



Agenda
City Council Workshop Meeting
Tuesday, March 27, 2018
City Hall Council Chamber | 505 Swift Boulevard

Richland Public Facilities District Board Member Interviews - 5:15 p.m.:

City Council Workshop - 6:00 p.m. (City Hall Council Chamber)

Agenda Items:

1. TRIDEC Initiative to Transfer Corps of Engineers Columbia River Shoreline Property to Local Government (20 minutes)
 - Joe Schiessl, Parks and Public Facilities Director
2. WE Johnson Park (15 minutes)
 - Joe Schiessl, Parks and Public Facilities Director
3. Badger Mountain Trail System (15 minutes)
 - Joe Schiessl, Parks and Public Facilities Director
4. Swift Blvd. and Jadwin Avenue Striping Changes (15 minutes)
 - Pete Rogalsky, Public Works Director
5. Public Works Infrastructure Permitting Process Changes (15 minutes)
 - Pete Rogalsky, Public Works Director
6. Economic Development Regarding Columbia Point Tracts D and E (30 minutes)
 - Zach Ratkai, Economic Development Manager

Adjournment

Richland City Hall is ADA accessible with special parking and access available at the entrance facing George Washington Way. Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the City Council Workshop by calling the City Clerk's Office at 942-7388.



COUNCIL WORKSHOP COVERSHEET

Council Date: 03/27/2018

Department: Parks & Public Facilities

Key Element: Key 5 - Natural Resources Management

Subject:

TRIDEC Initiative to Transfer Corps of Engineers Columbia River Shoreline Property to Local Government (20 minutes)

Summary:

Discuss TRIDEC's initiative to introduce federal legislation to transfer certain federally-owned Corps of Engineer properties to local governments in the Tri-Cities.

Attachments:



COUNCIL WORKSHOP COVERSHEET

Council Date: 03/27/2018

Department: Parks & Public Facilities

Key Element:

Subject:

WE Johnson Park (15 minutes)

Summary:

Discuss WE Johnson Park in relation to adjacent, private land use proposals.

Attachments:



COUNCIL WORKSHOP COVERSHEET

Council Date: 03/27/2018

Department: Parks & Public Facilities

Key Element:

Subject:

Badger Mountain Trail System (15 minutes)

Summary:

Discuss the Badger Mountain trail system in the vicinity of a new plat on Little Badger Mountain and a related, existing CIP project to connect two existing trail segments.

Attachments:



COUNCIL WORKSHOP COVERSHEET

Council Date: 03/27/2018

Department: Public Works

Key Element:

Subject:

Swift Blvd. and Jadwin Avenue Striping Changes (15 minutes)

Summary:

The purpose of this workshop item is to provide Council with a preview of street improvements planned for later in 2018 for Swift Boulevard and Jadwin Avenue. The planned changes are consistent with the City's 2005 Transportation System Plan, the latest plan completed and adopted. Staff will show graphics and discuss the planned changes with Council.

Attachments:



COUNCIL WORKSHOP COVERSHEET

Council Date: 03/27/2018

Department: Public Works

Key Element:

Subject:

Public Works Infrastructure Permitting Process Changes (15 minutes)

Summary:

The purpose of this agenda item is to provide Council with an explanation of a proposal from Public Works staff related to the infrastructure permitting and acceptance process codified in Section 12.08 of the Richland Municipal Code.

Public Works administers this code section as the pathway whereby land development delivers new infrastructure for operation and maintenance by the City. The infrastructure that is the subject of this code section are street, water, sewer, and stormwater system components.

The proposed process and code changes are intended to be revenue neutral and to result in a more timely permitting process while preserving the quality of infrastructure delivered to the City. The proposal, a portion of which is captured in the attached document, has been shared with land owners and their engineers. After conclusion of the process of gathering feedback from the land owners and engineers, staff intends to bring a proposed code amendment to Council, likely in the month of April.

Attachments:

- I. 2.27.18 - Land Development Permitting Process Changes



February 27, 2018

RE: LAND DEVELOPMENT INFRASTRUCTURE PERMITTING PROCESS

Dear Land Development Participant:

The Richland Public Works Department is responsible for the permitting of public infrastructure improvements that serve new development and redevelopment. Since the constructed infrastructure becomes the ownership responsibility of the City, we take particular care that it meets our standards. Permitting or acceptance of substandard infrastructure impacts our operations for years to come.

The Public Works Department has two staff members dedicated to the permitting process. These two staff are supported by others, but handle the overwhelming majority of plan review and permit compliance work. In busy development times, we occasionally are unable to respond in a timely manner to permit applications and plan reviews. The summer of 2017 was one such time. Over these past few months, we have completed a review of our processes and available internal support with the goal of increasing our capacity to absorb and respond to increased permitting demand. This has resulted in several measures to reduce the demands on the two permitting staff. We have also developed a proposal to adjust our permit fees and submittal process, again with the goal of improving our ability to respond in a predictable and timely manner.

The elements of the proposed process changes are as follows:

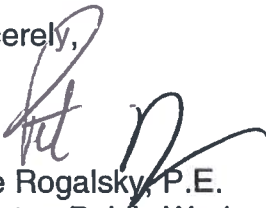
1. Introduce a plan review fee for each plan submittal. Each time a set of plans is submitted, a fee, equal to one percent (1%) of the estimated infrastructure cost, will be due. This will require the design engineer to also submit a stamped & itemized engineer's estimate of the infrastructure costs along with the first plan review.
2. Reduce the right-of-way construction permit fee from five percent (5%) to three percent (3%).
3. Introduce a required plan submittal checklist and application form that must accompany each plan submittal. The form requires the design engineer to certify that the contents of the plans conform to the City's design guidelines and preliminary plat conditions, and also identify any variance requests. A copy of the draft proposed application form is attached for your review.

4. The plan review clock will not start until all requests for variance from the City's design guidelines and/or preliminary plat conditions are resolved.
5. Change our plan review priorities from a "first in – first out" process to giving priority to reviews in the following order:
 - 1st priority: Second plan reviews;
 - 2nd priority: First plan review;
 - 3rd priority: Third plan review; and
 - 4th priority: All other submittals.
6. Begin the practice of providing plan review comments to both design engineers and the project owners at each step of the review process.

Before implementing these proposed changes, I invite your feedback. You are invited to a meeting at 10 a.m. on Wednesday, March 14, at our Development Services Center to provide your feedback in person. If you prefer to call or e-mail comments to me, you may do so at (509) 942-7558 or progalsky@ci.richland.wa.us. All comments must be received by close of business Monday, March 19, 2018.

Thank you for your attention to this matter. We look forward to working with you to make our process better for all involved.

Sincerely,



Pete Rogalsky, P.E.
Director, Public Works

Enclosure: Infrastructure Permit Application and Checklist



RMC 12.08 Right-of-Way Construction Application & Submittal Checklist

The Applicant is to complete this form and enter all information relevant to the project. If not applicable, write N/A.

Project:	Phase:
APN #:	
Planning Approval #:	
Developer/Owner Name:	
Developer/Owner Address:	
Developer/Owner Phone Number:	
Developer/Owner Email Address:	
Design Firm, if any:	
Design Engineer:	
Design Engineer Address:	
Design Engineer Email Address:	
PE/PLS No.:	Phone Number:

Plans will be deemed incomplete until the following conditions are present:

- Plans are consistent with City's Design Guidelines
- Plans are in compliance with Technical Studies such as geotechnical, traffic or environmental studies
- Plans are in compliance with the Planning Process Final Conditions of Approval

Realistic and reasonable review timelines are as follows

- 1st plan review – Twenty (20) working days
- 2nd plan review – Ten (10) working days
- 3rd plan review – Twenty five (25) working days

Intake Guidelines for Subdivision Plan Reviews

By initialing below, the design engineer certifies that the plans conform to the City's Public Infrastructure Design Guidelines and the Planning Process Final Conditions of Approval, except for the variance requests identified on Page 2. Failure to complete the table below or to accurately represent conformance to the Design Guidelines will result in a delayed plan review or outright rejection of the plans.

	Applicant:	Staff
All plans installing public infrastructure or modification to existing infrastructure shall be stamped by a licensed Professional Engineer		
Benchmark on the correct datum (NGVD 88')		
Stapled plan sets		
Stamped storm calculations included with the first submittal		
Stamped Engineer's estimate of public improvement costs		
Erosion / Sedimentation Control plans (TESC) sheet		
State stormwater permit or erosivity waiver (or proof that process has been started) included with first submittal		
Separate grading, electrical and irrigation sheets (if applicable)		
All utilities shown in both plan and profile views (water, sewer, storm, irrigation, electrical, etc. on same sheet		
All linework in both the plan and profile views labeled		
3-line profiles for super-elevated streets		
Streetlight layout sheet included		
Show stormwater drainage and grading of all areas		
The vision-clearance triangle shown on all corner lots on the construction plan sheets		

Resubmittals

All resubmittals shall include a detailed response letter addressing each review comment		
Resubmittals shall be complete sets, not individual sheets		

Variances to City Standards or Site Plan Conditions

This project is seeking the following variances to the City's Public Infrastructure Design Guidelines. Applicant shall provide supplemental material sufficient to support consideration of requested variances, including how the proposed design provides greater or equivalent value to the City.

City Standard	Variance Sought

I understand and acknowledge that typical plan review times will not start until design variances are resolved.

Initial

I hereby affirm that I have read, acknowledged and agreed to all conditions of this application and checklist and that all of the above information is true and correct to the best of my knowledge. Submittal of an incomplete application may result in rejection of the submittal or delay in review.

 Applicant / Engineer Signature

 Date

For Staff Use Only

- ☐ This plan submittal is COMPLETE and is accepted for the first plan review Staff _____ Date _____
- ☐ This plan submittal is INCOMPLETE and is returned for correction of deficient items Staff _____ Date _____



COUNCIL WORKSHOP COVERSHEET

Council Date: 03/27/2018

Department: Community Development Services

Key Element: Key 3 - Economic Vitality

Subject:

Economic Development Regarding Columbia Point Tracts D and E (30 minutes)

Summary:

In September 2013, the City developed a RFP to solicit proposals on city-owned property commonly referred to as Columbia Point Tracts D and E.

The two parcels, located on Bradley Boulevard, near Comstock Avenue, received no responses to the RFP for development and the tracts remain advertised for sale. During the RFP process, City Council and staff described a preference for a "mixed-use site including an entertainment-oriented commercial area that ties into existing pedestrian walkways and engages the park-like area between the site and the Columbia River."

Since that time, Economic Development staff has received only passing interest in the properties, until recently when four serious and repeated inquiries have been discussing development on the property. Most of the inquiries now involve development of multi-family housing, with one inquiry being for an extended medical rehabilitation use.

Staff now contends that interest in the properties is enough to seek the direction of City Council, pursuant to Chapter 3.06.040 of the Richland Municipal Code, regarding the manner by which the City should sell the property.

The Richland Economic Development Committee heard this item at their March 26, 2018, meeting and will make a recommendation to the City Council as described in the Richland Municipal Code.

[Promotional Video for Columbia Point Tracts D and E](#)

Attachments:

1. Tracts D and E Aerial
2. Prior Staff Report on Tracts D and E





Council Workshop Coversheet

Council Date: 09/24/2013

Agenda Item : W3

Key Element: Key 3 - Economic Vitality

Subject: DISCUSS COLUMBIA POINT REQUEST FOR PROPOSALS

Department: Community and Development Services

Document Type: Discussion

Summary:

Staff is developing an RFP for the remaining City owned sites at Columbia Point (attachments 1-2). These sites include portions of Tract J on either side of Anthony's restaurant and the former Lamb Weston headquarters site (Tracts D & E) south of the Shilo Hotel. During the April 23, 2013 workshop, Council discussed preferred uses for each of these sites. Council expressed continuing interest in an upscale hotel between Anthony's and the Marriott site; plus a second restaurant between Anthony's and Marina Park. Most of the discussion centered on the best use of the former corporate office site. Realizing another Corporate user was not likely in the foreseeable future; Council indicated interest in a mixed use or entertainment complex on Tracts D & E. Staff has retained the services of MacKay & Sposito to help visualize how such a use may be developed on this site (attachments 3-5).

The purpose of this workshop is to review the design concepts for tracts D & E and discuss other aspects of the proposed RFP prior to publishing the final request. The RFP will be finalized after this workshop and brought back to Council for formal approval at the October 15 Council meeting. Major features of the anticipated RFP include the following:

- * The Hotel and Restaurant planned for lease, the Mixed Use/Entertainment planned for sale,
- * Emphasis on high quality of architecture and design,
- * The RFP is planned to be advertised for six weeks,
- * Responses can address any or all of the sites identified in the RFP, and
- * Preference will be given to responses that meet the City's intended uses.

Evaluation criteria are likely to include net financial benefit to the City, quality and design of proposed development, successful track record of the development team and evidence of ability to perform. The proposed RFP and marketing strategy is also being discussed with the Economic Development Committee (attachment 6).

Attachments:

- 1) Site Map
- 2) Site Photo
- 3) Conceptual Design
- 4) Architectural Concepts
- 5) Water Feature Concepts
- 6) Memo to EDC 9-23-13

Post Council Status: Pending

City Manager Approved:

Johnson, Cindy
Sep 19, 13:44:34 GMT-0700 2013

Columbia Point 2013 Request for Proposals

Mixed Use

Public Park

Mixed Use

Columbia River

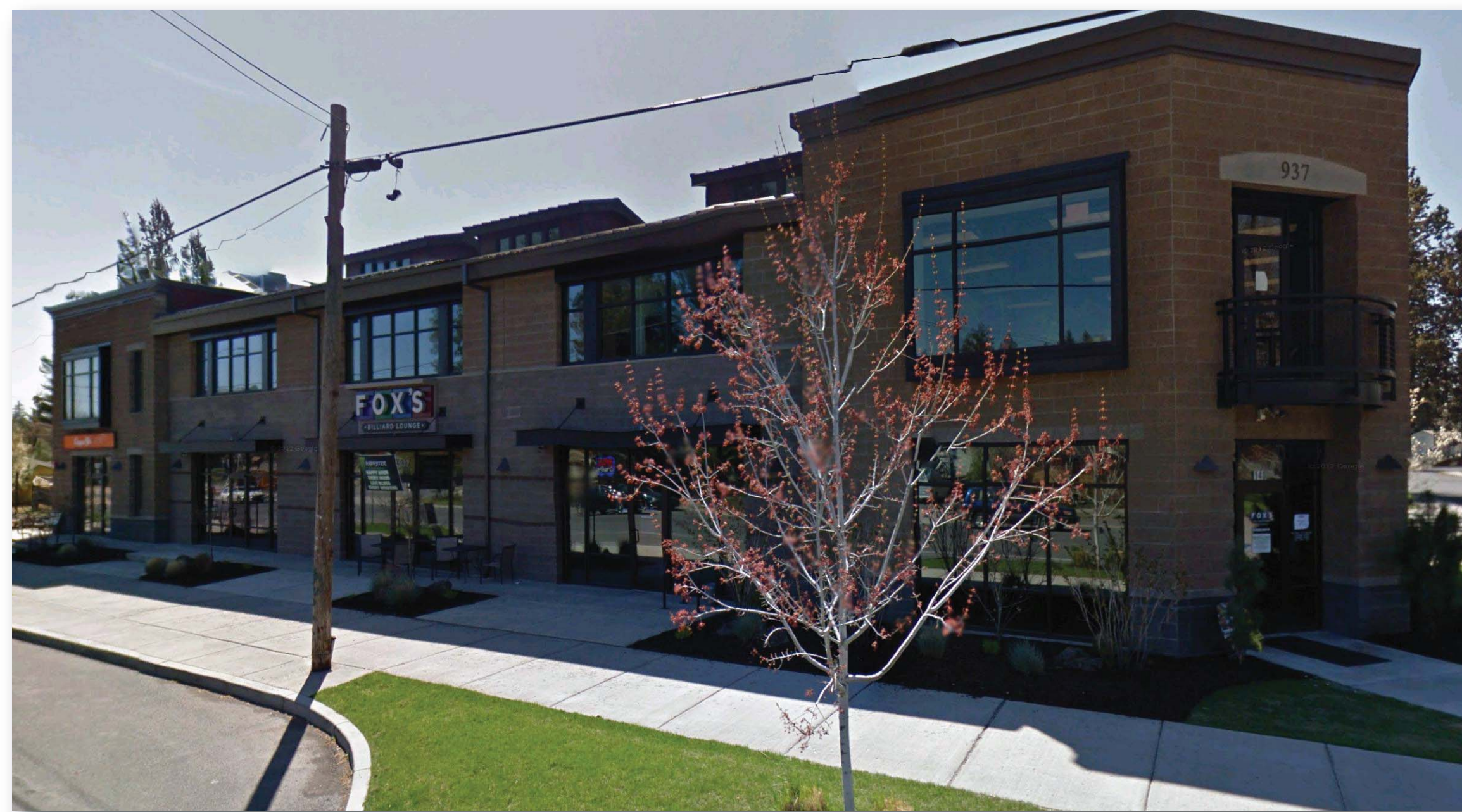
Hotel

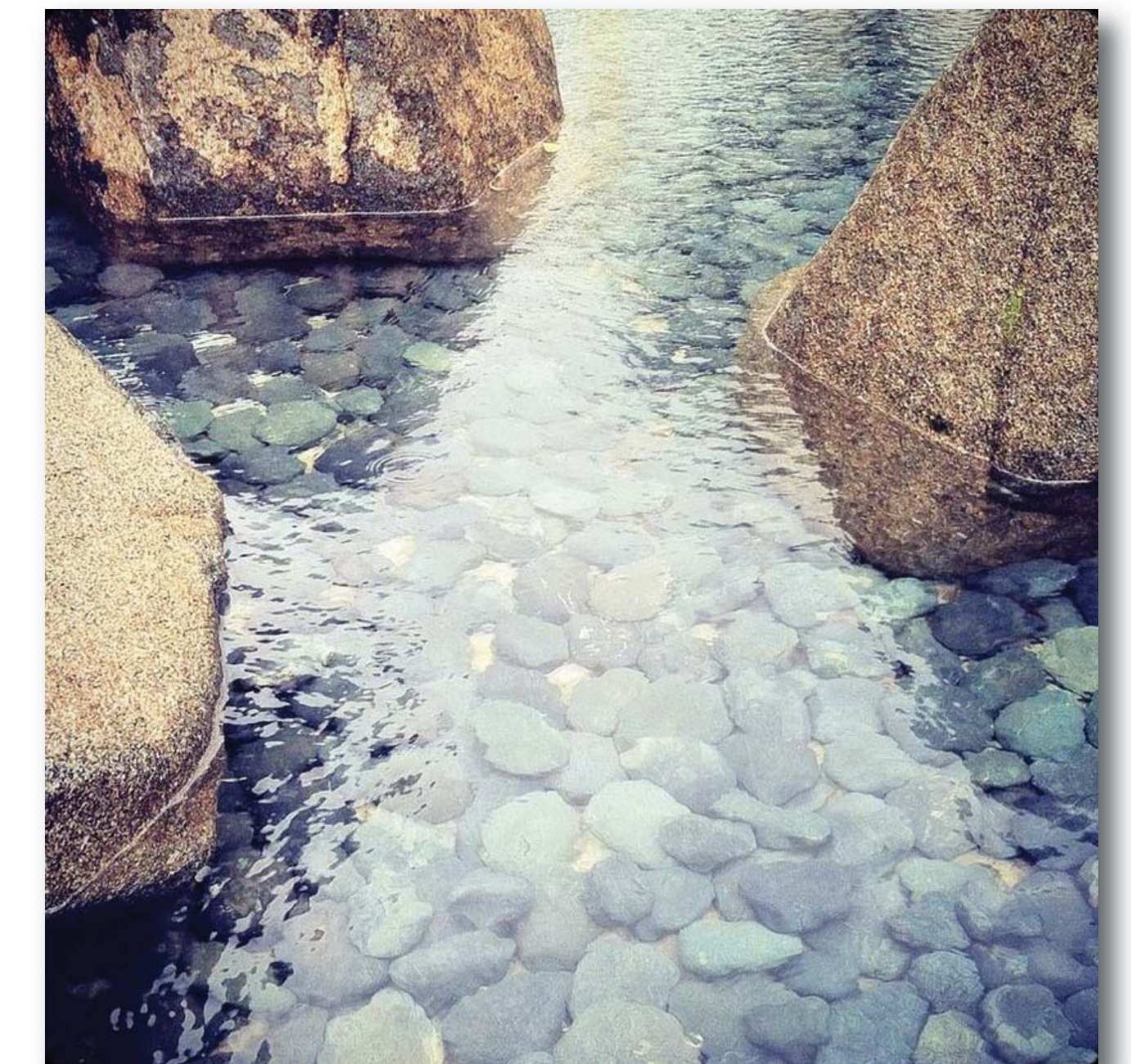
Restaurant













MEMORANDUM
Economic Development Office

To: Economic Development Committee

From: Brian Moore, Project Supervisor

Date: September 23, 2013

Subject: Columbia Point Status & Request for Proposals

Staff is developing an RFP for the remaining sites in the Columbia Point Master Plan (**Attachment 1**): the Hotel Site (Tract J West), the Restaurant Site (Tract J East), and the Mixed Use Site (Tracts D & E). The hotel and restaurant sites are on either side of Anthony's restaurant; Tract D & E are south of the Shilo Hotel. The purpose of this presentation is to open for discussion the design concepts for Tracts D & E and other aspects of the proposed RFP.

On April 23, 2013 staff discussed with Council the targeted uses for property at Columbia point. Interest was in upscale mixed or entertainment type uses. From that workshop, staff began to assemble the ideas that Council provided in order to move forward. Staff proceeded with developing a general concept to serve as a point of discussion for further input keeping in mind the river front nature of the site (**Attachment 2**).

The result is a site design prepared by MacKay & Sposito with input from Economic Development and Parks staff (**Attachment 3**). The site design focuses on creating a pedestrian friendly mixed use site comprising approximately 11 acres of mixed use and 8 acres of parkland. It preserves the existing roadway alignment to maximize riverfront commercial land. This design emphasizes the highest value portion of the site. The concept of a walkable commercial retail strip with river views and park frontage is a great use because there are no other opportunities like this in the Tri-cities region.

The concept for this site is a “river-walk” and focuses on place-making. By placing the buildings with entrances or dining patios adjacent the walk and strategic placement of hard and soft landscaping, this site can capture the feel of an outdoor room that links up the two development sites, the park, and the Columbia River Walking trail. Because of the unique nature of this site, one goal is to raise the design standards for the site and make a clear statement that Columbia Point is the premier riverfront neighborhood. The kinds of expectations we have so far are shown on the design boards (**Attachments 4 and 5**).

The design target is an eclectic pacific-northwest architectural style. We hope that this style can most effectively tie together all of Columbia Point with existing riverfront sites to the west and east. This design style features awnings to provide shade, varied roof lines, staggered storefronts, standing seam metal, glass and aluminum, wood siding, and a mix of local materials like river stone and natural wood to provide a regional flavor to the design. Additionally, a water feature that echoes the Columbia River is proposed to make this location iconic. This eclectic design approach will help the site feel like it has evolved over many years. Staff would like to see emphasis on complete design, to prevent accent features from floating isolated on an otherwise blank surface and to make navigating the site easy and intuitive.

This site plan has three distinct areas. The first is an office-retail mix with 22,000 square feet retail adjacent the park and an additional 44,000 square feet of office or retail north of Bradley. The second, on the south side of Bradley is an opportunity for residential-office or residential-retail mixed use with capacity for 40-60 residential units and 48,000 square feet of various commercial at ground level. The third and final piece is the park space that could be designed to be a low maintenance landscape park or could be enhanced with a water feature, public art and/or a formal public gathering space.

This strategy is not without its challenges. Being the first of its kind in the area will require a visionary developer that can make the funding work in a changing financial

market. However, there are increasing numbers of projects in the Tri-Cities that are attempting to achieve what we are proposing here, such as Clover Island. With the variety of uses, this will be a complex project, and experienced understanding of project phasing is critical to success. Lastly, coordination of the park development is important to ensure project cash flow and City capacity for maintenance and operations. These are the kinds of deal points that will shape negotiations once we have responses to the RFP.

This can be the signature riverfront commercial and mixed use site for the Tri-Cities if it is handled properly. It can provide some uses that are different from what is available in the region and would complement the quality we have in the Tract J Sites.

Tract J West and Tract J East are anticipated to be a hotel site and restaurant site respectively. Both sites are waterfront, although the restaurant site could be configured to be adjacent to the road. There is expression interest from a variety of hotel developers in Tract J West. The RFP could focus on a boutique style hotel or any hotel proposal. There has not been any early expression of interest in Tract J East. The RFP will be advertised for six weeks. The RFP is planned to be advertised for six weeks. Responses can address any (or all) of the sites identified in the RFP; only responses that meet the intended use for each site will be accepted. Evaluation criteria are likely to include net financial benefit to the City, quality and design of proposed development, successful track record of the development team and evidence of ability to perform.

Due to increasing interest in the RFP selection process, staff would like EDC to consider recommending to Council establishing a small real estate advisory committee to assist in the review of Request for Proposal respondents and make a joint recommendation with staff to Council regarding the ranking and awarding of RFPs.