfy the landscape barrier requirements of this subsection; provided, that said existing barrier meets all applicable standards of this section.

D. Perimeter Coverage Adjacent to Public Right-of-Way. A minimum landscape strip of 10 feet in width shall be required along any side of a parking facility that abuts a public right-of-way, excluding dedicated alleys; provided, that in areas zoned for industrial use, the perimeter coverage requirements stated herein shall not apply.

1. Perimeter landscape strip shall be planted or installed with a wall, hedge, or other durable landscape barrier of at least three feet in height which shall be placed along the parking facility side of such landscape strip.

2. If such a durable barrier is of nonliving material, one shrub for each 10 linear feet shall be planted along the street side of such barrier; provided, that if the shrubs are of sufficient height at the time of planting to be readily visible over the top of such barrier, they may be planted along the parking facility side of such barrier. The remainder of the landscape strip shall be landscaped with ground cover or other approved landscape treatment excluding pavement.

3. At least one shrub for each 50 square feet shall be provided.

4. Trees shall also be planted for each 30 linear feet or portion thereof and shall have at least 50 square feet of planting area.

5. No tree, as measured from its center, shall be located within 10 feet of a street light standard, or within five feet of a fire hydrant, a vehicular driveway, or a public sidewalk.

E. Landscaping Material. Landscaping materials used to achieve the design criteria in conformance with provisions of this section shall conform to the following standards:

1. Trees shall be species having an average mature spread of crown of greater than 15 feet and shall be a minimum of six to eight feet in height and have a diameter at breast height (dbh) caliper of at least one and one-half inches at planting. Diameter at breast height is measured at four and one-half feet from average grade within six feet of the tree trunk so as not to include mounding at the tree base. Trees having an average mature spread of crown less than 15 feet may be substituted by grouping the same so as to create the equivalent of a 15-foot crown spread. Tree species whose roots are known to cause damage to public roadways or other public works shall not be planted closer than 12 feet to such public works, unless the tree root system is completely contained within a barrier being a minimum of five feet deep and five feet wide.

2. Shrubs shall be a minimum of two feet in height when measured immediately after planting.

3. Hedges shall be planted and maintained so as to form a continuous, unbroken, solid, and visual screen within a maximum of two years after time of planting.
4. Vines shall be a minimum of 30 inches in height immediately after planting and may be used in conjunction with fences, screens or walls to meet physical barrier requirements as specified in this section.
5. Lawn grass shall be planted in species normally grown as permanent lawn in Benton County. Grass areas may be sodded, plugged, sprigged or seeded, except that solid sod shall be used in swales or other areas subject to erosion; and provided, that in areas where other than solid sod or grass seed is used, nurse grass seed shall be sown for immediate effect and protection until coverage is otherwise achieved.
6. Ground covers used in lieu of grass shall be planted or installed in such a manner as to present a finished appearance, and if of living material, shall complete coverage within 12 months after planting.

~~F. Coverage Transfer to Public Right of Way. For sites where landscaping coverage of a public right of way would comply with the general intent and standards of this section, the transfer of the area requirements, or a portion thereof, from within the property line to the public right of way may be approved by the city; provided, that the area measurement shall not be less than that required by, and shall comply with, all other design standards and requirements of this section; and further provided, that a revocable permit for use of the right of way shall be secured from the city by the owner of the site by stipulating full financial responsibility for costs of movement, replacement and relocation should such permit be revoked by the city.~~

~~G. F. Driveway and Street Intersections. To ensure that landscape materials do not constitute a safety hazard, a vision clearance triangle (VCT) shall be provided at all intersections of public rights-of-way and driveways in accordance with Public Works Requirements as stated in RMC Chapter 12.11. Within this VCT area unobstructed cross-visibility at a level between three feet and 10 feet shall be provided. However, trees having limbs or foliage trimmed, except during early growth stages, so as to not extend into the VCT area shall be allowed. Landscaping material shall not be located closer than four feet from the edge or top of the curb line or driveway apron, except for required ground cover. The VCT for said intersections shall be as follows:~~

- ~~1. At intersections of public rights of way the VCT shall be formed by measuring 20 feet along each property line from the intersection and connecting the end point of such lines formed by such measurement.~~
- ~~2. At intersections of driveways with public rights of way the VCT shall be formed by measuring 10 feet along the property line and the driveway apron or top of the curb lines and connecting the end point of such lines formed by such measurement.~~

~~H. G. Curbing. In order to protect the landscaping materials planted and to ensure proper growth, all planter areas shall be separated from contiguous property, including parking stalls, by curb stops. Such curb stops shall be of Portland cement or shall otherwise conform to Standard Specifications for Municipal Public Works Construction (APWA Standards), or shall be approved by the city engineer.~~

~~I. H. Installation. All landscaping shall be installed in a workmanlike manner and according to accepted good planting procedures. All elements of landscaping, exclusive of plant material other than hedges, shall be installed so as to meet all other applicable ordinances and code requirements.~~

~~J. I. Maintenance. The owner, tenant or duly authorized agent, if any, shall be responsible for the maintenance of all landscaping required pursuant to this section. Such landscaping shall be maintained in good condition so as to present a neat and orderly appearance; shall be kept free from refuse and debris; and living landscape material shall be kept alive and in a healthy condition. If an underground irrigation system is not provided, all landscaped areas shall be provided with a readily available water supply with at least one outlet located within 150 feet of all plant material to be maintained.~~

1. The administrative official shall inspect all landscaping and no certificates of occupancy or similar authorization will be issued unless the landscaping meets the requirements herein provided.

2. In those cases where landscaping cannot be safely installed due to the time of year without jeopardizing living landscape material, or for other good cause, a temporary certificate of occupancy may be issued for a period of six months; provided, that the property owner, lessee, or duly authorized agent shall furnish satisfactory assurances guaranteeing installation of the approved landscaping.

~~K. J.~~ J. Landscaping of Existing Lots. Any reconstruction of a building or structure or lot area, including off-street parking facility, consisting of increases of 50 percent or greater of the existing building lot area or parking facility shall be subject to the standards specified herein. In such cases, the existing parking facility, as well as any new facility, shall be improved in accordance with the standards stated herein; provided, that:

~~1. A sufficient period of time, but no longer than three years, shall be allowed to bring existing development into compliance with the standards stated herein.~~

~~2.~~ 1. In instances where existing parking spaces are used to achieve compliance, the parking facility shall be considered to comply with the parking standards and requirements of RMC 23.54.020; provided, however, that no more than 10 percent of the total number of required spaces may be removed for purposes of providing landscape areas.

~~3.~~ 2. No alteration of existing building nor acquisition of additional land to increase the lot area shall be required in order to bring the property into compliance with the landscaping requirements herein. [Ord. 28-05 § 1.02; Ord. 20-14 § 1.04; Ord. 10-21 § 1].

23.54.150 Adjustments of landscaping standards.

Where literal interpretation of the provisions of RMC 23.54.140 or special conditions or circumstances exist which would create a hardship in the development and/or maintenance of the landscaping, or where easements, pedestrian ways, trail systems, existing vegetation, continuity of design concepts within a zoning district, parking design, emergency vehicle access, or other matters of public design, safety or welfare would be promoted, the administrative official may adjust the provisions of RMC 23.54.140, provided it is determined that such an adjustment will not be contrary to the public interest and will be in keeping with and preserve the intent of RMC 23.54.140.

A. An application for adjustment of landscaping requirements shall be filed on forms prescribed by the city, executed and sworn to by the owner or tenant of the property concerned or by duly authorized agents. Such application shall clearly and in detail state what adjustment of requirements are being requested and the reasons such adjustments are warranted, and shall be accompanied with such supplementary data, such as sketches, surveys and statistical information as is deemed necessary to substantiate the adjustment.

B. Any decision of the administrative official, under this section, may be appealed by the applicant to the board of adjustment. Such an appeal shall be heard by the board of adjustment in accordance with RMC 23.70.070. [Ord. 28-05 § 1.02; Ord. 10-21 § 1].

23.54.160 Perimeter landscaping of industrial facilities.

Plans for construction and development of new uses on parcels of land zoned industrial (I-M, and M-2) pursuant to the city's zoning ordinance shall include, along with other required plans, a landscaping plan that at a minimum sets forth landscape treatment adjacent to all public rights-of-way.

A. Landscape Plan Requirements. A landscaping plan, drawn to scale, shall include the following information:

1. Property boundaries;
2. Location of existing and proposed buildings and uses;
3. Driveway intersections with streets;
4. Location of plantings;
5. Common and scientific names of plantings;

6. Size and description of plantings, height and caliper at planting, and spread of crown at maturity for trees; and
7. Location of underground sprinklers.

B. Minimum Design Criteria. A landscape strip shall be located adjacent to all public rights-of-way in that portion of the parcel on which construction or development is proposed and shall meet the following minimum criteria:

1. The landscape strip shall be a minimum of 10 feet in width.
2. One tree is required for each 40 linear feet or portion thereof of the required landscape strip, and each tree shall have at least 50 square feet of planting area. Trees shall be planted in a balanced manner throughout the required landscape strip but are not required to be planted on 40-foot centers.
3. No tree, as measured from its center, shall be located within 10 feet of a street light standard, or within five feet of a fire hydrant, a vehicular driveway, or a public sidewalk.
4. In addition to the required trees, the entire landscape strip shall, at a minimum, include landscape cover of decorative rock, bark, or similar treatment. Vegetative cover of lawn, low-lying shrubs, or flowers are encouraged.
5. Landscape areas shall be provided with an underground irrigation system capable of sustaining the required trees and other planted vegetation. Low water consumptive landscape techniques are encouraged.

C. Landscaping Material. Landscaping materials used to achieve the design criteria set forth in this section shall conform to the following standards:

1. Trees shall be species having an average mature spread of crown of greater than 15 feet and shall be a minimum of eight feet overall height and a one-and-one-half-inch caliper immediately after planting. Trees having an average mature spread of crown less than 15 feet may be substituted by grouping the same so as to create the equivalent of a 15-foot crown spread. Tree species whose roots are known to cause damage to public roadways or other public works shall not be planted closer than 12 feet to such public works, unless the tree root system is installed within an approved root barrier.
2. Lawn grass shall be planted in species normally grown as permanent lawn in Benton County. Grass areas may be sodded, sprigged, or seeded, except that solid sod shall be used in swales or other areas subject to erosion.

D. Installation. All landscaping shall be installed in a workmanlike manner and according to accepted good planting procedures. Trees shall be staked on planting to avoid disturbance by wind and shall remain staked for a minimum of one year after planting.

~~E. Coverage Transfer to Public Right of Way. For sites where landscaping coverage of a public right of way would comply with the general intent and standards of this section, the transfer of the area requirements, or a portion thereof, from within the property line to the public right of way may be approved by the city; provided, that the area measurement shall not be less than that required by, and shall comply with, all other design standards and requirements of this section; and further provided, that a revocable permit for use of the right of way shall be secured from the city by the owner of the site by stipulating full financial responsibility for costs of movement, replacement, and relocation should such permit be revoked by the city.~~

~~F.~~ E. Driveway and Street Intersections. To ensure that landscape materials do not constitute a safety hazard, a vision clearance triangle (VCT) shall be provided at all intersections of public rights-of-way and driveways. Said VCT shall comply with all provisions of Chapter 12.11 RMC, Intersection Sight Distance.

~~G.~~ F. Maintenance. The owner, tenant, or duly authorized agent, if any, shall be responsible for the maintenance of all landscaping required pursuant to this section. Such landscaping shall be maintained in good condition so as to present a neat and orderly appearance; shall be kept free from refuse and debris; and living landscape material shall

be kept alive and in a healthy condition. Landscaping shall at all times be maintained in a manner consistent with the vehicular sight distance requirements of subsection (F) of this section.

1. The administrative official shall inspect all landscaping and no certificates of occupancy or similar authorization will be issued unless the landscaping meets the requirements herein provided.
2. In those cases where landscaping cannot be installed due to the time of year without jeopardizing living landscape material, or for other good cause, a temporary certificate of occupancy may be issued for a period of six months; provided, that the property owner, lessee, or duly authorized agent shall furnish satisfactory assurances guaranteeing installation of the approved landscaping.

~~H. G.~~ Adjustment of Landscaping Standards. Adjustments from the specific requirements of this section shall be reviewed and approved in accordance with the provisions of RMC 23.54.150.

~~I. H.~~ Landscaping of Developed Industrial-Zoned Property. On developed industrially zoned properties whenever any structure(s) is altered, expanded or reconstructed in a manner which increases the total gross floor area of structure(s) located on the lot by 50 percent or more, or whenever a change of use occurs to an existing structure or facility which increases the required number of parking stalls by 50 percent or more over what was required of the prior use, landscaping of the lot shall be provided in accordance with the provisions of this subsection.

1. The square footage of landscaped area provided pursuant to this subsection shall be the same as would be required if a new facility were constructed on the parcel.
2. Landscaping shall be located on the property in accordance with provisions for new industrial facilities. In those instances where existing structures and/or pavement preclude the location of the required landscaping adjacent to the street right-of-way as set forth for new facilities, landscaping shall be located on the lot in a manner that most closely meets the objectives of the landscaping requirements by providing an aesthetically appealing streetscape and providing for uniformity of appearance in the industrially zoned areas of the city.
3. No alteration of existing structures, acquisition of additional land, or removal of existing asphalt/concrete walks, drives or parking areas shall be required in order to bring the property into compliance with landscaping requirements herein.

~~J. A temporary exemption may be granted upon the filing and acceptance by the city of an application by any start-up business for a delay in installing required landscaping. This exemption may be granted up to, but shall not exceed, four years. The following information must be provided by the applicant to the administrative official, to demonstrate:~~

- ~~1. The business has no more than three years of business history;~~
- ~~2. No more than one corporation may be an investor in the start-up business and that corporation cannot own more than 10 percent of the start-up business; and~~
- ~~3. The landscape ordinance imposes a financial burden on the start-up business such that deferral of the required landscaping would increase the likelihood of the new business's success. Criteria to establish this hardship must be provided to the above designated personnel and approval of the exemption shall not be unreasonably withheld. The determination of city staff shall be final.~~ [Ord. 28-05 § 1.02; Ord. 10-21 § 1].

Parking Optimization Project

December 1, 2025

Economic Development
Committee Meeting

Presented by Kimley»»Horn



Today's Agenda

- Introduction + Project Background
- Recommendations (What's Changed?)
- Questions + Feedback

Introduction & Project Background



Project Scope

- Existing zoning code review
- Development of new parking code
- Development of applicable transportation demand management tools
- Industry Best Practice research
- Meeting participation and facilitation

Stakeholder Engagement

Meetings

- City Council Kickoff Meeting *(March)*
- Three virtual meetings with strategic stakeholders *(May-June)*:
 - Public agencies
 - Major employers
 - Private Businesses
 - City Staff
- Planning Commission Workshop *(June)*
- General Public Meeting *(June)*
- City Council Workshop *(July)*
- Economic Development Committee *(September x2)*
- Planning Commission *(September)*
-
- Economic Development Committee *(December)*

Senate Bill 5184 *(effective 7-27-2025)*

Statewide legislation aimed to reform parking requirements in support of **affordable housing, urban development, and sustainability goal**

Uses that will no longer have parking minimums:

- Residences under 1,200 square feet
- Commercial spaces under 3,000 square feet
- Affordable housing
- Senior housing
- Childcare centers
- Ground level nonresidential spaces in mixed-use buildings
- Buildings undergoing use changes (non-residential to residential, commercial use)

Overall, parking requirements will be reduced

- Ex. Residential uses currently require 1-2 spaces per dwelling unit, under SB 5184 residential uses will require 0.5-1 spaces per dwelling unit

A photograph of a modern commercial street scene. On the left, a multi-story building with large windows and a dark facade features a sign that says "fuse". Several cars are parked along the street, including a dark sedan in the foreground and a white SUV further down. The street is lined with trees, some of which have yellowing leaves, suggesting autumn. The sky is overcast. The word "Recommendations" is overlaid in white text at the bottom left.

Recommendations

Initial Recommended Actions

Below are two different recommended approaches the City can take to optimize the parking system. While each vary in method, both options require changes to Section 23.54 of the City's zoning code

Required Actions

Modifying Zoning Code

Overview:

- Modification of parking minimums set by SB 5184
- Deregulation and lowering of minimums for some uses

Recommendation Option 1

Abolishing Parking Minimums City-Wide

Overview:

- Removal of parking minimums city-wide
- Additional consideration advised (engagement)



Recommendation Option 2

Abolishing Parking Minimums in the CBD

Overview:

- Removal of parking minimums in the CBD
- Rest of City code must follow SB 5184 modifications

SB 5184 changes must take place by January 2027

Revised Recommended Actions

Below are two different recommended approaches the City can take to optimize the parking system. While each vary in method, both options require changes to Section 23.54 of the City's zoning code

Required Actions

Modifying Zoning Code

Overview:

- Modification of parking minimums set by SB 5184
- Deregulation and lowering of minimums for some uses

Recommendation Option 1

Abolishing Parking Minimums City-Wide

Overview:

- Removal of parking minimums city-wide
- Additional consideration advised (engagement)

Recommendation Option 2

Abolishing Parking Minimums in the CBD

Overview:

- Removal of parking minimums in the CBD
- Rest of City code must follow SB 5184 modifications



SB 5184 changes must take place by January 2027

Recommendation Option 2

What is driving these changes?

State of Washington Policy Changes

- RCW 35.21.994: Minimum parking requirements.
 - State Bill 5184
 - Deadline: 1/27/2027
- RCW 36.70A.622: Residential parking regulation.
 - Substitute Senate Bill 6015
 - New residential requirements in the Growth Management Act
 - Deadline: 12/31/2026 (next periodic update)
- RCW 36.70A.817: Off-street parking requirements for residential projects.
 - House Bill 1183
 - Affordable housing focused
 - Deadline: 12/31/2026 (next periodic update)

Recommendation Option 2

What has Changed?

Chapter 23.06: Definitions

- Added affordable housing, commercial spaces, mobile vehicle food hub, tandem parking definitions
- Modified senior housing definition

Chapter 23.22: Commercial Zoning Districts

- Removed Central Business District minimum parking requirement references

Recommendation Option 2

What has Changed?

Chapter 23.54: Off-Street Parking and Landscaping

- Removal of minimum parking requirements in the Central Business District and Columbia Point North Waterfront District
- Minimum parking requirement exclusions and reductions
- Consolidation of parking use table
- Bicycle parking requirement enhancements
- Parking reduction increases when utilizing joint use parking facilities
- Parking space surface material clarifications and enhancements

City Zoning Code Revisions: Next Steps

Upcoming Activities

- Planning Commission Meeting
- City Council Meeting (First + Second Reading)
- SB 5184 revisions must be approved (January 2027)