



Agenda
City Council Regular Meeting
Tuesday, January 15, 2019
City Hall Council Chamber | 505 Swift Boulevard

City Council Pre-Meeting Workshop - 7:00 p.m. (Discussion Only – Annex Building)

Agenda Item:

1. Legislative Update (15 minutes)
 - Cindy Reents, City Manager
2. Discuss Meeting Agenda Items (15 minutes)
 - City Councilmembers

City Council Regular Meeting - 7:30 p.m. (City Hall Council Chamber)

Welcome and Roll Call

Pledge of Allegiance

Approval of Agenda: (Approved by Motion)

Presentations:

3. TRIDEC 2019 Workplan (10 Minutes)
 - Kerwin Jensen, Community Development Director
4. CityView Video: Swift Corridor Project (5 Minutes)
 - Pete Rogalsky, Public Works Director

Public Hearing: (Please Limit Public Hearing Comments to 3 Minutes) Note: Records intended for Council consideration must be given to the City Clerk.

Public Comments: (Please Limit Public Comments to 2 Minutes) Note: Records intended for Council consideration must be given to the City Clerk.

Consent Calendar: (Approved by single vote or Council may pull items and transfer to Items of Business)

Minutes:

5. Approve the January 2, 2019 Council Meeting Minutes
 - Heather Kintzley, City Attorney

Ordinances - First Reading:

6. Ordinance No. 06-19, Amending the Richland Municipal Code to Create a new Chapter 28.14 entitled Small Cell Deployment - Franchise and Small Cell Permits
 - Heather Kintzley, City Attorney

7. Ordinance No. 07-19, Amending Chapter 23.62 of the Richland Municipal Code related to Wireless Communications Facilities
- Kerwin Jensen, Community Development Director
8. Ordinance No. 08-19, Amending Title 27 of the Richland Municipal Code related to Signs
- Kerwin Jensen, Community Development Director

Ordinances - Second Reading/Passage:

9. Ordinance No. 03-19, Amending the 2019 Budget and Capital Improvement Program to include the Lorayne J Water System Consolidation Project
- Pete Rogalsky, Public Works Director
10. Ordinance No. 05-19, Amending Chapter 2.10 of the Richland Municipal Code related to the Utility Advisory Committee
- Heather Kintzley, City Attorney

Resolutions – Adoption:

11. Resolution No. 01-19, Authorizing an Agreement with Hyas Group, LLC for Investment Consulting Services for 457 Plan No. 0036864-001-457
- Cathleen Koch, Administrative Services Director
12. Resolution No. 02-19, Authorizing an Agreement with Hyas Group, LLC for Investment Consulting Services for 401(a) Plan Nos. 107162 and 107151, 457 Plan No. 300042, and Retirement Health Savings Plan No. 800205
- Cathleen Koch, Administrative Services Director

Items for Approval:

Expenditures - Approval:

13. Expenditures from December 21, 2018 - January 4, 2019 for \$8,838,970.81 including Check Nos. 264006-264490, Wire Nos. 7264-7301, Payroll Check Nos. 142561-143090, and Payroll Wire/ACH Nos. 10786-10803
- Cathleen Koch, Administrative Services Director

Items of Business:

Reports and Comments:

1. City Manager
2. City Council
3. Mayor

Adjournment

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hours prior to the City Council Meeting by calling the City Clerk's Office at 942-7388.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 01/15/2019

Agenda Category: Agenda Item

Subject:

Legislative Update (15 minutes)

Department:

City Manager

Ordinance/Resolution Number:

Document Type:

Presentation

Recommended Motion:

Summary:

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 01/15/2019

Agenda Category: Presentations

Core Focus Area 3 - Increase Economic Vitality

Subject:

TRIDEC 2019 Workplan (10 Minutes)

Department:

Community Development Services

Ordinance/Resolution Number:

Document Type:

Presentation

Recommended Motion:

Summary:

Carl Adrian, President and CEO of TRIDEC will present the 2019 work plan.

Fiscal Impact:

None

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 01/15/2019

Agenda Category: Presentations

Subject:

CityView Video: Swift Corridor Project (5 Minutes)

Department:

Assistant City Manager

Ordinance/Resolution Number:

Document Type:

Presentation

Recommended Motion:

Summary:

CityView Video: Swift Corridor Project

Fiscal Impact:

Attachments:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 01/15/2019

Agenda Category: Minutes

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Approve the January 2, 2019 Council Meeting Minutes

Department:

City Attorney

Ordinance/Resolution Number:

Document Type:

Minutes

Recommended Motion:

Approve the January 2, 2019 Council Meeting Minutes

Summary:

None.

Fiscal Impact:

None.

Attachments:

I. January 2, 2019, Council Meeting Minutes



MINUTES

RICHLAND CITY COUNCIL REGULAR MEETING

Richland City Hall ~ 505 Swift Boulevard
Wednesday, January 2, 2019

City Council Pre-Meeting Workshop - 7:00 p.m.

Mayor Thompson called the pre-meeting workshop to order at 7:00 p.m. in the City Manager's Conference Room in the City Hall Annex building.

Attendance: Mayor Thompson, Mayor Pro Tem Christensen, Councilmembers Alvarez, Lemley, and Lukson were present.

Also present were City Manager Reents, Assistant City Manager Amundson, City Attorney Kintzley, Administrative Services Director Koch, Communications and Marketing Manager Logan and City Clerk Hopkins.

Agenda Item

1. Discuss Meeting Agenda Items (15 minutes)

Council and staff briefly reviewed the proposed agenda scheduled for the regular meeting.

Ms. Reents said the special workshop on cannabis is schedule for January 29, 2019, and that she will be attending an upcoming REACH strategic planning meeting.

City Council Regular Meeting - 7:30 p.m.

Mayor Thompson called the Council meeting to order at 7:30 p.m. in the Council Chamber at City Hall.

Welcome and Roll Call

Mayor Thompson welcomed those in the audience and expressed appreciation for their attendance.

Attendance: Mayor Thompson, Mayor Pro Tem Christensen, Councilmembers Alvarez, Lemley, and Lukson were present.

MAYOR PRO TEM CHRISTENSEN MOVED AND MAYOR THOMPSON SECONDED THE MOTION TO EXCUSE COUNCILMEMBERS ANDERSON AND KENT. THE MOTION CARRIED 5-0.

Also present were City Manager Reents, Assistant City Manager Amundson, City Attorney Kintzley, Administrative Services Director Koch, Public Works Director Rogalsky, Fire Battalion Chief Hempstead, Community Development Director Jensen, Parks and Public Facilities Director Schiessl, Energy Services Director Whitney, Interim

Police Services Director Taylor, Communications and Marketing Manager Logan and City Clerk Hopkins.

Pledge of Allegiance

Mayor Thompson led the Council and audience in the recitation of the Pledge of Allegiance.

Approval of Agenda

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER LUKSON SECONDED A MOTION TO APPROVE THE AGENDA AS PUBLISHED. THE CARRIED MOTION 5-0.

Presentations

2. New Hire/Retirements (5 minutes)

Ms. Koch said Firefighter Lance Greenwood retired with 25 years of service. She next introduced Christian Jabri, Police Officer; Jonathan Holen, Police Officer; Brian Romer, Police Officer; and Matthew Simmons, Maintenance Craftswoman I.

Public Hearing

City Clerk Hopkins read the Public Hearing and Public Comments procedures.

3. Proposed Relinquishment of a Utility Easement at Birch Avenue - Resolution No. 12-19

Mr. Rogalsky said the purpose of the public hearing is to receive public comment on the proposed relinquishment of an easement lying within 912 / 914 Birch Avenue. The property owner requested the utility easement be relinquished, as the water pipeline at that location no longer exists. Mayor Thompson opened the public hearing at 7:37 p.m. and closed the hearing at 7:37:15 p.m. as there were no comments.

Public Comments

Jason Verduzco, 1313 Atlantic Street, Spokane, WA, said he works for Verizon and is the wireless customer service contact for our area and he wanted to introduce himself to the Richland Council.

Consent Calendar

City Clerk Hopkins read the Consent Calendar.

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER LUKSON SECONDED A MOTION TO APPROVE THE CONSENT AGENDA AS AMENDED BY MOVING ITEM NO. 11, RESOLUTION NO. 05-19 TO ITEMS OF BUSINESS. THE CARRIED MOTION 5-0.

Minutes

4. Approve the December 18, 2018 City Council Meeting Minutes

Ordinances - First Reading

5. Ordinance No. 03-19, Amending the 2019 Budget and Capital Improvement Program to include the Lorayne J Water System Consolidation Project
6. Ordinance No. 04-19, Establishing and Dedication the Right-of-Way for Henderson Loop and Sullivan Street
7. Ordinance No. 05-19, Amending Chapter 2.10 of the Richland Municipal Code related to the Utility Advisory Committee

Ordinances - Second Reading/Passage

8. Ordinance No. 01-19, Amending Chapter 15.20 of the Richland Municipal Code related to Solid Waste Rates
9. Ordinance No. 02-19, Approving a Zone Change on 6.15 Acres from Agriculture (AG) to Retail Business (C-2)

Resolutions – Adoption

10. Resolution No. 04-19, Authorizing a Purchase Order Contract with Boyd's Tree Service, LLC for Tree Pruning and Vegetation Management
11. **PULLED AND TRANSFERRED TO ITEMS OF BUSINESS**
Resolution No. 05-19, Providing Notice of City Council's Intent to Determine Lodging Tax Funding Awards and Establishing a 45-Day Comment Period
12. Resolution No. 06-19, Authorizing a Solid Waste Collection Transition Agreement with Ed's Disposal, Inc. related to the Annexed Lorayne J Properties
13. Resolution No. 07-19, Authorizing a Pre-Construction Grant Agreement with the Department of Ecology for Stormwater Projects in Meadow Springs, North Richland and the Uptown Shopping Center
14. Resolution No. 08-19, Authorizing a Financial Assistance Agreement with the Department of Ecology for the Columbia Park Trail - Leslie Treatment Retrofit Project
15. Resolution No. 09-19, Authorizing a Financial Assistance Agreement with the Department of Ecology for the Columbia Park Trail Stormwater Retrofit Project
16. Resolution No. 12-19, Authorizing Relinquishment of a Portion of a Utility Easement at 912 / 914 Birch Avenue
17. Resolution No. 13-19, Authorizing a First Amendment to the Consulting

Expenditures - Approval

18. Expenditures from December 10, 2018 - December 20, 2018 for \$7,735,645.01 including Check Nos. 263406-264005, Wire Nos. 7256-7263, Payroll Check Nos. 141975-142560, and Payroll Wire/ACH Nos. 10764-10785

Items of Business

1. Resolution No. 05-19, Providing Notice of City Council's Intent to Determine Lodging Tax Funding Awards and Establishing a 45-Day Comment Period

MAYOR PRO TEM CHRISTENSEN MOVED AND COUNCILMEMBER ALVAREZ SECONDED THE MOTION TO RETURN THE LODGING TAX FUNDING AWARD RECOMMENDATIONS BACK TO THE LODGING TAX ADVISORY COMMITTEE FOR RE-EVALULATION.

Councilmember Lukson was concerned that the time sensitive projects that Council and the Lodging Tax Advisory Committee (LTAC) agree on, may be impacted if the recommendation go back to the LTAC for reconsideration.

Ms. Kintzley said the 45-day comment period is only for the items that Council deviates from the LTAC recommendations. If the LTAC brings back an item and Council is in agreement, the Council can approve that item without waiting the remainder of the 45 days. If the LTAC brings back a new recommendation that Council does not agree with, then the 45-day comment period begins again.

Ms. Logan cautioned that many of the proposed projects planners need to know if they are approved to begin preparations for their events later in the year.

Councilmember Lukson suggested amending the motion to approve everything that the Council and LTAC are in agreement about and sending only the disputed projects back to the LTAC for reconsideration.

Mayor Pro Tem Christensen and Councilmember Alvarez agreed to amend their motions.

MAYOR PRO TEM CHRISTENSEN AMENDED HIS MOTION AND COUNCILMEMBER ALVAREZ AMENDED HIS SECONDED TO RETURN THE SEVEN ITEMS THAT COUNCIL DOES NOT AGREE WITH TO THE LTAC FOR RE-EVALUATION AND APPROVE THE ITEMS THE LTAC AND COUNCIL DO AGREE ON. THE MOTION CARRIED 5-0.

Mayor Thompson explained that his schedule no longer accommodates afternoon meeting and requested that the Mayor Pro Tem takes his place on the

LTAC.

MAYOR THOMPSON MOVED AND MAYOR PRO TEM CHRISTENSEN SECONDED THE MOTION TO HAVE THE MAYOR PRO TEM CHRISTENSEN TAKE THE PLACE OF THE MAYOR ON THE LTAC. THE MOTION CARRIED 5-0.

MAYOR PRO TEM CHRISTENSEN MOVED TO APPROVE RESOLUTION NO. 05-19. MOTION FAILED DUE TO A LACK OF A SECOND.

Reports and Comments

City Manager

Ms. Reents said she looks forward to great things happening for the City in 2019

City Council

Mayor Pro Tem Christensen said he would like to see development of new sports fields at Heritage Park. He said there is a master plan in place for this park for some time, but no progress has been made on development. He continued by stating sports groups have approached the City stressing the need for more sport fields and that youth athletics are a great tourist draw and that Richland is behind in development of sports facilities compared to the other local cities.

Adjournment

Mayor Thompson adjourned the meeting at 7:57 p.m.

Respectfully Submitted,

Marcia Hopkins, City Clerk

FORM APPROVED:

Robert J. Thompson, Mayor

DATE APPROVED:

DATE PUBLISHED:



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 01/15/2019

Agenda Category: Ordinances - First Reading

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Ordinance No. 06-19, Amending the Richland Municipal Code to Create a new Chapter 28.14 entitled Small Cell Deployment - Franchise and Small Cell Permits

Department:
City Attorney

Ordinance/Resolution Number:
06-19

Document Type:
Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 06-19, amending the Richland Municipal Code to add a new Chapter 27.14 entitled Small Cell Deployment - Franchise and Small Cell Permits.

Summary:

Over the past two years, the telecommunications industry has made a significant push in the Washington State Legislature to achieve state preemption of small cell regulations. While not yet successful, this outcome is considered a potential eventuality unless the cities demonstrate amenability to small cell deployment by developing reasonable regulations.

Two years ago, the City joined a number of other cities in a small cell consortium hosted by Ogden Murphy Wallace. Kennewick was also a member of the consortium. Through membership, the City worked diligently with telecommunications attorney Elana Zana to prepare franchise/permit regulations (Title 28) and zoning regulations (Title 23) tailored to the City's unique status as owner of most of the infrastructure in the City's right-of-way.

Ordinance No. 06-19 creates a new section in Title 28 to govern franchises and permits related to small cell deployment. Much like a cable television provider, a franchise and small cell permit will be required before any telecommunication company is allowed to install small cell facilities in the City. Unlike a cable television provider, however, there is no requirement under federal law that the franchisee pay the City franchise fees. The proposed regulations were vetted and approved by Public Works and Energy Services, the departments primarily responsible for using and maintaining the infrastructure in the City's right-of-way.

Companion Ordinance No. 07-19, which amends the City's Zoning code under Title 23, is also on tonight's agenda.

Staff recommends approval of Ordinance No. 06-19 for first reading, by title only.

Fiscal Impact: Application and permit fees will be charged per small cell deployment, and annual rent for mounting on City poles under a site-specific lease agreement will also be recovered from applicants. Overall, however, small cell installation will not generate significant revenue.

Attachments:

I. Ordinance No. 06-19

ORDINANCE NO. 06-19

AN ORDINANCE of the City of Richland amending Richland Municipal Code Title 28 to add a new Chapter 28.14 entitled Small Cell Deployment - Franchise and Small Cell Facility Permits and establishing federally required review periods.

WHEREAS, the City of Richland has need, from time to time, to amend the Richland Municipal Code (RMC) to bring the code into alignment with state law and to eliminate or clarify ambiguity; and

WHEREAS, in an effort to maintain pace with advancements in technology, the City has need to adopt regulations surrounding deployment of small cell technology in the City's rights-of-way; and

WHEREAS, contemporaneous with the consideration of this ordinance, City Council enacted amendments to its zoning code located in Title 23 of the Richland Municipal Code in order to provide for the deployment of small cell facilities.

NOW, THEREFORE, BE IT ORDAINED by the City of Richland as follows:

Section 1. Title 28 of the Richland Municipal Code is hereby amended by the addition of a new Chapter 28.14 titled Small Cell Deployment - Franchise and Small Cell Facility Permits, which shall read as follows:

Chapter 28.14

SMALL CELL DEPLOYMENT - FRANCHISE AND SMALL CELL FACILITY PERMITS

Sections:

28.14.010 Overview.

28.14.015 Definitions.

28.14.020 Franchise and Small Cell Facility Permit Application.

28.14.030 Review Process for Small Cell Facility Permits.

28.14.040 Permit Requirements

28.14.050 Consolidated Permit.

28.14.060 Modifications to Small Cell Facilities.

28.14.070 Additional Review Procedures.

28.14.090 Expedited Review.

28.14.010 Overview.

A. In order to manage its right-of-way in a thoughtful manner, which balances the need to accommodate new and evolving technologies with the preservation of the natural and aesthetic environment of the City while complying with the requirements of state and federal law, the City of Richland has adopted this process for the deployment of small cell technology. Service providers who seek to utilize the public right-of-way for small cell

deployment in order to provide wireless communication, data transmission or other related services to the citizens of the City must have a valid franchise to provide the specific service seeking to utilize the right-of-way, and a small cell facility permit to deploy the technology. Entities with franchises who wish to utilize a small cell deployment to upgrade or expand their existing services shall utilize the processes set forth in this chapter, including use of small cell facility permits to deploy their technology. The small cell facility permit process administers deployment under the franchise.

B. Nothing in this chapter revises or diminishes the rights and obligations of an existing franchise. An “existing franchise” is one that existed as of February 5, 2019.

C. See RMC 23.62.020 for additional definitions.

28.14.015 Definitions.

“Antenna” means an apparatus designed for the purpose of emitting radiofrequency (RF) radiation, to be operated or operating from a fixed location pursuant to FCC authorization, for the provision of personal wireless service and any commingled information services. For purposes of this definition, the term antenna does not include an unintentional radiator, mobile station, or device authorized under 47 CFR Chapter I, Subchapter A, Part 15. Examples of antennas include, but are not limited to:

A. Omnidirectional antenna. An omnidirectional antenna (also known as whip antenna) transmits and receives radio frequency signals in a 360-degree radial pattern. For the purpose of this chapter, an omnidirectional antenna is up to fifteen (15) feet in height and four (4) inches in diameter.

B. Directional antenna. A directional antenna (also known as panel antenna) transmits and receives radio frequency signals in a specific directional pattern of less than 360 degrees.

C. Parabolic antenna. A parabolic antenna (also known as dish antenna) is a bowl-shaped device for the reception and/or transmission of radio frequency communications signals in a specific directional pattern.

D. Antenna Array. An antenna array is two or more devices used for the transmission or reception of radio frequency signals, microwave, or other signals for commercial communications purposes.

“Design Zone” is defined as described in RMC 23.62.030.

“Light Pole” means a pole used primarily for lighting streets, parking areas, parks or pedestrian paths.

“Small cell facility” has the same meaning as a “small wireless facility” defined in 47 CFR 1.6002.

“Structure” means a pole, tower, base station, or other building, whether or not it has an existing antenna facility, that is used or is to be used for the provision of personal wireless service (whether on its own or comingled with other types of services).

“Traffic Signal Pole” means a pole that supports equipment used for controlling traffic, including but not limited to traffic lights, rapid flashing beacons, speed radar, and school zone flashers.

“Utility Pole” shall mean a pole designated and used primarily for the support of electrical wires, telephone wires, or television cable.

28.14.020 Franchise and Small Cell Facility Permit Applications.

A. Applicants shall apply using the City’s franchise application form and submit a fee deposit commensurate with the estimated administrative costs of processing an application for a franchise. The fee deposit level shall be set by the Director of Public Works (“Director”). At its discretion, the applicant may designate the entire city or any portion thereof as the franchise boundary. Phased development is permitted, and an applicant shall specify at least the initial small cell deployment in its application.

B. Pre-application conference. A pre-application conference is encouraged prior to submitting an application for a franchise or for a small cell facility permit. The purpose of a pre-application meeting is to discuss the nature of the proposed deployment of telecommunications facilities, and to review applicable plans, policies and regulations. Process and schedule will also be addressed. Absent the submission of a small cell facility permit application at the time of the conference, the pre-application conference does not constitute the official start of the review process.

C. Small cell facility permits. The following information shall be provided by all applicants for small cell facility permits. Issuance of a small cell facility permit to install a small cell network shall be contingent upon approval of a franchise or the possession of a valid franchise. An applicant may apply for a small cell facility permit in parallel to obtaining a franchise; however, no small cell facility permit will be effective until a fully-executed franchise becomes effective as determined by Article III, Section 3.05 of the Richland City Charter.

1. The application shall provide specific locational information of all facilities, and specify whether and where small cell facilities are to be located on existing poles, or will utilize replacement poles, new poles, towers, existing buildings, and/or other structures. Conduit and fiber necessary for and intended for use in the deployment shall also be specified regardless of whether the additional facilities are to be constructed by the applicant or leased from a third party. Detailed schematics and visual renderings of the small cell facilities shall be provided by the applicant. If the site location includes a replacement light pole, then the applicant must submit a photometric analysis of the roadway and sidewalk 150 feet upstream and downstream of the existing light. Lighting levels are subject to approval of the City Engineer and must meet current City standards.

2. The applicant must show written approval of the owner of any pole or structure for the installation of its small cell facilities on such pole or structure. Such written approval shall include approval of the specific pole's engineering, including assurances that the specific pole can withstand wind and seismic loads. For City-owned poles or structures, the applicant must obtain a master lease agreement from the City, and submit a partially-executed site agreement or addendum specific to each proposed pole location on a form prepared by the City.

3. The applicant may submit multiple sites in one (1) small cell facility permit application for processing at the same time. The applicant is encouraged to batch small cell facilities in a single application within a contiguous service area and with similar pole types and designs.

4. Any element of a deployment which qualifies as an eligible facilities request shall be specifically designated by the applicant.

5. The Public Works Director may approve, deny, or conditionally approve all or any portion of the sites proposed in the small cell facility permit application. Denial of one or more small cell facility locations within a submission described in subsection (3) above shall not be the sole basis for denial of other locations or applicant's entire application for small cell facilities.

6. Any application for a small cell facility permit that contains an element which is not exempt from review under SEPA (Chapter 22.09), Shoreline Management (Title 26), or the Critical Areas Ordinance (Chapter 22.10) shall simultaneously apply under the applicable RMC.

7. The applicant shall submit a sworn affidavit, signed by an appropriately licensed professional with experience in RF emissions and with knowledge of the proposed project, affirming that the small cell deployment will be compliant with all FCC and other governmental regulations related to human exposure to radio frequency emissions for every frequency at which the small cell facility will operate. If facilities necessary to the small cell facility are to be provided by a third party, the small cell facility permit shall be conditioned on an RF Certification showing the cumulative impact of the RF emissions on the entire installation. The applicant may provide one emissions report for the entire small cell deployment if the applicant is using the same small cell facility configuration for all installations within that batch, or may submit one emissions report for each subgroup installation identified in the batch.

8. The applicant shall provide proof of FCC and other regulatory approvals required to provide the service(s) or utilize the technologies sought to be installed.

9. Construction drawings submitted by the applicant shall depict all existing proposed improvements related to the proposed location, including but not limited to poles, driveways, ADA ramps, equipment cabinets, street trees and structures within 250 feet from the proposed site. The construction drawings shall also include the applicant's plan

for electric and fiber utilities, all conduits, cables, wires, handholes, junctions, meters, disconnect switches and any other ancillary equipment or construction necessary to construct the small cell facility.

10. The application must contain a copy of the contractor's and all subcontractors' state licensing and bonding compliance and current City of Richland business licenses and insurance requirements as listed in Title 12.08 RMC.

11. Such other information as the Director deems appropriate, so long as the required information is identified and published in advance by the City.

D. Withdrawal. Any applicant may withdraw an application at any time, provided the withdrawal is in writing and signed by all persons who signed the original application or their successors in interest. When a withdrawal is received, the application shall be deemed null and void. If such withdrawal occurs prior to the Director's decision, then reimbursement of fees submitted with said application shall be prorated to withhold the amount of city costs incurred in processing the application prior to the time of withdrawal. If such withdrawal is not accomplished prior to the Director's decision, no portion of the fee will be refunded.

E. Supplemental Information. Failure of an applicant to provide additional information requested by the Director within sixty (60) days of notice by the Director shall be deemed a denial of that application, unless an extension period has been approved by the Director.

28.14.030 Review Process for Small Cell Facility Permits.

A. Review. The following provisions relate to review of applications for a small cell facility permit for small cell deployments.

1. In any zone, upon application for a small cell facility permit, the City will permit small cell deployment on existing or replacement utility or light poles conforming to the City's generally applicable development and design standard adopted pursuant to Chapter 23.62 RMC, except as provided in subsection B below.

2. Vertical clearance shall be demonstrated by means of a design stamped by a Washington-licensed professional engineer attesting to adequate clearances to ensure that the small cell facilities will not pose a hazard to other users of the right-of-ways.

3. Replacement poles, new poles, and ground-mounted equipment shall comply with the Americans with Disabilities Act (ADA), City construction standards, and city, state, and federal regulations in order to provide a clear and safe passage within the right-of-way.

4. No equipment shall be operated so as to produce noise in violation of RMC 23.62.070(B).

5. Small cell facilities may not encroach onto or over private property or property outside of the right-of-way without the property owner's express written consent.

6. If a light pole exists within 150 feet of a wooden pole, the applicant shall utilize the light pole unless the applicant can demonstrate, to the satisfaction of the Director, that the light pole has been evaluated and is not possible for either technical feasibility or aesthetic reasons; provided, however, that this requirement shall not apply if the light pole is located in a Design Zone, as designated in Chapter 23.62 RMC, and the wooden pole is located outside of the Design Zone.

B. Development Services Department. Small cell deployment in Design Zones, as well as new non-City-owned poles or replacement poles deviating from the pole design standards adopted pursuant to Chapter 23.62 RMC, are subject to review pursuant to RMC 23.62.030.

C. Eligible Facilities Requests. The design approved in a small cell facility permit shall be considered concealment elements and such facilities may only be expanded upon an Eligible Facilities Request described in RMC 23.62.110 when the modification does not defeat the concealment elements of the small cell facility.

D. Review of Facilities. Review of the site locations proposed by the applicant shall be governed by the provisions of 47 USC 253 and 47 USC 332 and other applicable statutes, regulations and case law. Applicants for franchises and small cell facility permits shall be treated in a competitively neutral and non-discriminatory manner with other service providers utilizing supporting infrastructure which is functionally equivalent; that is, service providers whose facilities are similarly situated in terms of structure, placement, or cumulative impacts. Small cell facility permit review under this chapter shall neither prohibit, nor have the effect of prohibiting, the ability of an applicant to provide telecommunications services.

E. Any decision by the Director shall be final and not subject to administrative appeal.

28.14.040. Permit Requirements

A. Post-Construction As-Built. Within thirty (30) days after construction of the small cell facility, the permittee shall provide the City with as-builts and site photographs of the small cell facility demonstrating compliance with the permit.

B. Permit Time Limit. Construction of the small cell facility must be completed within six (6) months after the approval date by the City. The permittee may request one (1) extension to be limited to three (3) months, if the applicant cannot construct the small cell facility within the original six (6) month period. Failure to complete construction as required by this section shall result in expiration of the permit.

C. Site Safety and Maintenance. The permittee must maintain the small cell facilities in a safe and working condition. The permittee shall be responsible for removal of any graffiti or other vandalism, and shall keep the site neat and orderly at all times, including but not limited to the time period immediately following maintenance or modifications on the site.

D. Interference - WSDOT. If the small cell facility is located near Interstate 182, State

Route 240 or State Route 224 corridors, then the permittee must complete cooperative testing with the Washington State Department of Transportation (WSDOT) to determine if there are interference problems with WSDOT equipment. If such interference problems exist, permittee must remediate such interference problems. If such remediation methods require modification to the small cell facility design, location, or RF emissions, permittee must apply with the City for an amendment to its small cell facility permit.

E. Interference with City Infrastructure. The small cell facility shall not physically or technically interfere with City-owned or operated traffic signals or telemetry. If such interference problems exist, permittee must remediate such interference problems. If such remediation methods require modification to the small cell facility design, location, or RF emissions, permittee must apply for an amendment to its small cell facility permit.

F. Additional Permit Requirements. The permittee must comply with such additional permit requirements as directed by the Director which are of general applicability for usage of the right-of-way.

28.14.050 Consolidated Permit

A. The issuance of a small cell facility permit grants authority to construct small cell facilities in the public right-of-way in a consolidated manner to allow the applicant, in most situations, to avoid the need to seek duplicative approval by both Public Works and Development Services. As an exercise of police powers pursuant to RCW 35.99.040(2), the small cell facility permit is not a right-of-way construction permit, but instead a consolidated public works and land use permit. Issuance of a small cell facility permit shall be governed by the time limits established by federal law for wireless communications facilities.

B. The small cell facility permit shall include those elements that are typically contained in the right-of-way construction permit to allow the applicant to proceed with build-out of its small cell deployment.

C. The general standards applicable to the use of the right-of-way described in Chapter 12.08 RMC and within this Title 28 RMC shall apply to all small cell facility permits.

28.14.060 Modifications to Small Cell Facilities

A. If an applicant desires to make modifications to small cell facilities, including but not limited to expanding or changing the antenna type, increasing the equipment enclosure size, placing additional pole-mounted or ground-mounted equipment, or modifying the concealment elements, then the applicant shall apply for a small cell facility permit.

B. A small cell facility permit shall not be required for routine maintenance and repair of a small cell facility within the right-of-way, or the replacement of an antenna or equipment of similar size, weight, and height, provided that such replacement does not defeat the concealment elements used in the original deployment of the small cell facility and does not impact the structural integrity of the pole. Further, a small cell facility permit shall not be required for replacing equipment within the equipment enclosure or reconfiguration of

fiber or power to the small cell facilities. A right-of-way construction permit may be required for such routine maintenance, repair, or replacement.

28.14.070 Additional Review Procedures.

Small cell facilities in Shoreline Management Zones or Critical Areas are subject to review as provided in Chapter 22.10 RMC (Critical Areas Ordinance) and Title 26 RMC, Shoreline Management.

Section 2. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland at a regular meeting on the _____ day of _____, 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS, City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 01/15/2019

Agenda Category: Ordinances - First Reading

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

Subject:

Ordinance No. 07-19, Amending Chapter 23.62 of the Richland Municipal Code related to Wireless Communications Facilities

Department:

Community Development Services

Ordinance/Resolution Number:

07-19

Document Type:

Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 07-19, amending Richland Municipal Code Title 23: Zoning Regulations, related to wireless communications facilities.

Summary:

Over the past two years, the telecommunications industry has made a significant push in the Washington State Legislature to achieve state preemption of small cell regulations. While not yet successful, this outcome is considered a potential eventuality unless the cities demonstrate amenability to small cell deployment by developing reasonable regulations.

Two years ago, the City joined a number of other cities in a small cell consortium hosted by Ogden Murphy Wallace. Kennewick was also a member of the consortium. Through membership, the City worked diligently with telecommunications attorney Elana Zana to prepare franchise/permit regulations (Title 28) and zoning regulations (Title 23) tailored to the City's unique status as owner of most of the infrastructure in the City's right-of-way.

Ordinance No. 07-19 provides edits to the City's zoning code to support small cell deployment. The regulations were written to allow maximum control for aesthetic concerns while still honoring the limitations found in federal law regarding small cell facilities. The proposed edits were reviewed at length by the Planning Commission, who offered a favorable recommendation after holding a public hearing.

Companion Ordinance No. 06-19, which amends the City's Telecommunications code under Title 28, is also on tonight's agenda.

Staff recommends approval of Ordinance No. 07-19 for first reading, by title only.

Fiscal Impact:

Application and permit fees will be charged per small cell deployment, and annual rent for mounting on City poles under a site-specific lease agreement will also be recovered from applicants. Overall, however, small cell installation will not generate significant revenue.

Attachments:

1. ORD 07-19 Title 23 Small Cell Design Standards
2. CA2018-104 Report and Exhibits

ORDINANCE NO. 07-19

AN ORDINANCE of the City of Richland amending Richland Municipal Code Title 23: Zoning Regulations, related to wireless communications facilities.

WHEREAS, Chapter 23 RMC provides for bulk and review procedures applicable to the installation of wireless communications facilities in the various zones of the City; and

WHEREAS, contemporaneous with the consideration of this ordinance, City Council enacted amendments to its franchise provisions located in Title 28 of the Richland Municipal Code in order to provide for the deployment of small cell facilities; and

WHEREAS, City Council acknowledges that the growing use of smart phones and other personal wireless devices creates a substantial need for wireless data transmission, and therefore deems it in the public interest to adopt the federal guidelines by integrating such provisions into the zoning code in order to ensure for the speedy review of applications; and

WHEREAS, general design standards are necessary to maintain the aesthetic environment of the City's streetscape and accommodate evolving technology; and

WHEREAS, adoption of the contemporaneous franchise revisions requires integration with the City's zoning code in order to provide for design guidelines and processes to be used when considering applications for eligible facilities requests and small cell deployment; and

WHEREAS, the Planning Commission held a public hearing on the proposed changes to Chapter 23.62 RMC on November 28, 2018; and

WHEREAS, after consideration from testimony taken at the public hearing, the Planning Commission recommends approval of the proposed changes to Chapter 23.62 RMC.

NOW, THEREFORE, BE IT ORDAINED by the City of Richland as follows:

Section 1. Richland Municipal Code Section 23.06.590, titled Macrofacility, as enacted by Ordinance No. 28-05, is hereby repealed and replaced as follows:

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 (3) cubic feet per antenna, and typically

cover large geographic areas with relatively high capacity and may be capable of hosting multiple wireless service providers. ~~“Macrofacility” is an attached commercial wireless communications facility, which consists of antennas equal to or less than 15 feet in height or a parabolic antenna over one meter in height.~~

Section 2. Richland Municipal Code Section 23.06.650, titled Microfacility, as enacted by Ordinance No. 28-05, is hereby repealed:

~~23.06.650 Microfacility.~~

~~“Microfacility” is an attached commercial wireless communications facility which consists of antennas equal to or less than four feet in height and with an area of not more than 480 square inches in the aggregate (e.g., one foot diameter parabola or two feet by one and one-half feet) as viewed from any one point. The permitted antenna height includes the wireless communications facility support structure.~~

Section 3. Richland Municipal Code Chapter 23.62, titled Wireless Communications Facilities, as first enacted by Ordinance No. 28-05, and last amended by Ordinance No. 44-15, is hereby amended as follows:

**Chapter 23.62
WIRELESS COMMUNICATIONS FACILITIES**

Sections:

- 23.62.010 Purpose.**
- 23.62.020 Definitions.**
- 23.62.030 Development standards for small cell facilities. ~~microfacilities.~~**
- 23.62.035 Design standards for small cell facilities.**
- 23.62.040 Development standards for macrofacilities.**
- 23.62.050 Development standards for monopoles and lattice towers.**
- 23.62.060 Permitted zones for monopoles and lattice towers.**
- 23.62.070 Special use permit criteria for monopoles and lattice towers.**
- 23.62.080 Prohibited support structures.**
- 23.62.090 Exemption.**
- 23.62.100 Obsolescence.**
- 23.62.110 Application review and approval of eligible facilities ~~modification~~ requests.**

23.62.010 Purpose.

The wireless communications facilities chapter is to minimize the unsightly characteristics associated with wireless communications facilities and to provide for a wide range of locations and options for wireless communications providers and to encourage creative approaches in locating wireless communications facilities, which will blend in with the surroundings of such facilities.

Review of wireless communication facilities proposed by applicants shall be governed by the provisions of 47 USC 253 and 47 USC 332 and other applicable statutes, regulations and case law. Applicants for wireless communication facilities shall be treated in a competitively neutral and non-discriminatory manner with other service providers, utilizing supporting infrastructure which is functionally equivalent, that is, service providers whose facilities are similarly situated in terms of structure, placement, or cumulative impacts. Wireless communication facility review under this chapter shall neither prohibit nor have the effect of prohibiting the ability of an applicant to provide telecommunications services.

23.62.020 Definitions.

For the purpose of this chapter, certain terms and words are defined as follows:

~~“Accessory antenna device” is an antenna including, but not limited to, test mobile antennas and global positioning (GPS) antennas, which are less than 12 inches in height or width, excluding the support structure.~~

“Antenna” means an apparatus designed for the purpose of emitting radiofrequency (RF) radiation, to be operated or operating from a fixed location pursuant to FCC authorization, for the provision of personal wireless service and any commingled information services. For purposes of this definition, the term antenna does not include an unintentional radiator, mobile station, or device authorized under 47 CFR Chapter I, Subchapter A, Part 15. Examples of antenna include, but are not limited to: ~~is any system of poles, panels, rods, reflecting discs or similar devices used for the transmission or reception of radio frequency signals.~~

A. Omnidirectional antenna. An omnidirectional antenna (also known as whip antenna) transmits and receives radio frequency signals in a 360-degree radial pattern. For the purpose of this chapter, an omnidirectional antenna is up to 15 feet in height and four inches in diameter.

B. Directional antenna. A directional antenna (also known as panel antenna) transmits and receives radio frequency signals in a specific directional pattern of less than 360 degrees.

C. Parabolic antenna. A parabolic antenna (also known as dish antenna) is a bowl-shaped device for the reception and/or transmission of radio frequency communications signals in a specific directional pattern.

D. Antenna Array. An antenna array is two or more devices used for the transmission or reception of radio frequency signals, microwave, or other signals for commercial communications purposes.

“Antenna equipment” or “equipment” means equipment, switches, wiring, cabling, power sources, shelters or cabinets associated with an antenna, located at the same fixed location as the antenna, and, when collocated on a structure, is mounted or installed at the same time as such antenna.

“Antenna mount” means any mounting device or bracket that is used to attach an antenna or antenna array to a monopole, lattice tower, building, or other structure.

“Attached wireless communications facility” is a wireless communications facility that is affixed to an existing structure.

“Base station” shall mean and refer to the structure or equipment at a fixed location that enables FCC-licensed or authorized wireless communications between user equipment and a communications network. The term does not encompass a tower as defined in this chapter or any equipment associated with a tower. Base station includes, without limitation:

A. Equipment associated with wireless communications services such as private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.

B. Radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration (including distributed antenna systems and small-cell networks).

C. Any structure, other than a tower, that, at the time an eligible facilities ~~modification~~ request application is filed with the development services department under this chapter, supports or houses equipment described in subsections (A) and (B) of this definition, that has been reviewed and approved under the applicable zoning or siting process, or under another state, county or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing such support.

D. The term does not include any structure that, at the time a completed eligible facilities ~~modification~~ request application is filed with the development services department under this chapter, does not support or house equipment described in subsections (A), (B), and (C) of this definition.

“Co-location” ~~shall mean and refer to means (1) mounting or installing an antenna facility on a pre-existing structure, and/or (2) modifying a structure for the purpose of mounting or installing an antenna facility on that structure. Provided that, for purposes of Eligible Facilities Requests, “co-location” means the~~ mounting or installation of transmission equipment on an eligible support structure for the purpose of transmitting and/or receiving radio frequency signals for communications purposes.

~~“Co-location” exists when more than one wireless communications provider mounts equipment on a single support structure. Co-location can also exist when more than one carrier constructs more than one support structure on a single, relatively small parcel of land.~~

“Disrepair” as used in this chapter refers to a facility or structure which has become so damaged or deteriorated on account of age, the elements, wear and tear, or other cause,

that it has become a threat to public safety or would constitute a public nuisance as defined in the RMC.

“Eligible facilities request” shall mean any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station, involving:

- A. Co-location or new transmission equipment;
- B. Removal of transmission equipment; or
- C. Replacement of transmission equipment.

“Eligible support structure” shall mean and refer to a tower or base station as defined in this chapter, ~~provided,~~ that it is existing at the time the eligible facilities ~~modification request~~ application is filed with the development services department under ~~this chapter~~ Section 23.62.110.

“Equipment shelter or cabinet” is a room, cabinet, or building used to house equipment for utility or service providers.

“Existing” shall mean a constructed tower or base station that has been reviewed and approved under applicable city zoning or permitting processes, or reviewed and approved under other state, county or local regulatory review processes, provided that a tower that has not been reviewed and approved because it was not in a zoned area when it was built, but was lawfully constructed, is existing for purposes of this section.

“FCC” means Federal Communications Commission.

“Guyed tower” is a wireless communications support structure, which consists ~~consisting~~ of metal crossed strips or bars and is steadied by wire guys in a radial pattern around the tower.

“Lattice tower” is a wireless communications support structure, which consists ~~consisting~~ of metal crossed strips or bars to support antennas and related equipment.

“Light Pole” means a pole used primarily for lighting streets, parking areas, parks or pedestrian paths.

~~“Macrofacility” is an attached commercial wireless communications facility, which consists consisting of antennas equal to or less than 15 feet in height or a parabolic antenna over one meter in height.~~

“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 (3) cubic feet per antenna, and typically cover large geographic areas with relatively high capacity and may be capable of hosting multiple wireless service providers.

~~“Microfacility” is an attached commercial wireless communications facility which consists of antennas equal to or less than four feet in height and with an area of not more than 480 square inches in the aggregate (e.g., one-foot diameter parabola or two-foot by one-and-one-half-foot) as viewed from any one point. The permitted antenna height includes the wireless communications facility support structure.~~

“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.

“Related equipment” is all equipment ancillary to the transmission and reception of voice and data via radio frequencies. Such reception may include, but is not limited to, cable, conduit, and connectors.

“RF” means radio frequency.

“Small cell facility” has the same meaning as a “small wireless facility” defined in 47 CFR 1.6002.

“Site” shall mean for towers other than towers in the public rights-of-way, the current boundaries of the leased or owned property surrounding the tower, and any access or utility easements currently related to the site; and for other eligible support structures, further restricted to that area in proximity to the structure and to other transmission equipment already deployed on the ground, ~~other than for towers in the public rights-of-way:~~

~~A. The current boundaries of the leased or owned property surrounding the tower and any access or utility easements currently related to the site;~~

~~B. The area for other eligible support structures further restricted to that area in proximity to the structure; and~~

~~C. Other transmission equipment already deployed on the ground.~~

“Substantial change” shall mean a modification that substantially changes the physical dimensions of an eligible support structure if it meets any of the following criteria:

A. For towers ~~not~~ other than towers in the public rights-of-way, it increases the height of the tower by more than 10 percent or by the height of one (1) additional antenna array with separation from the nearest existing antenna not to exceed twenty (20) feet, whichever is greater; for other eligible support structures, it increases the height of the

structure by more than 10% or more than ten (10) feet, whichever is greater; or by more than 20 feet, whichever is greater;

B. For towers ~~not~~ other than towers in the public rights-of-way, it involves adding an appurtenance to the body of the tower that would protrude from the edge of the tower more than ~~20~~ twenty (20) feet, or more than the width of the tower structure at the level of the appurtenance, whichever is greater; for other eligible support structures, it involves adding an appurtenance to the body of the structure that would protrude from the edge of the structure by more than six (6) feet;

~~C. For towers located within the public rights-of-way, it increases the height of the tower by more than 10 percent or by more than 10 feet, whichever is greater;~~

~~D. For towers located within the public rights-of-way, it involves adding an appurtenance to the body of the tower that would protrude from the edge of the tower more than six feet;~~

CE. For any eligible support structure, it involves ~~the~~ installation of more than the standard number of new equipment cabinets for the technology involved, but not to exceed four (4) cabinets; or, for towers in the public rights-of-way and base stations, it involves ~~the~~ installation of any new equipment cabinets on the ground if there are no pre-existing ground cabinets associated with the structure, or else involves installation of ground cabinets that are more than 10 ~~percent~~% larger in height or overall volume than any other ground cabinetss associated with the structure;

DE. It entails any excavation or deployment outside ~~of~~ the current site;

EG. It would defeat the concealment elements of the eligible support structure; or

FH. It does not comply with ~~the~~ conditions associated with the ~~permitting~~ siting approval of the construction or modification of the eligible support structure or base station equipment; provided, however, that this limitation does not apply to any modification that is non-compliant only in a manner that would not exceed the thresholds identified in ~~subsections (A) through (GD)~~ paragraphs A-D of this definition.

GI. A determination of whether a proposed modification to an eligible support structure qualifies as a substantial change shall be based on the height and configuration of the eligible support structure at the time of the adoption of the ordinance codified in this chapter, which is August 18, 2015, regardless of any modifications that may have taken place to the eligible support structure after August 18, 2015.

“Structure” means a pole, tower, base station, or other building, whether or not it has an existing antenna facility, that is used or to be used for the provision of personal wireless service (whether on its own or comingled with other types of services).

“Tower” means any structure built for the sole or primary purpose of supporting any FCC-licensed or authorized antennas and their associated facilities, including structures that

are constructed for wireless communications services including, but not limited to, private, broadcast and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul and the associated site. The term includes “guyed tower,” “lattice tower,” and “monopole” as defined in this section.

“Traffic Signal Poles” means a pole that supports equipment used for controlling traffic, including but not limited to traffic lights, rapid flashing beacons, speed radar, and school zone flashers.

“Transmission equipment” means equipment that facilitates transmission for any FCC-licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated wireless communication services including, but not limited to, private, broadcast and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.

~~“Transmission tower” is a freestanding structure, other than a building, on which communications devices are mounted. A Transmission tower may serve either as a major or minor communications facility. Examples include, but are not limited to:, monopolies and lattice towers.~~

~~A. Monopoles.~~

~~B. Lattice towers.~~

~~C. Guyed towers.~~

“Utility Pole” shall mean a pole designated and used primarily for the support of electrical wires, telephone wires, or television cable.

“Wireless communications facility” is an unstaffed facility for the transmission and reception of low-power (under 500 watts) radio signals typically consisting of an equipment shelter or cabinet, a support structure, antennas (e.g., omnidirectional, panel/directional or parabolic), and related equipment.

“Wireless communications support structure” is the structure erected to support wireless communications antennas and connecting appurtenances. Support structure types include, but are not limited to, stanchions, monopoles, lattice towers, wood poles or guyed towers.

23.62.030 Development standards for small cell facilities. ~~microfacilities.~~

A. ~~Microfacilities~~ Small cell facilities are permitted within the right-of-way in all zones provided they meet the requirements of this chapter and Chapter 28.14 RMC, and receive a small cell permit.

B. Small cell facilities are permitted outside of the right-of-way in all zones provided they meet the requirements of this chapter and receive a building permit. ~~The microfacility shall be located on existing buildings, poles or other existing support structures. They shall not be allowed on buildings which are designated as solely residential. The microfacility may locate on buildings and structures which contain mixed uses (e.g., residential and commercial or other uses located with residential uses); provided, that the interior wall or ceiling immediately adjacent to the facility is not designated residential space.~~

C. Any application for a small cell permit that contains an element which is not exempt from review under SEPA (Chapter 22.09), Shoreline Management (Title 26), or the Critical Areas Ordinance (Chapter 22.10) shall simultaneously apply under the applicable RMC. ~~Antennas equal to or less than four feet in height and with an area of not more than 480 square inches in the aggregate (e.g., one-foot diameter parabola or two-foot by one-and-one-half-foot panel as viewed from any one point) are exempt from the height limitation of the zone in which they are located. Structures which are nonconforming with respect to height may be used for omnidirectional antennas, providing they do not extend more than four feet above the existing structure. Placement of an antenna on a nonconforming structure shall not be considered to be an expansion of the nonconforming structure.~~

D. The Director or the Public Works Director may promulgate through a director's rule additional design standards and requirements for use of city-owned poles within the right-of-way. ~~The shelter or cabinet, if necessary, used to house radio electronic equipment shall be contained wholly within a building or structure, otherwise appropriately concealed, camouflaged or located underground.~~

E. The following zones are designated as Design Zones for the purpose of the application of the provisions of Chapter 28.14 RMC and Chapter 23.62 RMC.

1. CBD – Medical District

2. CBD – Uptown District

3. CBD – Parkway District

~~In the suburban agricultural (SAG), single-family residential — 12,000 (R-1-12), single-family residential — 10,000 (R-1-10), medium-density residential (R-2) and medium-density residential small lot (R-2S) zones, microfacilities shall be separated from each other by a distance equal to or greater than 1,200 linear feet.~~

F. Any applicant who desires to place a small cell facility in a Design Zone must first establish that the applicant cannot locate the small cell facility on an existing pole located within 500 feet from the proposed site and outside of the Design Zone. Applications for small cell facilities in a Design Zone may be approved if the applicant demonstrates that, due to technical infeasibility, the applicant cannot locate the proposed small cell facility on an existing or replacement pole within 500 feet of the proposed site and outside of the Design Zone.

G. Small cell facilities on (i) non-City-owned replacement poles that deviate from the design standards adopted in this chapter; or (ii) on new poles, are only permitted upon receipt of a Type I permit and if they comply with the following requirements.

1. The applicant must establish that:

a. If proposing a new pole, the proposed small cell facility cannot be located on an existing utility pole, light pole, electrical transmission tower, or on a site outside of the public right-of-way such as a public park, public property, building, transmission tower, or in or on a non-residential use in a residential zone whether by roof or panel-mount or separate structure;

b. The proposed small cell facility receives approval for a concealment element plan as described in Section G.2 herein;

c. The proposed small cell facility complies with all other applicable regulatory criteria, including but not limited to shoreline management, critical areas requirements and SEPA; and

d. The location of the small cell facility is physically possible, complies with applicable traffic warrants, the ADA and City construction and sidewalk clearance standards, all applicable city, state and federal laws and regulations, and does not interfere with utility or safety fixtures (e.g., fire hydrants, traffic control devices) or adversely affect public health, safety or welfare.

2. The concealment element plan shall include the design of the screening, fencing or other concealment technology for a tower, pole or equipment structure, and all related transmission equipment or facilities associated with the proposed small cell facility, including but not limited to fiber and power connections.

a. The concealment element plan should seek to minimize the visual obtrusiveness of small cell facility installations. The proposed pole or structure should have similar designs to existing neighboring poles in the rights-of-way, including similar height to the extent technically feasible. If the proposed small cell facility is placed on a replacement pole in a Design Zone, then the replacement pole shall be of the same general design as the pole it is replacing, unless the City otherwise approves a variation due to aesthetic or safety concerns. Any concealment element plan for a small wireless facility on a decorative pole should attempt to mimic the design of such pole and integrate the small cell facility into the design of the decorative pole. Other concealment methods include, but are not limited to, integrating the installation with architectural features or building design components, utilization of coverings or concealment devices of similar material, color, and texture — or the appearance thereof — as the surface against which the installation will be seen or on which it will be installed, landscape design, or other camouflage strategies appropriate for the type of installation. Applicants are required to utilize designs in which all conduit and wirelines are installed internally in the structure.

Further, applicant designs should, to the extent technically feasible, comply with the generally applicable design standards adopted in this chapter.

b. If the development services department has already approved a concealment element plan either for the applicant or another small cell facility along the same public right-of-way or for the same pole type, then the applicant shall utilize a substantially similar concealment element plan, unless it can show that such concealment element plan is not physically or technologically feasible, or that such deployment would overwhelm the pole design.

3. If a new pole is permitted by the City, then the applicant must dedicate the new pole to the City.

H. Prior to the issuance of a permit to construct a new pole or ground-mounted equipment in the right-of-way, the applicant must obtain a site-specific agreement from the City to locate such new pole or ground-mounted equipment. This requirement also applies to replacement poles that are taller than the replaced pole, when the overall height of the replacement pole and the proposed small cell facility is more than sixty (60) feet, unless the replacement pole is owned by the City and the applicant has a lease agreement with the City for usage of that pole.

I. Any decision by the Director shall be final and not subject to administrative appeal.

23.62.035 Design standards for small cell facilities.

A. Small Cell Facilities Attached to Wooden Poles. Small cell facilities located on wooden utility poles shall conform to the following design criteria:

1. The utility pole at the proposed location may be replaced with a taller pole for the purpose of accommodating a small cell facility; provided that the replacement pole shall not exceed a height that is a maximum of ten (10) feet taller than the existing pole, unless a further height increase is required and confirmed in writing by the pole owner, and such height extension is the minimum extension necessary to provide sufficient separation and/or clearance from electrical and wireline facilities. Replacement wooden utility poles may either match the approximate color and materials of the replaced pole, or shall be the standard new wooden utility pole used by the pole owner in the City.

2. A pole extender may be used instead of replacing an existing pole, but may not increase the height of the existing pole by more than ten (10) feet, unless a further height increase is required and confirmed in writing by the pole owner, and such height extension is the minimum extension necessary to provide sufficient separation and/or clearance from electrical and wireline facilities. The pole extender shall be painted to approximately match the color of the pole and shall substantially match the diameter of the pole measured at the top of the pole. A "pole extender" means an object affixed between the utility pole and the antenna for the purpose of increasing the height of the antenna above the pole.

3. Antennas, equipment enclosures, and all ancillary equipment, boxes, and conduit shall be colored or painted to match the approximate color of the surface of the utility pole on which they are attached.

4. Panel antennas shall not be mounted more than twelve (12) inches from the surface of the utility pole, unless an additional distance is required by the pole owner, and shall not exceed three (3) cubic feet in volume.

5. A canister antenna may be mounted on top of an existing or replacement utility pole, which must not exceed the height requirements described in subsection A.1 above. A canister antenna mounted on the top of a utility pole shall not exceed the diameter of the pole by more than twelve (12) inches or be sixteen (16) inches in diameter, whichever is greater, and shall be colored or painted to match the pole. The canister antenna must be placed to look as if it is an extension of the pole. In the alternative, the applicant may propose a side-mounted canister antenna, so long as the inside edge of the antenna is no more than twelve (12) inches from the surface of the utility pole. All cables shall be concealed either within the canister antenna or within a sleeve between the antenna and the utility pole.

6. An omni-directional antenna may be mounted on the top of an existing or replacement utility pole, which may not exceed the height requirements described in subsection A.1 above, provided such antenna is no more than three (3) cubic feet in volume and is mounted directly on the top of a pole or attached to a sleeve made to look like the exterior of the pole as close to the top of the pole as technically feasible. All cables shall be concealed within the sleeve between the bottom of the antenna and the mounting bracket.

7. All related equipment, including but not limited to ancillary equipment, radios, cables, associated shrouding, disconnect boxes, meters, microwaves, and conduit which are mounted on utility poles shall not be mounted more than six (6) inches from the surface of the pole, unless a further distance is required and confirmed in writing by the pole owner.

8. Equipment for small cell facilities must be attached to the utility pole, unless otherwise permitted to be ground-mounted pursuant to subsection D.1. The equipment must be placed in the smallest enclosure possible for the intended purpose. The equipment enclosure and all other wireless equipment associated with the utility pole, including wireless equipment associated with the antenna and any pre-existing associated equipment on the pole, may not exceed twenty-eight (28) cubic feet. Multiple equipment enclosures may be acceptable if designed to more closely integrate with the pole design, provided that said multiple enclosures must not cumulatively exceed twenty-eight (28) cubic feet. The applicant is encouraged to place the equipment enclosure behind any banners or road signs that may be on the pole.

9. An applicant who desires to enclose both its antennas and equipment within one enclosure may do so, provided that such enclosure is the minimum size necessary for its intended purpose, and the enclosure and all other wireless equipment associated with

the pole, including wireless equipment associated with the antenna and any pre-existing associated equipment on the pole does not exceed twenty-eight (28) cubic feet. To the extent possible, the unified enclosure shall be placed so as to appear as an integrated part of the pole or behind banners or signs. The unified enclosure may not be placed more than six (6) inches from the surface of the pole, unless a further distance is required and confirmed in writing by the pole owner. The applicant is encouraged to place the unified enclosure behind any banners or road signs that may be on the pole.

10. The visual effect of the small cell facility on all other aspects of the appearance of the utility pole shall be minimized to the greatest extent possible.

11. The use of the utility pole for the site of a small cell facility shall be considered secondary to the primary function of the utility pole. If the primary function of a utility pole serving as the host site for a small cell facility becomes unnecessary, the utility pole shall not be retained for the sole purpose of accommodating the small cell facility, and the small cell facility and all associated equipment shall be removed at the applicant's expense.

12. All cables and conduit shall be routed through conduit along the outside of the pole. The outside conduit shall be colored or painted to match the pole. The number of conduit shall be minimized to the number technically necessary to accommodate the small cell.

13. The diameter of a replacement pole shall comply with the City's setback and sidewalk clearance requirements and shall not be more than a 25% increase of the existing utility pole measured at the base of the pole. Glulam poles are specifically prohibited.

B. Small Cell Facilities Attached to Non-Wooden Light Poles and Non-Wooden Utility Poles. Small cell facilities attached to existing or replacement light poles and non-wooden utility poles, or poles within parking lots shall conform to the following design criteria:

1. Antennas and the associated equipment enclosures (including disconnect switches and other appurtenant devices), conduit and fiber shall be fully concealed within the pole, unless such concealment is otherwise technically infeasible, or is incompatible with the pole design, then the antennas and associated equipment enclosures must be camouflaged to appear as an integral part of the pole or flush-mounted to the pole, meaning no more than six (6) inches off of the pole, and must be the minimum size necessary for the intended purpose, not to exceed the volumetric requirements described in subsection A above. If the equipment enclosure is permitted on the exterior of the pole, the applicant is required to place the equipment enclosure behind any banners or road signs that may be on the pole.

2. Any replacement pole shall substantially conform to the existing neighboring pole design standards utilized within the contiguous right-of-way.

3. The height of any replacement pole may not extend more than ten (10) feet above the height of the existing pole, unless such further height increase is required and confirmed in writing by the pole owner.

4. The diameter of a replacement pole shall comply with the City's setback and sidewalk clearance requirements and shall, to the extent technically feasible, not be more than a 25% increase of the existing non-wooden pole measured at the base of the pole, unless additional diameter is needed in order to conceal equipment within the base of the pole, and shall comply with the requirements in subsection D.1 below.

5. A canister antenna on top of an existing or replacement pole may not extend more than six (6) feet above the height of the existing pole and the diameter may not exceed the diameter of the pole by more than twelve (12) inches or be sixteen (16) inches in diameter, whichever is greater, unless the applicant can demonstrate that more space is technically or aesthetically needed.

6. The use of a non-wooden pole for the siting of a small cell facility shall be considered secondary to the primary function of the non-wooden pole. If the primary function of a non-wooden pole serving as the host site for a small cell facility becomes unnecessary, the non-wooden pole shall not be retained for the sole purpose of accommodating the small cell facility, and the small cell facility and all associated equipment shall be removed at the applicant's expense.

C. Small Cell Facilities Attached to Existing Buildings. Small cell facilities attached to existing buildings shall conform to the following design criteria:

1. Small cell facilities may be mounted to the sides of a building if the antennas do not interrupt the building's architectural theme.

2. The interruption of architectural lines or horizontal or vertical reveals is discouraged.

3. New architectural features such as columns, pilasters, corbels, or other ornamentation that conceal antennas may be used if they complement the architecture of the existing building.

4. Small cells shall utilize the smallest mounting brackets necessary, in order to provide the smallest offset from the building.

5. Skirts or shrouds shall be utilized on the sides and bottoms of antennas in order to conceal mounting hardware, create a cleaner appearance, and minimize the visual impact of the antennas. Exposed cabling/wiring is prohibited.

6. Small cell facilities shall be painted and textured to match the adjacent building surfaces.

7. The applicant must provide approval from the building owner, including consent that the small cell design meets the building owner's design requirements.

D. General Requirements.

1. Ground-mounted equipment in the right-of-way are prohibited, unless such facilities are placed underground, or the applicant can demonstrate that pole-mounted equipment and undergrounding are technically infeasible. If ground-mounted equipment is necessary, then the applicant shall submit a concealment element design as described in RMC 23.62.030. Generators located in the right-of-way are prohibited.
2. Replacement poles and new poles shall comply with the Americans with Disabilities Act (ADA), City construction and sidewalk clearance standards, and city, state and federal laws and regulations in order to provide a clear and safe passage within the right-of-way. Further, the location of any replacement or new pole must be physically possible, comply with applicable traffic warrants, not interfere with utility or safety fixtures (e.g., fire hydrants, traffic control devices), and not adversely affect public health, safety or welfare.
3. Replacement poles shall be located as near as possible to the existing pole with the requirement to remove the abandoned pole.
4. Any replacement pole shall substantially conform to the design of the pole it is replacing or the neighboring pole design standards utilized in the contiguous right-of-way.
5. No signage, message, or identification other than the manufacturer's identification is allowed to be portrayed on any antenna, and any such signage on equipment enclosures shall be of the minimum amount possible to achieve the intended purpose; provided that signs are permitted as concealment techniques where appropriate.
6. Antennas and related equipment shall not be illuminated except as required by a federal or state authority, or unless approved as part of a light standard or consistent with RMC 23.62.030.
7. Side arm mounts for antennas or equipment must be the minimum extension necessary, but in any case no more than twelve (12) inches off the pole for wooden poles, and no more than six (6) inches off the pole for non-wooden poles.
8. Any small cell facility shall be removed by the facility owner or authorized agent within ninety (90) days of the date it ceases to be operational or if the facility falls into disrepair.
9. Upon replacement of a pole upon which a small cell facility exists, the small cell facility owner must transfer its infrastructure to such new pole within ninety (90) days of notice from the pole owner to transfer the small cell facility, or such extended period of time as approved by the pole owner.
10. The preferred location of a small cell facility on a pole is the location with the least visible impact.
11. Antennas, equipment enclosures, and ancillary equipment, conduit and cable shall not dominate the structure or pole upon which it is attached.

12. The City may consider the cumulative visual effects of small cells mounted on poles within the right-of-way in determining whether additional permits may be granted so as to not adversely affect the visual character of the City.

13. Except for locations in the right-of-way, small cell facilities are not permitted on any property containing a residential use in the residential zones.

14. Designs for small cell facilities located on existing or replacement City-owned poles may deviate from the design standards in this section, provided such deviations are approved as part of a lease agreement between the applicant and the City.

15. Small cell facilities may not be placed on traffic signal poles.

23.62.040 Development standards for macrofacilities.

A. Macrofacilities are permitted in all zones, ~~except suburban agricultural (SAG), single-family residential—12,000 (R-1-12), single-family residential—10,000 (R-1-10), medium-density residential (R-2) and medium-density residential small lot (R-2S) zones.~~

B. Macrofacilities shall not be allowed on buildings which are designated as solely residential, except for those structures that contain an excess of four (4) dwelling units. Macrofacilities may ~~locate~~ be located on buildings and structures which contain mixed uses (e.g., residential and commercial or other uses located with residential uses); provided, that the interior wall or ceiling immediately adjacent to the facility is not designated residential space.

C. The shelter or cabinet, if necessary, used to house radio electronics equipment shall be concealed, camouflaged, or underground.

D. Macrofacilities shall comply with the height limitations specified for all zones except as follows: ~~Omnidirectional antennas~~ Antennas may exceed the height limitation by 15 feet; ~~panel antennas may exceed the height limitation if so long as they are~~ affixed to the side of an existing building or mounted on the rooftop of the building and architecturally ~~blends in~~ blend with the building. Structures which are nonconforming with respect to height may be used, ~~for omnidirectional antennas, providing~~ provided they do not exceed 15 feet above the existing structure. Placement of an antenna on a nonconforming structure shall not be considered to be an expansion of the nonconforming structure.

23.62.050 Development standards for monopoles and lattice towers.

A. All monopoles and lattice towers exceeding 60 feet in height shall be designed to accommodate two or more wireless communications facilities.

B. Macrofacilities are the largest wireless communications facilities allowed on a monopole or lattice tower. Antennas not exceeding 15 feet in height which extend above the wireless communications support structure shall not be calculated as part of the height of the wireless communications support structure.

C. On monopoles, antennas and antenna arrays together with any associated antenna mount shall be designed utilizing the narrowest dimensions possible, and in no instance shall they extend further, as measured horizontally, from the centerline of the monopole than a distance of 15 feet.

D. On lattice towers, antennas and antenna arrays together with any associated mounts shall extend no further, as measured horizontally, than 15 feet from the portion of the lattice tower to which the antennas are mounted.

E. Co-location on an existing support structure shall be permitted.

F. The shelter or cabinet, if necessary, used to house radio electronics equipment and the associated cabling connecting the equipment or cabinet to the monopole or lattice tower shall be concealed, camouflaged or underground.

G. When a monopole or lattice tower is adjacent to a suburban agricultural (SAG), single-family residential – 12,000 (R-1-12), single-family residential – 10,000 (R-1-10), medium-density residential (R-2), medium-density residential small lot (R-2S) or multiple-family residential (R-3) zoning district, the wireless communications support structure must be set back a distance equal to ~~twice~~ the height of the wireless communications support structure from the nearest residential lot line.

H. All monopoles and lattice towers shall be lighted and painted, if necessary, in accordance with Federal Aviation Administration regulations.

23.62.060 Permitted zones for monopoles and lattice towers.

A. Monopoles up to 80 feet in height are considered a permitted use in the general business (C-3), business research park (B-RP), medium industrial (I-M), and heavy manufacturing (M-2) zoning districts. Monopoles up to 80 feet in height may be permitted in the parks and public facilities (PPF), business commerce (B-C), central business district (CBD) and retail business (C-2) zoning district subject to issuance of a special use permit as set forth in RMC 23.62.070.

B. Monopoles between 80 feet and 150 feet in height are considered a permitted use in the business research park (B-RP), medium industrial (I-M), and heavy manufacturing (M-2) zoning districts. Monopoles between 80 feet and 150 feet in height may be permitted in the parks and public facilities (PPF), general business (C-3) and business commerce (B-C) zoning districts subject to issuance of a special use permit as set forth in RMC 23.62.070.

C. Monopoles over 150 feet in height may be permitted in the business research park (B-RP), medium industrial (I-M) and heavy manufacturing (M-2) zoning districts subject to issuance of a special use permit as set forth in RMC 23.62.070.

D. Lattice towers up to 150 feet in height are considered a permitted use in the medium industrial (I-M) and heavy manufacturing (M-2) zoning districts.

E. Lattice towers over 150 feet in height may be permitted in the medium industrial (I-M) and heavy manufacturing (M-2) zoning districts subject to issuance of a special use permit as set forth in RMC 23.62.070.

23.62.070 Special use permit criteria for monopoles and lattice towers.

Requests for special use permits shall be considered in accordance with the provisions of Chapter 23.46 RMC. In addition to the provisions of Chapter 23.46 RMC, the following specific criteria shall be met before a special use permit can be granted:

A. Visual Impact.

1. Antennas may not extend more than 15 feet above their supporting structure, monopole, lattice tower, building or other structure.

2. Site location and development shall preserve the pre-existing character of the surrounding buildings, and land uses, and zone district to the extent consistent with the function of the communications equipment. Wireless communications towers shall be integrated through location and design to blend in with the existing characteristics of the site to the extent practical. Existing on-site vegetation shall be preserved or improved, and disturbance of the existing topography shall be minimized, unless such disturbance would result in less visual impact of the site to the surrounding area.

3. Accessory equipment facilities used to house or contain wireless communications equipment should be located within buildings when possible. When they cannot be located in buildings, equipment shelters, or cabinets, they shall be screened and landscaped.

4. All monopoles and lattice type facilities shall be screened with trees, shrubs and landscaping planted in sufficient depth to form an effective and actual sight barrier within five years. Said landscaping shall have a minimum mature height of eight feet.

B. Noise. No equipment shall be operated so as to produce noise in levels above 45 dBa as measured from the nearest property line on which the attached wireless communications facility is located.

C. Availability of Suitable Existing Towers or Other Structures. Applications for a special use permit shall reasonably demonstrate that alternatives such as lower structures that are permitted without a special use permit or other existing support structures are not capable of accommodating the applicant's needs. Evidence and information shall be submitted to establish the following:

1. Permitted shorter support structures are not of sufficient height to meet the applicant's engineering requirements.

2. No existing support structures are located within the geographic area required to meet the applicant's engineering requirements.
3. Existing support structures do not have sufficient structural strength to support the proposed antenna and related equipment.
4. The applicant's antenna would cause electromagnetic interference with antennas on the existing support structures, or the antenna on the existing support structures would cause interference with the applicant's proposed antenna.
5. The fees, costs, or contractual provisions required in order to share or adapt an existing support structure for sharing are unreasonable. Costs exceeding new tower development are presumed to be unreasonable.
6. The applicant demonstrates that there are other limiting factors that render existing towers and structures unsuitable.

23.62.080 Prohibited support structures.

Guyed towers are prohibited for use as a wireless communications facility support structure.

23.62.090 Exemption.

The following is exempt from the requirement of a special use permit, and shall be considered a permitted use in all zones where wireless and attached wireless communications facilities are permitted: modifications of existing wireless communications and attached wireless communications facilities in conformance with the requirements of an eligible facilities ~~modification~~ request as required in RMC 23.62.110.

23.62.100 Obsolescence.

A wireless communications facility or attached wireless communications facility shall be removed by the facility owner within six months of the date it ceased to be operational or if the facility falls into disrepair.

23.62.110 Application review and approval of eligible facilities ~~modification~~ requests.

A. Application. The development services department shall prepare and make publicly available an application form which shall be limited to the information necessary for the development services department to consider whether an application is an eligible facilities ~~modification~~ request. The application may not require the applicant to demonstrate a need or business case for the proposed modification.

B. Type of Review. Upon receipt of an application for an eligible facilities ~~modification~~ request pursuant to this ~~chapter~~ [section](#), the development services department shall review such application to determine whether the application so qualifies.

C. Time Frame for Review. Within 60 days of the date on which an applicant submits ~~application~~ an eligible facilities request seeking approval under this ~~chapter~~ section, the development services department shall approve the application unless it determines that the application is not covered by this ~~chapter~~ section.

D. Tolling of the Time Frame for Review. The 60-day review period begins to run when the application is filed with the development services department, and may be tolled only by mutual agreement by the development services department and the applicant, or in cases where the development services department ~~manager~~ determines that the application is incomplete. The time frame for review is not tolled by a moratorium on the review of applications.

1. To toll the time frame for incompleteness, the city must provide a written notice to the applicant within 30 days of receipt of the application, specifically delineating all missing documents or information required in the application.

2. The time frame for review begins running again when the applicant makes a supplemental submission in response to the city's notice of incompleteness.

3. Following a supplemental submission, the city will notify the applicant within 10 days that the supplemental submission did not provide the information identified in the original notice delineating missing information. The time frame is tolled in the case of a second or subsequent notices pursuant to the procedures identified in this subsection (D). Second or subsequent notices of incompleteness may not specify missing documents or information that was not delineated in the original notice of incompleteness.

E. Determination that an Application is not an Eligible Facilities Request. If the development services department determines the applicant's request does not qualify as an eligible facilities request, the development services department shall deny the application. To the extent additional information is necessary, the development services department may request additional information from the applicant to evaluate the application under other provisions of this chapter and applicable law. ~~Interaction with Section 332(c)(7). If the city determines that the applicant's request is not covered by Section 6409(a) as delineated under this chapter, the presumptively reasonable time frame under Section 332(c)(7), as prescribed by the FCC's Shot Clock order, will begin to run from the issuance of the city's decision that the application is not a covered request. To the extent such information is necessary, the city may request additional information from the limitations applicable to other Section 332(c)(7) reviews.~~

F. Failure to Act. In the event the city fails to approve or deny a request for an eligible facilities request ~~seeking approval under this chapter~~ within the time frame for review (accounting for any tolling), the request shall be deemed granted. ~~approved~~. The ~~deemed approval~~ eligible facilities request does not become effective until the applicant notifies the development services department in writing after the review period has expired (accounting for any tolling) ~~and~~ that the application has been deemed granted. ~~approved~~.

G. Remedies. Applicants and the city may bring claims related to Section 6409(a) [of the Spectrum Act](#) to any court of competent jurisdiction.

Section 4. Richland Municipal Code Section 23.14.030, titled Agricultural use districts permitted land uses, as enacted by Ordinance No. 28-05, and last amended during the 2011 recodification, is hereby amended as follows:

Land Use	AG	SAG
Agriculture		
Agricultural Use	P	P
Business and Personal Services		
Animal Shelter	S ¹	
Commercial Kennel	S ¹	
Hospital Clinic – Large Animal	S ¹	
Hospital Clinic – Small Animal	S ¹	
Industrial Uses		
Excavating, Processing, Removal of Topsoils, Sand, Gravel, Rock or Similar Natural Deposits	S ²	
Public Uses		
Churches	P ³	P ³
Clubs or Fraternal Societies	P ³	P ³
Cultural Institutions	P ³	P ³
General Park Maintenance and Operations	P	P
Golf Courses	P	P
Passive Open Space Uses	P	P
Power Transmission and Irrigation Wasteway Easements and Utility Uses	P ⁴	P ⁴
Public Agency Buildings	P ⁴	P ⁴
Public Agency Facilities	P ⁴	P ⁴
Public Parks	P	P
Schools	P ⁵	P ⁵
Special Events Including Concerts, Tournaments, and Competitions, Fairs, Festivals and Similar Public Gatherings	P	P
Trail Head Facilities	P	P
Trail for Equestrian, Pedestrian or Nonmotorized Vehicle Use	P	P
Recreational Uses		
Commercial Recreation, Outdoor	S ⁶	
Recreational Vehicle Campgrounds	S ⁷	

Land Use	AG	SAG
Stable, Public	S ⁸	
Retail Uses		
Landscaping Material Sales	S ⁹	
Nursery, Plant	S ⁹	
Parking Lot	A	A
Residential Uses		
Accessory Apartments	A ¹⁰	A ¹⁰
Adult Family Home	P	P
Bed and Breakfast	S ¹¹	S ¹¹
Day Care Center	S ¹²	S ¹²
Designated Manufactured Home	P ¹³	P ¹³
Dwelling, One-Family Detached	P ¹³	P ¹³
Family Day Care Home	A ¹²	A ¹²
Home Occupations	A ¹⁴	A ¹⁴
Private Swimming Pools	A ¹⁵	A ¹⁵
Recreational Club	P ¹⁶	P ¹⁶
Rental of Rooms to Not More Than Four Persons Other Than the Family Occupying the Single-Family Dwelling	A	A
Miscellaneous Uses		
Cemetery	P	
Micro -and Macro-Antennas	P	P
Raising Crops, Trees or Vineyards	P	P

Section 5. Richland Municipal Code Section 23.18.030, titled Residential use districts permitted land uses, as enacted by Ordinance No. 28-05, and last amended by Ordinance No. 04-19, is hereby amended as follows:

Land Use	R-1-12	R-1-10	R-2	R-2S	R-3
Residential Uses					
Accessory Apartments	A ¹	A ¹	A ¹	A ¹	A ¹
Accessory Buildings ¹⁴	A	A	A	A	A
Adult Family Home	P	P	P	P	P
Apartment/Condominium (3 or More Units)					P
Assisted Living Facility					P
Bed and Breakfast	S ²	S ²	S ²	S ²	P
Day Care Center	S ³	S ³	S ³	S ³	P ³

Land Use	R-1-12	R-1-10	R-2	R-2S	R-3
Designated Manufactured Home	P ⁴	P ⁴	P ⁴	P ⁴	P ⁴
Dormitories, Fraternities and Sororities					P
Dwelling, One-Family Attached			P ⁴	P ⁴	P ⁴
Dwelling, One-Family Detached	P ⁴	P ⁴	P ⁴	P ⁴	P ⁴
Dwelling, Two-Family Detached			P	P	P
Home Occupations	A ⁵	A ⁵	A ⁵	A ⁵	A ⁵
Family Day Care Home	A ³	A ³	A ³	A ³	A ³
Manufactured Home Park			S ⁶	S ⁶	S ⁶
Playground Developed in Conjunction with School, Park or Community Clubhouse	P	P	P	P	P
Nursing or Rest Home					P
Rental of Rooms to Not More Than Four Persons Other Than the Family Occupying the Single-Family Dwelling	A	A	A	A	A
Private Swimming Pools	A ⁷	A ⁷	A ⁷	A ⁷	A ⁷
Recreational Club	P ⁸	P ⁸	P ⁸	P ⁸	P ⁸
Senior Housing					P
Public/Quasi-Public Uses					
Churches	P ⁹	P ⁹	P ⁹	P ⁹	P ⁹
Clubs or Fraternal Societies	P ⁹	P ⁹	P ⁹	P ⁹	P ⁹
Cultural Institutions	P ⁹	P ⁹	P ⁹	P ⁹	P ⁹
General Park Operations and Maintenance Activities	P	P	P	P	P
Golf Courses	P	P	P	P	P
Power Transmission and Irrigation Wasteway Easements and Utility Uses	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰
Public Agency Buildings	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰
Public Agency Facilities	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰
Public Parks	P	P	P	P	P
Schools	P ¹¹	P ¹¹	P ¹¹	P ¹¹	P ¹¹
Special Events Including Concerts, Tournaments and Competitions, Fairs, Festivals and Similar Public Gatherings	P	P	P	P	P
Trail Head Facilities	P	P	P	P	P
Miscellaneous Uses					
Micro -and Macro-Antennas	P	P	P	P	P
Parking Lots	P	P	P	P	P
Raising Crops, Trees, Vineyards	P	P	P	P	P
Recreational Vehicle Parks					S ^{12,13}

Section 6. Richland Municipal Code Section 23.22.030, titled Commercial use districts permitted land uses, as enacted by Ordinance No. 28-05, and last amended by Ordinance No. 48-17, is hereby amended as follows:

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		P1	P1	P1	S1			
Auto Part Sales		P	P	P	S			
Boat Building				P				
Bottling Plants				P				P28
Car Wash – Automatic or Self-Service		P2	P2	P2	S2			
Equipment Rentals			P	P				
Farm Equipment and Supplies Sales				P				
Fuel Station/Mini Mart		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				S3				
Truck Rentals			P	P				
Truck Stop – Diesel Fuel Sales			S	P				
Truck Terminal				P				
Vehicle Leasing/Renting			P4	P	S4			
Vehicle Sales			P4	P	S4			

Land Use	C-LB	C-1	C-2	C-3	CBD	WF	CR	CW
Warehousing, Wholesale Use				P				
Business and Personal Services								
Animal Shelter				S5				
Automatic Teller Machines	P	P	P	P	P	P		P
Commercial Kennel				P5				
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				S5				
Hospital/Clinic – Small Animal			S5	P5	P			
Laundry/Dry Cleaning, Com.				P	P29			
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				P6				
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			
Telemarketing Services	P		P	P	P			
Video Rental Store		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		P7	P	P	P	P	P	P
Micro-Brewery			P	P	P	P	P	P
Portable Food Vendors ²⁶	A27	A27	A27	A27	A27	A27	A27	A28

Land Use	C-LB	C-1	C-2	C-3	CBD	WF	CR	CW
Restaurants/Drive-Through		S8	P8	P8	S8, 9	S8, 9		
Restaurants/Lounge		P7	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		P7	P	P	P	P	P	P
Vehicle-Based Food Service		P30	P30	P30	P30	P30		
Wineries – Tasting Room		P7	P	P	P	P	P	P
Industrial/Manufacturing Uses								
Laundry and Cleaning Plants				P				P28
Light Manufacturing Uses				P				P28
Warehousing and Distribution Facilities				P				P28
Wholesale Facilities and Operations				P				P28
Wineries – Production				P				P
Office Uses								
Financial Institutions	P	P/S22	P	P	P/S22	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		P28
Office – Corporate	P		P	P	P	P		P28
Office – General	P	P	P	P	P	P		P28
Office – Research and Development	P		P	P	P			P28
Radio and Television Studios			P	P	P			
Schools, Commercial	P		P	P	P	P		
Schools, Trade			P	P	P			P28
Travel Agencies	P	P	P	P	P	P		
Public/Quasi-Public Uses								
Churches	P10	P10	P10	P10	P	P10		
Clubs or Fraternal Societies	P10	P10	P10	P10	P10	P10		
Cultural Institutions	P10	P10	P10		P10	P10		P10

Land Use	C-LB	C-1	C-2	C-3	CBD	WF	CR	CW
General Park O&M Activities	P	P	P	P	P	P	P	P
Hospitals	P		P	P	P			
Homeless Shelter				P				
Passive Open Space Use	P	P	P	P	P	P	P	P
Power Transmission and Irrigation Wasteway Easements and Utility Uses	P11	P11	P11	P11	P11	P11	P11	P11
Public Agency Buildings	P	P	P	P	P	P	P	
Public Agency Facilities	P11	P11	P11	P11	P11	P11	P11	P11
Public Campgrounds				S			S	
Public Parks	P	P	P	P	P		P	P
Schools	P12	P12	P12	P12	P12	P12		
Schools, Alternative	P13	P13	P13	P13	P13			
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		S7	P	P	P	P	P	
Commercial Recreation, Outdoor			P	P		P	P	
House Banked Card Rooms				P14	P14	P14	P14	
Recreational Vehicle Campgrounds				S15			S15	
Recreational Vehicle Parks				S16			S16	
Stable, Public				S17				
Theater		P7	P	P	P	P	P	P

Land Use	C-LB	C-1	C-2	C-3	CBD	WF	CR	CW
Residential Uses								
Accessory Dwelling Unit		A	A	A	A	A		A
Apartment, Condominium (3 or more units)	P		P18		P	P		
Assisted Living Facility	P		P		P18	P		
Bed and Breakfast	P	P	P	P	P	P	P	P
Day Care Center	P19	P19	P19	P19	P19	P19		
Dormitories, Fraternities, and Sororities	P				P	P		
Dwelling, One-Family Attached						P25		
Dwelling, Two-Family Detached						P		
Dwelling Units for a Resident Watchman or Custodian				A				P28
Family Day Care Home	P19					P19		
Houseboats						P	P	
Hotels or Motels	P		P	P	P	P	P	P
Nursing or Rest Home	P		P		P18	P		
Recreational Club	A				A	A		
Senior Housing	P				P18	P		
Temporary Residence	P20	P20	P20	P20	P20	P20		P
Retail Uses								
Adult Use Establishments				P21				
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/S22	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			

Land Use	C-LB	C-1	C-2	C-3	CBD	WF	CR	CW
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
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	
Micro and Macro-Antennas	P	P	P	P	P	P	P	P
Monopole			S23	P/S23	S23			
On-Site Hazardous Waste Treatment and Storage	A	A	A	A	A	A	A	A
Outdoor Storage		A24	A24	P24				
Storage in an Enclosed Building	A	A	A	A	A	A	A	A28

Section 7. Richland Municipal Code Section 23.26.030, titled Industrial use districts permitted land uses, as enacted by Ordinance No. 28-05, and last amended by Ordinance No. 32-11, is hereby amended as follows:

Land Use	I-M	M-2
Automotive, Marine and Heavy Equipment Uses		
Automotive Repair – Major	P	
Automotive Repair – Minor	P	
Automotive Repair – Specialty Shop	P	

Land Use	I-M	M-2
Automobile Service Station	P	
Automobile Wrecking		S ¹
Boat Building	P	P
Bottling Plants	P	P
Car Wash – Automatic or Self-Service	P ²	
Equipment Rentals	P	
Farm Equipment and Supplies Sales	P	
Gas/Fuel Station	P	
Heavy Equipment Sales and Repair	P	
Marine Repair	P	P
Towing, Vehicle Impound Lots	P ³	
Truck Rentals	P	
Truck Stop – Diesel Fuel Sales	P	P
Truck Terminal	P	P
Vehicle Sales	P	
Warehousing, Wholesale Use	P	P
Business and Personal Services		
Animal Shelter	S ⁴	
Contractors' Offices and Shops	P	
General Service Businesses	P	P
Health/Fitness Facility	P	A
Health/Fitness Center	P	
Laundry/Dry Cleaning, Commercial	P	
Laundry/Dry Cleaning, Retail	P	
Mini-Warehouse	P ⁵	
Mailing Service	P	
Personal Loan Business	P	
Personal Services Businesses	P	
Photo Processing, Copying and Printing Services	P	
Telemarketing Services	P	
Food Service		
Cafeterias	A	A
Delicatessen	A	A
Drinking Establishments	P	P
Restaurants/Sit Down	P	
Restaurants/Drive-Through	P ⁶	A ⁶

Land Use	I-M	M-2
Restaurants/Lounge	P	
Restaurants/Take Out	P	
Restaurants with Entertainment/Dancing Facilities	P	
Wineries	P	
Industrial/Manufacturing Uses		
Airport, Industrial	P	
Excavating, Processing, Removal of Topsoil, Sand, Gravel, Rock or Similar Natural Deposits	S ⁷	S ⁷
Junkyard		S
Laundry and Cleaning Plants	P	P
General Manufacturing Uses	P	P
Heavy Manufacturing Uses		P
Light Manufacturing Uses	P	P
Research, Development and Testing Facilities	P	P
Warehousing, Storage and Distribution	P	P
Wholesale Facilities and Operations	P	P
Office Uses		
Financial Institutions	P	
Medical, Dental and Other Clinics	P	
Office – Consulting Services	P	
Office – Corporate	P	
Office – General	P	
Office – Research and Development	P	P
Public/Quasi-Public Uses		
General Park Operations and Maintenance Activities	P	P
Passive Open Space Use	P	P
Power Transmission and Irrigation Wasteway Easements and Utility Uses	P ⁸	P ⁸
Public Agency Buildings	P ⁸	P ⁸
Public Agency Facilities	P ⁸	P ⁸
Public Parks	P	
Special Events Including Concerts, Tournaments and Competitions, Fairs, Festivals and Similar Public Gatherings	P	P
Trail Head Facilities	P	P
Trails for Equestrian, Pedestrian, or Nonmotorized Vehicle Use	P	P
Recreational Uses		
Commercial Recreation, Outdoor	S ⁹	
Residential Uses		

Land Use	I-M	M-2
Accessory Dwelling Unit	A	
Day Care Center	S ¹⁰	
Dwelling Units for a Resident Watchman or Custodian	A	A
Hotels or Motels		P
Temporary Residence	P ¹¹	P ¹¹
Retail Uses		
Adult Use Establishments	P ¹²	
Airport, Commercial	P	
Parking Lot or Structure	P	P
Miscellaneous Uses		
Bus Station	P	
Bus Terminal	P	
Bus Transfer Station	P	P
Community Festivals and Street Fairs	P	P
Farming of Land	P	P
Micro -and Macro-Antennas	P	P
Monopole	P ¹³	P ¹³
On-Site Hazardous Waste Treatment and Storage	P	P
Outdoor Storage	P ¹⁴	P ¹⁴
Storage in an Enclosed Building	P	P

Section 8. Richland Municipal Code Section 23.28.030, titled Business use districts permitted land uses, as enacted by Ordinance No. 28-05, and last amended by Ordinance No. 48-17, is hereby amended as follows:

Land Use	B-RP	B-C
Automotive, Marine and Heavy Equipment Uses		
Automotive Repair – Major		P
Automotive Repair – Minor		P
Automotive Repair – Specialty Shop		P
Automobile Service Station	P	P ¹⁴
Bottling Plants	P	P
Car Wash – Automatic or Self-Service		P ¹
Fuel Station/Mini Mart	P	P ¹⁴
Business and Personal Services		
Automatic Teller Machines	P	P
General Service Businesses	P	P

Land Use	B-RP	B-C
Health/Fitness Facility	P	P
Health/Fitness Center	P	P
Laundry/Dry Cleaning, Retail	P	P
Mini-Warehouse		P ²
Mailing Service	P	P
Personal Loan Business	P	P
Personal Services Businesses	P	P
Photo Processing, Copying and Printing Services	P	P
Telemarketing Services	S	P
Video Rental Store	P	P
Food Service		
Cafeterias	A	A
Delicatessen	A	A
Drinking Establishments	P	P
Portable Food Vendors	P ³	P ³
Restaurants/Drive-Through	A ⁴	A ⁴
Restaurants/Lounge	P	P
Restaurants/Sit Down	P	P
Restaurants/Take Out	P	P
Restaurants with Entertainment/Dancing Facilities	P	P
Vehicle-Based Food Service	P ¹⁵	P ¹⁵
Industrial/Manufacturing Uses		
Light Manufacturing Uses	P	P
Research, Development and Testing Facilities	P	P
Warehousing, Storage and Distribution		A
Wholesale Facilities and Operations		P
Office Uses		
Financial Institutions	P	P
Medical, Dental and Other Clinics	P	P
Newspaper Offices and Printing Works		P
Office – Consulting Services	P	P
Office – Corporate	P	P
Office – General	P	P
Office – Research and Development	P	P

Land Use	B-RP	B-C
Radio and Television Studios		P
Schools, Commercial	P	P
Schools, Trade	P	P
Travel Agencies	P	P
Public/Quasi-Public Uses		
Alternative Schools		P ⁵
Churches		P ⁶
Clubs or Fraternal Societies		P ⁶
Cultural Institutions		P ⁶
General Park Operations and Maintenance Activities	P	P
Passive Open Space Use	P	P
Power Transmission and Irrigation Wasteway Easements and Utility Uses	P ⁷	P ⁷
Public Agency Buildings	P ⁷	P ⁷
Public Agency Facilities	P ⁷	P ⁷
Public Parks	P	P
Special Events Including Concerts, Tournaments and Competitions, Fairs, Festivals and Similar Public Gatherings	P	P
Trail Head Facilities	P	P
Trails for Equestrian, Pedestrian, or Nonmotorized Vehicle Use	P	P
Residential Uses		
Accessory Dwelling Unit	A	A
Apartment, Condominium (3 or More Units)	S ⁸	
Day Care Center	S ^{8,9}	A ⁹
Designated Manufactured Home	S ^{8,10, 11}	
Dormitories, Fraternities, and Sororities	S ⁸	
Dwelling, One-Family Attached	S ^{8,10,11}	
Dwelling, One-Family Detached	S ^{8,10,11}	
Dwelling, Duplex	S ⁶	
Dwelling Units for a Resident Watchman or Custodian	A	A
Hotels or Motels	S ⁸	P
Nursing or Rest Home		P
Temporary Residence	P ^{8,10}	P ¹⁰
Retail Uses		
Parking Lot or Structure	P	P
Department Stores		P

Land Use	B-RP	B-C
Specialty Retail Stores	P	P
Miscellaneous Uses		
Bus Terminal	P	P
Bus Transfer Station	P	P
Community Festivals and Street Fairs	P	P
Convention Center	P	P
Farming of Land	P	P
Micro and Macro-Antennas	P	P
Monopole	P ¹²	S ¹²
Outdoor Storage	P ¹³	P ¹³
Storage in an Enclosed Building	P	P

Section 9. Richland Municipal Code Section 23.30.020, titled Public use districts permitted land uses, as enacted by Ordinance No. 28-05, and last amended by Ordinance No. 04-09, is hereby amended as follows:

Land Use	PPF	NOS
Public/Quasi-Public Uses		
Alternative School	P ¹	
Churches	P ²	
Clubs or Fraternal Societies	P ²	
Cultural Institutions	P ²	
General Park Maintenance and Operations	P	P
Golf Courses	P	
Passive Open Space Uses	P	P
Power Transmission and Irrigation Wasteway Easements and Utility Uses	P ³	P ³
Public Agency Buildings	P ³	P ³
Public Agency Facilities	P ³	P ³
Public Campgrounds	P	
Public Parks	P	P
Schools	P ⁴	
Special Events Including Concerts, Tournaments, and Competitions, Fairs, Festivals and Similar Public Gatherings	P	
Trail Head Facilities	P	P
Trail for Equestrian, Pedestrian or Nonmotorized Vehicle Use	P	P
Recreational Uses		
Art Galleries	P	

Land Use	PPF	NOS
Boat Mooring Facilities	P	
Retail Uses		
Concessionaire	P ⁶	P ⁶
Parking Lot	P	S ⁵
Miscellaneous Uses		
Micro- and Macro-Antennas	P	
On-Site Hazardous Waste Treatment and Storage	A	A
Cemetery	P	

Section 10. Richland Municipal Code Section 26.30.011, titled Use table, as enacted by Ordinance No. 25-14, and last amended by Ordinance No. 12-18, is hereby amended as follows:

Land Use	Natural	Recreation Conservancy	Recreation	Rural	Residential	Waterfront	Industrial Conservancy
Resource Uses							
Agricultural Use	X	X	X	P	X	X	X
Raising Crops, Trees, Vineyards	X	X	X	P	X	X	X
Limited raising or keeping of small & large livestock	X	X	X	P	X	X	X
Roadside stands and on-farm markets for marketing fruit or vegetables	X	X	X	P	X	X	X
Animal feeding operations/concentrated animal feeding operations (AFO/CAFOs)	X	X	X	SU	X	X	X
Mining	X	X	X	SU	X	X	X
Automotive, Marine and Heavy Equipment							
Automotive Repair Shops/Service Stations/Part Sales	X	X	X	X	X	X	X
Boat Building	X	X	X	X	X	X	X
Car Wash – Automatic or Self-Service	X	X	X	X	X	X	X
Large Equipment Sales//Rental/Repair/Service	X	X	X	X	X	X	X
Marinas	X	X	SU	X	X	SU	X
Marine Equipment Rentals	X	X	X	X	X	P	X
Marine Gas Sales	X	X	X	X	X	SU	X

Land Use	Natural	Recreation Conservancy	Recreation	Rural	Residential	Waterfront	Industrial Conservancy
Marine Repair	X	X	X	X	X	P	X
Outdoor Sales/Rentals	X	X	X	X	X	X	X
Warehousing, Wholesale Use	X	X	X	X	X	X	P
Business and Personal Services							
Animal Shelter	X	X	X	SU	X	X	X
Commercial Kennel	X	X	X	SU	X	X	X
Contractors' Offices	X	X	X	X	X	X	X
Funeral Establishments	X	X	X	SU	X	X	X
General Service & Personal Services Businesses	X	X	X	X	X	P	X
Health/Fitness Facility	X	X	X	X	X	A	X
Health Spa	X	X	X	X	X	P	X
Animal Hospital/Clinic	X	X	X	SU	X	X	X
Laundry/Dry Cleaning, Retail	X	X	X	X	X	P	X
Mini-Warehouse	X	X	X	X	X	X	X
Photo Processing, Copying, Mailing & Printing Services	X	X	X	X	X	P	X
Video Rental Store	X	X	X	X	X	P	X
Cafeterias	X	X	A	X	X	A	X
Delicatessen	X	X	X	X	X	P	X
Drinking Establishments/Breweries/Wineries	X	X	X	X	X	P	X
Portable Food Vendors	X	X	X	X	X	A	X
Restaurants/Drive-Through	X	X	X	X	X	X	X
Restaurants	X	X	X	X	X	P	X
Industrial/Manufacturing Uses							
Port facilities for transferring materials from vessels to the shore and temporary staging prior to transportation off-site	X	X	X	X	X	X	P
Excavating, Processing, Removal of Topsoil, Sand, Gravel, Rock or Similar Natural Deposits	X	X	X	SU	X	X	X
Manufacturing Uses	X	X	X	X	X	X	X

Land Use	Natural	Recreation Conservancy	Recreation	Rural	Residential	Waterfront	Industrial Conservancy
Research, Development and Testing Facilities	X	X	X	X	X	X	X
Wholesale Facilities and Operations	X	X	X	X	X	X	X
Wineries – Production	X	X	X	SU	X	X	X
Office Uses							
Office	X	X	X	X	X	P	X
Schools, Commercial	X	X	X	X	X	P	X
Travel Agencies	X	X	X	X	X	P	X
Public/Quasi-Public Uses							
Churches/Clubs or Cultural Institutions	X	X	X	SU	P	P	X
Public Park	SU	P	P	P	P	P	P
Golf Course	X	X	SU	SU	P	P	X
General Park O&M Facility	X	X	SU	SU	P	X	X
Hospitals	X	X	X	X	SU	X	X
Passive Open Space Use	P	P	P	P	P	P	P
Power Transmission and Irrigation Wasteway Easements and Utility Uses	SU	SU	SU	P	P	P	P
Electrical Substations	X	X	X	X	X	X	X
Public Agency Buildings or Facilities	X	X	X	P	P	P	X
Public Campgrounds	X	X	P	SU	P	P	X
Schools	X	X	X	P	P	P	X
Schools, Alternative	X	X	X	P	P	X	X
Special Events Including Concerts, Tournaments and Competitions, Fairs, Festivals and Similar Public Gatherings	X	X	P	P	P	P	X
Trail Head Facilities for Equestrian, Pedestrian, or Non-motorized Vehicle	X	P	P	P	P	P	P
Trails for Pedestrian Use Only	P	P	P	P	P	P	P
Trails for Equestrian, or Non-motorized Vehicle Use	SU	P	P	P	P	P	P
Recreational Uses							
Art Galleries or Arcades	X	X	X	X	X	P	X
Boat Mooring Facilities	X	X	X	X	X	P	X

Land Use	Natural	Recreation Conservancy	Recreation	Rural	Residential	Waterfront	Industrial Conservancy
Cinema, Indoor	X	X	X	X	X	P	X
Commercial Recreation, Indoor	X	X	X	X	X	P	X
Commercial Recreation, Outdoor	X	X	X	SU	X	P	X
House Banked Card Rooms	X	X	X	X	X	P	X
Recreational Vehicle Campgrounds	X	X	X	SU	X	X	X
Recreational Vehicle Parks	X	X	X	X	X	X	X
Stable, Public	X	X	X	X	X	X	X
Theater	X	X	X	X	X	P	X
Residential Uses							
Accessory Dwelling Unit	X	X	X	A	A	A	X
Apartment, Condominium (3 or more units)	X	X	X	X	X	P	X
Assisted Living Facility	X	X	X	X	P	P	X
Bed and Breakfast	X	X	X	SU	SU	P	X
Day Care Center	X	X	X	SU	SU	P	X
Dormitories, Fraternities, and Sororities	X	X	X	X	P	P	X
Dwelling, One-Family	X	X	X	P	P	X	X
Dwelling, Two-Family Detached	X	X	X	X	X	P	X
Dwelling Units for a Resident Watchman or Custodian	X	X	X	A	A	A	X
Houseboats	X	X	X	X	X	X	X
Hotels or Motels	X	X	X	X	X	P	X
Nursing or Rest Home	X	X	X	X	X	P	X
Temporary Residence	X	X	X	P	P	P	X
Retail Uses							
Adult Use Establishments	X	X	X	X	X	X	X
Apparel, Book, Drug, Florist or other Specialty Retail	X	X	X	X	X	P	X
Building, Hardware, Garden Supply, Nursery, Feed Stores or Outdoor Sales	X	X	X	X	X	X	X
Food Stores	X	X	X	X	X	P	X
Miscellaneous Uses							

Land Use	Natural	Recreation Conservancy	Recreation	Rural	Residential	Waterfront	Industrial Conservancy
Bus Station, Transfer Station or Terminal	X	X	X	X	X	X	X
Community Festivals and Street Fairs	X	X	P	P	P	P	X
Convention Center	X	X	X	X	X	P	X
Micro -and Macro-Antennas	SU	SU	SU	SU	P	P	SU
Storage in an Enclosed Building	X	X	X	X	A	A	X
Transportation							
Roads and Railroads Serving Shoreline Uses	X	SU	SU	SU	SU	SU	SU
Roads and Railroads Not Serving Shoreline Uses	X	SU	SU	SU	SU	SU	SU
Parking Areas Serving Primary Use within the Shoreline	X	P	P	P	P	P	P
Parking Areas Not Serving Primary Use within the Shoreline	X	X	X	X	X	X	X
Parking as a Principal Use	X	X	X	X	X	X	X
Utilities							
Public and private utility distribution serving shoreline uses, water, sewer, electrical, gas, and communication	X	P	P	P	P	P	P
Public and Private Utility Distribution serving uses within the city	X	P	P	P	P	P	P
Utility Facilities serving uses not within the city	SU	SU	SU	SU	SU	SU	SU
Electrical Transmission of Greater than 50 Kilovolts	SU	SU	SU	SU	SU	SU	SU
Electric Transmission/Distribution Substations	X	X	X	X	X	X	X
Utility Buildings including pump stations	X	SU	SU	SU	SU	SU	SU
Communication Antennas	X	SU	SU	SU	SU	SU	SU
Monopole	X	SU	SU	SU	SU	X	SU
Other							
Structures for Flood Management, including drainage or storage and pumping facilities	X	SU	SU	SU	SU	SU	SU
Fish and Wildlife Resource Enhancement	P	P	P	P	P	P	P
Essential Public Facilities	SU	SU	SU	SU	SU	SU	SU
USES NOT SPECIFIED	SU	SU	SU	SU	SU	SU	SU

Section 11. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the _____ day of _____, 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS, City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____

STAFF REPORT

TO: PLANNING COMMISSION
FILE NO.: CA2018-104

PREPARED BY: MIKE STEVENS
MEETING DATE: NOVEMBER 28, 2018

GENERAL INFORMATION:

APPLICANT: CITY OF RICHLAND

REQUEST: TEXT AMENDMENT TO CHAPTER 23.62 – WIRELESS
COMMUNICATIONS FACILITIES

LOCATION: CITYWIDE

REASON FOR REQUEST:

Over the past two years, the telecommunications industry has made a significant push in the Washington Legislature to achieve state preemption of small cell regulations. While they have not yet been successful, it is still considered a potential eventually, and their actions highlighted for the Cities the need for local regulations to demonstrate local government's willingness and amenability to small cell deployment. The idea is that if the Cities can demonstrate that they can facilitate siting of these facilities, telecom companies don't need the State to take the local regulatory authority away from them.

ANALYSIS

The effect of the proposed code amendment is to provide regulatory authority to the City for newly proposed small wireless communication facilities (small cell). The proposed amendment sets forth permitting requirements which an applicant would be required to comply with in order to install or replace small wireless communication facilities throughout the city.

PUBLIC NOTICE/ COMMENTS

Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at official posting places and on the city's official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.

Comments from Verizon Wireless, AT&T, Bonneville Power Administration and the Washington State Department of Transportation were received and are included herein. No comments from City departments or citizens were received.

The Washington State Department of Commerce granted Expedited Review for the proposed amendments on November 5, 2018.

SEPA

The City of Richland has utilized the Optional DNS Process as outlined in WAC 197-11-355. The end of the public comment period was Friday, November 9, 2018. Any comments received as of the close of business November 9, 2018 have been provided as an attachment to this report. The City of Richland issued a Determination of Non-Significance (DNS) for the proposal on November 20, 2018.

FINDINGS OF FACT

1. The City of Richland is proposing to amend Chapter 23.62 of the Richland Municipal Code (RMC). This Chapter pertains to the permitting of wireless communication facilities.
2. The purpose of the amendment to Chapter 23.62 is to provide regulatory authority to the City for newly proposed small wireless communication facilities.
3. Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at the official posting places and on the city's official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.
4. Comments from Verizon Wireless, AT&T, Bonneville Power Administration and the Washington State Department of Transportation were received
5. No comments in favor of or in objection to the proposed code amendment were received from City departments or citizens.
6. The Washington State Department of Commerce granted Expedited Review for the proposed amendments on November 5, 2018.
7. The City issued a SEPA Threshold Determination of Non-Significance on November 20, 2018.
8. The City of West Richland has utilized the Optional DNS Process as outlined in WAC 197-11-355. The end of the public comment period was Friday, November 9, 2018.

CONCLUSIONS OF LAW

1. The Planning Commission has jurisdiction to hold an open record public hearing and issue a recommendation on the proposed ordinance amendment to the City Council.
2. The proposed code amendment is consistent with the goals and policies of the City's Comprehensive Plan.

RECOMMENDATION

Staff recommends the Planning Commission concur with the findings and conclusions set forth in Staff Report (CA2018-104) and recommend to the City Council adoption of the proposed code amendments to RMC Chapter 23.62.

ALTERNATIVES

1. Recommend approval of the amendments as proposed;
2. Recommend approval of the amendments, as modified by the Planning

Commission.

3. Recommend denial of the amendments;

RECOMMENDED MOTION

I move that the Planning Commission recommend approval of the proposed amendment to Chapter 23.62 of the Richland Municipal Code, as contained in the attached Draft Ordinance (Exhibit 2) based upon the above listed Findings of Fact and Conclusions of Law.

Exhibits

1. Application Materials
2. Draft Ordinance
3. SEPA DNS & SEPA Checklist
4. Public Notice and Comments Received
5. Department of Commerce Notice and Expedited Review Approval



Planning & Development Services Division
840 North

General Information: 509/942-7794 • Fax: 509/942-7764
www.ci.richland.wa.us

Exhibit 1

CA 2018-104

Petition for Zoning Ordinance Text Amendment

Application is hereby made to the Richland Planning Commission for a Zoning Ordinance Text Amendment pursuant to Section 23.82.180 of the Richland Municipal Code.

The following required information must be furnished and filing fee paid before the Secretary of the Physical Planning Commission will accept this application.

APPLICANT INFORMATION

Applicant's Name:

City of Richland – Planning
Shane O'Neill, Senior Planner

Applicant's Address:

840 Northgate Drive

City:

Richland

State:

WA

Zip:

99352

Phone:

509-942-7587

Fax:

Other:

soneill@ci.richland.wa.us

Section(s) for which amendment(s) is/are proposed:

Chapter 23.62 – Wireless Communication Facilities

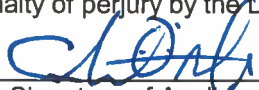
State exactly how you feel the section(s) should read, incorporating your amendment(s):

See Attached

State your reason for requesting the zoning ordinance text amendment(s):

Provide regulatory language for the development/installation of small cell facilities within the City of Richland.

The information provided is "said to be true under penalty of perjury by the Laws of the State of Washington."


Signature of Applicant

For Office Use:

Petition accepted for filing

10/18/18


Signature


Title

Chapter 23.62 WIRELESS COMMUNICATIONS FACILITIES

Sections:

- 23.62.010 Purpose.**
- 23.62.020 Definitions.**
- 23.62.030 Development standards for small cell facilities.**
- 23.62.040 Development standards for macrofacilities.**
- 23.62.050 Development standards for monopoles and lattice towers.**
- 23.62.060 Permitted zones for monopoles and lattice towers.**
- 23.62.070 Special use permit criteria for monopoles and lattice towers.**
- 23.62.080 Prohibited support structures.**
- 23.62.090 Exemption.**
- 23.62.100 Obsolescence.**
- 23.62.110 Application review and approval of eligible facilities modification requests.**

23.62.010 Purpose.

The wireless communications facilities chapter is to minimize the unsightly characteristics associated with wireless communications facilities and to provide for a wide range of locations and options for wireless communications providers and to encourage creative approaches in locating wireless communications facilities, which will blend in with the surroundings of such facilities. [Ord. 28-05 § 1.02; Ord. 44-15 § 1].

23.62.020 Definitions.

For the purpose of this chapter, certain terms and words are defined as follows:

"Accessory antenna device" is an antenna including, but not limited to, test mobile antennas and global positioning (GPS) antennas, which are less than 12 inches in height or width, excluding the support structure.

"Antenna" means an apparatus designed for the purpose of emitting radiofrequency (RF) radiation, to be operated or operating from a fixed location pursuant to FCC authorization, for the provision of personal wireless service and any commingled information services. For purposes of this definition, the term antenna does not include an unintentional radiator, mobile station, or device authorized under 47 CFR Chapter I, Subchapter A, Part 15. Examples of antenna include: is any exterior apparatus designed for telephonic, radio, data, Internet, or other communications through the sending and/or receiving of radio frequency signals including, but not limited to, equipment attached to a tower, pole, light standard, building, or other structure for the purpose of providing wireless services.

- A. Omnidirectional antenna (also known as whip antenna) transmits and receives radio frequency signals in a 360-degree radial pattern. For the purpose of this chapter, an omnidirectional antenna is up to 15 feet in height and four inches in diameter.
- B. Directional antenna (also known as panel antenna) transmits and receives radio frequency signals in a specific directional pattern of less than 360 degrees.
- C. Parabolic antenna (also known as dish antenna) is a bowl-shaped device for the reception and/or transmission of radio frequency communications signals in a specific directional pattern.
- D. Antenna Array. An antenna array is two or more devices used for the transmission or reception of radio frequency signals, microwave, or other signals for commercial communications purposes.

"Antenna equipment" or "equipment" means equipment, switches, wiring, cabling, power sources, shelters or cabinets associated with an antenna, located at the same fixed location as the antenna, and, when collocated on a structure, is mounted or installed at the same time as such antenna.

"Antenna height" is the vertical distance measured from average building elevation to the highest point of the antenna, or if on a rooftop or other structure, from the top of the roof or structure to the highest point of the antenna. For replacement structures, antenna height is measured from the top of the existing structure to the highest point of the antenna or new structure, whichever is greater.

"Antenna mount" means any mounting device or bracket that is used to attach an antenna or antenna array to a monopole, lattice tower, building, or other structure.

"Approved small cell facility" is any small cell facility that has received all required permits.

"Attached wireless communications facility" is a wireless communications facility that is affixed to an existing structure.

"Base station" shall mean and refer to the structure or equipment at a fixed location that enables FCC-licensed or authorized wireless communications between user equipment and a communications network. The term does not encompass a tower as defined in this chapter or any equipment associated with a tower. Base station includes, without limitation:

- A. Equipment associated with wireless communications services such as private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.
- B. Radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration (including distributed antenna systems and small-cell networks).
- C. Any structure, other than a tower, that at the time an eligible facilities modification application is filed with the development services department under this chapter, supports or houses equipment described in subsections (A) and (B) of this definition, that has been reviewed and approved under the applicable zoning or siting process, or under another state, county or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing such support.
- D. The term does not include any structure that at the time a completed eligible facilities modification application is filed with the development services department under this chapter, does not support or house equipment described in subsections (A), (B), and (C) of this definition.

~~"Co-location/Collocation" means the practice of installing and operating antennas for multiple wireless carriers, service providers, and/or radio common carrier licensees on the same support structure or attached wireless communication facility, using different and separate antenna, feed lines, and radio frequency generating equipment.~~ (1) mounting or installing an antenna facility on a pre-existing structure, and/or (2) modifying a structure for the purpose of mounting or installing an antenna facility on that structure. Provided that, for purposes of Eligible Facilities Requests, "collocation" means the mounting or installation of transmission equipment on an eligible support structure for the purpose of transmitting and/or receiving radio frequency signals for communications purposes."

"Eligible facilities request" shall mean any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station, involving:

- A. ~~Collocation~~Co-location or new transmission equipment;
- B. Removal of transmission equipment; or
- C. Replacement of transmission equipment.

"Eligible support structure" shall mean and refer to a tower or base station as defined in this chapter; provided, that it is existing at the time the eligible facilities request application is filed with the development services department under this Section 23.62.110.

"Equipment shelter or cabinet" is a room, cabinet, or building used to house equipment for utility or service providers.

"Existing" shall mean a constructed tower or base station that has been reviewed and approved under applicable city zoning or permitting processes, or reviewed and approved under other state, county or local regulatory review processes, provided that a tower that has not been reviewed and approved because it was not in a zoned area when it was built, but was lawfully constructed, is existing for purposes of this section.

"Guyed tower" is a wireless communications support structure, which consists of metal crossed strips or bars and is steadied by wire guys in a radial pattern around the tower.

"Lattice tower" is a wireless communications support structure, which consists of metal crossed strips or bars to support antennas and related equipment.

"Macrofacility" is an attached commercial wireless communications facility, which consists of antennas equal to or less than 15 feet in height or a parabolic antenna over one meter in height.

"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.

"Related equipment" is all equipment ancillary to the transmission and reception of voice and data via radio frequencies. Such reception may include, but is not limited to, cable, conduit, and connectors.

"Small cell facility" is a facility that meets each of the following conditions:

(1) The structure on which antenna facilities are mounted—

(i) Is 50 feet or less in height, or

(ii) Is no more than 10 percent taller than other adjacent structures, or

(iii) is not extended to a height of more than 50 feet or by more than 10 percent above its preexisting height as a result of the collocation of new antenna facilities; and

(2) Each antenna (excluding associated antenna equipment) is no more than three cubic feet in volume; and

(3) All antenna equipment associated with the facility (excluding antennas) are cumulatively no more than 28 cubic feet in volume; and

(4) The facility does not require antenna structure registration pursuant to 47 CFR Chapter I Subchapter A Part 17; and

(5) The facility does not result in human exposure to radiofrequency radiation in excess of the applicable safety standards specified in 47 CFR 1.1307(b).

"Site" shall mean for towers other than towers in the public rights-of-way, the current boundaries of the leased or owned property surrounding the tower, and any access or utility easements currently related to the site; and for other eligible support structures, further restricted to that area in proximity to the structure and to other transmission equipment already deployed on the ground.

"Substantial change" shall mean a modification that substantially changes the physical dimensions of an eligible support structure if it meets any of the following criteria:

A. For towers other than towers in the public rights-of-way, it increases the height of the tower by more than 10% or by the height of one additional antenna array with separation from the nearest existing antenna not to exceed twenty feet, whichever is greater; for other eligible support structures, it increases the height of the structure by more than 10% or more than ten feet, whichever is greater;

B. For towers other than towers in the public rights-of-way, it involves adding an appurtenance to the body of the tower that would protrude from the edge of the tower more than twenty feet, or more than the width of the Tower structure at the level of the appurtenance, whichever is greater; for other eligible support structures, it involves adding an appurtenance to the body of the structure that would protrude from the edge of the structure by more than six feet;

C. For any eligible support structure, it involves installation of more than the standard number of new equipment cabinets for the technology involved, but not to exceed four cabinets; or, for towers in the public rights-of-way and base stations, it involves installation of any new equipment cabinets on the ground if there are no pre-existing ground cabinets associated with the

structure, or else involves installation of ground cabinets that are more than 10% larger in height or overall volume than any other ground cabinets associated with the structure;

D. It entails any excavation or deployment outside the current site;

E. It would defeat the concealment elements of the eligible support structure; or

F. It does not comply with conditions associated with the siting approval of the construction or modification of the eligible support structure or base station equipment, provided however that this limitation does not apply to any modification that is non-compliant only in a manner that would not exceed the thresholds identified in paragraphs A-D of this definition.

G. A determination of whether a proposed modification to an eligible support structure qualifies as a substantial change, shall be based on the height and configuration of the eligible support structure at the time of the adoption of the ordinance codified in this chapter, which is August 18, 2015, regardless of any modifications that may have taken place to the eligible support structure after August 18, 2015.

"Transmission equipment" means equipment that facilitates transmission for any FCC-licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated wireless communication services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.

"Transmission tower" is a freestanding structure, other than a building, on which communications devices are mounted. Transmission tower may serve either as a major or minor communications facility. Examples include but are not limited to: (a) monopoles and (b) lattice towers.

"Tower" means any structure built for the sole or primary purpose of supporting any FCC-licensed or authorized antennas and their associated facilities, including structures that are constructed for wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul and the associated site. The term includes "guyed tower," "lattice tower," and "monopole" as defined in this section.

"Wireless communications facility" is an unstaffed facility for the transmission and reception of low-power (under 500 watts) radio signals consisting of an equipment shelter or cabinet, a support structure, antennas (e.g., omnidirectional, panel/directional or parabolic), and related equipment.

"Wireless communications support structure" is the structure erected to support wireless communications antennas and connecting appurtenances. Support structure types include, but are not limited to, stanchions, monopoles, lattice towers, wood poles, or guyed towers. [Ord. 28-05 § 1.02; Ord. 44-15 § 1].

23.62.030 Development standards for small cell facilities.

- A. Small cell facilities are permitted in all zones provided they meet the requirements of 28.14 RMC.
- B. Any small cell facility which is not exempt from SEPA review shall comply with chapter 22.09 RMC.
- C. Small cell facilities approved pursuant to the provisions of Chapter 28.14 RMC shall be considered to have satisfied design and concealment standards, and are not required to obtain approval under this Chapter 23.62, except when they are located in the Design Zones described in subsection D below or when they are placed on non-City owned new poles in the rights-of-way or replacement poles deviating from the design standards adopted in Chapter 28.14 RMC.
- D. The following zones are designated as Design Zones for the purpose of the application of the provisions of Chapter 28.14 RMC and Chapter 23.62 RMC.
 - 1. Richland Central Business District
 - 2. Waterfront District
- E. -Small cell facilities proposed to be placed in Design Zones must receive a Type I permit and must receive approval for a concealment element plan as described in subsection F.2 below.
- F. Small cell facilities on new non-City-owned poles or replacement poles deviating from the design standards adopted in Chapter 28.14 RMC within the rights-of-way are only permitted upon receipt of an Type I permit and if they comply with the following requirements.
 - 1. The applicant must establish that:
 - a. The proposed wireless communications facility cannot be located on an existing utility pole, light pole, electrical transmission tower, or on a site outside of

the public rights of way such as a public park, public property, building, transmission tower, or in or on a non-residential use in a residential zone whether by roof or panel-mount or separate structure;

b. The proposed wireless communications facility receives approval for a concealment element plan, as described in subsection F.2 below;

c. The proposed wireless communications facility also complies with all other regulatory criteria including shoreline, critical areas requirements and SEPA, if applicable; and

d. The location of the small cell facility is physically possible, does not obstruct vehicular or pedestrian traffic or the clear zone, complies with ADA and City construction and sidewalk clearance standards and city, state and federal regulations in order to provide a clear and safe passage within the rights-of-way, does not interfere with utility or safety fixtures (e.g., fire hydrants, traffic control devices), and does not adversely affect the public welfare, health or safety.

2. The concealment element plan shall include the design of the screening, fencing, or other concealment technology for a tower, pole, or equipment structure, and all related transmission equipment or facilities associated with the proposed wireless communications facility, including but not limited to fiber and power connections.

a. The concealment element plan should seek to minimize the visual obtrusiveness of wireless communications facility installations. The proposed pole or structure should have similar designs to existing neighboring poles in the rights of way, including similar height to the extent technically feasible similar height. Other concealment methods include, but are not limited to, integrating the installation with architectural features or building design components, utilization of coverings or concealment devices of similar material, color, and texture — or the appearance thereof — as the surface against which the installation will be seen or on which it will be installed, landscape design, or other camouflage strategies appropriate for the type of installation. Applicants are required to utilize designs in which all conduit and wirelines are installed internally in the structure.

b. If the development services department has already approved a concealment element plan either for the applicant or another wireless communications facility

along the same public right-of-way or for the same pole type, then the applicant shall utilize a substantially similar concealment element plan, unless it can show that such concealment element plan is not physically or technologically feasible, or that such deployment would overwhelm the pole design.

G. Prior to the issuance of a permit to construct a new pole or ground-mounted equipment in the right-of-way, the applicant must obtain a site-specific agreement from the city to locate such new pole or ground-mounted equipment. This requirement also applies to replacement poles that are higher than the replaced pole, and if the overall height of the replacement pole and the proposed wireless communications facility is more than sixty (60) feet, unless the replacement pole is owned by the City and the applicant has a lease agreement with the City for the usage of that pole.

23.62.040 Development standards for macrofacilities.

- A. Macrofacilities are permitted in all zones except suburban agricultural (SAG), single-family residential – 12,000 (R-1-12), single-family residential – 10,000 (R-1-10), medium-density residential (R-2) and medium-density residential small lot (R-2S) zones.
- B. Macrofacilities shall not be allowed on buildings which are designated as solely residential. Macrofacilities may locate on buildings and structures which contain mixed uses (e.g., residential and commercial or other uses located with residential uses); provided, that the interior wall or ceiling immediately adjacent to the facility is not designated residential space.
- C. The shelter or cabinet, if necessary, used to house radio electronics equipment shall be concealed, camouflaged, or underground.
- D. Macrofacilities shall comply with the height limitations specified for all zones except as follows: Omnidirectional antennas may exceed the height limitation by 15 feet; panel antennas may exceed the height limitation if affixed to the side of an existing building and architecturally blends in with the building. Structures which are nonconforming with respect to height may be used for omnidirectional antennas, providing they do not exceed 15 feet above the existing structure. Placement of an antenna on a nonconforming structure shall not be considered to be an expansion of the nonconforming structure. [Ord. 28-05 § 1.02; Ord. 44-15 § 1].

23.62.050 Development standards for monopoles and lattice towers.

- A. All monopoles and lattice towers exceeding 60 feet in height shall be designed to accommodate two or more wireless communications facilities.
- B. Macrofacilities are the largest wireless communications facilities allowed on a monopole or lattice tower. Antennas not exceeding 15 feet in height, which extend above the wireless communications support structure, shall not be calculated as part of the height of the wireless communications support structure.
- C. On monopoles, antennas and antenna arrays together with any associated antenna mount shall be designed utilizing the narrowest dimensions possible, and in no instance shall they extend further, as measured horizontally, from the centerline of the monopole than a distance of 15 feet.
- D. On lattice towers, antennas and antenna arrays together with any associated mounts shall extend no further, as measured horizontally, than 15 feet from the portion of the lattice tower to which the antennas are mounted.
- E. ~~Co-location~~Collocation on an existing support structure shall be permitted.
- F. The shelter or cabinet, if necessary, used to house radio electronics equipment and the associated cabling connecting the equipment or cabinet to the monopole or lattice tower shall be concealed, camouflaged, or underground.
- G. When a monopole or lattice tower is adjacent to a suburban agricultural (SAG), single-family residential – 12,000 (R-1-12), single-family residential – 10,000 (R-1-10), medium-density residential (R-2), medium-density residential small lot (R-2S), or multiple-family residential (R-3) zoning district, the wireless communications support structure must be set back a distance equal to twice the height of the wireless communications support structure from the nearest residential lot line.
- H. All monopoles and lattice towers shall be lighted and painted, if necessary, in accordance with Federal Aviation Administration regulations. [Ord. 28-05 § 1.02; Ord. 44-15 § 1].

23.62.060 Permitted zones for monopoles and lattice towers.

- A. Monopoles up to 80 feet in height are considered a permitted use in the general business (C-3), business research park (B-RP), medium industrial (I-M), and heavy manufacturing (M-2) zoning districts. Monopoles up to 80 feet in height may be permitted in the parks and public

facilities (PPF), business commerce (B-C), central business district (CBD), and retail business (C-2) zoning district subject to issuance of a special use permit as set forth in RMC 23.62.070.

B. Monopoles between 80 feet and 150 feet in height are considered a permitted use in the business research park (B-RP), medium industrial (I-M), and heavy manufacturing (M-2) zoning districts. Monopoles between 80 feet and 150 feet in height may be permitted in the parks and public facilities (PPF), general business (C-3), and business commerce (B-C) zoning districts subject to issuance of a special use permit as set forth in RMC 23.62.070.

C. Monopoles over 150 feet in height may be permitted in the business research park (B-RP), medium industrial (I-M), and heavy manufacturing (M-2) zoning districts subject to issuance of a special use permit as set forth in RMC 23.62.070.

D. Lattice towers up to 150 feet in height are considered a permitted use in the medium industrial (I-M) and heavy manufacturing (M-2) zoning districts.

E. Lattice towers over 150 feet in height may be permitted in the medium industrial (I-M) and heavy manufacturing (M-2) zoning districts subject to issuance of a special use permit as set forth in RMC 23.62.070. [Ord. 28-05 § 1.02; Ord. 32-11 § 18; Ord. 44-15 § 1].

23.62.070 Special use permit criteria for monopoles and lattice towers.

Requests for special use permits shall be considered in accordance with the provisions of Chapter 23.46 RMC. In addition to the provisions of Chapter 23.46 RMC, the following specific criteria shall be met before a special use permit can be granted:

A. Visual Impact.

1. Antennas may not extend more than 15 feet above their supporting structure, monopole, lattice tower, building, or other structure.

2. Site location and development shall preserve the pre-existing character of the surrounding buildings, land uses, and zone district to the extent consistent with the function of the communications equipment. Wireless communications towers shall be integrated through location and design to blend in with the existing characteristics of the site to the extent practical. Existing on-site vegetation shall be preserved or improved, and disturbance of the existing topography shall be minimized, unless such disturbance would result in less visual impact of the site to the surrounding area.

3. Accessory equipment facilities used to house or contain wireless communications equipment should be located within buildings when possible. When they cannot be located in buildings, equipment shelters, or cabinets, they shall be screened and landscaped.

4. All monopoles and lattice type facilities shall be screened with trees, shrubs, and landscaping planted in sufficient depth to form an effective and actual sight barrier within five years. Said landscaping shall have a minimum mature height of eight feet.

B. Noise. No equipment shall be operated so as to produce noise in levels above 45 dBs as measured from the nearest property line on which the attached wireless communications facility is located.

C. Availability of Suitable Existing Towers or Other Structures. Applications for a special use permit shall reasonably demonstrate that alternatives, such as lower structures that are permitted without special use permit, or other existing support structures are not capable of accommodating the applicant's needs. Evidence and information shall be submitted to establish the following:

1. Permitted shorter support structures are not of sufficient height to meet the applicant's engineering requirements.
2. No existing support structures are located within the geographic area required to meet the applicant's engineering requirements.
3. Existing support structures do not have sufficient structural strength to support the proposed antenna and related equipment.
4. The applicant's antenna would cause electromagnetic interference with antennas on the existing support structures, or the antenna on the existing support structures would cause interference with the applicant's proposed antenna.
5. The fees, costs, or contractual provisions required in order to share or adapt an existing support structure for sharing are unreasonable. Costs exceeding new tower development are presumed to be unreasonable.
6. The applicant demonstrates that there are other limiting factors that render existing towers and structures unsuitable.

23.62.080 Prohibited support structures.

Guyed towers are prohibited for use as a wireless communications facility support structure.

23.62.090 Exemption.

The following is exempt from the requirement of a special use permit, and shall be considered a permitted use in all zones where wireless and attached wireless communications facilities are permitted: modifications of existing wireless communications and attached wireless communications facilities in conformance with the requirements of an eligible facilities modification request as required in RMC 23.62.110.

23.62.100 Obsolescence.

A wireless communications facility or attached wireless communications facility shall be removed by the facility owner within six months of the date it ceased to be operational or if the facility falls into disrepair. [Ord. 28-05 § 1.02; Ord. 44-15 § 1].

23.62.110 Application review and approval of eligible facilities modification requests.

- A. Application. The development services department shall prepare and make publicly available an application form which shall be limited to the information necessary for the development services department to consider whether an application is an eligible facilities modification request. The application may not require the applicant to demonstrate a need or business case for the proposed modification.
- B. Type of Review. Upon receipt of an application for an eligible facilities request pursuant to this section, the development services department shall review such application to determine whether the application so qualifies.
- C. Time Frame for Review. Within 60 days of the date on which an applicant submits an eligible facilities request seeking approval under this section, the development services department shall approve the application unless it determines that the application is not covered by this section.
- D. Tolling of the Time Frame for Review. The 60-day review period begins to run when the application is filed with the development services department, and may be tolled only by mutual agreement by the development services department and the applicant, or in cases where the

development services department manager determines that the application is incomplete. The time frame for review is not tolled by a moratorium on the review of applications.

1. To toll the time frame for incompleteness, the city must provide a written notice to the applicant within 30 days of receipt of the application, specifically delineating all missing documents or information required in the application.

2. The time frame for review begins running again when the applicant makes a supplemental submission in response to the city's notice of incompleteness.

3. Following a supplemental submission, the city will notify the applicant within 10 days that the supplemental submission did not provide the information identified in the original notice delineating missing information. The time frame is tolled in the case of a second or subsequent notices pursuant to the procedures identified in this subsection (D). Second or subsequent notices of incompleteness may not specify missing documents or information that was not delineated in the original notice of incompleteness.

E. Determination that an Application is not an Eligible Facilities Request. If the development services department determines the applicant's request does not qualify as an eligible facilities request, the development services department shall deny the application. To the extent additional information is necessary, the development services department may request additional information from the applicant to evaluate the application under other provisions of this chapter and applicable law.

F. Failure to Act. In the event the city fails to approve or deny a request for an eligible facilities request within the time frame for review (accounting for any tolling), the request shall be deemed granted. The eligible facilities request does not become effective until the applicant notifies the development services department in writing after the review period has expired (accounting for any tolling) and that the application has been deemed granted.

G. Remedies. Applicants and the city may bring claims related to Section 6409(a) of the Spectrum Act to any court of competent jurisdiction.

Exhibit 2

ORDINANCE NO. 58-18

AN ORDINANCE of the City of Richland amending Richland Municipal Code Title 23: Zoning Regulations, related to wireless communications facilities.

WHEREAS, Chapter 23 RMC provides for bulk and review procedures applicable to the installation of wireless communications facilities in the various zones of the City; and

WHEREAS, contemporaneous with the consideration of this ordinance, City Council enacted amendments to its franchise provisions located in Title 28 of the Richland Municipal Code in order to provide for the deployment of small cell facilities; and

WHEREAS, City Council acknowledges that the growing use of smart phones and other personal wireless devices creates a substantial need for wireless data transmission, and therefore deems it in the public interest to adopt the federal guidelines by integrating such provisions into the zoning code in order to ensure for the speedy review of applications; and

WHEREAS, general design standards are necessary to maintain the aesthetic environment of the City's streetscape and accommodate evolving technology; and

WHEREAS, adoption of the contemporaneous franchise revisions requires integration with the City's zoning code in order to provide for design guidelines and processes to be used when considering applications for eligible facilities requests and small cell deployment; and

WHEREAS, the Planning Commission held a public hearing on the proposed changes to Chapter 23.62 RMC on November 28, 2018; and

WHEREAS, after consideration from testimony taken at the public hearing, the Planning Commission recommends approval of the proposed changes to Chapter 23.62 RMC.

NOW, THEREFORE, BE IT ORDAINED by the City of Richland as follows:

Section 1. The Richland Municipal Code, Chapter 23.62, as created by Ordinance No. 28-05 and last amended by Ordinance No. 44-15, is hereby amended as follows:

Chapter 23.62 WIRELESS COMMUNICATIONS FACILITIES

Sections:

- 23.62.010 Purpose.
- 23.62.020 Definitions.
- 23.62.030 Development standards for small cell facilities. ~~microfacilities.~~
- 23.62.035 Design standards for small cell facilities.
- 23.62.040 Development standards for macrofacilities.
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- 23.62.090 Exemption.
- 23.62.100 Obsolescence.
- 23.62.110 Application review and approval of eligible facilities ~~modification~~ requests.

23.62.010 Purpose.

The wireless communications facilities chapter is to minimize the unsightly characteristics associated with wireless communications facilities and to provide for a wide range of locations and options for wireless communications providers and to encourage creative approaches in locating wireless communications facilities, which will blend in with the surroundings of such facilities.

Review of wireless communication facilities proposed by applicants shall be governed by the provisions of 47 USC 253 and 47 USC 332 and other applicable statutes, regulations and case law. Applicants for wireless communication facilities shall be treated in a competitively neutral and non-discriminatory manner with other service providers, utilizing supporting infrastructure which is functionally equivalent, that is, service providers whose facilities are similarly situated in terms of structure, placement, or cumulative impacts. Wireless communication facility review under this chapter shall neither prohibit nor have the effect of prohibiting the ability of an applicant to provide telecommunications services.

23.62.020 Definitions.

For the purpose of this chapter, certain terms and words are defined as follows:

~~“Accessory antenna device” is an antenna including, but not limited to, test mobile antennas and global positioning (GPS) antennas, which are less than 12 inches in height or width, excluding the support structure.~~

“Antenna” means an apparatus designed for the purpose of emitting radiofrequency (RF) radiation, to be operated or operating from a fixed location pursuant to FCC authorization, for the provision of personal wireless service and any commingled information services. For purposes of this definition, the term antenna does not include an unintentional

radiator, mobile station, or device authorized under 47 CFR Chapter I, Subchapter A, Part 15. Examples of antenna include, but are not limited to: ~~is any system of poles, panels, rods, reflecting discs or similar devices used for the transmission or reception of radio frequency signals.~~

A. Omnidirectional antenna. An omnidirectional antenna (also known as whip antenna) transmits and receives radio frequency signals in a 360-degree radial pattern. For the purpose of this chapter, an omnidirectional antenna is up to 15 feet in height and four inches in diameter.

B. Directional antenna. A directional antenna (also known as panel antenna) transmits and receives radio frequency signals in a specific directional pattern of less than 360 degrees.

C. Parabolic antenna. A parabolic antenna (also known as dish antenna) is a bowl-shaped device for the reception and/or transmission of radio frequency communications signals in a specific directional pattern.

D. Antenna Array. An antenna array is two or more devices used for the transmission or reception of radio frequency signals, microwave, or other signals for commercial communications purposes.

"Antenna equipment" or "equipment" means equipment, switches, wiring, cabling, power sources, shelters or cabinets associated with an antenna, located at the same fixed location as the antenna, and, when collocated on a structure, is mounted or installed at the same time as such antenna.

"Antenna mount" means any mounting device or bracket that is used to attach an antenna or antenna array to a monopole, lattice tower, building, or other structure.

"Attached wireless communications facility" is a wireless communications facility that is affixed to an existing structure.

"Base station" shall mean and refer to the structure or equipment at a fixed location that enables FCC-licensed or authorized wireless communications between user equipment and a communications network. The term does not encompass a tower as defined in this chapter or any equipment associated with a tower. Base station includes, without limitation:

A. Equipment associated with wireless communications services such as private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.

B. Radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration (including distributed antenna systems and small-cell networks).

C. Any structure, other than a tower, that, at the time an eligible facilities ~~modification~~ request application is filed with the development services department under this chapter, supports or houses equipment described in subsections (A) and (B) of this definition, that has been reviewed and approved under the applicable zoning or siting process, or under another state, county or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing such support.

D. The term does not include any structure that, at the time a completed eligible facilities ~~modification~~ request application is filed with the development services department under this chapter, does not support or house equipment described in subsections (A), (B), and (C) of this definition.

"Co-location" ~~shall mean and refer to~~ means (1) mounting or installing an antenna facility on a pre-existing structure, and/or (2) modifying a structure for the purpose of mounting or installing an antenna facility on that structure. Provided that, for purposes of Eligible Facilities Requests, "co-location" means the mounting or installation of transmission equipment on an eligible support structure for the purpose of transmitting and/or receiving radio frequency signals for communications purposes.

~~"Co-location" exists when more than one wireless communications provider mounts equipment on a single support structure. Co-location can also exist when more than one carrier constructs more than one support structure on a single, relatively small parcel of land.~~

"Disrepair" as used in this Chapter, refers to a facility or structure which has become so damaged or deteriorated on account of age, the elements, wear and tear, or other cause, that it has become a threat to public safety or would constitute a public nuisance as defined in the RMC.

"Eligible facilities request" shall mean any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station, involving:

- A. Co-location or new transmission equipment;
- B. Removal of transmission equipment; or
- C. Replacement of transmission equipment.

"Eligible support structure" shall mean and refer to a tower or base station as defined in this chapter, ~~provided,~~ that it is existing at the time the eligible facilities ~~modification~~ request application is filed with the development services department under ~~this chapter~~ Section 23.62.110.

"Equipment shelter or cabinet" is a room, cabinet, or building used to house equipment for utility or service providers.

"Existing" shall mean a constructed tower or base station that has been reviewed and approved under applicable city zoning or permitting processes, or reviewed and approved under other state, county or local regulatory review processes, provided that a tower that has not been reviewed and approved because it was not in a zoned area when it was built, but was lawfully constructed, is existing for purposes of this section.

"FCC" means Federal Communications Commission.

"Guyed tower" is a wireless communications support structure, which consists ~~consisting~~ of metal crossed strips or bars and is steadied by wire guys in a radial pattern around the tower.

"Lattice tower" is a wireless communications support structure, which consists ~~consisting~~ of metal crossed strips or bars to support antennas and related equipment.

"Light Pole" means a pole used primarily for lighting streets, parking areas, parks or pedestrian paths.

~~"Macrofacility" is an attached commercial wireless communications facility, which consists consisting of antennas equal to or less than 15 feet in height or a parabolic antenna over one meter in height.~~

"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.

~~"Microfacility" is an attached commercial wireless communications facility which consists of antennas equal to or less than four feet in height and with an area of not more than 480 square inches in the aggregate (e.g., one-foot diameter parabola or two-foot by one-and-one-half-foot) as viewed from any one point. The permitted antenna height includes the wireless communications facility support structure.~~

"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.

"Related equipment" is all equipment ancillary to the transmission and reception of voice and data via radio frequencies. Such reception may include, but is not limited to, cable, conduit, and connectors.

"RF" means radio frequency.

"Small cell facility" has the same meaning as a "small wireless facility" defined in 47 CFR 1.6002.

"Site" shall mean for towers other than towers in the public rights-of-way, the current boundaries of the leased or owned property surrounding the tower, and any access or utility easements currently related to the site; and for other eligible support structures, further restricted to that area in proximity to the structure and to other transmission equipment already deployed on the ground. ~~, other than for towers in the public rights-of-way:~~

~~A. The current boundaries of the leased or owned property surrounding the tower and any access or utility easements currently related to the site;~~

~~B. The area for other eligible support structures further restricted to that area in proximity to the structure; and~~

~~C. Other transmission equipment already deployed on the ground.~~

"Substantial change" shall mean a modification that substantially changes the physical dimensions of an eligible support structure if it meets any of the following criteria:

A. For towers ~~not~~ other than towers in the public rights-of-way, it increases the height of the tower by more than 10 percent or by the height of one additional antenna array with separation from the nearest existing antenna not to exceed twenty feet, whichever is greater; for other eligible support structures, it increases the height of the structure by more than 10% or more than ten feet, whichever is greater; ~~or by more than 20 feet, whichever is greater;~~

B. For towers ~~not~~ other than towers in the public rights-of-way, it involves adding an appurtenance to the body of the tower that would protrude from the edge of the tower more than ~~20~~ twenty feet, or more than the width of the tower structure at the level of the appurtenance, whichever is greater; for other eligible support structures, it involves adding an appurtenance to the body of the structure that would protrude from the edge of the structure by more than six feet;

~~C. For towers located within the public rights-of-way, it increases the height of the tower by more than 10 percent or by more than 10 feet, whichever is greater;~~

~~D. For towers located within the public rights-of-way, it involves adding an appurtenance to the body of the tower that would protrude from the edge of the tower more than six feet;~~

CE. For any eligible support structure, it involves ~~the~~ installation of more than the standard number of new equipment cabinets for the technology involved, but not to exceed four

cabinets; or, for towers in the public rights-of-way and base stations, it involves ~~the~~ installation of any new equipment cabinets on the ground if there are no pre-existing ground cabinets associated with the structure, or else involves installation of ground cabinets that are more than 10 ~~percent~~% larger in height or overall volume than any other ground cabinets associated with the structure;

DF. It entails any excavation or deployment outside ~~of~~ the current site;

EG. It would defeat the concealment elements of the eligible support structure; or

FH. It does not comply with ~~the~~ conditions associated with the ~~permitting~~ siting approval of the construction or modification of the eligible support structure or base station equipment; provided, however, that this limitation does not apply to any modification that is non-compliant only in a manner that would not exceed the thresholds identified in ~~subsections (A) through (GD)~~ paragraphs A-D of this definition.

GI. A determination of whether a proposed modification to an eligible support structure qualifies as a substantial change shall be based on the height and configuration of the eligible support structure at the time of the adoption of the ordinance codified in this chapter, which is August 18, 2015, regardless of any modifications that may have taken place to the eligible support structure after August 18, 2015.

"Structure" means a pole, tower, base station, or other building, whether or not it has an existing antenna facility, that is used or to be used for the provision of personal wireless service (whether on its own or comingled with other types of services).

"Tower" means any structure built for the sole or primary purpose of supporting any FCC-licensed or authorized antennas and their associated facilities, including structures that are constructed for wireless communications services including, but not limited to, private, broadcast and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul and the associated site. The term includes "guyed tower," "lattice tower," and "monopole" as defined in this section.

"Traffic Signal Poles" means a pole that supports equipment used for controlling traffic, including but not limited to traffic lights, rapid flashing beacons, speed radar, and school zone flashers.

"Transmission equipment" means equipment that facilitates transmission for any FCC-licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated wireless communication services including, but not limited to, private, broadcast and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.

~~"Transmission tower" is a freestanding structure, other than a building, on which communications devices are mounted. A Transmission tower may serve either as a~~

~~major or minor communications facility. Examples include, but are not limited to, monopoles and lattice towers.~~

~~A. Monopoles.~~

~~B. Lattice towers.~~

~~C. Guyed towers.~~

"Utility Poles" shall mean a pole designated and used primarily for the support of electrical wires, telephone wires, or television cable.

"Wireless communications facility" is an unstaffed facility for the transmission and reception of low-power (under 500 watts) radio signals typically consisting of an equipment shelter or cabinet, a support structure, antennas (e.g., omnidirectional, panel/directional or parabolic), and related equipment.

"Wireless communications support structure" is the structure erected to support wireless communications antennas and connecting appurtenances. Support structure types include, but are not limited to, stanchions, monopoles, lattice towers, wood poles or guyed towers.

23.62.030 Development standards for small cell facilities. ~~microfacilities.~~

A. ~~Microfacilities~~ Small cell facilities are permitted within the right of way in all zones provided they meet the requirements of 28.14 RMC, this chapter, and receive a small cell permit.

B. Small cell facilities are permitted outside of the right of way in all zones provided they meet the requirements of this chapter and receive a building permit.

C. Any application for a small cell permit that contains an element which is not exempt from review under SEPA, the Shoreline Management Code, or Critical Areas code shall simultaneously apply under the applicable Chapter 22.09, Chapter 22.10 or Title 26 of the RMC.

D. The Director or the Public Works Director may promulgate through a director's rule additional design standards and requirements for use of city-owned poles within the right of way.

E. The following zones are designated as Design Zones for the purpose of the application of the provisions of Chapter 28.14 RMC and Chapter 23.62 RMC.

1. CBD – Medical District
2. CBD – Uptown District
3. CBD – Parkway District

F. Any applicant who desires to place a small cell facility in a Design Zone must first establish that the applicant cannot locate the small cell facility outside of the Design Zone on an existing pole located within 500 feet from the proposed site and outside of the Design Zone. Applications for small cell facilities in a Design Zone may be approved if the applicant demonstrates that due to technical infeasibility the applicant cannot locate the proposed small cell facility on an existing or replacement pole within 500 feet of the proposed site and outside of the Design Zone.

G. Small cell facilities on (i) non-City owned replacement poles that deviate from the design standards adopted in this Chapter; or (ii) on new poles, are only permitted upon receipt of a Type I permit and if they comply with the following requirements.

1. The applicant must establish that:

a. If proposing a new pole, the proposed small cell facility cannot be located on an existing utility pole, light pole, electrical transmission tower, or on a site outside of the public rights of way such as a public park, public property, building, transmission tower, or in or on a non-residential use in a residential zone whether by roof or panel-mount or separate structure;

b. The proposed small cell facility receives approval for a concealment element plan, as described in subsection G.2 below;

c. The proposed small cell facility also complies with all other regulatory criteria including shoreline, critical areas requirements and SEPA, if applicable; and

d. The location of the small cell facility is physically possible, complies with applicable traffic warrants, complies with the ADA and City construction and sidewalk clearance standards, and city, state and federal laws, regulations and ordinances, does not interfere with utility or safety fixtures (e.g., fire hydrants, traffic control devices), and does not adversely affect the public welfare, health or safety.

2. The concealment element plan shall include the design of the screening, fencing, or other concealment technology for a tower, pole, or equipment structure, and all related transmission equipment or facilities associated with the proposed small cell facility, including but not limited to fiber and power connections.

a. The concealment element plan should seek to minimize the visual obtrusiveness of small cell facility installations. The proposed pole or structure should have similar designs to existing neighboring poles in the rights of way, including similar height to the extent technically feasible. If the proposed small cell facility is placed on a replacement pole in a Design Zone, then the replacement pole shall be of the same general design as the pole it is replacing, unless the development services department otherwise approves a variation due to aesthetic or safety concerns. Any concealment element plan for a small wireless facility on a decorative pole should attempt to mimic the design of such pole and integrate the small cell facility into the design of the decorative pole. Other concealment

methods include, but are not limited to, integrating the installation with architectural features or building design components, utilization of coverings or concealment devices of similar material, color, and texture — or the appearance thereof — as the surface against which the installation will be seen or on which it will be installed, landscape design, or other camouflage strategies appropriate for the type of installation. Applicants are required to utilize designs in which all conduit and wirelines are installed internally in the structure. Further, applicant designs should, to the extent technically feasible, comply with the generally applicable design standards adopted in this chapter.

b. If the development services department has already approved a concealment element plan either for the applicant or another small cell facility along the same public right-of-way or for the same pole type, then the applicant shall utilize a substantially similar concealment element plan, unless it can show that such concealment element plan is not physically or technologically feasible, or that such deployment would overwhelm the pole design.

3. If a new pole is permitted by the City, then the applicant must dedicate the new pole to the City.

H. Prior to the issuance of a permit to construct a new pole or ground-mounted equipment in the right-of-way, the applicant must obtain a site-specific agreement from the city to locate such new pole or ground-mounted equipment. This requirement also applies to replacement poles that are higher than the replaced pole, when the overall height of the replacement pole and the proposed small cell facility is more than sixty (60) feet, unless the replacement pole is owned by the City and the applicant has a lease agreement with the City for the usage of that pole.

I. Any decision by the Director shall be final and not subject to administrative appeals.

23.62.035 Design standards for small cell facilities.

A. Small Cell Facilities Attached to Wooden Poles. Small cell facilities located on wooden utility poles shall conform to the following design criteria:

1. The utility pole at the proposed location may be replaced with a taller pole for the purpose of accommodating a small cell facility; provided that the replacement pole shall not exceed a height that is a maximum of ten (10) feet taller than the existing pole, unless a further height increase is required and confirmed in writing by the pole owner, and that such height extension is the minimum extension necessary to provide sufficient separation and/or clearance from electrical and wireline facilities. Replacement wooden utility poles may either match the approximate color and materials of the replaced pole, or shall be the standard new wooden utility pole used by the pole owner in the city.

2. A pole extender may be used instead of replacing an existing pole, but may not increase the height of the existing pole by more than ten (10) feet, unless a further height increase is required and confirmed in writing by the pole owner, and that such height

extension is the minimum extension necessary to provide sufficient separation and/or clearance from electrical and wireline facilities. The pole extender shall be painted to approximately match the color of the pole and shall substantially match the diameter of the pole measured at the top of the pole. A "pole extender", as used herein, is an object affixed between the utility pole and the antenna for the purpose of increasing the height of the antenna above the pole.

3. Antennas, equipment enclosures, and all ancillary equipment, boxes, and conduit shall be colored or painted to match the approximate color of the surface of the utility pole on which they are attached.

4. Panel antennas shall not be mounted more than twelve (12) inches from the surface of the utility pole, unless an additional distance is required by the pole owner, and shall not exceed three (3) cubic feet in volume.

5. A canister antenna may be mounted on top of an existing or replacement utility pole, which may not exceed the height requirements described in subsection A(1) above. A canister antenna mounted on the top of a utility pole shall not exceed the diameter of the pole by more than twelve (12) inches or be sixteen (16) inches in diameter, whichever is greater, and shall be colored or painted to match the pole. The canister antenna must be placed to look as if it is an extension of the pole. In the alternative, the applicant may propose a side-mounted canister antenna, so long as the inside edge of the antenna is no more than twelve (12) inches from the surface of the utility pole. All cables shall be concealed either within the canister antenna or within a sleeve between the antenna and the utility pole.

6. An omni-directional antenna may be mounted on the top of an existing or replacement utility pole, which may not exceed the height requirements described in subsection A(1) above, provided such antenna is no more than three (3) cubic feet in volume and is mounted directly on the top of a pole or attached to a sleeve made to look like the exterior of the pole as close to the top of the pole as technically feasible. All cables shall be concealed within the sleeve between the bottom of the antenna and the mounting bracket.

7. All related equipment, including but not limited to ancillary equipment, radios, cables, associated shrouding, disconnect boxes, meters, microwaves, and conduit which are mounted on utility poles shall not be mounted more than six (6) inches from the surface of the pole, unless a further distance is required and confirmed in writing by the pole owner.

8. Equipment for small cell facilities must be attached to the utility pole, unless otherwise permitted to be ground-mounted pursuant to subsection D(1). The equipment must be placed in the smallest enclosure possible for the intended purpose. The equipment enclosure and all other wireless equipment associated with the utility pole, including wireless equipment associated with the antenna and any pre-existing associated equipment on the pole, may not exceed twenty-eight (28) cubic feet. Multiple equipment enclosures may be acceptable if designed to more closely integrate with the pole design

and does not cumulatively exceed twenty-eight (28) cubic feet. The applicant is encouraged to place the equipment enclosure behind any banners or road signs that may be on the pole.

9. An applicant who desires to enclose both its antennas and equipment within one enclosure may do so, provided that such enclosure is the minimum size necessary for its intended purpose and the enclosure and all other wireless equipment associated with the pole, including wireless equipment associated with the antenna and any pre-existing associated equipment on the pole does not exceed twenty-eight (28) cubic feet. To the extent possible, the unified enclosure shall be placed so as to appear as an integrated part of the pole or behind banners or signs. The unified enclosure may not be placed more than six (6) inches from the surface of the pole, unless a further distance is required and confirmed in writing by the pole owner. The applicant is encouraged to place the unified enclosure behind any banners or road signs that may be on the pole, if such banners or road signs are allowed by the pole owner.

10. The visual effect of the small cell facility on all other aspects of the appearance of the utility pole shall be minimized to the greatest extent possible.

11. The use of the utility pole for the site of a small cell facility shall be considered secondary to the primary function of the utility pole. If the primary function of a utility pole serving as the host site for a small cell facility becomes unnecessary, the utility pole shall not be retained for the sole purpose of accommodating the small cell facility, and the small cell facility and all associated equipment shall be removed at the applicant's expense.

12. All cables and conduit shall be routed through conduit along the outside of the pole. The outside conduit shall be colored or painted to match the pole. The number of conduit shall be minimized to the number technically necessary to accommodate the small cell.

13. The diameter of a replacement pole shall comply with the City's setback and sidewalk clearance requirements and shall not be more than a 25% increase of the existing utility pole measured at the base of the pole. Glulam poles are specifically prohibited.

B. Small Cell Facilities Attached to Non-Wooden Light Poles and Non-Wooden Utility Poles. Small cell facilities attached to existing or replacement light poles and non-wooden utility poles, or poles within parking lots shall conform to the following design criteria:

1. Antennas and the associated equipment enclosures (including disconnect switches and other appurtenant devices), conduit, and fiber shall be fully concealed within the pole, unless such concealment is otherwise technically infeasible, or is incompatible with the pole design, then the antennas and associated equipment enclosures must be camouflaged to appear as an integral part of the pole or flush mounted to the pole, meaning no more than six (6) inches off of the pole, and must be the minimum size necessary for the intended purpose, not to exceed the volumetric requirements described in subsection A above. If the equipment enclosure is permitted on the exterior of the pole,

the applicant is required to place the equipment enclosure behind any banners or road signs that may be on the pole.

2. Any replacement pole shall substantially conform to the existing neighboring pole design standards utilized within the contiguous right-of-way.

3. The height of any replacement pole may not extend more than ten (10) feet above the height of the existing pole, unless such further height increase is required and confirmed in writing by the pole owner.

4. The diameter of a replacement pole shall comply with the City's setback and sidewalk clearance requirements and shall, to the extent technically feasible, not be more than a 25% increase of the existing non-wooden measured at the base of the pole, unless additional diameter is needed in order to conceal equipment within the base of the pole, and shall comply with the requirements in subsection D(1) below.

5. A canister antenna on top of an existing or replacement pole may not extend more than six (6) feet above the height of the existing pole and the diameter may not exceed the diameter of the pole by more than twelve (12) inches or be sixteen (16) inches in diameter, whichever is greater, unless the applicant can demonstrate that more space is technically or aesthetically needed.

6. The use of a non-wooden pole for the siting of a small cell facility shall be considered secondary to the primary function of the non-wooden pole. If the primary function of a non-wooden serving as the host site for a small cell facility becomes unnecessary, the non-wooden shall not be retained for the sole purpose of accommodating the small cell facility and the small cell facility and all associated equipment shall be removed.

C. Small Cell Facilities Attached to Existing Buildings. Small cell facilities attached to existing buildings, shall conform to the following design criteria:

1. Small cell facilities may be mounted to the sides of a building if the antennas do not interrupt the building's architectural theme.

2. The interruption of architectural lines or horizontal or vertical reveals is discouraged.

3. New architectural features such as columns, pilasters, corbels, or other ornamentation that conceal antennas may be used if they complement the architecture of the existing building.

4. Small cells shall utilize the smallest mounting brackets necessary, in order to provide the smallest offset from the building.

5. Skirts or shrouds shall be utilized on the sides and bottoms of antennas, in order to conceal mounting hardware, create a cleaner appearance, and minimize the visual impact of the antennas. Exposed cabling/wiring is prohibited.

6. Small cell facilities shall be painted and textured to match the adjacent building surfaces.

7. The applicant must provide approval from the building owner, including consent that the small cell design meets the building owner's design requirements.

D. General Requirements.

1. Ground-mounted equipment in the rights of way are prohibited, unless such facilities are placed underground, or the applicant can demonstrate that pole-mounted equipment and undergrounding are technically infeasible. If ground-mounted equipment is necessary, then the applicant shall submit a concealment element design, as described in RMC 23.62.030. Generators located in the rights of way are prohibited.

2. Replacement poles and new poles shall comply with the Americans with Disabilities Act (ADA), City construction and sidewalk clearance standards, city ordinance, and state and federal laws and regulations in order to provide a clear and safe passage within the rights-of-way. Further, the location of any replacement or new pole must: be physically possible, comply with applicable traffic warrants, not interfere with utility or safety fixtures (e.g., fire hydrants, traffic control devices), and not adversely affect the public welfare, health or safety.

3. Replacement poles shall be located as near as possible to the existing pole with the requirement to remove the abandoned pole.

4. Any replacement pole shall substantially conform to the design of the pole it is replacing or the neighboring pole design standards utilized in the contiguous right-of-way.

5. No signage, message, or identification other than the manufacturer's identification is allowed to be portrayed on any antenna, and any such signage on equipment enclosures shall be of the minimum amount possible to achieve the intended purpose; provided that signs are permitted as concealment techniques where appropriate.

6. Antennas and related equipment shall not be illuminated except as required by a federal or state authority, or unless approved as part of a light standard or consistent with RMC 23.62.030.

7. Side arm mounts for antennas or equipment must be the minimum extension necessary and for wooden poles may be no more than twelve (12) inches off the pole and for non-wooden poles no more than six (6) inches off the pole.

8. Any small cell facility shall be removed by the facility owner or authorized agent within ninety (90) days of the date it ceases to be operational or if the facility falls into disrepair.

9. Upon the replacement of a pole on which a small cell facility exists, the small cell facility owner must transfer its infrastructure to such new pole within ninety (90) days of notice from the pole owner to transfer the small cell facility, or such extended period of time as approved by the pole owner.

10. The preferred location of a small cell facility on a pole is the location with the least visible impact.

11. Antennas, equipment enclosures, and ancillary equipment, conduit, and cable shall not dominate the structure or pole upon which they are attached.

12. The City may consider the cumulative visual effects of small cells mounted on poles within the rights-of-way in determining whether additional permits may be granted so as to not adversely affect the visual character of the City.

13. Except for locations in the right-of-way, small cell facilities are not permitted on any property containing a residential use in the residential zones.

14. Designs for small cell facilities located on existing or replacement City-owned poles may deviate from the design standards in this section, provided such deviations are approved as part of a lease agreement between the applicant and the City.

15. Small cell facilities may not be placed on traffic signal poles.

23.62.040 Development standards for macrofacilities.

A. Macrofacilities are permitted in all zones, ~~except suburban agricultural (SAG), single-family residential — 12,000 (R-1-12), single-family residential — 10,000 (R-1-10), medium-density residential (R-2) and medium-density residential small lot (R-2S) zones.~~

B. Macrofacilities shall not be allowed on buildings which are designated as solely residential, except for those structures that contain an excess of 4 dwelling units. Macrofacilities may ~~locate~~ be located on buildings and structures which contain mixed uses (e.g., residential and commercial or other uses located with residential uses); provided, that the interior wall or ceiling immediately adjacent to the facility is not designated residential space.

C. The shelter or cabinet, if necessary, used to house radio electronics equipment shall be concealed, camouflaged, or underground.

D. Macrofacilities shall comply with the height limitations specified for all zones except as follows: ~~Omnidirectional antennas~~ Antennas may exceed the height limitation by 15 feet; ~~panel antennas may exceed the height limitation if~~ so long as they are affixed to the side of an existing building or mounted on the rooftop of the building and architecturally ~~blends in~~ blend with the building. Structures which are nonconforming

with respect to height may be used ~~for omnidirectional antennas, providing~~ provided they do not exceed 15 feet above the existing structure. Placement of an antenna on a nonconforming structure shall not be considered to be an expansion of the nonconforming structure.

23.62.050 Development standards for monopoles and lattice towers.

A. All monopoles and lattice towers exceeding 60 feet in height shall be designed to accommodate two or more wireless communications facilities.

B. Macrofacilities are the largest wireless communications facilities allowed on a monopole or lattice tower. Antennas not exceeding 15 feet in height which extend above the wireless communications support structure shall not be calculated as part of the height of the wireless communications support structure.

C. On monopoles, antennas and antenna arrays together with any associated antenna mount shall be designed utilizing the narrowest dimensions possible, and in no instance shall they extend further, as measured horizontally, from the centerline of the monopole than a distance of 15 feet.

D. On lattice towers, antennas and antenna arrays together with any associated mounts shall extend no further, as measured horizontally, than 15 feet from the portion of the lattice tower to which the antennas are mounted.

E. Co-location on an existing support structure shall be permitted.

F. The shelter or cabinet, if necessary, used to house radio electronics equipment and the associated cabling connecting the equipment or cabinet to the monopole or lattice tower shall be concealed, camouflaged or underground.

G. When a monopole or lattice tower is adjacent to a suburban agricultural (SAG), single-family residential – 12,000 (R-1-12), single-family residential – 10,000 (R-1-10), medium-density residential (R-2), medium-density residential small lot (R-2S) or multiple-family residential (R-3) zoning district, the wireless communications support structure must be set back a distance equal to **twice** the height of the wireless communications support structure from the nearest residential lot line.

H. All monopoles and lattice towers shall be lighted and painted, if necessary, in accordance with Federal Aviation Administration regulations.

23.62.060 Permitted zones for monopoles and lattice towers.

A. Monopoles up to 80 feet in height are considered a permitted use in the general business (C-3), business research park (B-RP), medium industrial (I-M), and heavy manufacturing (M-2) zoning districts. Monopoles up to 80 feet in height may be permitted

in the parks and public facilities (PPF), business commerce (B-C), central business district (CBD) and retail business (C-2) zoning district subject to issuance of a special use permit as set forth in RMC 23.62.070.

B. Monopoles between 80 feet and 150 feet in height are considered a permitted use in the business research park (B-RP), medium industrial (I-M), and heavy manufacturing (M-2) zoning districts. Monopoles between 80 feet and 150 feet in height may be permitted in the parks and public facilities (PPF), general business (C-3) and business commerce (B-C) zoning districts subject to issuance of a special use permit as set forth in RMC 23.62.070.

C. Monopoles over 150 feet in height may be permitted in the business research park (B-RP), medium industrial (I-M) and heavy manufacturing (M-2) zoning districts subject to issuance of a special use permit as set forth in RMC 23.62.070.

D. Lattice towers up to 150 feet in height are considered a permitted use in the medium industrial (I-M) and heavy manufacturing (M-2) zoning districts.

E. Lattice towers over 150 feet in height may be permitted in the medium industrial (I-M) and heavy manufacturing (M-2) zoning districts subject to issuance of a special use permit as set forth in RMC 23.62.070.

23.62.070 Special use permit criteria for monopoles and lattice towers.

Requests for special use permits shall be considered in accordance with the provisions of Chapter 23.46 RMC. In addition to the provisions of Chapter 23.46 RMC, the following specific criteria shall be met before a special use permit can be granted:

A. Visual Impact.

1. Antennas may not extend more than 15 feet above their supporting structure, monopole, lattice tower, building or other structure.

2. Site location and development shall preserve the pre-existing character of the surrounding buildings, and land uses, and zone district to the extent consistent with the function of the communications equipment. Wireless communications towers shall be integrated through location and design to blend in with the existing characteristics of the site to the extent practical. Existing on-site vegetation shall be preserved or improved, and disturbance of the existing topography shall be minimized, unless such disturbance would result in less visual impact of the site to the surrounding area.

3. Accessory equipment facilities used to house or contain wireless communications equipment should be located within buildings when possible. When they cannot be located in buildings, equipment shelters, or cabinets, they shall be screened and landscaped.

4. All monopoles and lattice type facilities shall be screened with trees, shrubs and landscaping planted in sufficient depth to form an effective and actual sight barrier within five years. Said landscaping shall have a minimum mature height of eight feet.

B. Noise. No equipment shall be operated so as to produce noise in levels above 45 dBA as measured from the nearest property line on which the attached wireless communications facility is located.

C. Availability of Suitable Existing Towers or Other Structures. Applications for a special use permit shall reasonably demonstrate that alternatives such as lower structures that are permitted without [a](#) special use permit or other existing support structures are not capable of accommodating the applicant's needs. Evidence and information shall be submitted to establish the following:

1. Permitted shorter support structures are not of sufficient height to meet the applicant's engineering requirements.

2. No existing support structures are located within the geographic area required to meet the applicant's engineering requirements.

3. Existing support structures do not have sufficient structural strength to support the proposed antenna and related equipment.

4. The applicant's antenna would cause electromagnetic interference with antennas on the existing support structures, or the antenna on the existing support structures would cause interference with the applicant's proposed antenna.

5. The fees, costs, or contractual provisions required in order to share or adapt an existing support structure for sharing are unreasonable. Costs exceeding new tower development are presumed to be unreasonable.

6. The applicant demonstrates that there are other limiting factors that render existing towers and structures unsuitable.

23.62.080 Prohibited support structures.

Guyed towers are prohibited for use as a wireless communications facility support structure.

23.62.090 Exemption.

The following is exempt from the requirement of a special use permit, and shall be considered a permitted use in all zones where wireless and attached wireless communications facilities are permitted: modifications of existing wireless communications and attached wireless communications facilities in conformance with the requirements of an eligible facilities **modification** request as required in RMC 23.62.110.

23.62.100 Obsolescence.

A wireless communications facility or attached wireless communications facility shall be removed by the facility owner within six months of the date it ceased to be operational or if the facility falls into disrepair.

23.62.110 Application review and approval of eligible facilities ~~modification~~ requests.

A. Application. The development services department shall prepare and make publicly available an application form which shall be limited to the information necessary for the development services department to consider whether an application is an eligible facilities ~~modification~~ request. The application may not require the applicant to demonstrate a need or business case for the proposed modification.

B. Type of Review. Upon receipt of an application for an eligible facilities ~~modification~~ request pursuant to this ~~chapter~~-section, the development services department shall review such application to determine whether the application so qualifies.

C. Time Frame for Review. Within 60 days of the date on which an applicant submits ~~application~~ an eligible facilities request seeking approval under this ~~chapter~~-section, the development services department shall approve the application unless it determines that the application is not covered by this ~~chapter~~-section.

D. Tolling of the Time Frame for Review. The 60-day review period begins to run when the application is filed with the development services department, and may be tolled only by mutual agreement by the development services department and the applicant, or in cases where the development services department ~~manager~~ determines that the application is incomplete. The time frame for review is not tolled by a moratorium on the review of applications.

1. To toll the time frame for incompleteness, the city must provide a written notice to the applicant within 30 days of receipt of the application, specifically delineating all missing documents or information required in the application.

2. The time frame for review begins running again when the applicant makes a supplemental submission in response to the city's notice of incompleteness.

3. Following a supplemental submission, the city will notify the applicant within 10 days that the supplemental submission did not provide the information identified in the original notice delineating missing information. The time frame is tolled in the case of a second or subsequent notices pursuant to the procedures identified in this subsection (D). Second or subsequent notices of incompleteness may not specify missing documents or information that was not delineated in the original notice of incompleteness.

E. Determination that an Application is not an Eligible Facilities Request. If the development services department determines the applicant's request does not qualify as an eligible facilities request, the development services department shall deny the application. To the extent additional information is necessary, the development services

department may request additional information from the applicant to evaluate the application under other provisions of this chapter and applicable law. ~~Interaction with Section 332(c)(7). If the city determines that the applicant's request is not covered by Section 6409(a) as delineated under this chapter, the presumptively reasonable time frame under Section 332(c)(7), as prescribed by the FCC's Shot Clock order, will begin to run from the issuance of the city's decision that the application is not a covered request. To the extent such information is necessary, the city may request additional information from the limitations applicable to other Section 332(c)(7) reviews.~~

F. Failure to Act. In the event the city fails to approve or deny a request for an eligible facilities request ~~seeking approval under this chapter~~ within the time frame for review (accounting for any tolling), the request shall be deemed granted. ~~approved.~~ The ~~deemed approval~~ eligible facilities request does not become effective until the applicant notifies the development services department in writing after the review period has expired (accounting for any tolling) ~~and~~ that the application has been deemed granted. ~~approved.~~

G. Remedies. Applicants and the city may bring claims related to Section 6409(a) of the Spectrum Act to any court of competent jurisdiction.

Section 2. The Richland Municipal Code, Section 23.06.590, as created by Ordinance No. 28-05, is hereby repealed and replaced as follows:

"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.

Section 3. The chart contained at the bottom of Richland Municipal Code, Section 23.14.030, as created by Ordinance No. 28-05, is hereby amended as follows:

~~Micro~~—and Macro-Antennas

Section 4. The chart contained at the bottom of Richland Municipal Code, Section 23.18.030, as created by Ordinance No. 28-05, is hereby amended as follows:

~~Micro~~—and Macro-Antennas

Section 5. The chart contained at the bottom of Richland Municipal Code, Section 23.22.030, as created by Ordinance No. 28-05, is hereby amended as follows:

~~Micro~~—and Macro-Antennas

Section 6. The chart contained at the bottom of Richland Municipal Code, Section 23.26.030, as created by Ordinance No. 28-05, is hereby amended as follows:

~~Micro~~-and Macro-Antennas

Section 7. The chart contained at the bottom of Richland Municipal Code, Section 23.28.030, as created by Ordinance No. 28-05, is hereby amended as follows:

~~Micro~~-and Macro-Antennas

Section 8. The chart contained at the bottom of Richland Municipal Code, Section 26.30.011, as created by Ordinance No. 28-05, is hereby amended as follows:

~~Micro~~-and Macro-Antennas

Section 9. The chart contained at the bottom of Richland Municipal Code, Section 23.30.020, as created by Ordinance No. 28-05, is hereby amended as follows:

~~Micro~~-and Macro-Antennas

Section 10. The Richland Municipal Code, Section 23.06.650, as created by Ordinance No. 28-05, and defining "Microfacility" is hereby deleted in its entirety:

~~"Microfacility" is an attached commercial wireless communications facility which consists of antennas equal to or less than four feet in height and with an area of not more than 480 square inches in the aggregate (e.g., one-foot diameter parabola or two feet by one and one-half feet) as viewed from any one point. The permitted antenna height includes the wireless communications facility support structure.~~

Section 11. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the _____ day of January, 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS, City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____

Exhibit 3



File No. EA2018-126

CITY OF RICHLAND Determination of Non-Significance

Description of Proposal: Text amendment to RMC Chapter 23.62, Wireless Communications Facilities, to provide regulatory language for the development/installation of small cell facilities within the City of Richland.

Proponent: City of Richland

Location of Proposal: City Wide Code Amendment

Lead Agency: City of Richland

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

☐ There is no comment for the DNS.

☐ This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for fourteen days from the date of issuance.

☒ This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

Responsible Official: Mike Stevens

Position/Title: Planning Manager

Address: 550 Swift Boulevard, Richland, WA 99352

Date: November 20, 2018

Signature 

SEPA ENVIRONMENTAL CHECKLIST

EA 2018-126

Purpose of checklist:

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants:

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for Lead Agencies:

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals:

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B plus the SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS (part D). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in Part B - Environmental Elements –that do not contribute meaningfully to the analysis of the proposal.

A. Background [HELP]

1. Name of proposed project, if applicable: **City of Richland Municipal Code Amendment – Chapter 23.62, Wireless Communications Facilities.**
2. Name of applicant: **Shane O'Neill, Senior Planner**

3. Address and phone number of applicant and contact person: **City of Richland Development Services, 840 Northgate Drive, Richland, WA 99352**

509.942.7587

4. Date checklist prepared: **October 17, 2018**

5. Agency requesting checklist: **City of Richland Development Services (Planning Division)**

6. Proposed timing or schedule (including phasing, if applicable): **Upon adoption by City of Richland City Council, Fall/Winter 2018/2019.**

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. **No, this is a stand alone text amendment.**

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. **None other than this SEPA Checklist. The original City of Richland Comprehensive Plan and Zoning Code were prepared through an EIS process.**

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. **N/A as this is a text amendment only.**

10. List any government approvals or permits that will be needed for your proposal, if known. **The proposed text amendment will need to be adopted via ordinance by the City Council.**

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.) **Proposed text amendment to Chapter 23.62, Wireless Communications Facilities, of the Richland Municipal Code (RMC) to address the installation of small-cell technologies within the City of Richland.**

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist. **The proposed text amendment will apply to all areas of the City in which small-cell technologies are proposed.**

B. Environmental Elements [\[HELP\]](#)

1. Earth [\[help\]](#)

a. General description of the site:

(circle one): Flat, rolling, hilly, steep slopes, mountainous, other _____
N/A as this is a text amendment only. However, the city contains areas which meet each of the descriptions above.

- b. What is the steepest slope on the site (approximate percent slope)? **N/A as this is a text amendment only.**
- c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils. **N/A as this is a text amendment only.**
- d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. **N/A as this is a text amendment only.**
- e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill. **N/A as this is a text amendment only.**
- f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. **N/A as this is a text amendment only.**
- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? **N/A as this is a text amendment only.**
- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any: **N/A as this is a text amendment only.**

2. Air [\[help\]](#)

- a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known. **N/A as this is a text amendment only.**
- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. **N/A as this is a text amendment only.**
- c. Proposed measures to reduce or control emissions or other impacts to air, if any: **N/A as this is a text amendment only.**

3. Water [\[help\]](#)

- a. Surface Water: [\[help\]](#)
 - 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. **N/A as this is a text amendment only. However, the City of Richland is located adjacent to the Columbia and Yakima Rivers.**

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. **N/A as this is a text amendment only.**
- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material. **N/A as this is a text amendment only.**
- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known. **N/A as this is a text amendment only.**
- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. **N/A as this is a text amendment only. However, there are areas within the city that are located within the 100-year floodplain. Future sign permits within floodplain areas will be required to comply with the requirements of the city's Flood Damage Prevention Ordinance and Critical Areas Ordinance.**
- 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. **N/A as this is a text amendment only.**

b. Ground Water: [\[help\]](#)

- 1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. **N/A as this is a text amendment only.**
- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. **N/A as this is a text amendment only.**

c. Water runoff (including stormwater):

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. **N/A as this is a text amendment only.**
- 2) Could waste materials enter ground or surface waters? If so, generally describe. **N/A as this is a text amendment only.**

3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe. **N/A as this is a text amendment only.**

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any: **N/A as this is a text amendment only.**

4. **Plants** [help]

a. Check the types of vegetation found on the site: **N/A as this is a text amendment only. However, a variety of shrub-steppe and other types of vegetation can be found throughout the city.**

- ☐ deciduous tree: alder, maple, aspen, other
- ☐ evergreen tree: fir, cedar, pine, other
- ☐ shrubs
- ☐ grass
- ☐ pasture
- ☐ crop or grain
- ☐ Orchards, vineyards or other permanent crops.
- ☐ wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
- ☐ water plants: water lily, eelgrass, milfoil, other
- ☐ other types of vegetation

b. What kind and amount of vegetation will be removed or altered? **N/A as this is a text amendment only.**

c. List threatened and endangered species known to be on or near the site. **N/A as this is a text amendment only. However, the City's Municipal Code has provisions for the protection of threatened and endangered species which will have to be complied with for any new small-cell approvals.**

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: **N/A as this is a text amendment only.**

e. List all noxious weeds and invasive species known to be on or near the site. **N/A as this is a text amendment only.**

5. **Animals** [help]

a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site. **N/A as this is a text amendment only. However, many different types of birds, mammals and fish live within or near the city.**

Examples include:

- birds: hawk, heron, eagle, songbirds, other:
- mammals: deer, bear, elk, beaver, other:
- fish: bass, salmon, trout, herring, shellfish, other _____

b. List any threatened and endangered species known to be on or near the site. **N/A as this is a text amendment only.**

c. Is the site part of a migration route? If so, explain. **The City of Richland is located within the Mid-Columbia Flyway.**

d. Proposed measures to preserve or enhance wildlife, if any: **N/A as this is a text amendment only.**

e. List any invasive animal species known to be on or near the site. **N/A as this is a text amendment only.**

6. Energy and Natural Resources [\[help\]](#)

a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc. **N/A as this is a text amendment only.**

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. **N/A as this is a text amendment only.**

c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:

7. Environmental Health [\[help\]](#)

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe. **N/A as this is a text amendment only.**

1) Describe any known or possible contamination at the site from present or past uses.
N/A as this is a text amendment only.

2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.
N/A as this is a text amendment only.

3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.
N/A as this is a text amendment only.

4) Describe special emergency services that might be required.
N/A as this is a text amendment only.

5) Proposed measures to reduce or control environmental health hazards, if any:
N/A as this is a text amendment only.

b. Noise

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? **N/A as this is a text amendment only.**
- 2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. **N/A as this is a text amendment only.**
- 3) Proposed measures to reduce or control noise impacts, if any: **N/A as this is a text amendment only.**

8. Land and Shoreline Use [\[help\]](#)

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe. **N/A as this is a text amendment only. However, there are many different types of land uses within the City of Richland and the small-cell regulations have been written to take the various land uses into consideration.**
- b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use? **N/A as this is a text amendment only.**
 - 1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how: **N/A as this is a text amendment only.**
- c. Describe any structures on the site. **N/A as this is a text amendment only. However, there are thousands of different structures located within the city limits.**
- d. Will any structures be demolished? If so, what? **N/A as this is a text amendment only.**
- e. What is the current zoning classification of the site? **N/A as this is a text amendment only. The City has a number of different zoning classifications ranging from agriculture, residential, commercial, industrial and open space.**
- f. What is the current comprehensive plan designation of the site? **N/A as this is a text amendment only. However, the City has a number of different land use classifications ranging from Agriculture, residential, commercial, industrial, urban reserve, public facility and open space.**
- g. If applicable, what is the current shoreline master program designation of the site? **N/A as this is a text amendment only. Portions of the city are located within the jurisdiction of the Shoreline Master Program; However, this text amendment in and of itself does not result in any physical alterations of the land.**

- h. Has any part of the site been classified as a critical area by the city or county? If so, specify. **N/A as this is a text amendment only. However, different areas of the city are regulated by the City's Critical Areas Ordinance.**
- i. Approximately how many people would reside or work in the completed project? **N/A as this is a text amendment only.**
- j. Approximately how many people would the completed project displace? **N/A as this is a text amendment only.**
- k. Proposed measures to avoid or reduce displacement impacts, if any: **N/A as this is a text amendment only.**
- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: **N/A as this is a text amendment only.**
- m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any: **N/A as this is a text amendment only.**

9. Housing [\[help\]](#)

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. **N/A as this is a text amendment only.**
- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. **N/A as this is a text amendment only.**
- c. Proposed measures to reduce or control housing impacts, if any: **N/A as this is a text amendment only.**

10. Aesthetics [\[help\]](#)

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? **N/A as this is a text amendment only.**
- b. What views in the immediate vicinity would be altered or obstructed? **N/A as this is a text amendment only.**
- c. Proposed measures to reduce or control aesthetic impacts, if any: **N/A as this is a text amendment only.**

11. Light and Glare [\[help\]](#)

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? **N/A as this is a text amendment only.**
- b. Could light or glare from the finished project be a safety hazard or interfere with views? **N/A as this is a text amendment only.**

c. What existing off-site sources of light or glare may affect your proposal? **N/A as this is a text amendment only.**

d. Proposed measures to reduce or control light and glare impacts, if any: **N/A as this is a text amendment only.**

12. Recreation [\[help\]](#)

a. What designated and informal recreational opportunities are in the immediate vicinity? **N/A as this is a text amendment only. However, the City of Richland has a number of different recreational opportunities including city parks, commercial recreational establishments (theaters, museums, etc.), golf courses, riverfront areas (Columbia River & Yakima River) and eating/drinking establishments.**

b. Would the proposed project displace any existing recreational uses? If so, describe. **N/A as this is a text amendment only.**

c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: **N/A as this is a text amendment only.**

13. Historic and cultural preservation [\[help\]](#)

a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe. **N/A as this is a text amendment only.**

b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources. **N/A as this is a text amendment only.**

c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc. **N/A as this is a text amendment only.**

d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required. **N/A as this is a text amendment only.**

14. Transportation [\[help\]](#)

a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any. **N/A as this is a text amendment only.**

b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop? **N/A as this is a text amendment only.**

c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate? **N/A as this is a text amendment only.**

d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private). **N/A as this is a text amendment only.**

e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe. **N/A as this is a text amendment only.**

f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates? **N/A as this is a text amendment only.**

g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe. **N/A as this is a text amendment only.**

h. Proposed measures to reduce or control transportation impacts, if any: **N/A as this is a text amendment only.**

15. Public Services [\[help\]](#)

a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. **N/A as this is a text amendment only.**

b. Proposed measures to reduce or control direct impacts on public services, if any. **N/A as this is a text amendment only.**

16. Utilities [\[help\]](#)

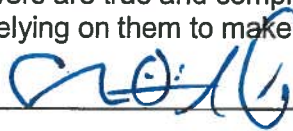
a. Circle utilities currently available at the site: **N/A as this is a text amendment only.**
electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system,
other _____

b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed. **N/A as this is a text amendment only.**

C. Signature [\[HELP\]](#)

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: _____



Name of signee Shane O'Neill

Position and Agency/Organization Senior Planner

Date Submitted: October 17, 2018

D. Supplemental sheet for nonproject actions [\[HELP\]](#)

(IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise? **N/A as this is a text amendment only. The proposal consists only of an amendment to Chapter 23.62, Wireless Communications Facilities, of the Richland Municipal Code. Any wireless communications facilities contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

Proposed measures to avoid or reduce such increases are: **N/A as this is a text amendment only. The proposal consists only of an amendment to Chapter 23.62, Wireless Communications Facilities, of the Richland Municipal Code. Any new wireless facilities will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

2. How would the proposal be likely to affect plants, animals, fish, or marine life? **N/A as this is a text amendment only. The proposal consists only of an amendment to Chapter 23.62 of the Richland Municipal Code. Any new wireless facilities will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

Proposed measures to protect or conserve plants, animals, fish, or marine life are: **N/A as this is a text amendment only. The proposal consists only of an amendment to Chapter 23.62 of the Richland Municipal Code. Any future wireless communication facilities will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

3. How would the proposal be likely to deplete energy or natural resources? **N/A as this is a text amendment only. The proposal consists only of an amendment to Chapter 23.62 of the Richland Municipal Code. New wireless facilities will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

Proposed measures to protect or conserve energy and natural resources are: **N/A as this is a text amendment only. The proposal consists only of an amendment to Chapter 23.62, Wireless Communications Facilities, of the Richland Municipal Code. Any new facilities contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands? **N/A as this is a text amendment only. The proposal consists only of an amendment to Chapter 23.62 of the Richland Municipal Code. Any new wireless communication facilities will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

Proposed measures to protect such resources or to avoid or reduce impacts are: **N/A as this is a text amendment only. The proposal consists only of an amendment to Chapter 23.62 of the Richland Municipal Code. Any new wireless facilities will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans? **N/A as this is a text amendment only. The proposal consists only of an amendment to Chapter 23.62 of the Richland Municipal Code. Any new wireless facilities contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

Proposed measures to avoid or reduce shoreline and land use impacts are: **N/A as this is a text amendment only. The proposal consists only of an amendment to Chapter 23.62, Wireless Communications Facilities, of the Richland Municipal Code. Any wireless facilities contemplated will need to comply with all local, state and federal**

regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.

6. How would the proposal be likely to increase demands on transportation or public services and utilities? **N/A as this is a text amendment only. The proposal consists only of an amendment to Chapter 23.62 of the Richland Municipal Code. Any/all new facilities contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

Proposed measures to reduce or respond to such demand(s) are: **N/A as this is a text amendment only. The proposal consists only of an amendment to Chapter 23.62 of the Richland Municipal Code. Any new wireless communication facilities will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment. **N/A as this is a text amendment only. The proposal consists only of an amendment to Chapter 23.62, Wireless Communications Facilities, of the Richland Municipal Code. Any new facility will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**



Exhibit 4

CITY OF RICHLAND NOTICE OF APPLICATION, PUBLIC HEARING AND OPTIONAL DNS (CA2018-104 & EA2018-126)

Notice is hereby given that the City of Richland has filed an application for a text amendment to RMC Chapter 23.62, Wireless Communications Facilities, to provide regulatory language for the development/installation of small cell facilities within the City of Richland.

Pursuant to Richland Municipal Code (RMC) Section 19.20 the Richland Planning Commission will conduct a public hearing and review of the application at 7:00 p.m., Wednesday, November 28, 2018 in the Richland City Hall Council Chambers, 505 Swift Boulevard. All interested parties are invited to attend and present testimony at the public hearing.

Environmental Review: The proposal is subject to environmental review. The City of Richland is lead agency for the proposal under the State Environmental Policy Act (SEPA) and has reviewed the proposed project for probable adverse environmental impacts and expects to issue a determination of non-significance (DNS) for this project. The optional DNS process in WAC 197-11-355 is being used. This may be your only opportunity to comment on the environmental impacts of the proposed development. The environmental checklist and related file information are available to the public and can be viewed in the Development Services Division Office or City of Richland website www.ci.richland.wa.us.

Any person desiring to express his views or to be notified of any decisions pertaining to this application should notify Mike Stevens, Planning Manager, 840 Northgate Drive, P.O. Box 190, Richland, WA 99352. Comments may also be faxed to (509) 942-7764 or emailed to mstevens@ci.richland.wa.us. Written comments should be received no later than 5:00 p.m. on Friday, November 9, 2018 to be incorporated into the staff report. Comments received after that date will be entered into the record at the hearing.

Copies of the staff report and recommendation will be available in the Development Services Division Office or City of Richland website www.ci.richland.wa.us beginning Wednesday, November 21, 2018.



Department of Energy

Bonneville Power Administration
2211 North Commercial Avenue
Pasco, WA 99301

TRANSMISSION SERVICES

November 8, 2018

In reply refer to: City of Richland Chapter 23.62 Code Amendment CA2018-104 Small Cell
Located within the City of Richland, WM, Benton County, Washington

Mike Stevens
City of West Richland
Community Planning/Senior Planner
3801 West Van Giesen
West Richland, WA 99353

Dear Mike:

Bonneville Power Administration (BPA) has had the opportunity to review City of Richland Chapter 23.62 Code Amendment CA2018-104 Small Cell. The proposal is to amend Chapter 23.62, Wireless Communications Facilities, of the Richland Municipal Code.

In researching our records, we have found that this proposal will not directly impact BPA facilities. BPA does not have any objections to the approval of this request at this time.

Thank you for the opportunity to review this application. If you have any questions regarding this request or need additional information, please feel free to contact me. I can be reached at (503) 230-5510 or by email at mjdeklyen@bpa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike DeKlyen", is located below the "Sincerely," text.

Mike DeKlyen
BPA Field Realty Specialist



November 14, 2018

Via Email c/o Elana Zana, City Attorney

Richland WA Planning Commission

Michael Mealer
Francesca Maier
Kent Madsen
Marianne Boring
Kyle Palmer
Douglas Eadie

Re: Richland WA Wireless Code Ordinance

Dear Chair Palmer and Commissioners,

Thank you for the opportunity to provide feedback on the draft wireless code update. Verizon has been working with staff to provide information about the enormous increase in consumer demand for data capacity and cell service, as well as input on the technical requirements for the new small cell technology. Verizon supports the general direction and language of the draft code and is appreciative of the effort by staff to address the needs of the wireless industry. A Verizon Wireless representative will be at your meeting to provide testimony, answer questions and provide information, as needed.

This new technology is vital to address the coverage and capacity needs of Verizon's customers. More people are using more wireless devices to do more things than ever before, like streaming video and uploading images. In fact, wireless data usage tripled from 2013 to 2015 and is forecast to multiply seven-fold from 2015 to 2019.

Verizon is working to stay ahead of the demand by adding fiber optic capacity and small cells to connect people where they need it most. Small cell antennas are usually mounted on existing utility and street light poles. The low visual profile of small cells makes them an excellent solution for delivering capacity and coverage to residential neighborhoods. Small cells will also deliver connections for smart communities services to boost the flow and safety of vehicle traffic, manage resources like light, power and water and improve the quality of life of Verizon's customers. Moreover, this technology is key to preparing

December 12, 2017

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Verizon's network infrastructure so that it is capable of offering 5G wireless connections at speeds up to 100 times faster than today's wired broadband services.

In reviewing the latest draft, there are just a few provisions where Verizon suggests some change to reflect the recent changes in federal law and needed infrastructure:

- 23.62.030G (3) requires that new poles in the right of way be placed in city ownership when constructed. This is not required of other infrastructure providers in the right of way and Verizon suggests it be deleted.
- 23.62.040A restricts macro facilities in suburban agricultural (SAG), single-family residential – 12,000 (R-1-12), single-family residential – 10,000 (R-1-10), medium-density residential (R-2) and medium-density residential small lot (R-2S) zones, contrary to the use tables that permit macro facilities in those zones. These macro facilities will continue to provide the backbone coverage for the network, especially in the event of power loss or disaster, because they are backed up by generators or batteries. Verizon requests allowing these facilities with stealth in these zones with a special use permit.
- 23.62.040B provides that macro facilities shall not be allowed on buildings which are designated as solely residential. Verizon suggests adding an exception for multifamily structures in excess of 4 dwelling units.

Thank you for the opportunity to comment and we look forward to continuing to work with the city to develop a code that preserves the look and feel of your community, while providing an efficient and workable process to deliver the service your residents, visitors and businesses have come to expect.

Sincerely,



Kim Allen

Wireless Policy Group, LLC on behalf of Verizon Wireless



**Washington State
Department of Transportation**

RECEIVED

NOV 15 2018

Planning &
Development Services

South Central Region
2809 Rudkin Road
Union Gap, WA 98903-1648
509-577-1600 / FAX: 509-577-1603
TTY: 1-800-833-6388
www.wsdot.wa.gov

November 8, 2018

City of Richland Development Services
505 Swift Blvd., MS-35
Richland, WA 99352

Attention: Mike Stevens, Planning Manager

Subject: Amend Richland Municipal Code, Chapter 23.62 Wireless Communication Facilities

We have reviewed the proposed municipal code changes regarding wireless communication facilities and have the following comments.

As a public safety agency, WSDOT assists with the response to emergencies in which life and property are threatened. Some communications facilities operate at frequencies that interfere with our radio system. Because of this, there is the potential for reception problems for our mobiles operating in those areas.

To prevent potential interference between the two systems, we suggest adding development standards to require subsequent proponents of new facilities or co-location near the Interstate 182, State Route 240 and State Route 224 corridors to complete cooperative testing with the WSDOT to identify any problems that may be corrected through the installation of specific protective or interference devices. The applicants should contact Walt Hoffman of the WSDOT - South Central Region Office at (509) 577-1980 to discuss any potential interference and coordinate any testing.

Thank you for the opportunity to review and comment on this proposal. If you have any questions regarding our comments, please contact John Gruber at (509) 577-1636.

Sincerely,

Paul Gonseth, P.E.
Planning Engineer

PG: jg/df

cc: Kara Shute, WSDOT Area 3 Maintenance Superintendent
Walt Hoffman, WSDOT Senior Telecommunications Specialist



November 14, 2018

Mr. Kyle Palmer, Chair
Richland Planning Commission
975 George Washington Way
Richland, WA 99352

VIA EMAIL – planningcommission@ci.richland.wa.us

**RE: RMC Chapter 23.62 – Small Wireless Facilities
November 14th Workshop**

Dear Chair Palmer and Commissioners:

On behalf of AT&T, thank you for the opportunity to comment on the proposed changes to the wireless zoning regulations for the City of Richland (the "City"). We understand that the City intends to adopt the proposed changes to RMC Chapter 23.62 together with proposed new RMC Chapter 28.14, which will govern small wireless facilities in the City's rights-of-way.

AT&T appreciates that City staff and Ms. Elena Zana, counsel for the City, solicited input from industry representatives early in this code change process. AT&T further appreciates that Ms. Zana has been incorporating changes into the draft ordinances for consistency with the latest updates in federal law. In September, the Federal Communications Commission ("FCC") adopted an Order¹ addressing small wireless facility development. On October 15th, the FCC Order was published in the *Federal Register*,² and many of its provisions will be effective January 14, 2019.

This letter focuses on the policy question Ms. Zana has identified for your discussion this evening. According to its use tables, the City's zoning code currently allows macrofacility antenna attachments in single-family residential, medium density residential and suburban agriculture zones, but RMC 23.62.040(A) states that macrofacility antennas are prohibited in these zones. AT&T and other carriers are, and will still be, installing macrofacilities as an essential part of their networks. AT&T suggests that the City resolve the inconsistency in the code by clearly allowing attached macrofacility antennas in all zones, so long as they meet aesthetic standards to mitigate their visual impacts.

¹ *Accelerating Wireless and Wireline Broadband Deployment by Removing Barriers to Infrastructure Investment*, Declaratory Ruling and Third Report and Order, WT Docket No. 17-79, WC Docket No. 17-84, FCC 18-133 (rel. Sept. 27, 2018) ("FCC Order").

² *Id.*, 83 Fed. Reg. 51867 (Oct. 15, 2018).

November 14, 2018

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In addition, we have enclosed an updated redline of suggested changes to draft RMC Chapter 23.62 for your review and consideration.

Demand as a Driver for Suggested Code Changes

AT&T and other carriers are responding to a significant increase in demand for wireless services. For example:

- Since 2007, AT&T has seen data usage on its network increase by 360,000 percent.³
- Over half (53.9%) of American homes no longer use traditional landline telephone service and instead choose to be wireless only.⁴
- Nearly three-quarters of American adults aged 25–29 (75.6%) and aged 30–34 (73.3%) live in households with only wireless telephones.⁵

Furthermore, mobile communications are a critical tool for first responders in emergency situations. According to the FCC, nearly 70% of 911 calls are made from wireless phones, and that percentage is expected to continue to grow.⁶

To meet the skyrocketing demand in residential areas, better serve businesses, and enhance public safety, carriers need viable options for siting new wireless facilities in a way that will provide meaningful coverage and capacity as well as high-quality service.

Macrocell Facilities Needed in Residential Zones

While AT&T and other carriers are adding critical support to their networks by adding small wireless facilities, macrocell facilities are still required to provide adequate wireless service. Moreover, the need for wireless service in residential zones has increased dramatically due to changes in demand, with the majority of homes using wireless phones only, as described above. AT&T suggests that the City continue to allow structure-mounted macrocell facilities throughout the City as currently allowed by the use tables in the existing code and allow monopolies on parcels with a nonresidential use (such as a church or school) in the City's residential zones (R-1-12, R-1-10, R-2, R-2S, and R-3).

- ***Allow macrocell facilities in residential zones.***
 - AT&T suggests that RMC 23.62.040(A) be revised as shown in the enclosed redline for consistency with the City's use tables. Permitted attachments of macrocell antennas would include attachments to churches, water towers, and other nonresidential structures in residential zones.

³ http://about.att.com/innovationblog/future_of_5g_business

⁴ CDC Wireless Substitution: Early Release of Estimates from the National Health Interview Survey, July–December 2017 (released June 2018).

⁵ *Id.*

⁶ FCC 911 Wireless Services Consumer Guide <https://www.fcc.gov/consumers/guides/911-wireless-services>

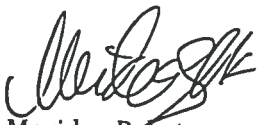
November 14, 2018

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- AT&T further suggests that RMC 23.62.060(A) be revised to allow monopoles up to 80 in height when they are on parcels with a nonresidential use (such as a church or school) in the City's residential zones (R-1-12, R-1-10, R-2, R-2S, and R-3), subject to a special use permit.
- Both of these suggestions are typical zoning approaches to allow macrocell facilities in residential areas, to serve these areas of ever-increasing demand.
- ***Allow antenna attachments on multifamily buildings.***
 - AT&T suggests allowing antenna attachments on multifamily buildings, by amending RMC 23.62.040(B). Carriers often site antennas on rooftops of multifamily buildings to serve a surrounding residential area. The location of these antennas is controlled by compliance with FCC radio frequency emissions standards, and this suggested change to -.040(B) notes that such compliance is required.
- ***Allow antenna attachments to rooftops of existing buildings to extend 15 feet.***
 - AT&T suggests that RMC 23.62.040(D) be revised to clearly allow *rooftop* antenna mounts to extend up to 15 feet above an existing building. As written, this subsection appears to limit such extensions to antennas mounted on the sides of buildings. Generally, communities prefer rooftop mounts to building side mounts, due to reduced visual impacts, and this proposed clarification would facilitate installation at this preferred location.

We appreciate your consideration of our comments and for all of the efforts by Richland's leaders and staff to establish workable policies for AT&T and the entire industry. Please let us know if you have any questions.

Sincerely,



Meridee Pabst

meridee.pabst@wirelesspolicy.com

425-628-2660

Enclosure: Redline of draft RMC Chapter 23.62

cc: Elana Zana, Ogden Murphy Wallace

**Chapter 23.62
WIRELESS COMMUNICATIONS FACILITIES**

Sections:

- 23.62.010 Purpose.**
- 23.62.015 Review timelines.**
- 23.62.020 Definitions.**
- 23.62.030 Development standards for small cell facilities.**
- 23.62.035 Design standards for small cell facilities.**
- 23.62.040 Development standards for macrofacilities.**
- 23.62.050 Development standards for monopoles and lattice towers.**
- 23.62.060 Permitted zones for monopoles and lattice towers.**
- 23.62.070 Special use permit criteria for monopoles and lattice towers.**
- 23.62.080 Prohibited support structures.**
- 23.62.090 Exemption.**
- 23.62.100 Obsolescence.**
- 23.62.110 Application review and approval of eligible facilities modification requests.**

23.62.010 Purpose.

The wireless communications facilities chapter is to minimize the unsightly characteristics associated with wireless communications facilities and to provide for a wide range of locations and options for wireless communications providers and to encourage creative approaches in locating wireless communications facilities, which will blend in with the surroundings of such facilities.

Review of the wireless facility site locations proposed by the applicant shall be governed by the provisions of 47 USC 253 and 47 USC 332, 47 CFR §1.6001, *et seq.*, and other applicable federal statutes, regulations, and case law. Applicants' wireless permits are to be treated in a competitively neutral and nondiscriminatory manner with other service providers. Permit review under this chapter shall neither prohibit nor have the effect of prohibiting the ability of an applicant to provide telecommunications services.

Commented [MP1]: Suggest section similar to that in Chapter 28.14.

[Ord. 28-05 § 1.02; Ord. 44-15 § 1].

23.62.015 Review Timelines.

All wireless communications facilities authorizations and permits are subject to the federal review timelines ("shot clocks") as described in 47 C.F.R. §1.6001, *et seq.*

REDLINE COMMENTS FROM ATT – RECEIVED 11/14/18

23.62.020 Definitions.

For the purpose of this chapter, certain terms and words are defined as follows:

~~"Accessory antenna device" is an antenna including, but not limited to, test mobile antennas and global positioning (GPS) antennas, which are less than 12 inches in height or width, excluding the support structure.~~

"Antenna" means an apparatus designed for the purpose of emitting radiofrequency (RF) radiation, to be operated or operating from a fixed location pursuant to FCC authorization, for the provision of personal wireless service and any commingled information services. For purposes of this definition, the term antenna does not include an unintentional radiator, mobile station, or device authorized under 47 CFR Chapter I, Subchapter A, Part 15. Examples of antenna include, but are not limited to:

- A. Omnidirectional antenna (also known as whip antenna) transmits and receives radio frequency signals in a 360-degree radial pattern. For the purpose of this chapter, an omnidirectional antenna is up to 15 feet in height and four inches in diameter.
- B. Directional antenna (also known as panel antenna) transmits and receives radio frequency signals in a specific directional pattern of less than 360 degrees.
- C. Parabolic antenna (also known as dish antenna) is a bowl-shaped device for the reception and/or transmission of radio frequency communications signals in a specific directional pattern.
- D. Antenna Array. An antenna array is two or more devices used for the transmission or reception of radio frequency signals, microwave, or other signals for commercial communications purposes.

"Antenna equipment" or "equipment" means equipment, switches, wiring, cabling, power sources, shelters or cabinets associated with an antenna, located at the same fixed location as the antenna, and, when collocated on a structure, is mounted or installed at the same time as such antenna.

~~"Antenna height" is the vertical distance measured from average building elevation to the highest point of the antenna, or if on a rooftop or other structure, from the top of the roof or structure to the highest point of the antenna. For replacement structures, antenna height is measured from the top of the existing structure to the highest point of the antenna or new structure, whichever is greater.~~

"Antenna mount" means any mounting device or bracket that is used to attach an antenna or antenna array to a monopole, lattice tower, building, or other structure.

REDLINE COMMENTS FROM ATT – RECEIVED 11/14/18

~~"Approved small cell facility" is any small cell facility that has received all required permits.~~

"Attached wireless communications facility" is a wireless communications facility that is affixed to an existing structure.

"Base station" shall mean and refer to the structure or equipment at a fixed location that enables FCC-licensed or authorized wireless communications between user equipment and a communications network. The term does not encompass a tower as defined in this chapter or any equipment associated with a tower. Base station includes, without limitation:

- A. Equipment associated with wireless communications services such as private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.
- B. Radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration (including distributed antenna systems and small-cell networks).
- C. Any structure, other than a tower, that at the time an eligible facilities ~~modification-request~~ application is filed with the development services department under this chapter, supports or houses equipment described in subsections (A) and (B) of this definition, that has been reviewed and approved under the applicable zoning or siting process, or under another state, county or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing such support.
- D. The term does not include any structure that at the time a completed eligible facilities ~~modification-request~~ application is filed with the development services department under this chapter, does not support or house equipment described in subsections (A), (B), and (C) of this definition.

"Collocation" means (1) mounting or installing an antenna facility on a pre-existing structure, and/or (2) modifying a structure for the purpose of mounting or installing an antenna facility on that structure. Provided that, for purposes of Eligible Facilities Requests, "collocation" means the mounting or installation of transmission equipment on an eligible support structure for the purpose of transmitting and/or receiving radio frequency signals for communications purposes.

REDLINE COMMENTS FROM ATT – RECEIVED 11/14/18

~~"Disrepair" as used in this Chapter, refers to a facility or structure which has become so damaged or deteriorated on account of age, the elements, wear and tear, or other cause, that it has become a threat to public safety or would constitute a public nuisance as defined in the RMC.~~

"Eligible facilities request" shall mean any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station, involving:

- A. Collocation or new transmission equipment;
- B. Removal of transmission equipment; or
- C. Replacement of transmission equipment.

"Eligible support structure" shall mean and refer to a tower or base station as defined in this chapter; provided, that it is existing at the time the eligible facilities request application is filed with the development services department under ~~this~~ Section 23.62.110.

"Equipment shelter or cabinet" is a room, cabinet, or building used to house equipment for utility or service providers.

"Existing" shall mean a constructed tower or base station that has been reviewed and approved under applicable city zoning or permitting processes, or reviewed and approved under other state, county or local regulatory review processes, provided that a tower that has not been reviewed and approved because it was not in a zoned area when it was built, but was lawfully constructed, is existing for purposes of this section.

"FCC" means Federal Communications Commission.

"Guyed tower" is a wireless communications support structure, which consists of metal crossed strips or bars and is steadied by wire guys in a radial pattern around the tower.

"Lattice tower" is a wireless communications support structure, which consists of metal crossed strips or bars to support antennas and related equipment.

"Light Pole" means a pole used primarily for lighting streets, parking areas, parks or pedestrian paths.

~~"Macrofacility" is an attached commercial wireless communications facility, which consists of antennas equal to or less than 15 feet in height or a parabolic antenna over one meter in height.~~

Commented [MP2]: Suggest adding these pole definitions that were previously proposed in draft RMC 28.14.015.

REDLINE COMMENTS FROM ATT – RECEIVED 11/14/18

"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.

Commented [MP3]: Suggest clarifying this so there is a clear distinction between the categories of macro antennas and towers, which the code addresses separately.

"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.

"Related equipment" is all equipment ancillary to the transmission and reception of voice and data via radio frequencies. Such reception may include, but is not limited to, cable, conduit, and connectors.

"RF" means radio frequency.

"Small cell facility" has the same meaning as a "small wireless facility" defined in 47 CFR 1.6002.

"Site" shall mean for towers other than towers in the public rights-of-way, the current boundaries of the leased or owned property surrounding the tower, and any access or utility easements currently related to the site; and for other eligible support structures, further restricted to that area in proximity to the structure and to other transmission equipment already deployed on the ground.

"Substantial change" shall mean a modification that substantially changes the physical dimensions of an eligible support structure if it meets any of the following criteria:

- A. For towers other than towers in the public rights-of-way, it increases the height of the tower by more than 10% or by the height of one additional antenna array with separation from the nearest existing antenna not to exceed twenty feet, whichever is greater; for other eligible support structures, it increases the height of the structure by more than 10% or more than ten feet, whichever is greater;
- B. For towers other than towers in the public rights-of-way, it involves adding an appurtenance to the body of the tower that would protrude from the edge of the tower more than twenty feet, or more than the width of the Tower structure at the level of the appurtenance, whichever is greater; for other eligible support structures, it involves adding an appurtenance to the body of the structure that would protrude from the edge of the structure by more than six feet;
- C. For any eligible support structure, it involves installation of more than the standard number of new equipment cabinets for the technology involved, but not to exceed four cabinets;

REDLINE COMMENTS FROM ATT – RECEIVED 11/14/18

or, for towers in the public rights-of-way and base stations, it involves installation of any new equipment cabinets on the ground if there are no pre-existing ground cabinets associated with the structure, or else involves installation of ground cabinets that are more than 10% larger in height or overall volume than any other ground cabinets associated with the structure;

D. It entails any excavation or deployment outside the current site;

E. It would defeat the concealment elements of the eligible support structure; or

F. It does not comply with conditions associated with the siting approval of the construction or modification of the eligible support structure or base station equipment, provided however that this limitation does not apply to any modification that is non-compliant only in a manner that would not exceed the thresholds identified in paragraphs A-D of this definition.

G. A determination of whether a proposed modification to an eligible support structure qualifies as a substantial change shall be based on the height and configuration of the eligible support structure at the time of the adoption of the ordinance codified in this chapter, which is August 18, 2015, regardless of any modifications that may have taken place to the eligible support structure after August 18, 2015.

"Structure" means a pole, tower, base station, or other building, whether or not it has an existing antenna facility, that is used or to be used for the provision of personal wireless service (whether on its own or comingled with other types of services).

~~"Transmission equipment" means equipment that facilitates transmission for any FCC-licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated wireless communication services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.~~

~~"Transmission tower" is a freestanding structure, other than a building, on which communications devices are mounted. Transmission tower may serve either as a major or minor communications facility. Examples include but are not limited to: (a) monopoles and (b) lattice towers.~~

"Tower" means any structure built for the sole or primary purpose of supporting any FCC-licensed or authorized antennas and their associated facilities, including structures that are constructed for wireless communications services including, but not limited to, private, broadcast, and public safety services, as

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well as unlicensed wireless services and fixed wireless services such as microwave backhaul and the associated site. The term includes "guyed tower," "lattice tower," and "monopole" as defined in this section.

"Traffic Signal Poles" means a pole that supports equipment used for controlling traffic, including but not limited to traffic lights, rapid flashing beacons, speed radar, and school zone flashers.

Commented [MP4]: We suggest that the City allow placement of small cells on traffic signal poles, in the same manner as on other metal poles. Suggest adding these pole definitions from RMC 28.14.015.

"Transmission equipment" means equipment that facilitates transmission for any FCC-licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated wireless communication services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.

"Utility Poles" shall mean a pole designated and used primarily for the support of electrical wires, telephone wires, or television cable or a traffic signal pole.

Commented [MP5]: Suggest adding these pole definitions from RMC 28.14.015.

"Wireless communications facility" is an unstaffed facility for the transmission and reception of low-power (under 500 watts) radio signals typically consisting of an equipment shelter or cabinet, a support structure, antennas (e.g., omnidirectional, panel/directional or parabolic), and related equipment.

"Wireless communications support structure" is the structure erected to support wireless communications antennas and connecting appurtenances. Support structure types include, but are not limited to, stanchions, monopoles, lattice towers, wood poles, or guyed towers. [Ord. 28-05 § 1.02; Ord. 44-15 § 1].

23.62.030 Development standards for small cell facilities.

A. Small cell facilities are permitted within the right of way in all zones provided they meet the requirements of 28.14 RMC, this chapter, and receive a small cell permit.

B. Small cell facilities are permitted outside of the right of way in all zones provided they meet the requirements of this chapter and receive a building permit.

C. Any application for a small cell permit that contains an element which is not exempt from review under SEPA, the Shoreline Management Code, or Critical Areas code shall simultaneously apply under the applicable Chapter 22.09, Chapter 22.10 or Title 26 of the RMC.

D. The Director or the Public Works Director may promulgate through a director's rule additional design standards and requirements for use of city-owned poles within the right of way. All aesthetic small cell standards stated herein or incorporated by reference apply only to the

Commented [MP6]: The City's use tables permit "micro antennas" – See RMC 23.18.030 E, "miscellaneous uses." Suggest terminology in each zone's use table be changed to "small wireless facilities," consistent with this chapter's replacement of "microfacility" with small cells.

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extent such standards are reasonable, technically feasible, objective, no more burdensome than those applied to other types of infrastructure deployments, and published in advance.

~~B. Any small cell facility which is not exempt from SEPA review shall comply with chapter 22.09 RMC.~~

~~C. Small cell facilities approved pursuant to the provisions of Chapter 28.14 RMC shall be considered to have satisfied design and concealment standards, and are not required to obtain approval under this Chapter 23.62, except when they are located in the Design Zones described in subsection D below or when they are placed on non-City owned new poles in the rights-of-way, or replacement poles deviating from the design standards adopted in Chapter 28.14 RMC.~~

~~G.E.~~ D. The following zones are designated as Design Zones for the purpose of the application of the provisions of Chapter 28.14 RMC and Chapter 23.62 RMC.

1. Richland Central Business CBD – Medical District
2. Waterfront CBD – Uptown District

~~E. Small cell facilities proposed to be placed in Design Zones must receive a Type I permit and must receive approval for a concealment element plan as described in subsection F.2 below.~~

3. CBD – Parkway District

~~H.F.~~ H.F. Any applicant who desires to place a small cell facility in a Design Zone must first establish that the applicant cannot locate the small cell facility outside of the Design Zone, if there are existing poles within 500 feet of the proposed site and outside of the Design Zone. Applications for such small cell facilities in a Design Zone may be approved if the applicant demonstrates that due to technical infeasibility or other lack of feasibility the applicant cannot locate the proposed small cell facility on an existing or replacement pole within 500 feet of the proposed site and that is outside of the Design Zone.

~~I.G.~~ F. ~~Small cell facilities on new non-City owned poles or replacement poles deviating~~ Small cell facilities on non-City owned replacement poles that deviate from the design standards adopted in ~~this Chapter 28.14 RMC within the rights-of-way or on new poles~~ are only permitted upon receipt of an Type I permit and if they comply with the following requirements.

1. The applicant must establish that:

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- a. ~~The If proposing a new pole, the proposed~~ small wireless ~~communications~~ facility cannot be located on an existing utility pole, light pole, or electrical transmission tower, ~~or on a site outside of the public rights of way such as a public park, public property, building, transmission tower, or in or on a non-residential use in a residential zone whether by roof or panel mount or separate structure;~~
 - b. The proposed small wireless ~~communications~~ facility receives approval for a concealment element plan, as described in subsection F.2 below;
 - c. The proposed small wireless ~~communications~~ facility also complies with all other regulatory criteria including shoreline, critical areas requirements and SEPA, if applicable; and
 - d. The location of the small cell facility is physically possible, complies with applicable traffic warrants, complies with the ADA and City construction and sidewalk clearance standards, and city, state and federal laws, regulations and ordinances, does not interfere with utility or safety fixtures (e.g., fire hydrants, traffic control devices), and does not adversely affect the public welfare, health or safety.
2. The concealment element plan shall include the design of the screening, fencing, or other concealment technology for a tower, pole, or equipment structure, and all related transmission equipment or facilities associated with the proposed wireless ~~communications-small cell~~ facility, including but not limited to fiber and power connections.
- a. The concealment element plan should seek to minimize the visual obtrusiveness of small wireless ~~communications~~ facility installations. The proposed pole or structure should have similar designs to existing neighboring poles in the rights of way, including similar height to the extent technically feasible. If the proposed small cell facility is placed on a replacement pole in a Design Zone, then the replacement pole shall be of the same general design as the pole it is replacing, unless the development services department otherwise approves a variation due to aesthetic or safety concerns. Any concealment element plan for a small wireless facility on a decorative pole should attempt to mimic the design of such pole and integrate the small cell

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facility into the design of the decorative pole. Other concealment methods include, but are not limited to, integrating the installation with architectural features or building design components, utilization of coverings or concealment devices of similar material, color, and texture — or the appearance thereof — as the surface against which the installation will be seen or on which it will be installed, landscape design, or other camouflage strategies appropriate for the type of installation. Applicants are required to utilize designs in which all conduit and wirelines are installed internally in the structure. Further, applicant designs should, to the extent technically ~~possible~~feasible, comply with the generally applicable design standards in RMC 28-14-040~~adopted in this chapter~~.

a. b. New poles shall be no taller than 50 feet in height or 10 percent greater than existing structures within 500 feet in the right-of-way, whichever is greater.

b. c. If the development services department has already approved a concealment element plan either for the applicant or another wireless communications facility along the same public right-of-way or for the same pole type, then the applicant shall utilize a substantially similar concealment element plan, unless it can show that such concealment element plan is not physically or technologically feasible, or that such deployment would overwhelm the pole design.

3. If a new pole is permitted by the City, then the applicant must dedicate the new pole to the City.

Commented [MP7]: Suggest addressing pole ownership and responsibilities in the ROW agreement/permit.

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J.H. G. Prior to the issuance of a permit to construct a new pole or ground-mounted equipment in the right-of-way, the applicant must obtain a site-specific agreement permit from the city to locate such new pole or ground-mounted equipment. This requirement also applies to replacement poles that are higher than the replaced pole, and if when the overall height of the replacement pole and the proposed wireless communications facility is more than sixty (60) feet, unless the replacement pole is owned by the City and the applicant has a lease agreement or permit with the City for the usage of that pole.

K.L. I. Any decision by the Director shall be final and not subject to administrative appeals.

Commented [MP8]: How does the City intend to structure this authorization such that it is consistent with the new FCC shot clocks?

23.62.035 Design standards for small cell facilities.

A. Small Cell Facilities Attached to Wooden Poles. Small cell facilities located on wooden utility poles shall conform to the following design criteria:

1. The utility pole at the proposed location may be replaced with a taller pole for the purpose of accommodating a small cell facility; provided that the replacement pole shall not exceed a height that is a maximum of ten (10) feet taller than the existing pole or 50 feet, whichever is greater, unless a further height increase is required and confirmed in writing by the pole owner, and that such height extension is the minimum extension necessary to provide sufficient separation and/or clearance from electrical and wireline facilities. Replacement wooden utility poles may either match the approximate color and materials of the replaced pole, or shall be the standard new wooden utility pole used by the pole owner in the city.
2. A pole extender may be used instead of replacing an existing pole, but may not increase the height of the existing pole by more than ten (10) feet, unless a further height increase is required and confirmed in writing by the pole owner, and that such height extension is the minimum extension necessary to provide sufficient separation and/or clearance from electrical and wireline facilities. The pole extender shall be painted to approximately match the color of the pole and shall substantially match the diameter of the pole measured at the top of the pole. A "pole extender", as used herein, is an object affixed between the utility pole and the antenna for the purpose of increasing the height of the antenna above the pole.

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3. Antennas, equipment enclosures, and all ancillary equipment, boxes, and conduit shall be colored or painted to match the approximate color of the surface of the utility pole on which they are attached, to the extent technically feasible.
4. Panel antennas shall not be mounted more than twelve (12) inches from the surface of the utility pole, unless an additional distance is required by the pole owner and shall not exceed three (3) cubic feet in volume.
5. A canister antenna may be mounted on top of an existing or replacement utility pole, which may not exceed the height requirements described in subsection A(1) above. To the extent technically feasible, aA canister antenna mounted on the top of a utility pole shall not exceed the diameter of the pole by more than twelve (12) inches or be sixteen (16) inches in diameter, whichever is greater, and shall be colored or painted to match or be compatible with the pole. The canister antenna must be placed to look as if it is an extension of the pole. In the alternative, the applicant may propose a side-mounted canister antenna, so long as the inside edge of the antenna is no more than twelve (12) inches from the surface of the utility pole. All cables shall be concealed either within the canister antenna or within a sleeve between the antenna and the utility pole.
6. An omni-directional antenna may be mounted on the top of an existing or replacement utility pole, which may not exceed the height requirements described in subsection A(1) above, provided such antenna is no more than three (3) cubic feet in volume and is mounted directly on the top of a pole or attached to a sleeve made to look like the exterior of the pole as close to the top of the pole as technically feasible. All cables shall be concealed within the sleeve between the bottom of the antenna and the mounting bracket.
7. All related equipment, including but not limited to ancillary equipment, radios, cables, associated shrouding, disconnect boxes, meters, microwaves, and conduit which are mounted on utility poles shall not be mounted more than six (6) inches from the surface of the pole if technically feasible, unless a further distance is required and confirmed in writing by the pole owner.
8. Equipment for small cell facilities must be attached to the utility pole, unless otherwise permitted to be ground-mounted pursuant to subsection D(1). The equipment must be placed in the smallest enclosure possible for the intended purpose. The equipment enclosure and all other wireless equipment associated with the utility pole,

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including wireless equipment associated with the antenna and any pre-existing associated equipment on the pole, may not exceed twenty-eight (28) cubic feet. Multiple equipment enclosures may be acceptable if designed to more closely integrate with the pole design and does not cumulatively exceed twenty-eight (28) cubic feet. The applicant is encouraged to place the equipment enclosure behind any banners or road signs that may be on the pole.

9. An applicant who desires to enclose both its antennas and equipment within one enclosure may do so, provided that such enclosure is the minimum size necessary for its intended purpose and the enclosure and all other wireless equipment associated with the pole, including wireless equipment associated with the antenna and any pre-existing associated equipment on the pole does not exceed twenty-eight (28) cubic feet. To the extent possible, the unified enclosure shall be placed so as to appear as an integrated part of the pole or behind banners or signs. The unified enclosure may not be placed more than six (6) inches from the surface of the pole, unless a further distance is required and confirmed in writing by the pole owner. The applicant is encouraged to place the unified enclosure behind any banners or road signs that may be on the pole, if such banners or road signs are allowed by the pole owner.

a. The visual effect of the small cell facility on all other aspects of the appearance of the utility pole shall be minimized to the greatest extent possible.

Commented [MP9]: This needs reformatting.

b. The use of the utility pole for the site of a small-cell facility shall be considered secondary to the primary function of the utility pole. If the primary function of a utility pole serving as the host site for a small-cell facility becomes unnecessary, the utility pole shall not be retained for the sole purpose of accommodating the small-cell facility, and the small-cell facility and all associated equipment shall be removed at the applicant's expense.

e.b. All cables and conduit shall be routed through conduit along the outside of the pole. The outside conduit shall be colored or painted to match the pole, to the extent technically feasible. The number of conduit shall be minimized to the number technically necessary to accommodate the small cell.

d.c. The diameter of a replacement pole shall comply with the City's setback and sidewalk clearance requirements and, to the extent technically feasible, shall

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not be more than a 25% increase of the existing utility pole measured at the base of the pole. Glulam poles are specifically prohibited.

B. Small Cell Facilities Attached to Non-Wooden Light Poles and Non-Wooden Utility Poles. Small cell facilities attached to existing or replacement light poles and non-wooden utility poles, or poles within parking lots shall conform to the following design criteria:

1. Antennas and the associated equipment enclosures (including disconnect switches and other appurtenant devices), conduit, and fiber shall be fully concealed within the pole, unless such concealment is otherwise technically infeasible, or is incompatible with the pole design, then to the extent technically feasible, the antennas and associated equipment enclosures must be camouflaged to appear as an integral part of the pole or flush mounted to the pole, meaning no more than six (6) inches off of the pole, and must be the minimum size necessary for the intended purpose, not to exceed the volumetric requirements described in subsection A above. If the equipment enclosure is permitted on the exterior of the pole, the applicant is required to place the equipment enclosure behind any banners or road signs that may be on the pole.
2. To the extent technically feasible, aAny replacement pole shall substantially conform to the existing neighboring pole design standards utilized within the contiguous right-of-way.
3. The height of any replacement pole may not extend more than ten (10) feet above the height of the existing pole or 50 feet, whichever is greater, unless such further height increase is required and confirmed in writing by the pole owner.
4. The diameter of a replacement pole shall comply with the City's setback and sidewalk clearance requirements and shall, to the extent technically feasible, not be more than a 25% increase of the existing non-wooden measured at the base of the pole, unless additional diameter is needed in order to conceal equipment within the base of the pole, and shall comply with the requirements in subsection D(1) below.
5. A canister antenna on top of an existing or replacement pole may not extend more than ~~tensix~~ (106) feet above the height of the existing pole and the diameter may not exceed the diameter of the pole by more than twelve (12) inches or be sixteen (16) inches in diameter, whichever is greater, unless the applicant can demonstrate that more space is technically or aesthetically needed.

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Q. The use of a non-wooden pole for the siting of a small cell facility shall be considered secondary to the primary function of the non-wooden pole. If the primary function of a non-wooden serving as the host site for a small cell facility becomes unnecessary, the non-wooden shall not be retained for the sole purpose of accommodating the small cell facility and the small cell facility and all associated equipment shall be removed.

D.C. Small Cell Facilities Attached to Existing Buildings. Small cell facilities attached to existing buildings, shall conform to the following design criteria, to the extent technically feasible:

1. Small cell facilities may be mounted to the sides of a building if the antennas do not interrupt the building's architectural theme.
2. The interruption of architectural lines or horizontal or vertical reveals is discouraged.
3. New architectural features such as columns, pilasters, corbels, or other ornamentation that conceal antennas may be used if they complement the architecture of the existing building.
4. Small cells shall utilize the smallest mounting brackets necessary, in order to provide the smallest offset from the building.
5. Skirts or shrouds shall be utilized on the sides and bottoms of antennas, in order to conceal mounting hardware, create a cleaner appearance, and minimize the visual impact of the antennas. Exposed cabling/wiring is prohibited.
6. Small cell facilities shall be painted and textured to match the adjacent building surfaces.
7. The applicant must provide approval from the building owner, including consent that the small cell design meets the building owner's design requirements.

E.D. General Requirements.

1. Ground-mounted equipment in the rights of way are prohibited, unless such facilities are placed underground, or the applicant can demonstrate that pole-mounted equipment and undergrounding are technically infeasible. If ground-mounted equipment is necessary, then the applicant shall submit a concealment element design, as described in RMC 23.62.030. Generators located in the rights of way are prohibited.

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2. Replacement poles and new poles shall comply with the Americans with Disabilities Act (ADA), City construction and sidewalk clearance standards, city ordinance, and state and federal laws and regulations in order to provide a clear and safe passage within the rights-of-way. Further, the location of any replacement or new pole must be physically possible, comply with applicable traffic warrants, not interfere with utility or safety fixtures (e.g., fire hydrants, traffic control devices), and not adversely affect the public welfare, health or safety.
3. Replacement poles shall be located as near as possible to the existing pole with the requirement to remove the abandoned pole.
4. To the extent technically feasible, aAny replacement pole shall substantially conform to the design of the pole it is replacing or the neighboring pole design standards utilized in the contiguous right-of-way.
5. No signage, message, or identification other than the manufacturer's identification is allowed to be portrayed on any antenna, and any such signage on equipment enclosures shall be of the minimum amount possible to achieve the intended purpose; provided that signs are permitted as concealment techniques where appropriate.
6. Antennas and related equipment shall not be illuminated except as required by a federal or state authority, or unless approved as part of a light standard or consistent with RMC 23.62.030.
7. Side arm mounts for antennas or equipment must be the minimum extension necessary and for wooden poles may be no more than twelve (12) inches off the pole and for non-wooden poles no more than six (6) inches off the pole.
8. Any small cell facility shall be removed by the facility owner or authorized agent within ninety (90) days of the date it ceases to be operational or if the facility falls into disrepair. "Disrepair," as used in this section, refers to a facility or structure which has become so damaged or deteriorated on account of age, the elements, wear and tear, or other cause, that it has become a threat to public safety or would constitute a public nuisance as defined in the Richland Municipal Code.
9. Upon the replacement of a pole on which a small cell facility exists, the small cell facility owner must transfer its infrastructure to such new pole within ninety (90) days of

Commented [MP10]: Now in the definitions above.

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notice from the pole owner to transfer the small cell facility, or such extended period of time as approved by the pole owner.

10. The preferred location of a small cell facility on a pole is the location with the least visible impact.

11. Antennas, equipment enclosures, and ancillary equipment, conduit, and cable shall not dominate the structure or pole upon which they are attached.

12. The City may consider the cumulative visual effects of small cells mounted on poles within the rights-of-way in determining whether additional permits may be granted so as to not adversely affect the visual character of the City.

13. Except for locations in the right-of-way, small cell facilities are not permitted on any property containing a residential use in the residential zones.

14. Designs for small cell facilities located on existing or replacement City-owned poles may deviate from the design standards in this section, provided such deviations are approved as part of a lease agreement between the applicant and the City.

15. Small cell facilities may not be placed on traffic signal poles.

23.62.040 Development standards for macrofacilities.

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- A. Macrofacilities are permitted in all zones ~~except suburban agricultural (SAG), single-family residential – 12,000 (R-1-12), single family residential – 10,000 (R-1-10), medium density residential (R-2) and medium density residential small lot (R-2S) zones.~~
- B. Macrofacilities shall not be allowed on single-family or duplex buildings ~~which are designated as solely residential.~~ Macrofacilities may be located on buildings and structures which contain multifamily and mixed uses (e.g., residential and commercial or other uses located with residential uses); provided, that: the antennas are placed in accordance with FCC RF requirements~~the interior wall or ceiling immediately adjacent to the facility is not designated residential space.~~
- C. The shelter or cabinet, if necessary, used to house radio electronics equipment shall be concealed, camouflaged, or underground.
- D. Macrofacilities shall comply with the height limitations specified for all zones except as follows: ~~Omnidirectional antennas~~ Antennas may exceed the height limitation by 15 feet; ~~panel antennas may exceed the height limitation if so long as they are affixed to the side of~~ an existing building and architecturally blends in blend with the building. Structures which are nonconforming with respect to height may be used ~~for omnidirectional antennas, providing~~ provided antennas ~~they~~ do not exceed extend more than 15 feet above the existing structure. Placement of an antenna on a nonconforming structure shall not be considered to be an expansion of the nonconforming structure. [Ord. 28-05 § 1.02; Ord. 44-15 § 1].

Commented [MP11]: According to the use tables in RMC 23.18.030.E, "miscellaneous uses," and RMC 23.14.030, macro antennas ARE permitted in all of these zones.

Commented [ERZ12]: Planning Commission to discuss modifications here and in tables.

Commented [MP13]: Suggest clearly allowing rooftop antennas as well as side mounted antennas here.

23.62.050 Development standards for monopoles and lattice towers.

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- A. All monopoles and lattice towers exceeding 60 feet in height shall be designed to accommodate two or more wireless communications facilities.
- B. Macrofacilities are the largest wireless communications facilities allowed on a monopole or lattice tower. Antennas not exceeding 15 feet in height, which extend above the wireless communications support structure, shall not be calculated as part of the height of the wireless communications support structure.
- C. On monopoles, antennas and antenna arrays together with any associated antenna mount shall be designed utilizing the narrowest dimensions possible, and in no instance shall they extend further, as measured horizontally, from the centerline of the monopole than a distance of 15 feet.
- D. On lattice towers, antennas and antenna arrays together with any associated mounts shall extend no further, as measured horizontally, than 15 feet from the portion of the lattice tower to which the antennas are mounted.
- E. Collocation on an existing support structure shall be permitted.
- F. The shelter or cabinet, if necessary, used to house radio electronics equipment and the associated cabling connecting the equipment or cabinet to the monopole or lattice tower shall be concealed, camouflaged, or underground.
- G. When a monopole or lattice tower is adjacent to a suburban agricultural (SAG), single-family residential – 12,000 (R-1-12), single-family residential – 10,000 (R-1-10), medium-density residential (R-2), medium-density residential small lot (R-2S), or multiple-family residential (R-3) zoning district, the wireless communications support structure must be set back a distance equal to twice the height of the wireless communications support structure from the nearest residential lot line.
- H. All monopoles and lattice towers shall be lighted and painted, if necessary, in accordance with Federal Aviation Administration regulations. [Ord. 28-05 § 1.02; Ord. 44-15 § 1].

23.62.060 Permitted zones for monopoles and lattice towers.

- A. Monopoles up to 80 feet in height are considered a permitted use in the general business (C-3), business research park (B-RP), medium industrial (I-M), and heavy manufacturing (M-2) zoning districts. Monopoles up to 80 feet in height may be permitted in the parks and public facilities (PPF), business commerce (B-C), central business district (CBD), and retail business (C-

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2) zoning district subject to issuance of a special use permit as set forth in RMC 23.62.070.
Monopoles up to 80 feet in height may be permitted on parcels with a nonresidential use (such as a church or school) in residential zoning districts (R-1-12, R-1-10, R-2, R-2S, and R-3) subject to the issuance of a special use permit as set forth in RMC 23.62.070.

B. Monopoles between 80 feet and 150 feet in height are considered a permitted use in the business research park (B-RP), medium industrial (I-M), and heavy manufacturing (M-2) zoning districts. Monopoles between 80 feet and 150 feet in height may be permitted in the parks and public facilities (PPF), general business (C-3), and business commerce (B-C) zoning districts subject to issuance of a special use permit as set forth in RMC 23.62.070.

C. Monopoles over 150 feet in height may be permitted in the business research park (B-RP), medium industrial (I-M), and heavy manufacturing (M-2) zoning districts subject to issuance of a special use permit as set forth in RMC 23.62.070.

D. Lattice towers up to 150 feet in height are considered a permitted use in the medium industrial (I-M) and heavy manufacturing (M-2) zoning districts.

E. Lattice towers over 150 feet in height may be permitted in the medium industrial (I-M) and heavy manufacturing (M-2) zoning districts subject to issuance of a special use permit as set forth in RMC 23.62.070. [Ord. 28-05 § 1.02; Ord. 32-11 § 18; Ord. 44-15 § 1].

23.62.070 Special use permit criteria for monopoles and lattice towers.

Requests for special use permits shall be considered in accordance with the provisions of Chapter 23.46 RMC. In addition to the provisions of Chapter 23.46 RMC, the following specific criteria shall be met before a special use permit can be granted:

A. Visual Impact.

1. Antennas may not extend more than 15 feet above their supporting structure, monopole, lattice tower, building, or other structure.

2. Site location and development shall preserve the pre-existing character of the surrounding buildings, land uses, and zone district to the extent consistent with the function of the communications equipment. Wireless communications towers shall be integrated through location and design to blend in with the existing characteristics of the site to the extent practical. Existing on-site vegetation shall be preserved or improved,

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and disturbance of the existing topography shall be minimized, unless such disturbance would result in less visual impact of the site to the surrounding area.

3. Accessory equipment facilities used to house or contain wireless communications equipment should be located within buildings when possible. When they cannot be located in buildings, equipment shelters, or cabinets, they shall be screened and landscaped.

4. All monopoles and lattice type facilities shall be screened with trees, shrubs, and landscaping planted in sufficient depth to form an effective and actual sight barrier within five years. Said landscaping shall have a minimum mature height of eight feet.

B. Noise. No equipment shall be operated so as to produce noise in levels above 45 dBs as measured from the nearest property line on which the attached wireless communications facility is located.

C. Availability of Suitable Existing Towers or Other Structures. Applications for a special use permit shall reasonably demonstrate that alternatives, such as lower structures that are permitted without a special use permit, or other existing support structures are not capable of accommodating the applicant's needs. Evidence and information shall be submitted to establish the following:

1. Permitted shorter support structures are not of sufficient height to meet the applicant's engineering requirements.
2. No existing support structures are located within the geographic area required to meet the applicant's engineering requirements.
3. Existing support structures do not have sufficient structural strength to support the proposed antenna and related equipment.
4. The applicant's antenna would cause electromagnetic interference with antennas on the existing support structures, or the antenna on the existing support structures would cause interference with the applicant's proposed antenna.
5. The fees, costs, or contractual provisions required in order to share or adapt an existing support structure for sharing are unreasonable. Costs exceeding new tower development are presumed to be unreasonable.

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6. The applicant demonstrates that there are other limiting factors that render existing towers and structures unsuitable.

23.62.080 Prohibited support structures.

Guyed towers are prohibited for use as a wireless communications facility support structure.

23.62.090 Exemption.

The following is exempt from the requirement of a special use permit, and shall be considered a permitted use in all zones where wireless and attached wireless communications facilities are permitted: modifications of existing wireless communications and attached wireless communications facilities in conformance with the requirements of an eligible facilities ~~modification~~-request as required in RMC 23.62.110.

23.62.100 Obsolescence.

A wireless communications facility or attached wireless communications facility shall be removed by the facility owner within six months of the date it ceased to be operational or if the facility falls into disrepair. [Ord. 28-05 § 1.02; Ord. 44-15 § 1].

23.62.110 Application review and approval of eligible facilities ~~modification~~-requests.

- A. Application. The development services department shall prepare and make publicly available an application form which shall be limited to the information necessary for the development services department to consider whether an application is an eligible facilities ~~modification~~-request. The application may not require the applicant to demonstrate a need or business case for the proposed modification.
- B. Type of Review. Upon receipt of an application for an eligible facilities request pursuant to this section, the development services department shall review such application to determine whether the application so qualifies.
- C. Time Frame for Review. Within 60 days of the date on which an applicant submits an eligible facilities request seeking approval under this section, the development services department shall approve the application unless it determines that the application is not covered by this section.
- D. Tolling of the Time Frame for Review. The 60-day review period begins to run when the application is filed with the development services department, and may be tolled only by mutual agreement by the development services department and the applicant, or in cases where the

REDLINE COMMENTS FROM ATT – RECEIVED 11/14/18

development services department manager determines that the application is incomplete. The time frame for review is not tolled by a moratorium on the review of applications.

1. To toll the time frame for incompleteness, the city must provide a written notice to the applicant within 30 days of receipt of the application, specifically delineating all missing documents or information required in the application.
2. The time frame for review begins running again when the applicant makes a supplemental submission in response to the city's notice of incompleteness.
3. Following a supplemental submission, the city will notify the applicant within 10 days that the supplemental submission did not provide the information identified in the original notice delineating missing information. The time frame is tolled in the case of a second or subsequent notices pursuant to the procedures identified in this subsection (D). Second or subsequent notices of incompleteness may not specify missing documents or information that was not delineated in the original notice of incompleteness.

E. Determination that an Application is not an Eligible Facilities Request. If the development services department determines the applicant's request does not qualify as an eligible facilities request, the development services department shall deny the application. To the extent additional information is necessary, the development services department may request additional information from the applicant to evaluate the application under other provisions of this chapter and applicable law.

F. Failure to Act. In the event the city fails to approve or deny a request for an eligible facilities request within the time frame for review (accounting for any tolling), the request shall be deemed granted. The eligible facilities request does not become effective until the applicant notifies the development services department in writing after the review period has expired (accounting for any tolling) and that the application has been deemed granted.

G. Remedies. Applicants and the city may bring claims related to Section 6409(a) of the Spectrum Act to any court of competent jurisdiction.

REDLINE COMMENTS FROM ATT – RECEIVED 11/14/18

The definition of Macrofacility in RMC 23.06.590 is hereby repealed and replaced as follows:

"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.

Commented [MP14]: Suggest clarifying this so there is a clear distinction between the categories of macro antennas and towers, which the code addresses separately.

The definition of Microfacility in RMC 23.06.650 is hereby deleted in its entirety.



Exhibit 5

Department of Commerce

Innovation is in our nature.

Notice of Proposed Amendment Request for Expedited Review

Pursuant to RCW 36.70A.106(3)(b), the following jurisdiction provides notice of a proposed development regulation amendment and requests expedited state agency review under the Growth Management Act.

Under statute, proposed amendments to comprehensive plans are not eligible for expedited review. The expedited review period is 10 business days (14 calendar days).

(If needed, you may expand this form and the fields below, but please try to keep the entire form under two pages in length.)

Jurisdiction:	City Richland, Development Services - Planning
Mailing Address:	505 Swift Blvd., MS-35 Richland, WA 99352
Date:	October 18, 2018

Contact Name:	Mike Stevens
Title/Position:	Planning Manager
Phone Number:	(509) 942-7596
E-mail Address:	mstevens@ci.richland.wa.us

Brief Description of the Proposed/Draft Development Regulations Amendment: (40 words or less)	Amend RMC Chapter 23.62 – Wireless Communications Facilities.
Is this action part of the periodic review and update? GMA requires review every 8 years under RCW 36.70A.130(4)-(6) .	Yes: ____ No: <u>X</u>
Public Hearing Date:	Planning Board/Commission: November 28, 2018 Council/County Commission: December 18, 2018
Proposed Adoption Date:	January 2, 2019 or as soon thereafter as possible

REQUIRED: Attach or include a copy of the proposed amendment text.



STATE OF WASHINGTON

DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

October 22, 2018

Mike Stevens
Planning Manager
City of Richland
505 Swift Boulevard
MS: 35
Richland, Washington 99352

Dear Mr. Stevens:

Thank you for sending the Washington State Department of Commerce (Commerce) the following materials as required under RCW 36.70A.106. Please keep this letter as documentation that you have met this procedural requirement.

City of Richland - Proposed amendment to RMC Title 27 - Signs. These materials were received on October 18, 2018 and processed with the material ID # 25417. Expedited Review is requested under RCW 36.70A.106(3)(b).

City of Richland - Proposed amendment to RMC Chapter 23.62 - Wireless Communications Facilities. These materials were received on October 18, 2018 and processed with the material ID # 25418. Expedited Review is requested under RCW 36.70A.106(3)(b).

If this submitted material is an adopted amendment, then please keep this letter as documentation that you have met the procedural requirement under RCW 36.70A.106.

If you have submitted this material as a draft amendment requesting expedited review, then we have forwarded a copy of this notice to other state agencies for expedited review and comment. If one or more state agencies indicate that they will be commenting, then Commerce will deny expedited review and the standard 60-day review period (from date received) will apply. Commerce will notify you by e-mail regarding of approval or denial of your expedited review request. If approved for expedited review, then final adoption may occur no earlier than fifteen calendar days after the original date of receipt by Commerce. Please remember to submit the final adopted amendment to Commerce within ten days of adoption.

If you have any questions, please contact Growth Management Services at reviewteam@commerce.wa.gov, or call Dave Andersen (509) 434-4491 or Paul Johnson (360) 725-3048.

Sincerely,

Review Team
Growth Management Services

Stevens, Mike

From: COM GMU Review Team <reviewteam@commerce.wa.gov>
Sent: Monday, November 5, 2018 2:24 PM
To: Stevens, Mike
Cc: Andersen, Dave (COM)
Subject: 25418, City of Richland, Expedited Review Granted, DevRegs

Dear Mr. Stevens:

The City of Richland has been granted expedited review for the: Proposed amendment to RMC Chapter 23.62 - Wireless Communications Facilities. This proposal was submitted for the required state agency review under RCW 36.70A.106.

As of receipt of this email, the City of Richland has met the Growth Management Act notice to state agency requirements in RCW 36.70A.106 for this submittal. For the purpose of documentation, please keep this email as confirmation.

If you have any questions, please contact reviewteam@commerce.wa.gov



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 01/15/2019

Agenda Category: Ordinances - First Reading

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

Core Focus Area 3 - Increase Economic Vitality

Subject:

Ordinance No. 08-19, Amending Title 27 of the Richland Municipal Code related to Signs

Department:

Community Development Services

Ordinance/Resolution Number:

08-19

Document Type:

Ordinance

Recommended Motion:

Give first reading, by title only, to Ordinance No. 08-19, amending Title 27 of the Richland Municipal Code related to signs.

Summary:

The City has need to update Title 27 of the Richland Municipal Code (RMC) to come into compliance with *Reed v. Town of Gilbert*. The case represents a significant legal development affecting speech protected by the First Amendment.

In 2015, the United States Supreme Court clarified when and how municipalities may impose certain types of content-based restrictions on signage in *Reed v. Town of Gilbert*. The Supreme Court requires that content-based regulation of noncommercial signs meet strict scrutiny. A regulation is content-based if the rule applies to a particular sign because of the topics discussed or the idea or message expressed on the sign. The proposed amendments to Title 27 are intended to bring the City of Richland sign code into compliance with the Supreme Court decision.

Council reviewed the proposed amendments at a workshop in October, 2018. Issues raised by Council during the workshop were addressed, and the draft ordinance then routed through the Planning Commission, who held a public hearing and provided a favorable recommendation in December, 2018.

Staff recommends approval of Ordinance No. 08-19 for first reading, by title only.

Fiscal Impact:

None.

Attachments:

1. Ordinance No. 08-19
2. Staff Report with Exhibits - Sign Code

ORDINANCE NO. 08-19

AN ORDINANCE of the City of Richland amending
Richland Municipal Code Chapter 27.02 related to signs.

WHEREAS, the City of Richland has need, from time to time, to amend the Richland Municipal Code (RMC) to eliminate conflicts and ambiguities, and to bring local ordinances into alignment with state and federal law; and

WHEREAS, Title 27 of the Richland Municipal Code addresses Richland's sign code; and

WHEREAS, in response to legal developments affecting speech protected by the First Amendment, the City has need to update Title 27 of the RMC to come into compliance with *Reed v. Town of Gilbert* and its progeny.

NOW, THEREFORE, BE IT ORDAINED by the City of Richland as follows:

Section 1. Richland Municipal Code Chapter 27.02, entitled Purpose, as enacted by Ordinance No. 3-89 and last amended by Ordinance No. 40-10, is hereby amended to read as follows:

Chapter 27.02

PURPOSE

Sections:

27.02.010 ~~General intent and purpose~~ Legislative statement.

27.02.020 Legislative findings.

27.02.020030 Master planned communities.

27.02.040 Severability.

27.02.010 ~~General intent and purpose~~ Legislative statement.

Richland's sign code provides standards specifying the type, number, size, location, and lighting of signs in the various zones of the city. The intent of the standards in this title is:

A. To encourage the design of signs that attract and invite rather than demand the public's attention, and to curb the proliferation of signs;

B. To encourage the use of signs that enhance the visual environment of the city;

C. To promote the enhancement of business and residential properties and neighborhoods by fostering the erection of signs complementary to the buildings and uses to which they relate and which are harmonious with their surroundings;

D. To protect the public interest and safety;

E. To protect the right of a business to identify its premises and advertise its projects through the use of signs without undue hindrance or obstruction; ~~and~~

F. To encourage streetscapes that are more pleasant and interesting; and ~~through the use of banners that promote community festivals, events and holidays and are not intended for the advertising of commercial goods, services or businesses.~~

G. To reduce the distractions, obstructions and hazards to pedestrians and automobile traffic caused by an excessive number, excessive size or height, inappropriate means of illumination or movement, indiscriminate placement, overconcentration, or unsafe construction of signs.

27.02.020 Legislative findings.

In conjunction with the adoption of the purposes set forth above and the regulations of this title, the city council makes the following findings:

A. Unlike oral speech, signs may cause harm by taking up space, obstructing views, distracting motorists, displacing alternative uses of land, and endangering the safety of persons or property. The city has a substantial and compelling interest in all of the purposes set forth above and has a substantial and compelling interest in regulating signs in such a way that harms caused by signs might be reduced or mitigated.

B. Regulation of the size, height, number and spacing of signs throughout the city is necessary to protect the public safety, to ensure compatibility of signs with surrounding land uses, to enhance the business and economy of the city, to protect public investment in streets and highways, to maintain a tranquil environment in residential areas, to promote industry and commerce, to eliminate visual clutter and blight, to provide an aesthetically appealing environment, to provide ample, meaningful opportunities for person who desire to display information by means of a sign to have their information seen and understood, and to provide for the orderly and reasonable display of advertising and other messages for the benefit of all persons in the city.

C. These regulations do not apply to every form and instance of visual speech that may be displayed anywhere within the jurisdictional limits of the city. Rather, they are intended to regulate those forms and instances that are most likely to meaningfully affect one of more of the purposes set forth above.

D. These regulations do not entirely eliminate harms that may be created by the installation and display of signs. Rather, they attempt to strike an appropriate balance that preserves ample channels of communication by means of visual display while reducing and mitigating the extent of the harms caused by signs.

E. Some signs have aspects that make identifying such signs by description impossible without referring to other functional characteristics. For instance, an off-premise sign is

one that contains a message related to a facility, service, or business located on premises other than the site of the sign itself. Off-premise signs are commonly large freestanding structures that are designed to stand out and apart from their surroundings. If they are allowed to proliferate, they can cause confusion and implicate greater impacts on safety and aesthetics compared to signs located on the site of the referred-to facility, service or business. It is essential to public safety and the public welfare to regulate off-premises signs. Wherever a sign is described, in part, by referring to the function it serves, the provisions of this title that regulate such signs are designed to be content neutral with respect to the content of the speech appearing on said sign.

F. These regulations are neither intended nor designed to restrict or control signs for the purpose of promoting or stifling any message that might appear on them.

27.02.020 030 Master planned communities.

A development agreement entered by the city under the authority of RCW 36.70B.170 through 36.70B.210, governing development of a master planned community, may provide that the procedures, standards and other provisions of the agreement shall supersede or otherwise modify the provisions of this title. For purposes of this section, “master planned community” shall mean an integrated development over 1,000 acres in size, developed under unified control according to a master plan, that provides for a mix of residential, commercial, civic, and recreational uses.

27.02.040 Severability.

If any clause, sentence, paragraph, section or part of this title shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remaining portions hereof, but shall be confined to the clause, sentence, paragraph, section or part thereof directly involved in the controversy in which such judgment shall have been rendered.

Section 2. Richland Municipal Code Chapter 27.04, entitled Application for Sign Permit, as enacted by Ordinance No. 3-89, is hereby amended to read as follows:

Chapter 27.04 APPLICATION FOR SIGN PERMIT

Sections:

27.04.010 Application process.

27.04.020 Application – Required information.

27.04.030 Permits required – ~~Exceptions~~ Exemptions.

27.04.010 Application process.

A. Permits. No sign governed by the provisions of this code shall be erected, altered, or relocated by any person, firm, or corporation without a permit issued by the city.

1. Application for a sign permit shall be made in writing to the sign code administrator on

forms furnished by that office. The sign code administrator and the city building inspector shall determine the conformity of the sign design to the ordinances and codes of the city of Richland, and if found in conformance, shall issue the sign permit.

2. A sign permit shall become null and void if the work for which the permit was issued has not commenced within 180 days of its issuance.

3. No new permit shall be required for normal maintenance or repair of a sign or sign structure for which a permit has been previously issued.

4. The sign code administrator may revoke the permit for any sign which is erected or altered in violation of the terms, conditions, and requirements of this code or of the terms and conditions specified in such permit. Appeal from denial or revocation of a sign permit or from failure of the sign code administrator to act on a permit application may be taken to the city council.

B. Special Sign Permits. Application for a special sign permit shall be made in writing to the sign code administrator on forms provided by that office. Special sign permits may be granted upon demonstration of meeting the following criteria:

1. Literal interpretation and application of the provisions of this code will not allow reasonable ~~identification and/~~ opportunity for a sign or ~~advertising signs~~;

2. Granting of a special sign permit will not result in more signs being constructed than would normally be allowed under the provisions of this code;

3. Granting of a special sign permit will not affect the ability of adjacent users to comply with the provisions of this code;

4. The special sign permit requested will not result in a sign which exceeds the dimensional provisions of this code by more than 35 percent; and

5. Documentation is made, to the satisfaction of the city, that the special sign permit requested is the minimum exception to the provisions of this code necessary ~~to reasonably identify/advertise~~ for the ~~subject~~ intended use, and the permit will not result in a prohibited sign.

Upon a finding by the city that the above criteria have been met, a special sign permit will be issued. Where the special permit will result in a sign which does not exceed the dimensional provisions of this code by more than 15 percent, the permit shall be processed by the sign code administrator.

Where the special sign permit will result in a sign which exceeds the dimensional provisions of this code by more than 15 percent, the permit application shall be forwarded

to the ~~physical~~ planning commission for consideration. The commission shall make a finding based on the above criteria and may approve, deny, or modify the permit as the commission deems appropriate.

In cases where the sign code administrator or the ~~physical~~ planning commission has denied a special sign permit, the applicant may appeal such decision to the city council.

C. Temporary Sign Permits. Application for a temporary sign permit shall be made in writing to the sign code administrator on forms furnished by that office. If a need for a temporary sign permit exists, the sign code administrator shall determine conformity of the temporary sign design with applicable codes/ordinances of the city of Richland and then request the building inspector to issue the temporary permit. Temporary sign permits shall be valid for 60 days unless specified otherwise in this title.
~~Temporary sign permits shall be valid for 30 days unless specified otherwise in this title.~~

D. Sign Permit Fees. Fees for sign permits shall accompany the permit application and are based upon size of the sign as follows:

SIZE	FEE
Less than 25 sq. ft. in surface area	\$20.00
25 sq. ft. and larger surface area	\$40.00
Freeway interchange sign greater than 25 feet in height	\$100.00
Fees associated with special sign permits are as follows:	
Administrative permit application	\$25.00
Permit requiring physical planning commission approval	\$50.00
Appeal to city council	\$25.00
Temporary sign permit	\$5.00

27.04.020 Application – Required information.

A. General Requirements. Applications for permit shall be made on the application for sign permit form(s) furnished by the sign code administrator. In addition to the information presented on the application form(s), the applicant shall provide such other pertinent information as the sign code administrator may require to ensure compliance with applicable ordinances and codes. For example, the sign code administrator may require supporting calculations prepared by a civil or structural engineer licensed in the state of Washington verifying safe stress levels or the stability of the sign. All costs associated with obtaining the required information shall be paid by the applicant.

27.04.030 Permits required – ~~Exceptions~~Exemptions.

Sign permits are required for most permanent and temporary signs. Permit requirements and ~~exceptions~~ exemptions are specified below:

A. Permanent Signs. A separate permit shall be required for a sign or signs for each business entity and/or a separate permit for each group of signs on a single supporting structure installed simultaneously. Thereafter, each additional sign erected on the structure must have a separate permit. ~~Exception~~ A sign permit is not required for the following ~~signs or displays~~:

~~1. Traffic or pedestrian control signs or signals or signs indicating scenic or historic points of interest, which are erected by or on the order of a public officer in performance of his public duty.~~

12. Signs required by law.

~~3. The flag of a government or the flag of a noncommercial institution such as a school.~~

24. Exterior signs or displays not visible from streets or ways open to the public.

35. Signs in the interior of a building which are not visible from any public property or rights-of-way.

46. Plaques, tablets, or inscriptions ~~indicating the name of a building, its date of erection, or other commemorative information~~ which are an integral part of the building structure or are attached flat to the face of the building, which are not illuminated and do not exceed 10 square feet in surface area.

~~7. Sculptures, foundations, mosaics, and design features which do not incorporate advertising or identification.~~

58. ~~Incidental s~~Signs less than two square feet in surface area.

~~9. Private traffic control signs less than six square feet in surface area.~~

640. Signs which are painted or mounted on delivery vehicles or other operable commercial vehicles which are generally and primarily used for transportation of commerce.

B. Temporary Signs. The erection, construction, posting, or placement of temporary signs shall require a temporary sign permit. ~~Exception:~~ The following temporary signs shall not require a permit:

1. ~~Official public or legal notices.~~ Signs required by law.

~~2. Seasonal decorations during the appropriate holiday season.~~

~~3. The flag of a commercial institution, provided no more than one flag is flown per~~

~~business premises, the flag does not exceed 20 square feet in surface, and the flag is left loose to fly in the breeze.~~

24. Sandwich board signs worn by a person while walking the public ways of the city.

~~5. Political campaign signs, provided such signs are erected or placed in accordance with the provisions of this code.~~

36. Changing of the advertising copy or message on a theater marquee or similar sign.

~~7. A sign advertising sale, rental, or lease of the premises upon which the sign is located, provided only one sign per street frontage is erected on any parcel of real estate and they do not exceed six square feet in surface area.~~

4. Temporary window signs.

5. Signs displayed on a lot with property for sale or rent, provided:

a. That only one such sign is permitted for each public street upon which the property for sale or rent fronts;

b. That in the event a sign qualifies for this exemption, a second temporary sign is also exempt if located within 1,000 feet, measured as the shortest straight line between the property line of the property for sale or rent and the site of the second exempt sign; and

c. That such signs shall not exceed the measurement limitations specified in RMC 27.08.030.

6. Signs displayed on a lot where construction is taking place, provided:

a. That they are removed prior to occupancy approval of the building;

b. That only one such sign is permitted for each public street upon which the construction project fronts; and

c. That such signs shall not exceed the measurement limitations specified in RMC 27.08.020.

7. Noncommercial signs that are made of paper, vinyl, plastic or other non-durable material and which are designed and intended to be displayed for a short period of time, provided that they conform with the sight obstruction requirements of Chapter 12.11 RMC, do not interfere with or obstruct any traffic control device or in any other manner interfere with the control of traffic on the streets of the city, and are not larger than thirty-two (32) square feet in area.

~~8. A sign not exceeding 32 square feet in surface and identifying the architects, engineers, and contractors of any work actually under construction.~~

~~9. Window signs which are temporary in nature.~~

~~10. Community service signs.~~

C. Number of Signs. ~~Signs~~ Except as provided at RMC 27.08.020, signs not requiring a permit and temporary signs shall not be included as part of the maximum number of signs permitted by this code.

D. Attachments to Signs. Ancillary devices, displays, and attachments not originally a part of the sign for which a permit was issued shall not be added to an existing sign except as provided in this code and pursuant to another sign permit issued by the building inspector.

Section 3. Richland Municipal Code Chapter 27.06, entitled Definitions, as enacted by Ordinance No. 3-89, and last amended by Ordinance No. 15-11, is hereby amended to read as follows:

Chapter 27.06 DEFINITIONS

Sections:

- 27.06.020 Architectural blade.**
- 27.06.025 Awning.**
- 27.06.027 Banner ~~—Community.~~**
- ~~27.06.028 Banner —Sponsored.~~**
- 27.06.030 Billboard.**
- 27.06.035 Building facade.**
- 27.06.040 Building line.**
- 27.06.045 Bulletin board.**
- 27.06.047 Business center.**
- 27.06.050 Canopy.**
- 27.06.052 Channel letters.**
- 27.06.055 Curb line.**
- 27.06.060 Freeway.**
- 27.06.065 Grade.**
- 27.06.070 Height.**
- 27.06.075 Marquee.**
- ~~27.06.080 Multiple business center.~~**
- 27.06.085 Projection.**
- 27.06.090 Property line.**
- 27.06.095 Readerboard.**
- 27.06.100 Sign.**
- 27.06.102 Sign, abandoned.**
- 27.06.105 Sign, awning.**
- ~~27.06.110 Sign, business district identification.~~**
- 27.06.112 Sign, can.**

27.06.115 Sign, canopy.
 27.06.120 Sign, changing image.
 27.06.125 Sign, chasing.
 27.06.130 Sign, combination.
 27.06.135 Sign, commercial construction.
~~27.06.140 Sign, directional.~~
 27.06.145 Sign, double-faced.
 27.06.150 Sign, electric.
 27.06.155 Sign, externally illuminated.
 27.06.160 Sign, fabric.
 27.06.165 Sign, flashing.
 27.06.170 Sign, freestanding.
 27.06.175 Sign, freeway interchange.
~~27.06.180 Sign, identification.~~
~~27.06.185 Sign, incidental.~~
~~27.06.190 Sign, industrial.~~
 27.06.195 Sign, marquee.
 27.06.200 Sign, message board.
~~27.06.205 Sign, noncommercial and public service.~~
 27.06.210 Sign, nonconforming.
 27.06.215 Sign, off-premises.
~~27.06.220 Sign, off-premises directional.~~
 27.06.225 Sign, on-premises.
~~27.06.230 Sign, political.~~
 27.06.235 Sign, portable.
 27.06.240 Sign, primary.
 27.06.245 Sign, projecting.
~~27.06.250 Sign, residential district identification.~~
 27.06.255 Sign, roof.
 27.06.260 Sign, rotating.
~~27.06.265 Sign, subdivision.~~
 27.06.270 Sign, temporary.
~~27.06.275 Sign, temporary merchandising.~~
 27.06.280 Sign, under marquee.
 27.06.285 Sign, wall.
 27.06.290 Sign, window.
27.06.292 Sign, window – permanent.
27.06.293 Sign, window – temporary.
 27.06.295 Sign structure.
 27.06.300 Single business.
 27.06.305 Special sign permit.
 27.06.310 Structure.
 27.06.315 Surface area.
 27.06.320 ~~Uniform~~International Building Code.

27.06.325 Uniform Sign Code.

27.06.330 Visible.

27.06.020 Architectural blade.

“Architectural blade” means a roof or projecting sign with no legs or braces, and designed to look as if a part of the building structure.

27.06.025 Awning.

“Awning” means a protective covering of non-collapsible, rigid construction attached to a structure, the surface of which has a pitch sloping away from the structure.

27.06.027 Banner —Community.

“Banner, community” means a single- or double-faced sign, made of non-durable material and attached to a utility pole located within or adjacent to a public right-of-way. Community banners are used to promote specific districts or areas within the city or community festivals, events or holidays. Community banners do not contain any advertising material or identify any specific business.

27.06.028 Banner —Sponsored.

“Banner, sponsored” means a single- or double-faced sign, made of nondurable material and attached to a utility pole located within or adjacent to a public right-of-way. Sponsored banners include information relating to specific districts or areas within the city or community festivals, events, or holidays and which also include the name and/or logo of a sponsoring business operating within the city of Richland. No more than one-quarter of the banner face can be devoted to the name and/or logo of a sponsoring business.

27.06.030 Billboard.

“Billboard” means a ground, wall, or roof sign erected, constructed, or maintained for the purpose of displaying outdoor advertising by means of pictorial or reading matter attached thereto or posted thereon and available by means of rental to persons other than the owner or lessee of the sign.

27.06.035 Building facade.

“Building facade” means that portion of any exterior elevation of a building extending from the grade of the building to the top of the parapet wall or eaves for the entire width of the building elevation.

27.06.040 Building line.

“Building line” means a line established by ordinance beyond which no building may extend.

27.06.045 Bulletin board.

“Bulletin board” means a board for messages for uses of the premises on which the board is erected and not intended for view from the dedicated street right-of-way. A bulletin board is not a sign.

27.06.047 Business center.

“Business center” means a grouping of multiple business establishments having defined boundaries or shared facilities, including but not limited to: shared common parking, shared access drives, buildings that are physically attached or connected to each other, common ownership, or businesses that are part of the same master plan, binding site plan or commercial site plan. For the purposes of determining sign regulation, properties included within a business center shall be considered as a single premises.

27.06.050 Canopy.

“Canopy” means a non-rigid, retractable or non-retractable, protective covering located at the entrance to a structure.

27.06.052 Channel letters.

“Channel letters” means three-dimensional individually cut letters or figures, typically made from metal or plastic and affixed to a structure.

27.06.055 Curb line.

“Curb line” means the line at the face of the curb nearest to the street or roadway. In the absence of a curb, the curb line shall be established by the city engineer.

27.06.060 Freeway.

“Freeway” means an expressway with full control of access.

27.06.065 Grade.

“Grade” means elevation or level of the street closest to the sign to which reference is made, as measured at the street’s centerline, or the relative ground level in the immediate vicinity of the sign.

27.06.070 Height.

“Height” means the vertical distance from the grade to the highest point of a sign.

27.06.075 Marquee.

“Marquee” means a permanent roofed structure attached to and supported by a building and projecting over property thereunder.

~~27.06.080 Multiple business center.~~

~~“Multiple business center” means a grouping of two or more business establishments which either share common parking on the lot where they are located, and/or which occupy a single structure or separate structure which are physically attached. Shopping centers are considered to be multiple business centers.~~

27.06.085 Projection.

“Projection” means the distance by which a sign extends beyond the building wall.

27.06.090 Property line.

“Property line” means the line denoting the limits of legal ownership of property.

27.06.095 Readerboard.

“Readerboard” means a sign or part of a sign on which the letters are readily replaceable such that the copy can be changed from time to time at will.

27.06.100 Sign.

“Sign” means any medium, including structure and component parts, which is used or intended to be used to attract attention to the subject matter for advertising, identification, or informative purposes.

27.06.102 Sign, abandoned.

“Sign, abandoned” means any sign located on property that is vacant and unoccupied for a period of six (6) months or more.

27.06.105 Sign, awning.

“Sign, awning” means graphics on a fixed awning used or intended to be used to attract attention to the subject matter for advertising, identification, or information purposes. An awning sign shall not be considered a fabric sign.

~~27.06.110 Sign, business district identification.~~

~~“Sign, business district identification” means an off-premises sign which gives the name of a business district or industrial park and which may list the names of individual businesses within the district or park.~~

27.06.112 Sign, can.

“Sign, can” means a sign that contains all text and/or logo symbols within a single enclosed cabinet that may or may not be illuminated.

27.06.115 Sign, canopy.

“Sign, canopy” means graphics on a canopy used or intended to be used to attract attention to the subject matter for advertising, identification, or information purposes. A canopy sign shall not be considered a fabric sign.

27.06.120 Sign, changing image.

“Sign, changing image” means a sign which changes its message or background by means of electrical, kinetic, solar or mechanical energy, not including message board signs.

27.06.125 Sign, chasing.

“Sign, chasing” means a sign which includes one or more rows of lights which light up in sequence.

27.06.130 Sign, combination.

“Sign, combination” means any sign incorporating any combination of the features of freestanding, projecting and roof signs. The individual requirements of roof, projecting and pole signs shall be applied for combination signs incorporating any or all of the requirements specified in the code.

27.06.135 Sign, Commercial.

A sign, display, or device designed, intended or used to encourage or promote purchase or use of goods or services.

~~27.06.135 Sign, construction.~~

~~“Sign, construction” means an information sign which identifies the architect, engineers, contractors and other individuals or firms involved with the construction of a building, or announcing the character of the building or enterprise, which is erected during the building construction period.~~

~~27.06.140 Sign, directional.~~

~~“Sign, directional” means a single or double-faced sign not exceeding six square feet in surface area designed to guide or direct pedestrian or vehicular traffic to an area, place, or convenience.~~

27.06.145 Sign, double-faced.

“Sign, double-faced” means a sign which has two display surfaces in approximately parallel planes backed against each other or against the same background, one face of which is designed to be seen from one direction and the other from the opposite direction.

27.06.150 Sign, electric.

“Sign, electric” means any sign containing electrical wiring, but not including signs illuminated by an exterior light source.

27.06.155 Sign, externally illuminated.

“Sign, externally illuminated” means a sign illuminated by an exterior light source.

27.06.160 Sign, fabric.

“Sign, fabric” means a sign made of canvas, cloth, or similar non-rigid material.

27.06.165 Sign, flashing.

“Sign, flashing” means an electrical sign or portion of an electrical sign which changes light intensity in sudden transitory blasts. Flashing signs do not include changing image or chasing signs.

27.06.170 Sign, freestanding.

“Sign, freestanding” means a sign that is supported by one or more poles, columns, or supports anchored in the ground.

27.06.175 Sign, freeway interchange.

“Sign, freeway interchange” means an on-premises freestanding sign ~~which identifies or advertises a use~~ located within the prescribed distance from the right-of-way boundary of a grade separated interchange that is designed and placed to attract the attention of freeway and interchange traffic.

~~27.06.180 Sign, identification.~~

~~“Sign, identification” means any ground or wall sign which only displays the name,~~

~~address, and/or use of the premises.~~

~~27.06.185 Sign, incidental.~~

~~“Sign, incidental” means a sign less than two (2) square feet in surface area of a noncommercial nature, intended primarily for the convenience of the public. Included are signs designating restrooms, address numbers, hours of operation, entrances to buildings, directions, help wanted, public telephone, etc. Also included in this group of signs are those designed to guide or direct pedestrians or vehicular traffic to an area or place on the premises of a business building or development by means of a directory designating names and addresses only.~~

~~27.06.190 Sign, industrial.~~

~~“Sign, industrial” means an off-premises sign which identifies an industrial land development or gives the name of the group of industrial structures.~~

27.06.195 Sign, marquee.

“Sign, marquee” means a sign placed on, constructed in or attached to a marquee.

27.06.200 Sign, message board.

“Sign, message board” means an electric sign which has a readerboard for the display of information, ~~such as time, temperature, or public service or commercial messages~~, which can be changed through the turning on or off of different combinations of light bulbs within the display area.

~~27.06.205 Sign, noncommercial and public service.~~

~~“Sign, noncommercial and public service” means any sign devoted to religious, charitable, cultural, governmental or educational messages, including but not limited to the advertising of events sponsored by a governmental agency, school, church, civic or fraternal organization, or other organizations not engaged in activities for profit. [Ord. 3-89].~~

27.06.210 Sign, nonconforming.

“Sign, nonconforming” means a sign which is not in conformance with the provisions of this code.

27.06.215 Sign, off-premises.

“Sign, off-premises” means a sign relating, ~~through its message and content~~, to a business activity, use, product, or service not available on the premises upon which the sign is erected.

~~27.06.220 Sign, off-premises directional.~~

~~“Sign, off-premises directional” means an off-premises sign used to direct pedestrian or vehicular traffic to a facility, service, or business located on other premises. The message of such sign shall not include any reference to brand names of products or services, whether or not available on such other premises; provided, that the name of the facility, service or business may be used.~~

27.06.225 Sign, on-premises.

"Sign, on-premises" means a sign ~~which displays messages which are strictly applicable only relating to a lawful business activity, use, of product, or service available on~~ the premises ~~upon which it is located, including signs or the~~ sign ~~devices indicating the business transacted, principal services rendered, goods sold or produced on the premises, name of business, and name of the person, firm or corporation occupying the premises is erected~~. Such definition shall not include signs located within a business establishment except signs oriented so as to be visible through a window.

~~27.06.230 Sign, political.~~

~~"Sign, political" means signs advertising a candidate for public, elective office or a political party, or signs urging a particular vote or action on a public issue decided by ballot, whether partisan or nonpartisan.~~

27.06.235 Sign, portable.

"Sign, portable" means a sign which is not permanently affixed and is designed for or capable of being moved, and is constructed of wood, metal, or plastic durable materials containing a hinge mechanism for folding (commonly referred to as sandwich board or a-frame signs). Portable signs to do not include ~~except~~ those signs explicitly designed for people to carry on their persons or which are permanently affixed to motor vehicles.

27.06.240 Sign, primary.

"Sign, primary" means any sign which is not exempt from provisions of this title. ~~This term includes virtually all signs of a business nature.~~

27.06.245 Sign, projecting.

"Sign, projecting" means a sign other than a wall sign which projects from and is supported by a wall of a structure.

~~27.06.250 Sign, residential district identification.~~

~~"Sign, residential district identification" means an off-premises sign which gives the name of a group of residential structures, such as a subdivision or cluster development.~~

27.06.255 Sign, roof.

"Sign, roof" means a sign erected upon or above a roof or parapet of a building or structure.

27.06.260 Sign, rotating.

"Sign, rotating" means any sign that revolves on a fixed axis.

~~27.06.265 Sign, subdivision.~~

~~"Sign, subdivision" means a sign used to identify a land development which is to be or was accomplished at essentially one time.~~

27.06.270 Sign, temporary.

"Sign, temporary" means any sign which is to be displayed for a limited period of time

only, including but not limited to banners, pendants, streamers, fabric signs, wind animated objects, clusters of flags, festoons of lights and search lights. A temporary sign may be of rigid or non-rigid construction.

~~27.06.275 Sign, temporary merchandising.~~

~~“Sign, temporary merchandising” means a temporary sign attached to a storefront window and used to advertise a particular event, product or service.~~

27.06.280 Sign, under marquee.

“Sign, under marquee” means a sign attached to the underside of a marquee.

27.06.285 Sign, wall.

“Sign, wall” means any sign painted, attached or erected against the wall of a building or structure, with the exposed face of the sign on a plane parallel to the plane of the wall to which it is attached. The sign shall not extend above any adjacent parapet or roof of the supporting building, nor project more than 18 inches from the wall.

27.06.290 Sign, window.

“Sign, window” means any sign located inside and affixed to or inside and within three feet of windows of a building, which may be visible from the exterior of the building.

27.06.292 Sign, window – permanent.

“Sign, window – permanent” means any window sign designed to withstand fading, chipping or peeling over time that is not constructed of cloth, canvas, vinyl, paper, plywood, fabric, or other lightweight material.

27.06.293 Sign, window – temporary.

“Sign, window – temporary” means any window sign that is composed of ink, paint or other applied product which is not designed to withstand fading, chipping or peeling over time or that is constructed of cloth, canvas, vinyl, paper, plywood, fabric, or other lightweight material not well suited to provided a durable substrate.

27.06.295 Sign structure.

“Sign structure” means any structure which supports or is designed to support any sign as defined in this chapter. A sign structure may be a single pole or may be an integral part of the building.

27.06.300 Single business.

“Single business” means a building with one enterprise on a separate parcel of land.

27.06.305 Special sign permit.

“Special sign permit” means a permit which allows a sign to exceed dimensional standards and which is issued only after special review and finding that it meets criteria allowing for such exception.

27.06.310 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.

27.06.315 Surface area.

“Surface area” means the greatest area of a sign visible from any one viewpoint, excluding sign support structure which does not form part of the sign proper or of the display.

“Surface area” includes only one face of a multiple-faced sign.

27.06.320 ~~Uniform~~International Building Code.

“~~Uniform~~International Building Code” means the ~~Uniform~~International Building Code (UBC), promulgated by the International Conference of Building Officials, as adopted by the city.

27.06.325 Uniform Sign Code.

“Uniform Sign Code” means the Uniform Sign Code, promulgated by the International Conference of Building Officials, adopted by the city.

27.06.330 Visible.

“Visible” means capable of being seen (whether or not legible) without visual aid by persons of normal visual acuity.

Section 4. Richland Municipal Code Chapter 27.08, entitled Code Provisions, as enacted by Ordinance No. 3-89, and last amended by Ordinance No. 15-11, is hereby amended to read as follows:

**Chapter 27.08
CODE PROVISIONS**

Sections:

27.08.010 General standards for signs.

27.08.020 Standards specific to temporary signs.

~~27.08.020-030~~ Standards specific to ~~zones~~ permanent signs.

~~27.08.030 040~~ Special provisions.

~~27.08.040 Temporary political signs.~~

27.08.050 Substitution of message.

27.08.010 General standards for signs.

Signs shall be constructed and maintained in compliance with this chapter, the city building code, and all other applicable ordinances. The allowable type of signs, their placement, and other limitations shall be according to the standards established in this section. Provisions for the various use districts under the city comprehensive zoning ordinance may establish standards in addition to, or more restrictive than, the standards in this section.

A. General Provisions.

1. Structural. The structure and erection of signs within the city of Richland shall be governed by the current edition of the Uniform Sign Code as adopted by the city of Richland and by the currently applicable ~~Uniform~~International Building Code as adopted by the city of Richland. Compliance with these adopted codes shall be prerequisite to issuance of a sign permit.

2. Electrical. Electrical requirements for signs within the city of Richland shall be governed by the requirements, standards, rules, and regulations established by the state of Washington and adopted by the city of Richland (Chapter 296-46 WAC). Compliance therewith shall be required by every sign utilizing electrical energy as a prerequisite to issuance of a sign permit.

3. Light and Glare from Signs. Illumination from or upon any sign shall be shaded, shielded, directed, or reduced so as to avoid brightness, glare, or reflection of light in excess of that recommended by the Illumination Society of America to avoid unreasonable distraction by pedestrians or motorists. Illumination shall not exceed that necessary to make the sign visible to the average person on the street adjacent to the sign.

4. Maintenance. All signs shall be constantly maintained in a state of security, safety, and repair. If any sign is found not to be so maintained or is insecurely fastened or otherwise dangerous, it shall be the duty of the owner and/or occupant of the premises on which the sign is fastened to repair or remove the sign within five days after receiving written notice from the sign code administrator.

5. Obstruction. No sign shall be located so as to physically obstruct any door, window, or exit from a building. No sign shall be located so as to be hazardous to a motorist's ingress and egress from parking areas or any way open to the public. No sign shall be located so as to be hazardous to a pedestrian's access to any way open to the public.

6. Inspection. All sign users shall permit periodic inspection of their sign(s) by the city upon request.

7. Conflicting Provisions. Whenever any provisions of this title overlap or conflict with regard to size or placement of a sign, the more restrictive provision shall apply.

B. Specific Provisions.

1. Freestanding Signs. A freestanding sign may be located at the property or building line, provided it complies with Chapter 12.11 RMC (Intersection Sight Distance) and the sign is located entirely behind the property or building line.

2. Building Mounted Signs. Wall signs shall not extend above the point of intersection of the building wall to which the sign is attached and the building roof except that wall signs may extend to the top of a parapet wall. Wall signs and projecting signs may project over public property within the limits established in Chapter 27.10 RMC (Measurements). The

structural support for projecting signs shall be an integral part of the sign design or shall be concealed from view. All structural support for projecting signs shall be entirely from the building wall or parapet from which the sign projects.

3. Marquee Awnings or Canopy Signs. Marquee awnings or canopy signs shall be mounted flat against the face of the marquee or canopy and shall not extend below the bottom face to which attached. One ~~identification~~ sign per user is permitted on the underside of a marquee or canopy. Such ~~identification~~ signs shall be mounted perpendicular to the building face and located at the main entrance of use. No other projecting signs relating to the user shall be visible from beneath the marquee or canopy.

~~4. Gasoline Price Signs. Gasoline price signs shall be located entirely within the property boundaries of the station use and shall be permanently mounted. Gasoline price signs shall not be included in determining the permissible number of freestanding signs.~~

~~45.~~ Window Signs. Window signs shall not be included in determining the number of primary signs nor in determining the permissible sign area for each facade.

~~56.~~ Roof Signs. All roof signs shall be constructed in such a way that they appear as an architectural blade or penthouse and are finished in such a manner that the visual appearance from all sides is such that they appear to be a part of the building itself. Roof signs shall be erected in such a manner that there is no visible support structure.

C. Signs Prohibited in All Zones. Except where otherwise provided in this chapter, the following signs or displays are prohibited:

1. Signs which are an imitation of or resemble an official traffic sign or signal.

~~2. A sign that moves or gives the appearance of moving and any sign which flutters, undulates, swings, rotates, oscillates or otherwise moves by natural or artificial means, including any pennant but excluding banners displayed in compliance with the provisions of this title.~~

~~32.~~ Signs which, by reason of their size, location, movement, ~~content~~, coloring, or manner of illumination, may be confused with or construed as a traffic control sign, signal, or device, or the light of an emergency vehicle, or which obstruct the visibility of any traffic or street sign or signal device.

~~43.~~ Signs or displays consisting of strings of lights, spinners, twirlers or propellers, flashing, rotating, or blinking lights, flares, balloons, bubble machines, and similar devices of a carnival nature, or containing elements creating sound or smell.

~~4. Signs identifying activities, products, businesses, or services which have been discontinued for more than 60 days on the premises upon which the signs are located.~~

~~5. Private signs on utility poles.~~ Abandoned signs, except as authorized by RMC 27.08.030(I).

6. Signs on utility poles.

~~7~~6. Search lights, banners, clusters of flags, posters, pennants, and streamers.

~~8~~7. Billboards.

~~8. Directional signs nonofficial in nature.~~

9. Signs for which a permit is required and which are erected, altered, or relocated without, or in violation of, the terms and conditions of a current and valid permit issued by the city of Richland.

~~10. Window signs containing material unrelated to the merchandise for sale or service performed by the person or business on whose premises or property the sign is located~~
Except as otherwise permitted herein, off-premises commercial signs.

~~11. Off-premises signs.~~ Except as otherwise permitted herein, portable signs.

~~12. Portable signs.~~

Prohibited signs and displays are subject to removal and abatement by the city at the expense of the persons owning or maintaining such sign or display as provided in Chapter 27.12 RMC.

D. Signs Projecting Over Public Right-of-Way.

1. Projecting signs extending over public right-of-way shall be erected with clearance and projection limitations as set forth in Chapter 27.10 RMC (Measurements); provided, that in no case shall any sign be permitted to extend beyond the curb line.

2. If a public need arises, any sign permitted to extend over public right-of-way shall be removed or altered within 10 days of receiving written notice from the sign code administrator.

E. Signs Near Intersections. All signs located at street or driveway/street intersections shall be placed so as not to constitute a safety hazard and shall be constructed to comply with the requirements of Chapter 12.11 RMC (Intersection Sight Distance). Freestanding signs located at street intersections may be placed at the property line or building line subject to the limitations above.

~~F. Temporary Signs Permitted. Permissible temporary signs and their applicable limitations are as follows:~~

27.08.020 Standards specific to temporary signs.

A. Purpose. The city finds that the proliferation of temporary signs is a distraction to the traveling public and creates aesthetic blight and litter that threatens the public's health, safety, and welfare. The purpose of these regulations is to limit distractions to the traveling

public and minimize aesthetic blight and litter caused by temporary signs by allowing temporary signs only in the time, place and manner specified in this section.

B. General Requirements of Temporary Signs. Temporary signs are allowed only in compliance with the provisions of this section.

1. Except as otherwise permitted herein, a temporary sign may be displayed for no more than 180 days per calendar year; temporary signs related to an event may be displayed for no longer than 180 consecutive days per calendar year and must be removed no later than fourteen (14) days after the event.

~~Construction Signs. These may be erected after a building permit has been obtained and may remain displayed on the construction site for the duration of construction. Only one such sign (which may be double faced) is permitted per construction project for each public street upon which the project fronts. Measurement limitations shall be in accordance with Table 27.10.020(D). General construction signs shall be removed upon completion of construction. Construction signs in single family residential zones shall be removed by the date of first occupancy.~~

~~2. Grand Opening and Special Event Displays. Signs, posters, banners, strings of lights or flags, balloons and search lights are permitted for a period of 30 days only to announce the opening of a completely new enterprise or the opening of an enterprise under new management. In addition, every business is permitted to utilize these displays for one other special event each year. Such displays are not exempt from permit requirements and are permitted only in districts where the enterprise so advertised is allowed under district zoning regulations.~~

~~3. Real Estate Signs. All exterior real estate signs shall be of durable material. The permitted signs and their limits are:~~

2. The following elements are prohibited on temporary signs:

a. Any form of illumination, including flashing, blinking, or rotating lights;

b. Animation;

c. Reflective materials; and

d. Attachments, including, but not limited to, balloons, ribbons, speakers, etc.

3. Temporary signs may be placed in the right-of-way if they meet all of the following standards:

a. The sign must be placed entirely outside of the roadway;

b. The sign must not be placed in medians, traffic islands, roundabouts, or other areas within the roadway;

- c. The sign must not obstruct pedestrian or wheelchair access to the sidewalk;
- d. The sign must not be placed in parking spaces, pedestrian pathways, or bicycle paths;
- e. The sign must remain portable and may not be attached or anchored in any way to trees or to public property including, but not limited to, utility or light poles, parking meters, fences, or pavement.

4. Public Spaces. Temporary signs shall not be placed in any public park, trail, open space, or other public space, except for those signs placed by the City.

5. Chapter 27.12 RMC notwithstanding, the city may promptly remove or cause to be removed any temporary signs that do not comply with any requirement of this title.

C. Residential Zoning Districts and Uses. Temporary signs on property or on the exterior of a structure located within a residential zoning district or dedicated to a residential use are allowed in compliance with the following:

1. Single Family and Medium Density Zoning Districts. Temporary signs are allowed in single family (R-1-12, R-1-10) and medium density (R-2, R-2S) zoning districts in compliance with the following:

- a. The sign is for a non-commercial purpose;
- b. The sign is constructed of durable material;
- c. The sign must be a freestanding sign;
- d. Only one sign is allowed per street frontage; and
- e. A sign may not exceed six (6) square feet in size. If the sign is post-mounted on the ground, it shall not exceed five (5) feet in height. If the sign is stake-mounted or portable, it shall not exceed three (3) feet in height.

2. Temporary Signs in Multi-family Residential Zoning Districts and Approved Manufactured Home Parks. Temporary signs on property or on the exterior of a structure located within a multi-family residential (R-3) zoning district and manufactured home parks are allowed in compliance with the following:

- a. The sign is for a non-commercial purpose;
- b. The sign is constructed of durable material;
- c. The sign must be a freestanding sign;
- d. Only one sign is allowed per street frontage; and
- e. A sign may not exceed six (6) square feet in size. If the sign is post-mounted on the

ground, it shall not exceed five (5) feet in height. If the sign is stake-mounted or portable, it shall not exceed three (3) feet in height.

3. Notwithstanding anything in this title to the contrary, the standards of this subsection apply to residential uses located in non-residential zoning districts.

D. Temporary Signs in Non-residential Zoning Districts.

1. Temporary Signs on property or on the exterior of a structure located within a non-residential zoning district or dedicated to a non-residential use are allowed in compliance with the following:

a. One wall sign is allowed per building, not to exceed sixteen (16) square feet in size.

b. The sign is constructed of durable material;

c. The sign is not illuminated;

d. One freestanding sign is allowed per street frontage;

e. A freestanding sign may not exceed sixteen (16) square feet in size. If the sign is post-mounted on the ground, it shall not exceed five (5) feet in height. If the sign is stake-mounted or portable, it shall not exceed three (3) feet in height.

2. Notwithstanding anything in this title to the contrary, the standards of this subsection apply to non-residential uses located in residential zoning districts.

~~Residential For Sale and Sold Signs. Limited to one sign per street frontage and in conformance with measurements required by Table 27.10.020(D).~~

~~b. Residential Directional Open House Signs. The number of open house signs permitted, both on-premises and off-premises, shall be a prerogative of the sign code administrator. Open house signs are permitted only during open house hours.~~

~~c. Commercial and Industrial Property for Sale or Rent Signs. One sign per street frontage shall be permitted while the building or part thereof is actually for sale or rent. Dimensioning shall conform to Table 27.10.020(D).~~

~~d. Residential Land Subdivision Sale Signs. Limited to one double-faced sign placed at right angle to the street or two signs parallel to the street dimensioned per Table 27.10.020(D). Such signs shall be removed after 12 months or when 90 percent of the houses in the subdivision are sold or occupied, whichever is shorter.~~

~~e. Subdivision Directional Signs. Limited to four signs and placed only by the developer or residents of the subdivision at locations designated by the sign code administrator. The signs shall bear only the name of the subdivision and a directional arrow. Signs shall be maintained by the developer and removed at the end of one year or when 90 percent of the subdivision is occupied, whichever first occurs.~~

~~f. Undeveloped Residential Property or Acreage for Sale Signs. For sale signs for undeveloped multiple-family zoned property or for undeveloped, unsubdivided single-family acreage, which may be legally divided into four or more single lots, shall meet the same limitations as those for undeveloped commercial and industrial property for sale signs as set forth in subsection (F)(3)(c) of this section.~~

~~4. Political Campaign Signs. Refer to RMC 27.08.040.~~

~~a. Off-Premises Signs. Off-premises signs shall be placed only after securing the consent of the owner or tenant of the property upon which the sign is placed. Placement locations of off-premises signs shall be approved by the sign code administrator. Off-premises signs, when located off the public right-of-way, shall observe setback requirements and shall be located to conform with sight obstruction requirements of Chapter 12.11 RMC. Signs identifying a group of businesses in a defined area, such as a shopping center or mall, may be located in the public right-of-way. Such signs shall include space for at least four businesses and the name of the business area. No business name shall be listed more than once on a business area sign. [Ord. 3-89].~~

27.08.020030 Standards specific to ~~zones~~ permanent signs.

A. Floodplain, Agricultural, Public Reserve, Single-Family, and Duplex Residential Zones. This subsection shall apply to all areas zoned floodplain (FP), agricultural (AG), public reserve (PR), suburban agriculture (SAG), and all areas zoned suburban residential (R-1) through high-density residential (R-2).

~~1. Residential Uses. Residential uses are permitted identification signs, indicating only the name of the occupant and/or street address of the unit. One (1) permanent sign may be displayed at a premises for which a home occupation permit has been issued pursuant to Chapter 23.42 of this code. The sign must comply with the size limitations set forth in Table 27.10.020(A).~~

~~2. Signs for Other Permitted Uses. Signs for nonresidential uses permitted in the district shall be limited to identification signs, except that home occupations shall be limited to the size limitations set forth for residential identification signs in Table 27.10.020(A).~~

~~23. Permanent Subdivision of Neighborhood Designation Signs. Signs shall One (1) permanent sign may be displayed at each entrance to a subdivision or recognized neighborhood, up to a maximum of four signs. The sign must be unobtrusive, in keeping with the character of the neighborhood, and constructed of quality materials, as approved in advance by the sign code administrator. The signs must comply with the size and location limitations of Chapter 27.10 RMC, Measurements.~~

~~34. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.~~

B. Apartments and Manufactured Home Parks. This subsection shall apply to all areas zoned multiple-family residential (R-3) and all approved manufactured home parks.

1. ~~Sign Regulations.~~ Apartment buildings and manufactured home parks are permitted one ~~identification~~ (1) building-mounted sign and one (1) freestanding sign per street frontage. For the purpose of determining the limit on number of signs for apartments, a single apartment complex, regardless of the number of buildings, shall be considered one "building."

2. One permanent sign may be displayed at each entrance to a subdivision or recognized neighborhood, up to a maximum of four (4) signs. The sign(s) must be unobtrusive, in keeping with the character of the neighborhood, and constructed of quality materials, as approved in advance by the sign code administrator. The signs must comply with the size and location limitations of Chapter 27.10 RMC, Measurements.

32. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

C. Neighborhood Business Districts. This subsection shall apply to all areas zoned neighborhood business (C-1).

1. Except as provided in subsection (C)(2) of this section, permitted signs and their regulation shall be the same as those zoned limited business (C-LB).

2. Where signs for permitted uses are not visible to residential uses, or are located more than 200 feet from residential uses, the size limitations of the C-2 and C-3 zoning districts shall apply.

3. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

D. Limited Business District. This subsection shall apply to all areas zoned limited business (C-LB) with the exception that apartment buildings in the limited business district shall be regulated by subsection (B) of this section.

1. Permitted signs are as follows: No more than one freestanding ~~business-identification~~ sign is permitted unless the property faces on more than one street or unless the property contains multiple buildings that house multiple businesses. In such cases, each street frontage shall be permitted one freestanding ~~business-identification~~ sign or each building shall be permitted one freestanding ~~business-identification~~ sign, whichever is greater. One building mounted ~~business-identification~~ sign is permitted per street frontage on each building.

2. Buildings Facing on More Than One Street. Buildings or building complexes on street corner locations are permitted a maximum of one freestanding sign per street frontage; provided, that each freestanding sign must be located on a different street and must be more than 100 feet apart, measured in straight line between signs. Buildings or building complexes which extend through a block to face on two parallel streets are permitted one freestanding sign per street frontage.

3. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

E. General Business Districts. This subsection shall apply to all areas zoned commercial recreation (C-R), retail business (C-2), or general business (C-3).

1. Permitted Signs. Permitted signs and their regulations in the retail business, commercial recreation, commercial winery and general business districts shall be the same as those in the limited business district (subsection (D) of this section) with the following additions:

a. Freeway interchange signs are permitted, provided such signs are located on the freeway side of a line 350 feet from and parallel to the interchange right-of-way. The interchange right-of-way shall begin at a point along the freeway 1,500 feet from the center of the street passing over and under the freeway.

~~b. Freestanding signs which incorporate the features of an automatic changing sign or an electronic changing sign may, when assuring 25 percent of the message will be devoted to public service time temperature, exceed the maximum size allowed by 15 percent.~~

~~b~~b. Where freeway interchange signs are permitted or where more than one freestanding sign is permitted, the total allowable surface area may be increased by a multiplier of two; provided, that no individual freestanding sign shall exceed 240 square feet in surface area.

~~d~~c. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

F. Central Business District. This subsection shall apply to all areas zoned central business district (CBD).

1. Permitted Signs. Permitted signs and their regulations in the central business district shall be the same as those in the limited business district (subsection (D) of this section) with the following additions:

~~a. Freestanding signs which incorporate the features of an automatic changing sign or an electronic changing sign may, when assuring 25 percent of the message will be devoted to public service time temperature, exceed the maximum size allowed by 15 percent.~~

~~b~~a. Where more than one freestanding sign is permitted, the total allowable surface area may be increased by a multiplier of two; provided, that no individual freestanding sign shall exceed 240 square feet in surface area.

~~e~~b. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

2. Supplemental Sign Standards for the Uptown District – Purpose. These supplemental sign standards are put in place to encourage the installation and maintenance of signs that complement and enhance the ~~Googie/Populuxe~~ style of architecture that is prevalent in the Uptown Shopping Center. Signs located within the uptown district as defined in RMC 23.22.040, Plate 2, shall comply with the following standards and with all sign standards applicable in the central business district. Wherever there is conflict between

general sign standards applicable to the central business district and the following specific sign standards, the following specific sign standards shall control:

a. All signs shall be constructed of durable, weather resistant and easily maintainable materials. No exposed or painted construction grade plywood is permitted on any sign;

b. Whenever signs are placed on an awning or a roof, the applicant shall demonstrate that the awning or roof is able to support the imposed loads of the proposed sign, or that the design of the roof or awning supporting the sign incorporates adequate structural elements to support the sign;

c. Any channel letters included on any sign shall not exceed a maximum size of 16 inches in width and 24 inches in height;

~~d. Any corporate or business logo/symbol included on any sign shall not exceed a maximum size of 12 square feet and a maximum width or height of four feet;~~

~~e~~d. Structural supporting elements shall be incorporated in such a fashion so that they appear to be an integral architectural and aesthetic element of the sign;

~~f~~e. Roof signs shall meet the following criteria:

i. Roof signs may extend up to a maximum of five feet above the intersection of the sign and the building wall or parapet wall. Roof signs may be attached to or placed above a mansard type roof;

ii. Signs attached to a mansard shall be placed in a structure or box extending from the perimeter of the sign face back to the building wall or parapet or mansard roof. Said box shall be either perpendicular to the plane of the sign face or perpendicular to the main building wall.

iii. The base of any channel letters shall extend a minimum of 18 inches above the top of the parapet or building wall supporting the mansard.

iv. No backlit or internally illuminated or “can” type signs shall be permitted on the roof of any building.

~~g~~f. When constructed in conjunction with an awning, “architectural blade” type signs mounted on a building wall may project horizontally a maximum of six feet over the public sidewalk. Where there is no awning present, “blade” type signs may project horizontally a maximum of four feet over the public sidewalk. In all cases the lowest portion of any blade sign shall be placed at least eight feet in height above the public sidewalk.

~~h~~g. Signs may be located on the face of an awning subject to the following criteria:

i. If the sign is a “can” type then the sign box should be constructed to extend from the perimeter of the sign face back to the edge of the fascia a maximum distance of 12 inches.

- ii. The sign must be installed so that the base is flush with the bottom of the awning.
- iii. The height of the sign face shall not be more than 150 percent of the height of the awning fascia.

G. Industrial and Manufacturing Districts. This subsection shall apply to all areas zoned limited manufacturing (I-1), medium industrial (I-M), and heavy manufacturing (M-2).

1. Permitted Signs. Permitted signs and their regulations shall be the same as those in the central business, commercial recreation, and general business districts (see subsections (E) and (F) of this section) ~~except for permanent industrial park or subdivision designation signs. For the purpose of this subsection, "industrial park or subdivision" shall mean a tract of land which is subdivided and developed according to a comprehensive plan and for use by a community of industries, with streets and utilities installed before sites are sold or leased to prospective occupants.~~

2. All signs shall be in accordance with Chapter 27.10 RMC, Measurements

H. Permanent Signs at Fuel Stations and Fuel Stations/Mini-Marts. In addition to signage otherwise permitted herein, a lawfully established automobile service station or fuel station/mini-mart may have one (1) additional sign that meets the requirements of Chapter 27.10 RMC, Measurements, per street frontage. The sign must be permanently mounted.

I. Permanent on-premises sign(s) on property that is vacant and unoccupied for a period of six (6) months or more shall be removed or maintained in lieu of removal. When the property owner elects to maintain in lieu of removal, the sign(s) and supporting structure shall be maintained in accordance with the following:

- a. Signs shall be kept free of rust, dirt and chipped, cracked or peeling paint.
- b. All hanging, dangling, torn or frayed parts of signs shall be promptly repaired and graffiti and unauthorized attachments shall be removed.
- c. Burned-out illumination shall be replaced immediately.
- d. Sign areas shall be kept free and clear of all noxious substances, rubbish, and weeds.
- e. If a sign is removed from its supporting structure for longer than sixty (60) days, the supporting structure shall be removed.
- f. Any sign deemed unsafe by a Building Official shall be removed or fixed within three (3) days of written notice.

27.08.030040 Special provisions.

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

A. Signs Subject to Approval by the Planning Commission. The following signs may be

approved by the planning commission, provided they meet the criteria listed, unless waived by the commission:

1. Freestanding, off-premises signs located at the entrance ~~of to~~ a business center area ~~and identifying a group of businesses by name~~ will be allowed if the following criteria exist:

a. When the businesses do not have adequate ability to allow their patrons to see their business location by using allowable signage in this chapter.

b. Permission to locate the sign has been given, in writing, by the property owner where the sign is to be located.

c. The sign meets the structural requirements of the Uniform Sign Code.

d. The sign may be lighted.

e. Letters ~~in the business listing~~ may not be greater than eight inches in height.

f. The sign must be made of a durable material.

g. The sign must not exceed 15 feet in height.

h. The sign may not exceed 45 square feet.

~~i. The sign must allow all businesses to be listed.~~

~~j.~~ i. The sign may be double faced.

~~k.~~ j. The sign must not be located in a residential zone.

~~2. Locator map signs located near entrances to the city may be allowed subject to the following criteria:~~

~~a. The map is designed to show different types of land usage in the city.~~

~~b. The map should also list location of all emergency facilities located in the city.~~

~~c. The sign must not exceed 60 square feet in total size.~~

~~d. The sign may not exceed 10 feet in total height.~~

~~e. Permission to locate the sign must be given, in writing, by the property owner.~~

~~f. A pullout area must be located by the sign to allow people to pull off the roadway to read the sign.~~

~~g. The sign must meet the structural criteria of the Uniform Sign Code.~~

~~h. The sign must be of durable material.~~

~~i. The sign must be lighted.~~

~~j. The sign must not be located in a residential zone.~~

~~3. Business location directory signs may be allowed subject to the following criteria:~~

~~a. All businesses located in the area for which the directory pertains are allowed to be listed.~~

~~b. The sign must conform to the structural criteria of the Uniform Sign Code.~~

~~c. The sign does not exceed 48 square feet.~~

~~d. The sign can be multifaced.~~

~~e. The sign does not exceed five feet in height.~~

~~f. The sign is not located in such a place that it will obstruct either pedestrian or automobile traffic.~~

~~g. The sign must be placed at least three feet to the right or left of the entrance into any building, or eight feet from the building face.~~

~~h. The sign must not be located in a residential zone.~~

42. Freestanding signs on high school or college campuses may be allowed in addition to those signs permitted under Table 27.10.020(A), subject to the following criteria:

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

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

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

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

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

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

B. Signs Subject to Approval by the City Manager or ~~His~~ Designee. Signs may be approved by the city manager or ~~his~~ designee subject to the criteria set forth herein:

1. ~~Business center on-premises and off-premises signs will~~ One (1) freestanding sign within 500 feet of an entrance to a business center may be allowed, subject to ~~if~~ the

following criteria ~~are met~~:

- a. ~~The S~~sign shall be located within 500 feet of an entrance into the business center or shall be located on a property that is included within the business center.
- b. The sign is located within a C-2, C-3, or B-C zoning district.
- c. Permission to locate the sign has been given to the sign permit applicant, in writing, from the property owner where the sign is to be located.
- d. If the business center is five acres in area, or less, or contains less than 100,000 square feet of gross floor area of retail business uses the maximum sign size permitted under this section is 150 square feet and the maximum sign height is 25 feet. If the business center totals more than five acres, and contains more than 100,000 square feet of gross floor area of retail business uses, the maximum sign size is 240 square feet and the maximum sign height is 40 feet. If the business center totals 40 acres or more, and contains more than 200,000 square feet of gross floor area of retail business uses, the maximum sign size is 350 square feet and the maximum sign height is 50 feet.
- e. ~~Business-center signs~~ The sign may double ~~their~~ its otherwise allowable size in square feet when ~~they are~~ located on the freeway side of a line 350 feet from and parallel to the interchange right-of-way. The interchange right-of-way shall begin at a point along the freeway 1,500 feet from the center of the street passing over and under the freeway. Signs constructed pursuant to the provisions of this subsection may be constructed to 80 feet in height; provided, that any ~~business-center~~ sign must be located more than 300 feet from a single-family residential zoning district (R-1 or R-2); and further provided, that any ~~business-center~~ sign increased in size as provided by this section shall not be eligible for further sign size increases as provided for in RMC 27.08.020030(E)(1)(~~ab~~).
- f. ~~Business-center signs~~ The sign shall be non-illuminated or internally illuminated only and shall not include any electronic reader boards or flashing signs.
- g. The maximum size of a ~~business-center~~ sign issued under this section shall be determined as follows:
 - i. Fifty square feet shall be allotted for each business ~~represented on in~~ the ~~sign~~ business center plus 50 square feet ~~for the business-center name~~, but in no case shall a ~~business center~~ sign exceed the size limitations identified in subsection (B)(1)(d) of this section. ~~Business-center signs~~ Signs issued under this section that may double in size by virtue of their proximity to a grade separated interchange as specified in subsection (B)(1)(e) of this section may allot 100 square feet for each business ~~represented on the sign plus 100 square feet for in~~ the business center ~~name~~ plus 100 square feet.
 - h. No portion of a ~~business-center sign devoted to a single-business~~ sign shall exceed 100 square feet in area or 200 square feet in area if the sign meets the criteria contained in subsection (B)(1)(e) of this section. No portion of a ~~business-center sign devoted to a~~

~~single-business~~ sign shall be less than 10 percent of the total sign area as determined in subsection (B)(1)(g) of this section.

i. A business center that totals less than five acres in area shall be permitted a maximum of one sign, either on- or off-premises. Business centers five acres and larger but less than 40 acres shall be permitted a maximum of two ~~business-center~~ signs, but only one such sign shall be off-premises. Business centers 40 acres or larger shall be permitted a maximum of three ~~business-center~~ signs, but only one such sign shall be off-premises.

j. ~~Businesses~~ A business located in a business center that ~~are named on a business center~~ has erected a sign under this section shall not be allowed additional freestanding ~~business-identification~~ signs on the same street or highway frontage that the ~~business center~~ sign is located on.

k. Freestanding ~~business-center~~ signs issued under this section must be separated from other freestanding signs on the same frontage by a horizontal distance of at least twice the total height of the two signs.

~~l. All business-center signs shall include the name of the business center. At least 10 percent of the total sign area shall be devoted to the name of the business center.~~

~~m.~~ Applicants for a business center sign shall submit an application that identifies all of the properties that are to be included within a proposed business center and shall identify the size, location and number of all proposed ~~business-center~~ signs. Additionally, an agreement signed by all property owners included within the proposed business center shall accompany said application for a proposed ~~business-center~~ sign. The agreement shall specify that the property owners:

i. Agree to be included within the proposed business center;

ii. Agree to the boundaries of the proposed business center. Business centers shall consist of properties that are adjacent to or abutting each other. (Properties that are separated only by a public right-of-way are considered to be adjacent to each other for the purposes of this section.);

iii. Agree to the proposed name of the business center;

iv. Agree to the number and locations of all proposed ~~business-center~~ signs; and

v. Provide for an entity which shall be responsible for determining ~~which businesses within the business center are included on the business center signs and~~ how maintenance of the signs will be provided.

Said agreement shall be signed and recorded and shall be binding upon the current and future owners of the property within the proposed business center.

~~2. Freestanding off-premises directional signs for an individual business or organization~~

~~will be allowed when a freestanding off-premises business area sign is not allowable and the following criteria are met:~~

- ~~a. Locating the entrance to the business can only be determined with the use of such sign.~~
- ~~b. Permission to locate such sign must be given in writing by the property owner where the sign is to be located and must be approved by the sign code administrator.~~
- ~~c. The sign may be lighted.~~
- ~~d. The sign does not exceed 20 square feet.~~
- ~~e. Only one sign per entrance will be allowed, with a maximum of two for each business.~~
- ~~f. The letters for the name of the business shall be not less than four or more than eight inches in height.~~
- ~~g. The sign does not carry any other type of advertising except as to the name and location of the business.~~
- ~~h. The height of the sign does not exceed eight feet.~~
- ~~i. The sign must meet the structural criteria of the Uniform Sign Code.~~
- ~~j. The sign may be double faced.~~

32. Portable signs located immediately in front of a business will be allowed when the following criteria are met:

- a. No such sign will be allowed on city right-of-way or real property; provided, however, that such signs are allowed in the Parkway and Uptown Overlay Districts.
- b. The sign is up only during business hours.
- c. The sign is placed in such a manner that it is at least four feet from the building and two feet from the curb.
- d. The sign is placed at least three feet to the right or the left of the entrance to the building or eight feet from the building face.
- e. No portion of any portable sign shall be closer than 10 feet to another portable sign.
- f. The sign will be placed in the same location each time and anchored in such a manner as it meets the criteria set forth in the Uniform Sign Code.
- g. The sign will meet the structural criteria set forth in the Uniform Sign Code.
- h. The sign must not exceed five feet in height.

i. The sign must not exceed 12 square feet.

~~j. The sign must not be the primary sign of the business.~~

~~kj.~~ Only one such sign will be allowed per business.

~~lk.~~ The sign must be made of a durable material and be maintained according to this code.

~~43.~~ Community ~~b~~Banners may be erected over city streets ~~will be allowed~~ when the following criteria are met:

a. ~~Community b~~Banners shall generally be made of non-durable material ~~and used for a relatively short period of time.~~

b. ~~Community b~~Banners will be allowed over city streets ~~are allowed~~ only in preselected locations approved by the city manager or ~~his~~ designee.

c. ~~Community b~~Banners must meet a general physical condition approval of the administrator.

~~d. Street banners are for the announcing of public or charitable events.~~

~~ed.~~ Duration of exhibiting a ~~community~~ banner is limited to one (1) week ~~prior to a specific event, and must be removed promptly after the event's conclusion.~~

~~f. Community banners for long-term events may stay in place for the duration of the event so long as the event does not exceed four months and the banner remains unweathered.~~

~~ge.~~ Any banner over a city street must be a minimum of 16 feet from the street surface.

f. Any banner must be for a non-commercial use or purpose.

~~54.~~ Streetside ~~community~~ banners will be allowed when the following criteria are met:

a. Generally pole mounted banners shall be made of nondurable material such as woven fabric or approved plastic material.

~~b. Streetside banners either designate business area within the city, announce a public or charitable event, promote economic development, or are seasonal decoration.~~

~~eb.~~ Streetside banners shall only be displayed for as long as the banners remain in good condition. Banners that are weathered beyond their intended use, as determined by the city manager or ~~his~~ designee, shall be removed or replaced.

c. Duration of exhibiting a streetside banner is limited to one (1) week.

~~d. Special event banners will follow the same time criteria as in subsection (B)(5)(c) of this section.~~

ed. Any banner on a pedestrian right-of-way must be a minimum of eight (8) feet from the sidewalk surface.

fe. These banners must meet all safety standards and codes for both pedestrian and vehicular traffic.

gf. The decision as to the appropriateness, size, location, and physical conditions of streetside banners will be that of the city manager or his designee.

hg. Streetside community banners shall be located only on the following designated street sections:

- i. Columbia Center Boulevard from Columbia Park Trail south to city limits;
- ii. Columbia Park Trail from east city limits to SR 240 Overpass and from Queensgate Drive to Malibu Private Road;
- iii. Columbia Point Drive;
- iv. Duportail Street from Queensgate Drive to Keene Road;
- v. Fowler Street from east city limits to Georgia Avenue;
- vi. Gage Boulevard from east city limits to Keene Road;
- vii. George Washington Way from I-182 to McMurray Street;
- viii. Jadwin Avenue from George Washington Way to Stevens Drive;
- ix. Keene Road, from approximately 1,200 feet east of Queensgate Boulevard to approximately 600 feet west of Queensgate Boulevard;
- x. Kennedy Road between Duportail Street and west city limits;
- xi. Lee Boulevard from Howard Amon Park to Thayer Drive;
- xii. Leslie Road from Gage Boulevard to the abandoned railroad right-of-way;
- xiii. Queensgate Drive from Keene Road to Truman Avenue;
- xiv. Spaulding Avenue from Columbia Park Trail to Fowler Street;
- xv. Sprout Street;
- xvi. Stevens Drive between Lee Boulevard and Williams Boulevard and between the bypass highway and Horn Rapids Road;
- xvii. Swift Boulevard from George Washington Way to Long Avenue;
- xviii. Symons Street from George Washington Way to Jadwin Avenue;

- xix. Tapteal Drive from Steptoe Street to Columbia Center Boulevard;
- xx. Torbett Street from George Washington Way to Jadwin Avenue;
- xxi. Truman Avenue;
- xxii. Van Giesen Street from George Washington Way to Jadwin Avenue; and between Alder Avenue and Wright Avenue;
- xxiii. Wellsian Way from Aaron Drive to Lee Boulevard; and
- xxiv. Williams Boulevard from George Washington Way to Jadwin Avenue;
- xxv. Streetside banners may also be permitted on street sections in addition to those included in the above list, if such street section(s) is the determination of the city manager or ~~his~~ designee that the street section is primarily located in an area that abuts commercial land uses.

~~6. Sponsored banners shall be subject to the criteria set forward in subsection (B)(4) of this section and shall be subject to approval by the Richland city council or their designee.~~

~~7~~5. Streetside signs will be allowed when the following criteria are met:

a. Signs shall be of durable construction.

b. ~~Announce public or charitable event, or are seasonal decorations~~ Duration of exhibiting a streetside sign is limited to one (1) week.

~~c. The allowable duration of exhibiting will be the same time criteria as in subsection (B)(5)(c) of this section, with the exception of designation of business area signs. Business area designation signs may remain in place as long as they are accurate.~~

~~d~~c. Any streetside sign extending over a pedestrian right-of-way must be a minimum of eight feet from the sidewalk surface.

~~e~~d. Any sign of this nature which extends over a vehicular right-of-way must be a minimum of 16 feet above the roadway surface.

~~f~~e. All signs must meet public safety standards and codes.

~~g~~f. The decision as to the ~~appropriateness~~, size, location and physical conditions of streetside signs will be that of the sign code administrator.

27.08.040050 Temporary political signs Substitution of message.

A non-commercial message may be substituted, in whole or in part, for any other message displayed on any sign which conforms to this title without consideration of message content. Such substitution of message may be made without any additional approval, permitting, registration or notice. Any on-site commercial message may be

substituted for any other on-site commercial message.

~~A. Purpose.~~

~~1. The purpose of this section is to protect the city from visual pollution or litter resulting from the posting of election signs beyond election campaign periods, while at the same time protecting the citizens' right to express political ideology and support of particular candidates or public issues freely.~~

~~2. Any political sign which is erected within the city of Richland shall be the sole responsibility of the individual or group erecting such sign. Such sign or signs shall comply with all laws of the state of Washington with regard to the information that must be contained thereon, and in the event that there appears thereon no name for the group or individual sponsoring such sign, the individual or organization on whose behalf the sign is erected as determined by the message inscribed thereon shall be responsible for the sign.~~

~~3. Public Notice Unaffected. Nothing in this section shall be construed to prohibit the placement of public notices required by law.~~

~~B. Political Headquarters Signs.~~

~~1. Party Headquarters. On premises political signs are permitted on the premises of political headquarters located in the business districts and in commercial and manufacturing districts, so long as the signs meet the requirements of those districts.~~

~~2. Headquarters for Candidate or Ballot Issue. On premises political signs are permitted on the premises of the headquarters of a candidate for elective public office or on the headquarters of persons supporting or opposing a public issue decided by ballot, when such headquarters are located in the business districts and in commercial and manufacturing districts.~~

~~C. Placement of Temporary Political Signs.~~

~~1. It is unlawful for any person to place, paste, paint, affix, or fasten on any utility pole, or on or immediately adjacent to the sidewalk, roadway, or on any public building or structure, or in any dedicated public park, any such sign, poster, or bill, or other advertising device when such facilities are located on public property or within public easement.~~

~~2. Signs, posters, or bills promoting or publicizing candidates for public office or issues that are to be voted upon in a general or special election may be displayed on private property with the expressed permission of the owner or person entitled to possession thereof.~~

~~3. No temporary political sign placed on private property shall exceed 32 square feet in area.~~

~~4. All temporary political signs shall observe the following minimum setbacks along public streets:~~

~~a. Where sidewalks are provided, signs shall be located so that no portion thereof shall be closer than one foot from the sidewalk, on either side.~~

~~b. Where no sidewalk exists, signs shall be located a minimum of five feet from the curb, or where no curb exists, from the roadway or parking area edge.~~

~~c. At street intersections, signs exceeding 30 inches in height shall be located a minimum of 20 feet from the intersection, as measured along the street.~~

~~5. No political sign shall in any way interfere with or obstruct any traffic control device or in any other manner interfere with the control of traffic on the streets of the city of Richland.~~

~~D. Duty to Remove Temporary Political Signs.~~

~~1. It is the duty of a political candidate to remove those temporary political signs authorized by his/her committee within 24 hours of being notified by the sign code administrator to do so.~~

~~2. It is the duty of the responsible officer of a political committee proposing or opposing a ballot issue to remove its temporary political signs within 24 hours of being notified by the sign code administrator to do so.~~

~~3. Removal of Signs Following Election. Any such sign, poster, or bill shall be removed within 10 days following an election. It shall be the responsibility of the above campaign officer or responsible official to have the signs, posters, or bills removed.~~

~~E. Abatement.~~

~~1. The display of any political sign in violation of this section shall be presumed to have been done at the direction and request of the campaign officer or responsible official.~~

~~2. If any political candidate or committee fails to remove his/her/its temporary political signs within 24 hours of being informed by the sign code administrator to do so, the administrator may, with the consent of the rightful occupier of the land upon which the temporary political sign is posted, or pursuant to a lawfully issued warrant, enter upon such land and remove such sign.~~

~~3. No person, after proper demand is made pursuant to a lawful warrant, shall fail to permit the sign code administrator to enter promptly and to remove such sign. The cost of such entry and abatement shall be paid by the candidate or political committee whose sign is removed; provided, the rightful occupier of the land rather than a candidate or political committee shall be liable for such costs if the candidate or political committee is denied access to a sign to effect its removal.~~

~~4. The sign code administrator may request the assistance of the city attorney in procuring search warrants or recovering costs enforcing this section. [Ord. 3-89; Ord. 23-94].~~

Section 5. Richland Municipal Code Chapter 27.10, entitled Measurements, as enacted by Ordinance No. 3-89, and last amended by Ordinance No. 04-09, is hereby amended to read as follows:

Chapter 27.10 MEASUREMENTS

Sections:

27.10.010 General provisions.

27.10.020 Tables.

27.10.010 General provisions.

Measurement of signs regulated by this code shall be in accordance with the definitions set forth in Chapter 27.06 RMC (Definitions) and with Tables 27.10.020(A), (B), [and](#) (C); ~~and (D).~~

27.10.020 Tables.

The following tables are hereby incorporated in this code:

A. Table 27.10.020(A) – General Provisions;

B. Table 27.10.020(B) – Specific Provisions; [and](#)

C. Table 27.10.020(C) – Maximum Number of Signs. ~~and~~

~~D. Table 27.10.020(D) – Temporary Signs.~~

MEASUREMENTS

**TABLE 27.10.020(A)
– GENERAL PROVISIONS**

ZONING DISTRICT	TYPE OF SIGN	MAXIMUM NO. OF SIGNS ALLOWED	MAXIMUM HEIGHT OF SIGN	MAXIMUM SIZE OF SIGN	FORMULA FOR COMPUTING MAX. SIGN AREA (SIZE)	MINIMUM SETBACKS
B-C, C-2, C-3, CBD, CR, I-1, I-M, M-2	Bldg. Mounted	Varies – See Table 27.10.020(C)	Height of bldg.	300 sq. ft.	20% of largest facade	
	Freestanding	1 per street frontage ^(b)	30 ft.	240 sq. ft.	12 x square root of F (F = longest building wall)	Center 2/3 of frontage or 15 feet from side property lines
C-1, C-LB, <u>CW</u> and <u>WF</u> GW	Bldg. Mounted	1 per street frontage or user	Height of bldg.	100 sq. ft.	10% of building facade.	
	Freestanding	1 per street frontage ^(b)	20 ft.	40 sq. ft.	1 sq. ft. per foot of building frontage	Center 2/3 of frontage or 15 feet from side property lines
R-3	Bldg. Mounted	1 per street frontage	15 ft.	32 sq. ft.	2 sq. ft. per dwelling	
	Freestanding	1 per street frontage ^(b)	8 ft.	32 sq. ft.	2 sq. ft. per dwelling	Building setback
	Res. ID Sign			2 sq. ft.		

ZONING DISTRICT	TYPE OF SIGN	MAXIMUM NO. OF SIGNS ALLOWED	MAXIMUM HEIGHT OF SIGN	MAXIMUM SIZE OF SIGN	FORMULA FOR COMPUTING MAX. SIGN AREA (SIZE)	MINIMUM SETBACKS
R-2, R-1M, R-1L, R-1, SAG, AG, FP, PR and PUD	Signs for Nonresidential Uses (Bldg. Mounted)	1	25 ft.	50 sq. ft.		
	<u>Bldg. Mounted</u> Signs for Nonresidential Uses (Freestanding) (<u>Wall signs</u>)	1	16 ft.	32 sq. ft.		Building setback or 0 if 150 ft. away from any residence
	Subdivision or Neighborhood Designation Signs <u>located near entrance to subdivision or neighborhood</u>	1 per entrance, maximum of 4 per subdivision/neighborhood	4 ft.	32 sq. ft.		Between building line and property or within right-of-way if okayed by city engineer.

- (a) In multiple-business centers, the facade area for each tenant or user is derived by measuring only the surface of the exterior of the premises actually used by the tenant or user.
- (b) Where more than one sign is permitted, there shall be a minimum distance of 100 feet between signs.

MEASUREMENTS

**TABLE 27.10.020(B)
– SPECIFIC PROVISIONS**

TYPE OF SIGN	MAXIMUM SIZE/AREA	FORMULA	MAXIMUM HEIGHT	MAXIMUM PROJECTION ALLOWED	MINIMUM SETBACK	MINIMUM CLEARANCE	OTHER
Wall Signs	Varies per zone	Varies per zone	Top of bldg. wall	18 inches	N/A	8' if sign projects more than 6 inches	May project over public property
Projecting Signs	Varies per zone	Varies per zone	1' above bldg. wall	– 8' from bldg. face – 30" over public sidewalks	N/A	10'	
Marquee and Canopy Signs	Varies per zone	Varies per zone	1' above face attached to	1' from face attached to	N/A	10'	
Identification Signs under Marquees and Canopies	6 sq. ft.	N/A	N/A	N/A	N/A	8'	Maximum of 2' below canopy or marquee
Gasoline Price Signs authorized by RMC 27.08.030(H)	12 sq. ft.	N/A	N/A	N/A	Behind Property Line	N/A	1 per street frontage

TYPE OF SIGN	MAXIMUM SIZE/AREA	FORMULA	MAXIMUM HEIGHT	MAXIMUM PROJECTION ALLOWED	MINIMUM SETBACK	MINIMUM CLEARANCE	OTHER
Window Signs	15 sq. ft. or 10% of window area, whichever is less	N/A	N/A	N/A	N/A	N/A	
Freeway Interchange Signs	240 sq. ft.	12 x square root of F (F = longest building wall)	80'	N/A	Behind Property Line	N/A	
Industrial Park/Subdivision Signs	100-sq-ft./entrance	N/A	30'	N/A	Behind Property Line	N/A	May be within right-of-way with approval of city engineer

MEASUREMENTS

**TABLE 27.10.020(C)
– MAXIMUM NUMBER OF SIGNS**

(C-2, C-3, CBD, CR, CW, I-1, I-M, and M-2 ZONES)

SURFACE AREA OF LARGEST BUILDING FACADE	MAXIMUM NUMBER OF SIGNS
Less than 500 square feet	3
500 square feet – 1,499 square feet	4
1,500 square feet – 2,999 square feet	5
Over 3,000 square feet	6
ADDITIONAL PROVISIONS: – Building located at intersection – add one sign. – Buildings with more than 3,000 sq. ft. on one facade are permitted one sign for each clearly differentiated business use with a separate exterior entrance, in addition to the six allotted above. – Where the maximum number of signs allowed above is not sufficient to allow at least one sign for each tenant or user of a building, the maximum number shall be increased to ensure that all tenants or users are allowed on building-mounted signs.	

**MEASUREMENTS
TABLE 27.10.020(D)
—TEMPORARY SIGNS**

TYPE OF SIGN	MAXIMUM AREA	MAXIMUM HEIGHT	MINIMUM SETBACK	MAXIMUM PROJECTION ALLOWED	OTHER
Construction Signs—General	64-sq. ft.	10-sq. ft.	10 ft. from property line	N/A	
Construction Signs—Single-Family Residential	8-sq. ft.	N/A	10 ft. from property line	N/A	
Residential—For Sale or Sold	6-sq. ft.	N/A	Wholly on property	N/A	
Residential Directional—Open House	6-sq. ft.	N/A	Wholly on property for one (1)	N/A	Directional may be placed along property of public right-of-way
Commercial and Industrial Property for Sale or Rent	32-sq. ft.	8-sq. ft.	15 ft. from property line	N/A	
Residential Land Subdivision	32-sq. ft.	8-sq. ft.	30 ft. from abutting owner's property line	Not beyond building line	
Residential Land Subdivision Directional	4-sq. ft.	N/A	N/A	N/A	Placement maximum 1 mile distance from entrance
Political	32-sq. ft.		Totally behind sidewalk or 5 feet from curb		

Section 6. Richland Municipal Code Section 27.12.010, entitled Administration and inspection, as enacted by Ordinance No. 3-89, and last amended by Ordinance No. 31-03, is hereby amended to read as follows:

27.12.010 Administration and inspection.

A. Administration. The sign code administrator shall be the community development director ~~deputy city manager for community and development services~~ or ~~his~~ designee. The sign code administrator is authorized and directed to enforce and carry out all provisions of this code, and for that purpose is authorized to formulate, adopt, and enforce rules, regulations, and procedures consistent with the purposes and requirements of this code.

B. Inspection. The sign code administrator may, with the consent of the occupant or owner, or pursuant to a lawfully issued warrant, enter or inspect any building, structure, or premises in the city, upon which, or in connection with which a sign, as defined by this code, is located for the purpose of inspection of the sign, its structural integrity, and to ensure compliance with the provisions of this code.

Section 7. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the ____ day of _____, 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS, City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____

STAFF REPORT

TO: PLANNING COMMISSION
FILE NO.: CA2018-101

PREPARED BY: MIKE STEVENS
MEETING DATE: DEC. 19, 2018

GENERAL INFORMATION:

APPLICANT: CITY OF RICHLAND CA2018-101

REQUEST: TEXT AMENDMENTS TO CHAPTER 27 – SIGNS

LOCATION: CITYWIDE

REASON FOR REQUEST

In response to legal developments affecting speech protected by the First Amendment, the City has need to update Title 27 of the Richland Municipal Code (RMC) to come into compliance with *Reed v. Town of Gilbert* and its progeny.

BACKGROUND

In 2015, the United States Supreme Court clarified when and how municipalities may impose certain types of content-based restrictions on signage in *Reed v. Town of Gilbert*. The Supreme Court requires that content-based regulation of noncommercial signs must meet strict scrutiny. A regulation is content-based if the rule applies to a particular sign because of the topics discussed or the idea or message expressed on the sign. The proposed amendment intends to bring the City of Richland sign code into compliance with the Supreme Court decision.

Upon review of the proposed ordinance, it is noted that most additions, deletions, and alterations are related to the subject of sign content. The primary conclusion of the Supreme Court case was that local jurisdictions cannot generally regulate sign content. Staff feels that proposed language in the attached draft ordinance complies with the Supreme Court case.

The proposed language has been heavily vetted through legal counsel since we have certain constitutional provisions to stay within and it is felt that the proposed language meets said provisions. The information provided below illustrates key changes in the proposed amendment.

- 27.04.010 (C) – Temporary signs requiring a sign permit are permitted for 60 days rather than 30 days.
- 27.08.020 (B) – Temporary signs not requiring a sign permit are permitted for 180 days.

- 27.04.030 (B) – Certain types of permanent and temporary signs are allowed without a permit. This section now complies with content-based standards.
- Chapter 27.06 – The definition section has been updated in order to comply with content-based standards.
- 27.08.010 (C) – New language contained in this section prohibits moving signs, abandoned signs, and signs on utility poles.
- 27.08.020 – Standards have been put in place for temporary signs that regulate time, place, and manner and do not regulate sign content.
- 27.08.030 – Standards have been put in place for permanent signs that regulate time, place, and manner and do not regulate sign content.
- 27.08.030 (I) – Standards have been put in place to regulate maintenance standards for signs that are on vacant or unoccupied properties.
- 27.08.040 – Standards have been put in place to eliminate the regulation of sign content.
- 27.08.050 – Regulations governing “political” signs have been eliminated since we cannot regulate sign content and is replaced with conforming and applicable language.

ANALYSIS

Staff has completed its review of the proposed amendments to the city’s sign code and submits that:

PUBLIC NOTICE/ COMMENTS

Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at official posting places and on the city’s official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.

Eight (8) comments were received from the public and are included as an exhibit to this report (Exhibit 5).

SEPA

The City of Richland has utilized the Optional DNS Process as outlined in WAC 197-11-355. The end of the public comment period was Friday, November 9, 2018. Any comments received as of the close of business November 9, 2018 have been provided as an attachment to this report. The City of Richland issued a Determination of Non-Significance (DNS) for the proposal on December 3, 2018.

FINDINGS OF FACT

1. The City of Richland is proposing to amend Title 27, Signs, of the Richland Municipal Code (RMC). This Chapter regulates the type, number, size, location, and lighting of signs in the various zones of the city.
2. The purpose of the amendment to Title 27 is to update the City’s code to fully implement the requirements of the mandates as contained in *Reed v. Town of Gilbert*.

3. The City's existing code does not contain adequate provisions to implement the mandates of *Reed v. Town of Gilbert*.
4. Notice of the proposed amendment was provided to local and state agencies. Notice was also published in the Tri-Cities Herald, posted at the official posting places and on the city's official website. Notice was provided to the Washington State Dept. of Commerce and other state agencies as required by RCW 36.70A.
5. Eight (8) comments regarding the proposed code amendment were received.
6. The Washington State Department of Commerce granted Expedited Review for the proposed amendments on November 6, 2018.
7. The City issued a SEPA Threshold Determination of Non-Significance on December 3, 2018.
8. The City of West Richland utilized the Optional DNS Process as outlined in WAC 197-11-355. The end of the public comment period was Friday, November 9, 2018.

CONCLUSIONS OF LAW

1. The Planning Commission has jurisdiction to hold an open record public hearing and issue a recommendation on the proposed ordinance amendment to the City Council.
2. The proposed code amendment is consistent with the goals and policies of the City's Comprehensive Plan.

RECOMMENDATION

Staff recommends the Planning Commission concur with the findings and conclusions set forth in Staff Report (CA2018-104) and recommend to the City Council adoption of the proposed code amendments to RMC Title 27, Signs.

ALTERNATIVES

1. Recommend approval of the amendments as proposed;
2. Recommend approval of the amendments, as modified by the Planning Commission.
3. Recommend denial of the amendments;

RECOMMENDED MOTION

I move that the Planning Commission recommend approval of the proposed amendments to Title 27 of the Richland Municipal Code, as contained in the attached Draft Ordinance (Exhibit 2) based upon the above listed Findings of Fact and Conclusions of Law.

Exhibits

1. Application Materials
2. Draft Ordinance
3. SEPA DNS & SEPA Checklist
4. Department of Commerce Notice and Expedited Review Approval
5. Public Notice and Comments Received



Planning & Development Services D
840 Nort

General Information: 509/942-7794 • Fax: 509/942-7764
www.ci.richland.wa.us

EXHIBIT 1

RECEIVED

SEP 28 2018

Planning &
Development Services

Petition for Zoning Ordinance Text Amendment

Application is hereby made to the Richland Planning Commission for a Zoning Ordinance Text Amendment pursuant to Section 23.82.180 of the Richland Municipal Code.

The following required information must be furnished and filing fee paid before the Secretary of the Physical Planning Commission will accept this application.

APPLICANT INFORMATION

Applicant's Name:

**City of Richland – Planning
Shane O'Neill, Senior Planner**

Applicant's Address:

840 Northgate Drive

City:

Richland

State:

WA

Zip:

99352

Phone:

509-942-7587

Fax:

Other:

soneill@ci.richland.wa.us

Section(s) for which amendment(s) is/are proposed:

Title 27 – Sign Code

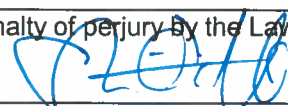
State exactly how you feel the section(s) should read, incorporating your amendment(s):

See Attached Draft Title 27

State your reason for requesting the zoning ordinance text amendment(s):

Modify the current sign regulations contained within Title 27 to be consistent with the US Supreme Court Decision regarding Reed vs. Gilbert.

The information provided is "said to be true under penalty of perjury by the Laws of the State of Washington."


Signature of Applicant

For Office Use:

Petition accepted for filing

9/28/18


Signature

Planning Manager
Title

Chapter 27.02

PURPOSE

Sections:

27.02.010 ~~General intent and purpose~~ Legislative statement.

27.02.020 Legislative findings.

27.02.~~020~~030 Master planned communities.

27.02.040 Severability.

27.02.010 ~~General intent and purpose~~ Legislative statement.

Richland's sign code provides standards specifying the type, number, size, location, and lighting of signs in the various zones of the city. The intent of the standards in this title is:

A. To encourage the design of signs that attract and invite rather than demand the public's attention, and to curb the proliferation of signs;

B. To encourage the use of signs that enhance the visual environment of the city;

C. To promote the enhancement of business and residential properties and neighborhoods by fostering the erection of signs complementary to the buildings and uses to which they relate and which are harmonious with their surroundings;

D. To protect the public interest and safety;

E. To protect the right of a business to identify its premises and advertise its projects through the use of signs without undue hindrance or obstruction; ~~and~~

F. To encourage streetscapes that are more pleasant and interesting; and ~~through the use of banners that promote community festivals, events and holidays and are not intended for the advertising of commercial goods, services or businesses.~~

G. To reduce the distractions, obstructions and hazards to pedestrians and automobile traffic caused by an excessive number, excessive size or height, inappropriate means of illumination or movement, indiscriminate placement, overconcentration, or unsafe construction of signs.

27.02.020 Legislative findings.

In conjunction with the adoption of the purposes set forth above and the regulations of this title, the city council makes the following findings:

A. Unlike oral speech, signs may cause harm by taking up space, obstructing views, distracting motorists, displacing alternative uses of land, and endangering the safety of persons or property. The city has a substantial and compelling interest in all of the purposes set forth above and has a substantial and compelling interest in regulating signs in such a way that harms caused by signs might be reduced or mitigated.

B. Regulation of the size, height, number and spacing of signs throughout the city is necessary to protect the public safety, to ensure compatibility of signs with surrounding land uses, to enhance the business and economy of the city, to protect public investment in streets and highways, to maintain a tranquil environment in residential areas, to promote industry and commerce, to eliminate visual clutter and blight, to provide an aesthetically appealing environment, to provide ample, meaningful opportunities for person who desire to display information by means of a sign to have their information seen and understood, and to provide for the orderly and reasonable display of advertising and other messages for the benefit of all persons in the city.

C. These regulations do not apply to every form and instance of visual speech that may be displayed anywhere within the jurisdictional limits of the city. Rather, they are intended to regulate those forms and instances that are most likely to meaningfully affect one of more of the purposes set forth above.

D. These regulations do not entirely eliminate harms that may be created by the installation and display of signs. Rather, they attempt to strike an appropriate balance that preserves ample channels of communication by means of visual display while reducing and mitigating the extent of the harms caused by signs.

E. Some signs have aspects that make identifying such signs by description impossible without referring to other functional characteristics. For instance, an off-premise sign is one that contains a message related to a facility, service, or business located on premises other than the site of the sign itself. Off-premise signs are commonly large freestanding structures that are designed to stand out and apart from their surroundings. If they are allowed to proliferate, they can cause confusion and implicate greater impacts on safety and aesthetics compared to signs located on the site of the referred-to facility, service or business. It is essential to public safety and the public welfare to regulate off-premises signs. Wherever a sign is described, in part, by referring to the function it serves, the provisions of this title that regulate such signs are designed to be content neutral with respect to the content of the speech appearing on said sign.

F. These regulations are neither intended nor designed to restrict or control signs for the purpose of promoting or stifling any message that might appear on them.

27.02.020~~030~~ Master planned communities.

A development agreement entered by the city under the authority of RCW 36.70B.170 through 36.70B.210, governing development of a master planned community, may provide that the procedures, standards and other provisions of the agreement shall supersede or otherwise modify the provisions of this title. For purposes of this section, "master planned community" shall mean an integrated development over 1,000 acres in size, developed under unified control according to a master plan, that provides for a mix of residential, commercial, civic, and recreational uses.

27.02.040 Severability.

If any clause, sentence, paragraph, section or part of this title shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or

invalidate the remaining portions hereof, but shall be confined to the clause, sentence, paragraph, section or part thereof directly involved in the controversy in which such judgment shall have been rendered.

Chapter 27.04

APPLICATION FOR SIGN PERMIT

Sections:

- 27.04.010 Application process.
- 27.04.020 Application – Required information.
- 27.04.030 Permits required – ~~Exceptions~~ Exemptions.

27.04.010 Application process.

A. Permits. No sign governed by the provisions of this code shall be erected, altered, or relocated by any person, firm, or corporation without a permit issued by the city.

1. Application for a sign permit shall be made in writing to the sign code administrator on forms furnished by that office. The sign code administrator and the city building inspector shall determine the conformity of the sign design to the ordinances and codes of the city of Richland, and if found in conformance, shall issue the sign permit.
2. A sign permit shall become null and void if the work for which the permit was issued has not commenced within 180 days of its issuance.
3. No new permit shall be required for normal maintenance or repair of a sign or sign structure for which a permit has been previously issued.
4. The sign code administrator may revoke the permit for any sign which is erected or altered in violation of the terms, conditions, and requirements of this code or of the terms and conditions specified in such permit. Appeal from denial or revocation of a sign permit or from failure of the sign code administrator to act on a permit application may be taken to the city council.

B. Special Sign Permits. Application for a special sign permit shall be made in writing to the sign code administrator on forms provided by that office. Special sign permits may be granted upon demonstration of meeting the following criteria:

1. Literal interpretation and application of the provisions of this code will not allow reasonable ~~identification and/~~ opportunity for a sign or ~~advertising signs~~;
2. Granting of a special sign permit will not result in more signs being constructed than would normally be allowed under the provisions of this code;
3. Granting of a special sign permit will not affect the ability of adjacent users to comply with the provisions of this code;

4. The special sign permit requested will not result in a sign which exceeds the dimensional provisions of this code by more than 35 percent; and

5. Documentation is made, to the satisfaction of the city, that the special sign permit requested is the minimum exception to the provisions of this code necessary to ~~reasonably identify/advertise~~ for the ~~subject~~ intended use, and the permit will not result in a prohibited sign.

Upon a finding by the city that the above criteria have been met, a special sign permit will be issued. Where the special permit will result in a sign which does not exceed the dimensional provisions of this code by more than 15 percent, the permit shall be processed by the sign code administrator.

Where the special sign permit will result in a sign which exceeds the dimensional provisions of this code by more than 15 percent, the permit application shall be forwarded to the physical planning commission for consideration. The commission shall make a finding based on the above criteria and may approve, deny, or modify the permit as the commission deems appropriate.

In cases where the sign code administrator or the physical planning commission has denied a special sign permit, the applicant may appeal such decision to the city council.

C. Temporary Sign Permits. Application for a temporary sign permit shall be made in writing to the sign code administrator on forms furnished by that office. If a need for a temporary sign permit exists, the sign code administrator shall determine conformity of the temporary sign design with applicable codes/ordinances of the city of Richland and then request the building inspector to issue the temporary permit. Temporary sign permits shall be valid for 60 days unless specified otherwise in this title.

~~Temporary sign permits shall be valid for 30 days unless specified otherwise in this title.~~

D. Sign Permit Fees. Fees for sign permits shall accompany the permit application and are based upon size of the sign as follows:

SIZE	FEE
Less than 25 sq. ft. in surface area	\$20.00
25 sq. ft. and larger surface area	\$40.00
Freeway interchange sign greater than 25 feet in height	\$100.00
Fees associated with special sign permits are as follows:	
Administrative permit application	\$25.00
Permit requiring physical planning commission approval	\$50.00
Appeal to city council	\$25.00

SIZE	FEE
Temporary sign permit	\$5.00

[Ord. 3-89].

27.04.020 Application – Required information.

A. General Requirements. Applications for permit shall be made on the application for sign permit form(s) furnished by the sign code administrator. In addition to the information presented on the application form(s), the applicant shall provide such other pertinent information as the sign code administrator may require to ensure compliance with applicable ordinances and codes. For example, the sign code administrator may require supporting calculations prepared by a civil or structural engineer licensed in the state of Washington verifying safe stress levels or the stability of the sign. All costs associated with obtaining the required information shall be paid by the applicant. [Ord. 3-89].

27.04.030 Permits required – ~~Exceptions~~ Exemptions.

Sign permits are required for most permanent and temporary signs. Permit requirements and ~~exceptions~~ exemptions are specified below:

A. Permanent Signs. A separate permit shall be required for a sign or signs for each business entity and/or a separate permit for each group of signs on a single supporting structure installed simultaneously. Thereafter, each additional sign erected on the structure must have a separate permit. ~~Exception~~ A sign permit is not required for the following ~~signs or displays~~:

~~1. Traffic or pedestrian control signs or signals or signs indicating scenic or historic points of interest, which are erected by or on the order of a public officer in performance of his public duty.~~

1 ~~2~~. Signs required by law.

~~3. The flag of a government or the flag of a noncommercial institution such as a school.~~

2 ~~4~~. Exterior signs or displays not visible from streets or ways open to the public.

3 ~~5~~. Signs in the interior of a building which are not visible from any public property or rights-of-way.

4 ~~6~~. Plaques, tablets, or inscriptions ~~indicating the name of a building, its date of erection, or other commemorative information~~ which are an integral part of the building structure or are attached flat to the face of the building, which are not illuminated and do not exceed 10 square feet in surface area.

~~7. Sculptures, foundations, mosaics, and design features which do not incorporate advertising or identification.~~

5 ~~8~~. Incidental Signs less than two square feet in surface area.

~~9. Private traffic control signs less than six square feet in surface area.~~

~~6~~ 10. Signs which are painted or mounted on delivery vehicles or other operable commercial vehicles which are generally and primarily used for transportation of commerce.

B. Temporary Signs. The erection, construction, posting, or placement of temporary signs shall require a temporary sign permit. ~~Exception:~~ The following temporary signs shall not require a permit:

1. ~~Official public or legal notices.~~ Signs required by law.

~~2. Seasonal decorations during the appropriate holiday season.~~

~~3. The flag of a commercial institution, provided no more than one flag is flown per business premises, the flag does not exceed 20 square feet in surface, and the flag is left loose to fly in the breeze.~~

~~2~~ 4. Sandwich board signs worn by a person while walking the public ways of the city.

~~5. Political campaign signs, provided such signs are erected or placed in accordance with the provisions of this code.~~

~~3~~ 6. Changing of ~~the advertising copy or message on~~ a theater marquee or similar sign.

~~7. A sign advertising sale, rental, or lease of the premises upon which the sign is located, provided only one sign per street frontage is erected on any parcel of real estate and they do not exceed six square feet in surface area.~~

4. Temporary window signs.

5. Signs displayed on a lot with property for sale or rent, provided:

a. That only one such sign is permitted for each public street upon which the property for sale or rent fronts;

b. That in the event a sign qualifies for this exemption, a second temporary sign is also exempt if located within 1,000 feet, measured as the shortest straight line between the property line of the property for sale or rent and the site of the second exempt sign; and

c. That such signs shall not exceed the measurement limitations specified in RMC 27.08.030.

6. Signs displayed on a lot where construction is taking place, provided:

a. That they are removed prior to occupancy approval of the building;

b. That only one such sign is permitted for each public street upon which the construction project fronts; and

c. That such signs shall not exceed the measurement limitations specified in RMC 27.08.020.

7. Noncommercial signs that are made of paper, vinyl, plastic or other non-durable material and which are designed and intended to be displayed for a short period of time, provided that they conform with the sight obstruction requirements of Chapter 12.11 RMC, do not interfere with or obstruct any traffic control device or in any other manner interfere with the control of traffic on the streets of the city, and are not larger than 32 square feet in area.

~~8. A sign not exceeding 32 square feet in surface and identifying the architects, engineers, and contractors of any work actually under construction.~~

~~9. Window signs which are temporary in nature.~~

~~10. Community service signs.~~

C. Number of Signs. ~~Signs~~ Except as provided at RMC 27.08.020, signs not requiring a permit and temporary signs shall not be included as part of the maximum number of signs permitted by this code.

D. Attachments to Signs. Ancillary devices, displays, and attachments not originally a part of the sign for which a permit was issued shall not be added to an existing sign except as provided in this code and pursuant to another sign permit issued by the building inspector.

Chapter 27.06

DEFINITIONS

Sections:

27.06.020	Architectural blade.
27.06.025	Awning.
27.06.027	Banner —Community.
27.06.028	Banner — Sponsored.
27.06.030	Billboard.
27.06.035	Building facade.
27.06.040	Building line.
27.06.045	Bulletin board.
27.06.047	Business center.
27.06.050	Canopy.
27.06.052	Channel letters.
27.06.055	Curb line.
27.06.060	Freeway.
27.06.065	Grade.

27.06.070 Height.
27.06.075 Marquee.
27.06.080 Multiple business center.
27.06.085 Projection.
27.06.090 Property line.
27.06.095 Readerboard.
27.06.100 Sign.
27.06.102 Sign, abandoned.
27.06.105 Sign, awning.
~~27.06.110 Sign, business district identification.~~
27.06.112 Sign, can.
27.06.115 Sign, canopy.
27.06.120 Sign, changing image.
27.06.125 Sign, chasing.
27.06.130 Sign, combination.
~~27.06.135 Sign, construction.~~
~~27.06.140 Sign, directional.~~
27.06.145 Sign, double-faced.
27.06.150 Sign, electric.
27.06.155 Sign, externally illuminated.
27.06.160 Sign, fabric.
27.06.165 Sign, flashing.
27.06.170 Sign, freestanding.
27.06.175 Sign, freeway interchange.
~~27.06.180 Sign, identification.~~
27.06.185 Sign, incidental.
~~27.06.190 Sign, industrial.~~
27.06.195 Sign, marquee.
27.06.200 Sign, message board.
~~27.06.205 Sign, noncommercial and public service.~~
27.06.210 Sign, nonconforming.
27.06.215 Sign, off-premises.
~~27.06.220 Sign, off-premises directional.~~
27.06.225 Sign, on-premises.
~~27.06.230 Sign, political.~~
27.06.235 Sign, portable.
27.06.240 Sign, primary.
27.06.245 Sign, projecting.
~~27.06.250 Sign, residential district identification.~~
27.06.255 Sign, roof.
27.06.260 Sign, rotating.
~~27.06.265 Sign, subdivision.~~
27.06.270 Sign, temporary.
~~27.06.275 Sign, temporary merchandising.~~
27.06.280 Sign, under marquee.
27.06.285 Sign, wall.

- 27.06.290 Sign, window.
- 27.06.292 Sign, window – permanent.
- 27.06.293 Sign, window – temporary.
- 27.06.295 Sign structure.
- 27.06.300 Single business.
- 27.06.305 Special sign permit.
- 27.06.310 Structure.
- 27.06.315 Surface area.
- 27.06.320 Uniform Building Code.
- 27.06.325 Uniform Sign Code.
- 27.06.330 Visible.

27.06.020 Architectural blade.

“Architectural blade” means a roof or projecting sign with no legs or braces, and designed to look as if a part of the building structure.

27.06.025 Awning.

“Awning” means a protective covering of noncollapsible, rigid construction attached to a structure, the surface of which has a pitch sloping away from the structure.

27.06.027 Banner —Community.

“Banner, ~~community~~” means a single- or double-faced sign, made of nondurable material and attached to a utility pole located within or adjacent to a public right-of-way. ~~Community banners are used to promote specific districts or areas within the city or community festivals, events or holidays. Community banners do not contain any advertising material or identify any specific business.~~

~~27.06.028 Banner —Sponsored.~~

~~“Banner, sponsored” means a single- or double-faced sign, made of nondurable material and attached to a utility pole located within or adjacent to a public right-of-way. Sponsored banners include information relating to specific districts or areas within the city or community festivals, events, or holidays and which also include the name and/or logo of a sponsoring business operating within the city of Richland. No more than one-quarter of the banner face can be devoted to the name and/or logo of a sponsoring business.~~

27.06.030 Billboard.

“Billboard” means a ground, wall, or roof sign erected, constructed, or maintained for the purpose of displaying outdoor advertising by means of pictorial or reading matter attached thereto or posted thereon and available by means of rental to persons other than the owner or lessee of the sign.

27.06.035 Building facade.

“Building facade” means that portion of any exterior elevation of a building extending from the grade of the building to the top of the parapet wall or eaves for the entire width of the building elevation.

27.06.040 Building line.

"Building line" means a line established by ordinance beyond which no building may extend.

27.06.045 Bulletin board.

"Bulletin board" means a board for messages for uses of the premises on which the board is erected and not intended for view from the dedicated street right-of-way. A bulletin board is not a sign.

27.06.047 Business center.

"Business center" means a grouping of multiple business establishments having defined boundaries or shared facilities, including but not limited to: shared common parking, shared access drives, buildings that are physically attached or connected to each other, common ownership, or businesses that are part of the same master plan, binding site plan or commercial site plan. For the purposes of determining sign regulation, properties included within a business center shall be considered as a single premises.

27.06.050 Canopy.

"Canopy" means a nonrigid, retractable or nonretractable, protective covering located at the entrance to a structure.

27.06.052 Channel letters.

"Channel letters" means three-dimensional individually cut letters or figures, typically made from metal or plastic and affixed to a structure.

27.06.055 Curb line.

"Curb line" means the line at the face of the curb nearest to the street or roadway. In the absence of a curb, the curb line shall be established by the city engineer.

27.06.060 Freeway.

"Freeway" means an expressway with full control of access.

27.06.065 Grade.

"Grade" means elevation or level of the street closest to the sign to which reference is made, as measured at the street's centerline, or the relative ground level in the immediate vicinity of the sign.

27.06.070 Height.

"Height" means the vertical distance from the grade to the highest point of a sign.

27.06.075 Marquee.

"Marquee" means a permanent roofed structure attached to and supported by a building and projecting over property thereunder.

27.06.080 Multiple business center.

"Multiple business center" means a grouping of two or more business establishments which either share common parking on the lot where they are located, and/or which occupy a single structure or separate structure which are physically attached. Shopping centers are considered to be multiple business centers.

27.06.085 Projection.

"Projection" means the distance by which a sign extends beyond the building wall.

27.06.090 Property line.

"Property line" means the line denoting the limits of legal ownership of property.

27.06.095 Readerboard.

"Readerboard" means a sign or part of a sign on which the letters are readily replaceable such that the copy can be changed from time to time at will.

27.06.100 Sign.

"Sign" means any medium, including structure and component parts, which is used or intended to be used to attract attention to the subject matter for advertising, identification, or informative purposes.

27.06.102 Sign, abandoned.

"Sign, abandoned" means any sign located on property that is vacant and unoccupied for a period of six months or more.

27.06.105 Sign, awning.

"Sign, awning" means graphics on a fixed awning used or intended to be used to attract attention to the subject matter for advertising, identification, or information purposes. An awning sign shall not be considered a fabric sign.

~~27.06.110 Sign, business district identification.~~

~~"Sign, business district identification" means an off-premises sign which gives the name of a business district or industrial park and which may list the names of individual businesses within the district or park.~~

27.06.112 Sign, can.

"Sign, can" means a sign that contains all text and/or logo symbols within a single enclosed cabinet that may or may not be illuminated.

27.06.115 Sign, canopy.

"Sign, canopy" means graphics on a canopy used or intended to be used to attract attention to the subject matter for advertising, identification, or information purposes. A canopy sign shall not be considered a fabric sign.

27.06.120 Sign, changing image.

"Sign, changing image" means a sign which changes its message or background by means of electrical, kinetic, solar or mechanical energy, not including message board signs.

27.06.125 Sign, chasing.

"Sign, chasing" means a sign which includes one or more rows of lights which light up in sequence.

27.06.130 Sign, combination.

"Sign, combination" means any sign incorporating any combination of the features of freestanding, projecting and roof signs. The individual requirements of roof, projecting and pole signs shall be applied for combination signs incorporating any or all of the requirements specified in the code.

27.06.135 Sign, construction.

~~"Sign, construction" means an information sign which identifies the architect, engineers, contractors and other individuals or firms involved with the construction of a building, or announcing the character of the building or enterprise, which is erected during the building construction period.~~

27.06.140 Sign, directional.

~~"Sign, directional" means a single or double-faced sign not exceeding six square feet in surface area designed to guide or direct pedestrian or vehicular traffic to an area, place, or convenience.~~

27.06.145 Sign, double-faced.

"Sign, double-faced" means a sign which has two display surfaces in approximately parallel planes backed against each other or against the same background, one face of which is designed to be seen from one direction and the other from the opposite direction.

27.06.150 Sign, electric.

"Sign, electric" means any sign containing electrical wiring, but not including signs illuminated by an exterior light source.

27.06.155 Sign, externally illuminated.

"Sign, externally illuminated" means a sign illuminated by an exterior light source.

27.06.160 Sign, fabric.

"Sign, fabric" means a sign made of canvas, cloth, or similar nonrigid material.

27.06.165 Sign, flashing.

"Sign, flashing" means an electrical sign or portion of an electrical sign which changes light intensity in sudden transitory blasts. Flashing signs do not include changing image or chasing signs.

27.06.170 Sign, freestanding.

"Sign, freestanding" means a sign that is supported by one or more poles, columns, or supports anchored in the ground.

27.06.175 Sign, freeway interchange.

"Sign, freeway interchange" means an on-premises freestanding sign ~~which identifies or advertises a use~~ located within the prescribed distance from the right-of-way boundary of a grade separated interchange that is designed and placed to attract the attention of freeway and interchange traffic.

~~27.06.180 Sign, identification.~~

~~"Sign, identification" means any ground or wall sign which only displays the name, address, and/or use of the premises.~~

27.06.185 Sign, incidental.

"Sign, incidental" means a sign less than two square feet in surface area of a noncommercial nature, intended primarily for the convenience of the public. ~~Included are signs designating restrooms, address numbers, hours of operation, entrances to buildings, directions, help wanted, public telephone, etc. Also included in this group of signs are those designed to guide or direct pedestrians or vehicular traffic to an area or place on the premises of a business building or development by means of a directory designating names and addresses only.~~

~~27.06.190 Sign, industrial.~~

~~"Sign, industrial" means an off-premises sign which identifies an industrial land development or gives the name of the group of industrial structures.~~

27.06.195 Sign, marquee.

"Sign, marquee" means a sign placed on, constructed in or attached to a marquee.

27.06.200 Sign, message board.

"Sign, message board" means an electric sign which has a readerboard for the display of information, ~~such as time, temperature, or public service or commercial messages,~~ which can be changed through the turning on or off of different combinations of light bulbs within the display area.

~~27.06.205 Sign, noncommercial and public service.~~

~~"Sign, noncommercial and public service" means any sign devoted to religious, charitable, cultural, governmental or educational messages, including but not limited to the advertising of events sponsored by a governmental agency, school, church, civic or fraternal organization, or other organizations not engaged in activities for profit. [Ord. 3-89].~~

27.06.210 Sign, nonconforming.

"Sign, nonconforming" means a sign which is not in conformance with the provisions of this code.

27.06.215 Sign, off-premises.

"Sign, off-premises" means a sign relating, ~~through its message and content,~~ to a business activity, use, product, or service not available on the premises upon which the sign is erected.

~~27.06.220 Sign, off-premises directional.~~

~~"Sign, off-premises directional" means an off-premises sign used to direct pedestrian or vehicular traffic to a facility, service, or business located on other premises. The message of such sign shall not include any reference to brand names of products or services, whether or not available on such other premises; provided, that the name of the facility, service or business may be used.~~

27.06.225 Sign, on-premises.

"Sign, on-premises" means a sign ~~which displays messages which are strictly applicable only relating~~ to a lawful business activity, use, ~~of product, or service available on the~~ premises upon which it is located, including signs or the sign ~~devices indicating the business transacted, principal services rendered, goods sold or produced on the premises, name of business, and name of the person, firm or corporation occupying the premises is erected~~. Such definition shall not include signs located within a business establishment except signs oriented so as to be visible through a window.

~~27.06.230 Sign, political.~~

~~"Sign, political" means signs advertising a candidate for public, elective office or a political party, or signs urging a particular vote or action on a public issue decided by ballot, whether partisan or nonpartisan.~~

27.06.235 Sign, portable.

"Sign, portable" means a sign which is not permanently affixed and is designed for or capable of being moved, except those signs explicitly designed for people to carry on their persons or which are permanently affixed to motor vehicles.

27.06.240 Sign, primary.

"Sign, primary" means any sign which is not exempt from provisions of this title. ~~This term includes virtually all signs of a business nature.~~

27.06.245 Sign, projecting.

"Sign, projecting" means a sign other than a wall sign which projects from and is supported by a wall of a structure.

~~27.06.250 Sign, residential district identification.~~

~~"Sign, residential district identification" means an off-premises sign which gives the name of a group of residential structures, such as a subdivision or cluster development.~~

27.06.255 Sign, roof.

"Sign, roof" means a sign erected upon or above a roof or parapet of a building or structure.

27.06.260 Sign, rotating.

"Sign, rotating" means any sign that revolves on a fixed axis.

~~27.06.265 Sign, subdivision.~~

~~"Sign, subdivision" means a sign used to identify a land development which is to be or was accomplished at essentially one time.~~

27.06.270 Sign, temporary.

"Sign, temporary" means any sign which is to be displayed for a limited period of time only, including but not limited to banners, pendants, streamers, fabric signs, wind animated objects, clusters of flags, festoons of lights and search lights. A temporary sign may be of rigid or nonrigid construction.

~~27.06.275 Sign, temporary merchandising.~~

~~"Sign, temporary merchandising" means a temporary sign attached to a storefront window and used to advertise a particular event, product or service.~~

27.06.280 Sign, under marquee.

"Sign, under marquee" means a sign attached to the underside of a marquee.

27.06.285 Sign, wall.

"Sign, wall" means any sign painted, attached or erected against the wall of a building or structure, with the exposed face of the sign on a plane parallel to the plane of the wall to which it is attached. The sign shall not extend above any adjacent parapet or roof of the supporting building, nor project more than 18 inches from the wall.

27.06.290 Sign, window.

"Sign, window" means any sign located inside and affixed to or inside and within three feet of windows of a building, which may be visible from the exterior of the building.

27.06.292 Sign, window – permanent.

"Sign, window – permanent" means any window sign designed to withstand fading, chipping or peeling over time that is not constructed of cloth, canvas, vinyl, paper, plywood, fabric, or other lightweight material.

27.06.293 Sign, window – temporary.

"Sign, window – temporary" means any window sign that is composed of ink, paint or other applied product which is not designed to withstand fading, chipping or peeling over time or that is constructed of cloth, canvas, vinyl, paper, plywood, fabric, or other lightweight material not well suited to provided a durable substrate.

27.06.295 Sign structure.

"Sign structure" means any structure which supports or is designed to support any sign as defined in this chapter. A sign structure may be a single pole or may be an integral part of the building.

27.06.300 Single business.

"Single business" means a building with one enterprise on a separate parcel of land.

27.06.305 Special sign permit.

"Special sign permit" means a permit which allows a sign to exceed dimensional standards and which is issued only after special review and finding that it meets criteria allowing for such exception.

27.06.310 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.

27.06.315 Surface area.

"Surface area" means the greatest area of a sign visible from any one viewpoint, excluding sign support structure which does not form part of the sign proper or of the display. "Surface area" includes only one face of a multiple-faced sign.

27.06.320 Uniform Building Code.

"Uniform Building Code" means the Uniform Building Code (UBC), promulgated by the International Conference of Building Officials, as adopted by the city.

27.06.325 Uniform Sign Code.

"Uniform Sign Code" means the Uniform Sign Code, promulgated by the International Conference of Building Officials, adopted by the city.

27.06.330 Visible.

"Visible" means capable of being seen (whether or not legible) without visual aid by persons of normal visual acuity.

Chapter 27.08**CODE PROVISIONS**

Sections:

27.08.010 General standards for signs.

27.08.020 Standards specific to temporary signs.

~~27.08.020-030~~ Standards specific to ~~zones~~ permanent signs.

~~27.08.030 040~~ Special provisions.

~~27.08.040 Temporary political signs.~~

27.08.050 Substitution of message.

27.08.010 General standards for signs.

Signs shall be constructed and maintained in compliance with this chapter, the city building code, and all other applicable ordinances. The allowable type of signs, their placement, and other limitations shall be according to the standards established in this section. Provisions for the various use districts under the city comprehensive zoning ordinance may establish standards in addition to, or more restrictive than, the standards in this section.

A. General Provisions.

1. Structural. The structure and erection of signs within the city of Richland shall be governed by the current edition of the Uniform Sign Code as adopted by the city of Richland and by the currently applicable Uniform Building Code as adopted by the city of Richland. Compliance with these adopted codes shall be prerequisite to issuance of a sign permit.

2. Electrical. Electrical requirements for signs within the city of Richland shall be governed by the requirements, standards, rules, and regulations established by the state of Washington and adopted by the city of Richland (Chapter 296-46 WAC). Compliance therewith shall be required by every sign utilizing electrical energy as a prerequisite to issuance of a sign permit.

3. Light and Glare from Signs. Illumination from or upon any sign shall be shaded, shielded, directed, or reduced so as to avoid brightness, glare, or reflection of light

in excess of that recommended by the Illumination Society of America to avoid unreasonable distraction by pedestrians or motorists. Illumination shall not exceed that necessary to make the sign visible to the average person on the street adjacent to the sign.

4. Maintenance. All signs shall be constantly maintained in a state of security, safety, and repair. If any sign is found not to be so maintained or is insecurely fastened or otherwise dangerous, it shall be the duty of the owner and/or occupant of the premises on which the sign is fastened to repair or remove the sign within five days after receiving written notice from the sign code administrator.

5. Obstruction. No sign shall be located so as to physically obstruct any door, window, or exit from a building. No sign shall be located so as to be hazardous to a motorist's ingress and egress from parking areas or any way open to the public. No sign shall be located so as to be hazardous to a pedestrian's access to any way open to the public.

6. Inspection. All sign users shall permit periodic inspection of their sign(s) by the city upon request.

7. Conflicting Provisions. Whenever any provisions of this title overlap or conflict with regard to size or placement of a sign, the more restrictive provision shall apply.

B. Specific Provisions.

1. Freestanding Signs. A freestanding sign may be located at the property or building line, provided it complies with Chapter 12.11 RMC (Intersection Sight Distance) and the sign is located entirely behind the property or building line.

2. Building Mounted Signs. Wall signs shall not extend above the point of intersection of the building wall to which the sign is attached and the building roof except that wall signs may extend to the top of a parapet wall. Wall signs and projecting signs may project over public property within the limits established in Chapter 27.10 RMC (Measurements). The structural support for projecting signs shall be an integral part of the sign design or shall be concealed from view. All structural support for projecting signs shall be entirely from the building wall or parapet from which the sign projects.

3. Marquee Awnings or Canopy Signs. Marquee awnings or canopy signs shall be mounted flat against the face of the marquee or canopy and shall not extend below the bottom face to which attached. One **identification** sign per user is permitted on the underside of a marquee or canopy. Such **identification** signs shall be mounted perpendicular to the building face and located at the main entrance of use. No other projecting signs relating to the user shall be visible from beneath the marquee or canopy.

~~4. Gasoline Price Signs. Gasoline price signs shall be located entirely within the property boundaries of the station use and shall be permanently mounted. Gasoline~~

~~price signs shall not be included in determining the permissible number of freestanding signs.~~

4 ~~5~~. Window Signs. Window signs shall not be included in determining the number of primary signs nor in determining the permissible sign area for each facade.

5 ~~6~~. Roof Signs. All roof signs shall be constructed in such a way that they appear as an architectural blade or penthouse and are finished in such a manner that the visual appearance from all sides is such that they appear to be a part of the building itself. Roof signs shall be erected in such a manner that there is no visible support structure.

C. Signs Prohibited in All Zones. Except where otherwise provided in this chapter, the following signs or displays are prohibited:

1. Signs which are an imitation of or resemble an official traffic sign or signal.

2. A sign that moves or gives the appearance of moving and any sign which flutters, undulates, swings, rotates, oscillates or otherwise moves by natural or artificial means, including any pennant but excluding banners displayed in compliance with the provisions of this title.

3 ~~2~~. Signs which, by reason of their size, location, movement, ~~content~~, coloring, or manner of illumination, may be confused with or construed as a traffic control sign, signal, or device, or the light of an emergency vehicle, or which obstruct the visibility of any traffic or street sign or signal device.

4 ~~3~~. Signs or displays consisting of strings of lights, spinners, twirlers or propellers, flashing, rotating, or blinking lights, flares, balloons, bubble machines, and similar devices of a carnival nature, or containing elements creating sound or smell.

~~4. Signs identifying activities, products, businesses, or services which have been discontinued for more than 60 days on the premises upon which the signs are located.~~

5. ~~Private signs on utility poles.~~ Abandoned signs.

6. Signs on utility poles.

7 ~~6~~. Search lights, banners, clusters of flags, posters, pennants, and streamers.

8 ~~7~~. Billboards.

~~8. Directional signs nonofficial in nature.~~

9. Signs for which a permit is required and which are erected, altered, or relocated without, or in violation of, the terms and conditions of a current and valid permit issued by the city of Richland.

10. ~~Window signs containing material unrelated to the merchandise for sale or service performed by the person or business on whose premises or property the~~

~~sign is located~~ Except as otherwise permitted herein, off-premises commercial signs.

11. ~~Off-premises signs.~~ Except as otherwise permitted herein, portable signs.

~~12. Portable signs.~~

Prohibited signs and displays are subject to removal and abatement by the city at the expense of the persons owning or maintaining such sign or display as provided in Chapter 27.12 RMC.

D. Signs Projecting Over Public Right-of-Way.

1. Projecting signs extending over public right-of-way shall be erected with clearance and projection limitations as set forth in Chapter 27.10 RMC (Measurements); provided, that in no case shall any sign be permitted to extend beyond the curb line.

2. If a public need arises, any sign permitted to extend over public right-of-way shall be removed or altered within 10 days of receiving written notice from the sign code administrator.

E. Signs Near Intersections. All signs located at street or driveway/street intersections shall be placed so as not to constitute a safety hazard and shall be constructed to comply with the requirements of Chapter 12.11 RMC (Intersection Sight Distance). Freestanding signs located at street intersections may be placed at the property line or building line subject to the limitations above.

~~F. Temporary Signs Permitted. Permissible temporary signs and their applicable limitations are as follows:~~

27.08.020 Standards specific to temporary signs.

A. Purpose. The city finds that the proliferation of temporary signs is a distraction to the traveling public and creates aesthetic blight and litter that threatens the public's health, safety, and welfare. The purpose of these regulations is to limit distractions to the traveling public and minimize aesthetic blight and litter caused by temporary signs by allowing temporary signs only in the time, place and manner specified in this section.

B. General Requirements of Temporary Signs. Temporary signs are allowed only in compliance with the provisions of this section.

1. Except as otherwise permitted herein, a temporary sign must be removed within 60 days after it is installed or erected, or earlier as these regulations may require.

~~Construction Signs. These may be erected after a building permit has been obtained and may remain displayed on the construction site for the duration of construction. Only one such sign (which may be double-faced) is permitted per construction project for each public street upon which the project fronts. Measurement limitations shall be in accordance with Table 27.10.020(D). General construction signs shall be~~

~~removed upon completion of construction. Construction signs in single-family residential zones shall be removed by the date of first occupancy.~~

~~2. Grand Opening and Special Event Displays. Signs, posters, banners, strings of lights or flags, balloons and search lights are permitted for a period of 30 days only to announce the opening of a completely new enterprise or the opening of an enterprise under new management. In addition, every business is permitted to utilize these displays for one other special event each year. Such displays are not exempt from permit requirements and are permitted only in districts where the enterprise so advertised is allowed under district zoning regulations.~~

~~3. Real Estate Signs. All exterior real estate signs shall be of durable material. The permitted signs and their limits are:~~

2. The following elements are prohibited on temporary signs:

- a. Any form of illumination, including flashing, blinking, or rotating lights;
- b. Animation;
- c. Reflective materials; and
- d. Attachments, including, but not limited to, balloons, ribbons, speakers, etc.

3. Temporary signs shall never be allowed within the traveling portion of the city's rights-of-way, including roadways, bicycle lanes, street shoulders, curbs, sidewalks, and trails; and

4. The city may remove or cause to be removed any temporary signs that do not comply with any requirement of this title.

C. Residential Zoning Districts and Uses. Temporary signs on property or on the exterior of a structure located within a residential zoning district or dedicated to a residential use are allowed in compliance with the following:

1. Single Family and Medium Density Zoning Districts. Temporary signs are allowed in single family (R-1-12, R-1-10) and medium density (R-2, R-2S) zoning districts in compliance with the following:

- a. The sign is for a non-commercial purpose;
- b. The sign is constructed of durable material;
- c. The sign must be a freestanding sign;
- d. Only one sign is allowed per street frontage; and
- e. A sign may not exceed 32 square feet in size. If the sign is post mounted on the ground, it shall not exceed 5 feet in height. If the sign is stake mounted or portable, it shall not exceed 3 feet in height.

2. Temporary Signs in Multi-family Residential Zoning Districts and Approved Manufactured Home Parks. Temporary signs on property or on the exterior of a structure located within a multi-family residential (R-3) zoning district and manufactured home parks are allowed in compliance with the following:

- a. The sign is for a non-commercial purpose;
- b. The sign is constructed of durable material;
- c. The sign must be a freestanding sign;
- d. Only one sign is allowed per street frontage; and
- e. A sign may not exceed 48 square feet in size. If the sign is post mounted on the ground, it shall not exceed 5 feet in height. If the sign is stake mounted or portable, it shall not exceed 3 feet in height.

3. Notwithstanding anything in this title to the contrary, the standards of this subsection apply to residential uses located in non-residential zoning districts.

D. Temporary Signs in Non-residential Zoning Districts.

1. Temporary Signs on property or on the exterior of a structure located within a non-residential zoning district or dedicated to a non-residential use are allowed in compliance with the following:

- a. One wall sign is allowed per building, not to exceed 48 square feet in size.
- b. The sign is constructed of durable material;
- c. The sign is not illuminated;
- d. One freestanding sign is allowed per street frontage;
- e. A freestanding sign may not exceed 36 square feet in size. If the sign is post mounted on the ground, it shall not exceed 5 feet in height. If the sign is stake mounted or portable, it shall not exceed three 3 feet in height.

2. Notwithstanding anything in this title to the contrary, the standards of this subsection apply to non-residential uses located in residential zoning districts.

~~Residential For Sale and Sold Signs. Limited to one sign per street frontage and in conformance with measurements required by Table 27.10.020(D).~~

~~b. Residential Directional Open House Signs. The number of open house signs permitted, both on-premises and off-premises, shall be a prerogative of the sign code administrator. Open house signs are permitted only during open house hours.~~

~~c. Commercial and Industrial Property for Sale or Rent Signs. One sign per street frontage shall be permitted while the building or part thereof is actually for sale or rent. Dimensioning shall conform to Table 27.10.020(D).~~

~~d. Residential Land Subdivision Sale Signs. Limited to one double-faced sign placed at right angle to the street or two signs parallel to the street dimensioned per Table 27.10.020(D). Such signs shall be removed after 12 months or when 90 percent of the houses in the subdivision are sold or occupied, whichever is shorter.~~

~~e. Subdivision Directional Signs. Limited to four signs and placed only by the developer or residents of the subdivision at locations designated by the sign code administrator. The signs shall bear only the name of the subdivision and a directional arrow. Signs shall be maintained by the developer and removed at the end of one year or when 90 percent of the subdivision is occupied, whichever first occurs.~~

~~f. Undeveloped Residential Property or Acreage for Sale Signs. For sale signs for undeveloped multiple-family zoned property or for undeveloped, unsubdivided single-family acreage, which may be legally divided into four or more single lots, shall meet the same limitations as those for undeveloped commercial and industrial property for sale signs as set forth in subsection (F)(3)(c) of this section.~~

~~4. Political Campaign Signs. Refer to RMC 27.08.040.~~

~~a. Off-Premises Signs. Off-premises signs shall be placed only after securing the consent of the owner or tenant of the property upon which the sign is placed. Placement locations of off-premises signs shall be approved by the sign code administrator. Off-premises signs, when located off the public right-of-way, shall observe setback requirements and shall be located to conform with sight obstruction requirements of Chapter 12.11 RMC. Signs identifying a group of businesses in a defined area, such as a shopping center or mall, may be located in the public right-of-way. Such signs shall include space for at least four businesses and the name of the business area. No business name shall be listed more than once on a business area sign. [Ord. 3-89].~~

27.08.020030 Standards specific to ~~zones~~ permanent signs.

A. Floodplain, Agricultural, Public Reserve, Single-Family, and Duplex Residential Zones. This subsection shall apply to all areas zoned floodplain (FP), agricultural (AG), public reserve (PR), suburban agriculture (SAG), and all areas zoned suburban residential (R-1) through high-density residential (R-2).

~~1. Residential Uses. Residential uses are permitted identification signs, indicating only the name of the occupant and/or street address of the unit. One permanent sign may be displayed at a premises for which a home occupation permit has been issued pursuant to Chapter 23.42 of this code. The sign must comply with the size limitations set forth in Table 27.10.020(A).~~

~~2. Signs for Other Permitted Uses. Signs for nonresidential uses permitted in the district shall be limited to identification signs, except that home occupations shall be limited to the size limitations set forth for residential identification signs in Table 27.10.020(A).~~

~~2.3. Permanent Subdivision of Neighborhood Designation Signs. Signs shall~~ One permanent sign may be displayed at each entrance to a subdivision or recognized neighborhood, up to a maximum of four signs. The sign must be unobtrusive, in keeping with the character of the neighborhood, and constructed of quality materials, as approved in advance by the sign code administrator. The signs must comply with the size and location limitations of Chapter 27.10 RMC, Measurements.

~~3.4.~~ All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

B. Apartments and Manufactured Home Parks. This subsection shall apply to all areas zoned multiple-family residential (R-3) and all approved manufactured home parks.

1. ~~Sign Regulations.~~ Apartment buildings and manufactured home parks are permitted one ~~identification~~ building mounted sign and one freestanding sign per street frontage. For the purpose of determining the limit on number of signs for apartments, a single apartment complex, regardless of the number of buildings, shall be considered one "building."

2. One permanent sign may be displayed at each entrance to a subdivision or recognized neighborhood, up to a maximum of four signs. The sign must be unobtrusive, in keeping with the character of the neighborhood, and constructed of quality materials, as approved in advance by the sign code administrator. The signs must comply with the size and location limitations of Chapter 27.10 RMC, Measurements.

~~3.2.~~ All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

C. Neighborhood Business Districts. This subsection shall apply to all areas zoned neighborhood business (C-1).

1. Except as provided in subsection (C)(2) of this section, permitted signs and their regulation shall be the same as those zoned limited business (C-LB).

2. Where signs for permitted uses are not visible to residential uses, or are located more than 200 feet from residential uses, the size limitations of the C-2 and C-3 zoning districts shall apply.

3. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

D. Limited Business District. This subsection shall apply to all areas zoned limited business (C-LB) with the exception that apartment buildings in the limited business district shall be regulated by subsection (B) of this section.

1. Permitted signs are as follows: No more than one freestanding ~~business~~ ~~identification~~ sign is permitted unless the property faces on more than one street or

unless the property contains multiple buildings that house multiple businesses. In such cases, each street frontage shall be permitted one freestanding ~~business identification~~ sign or each building shall be permitted one freestanding ~~business identification~~ sign, whichever is greater. One building mounted ~~business identification~~ sign is permitted per street frontage on each building.

2. Buildings Facing on More Than One Street. Buildings or building complexes on street corner locations are permitted a maximum of one freestanding sign per street frontage; provided, that each freestanding sign must be located on a different street and must be more than 100 feet apart, measured in straight line between signs. Buildings or building complexes which extend through a block to face on two parallel streets are permitted one freestanding sign per street frontage.

3. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

E. General Business Districts. This subsection shall apply to all areas zoned commercial recreation (C-R), retail business (C-2), or general business (C-3).

1. Permitted Signs. Permitted signs and their regulations in the retail business, commercial recreation, commercial winery and general business districts shall be the same as those in the limited business district (subsection (D) of this section) with the following additions:

a. Freeway interchange signs are permitted, provided such signs are located on the freeway side of a line 350 feet from and parallel to the interchange right-of-way. The interchange right-of-way shall begin at a point along the freeway 1,500 feet from the center of the street passing over and under the freeway.

~~b. Freestanding signs which incorporate the features of an automatic changing sign or an electronic changing sign may, when assuring 25 percent of the message will be devoted to public service time temperature, exceed the maximum size allowed by 15 percent.~~

~~b.~~ Where freeway interchange signs are permitted or where more than one freestanding sign is permitted, the total allowable surface area may be increased by a multiplier of two; provided, that no individual freestanding sign shall exceed 240 square feet in surface area.

~~b.~~ All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

F. Central Business District. This subsection shall apply to all areas zoned central business district (CBD).

1. Permitted Signs. Permitted signs and their regulations in the central business district shall be the same as those in the limited business district (subsection (D) of this section) with the following additions:

~~a. Freestanding signs which incorporate the features of an automatic changing sign or an electronic changing sign may, when assuring 25 percent of the~~

~~message will be devoted to public service time-temperature, exceed the maximum size allowed by 15 percent.~~

~~b~~a. Where more than one freestanding sign is permitted, the total allowable surface area may be increased by a multiplier of two; provided, that no individual freestanding sign shall exceed 240 square feet in surface area.

~~e~~b. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

2. Supplemental Sign Standards for the Uptown District – Purpose. These supplemental sign standards are put in place to encourage the installation and maintenance of signs that complement and enhance the Googie/Populuxe style of architecture that is prevalent in the Uptown Shopping Center. Signs located within the uptown district as defined in RMC 23.22.040, Plate 2, shall comply with the following standards and with all sign standards applicable in the central business district. Wherever there is conflict between general sign standards applicable to the central business district and the following specific sign standards, the following specific sign standards shall control:

a. All signs shall be constructed of durable, weather resistant and easily maintainable materials. No exposed or painted construction grade plywood is permitted on any sign;

b. Whenever signs are placed on an awning or a roof, the applicant shall demonstrate that the awning or roof is able to support the imposed loads of the proposed sign, or that the design of the roof or awning supporting the sign incorporates adequate structural elements to support the sign;

c. Any channel letters included on any sign shall not exceed a maximum size of 16 inches in width and 24 inches in height;

~~d. Any corporate or business logo/symbol included on any sign shall not exceed a maximum size of 12 square feet and a maximum width or height of four feet;~~

~~e~~d. Structural supporting elements shall be incorporated in such a fashion so that they appear to be an integral architectural and aesthetic element of the sign;

~~f~~e. Roof signs shall meet the following criteria:

i. Roof signs may extend up to a maximum of five feet above the intersection of the sign and the building wall or parapet wall. Roof signs may be attached to or placed above a mansard type roof;

ii. Signs attached to a mansard shall be placed in a structure or box extending from the perimeter of the sign face back to the building wall or parapet or mansard roof. Said box shall be either perpendicular to the plane of the sign face or perpendicular to the main building wall.

iii. The base of any channel letters shall extend a minimum of 18 inches above the top of the parapet or building wall supporting the mansard.

iv. No backlit or internally illuminated or “can” type signs shall be permitted on the roof of any building.

gf. When constructed in conjunction with an awning, “architectural blade” type signs mounted on a building wall may project horizontally a maximum of six feet over the public sidewalk. Where there is no awning present, “blade” type signs may project horizontally a maximum of four feet over the public sidewalk. In all cases the lowest portion of any blade sign shall be placed at least eight feet in height above the public sidewalk.

hg. Signs may be located on the face of an awning subject to the following criteria:

- i. If the sign is a “can” type then the sign box should be constructed to extend from the perimeter of the sign face back to the edge of the fascia a maximum distance of 12 inches.
- ii. The sign must be installed so that the base is flush with the bottom of the awning.
- iii. The height of the sign face shall not be more than 150 percent of the height of the awning fascia.

G. Industrial and Manufacturing Districts. This subsection shall apply to all areas zoned limited manufacturing (I-1), medium industrial (I-M), and heavy manufacturing (M-2).

1. Permitted Signs. Permitted signs and their regulations shall be the same as those in the central business, commercial recreation, and general business districts (see subsections (E) and (F) of this section) ~~except for permanent industrial park or subdivision designation signs. For the purpose of this subsection, “industrial park or subdivision” shall mean a tract of land which is subdivided and developed according to a comprehensive plan and for use by a community of industries, with streets and utilities installed before sites are sold or leased to prospective occupants.~~

2. All signs shall be in accordance with Chapter 27.10 RMC, Measurements

H. Permanent Signs at Fuel Stations and Fuel Stations/Mini-Marts. In addition to signage otherwise permitted herein, a lawfully established automobile service station or fuel station/mini-mart may have one additional sign that meets the requirements of Chapter 27.10 RMC, Measurements, per street frontage. The sign must be permanently mounted.

27.08.030 040 Special provisions.

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

A. Signs Subject to Approval by the Planning Commission. The following signs may be approved by the planning commission, provided they meet the criteria listed, unless waived by the commission:

1. Freestanding, off-premises signs located at the entrance ~~of~~ to a business area ~~and identifying a group of businesses by name~~ will be allowed if the following criteria exist:

- a. When the businesses do not have adequate ability to allow their patrons to see their business location by using allowable signage in this chapter.
- b. Permission to locate the sign has been given, in writing, by the property owner where the sign is to be located.
- c. The sign meets the structural requirements of the Uniform Sign Code.
- d. The sign may be lighted.
- e. Letters ~~in the business listing~~ may not be greater than eight inches in height.
- f. The sign must be made of a durable material.
- g. The sign must not exceed 15 feet in height.
- h. The sign may not exceed 45 square feet.
- ~~i. The sign must allow all businesses to be listed.~~
- ~~ji.~~ The sign may be double faced.
- ~~kj.~~ The sign must not be located in a residential zone.

~~2. Locator map signs located near entrances to the city may be allowed subject to the following criteria:~~

- ~~a. The map is designed to show different types of land usage in the city.~~
- ~~b. The map should also list location of all emergency facilities located in the city.~~
- ~~c. The sign must not exceed 60 square feet in total size.~~
- ~~d. The sign may not exceed 10 feet in total height.~~
- ~~e. Permission to locate the sign must be given, in writing, by the property owner.~~
- ~~f. A pullout area must be located by the sign to allow people to pull off the roadway to read the sign.~~
- ~~g. The sign must meet the structural criteria of the Uniform Sign Code.~~
- ~~h. The sign must be of durable material.~~
- ~~i. The sign must be lighted.~~
- ~~j. The sign must not be located in a residential zone.~~

~~3. Business location directory signs may be allowed subject to the following criteria:~~

- ~~a. All businesses located in the area for which the directory pertains are allowed to be listed.~~
- ~~b. The sign must conform to the structural criteria of the Uniform Sign Code.~~
- ~~c. The sign does not exceed 48 square feet.~~
- ~~d. The sign can be multifaced.~~
- ~~e. The sign does not exceed five feet in height.~~
- ~~f. The sign is not located in such a place that it will obstruct either pedestrian or automobile traffic.~~
- ~~g. The sign must be placed at least three feet to the right or left of the entrance into any building, or eight feet from the building face.~~
- ~~h. The sign must not be located in a residential zone.~~

42. Freestanding signs on high school or college campuses may be allowed in addition to those signs permitted under Table 27.10.020(A), subject to the following criteria:

- a. Only one sign, not exceeding 64 square feet in area, may be permitted.
- b. The sign shall not exceed 20 feet in height.
- c. The sign shall meet minimum building setback requirements so that it will not obstruct either pedestrian or automobile traffic.
- d. The sign shall be oriented so that it does not directly face adjacent residential properties.
- e. If the sign contains an electronic reader board or is otherwise illuminated, all lighting shall be turned off between the hours of 10:00 p.m. and 7:00 a.m.
- f. Notice of the public meeting held to review an application for a freestanding sign shall be provided through posting of the site at the proposed sign location.

B. Signs Subject to Approval by the City Manager or ~~His~~ Designee. Signs may be approved by the city manager or ~~his~~ designee subject to the criteria set forth herein:

1. ~~Business center on-premises and off-premises signs will~~ One freestanding sign within 500 feet of an entrance to a business center may be allowed, subject to ~~if~~ the following criteria ~~are met~~:

- a. The Ssign shall be located within 500 feet of an entrance into the business center or shall be located on a property that is included within the business center.
- b. The sign is located within a C-2, C-3, or B-C zoning district.

c. Permission to locate the sign has been given to the sign permit applicant, in writing, from the property owner where the sign is to be located.

d. If the business center is five acres in area, or less, or contains less than 100,000 square feet of gross floor area of retail business uses the maximum sign size permitted under this section is 150 square feet and the maximum sign height is 25 feet. If the business center totals more than five acres, and contains more than 100,000 square feet of gross floor area of retail business uses, the maximum sign size is 240 square feet and the maximum sign height is 40 feet. If the business center totals 40 acres or more, and contains more than 200,000 square feet of gross floor area of retail business uses, the maximum sign size is 350 square feet and the maximum sign height is 50 feet.

e. ~~Business-center signs~~ The sign may double ~~their~~ its otherwise allowable size in square feet when ~~they are~~ located on the freeway side of a line 350 feet from and parallel to the interchange right-of-way. The interchange right-of-way shall begin at a point along the freeway 1,500 feet from the center of the street passing over and under the freeway. Signs constructed pursuant to the provisions of this subsection may be constructed to 80 feet in height; provided, that any ~~business-center~~ sign must be located more than 300 feet from a single-family residential zoning district (R-1 or R-2); and further provided, that any ~~business-center~~ sign increased in size as provided by this section shall not be eligible for further sign size increases as provided for in RMC 27.08.020030(E)(1)(~~ab~~).

f. ~~Business-center signs~~ The sign shall be nonilluminated or internally illuminated only and shall not include any electronic reader boards or flashing signs.

g. The maximum size of a ~~business-center~~ sign issued under this section shall be determined as follows:

i. Fifty square feet shall be allotted for each business ~~represented on in~~ the sign business center plus 50 square feet ~~for the business center name~~, but in no case shall a ~~business-center~~ sign exceed the size limitations identified in subsection (B)(1)(d) of this section. ~~Business-center signs~~ Signs issued under this section that may double in size by virtue of their proximity to a grade separated interchange as specified in subsection (B)(1)(e) of this section may allot 100 square feet for each business ~~represented on the sign plus 100 square feet for in~~ the business center name plus 100 square feet.

h. No portion of a ~~business-center sign devoted to a single business~~ sign shall exceed 100 square feet in area or 200 square feet in area if the sign meets the criteria contained in subsection (B)(1)(e) of this section. No portion of a ~~business center sign devoted to a single business~~ sign shall be less than 10 percent of the total sign area as determined in subsection (B)(1)(g) of this section.

i. A business center that totals less than five acres in area shall be permitted a maximum of one sign, either on- or off-premises. Business centers five acres

and larger but less than 40 acres shall be permitted a maximum of two ~~business center~~ signs, but only one such sign shall be off-premises. Business centers 40 acres or larger shall be permitted a maximum of three ~~business-center~~ signs, but only one such sign shall be off-premises.

j. ~~Businesses~~ A business located in a business center that ~~are named on a business-center~~ has erected a sign under this section shall not be allowed additional freestanding ~~business identification~~ signs on the same street or highway frontage that the ~~business-center~~ sign is located on.

k. Freestanding ~~business-center~~ signs issued under this section must be separated from other freestanding signs on the same frontage by a horizontal distance of at least twice the total height of the two signs.

~~l. All business-center signs shall include the name of the business center. At least 10 percent of the total sign area shall be devoted to the name of the business-center.~~

~~m.~~ Applicants for a business center sign shall submit an application that identifies all of the properties that are to be included within a proposed business center and shall identify the size, location and number of all proposed ~~business center~~ signs. Additionally, an agreement signed by all property owners included within the proposed business center shall accompany said application for a proposed ~~business-center~~ sign. The agreement shall specify that the property owners:

- i. Agree to be included within the proposed business center;
- ii. Agree to the boundaries of the proposed business center. Business centers shall consist of properties that are adjacent to or abutting each other. (Properties that are separated only by a public right-of-way are considered to be adjacent to each other for the purposes of this section.);
- iii. Agree to the proposed name of the business center;
- iv. Agree to the number and locations of all proposed ~~business-center~~ signs; and
- v. Provide for an entity which shall be responsible for determining ~~which businesses within the business center are included on the business-center signs and~~ how maintenance of the signs will be provided.

Said agreement shall be signed and recorded and shall be binding upon the current and future owners of the property within the proposed business center.

~~2. Freestanding off-premises directional signs for an individual business or organization will be allowed when a freestanding off-premises business area sign is not allowable and the following criteria are met:~~

~~a. Locating the entrance to the business can only be determined with the use of such sign.~~

~~b. Permission to locate such sign must be given in writing by the property owner where the sign is to be located and must be approved by the sign code administrator.~~

~~c. The sign may be lighted.~~

~~d. The sign does not exceed 20 square feet.~~

~~e. Only one sign per entrance will be allowed, with a maximum of two for each business.~~

~~f. The letters for the name of the business shall be not less than four or more than eight inches in height.~~

~~g. The sign does not carry any other type of advertising except as to the name and location of the business.~~

~~h. The height of the sign does not exceed eight feet.~~

~~i. The sign must meet the structural criteria of the Uniform Sign Code.~~

~~j. The sign may be double faced.~~

32. Portable signs located immediately in front of a business will be allowed when the following criteria are met:

a. No such sign will be allowed on city right-of-way.

b. The sign is up only during business hours.

c. The sign is placed in such a manner that it is at least four feet from the building and two feet from the curb.

d. The sign is placed at least three feet to the right or the left of the entrance to the building or eight feet from the building face.

e. No portion of any portable sign shall be closer than 10 feet to another portable sign.

f. The sign will be placed in the same location each time and anchored in such a manner as it meets the criteria set forth in the Uniform Sign Code.

g. The sign will meet the structural criteria set forth in the Uniform Sign Code.

h. The sign must not exceed five feet in height.

i. The sign must not exceed 12 square feet.

~~j. The sign must not be the primary sign of the business.~~

~~kj.~~ Only one such sign will be allowed per business.

~~lk.~~ The sign must be made of a durable material and be maintained according to this code.

43. ~~Community b~~Banners may be erected over city streets ~~will be allowed~~ when the following criteria are met:

a. ~~Community b~~Banners shall generally be made of nondurable material and used for a relatively short period of time.

b. ~~Community b~~Banners will be allowed over city streets ~~are allowed~~ only in preselected locations approved by the city manager or ~~his~~ designee.

c. ~~Community b~~Banners must meet a general physical condition approval of the administrator.

~~d. Street banners are for the announcing of public or charitable events.~~

~~ed.~~ Duration of exhibiting a ~~community~~ banner is limited to one week ~~prior to a specific event, and must be removed promptly after the event's conclusion.~~

~~f. Community banners for long-term events may stay in place for the duration of the event so long as the event does not exceed four months and the banner remains unweathered.~~

~~ge.~~ Any banner over a city street must be a minimum of 16 feet from the street surface.

f. Any banner must be for a non-commercial use or purpose.

54. Streetside ~~community~~ banners will be allowed when the following criteria are met:

a. Generally pole mounted banners shall be made of nondurable material such as woven fabric or approved plastic material.

~~b. Streetside banners either designate business area within the city, announce a public or charitable event, promote economic development, or are seasonal decoration.~~

~~eb.~~ Streetside banners shall only be displayed for as long as the banners remain in good condition. Banners that are weathered beyond their intended use, as determined by the city manager or ~~his~~ designee, shall be removed or replaced.

c. Duration of exhibiting a streetside banner is limited to one week.

~~d. Special event banners will follow the same time criteria as in subsection (B)(5)(c) of this section.~~

ed. Any banner on a pedestrian right-of-way must be a minimum of eight feet from the sidewalk surface.

fe. These banners must meet all safety standards and codes for both pedestrian and vehicular traffic.

gf. The decision as to the appropriateness, size, location, and physical conditions of streetside banners will be that of the city manager or his designee.

hg. Streetside community banners shall be located only on the following designated street sections:

- i. Columbia Center Boulevard from Columbia Park Trail south to city limits;
- ii. Columbia Park Trail from east city limits to SR 240 Overpass and from Queensgate Drive to Malibu Private Road;
- iii. Columbia Point Drive;
- iv. Duportail Street from Queensgate Drive to Keene Road;
- v. Fowler Street from east city limits to Georgia Avenue;
- vi. Gage Boulevard from east city limits to Keene Road;
- vii. George Washington Way from I-182 to McMurray Street;
- viii. Jadwin Avenue from George Washington Way to Stevens Drive;
- ix. Keene Road, from approximately 1,200 feet east of Queensgate Boulevard to approximately 600 feet west of Queensgate Boulevard;
- x. Kennedy Road between Duportail Street and west city limits;
- xi. Lee Boulevard from Howard Amon Park to Thayer Drive;
- xii. Leslie Road from Gage Boulevard to the abandoned railroad right-of-way;
- xiii. Queensgate Drive from Keene Road to Truman Avenue;
- xiv. Spaulding Avenue from Columbia Park Trail to Fowler Street;
- xv. Sprout Street;
- xvi. Stevens Drive between Lee Boulevard and Williams Boulevard and between the bypass highway and Horn Rapids Road;
- xvii. Swift Boulevard from George Washington Way to Long Avenue;
- xviii. Symons Street from George Washington Way to Jadwin Avenue;
- xix. Tapteal Drive from Steptoe Street to Columbia Center Boulevard;

- xx. Torbett Street from George Washington Way to Jadwin Avenue;
- xxi. Truman Avenue;
- xxii. Van Giesen Street from George Washington Way to Jadwin Avenue; and between Alder Avenue and Wright Avenue;
- xxiii. Wellsian Way from Aaron Drive to Lee Boulevard; and
- xxiv. Williams Boulevard from George Washington Way to Jadwin Avenue;
- xxv. Streetside banners may also be permitted on street sections in addition to those included in the above list, if such street section(s) is the determination of the city manager or ~~his~~ designee that the street section is primarily located in an area that abuts commercial land uses.

~~6. Sponsored banners shall be subject to the criteria set forward in subsection (B)(4) of this section and shall be subject to approval by the Richland city council or their designee.~~

~~7~~5. Streetside signs will be allowed when the following criteria are met:

- a. Signs shall be of durable construction.
- b. ~~Announce public or charitable event, or are seasonal decorations~~ Duration of exhibiting a streetside sign is limited to one week.
- c. ~~The allowable duration of exhibiting will be the same time criteria as in subsection (B)(5)(c) of this section, with the exception of designation of business area signs. Business area designation signs may remain in place as long as they are accurate.~~
- ~~d~~c. Any streetside sign extending over a pedestrian right-of-way must be a minimum of eight feet from the sidewalk surface.
- ~~e~~d. Any sign of this nature which extends over a vehicular right-of-way must be a minimum of 16 feet above the roadway surface.
- ~~f~~e. All signs must meet public safety standards and codes.
- ~~g~~f. The decision as to the ~~appropriateness~~, size, location and physical conditions of streetside signs will be that of the sign code administrator.

27.08.040~~050~~**Temporary political signs** Substitution of message.

A noncommercial message may be substituted, in whole or in part, for any other message displayed on any sign which conforms to this title without consideration of message content. Such substitution of message may be made without any additional approval, permitting, registration or notice. Any on-site commercial message may be substituted for any other on-site commercial message.

~~A. Purpose.~~

~~1. The purpose of this section is to protect the city from visual pollution or litter resulting from the posting of election signs beyond election campaign periods, while at the same time protecting the citizens' right to express political ideology and support of particular candidates or public issues freely.~~

~~2. Any political sign which is erected within the city of Richland shall be the sole responsibility of the individual or group erecting such sign. Such sign or signs shall comply with all laws of the state of Washington with regard to the information that must be contained thereon, and in the event that there appears thereon no name for the group or individual sponsoring such sign, the individual or organization on whose behalf the sign is erected as determined by the message inscribed thereon shall be responsible for the sign.~~

~~3. Public Notice Unaffected. Nothing in this section shall be construed to prohibit the placement of public notices required by law.~~

~~B. Political Headquarters Signs:~~

~~1. Party Headquarters. On-premises political signs are permitted on the premises of political headquarters located in the business districts and in commercial and manufacturing districts, so long as the signs meet the requirements of those districts.~~

~~2. Headquarters for Candidate or Ballot Issue. On-premises political signs are permitted on the premises of the headquarters of a candidate for elective public office or on the headquarters of persons supporting or opposing a public issue decided by ballot, when such headquarters are located in the business districts and in commercial and manufacturing districts.~~

~~C. Placement of Temporary Political Signs:~~

~~1. It is unlawful for any person to place, paste, paint, affix, or fasten on any utility pole, or on or immediately adjacent to the sidewalk, roadway, or on any public building or structure, or in any dedicated public park, any such sign, poster, or bill, or other advertising device when such facilities are located on public property or within public easement.~~

~~2. Signs, posters, or bills promoting or publicizing candidates for public office or issues that are to be voted upon in a general or special election may be displayed on private property with the expressed permission of the owner or person entitled to possession thereof.~~

~~3. No temporary political sign placed on private property shall exceed 32 square feet in area.~~

~~4. All temporary political signs shall observe the following minimum setbacks along public streets:~~

- a. ~~Where sidewalks are provided, signs shall be located so that no portion thereof shall be closer than one foot from the sidewalk, on either side.~~
- b. ~~Where no sidewalk exists, signs shall be located a minimum of five feet from the curb, or where no curb exists, from the roadway or parking area edge.~~
- c. ~~At street intersections, signs exceeding 30 inches in height shall be located a minimum of 20 feet from the intersection, as measured along the street.~~

~~5. No political sign shall in any way interfere with or obstruct any traffic control device or in any other manner interfere with the control of traffic on the streets of the city of Richland.~~

~~D. Duty to Remove Temporary Political Signs.~~

- ~~1. It is the duty of a political candidate to remove those temporary political signs authorized by his/her committee within 24 hours of being notified by the sign code administrator to do so.~~
- ~~2. It is the duty of the responsible officer of a political committee proposing or opposing a ballot issue to remove its temporary political signs within 24 hours of being notified by the sign code administrator to do so.~~
- ~~3. Removal of Signs Following Election. Any such sign, poster, or bill shall be removed within 10 days following an election. It shall be the responsibility of the above-campaign officer or responsible official to have the signs, posters, or bills removed.~~

~~E. Abatement.~~

- ~~1. The display of any political sign in violation of this section shall be presumed to have been done at the direction and request of the campaign officer or responsible official.~~
- ~~2. If any political candidate or committee fails to remove his/her/its temporary political signs within 24 hours of being informed by the sign code administrator to do so, the administrator may, with the consent of the rightful occupier of the land upon which the temporary political sign is posted, or pursuant to a lawfully issued warrant, enter upon such land and remove such sign.~~
- ~~3. No person, after proper demand is made pursuant to a lawful warrant, shall fail to permit the sign code administrator to enter promptly and to remove such sign. The cost of such entry and abatement shall be paid by the candidate or political committee whose sign is removed; provided, the rightful occupier of the land rather than a candidate or political committee shall be liable for such costs if the candidate or political committee is denied access to a sign to effect its removal.~~
- ~~4. The sign code administrator may request the assistance of the city attorney in procuring search warrants or recovering costs enforcing this section. [Ord. 3-89; Ord. 23-94].~~

Chapter 27.10

MEASUREMENTS

Sections:

27.10.010 General provisions.

27.10.020 Tables.

27.10.010 General provisions.

Measurement of signs regulated by this code shall be in accordance with the definitions set forth in Chapter 27.06 RMC (Definitions) and with Tables 27.10.020(A), (B), and (C), ~~and (D)~~.

27.10.020 Tables.

The following tables are hereby incorporated in this code:

A. Table 27.10.020(A) – General Provisions;

B. Table 27.10.020(B) – Specific Provisions; and

C. Table 27.10.020(C) – Maximum Number of Signs. ~~and~~

~~D. Table 27.10.020(D) – Temporary Signs.~~

MEASUREMENTS

**TABLE 27.10.020(A)
– GENERAL PROVISIONS**

ZONING DISTRICT	TYPE OF SIGN	MAXIMUM NO. OF SIGNS ALLOWED	MAXIMUM HEIGHT OF SIGN	MAXIMUM SIZE OF SIGN	FORMULA FOR COMPUTING MAX. SIGN AREA (SIZE)	MINIMUM SETBACKS
C-2, C-3, CBD, CR, I-1, I-M, M-2	Bldg. Mounted	Varies – See Table 27.10.020(C)	Height of bldg.	300 sq. ft.	20% of largest facade	
	Freestanding	1 per street frontage ^(b)	30 ft.	240 sq. ft.	12 x square root of F (F = longest building wall)	Center 2/3 of frontage or 15 feet from side property lines
C-1, C-LB and CW	Bldg. Mounted	1 per street frontage or user	Height of bldg.	100 sq. ft.	10% of building facade.	
	Freestanding	1 per street frontage ^(b)	20 ft.	40 sq. ft.	1 sq. ft. per foot of building frontage	Center 2/3 of frontage or 15 feet from side property lines
R-3	Bldg. Mounted	1 per street frontage	15 ft.	32 sq. ft.	2 sq. ft. per dwelling	
	Freestanding	1 per street frontage ^(b)	8 ft.	32 sq. ft.	2 sq. ft. per dwelling	Building setback
R-2, R-1M, R-1L, R-1, SAG, Nonresidential	Res. ID Sign			2 sq. ft.		
	Signs for Nonresidential	1	25 ft.	50 sq. ft.		

ZONING DISTRICT	TYPE OF SIGN	MAXIMUM NO. OF SIGNS ALLOWED	MAXIMUM HEIGHT OF SIGN	MAXIMUM SIZE OF SIGN	FORMULA FOR COMPUTING MAX. SIGN AREA (SIZE)	MINIMUM SETBACKS
AG, FP, PR and PUD	Uses (Bldg. Mounted)					
	<u>Bldg. Mounted</u> Signs for Nonresidential Uses (Freestanding) <u>(Wall signs)</u>	1	16 ft.	32 sq. ft.		Building setback or 0 if 150 ft. away from any residence
	Subdivision or Neighborhood Designation <u>Signs located near entrance to subdivision or neighborhood</u>	1 per entrance, maximum of 4 per subdivision/neighborhood	4 ft.	32 sq. ft.		Between building line and property or within right-of-way if okayed by city engineer.

- (a) In multiple-business centers, the facade area for each tenant or user is derived by measuring only the surface of the exterior of the premises actually used by the tenant or user.
- (b) Where more than one sign is permitted, there shall be a minimum distance of 100 feet between signs.

MEASUREMENTS

**TABLE 27.10.020(B)
– SPECIFIC PROVISIONS**

TYPE OF SIGN	MAXIMUM SIZE/AREA	FORMULA	MAXIMUM HEIGHT	MAXIMUM PROJECTION ALLOWED	MINIMUM SETBACK	MINIMUM CLEARANCE	OTHER
Wall Signs	Varies per zone	Varies per zone	Top of bldg. wall	18 inches	N/A	8' if sign projects more than 6 inches	May project over public property
Projecting Signs	Varies per zone	Varies per zone	1' above bldg. wall	– 8' from bldg. face – 30" over public sidewalks	N/A	10'	
Marquee and Canopy Signs	Varies per zone	Varies per zone	1' above face attached to	1' from face attached to	N/A	10'	
Identification Signs under Marquees and Canopies	6 sq. ft.	N/A	N/A	N/A	N/A	8'	Maximum of 2' below canopy or marquee
Gasoline Price Signs authorized by RMC <u>27.08.030(H)</u>	12 sq. ft.	N/A	N/A	N/A	Behind Property Line	N/A	1 per street frontage
Window Signs	15 sq. ft. or 10% of window	N/A	N/A	N/A	N/A	N/A	

TYPE OF SIGN	MAXIMUM SIZE/AREA	FORMULA	MAXIMUM HEIGHT	MAXIMUM PROJECTION ALLOWED	MINIMUM SETBACK	MINIMUM CLEARANCE	OTHER
	area, whichever is less						
Freeway Interchange Signs	240 sq. ft.	12 x square root of F (F = longest building wall)	80'	N/A	Behind Property Line	N/A	
Industrial Park/Subdivision Signs	100 sq. ft./entrance	N/A	30'	N/A	Behind Property Line	N/A	May be within right-of-way with approval of city engineer

MEASUREMENTS

TABLE 27.10.020(C)
– MAXIMUM NUMBER OF SIGNS

(C-2, C-3, CBD, CR, CW, I-1, I-M, and M-2 ZONES)

SURFACE AREA OF LARGEST BUILDING FACADE	MAXIMUM NUMBER OF SIGNS
Less than 500 square feet	3
500 square feet – 1,499 square feet	4
1,500 square feet – 2,999 square feet	5
Over 3,000 square feet	6
ADDITIONAL PROVISIONS: – Building located at intersection – add one sign. – Buildings with more than 3,000 sq. ft. on one facade are permitted one sign for each clearly differentiated business use with a separate exterior entrance, in addition to the six allotted above. – Where the maximum number of signs allowed above is not sufficient to allow at least one sign for each tenant or user of a building, the maximum number shall be increased to ensure that all tenants or users are allowed on building-mounted signs.	

MEASUREMENTS

**TABLE 27.10.020(D)
—TEMPORARY SIGNS**

TYPE OF SIGN	MAXIMUM AREA	MAXIMUM HEIGHT	MINIMUM SETBACK	MAXIMUM PROJECTION ALLOWED	OTHER
Construction Signs—General	64 sq. ft.	10 sq. ft.	10 ft. from property line	N/A	
Construction Signs—Single-Family Residential	8 sq. ft.	N/A	10 ft. from property line	N/A	
Residential—For Sale or Sold	6 sq. ft.	N/A	Wholly on property	N/A	
Residential Directional—Open House	6 sq. ft.	N/A	Wholly on property for one (1)	N/A	Directional may be placed along property of public right-of-way
Commercial and Industrial Property for Sale or Rent	32 sq. ft.	8 sq. ft.	15 ft. from property line	N/A	
Residential Land Subdivision	32 sq. ft.	8 sq. ft.	30 ft. from abutting owner's property line	Not beyond building line	
Residential Land Subdivision Directional	4 sq. ft.	N/A	N/A	N/A	Placement maximum 1 mile distance from entrance
Political	32 sq. ft.		Totally behind sidewalk or 5 feet from curb		

Section 2. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the ____ day of _____, 2018.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS, City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____

EXHIBIT 2

ORDINANCE NO. 3

AN ORDINANCE of the City of Richland amending
Richland Municipal Code Chapter 27.02 related to sign code.

WHEREAS, the City of Richland has need, from time to time, to amend the Richland Municipal Code (RMC) to eliminate conflicts and ambiguities, and to bring local ordinances into alignment with state and federal law; and

WHEREAS, Title 27 of the Richland Municipal Code addresses Richland's sign code; and

WHEREAS, in response to legal developments affecting speech protected by the First Amendment, the City has need to update Title 27 of the RMC to come into compliance with *Reed v. Town of Gilbert* and its progeny.

NOW, THEREFORE, BE IT ORDAINED by the City of Richland as follows:

Section 1. Richland Municipal Code Chapter 27.02, entitled Purpose, as enacted by Ordinance No. 3-89 and last amended by Ordinance No. 40-10, is hereby amended to read as follows:

Chapter 27.02

PURPOSE

Sections:

27.02.010 ~~General intent and purpose~~ Legislative statement.

27.02.020 Legislative findings.

27.02.020 ~~030~~ Master planned communities.

27.02.040 Severability.

27.02.010 ~~General intent and purpose~~ Legislative statement.

Richland's sign code provides standards specifying the type, number, size, location, and lighting of signs in the various zones of the city. The intent of the standards in this title is:

A. To encourage the design of signs that attract and invite rather than demand the public's attention, and to curb the proliferation of signs;

B. To encourage the use of signs that enhance the visual environment of the city;

C. To promote the enhancement of business and residential properties and neighborhoods by fostering the erection of signs complementary to the buildings and uses to which they relate and which are harmonious with their surroundings;

D. To protect the public interest and safety;

E. To protect the right of a business to identify its premises and advertise its projects through the use of signs without undue hindrance or obstruction; ~~and~~

F. To encourage streetscapes that are more pleasant and interesting; ~~and through the use of banners that promote community festivals, events and holidays and are not intended for the advertising of commercial goods, services or businesses.~~

G. To reduce the distractions, obstructions and hazards to pedestrians and automobile traffic caused by an excessive number, excessive size or height, inappropriate means of illumination or movement, indiscriminate placement, overconcentration, or unsafe construction of signs.

27.02.020 Legislative findings.

In conjunction with the adoption of the purposes set forth above and the regulations of this title, the city council makes the following findings:

A. Unlike oral speech, signs may cause harm by taking up space, obstructing views, distracting motorists, displacing alternative uses of land, and endangering the safety of persons or property. The city has a substantial and compelling interest in all of the purposes set forth above and has a substantial and compelling interest in regulating signs in such a way that harms caused by signs might be reduced or mitigated.

B. Regulation of the size, height, number and spacing of signs throughout the city is necessary to protect the public safety, to ensure compatibility of signs with surrounding land uses, to enhance the business and economy of the city, to protect public investment in streets and highways, to maintain a tranquil environment in residential areas, to promote industry and commerce, to eliminate visual clutter and blight, to provide an aesthetically appealing environment, to provide ample, meaningful opportunities for person who desire to display information by means of a sign to have their information seen and understood, and to provide for the orderly and reasonable display of advertising and other messages for the benefit of all persons in the city.

C. These regulations do not apply to every form and instance of visual speech that may be displayed anywhere within the jurisdictional limits of the city. Rather, they are intended to regulate those forms and instances that are most likely to meaningfully affect one of more of the purposes set forth above.

D. These regulations do not entirely eliminate harms that may be created by the installation and display of signs. Rather, they attempt to strike an appropriate balance that preserves ample channels of communication by means of visual display while reducing and mitigating the extent of the harms caused by signs.

E. Some signs have aspects that make identifying such signs by description impossible without referring to other functional characteristics. For instance, an off-premise sign is

one that contains a message related to a facility, service, or business located on premises other than the site of the sign itself. Off-premise signs are commonly large freestanding structures that are designed to stand out and apart from their surroundings. If they are allowed to proliferate, they can cause confusion and implicate greater impacts on safety and aesthetics compared to signs located on the site of the referred-to facility, service or business. It is essential to public safety and the public welfare to regulate off-premises signs. Wherever a sign is described, in part, by referring to the function it serves, the provisions of this title that regulate such signs are designed to be content neutral with respect to the content of the speech appearing on said sign.

F. These regulations are neither intended nor designed to restrict or control signs for the purpose of promoting or stifling any message that might appear on them.

27.02.020 030 Master planned communities.

A development agreement entered by the city under the authority of RCW 36.70B.170 through 36.70B.210, governing development of a master planned community, may provide that the procedures, standards and other provisions of the agreement shall supersede or otherwise modify the provisions of this title. For purposes of this section, "master planned community" shall mean an integrated development over 1,000 acres in size, developed under unified control according to a master plan, that provides for a mix of residential, commercial, civic, and recreational uses.

27.02.040 Severability.

If any clause, sentence, paragraph, section or part of this title shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remaining portions hereof, but shall be confined to the clause, sentence, paragraph, section or part thereof directly involved in the controversy in which such judgment shall have been rendered.

Section 2. Richland Municipal Code Chapter 27.04, entitled Application for Sign Permit, as enacted by Ordinance No. 3-89, is hereby amended to read as follows:

Chapter 27.04 APPLICATION FOR SIGN PERMIT

Sections:

27.04.010 Application process.

27.04.020 Application – Required information.

27.04.030 Permits required – ~~Exceptions~~ Exemptions.

27.04.010 Application process.

A. Permits. No sign governed by the provisions of this code shall be erected, altered, or relocated by any person, firm, or corporation without a permit issued by the city.

1. Application for a sign permit shall be made in writing to the sign code administrator on

forms furnished by that office. The sign code administrator and the city building inspector shall determine the conformity of the sign design to the ordinances and codes of the city of Richland, and if found in conformance, shall issue the sign permit.

2. A sign permit shall become null and void if the work for which the permit was issued has not commenced within 180 days of its issuance.

3. No new permit shall be required for normal maintenance or repair of a sign or sign structure for which a permit has been previously issued.

4. The sign code administrator may revoke the permit for any sign which is erected or altered in violation of the terms, conditions, and requirements of this code or of the terms and conditions specified in such permit. Appeal from denial or revocation of a sign permit or from failure of the sign code administrator to act on a permit application may be taken to the city council.

B. Special Sign Permits. Application for a special sign permit shall be made in writing to the sign code administrator on forms provided by that office. Special sign permits may be granted upon demonstration of meeting the following criteria:

1. Literal interpretation and application of the provisions of this code will not allow reasonable ~~identification-and/~~ opportunity for a sign or ~~advertising signs~~;

2. Granting of a special sign permit will not result in more signs being constructed than would normally be allowed under the provisions of this code;

3. Granting of a special sign permit will not affect the ability of adjacent users to comply with the provisions of this code;

4. The special sign permit requested will not result in a sign which exceeds the dimensional provisions of this code by more than 35 percent; and

5. Documentation is made, to the satisfaction of the city, that the special sign permit requested is the minimum exception to the provisions of this code necessary ~~to reasonably identify/advertise~~ for the ~~subject~~ intended use, and the permit will not result in a prohibited sign.

Upon a finding by the city that the above criteria have been met, a special sign permit will be issued. Where the special permit will result in a sign which does not exceed the dimensional provisions of this code by more than 15 percent, the permit shall be processed by the sign code administrator.

Where the special sign permit will result in a sign which exceeds the dimensional provisions of this code by more than 15 percent, the permit application shall be forwarded to the ~~physical~~ planning commission for consideration. The commission shall make a

finding based on the above criteria and may approve, deny, or modify the permit as the commission deems appropriate.

In cases where the sign code administrator or the ~~physical~~ planning commission has denied a special sign permit, the applicant may appeal such decision to the city council.

C. Temporary Sign Permits. Application for a temporary sign permit shall be made in writing to the sign code administrator on forms furnished by that office. If a need for a temporary sign permit exists, the sign code administrator shall determine conformity of the temporary sign design with applicable codes/ordinances of the city of Richland and then request the building inspector to issue the temporary permit. Temporary sign permits shall be valid for 60 days unless specified otherwise in this title.

~~Temporary sign permits shall be valid for 30 days unless specified otherwise in this title.~~

D. Sign Permit Fees. Fees for sign permits shall accompany the permit application and are based upon size of the sign as follows:

SIZE	FEE
Less than 25 sq. ft. in surface area	\$20.00
25 sq. ft. and larger surface area	\$40.00
Freeway interchange sign greater than 25 feet in height	\$100.00
Fees associated with special sign permits are as follows:	
Administrative permit application	\$25.00
Permit requiring physical planning commission approval	\$50.00
Appeal to city council	\$25.00
Temporary sign permit	\$5.00

27.04.020 Application – Required information.

A. General Requirements. Applications for permit shall be made on the application for sign permit form(s) furnished by the sign code administrator. In addition to the information presented on the application form(s), the applicant shall provide such other pertinent information as the sign code administrator may require to ensure compliance with applicable ordinances and codes. For example, the sign code administrator may require supporting calculations prepared by a civil or structural engineer licensed in the state of Washington verifying safe stress levels or the stability of the sign. All costs associated with obtaining the required information shall be paid by the applicant.

27.04.030 Permits required – ~~Exceptions~~Exemptions.

Sign permits are required for most permanent and temporary signs. Permit requirements and ~~exceptions~~ exemptions are specified below:

A. Permanent Signs. A separate permit shall be required for a sign or signs for each business entity and/or a separate permit for each group of signs on a single supporting structure installed simultaneously. Thereafter, each additional sign erected on the structure must have a separate permit. **Exception** A sign permit is not required for the following ~~signs or displays~~:

~~1. Traffic or pedestrian control signs or signals or signs indicating scenic or historic points of interest, which are erected by or on the order of a public officer in performance of his public duty.~~

12. Signs required by law.

~~3. The flag of a government or the flag of a noncommercial institution such as a school.~~

24. Exterior signs or displays not visible from streets or ways open to the public.

35. Signs in the interior of a building which are not visible from any public property or rights-of-way.

46. Plaques, tablets, or inscriptions ~~indicating the name of a building, its date of erection, or other commemorative information~~ which are an integral part of the building structure or are attached flat to the face of the building, which are not illuminated and do not exceed 10 square feet in surface area.

~~7. Sculptures, foundations, mosaics, and design features which do not incorporate advertising or identification.~~

58. ~~Incidental s~~Signs less than two square feet in surface area.

~~9. Private traffic control signs less than six square feet in surface area.~~

610. Signs which are painted or mounted on delivery vehicles or other operable commercial vehicles which are generally and primarily used for transportation of commerce.

B. Temporary Signs. The erection, construction, posting, or placement of temporary signs shall require a temporary sign permit. **Exception:** The following temporary signs shall not require a permit:

~~1. Official public or legal notices.~~ Signs required by law.

~~2. Seasonal decorations during the appropriate holiday season.~~

~~3. The flag of a commercial institution, provided no more than one flag is flown per~~

~~business premises, the flag does not exceed 20 square feet in surface, and the flag is left loose to fly in the breeze.~~

24. Sandwich board signs worn by a person while walking the public ways of the city.

~~5. Political campaign signs, provided such signs are erected or placed in accordance with the provisions of this code.~~

36. Changing of the advertising copy or message on a theater marquee or similar sign.

~~7. A sign advertising sale, rental, or lease of the premises upon which the sign is located, provided only one sign per street frontage is erected on any parcel of real estate and they do not exceed six square feet in surface area.~~

4. Temporary window signs.

5. Signs displayed on a lot with property for sale or rent, provided:

a. That only one such sign is permitted for each public street upon which the property for sale or rent fronts;

b. That in the event a sign qualifies for this exemption, a second temporary sign is also exempt if located within 1,000 feet, measured as the shortest straight line between the property line of the property for sale or rent and the site of the second exempt sign; and

c. That such signs shall not exceed the measurement limitations specified in RMC 27.08.030.

6. Signs displayed on a lot where construction is taking place, provided:

a. That they are removed prior to occupancy approval of the building;

b. That only one such sign is permitted for each public street upon which the construction project fronts; and

c. That such signs shall not exceed the measurement limitations specified in RMC 27.08.020.

7. Noncommercial signs that are made of paper, vinyl, plastic or other non-durable material and which are designed and intended to be displayed for a short period of time, provided that they conform with the sight obstruction requirements of Chapter 12.11 RMC, do not interfere with or obstruct any traffic control device or in any other manner interfere with the control of traffic on the streets of the city, and are not larger than thirty-two (32) square feet in area.

~~8. A sign not exceeding 32 square feet in surface and identifying the architects, engineers, and contractors of any work actually under construction.~~

~~9. Window signs which are temporary in nature.~~

~~10. Community service signs.~~

C. Number of Signs. ~~Signs~~ Except as provided at RMC 27.08.020, signs not requiring a permit and temporary signs shall not be included as part of the maximum number of signs permitted by this code.

D. Attachments to Signs. Ancillary devices, displays, and attachments not originally a part of the sign for which a permit was issued shall not be added to an existing sign except as provided in this code and pursuant to another sign permit issued by the building inspector.

Section 3. Richland Municipal Code Chapter 27.06, entitled Definitions, as enacted by Ordinance No. 3-89, and last amended by Ordinance No. 15-11, is hereby amended to read as follows:

Chapter 27.06 DEFINITIONS

Sections:

- 27.06.020 Architectural blade.
- 27.06.025 Awning.
- 27.06.027 Banner ~~Community.~~
- ~~27.06.028 Banner Sponsored.~~
- 27.06.030 Billboard.
- 27.06.035 Building facade.
- 27.06.040 Building line.
- 27.06.045 Bulletin board.
- 27.06.047 Business center.
- 27.06.050 Canopy.
- 27.06.052 Channel letters.
- 27.06.055 Curb line.
- 27.06.060 Freeway.
- 27.06.065 Grade.
- 27.06.070 Height.
- 27.06.075 Marquee.
- ~~27.06.080 Multiple business center.~~
- 27.06.085 Projection.
- 27.06.090 Property line.
- 27.06.095 Readerboard.
- 27.06.100 Sign.
- 27.06.102 Sign, abandoned.
- 27.06.105 Sign, awning.
- ~~27.06.110 Sign, business district identification.~~
- 27.06.112 Sign, can.

27.06.115	Sign, canopy.
27.06.120	Sign, changing image.
27.06.125	Sign, chasing.
27.06.130	Sign, combination.
27.06.135	Sign, <u>commercial construction.</u>
27.06.140	Sign, directional.
27.06.145	Sign, double-faced.
27.06.150	Sign, electric.
27.06.155	Sign, externally illuminated.
27.06.160	Sign, fabric.
27.06.165	Sign, flashing.
27.06.170	Sign, freestanding.
27.06.175	Sign, freeway interchange.
27.06.180	Sign, identification.
27.06.185	Sign, incidental.
27.06.190	Sign, industrial.
27.06.195	Sign, marquee.
27.06.200	Sign, message board.
27.06.205	Sign, noncommercial and public service.
27.06.210	Sign, nonconforming.
27.06.215	Sign, off-premises.
27.06.220	Sign, off-premises directional.
27.06.225	Sign, on-premises.
27.06.230	Sign, political.
27.06.235	Sign, portable.
27.06.240	Sign, primary.
27.06.245	Sign, projecting.
27.06.250	Sign, residential district identification.
27.06.255	Sign, roof.
27.06.260	Sign, rotating.
27.06.265	Sign, subdivision.
27.06.270	Sign, temporary.
27.06.275	Sign, temporary merchandising.
27.06.280	Sign, under marquee.
27.06.285	Sign, wall.
27.06.290	Sign, window.
<u>27.06.292</u>	<u>Sign, window – permanent.</u>
<u>27.06.293</u>	<u>Sign, window – temporary.</u>
27.06.295	Sign structure.
27.06.300	Single business.
27.06.305	Special sign permit.
27.06.310	Structure.
27.06.315	Surface area.
27.06.320	Uniform Building Code.

27.06.325 Uniform Sign Code.
27.06.330 Visible.

27.06.020 Architectural blade.

“Architectural blade” means a roof or projecting sign with no legs or braces, and designed to look as if a part of the building structure.

27.06.025 Awning.

“Awning” means a protective covering of non-collapsible, rigid construction attached to a structure, the surface of which has a pitch sloping away from the structure.

27.06.027 Banner —Community.

“Banner, ~~community~~” means a single- or double-faced sign, made of non-durable material and attached to a utility pole located within or adjacent to a public right-of-way. ~~Community banners are used to promote specific districts or areas within the city or community festivals, events or holidays. Community banners do not contain any advertising material or identify any specific business.~~

27.06.028 Banner —Sponsored.

~~“Banner, sponsored” means a single- or double-faced sign, made of nondurable material and attached to a utility pole located within or adjacent to a public right-of-way. Sponsored banners include information relating to specific districts or areas within the city or community festivals, events, or holidays and which also include the name and/or logo of a sponsoring business operating within the city of Richland. No more than one-quarter of the banner face can be devoted to the name and/or logo of a sponsoring business.~~

27.06.030 Billboard.

“Billboard” means a ground, wall, or roof sign erected, constructed, or maintained for the purpose of displaying outdoor advertising by means of pictorial or reading matter attached thereto or posted thereon and available by means of rental to persons other than the owner or lessee of the sign.

27.06.035 Building facade.

“Building facade” means that portion of any exterior elevation of a building extending from the grade of the building to the top of the parapet wall or eaves for the entire width of the building elevation.

27.06.040 Building line.

“Building line” means a line established by ordinance beyond which no building may extend.

27.06.045 Bulletin board.

“Bulletin board” means a board for messages for uses of the premises on which the board is erected and not intended for view from the dedicated street right-of-way. A bulletin board is not a sign.

27.06.047 Business center.

"Business center" means a grouping of multiple business establishments having defined boundaries or shared facilities, including but not limited to: shared common parking, shared access drives, buildings that are physically attached or connected to each other, common ownership, or businesses that are part of the same master plan, binding site plan or commercial site plan. For the purposes of determining sign regulation, properties included within a business center shall be considered as a single premises.

27.06.050 Canopy.

"Canopy" means a non-rigid, retractable or non-retractable, protective covering located at the entrance to a structure.

27.06.052 Channel letters.

"Channel letters" means three-dimensional individually cut letters or figures, typically made from metal or plastic and affixed to a structure.

27.06.055 Curb line.

"Curb line" means the line at the face of the curb nearest to the street or roadway. In the absence of a curb, the curb line shall be established by the city engineer.

27.06.060 Freeway.

"Freeway" means an expressway with full control of access.

27.06.065 Grade.

"Grade" means elevation or level of the street closest to the sign to which reference is made, as measured at the street's centerline, or the relative ground level in the immediate vicinity of the sign.

27.06.070 Height.

"Height" means the vertical distance from the grade to the highest point of a sign.

27.06.075 Marquee.

"Marquee" means a permanent roofed structure attached to and supported by a building and projecting over property thereunder.

~~**27.06.080 Multiple business center.**~~

~~"Multiple business center" means a grouping of two or more business establishments which either share common parking on the lot where they are located, and/or which occupy a single structure or separate structure which are physically attached. Shopping centers are considered to be multiple business centers.~~

27.06.085 Projection.

"Projection" means the distance by which a sign extends beyond the building wall.

27.06.090 Property line.

"Property line" means the line denoting the limits of legal ownership of property.

27.06.095 Readerboard.

"Readerboard" means a sign or part of a sign on which the letters are readily replaceable such that the copy can be changed from time to time at will.

27.06.100 Sign.

"Sign" means any medium, including structure and component parts, which is used or intended to be used to attract attention to the subject matter for advertising, identification, or informative purposes.

27.06.102 Sign, abandoned.

"Sign, abandoned" means any sign located on property that is vacant and unoccupied for a period of six (6) months or more.

27.06.105 Sign, awning.

"Sign, awning" means graphics on a fixed awning used or intended to be used to attract attention to the subject matter for advertising, identification, or information purposes. An awning sign shall not be considered a fabric sign.

~~27.06.110 Sign, business district identification.~~

~~"Sign, business district identification" means an off-premises sign which gives the name of a business district or industrial park and which may list the names of individual businesses within the district or park.~~

27.06.112 Sign, can.

"Sign, can" means a sign that contains all text and/or logo symbols within a single enclosed cabinet that may or may not be illuminated.

27.06.115 Sign, canopy.

"Sign, canopy" means graphics on a canopy used or intended to be used to attract attention to the subject matter for advertising, identification, or information purposes. A canopy sign shall not be considered a fabric sign.

27.06.120 Sign, changing image.

"Sign, changing image" means a sign which changes its message or background by means of electrical, kinetic, solar or mechanical energy, not including message board signs.

27.06.125 Sign, chasing.

"Sign, chasing" means a sign which includes one or more rows of lights which light up in sequence.

27.06.130 Sign, combination.

"Sign, combination" means any sign incorporating any combination of the features of freestanding, projecting and roof signs. The individual requirements of roof, projecting and pole signs shall be applied for combination signs incorporating any or all of the requirements specified in the code.

27.06.135 Sign, Commercial.

A sign, display, or device designed, intended or used to encourage or promote purchase or use of goods or services.

~~27.06.135 Sign, construction.~~

~~"Sign, construction" means an information sign which identifies the architect, engineers, contractors and other individuals or firms involved with the construction of a building, or announcing the character of the building or enterprise, which is erected during the building construction period.~~

~~27.06.140 Sign, directional.~~

~~"Sign, directional" means a single or double-faced sign not exceeding six square feet in surface area designed to guide or direct pedestrian or vehicular traffic to an area, place, or convenience.~~

27.06.145 Sign, double-faced.

"Sign, double-faced" means a sign which has two display surfaces in approximately parallel planes backed against each other or against the same background, one face of which is designed to be seen from one direction and the other from the opposite direction.

27.06.150 Sign, electric.

"Sign, electric" means any sign containing electrical wiring, but not including signs illuminated by an exterior light source.

27.06.155 Sign, externally illuminated.

"Sign, externally illuminated" means a sign illuminated by an exterior light source.

27.06.160 Sign, fabric.

"Sign, fabric" means a sign made of canvas, cloth, or similar non-rigid material.

27.06.165 Sign, flashing.

"Sign, flashing" means an electrical sign or portion of an electrical sign which changes light intensity in sudden transitory blasts. Flashing signs do not include changing image or chasing signs.

27.06.170 Sign, freestanding.

"Sign, freestanding" means a sign that is supported by one or more poles, columns, or supports anchored in the ground.

27.06.175 Sign, freeway interchange.

"Sign, freeway interchange" means an on-premises freestanding sign ~~which identifies or advertises a use~~ located within the prescribed distance from the right-of-way boundary of a grade separated interchange that is designed and placed to attract the attention of freeway and interchange traffic.

~~27.06.180 Sign, identification.~~

~~"Sign, identification" means any ground or wall sign which only displays the name,~~

address, and/or use of the premises.

27.06.185 Sign, incidental.

~~"Sign, incidental" means a sign less than two (2) square feet in surface area of a noncommercial nature, intended primarily for the convenience of the public. Included are signs designating restrooms, address numbers, hours of operation, entrances to buildings, directions, help wanted, public telephone, etc. Also included in this group of signs are those designed to guide or direct pedestrians or vehicular traffic to an area or place on the premises of a business building or development by means of a directory designating names and addresses only.~~

27.06.190 Sign, industrial.

~~"Sign, industrial" means an off-premises sign which identifies an industrial land development or gives the name of the group of industrial structures.~~

27.06.195 Sign, marquee.

"Sign, marquee" means a sign placed on, constructed in or attached to a marquee.

27.06.200 Sign, message board.

"Sign, message board" means an electric sign which has a readerboard for the display of information, ~~such as time, temperature, or public service or commercial messages,~~ which can be changed through the turning on or off of different combinations of light bulbs within the display area.

27.06.205 Sign, noncommercial and public service.

~~"Sign, noncommercial and public service" means any sign devoted to religious, charitable, cultural, governmental or educational messages, including but not limited to the advertising of events sponsored by a governmental agency, school, church, civic or fraternal organization, or other organizations not engaged in activities for profit. [Ord. 3-89].~~

27.06.210 Sign, nonconforming.

"Sign, nonconforming" means a sign which is not in conformance with the provisions of this code.

27.06.215 Sign, off-premises.

"Sign, off-premises" means a sign relating, ~~through its message and content,~~ to a business activity, use, product, or service not available on the premises upon which the sign is erected.

27.06.220 Sign, off-premises directional.

~~"Sign, off-premises directional" means an off-premises sign used to direct pedestrian or vehicular traffic to a facility, service, or business located on other premises. The message of such sign shall not include any reference to brand names of products or services, whether or not available on such other premises; provided, that the name of the facility, service or business may be used.~~

27.06.225 Sign, on-premises.

"Sign, on-premises" means a sign ~~which displays messages which are strictly applicable only~~ relating to a lawful business activity, ~~use, of product, or service available on~~ the premises upon which it is located, including signs or the sign devices indicating the ~~business transacted, principal services rendered, goods sold or produced on the premises, name of business, and name of the person, firm or corporation occupying the premises is erected~~. Such definition shall not include signs located within a business establishment except signs oriented so as to be visible through a window.

~~27.06.230 Sign, political.~~

~~"Sign, political" means signs advertising a candidate for public, elective office or a political party, or signs urging a particular vote or action on a public issue decided by ballot, whether partisan or nonpartisan.~~

27.06.235 Sign, portable.

"Sign, portable" means a sign which is not permanently affixed and is designed for or capable of being moved, and is constructed of wood, metal, or plastic durable materials containing a hinge mechanism for folding (commonly referred to as sandwich board or a-frame signs). Portable signs to do not include ~~except~~ those signs explicitly designed for people to carry on their persons or which are permanently affixed to motor vehicles.

27.06.240 Sign, primary.

"Sign, primary" means any sign which is not exempt from provisions of this title. ~~This term includes virtually all signs of a business nature.~~

27.06.245 Sign, projecting.

"Sign, projecting" means a sign other than a wall sign which projects from and is supported by a wall of a structure.

~~27.06.250 Sign, residential district identification.~~

~~"Sign, residential district identification" means an off-premises sign which gives the name of a group of residential structures, such as a subdivision or cluster development.~~

27.06.255 Sign, roof.

"Sign, roof" means a sign erected upon or above a roof or parapet of a building or structure.

27.06.260 Sign, rotating.

"Sign, rotating" means any sign that revolves on a fixed axis.

~~27.06.265 Sign, subdivision.~~

~~"Sign, subdivision" means a sign used to identify a land development which is to be or was accomplished at essentially one time.~~

27.06.270 Sign, temporary.

"Sign, temporary" means any sign which is to be displayed for a limited period of time

only, including but not limited to banners, pendants, streamers, fabric signs, wind animated objects, clusters of flags, festoons of lights and search lights. A temporary sign may be of rigid or non-rigid construction.

~~27.06.275 Sign, temporary merchandising.~~

~~"Sign, temporary merchandising" means a temporary sign attached to a storefront window and used to advertise a particular event, product or service.~~

27.06.280 Sign, under marquee.

"Sign, under marquee" means a sign attached to the underside of a marquee.

27.06.285 Sign, wall.

"Sign, wall" means any sign painted, attached or erected against the wall of a building or structure, with the exposed face of the sign on a plane parallel to the plane of the wall to which it is attached. The sign shall not extend above any adjacent parapet or roof of the supporting building, nor project more than 18 inches from the wall.

27.06.290 Sign, window.

"Sign, window" means any sign located inside and affixed to or inside and within three feet of windows of a building, which may be visible from the exterior of the building.

27.06.292 Sign, window – permanent.

"Sign, window – permanent" means any window sign designed to withstand fading, chipping or peeling over time that is not constructed of cloth, canvas, vinyl, paper, plywood, fabric, or other lightweight material.

27.06.293 Sign, window – temporary.

"Sign, window – temporary" means any window sign that is composed of ink, paint or other applied product which is not designed to withstand fading, chipping or peeling over time or that is constructed of cloth, canvas, vinyl, paper, plywood, fabric, or other lightweight material not well suited to provided a durable substrate.

27.06.295 Sign structure.

"Sign structure" means any structure which supports or is designed to support any sign as defined in this chapter. A sign structure may be a single pole or may be an integral part of the building.

27.06.300 Single business.

"Single business" means a building with one enterprise on a separate parcel of land.

27.06.305 Special sign permit.

"Special sign permit" means a permit which allows a sign to exceed dimensional standards and which is issued only after special review and finding that it meets criteria allowing for such exception.

27.06.310 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.

27.06.315 Surface area.

"Surface area" means the greatest area of a sign visible from any one viewpoint, excluding sign support structure which does not form part of the sign proper or of the display.

~~"Surface area"~~ includes only one face of a multiple-faced sign.

27.06.320 ~~Uniform~~International Building Code.

~~"Uniform~~"International Building Code" means the ~~Uniform~~International Building Code (UIBC), promulgated by the International Conference of Building Officials, as adopted by the city.

27.06.325 Uniform Sign Code.

"Uniform Sign Code" means the Uniform Sign Code, promulgated by the International Conference of Building Officials, adopted by the city.

27.06.330 Visible.

"Visible" means capable of being seen (whether or not legible) without visual aid by persons of normal visual acuity.

Section 4. Richland Municipal Code Chapter 27.08, entitled Code Provisions, as enacted by Ordinance No. 3-89, and last amended by Ordinance No. 15-11, is hereby amended to read as follows:

**Chapter 27.08
CODE PROVISIONS**

Sections:

27.08.010 General standards for signs.

27.08.020 Standards specific to temporary signs.

~~27.08.020-030~~ Standards specific to ~~zones~~ permanent signs.

~~27.08.030 040~~ Special provisions.

~~27.08.040 Temporary political signs.~~

27.08.050 Substitution of message.

27.08.010 General standards for signs.

Signs shall be constructed and maintained in compliance with this chapter, the city building code, and all other applicable ordinances. The allowable type of signs, their placement, and other limitations shall be according to the standards established in this section. Provisions for the various use districts under the city comprehensive zoning ordinance may establish standards in addition to, or more restrictive than, the standards in this section.

A. General Provisions.

1. Structural. The structure and erection of signs within the city of Richland shall be governed by the current edition of the Uniform Sign Code as adopted by the city of Richland and by the currently applicable ~~Uniform~~International Building Code as adopted by the city of Richland. Compliance with these adopted codes shall be prerequisite to issuance of a sign permit.

2. Electrical. Electrical requirements for signs within the city of Richland shall be governed by the requirements, standards, rules, and regulations established by the state of Washington and adopted by the city of Richland (Chapter 296-46 WAC). Compliance therewith shall be required by every sign utilizing electrical energy as a prerequisite to issuance of a sign permit.

3. Light and Glare from Signs. Illumination from or upon any sign shall be shaded, shielded, directed, or reduced so as to avoid brightness, glare, or reflection of light in excess of that recommended by the Illumination Society of America to avoid unreasonable distraction by pedestrians or motorists. Illumination shall not exceed that necessary to make the sign visible to the average person on the street adjacent to the sign.

4. Maintenance. All signs shall be constantly maintained in a state of security, safety, and repair. If any sign is found not to be so maintained or is insecurely fastened or otherwise dangerous, it shall be the duty of the owner and/or occupant of the premises on which the sign is fastened to repair or remove the sign within five days after receiving written notice from the sign code administrator.

5. Obstruction. No sign shall be located so as to physically obstruct any door, window, or exit from a building. No sign shall be located so as to be hazardous to a motorist's ingress and egress from parking areas or any way open to the public. No sign shall be located so as to be hazardous to a pedestrian's access to any way open to the public.

6. Inspection. All sign users shall permit periodic inspection of their sign(s) by the city upon request.

7. Conflicting Provisions. Whenever any provisions of this title overlap or conflict with regard to size or placement of a sign, the more restrictive provision shall apply.

B. Specific Provisions.

1. Freestanding Signs. A freestanding sign may be located at the property or building line, provided it complies with Chapter 12.11 RMC (Intersection Sight Distance) and the sign is located entirely behind the property or building line.

2. Building Mounted Signs. Wall signs shall not extend above the point of intersection of the building wall to which the sign is attached and the building roof except that wall signs may extend to the top of a parapet wall. Wall signs and projecting signs may project over public property within the limits established in Chapter 27.10 RMC (Measurements). The

structural support for projecting signs shall be an integral part of the sign design or shall be concealed from view. All structural support for projecting signs shall be entirely from the building wall or parapet from which the sign projects.

3. Marquee Awnings or Canopy Signs. Marquee awnings or canopy signs shall be mounted flat against the face of the marquee or canopy and shall not extend below the bottom face to which attached. One ~~identification~~ sign per user is permitted on the underside of a marquee or canopy. Such ~~identification~~ signs shall be mounted perpendicular to the building face and located at the main entrance of use. No other projecting signs relating to the user shall be visible from beneath the marquee or canopy.

~~4. Gasoline Price Signs. Gasoline price signs shall be located entirely within the property boundaries of the station use and shall be permanently mounted. Gasoline price signs shall not be included in determining the permissible number of freestanding signs.~~

~~45.~~ Window Signs. Window signs shall not be included in determining the number of primary signs nor in determining the permissible sign area for each facade.

~~56.~~ Roof Signs. All roof signs shall be constructed in such a way that they appear as an architectural blade or penthouse and are finished in such a manner that the visual appearance from all sides is such that they appear to be a part of the building itself. Roof signs shall be erected in such a manner that there is no visible support structure.

C. Signs Prohibited in All Zones. Except where otherwise provided in this chapter, the following signs or displays are prohibited:

1. Signs which are an imitation of or resemble an official traffic sign or signal.

2. A sign that moves or gives the appearance of moving and any sign which flutters, undulates, swings, rotates, oscillates or otherwise moves by natural or artificial means, including any pennant but excluding banners displayed in compliance with the provisions of this title.

~~32.~~ Signs which, by reason of their size, location, movement, ~~content~~, coloring, or manner of illumination, may be confused with or construed as a traffic control sign, signal, or device, or the light of an emergency vehicle, or which obstruct the visibility of any traffic or street sign or signal device.

~~43.~~ Signs or displays consisting of strings of lights, spinners, twirlers or propellers, flashing, rotating, or blinking lights, flares, balloons, bubble machines, and similar devices of a carnival nature, or containing elements creating sound or smell.

~~4. Signs identifying activities, products, businesses, or services which have been discontinued for more than 60 days on the premises upon which the signs are located.~~

~~5. Private signs on utility poles.~~ Abandoned signs, except as authorized by RMC 27.08.030(l).

6. Signs on utility poles.

~~7~~6. Search lights, banners, clusters of flags, posters, pennants, and streamers.

~~8~~7. Billboards.

~~8. Directional signs nonofficial in nature.~~

9. Signs for which a permit is required and which are erected, altered, or relocated without, or in violation of, the terms and conditions of a current and valid permit issued by the city of Richland.

~~10. Window signs containing material unrelated to the merchandise for sale or service performed by the person or business on whose premises or property the sign is located~~
Except as otherwise permitted herein, off-premises commercial signs.

~~11. Off-premises signs.~~ Except as otherwise permitted herein, portable signs.

~~12. Portable signs.~~

Prohibited signs and displays are subject to removal and abatement by the city at the expense of the persons owning or maintaining such sign or display as provided in Chapter 27.12 RMC.

D. Signs Projecting Over Public Right-of-Way.

1. Projecting signs extending over public right-of-way shall be erected with clearance and projection limitations as set forth in Chapter 27.10 RMC (Measurements); provided, that in no case shall any sign be permitted to extend beyond the curb line.

2. If a public need arises, any sign permitted to extend over public right-of-way shall be removed or altered within 10 days of receiving written notice from the sign code administrator.

E. Signs Near Intersections. All signs located at street or driveway/street intersections shall be placed so as not to constitute a safety hazard and shall be constructed to comply with the requirements of Chapter 12.11 RMC (Intersection Sight Distance). Freestanding signs located at street intersections may be placed at the property line or building line subject to the limitations above.

~~F. Temporary Signs Permitted. Permissible temporary signs and their applicable limitations are as follows:~~

27.08.020 Standards specific to temporary signs.

A. Purpose. The city finds that the proliferation of temporary signs is a distraction to the traveling public and creates aesthetic blight and litter that threatens the public's health, safety, and welfare. The purpose of these regulations is to limit distractions to the traveling

public and minimize aesthetic blight and litter caused by temporary signs by allowing temporary signs only in the time, place and manner specified in this section.

B. General Requirements of Temporary Signs. Temporary signs are allowed only in compliance with the provisions of this section.

1. Except as otherwise permitted herein, a temporary sign may be displayed for no more than 180 days per calendar year; temporary signs related to an event may be displayed for no longer than 180 consecutive days per calendar year and must be removed no later than fourteen (14) days after the event.

~~Construction Signs. These may be erected after a building permit has been obtained and may remain displayed on the construction site for the duration of construction. Only one such sign (which may be double-faced) is permitted per construction project for each public street upon which the project fronts. Measurement limitations shall be in accordance with Table 27.10.020(D). General construction signs shall be removed upon completion of construction. Construction signs in single-family residential zones shall be removed by the date of first occupancy.~~

~~2. Grand Opening and Special Event Displays. Signs, posters, banners, strings of lights or flags, balloons and search lights are permitted for a period of 30 days only to announce the opening of a completely new enterprise or the opening of an enterprise under new management. In addition, every business is permitted to utilize these displays for one other special event each year. Such displays are not exempt from permit requirements and are permitted only in districts where the enterprise so advertised is allowed under district zoning regulations.~~

~~3. Real Estate Signs. All exterior real estate signs shall be of durable material. The permitted signs and their limits are:~~

2. The following elements are prohibited on temporary signs:

a. Any form of illumination, including flashing, blinking, or rotating lights;

b. Animation;

c. Reflective materials; and

d. Attachments, including, but not limited to, balloons, ribbons, speakers, etc.

3. Temporary signs may be placed in the right-of-way if they meet all of the following standards:

a. The sign must be placed entirely outside of the roadway;

b. The sign must not be placed in medians, traffic islands, roundabouts, or other areas within the roadway;

- c. The sign must not obstruct pedestrian or wheelchair access to the sidewalk;
- d. The sign must not be placed in parking spaces, pedestrian pathways, or bicycle paths;
- e. The sign must remain portable and may not be attached or anchored in any way to trees or to public property including, but not limited to, utility or light poles, parking meters, fences, or pavement.

4. Public Spaces. Temporary signs shall not be placed in any public park, trail, open space, or other public space, except for those signs placed by the City.

5. Chapter 27.12 RMC notwithstanding, the city may promptly remove or cause to be removed any temporary signs that do not comply with any requirement of this title.

C. Residential Zoning Districts and Uses. Temporary signs on property or on the exterior of a structure located within a residential zoning district or dedicated to a residential use are allowed in compliance with the following:

1. Single Family and Medium Density Zoning Districts. Temporary signs are allowed in single family (R-1-12, R-1-10) and medium density (R-2, R-2S) zoning districts in compliance with the following:

- a. The sign is for a non-commercial purpose;
- b. The sign is constructed of durable material;
- c. The sign must be a freestanding sign;
- d. Only one sign is allowed per street frontage; and
- e. A sign may not exceed six (6) square feet in size. If the sign is post mounted on the ground, it shall not exceed 5 feet in height. If the sign is stake mounted or portable, it shall not exceed 3 feet in height.

2. Temporary Signs in Multi-family Residential Zoning Districts and Approved Manufactured Home Parks. Temporary signs on property or on the exterior of a structure located within a multi-family residential (R-3) zoning district and manufactured home parks are allowed in compliance with the following:

- a. The sign is for a non-commercial purpose;
- b. The sign is constructed of durable material;
- c. The sign must be a freestanding sign;
- d. Only one sign is allowed per street frontage; and
- e. A sign may not exceed six (6) square feet in size. If the sign is post mounted on the

ground, it shall not exceed 5 feet in height. If the sign is stake mounted or portable, it shall not exceed 3 feet in height.

3. Notwithstanding anything in this title to the contrary, the standards of this subsection apply to residential uses located in non-residential zoning districts.

D. Temporary Signs in Non-residential Zoning Districts.

1. Temporary Signs on property or on the exterior of a structure located within a non-residential zoning district or dedicated to a non-residential use are allowed in compliance with the following:

a. One wall sign is allowed per building, not to exceed sixteen (16) square feet in size.

b. The sign is constructed of durable material;

c. The sign is not illuminated;

d. One freestanding sign is allowed per street frontage;

e. A freestanding sign may not exceed sixteen (16) square feet in size. If the sign is post mounted on the ground, it shall not exceed 5 feet in height. If the sign is stake mounted or portable, it shall not exceed three 3 feet in height.

2. Notwithstanding anything in this title to the contrary, the standards of this subsection apply to non-residential uses located in residential zoning districts.

~~Residential For Sale and Sold Signs. Limited to one sign per street frontage and in conformance with measurements required by Table 27.10.020(D).~~

~~b. Residential Directional Open House Signs. The number of open house signs permitted, both on-premises and off-premises, shall be a prerogative of the sign code administrator. Open house signs are permitted only during open house hours.~~

~~c. Commercial and Industrial Property for Sale or Rent Signs. One sign per street frontage shall be permitted while the building or part thereof is actually for sale or rent. Dimensioning shall conform to Table 27.10.020(D).~~

~~d. Residential Land Subdivision Sale Signs. Limited to one double-faced sign placed at right angle to the street or two signs parallel to the street dimensioned per Table 27.10.020(D). Such signs shall be removed after 12 months or when 90 percent of the houses in the subdivision are sold or occupied, whichever is shorter.~~

~~e. Subdivision Directional Signs. Limited to four signs and placed only by the developer or residents of the subdivision at locations designated by the sign code administrator. The signs shall bear only the name of the subdivision and a directional arrow. Signs shall be maintained by the developer and removed at the end of one year or when 90 percent of the subdivision is occupied, whichever first occurs.~~

~~f. Undeveloped Residential Property or Acreage for Sale Signs. For sale signs for undeveloped multiple-family-zoned property or for undeveloped, unsubdivided single-family acreage, which may be legally divided into four or more single lots, shall meet the same limitations as those for undeveloped commercial and industrial property for sale signs as set forth in subsection (F)(3)(c) of this section.~~

~~4. Political Campaign Signs. Refer to RMC 27.08.040.~~

~~a. Off-Premises Signs. Off-premises signs shall be placed only after securing the consent of the owner or tenant of the property upon which the sign is placed. Placement locations of off-premises signs shall be approved by the sign code administrator. Off-premises signs, when located off the public right-of-way, shall observe setback requirements and shall be located to conform with sight obstruction requirements of Chapter 12.11 RMC. Signs identifying a group of businesses in a defined area, such as a shopping center or mall, may be located in the public right-of-way. Such signs shall include space for at least four businesses and the name of the business area. No business name shall be listed more than once on a business area sign. [Ord. 3-89].~~

27.08.020030 Standards specific to ~~zones~~ permanent signs.

A. Floodplain, Agricultural, Public Reserve, Single-Family, and Duplex Residential Zones. This subsection shall apply to all areas zoned floodplain (FP), agricultural (AG), public reserve (PR), suburban agriculture (SAG), and all areas zoned suburban residential (R-1) through high-density residential (R-2).

~~1. Residential Uses. Residential uses are permitted identification signs, indicating only the name of the occupant and/or street address of the unit. One permanent sign may be displayed at a premises for which a home occupation permit has been issued pursuant to Chapter 23.42 of this code. The sign must comply with the size limitations set forth in Table 27.10.020(A).~~

~~2. Signs for Other Permitted Uses. Signs for nonresidential uses permitted in the district shall be limited to identification signs, except that home occupations shall be limited to the size limitations set forth for residential identification signs in Table 27.10.020(A).~~

~~23. Permanent Subdivision of Neighborhood Designation Signs. Signs shall One permanent sign may be displayed at each entrance to a subdivision or recognized neighborhood, up to a maximum of four signs. The sign must be unobtrusive, in keeping with the character of the neighborhood, and constructed of quality materials, as approved in advance by the sign code administrator. The signs must comply with the size and location limitations of Chapter 27.10 RMC, Measurements.~~

~~34. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.~~

B. Apartments and Manufactured Home Parks. This subsection shall apply to all areas zoned multiple-family residential (R-3) and all approved manufactured home parks.

1. ~~Sign Regulations.~~ Apartment buildings and manufactured home parks are permitted one ~~identification~~ building mounted sign and one freestanding sign per street frontage. For the purpose of determining the limit on number of signs for apartments, a single apartment complex, regardless of the number of buildings, shall be considered one "building."

2. One permanent sign may be displayed at each entrance to a subdivision or recognized neighborhood, up to a maximum of four (4) signs. The sign(s) must be unobtrusive, in keeping with the character of the neighborhood, and constructed of quality materials, as approved in advance by the sign code administrator. The signs must comply with the size and location limitations of Chapter 27.10 RMC, Measurements.

32. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

C. Neighborhood Business Districts. This subsection shall apply to all areas zoned neighborhood business (C-1).

1. Except as provided in subsection (C)(2) of this section, permitted signs and their regulation shall be the same as those zoned limited business (C-LB).

2. Where signs for permitted uses are not visible to residential uses, or are located more than 200 feet from residential uses, the size limitations of the C-2 and C-3 zoning districts shall apply.

3. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

D. Limited Business District. This subsection shall apply to all areas zoned limited business (C-LB) with the exception that apartment buildings in the limited business district shall be regulated by subsection (B) of this section.

1. Permitted signs are as follows: No more than one freestanding ~~business identification~~ sign is permitted unless the property faces on more than one street or unless the property contains multiple buildings that house multiple businesses. In such cases, each street frontage shall be permitted one freestanding ~~business identification~~ sign or each building shall be permitted one freestanding ~~business identification~~ sign, whichever is greater. One building mounted ~~business identification~~ sign is permitted per street frontage on each building.

2. Buildings Facing on More Than One Street. Buildings or building complexes on street corner locations are permitted a maximum of one freestanding sign per street frontage; provided, that each freestanding sign must be located on a different street and must be more than 100 feet apart, measured in straight line between signs. Buildings or building complexes which extend through a block to face on two parallel streets are permitted one freestanding sign per street frontage.

3. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

E. General Business Districts. This subsection shall apply to all areas zoned commercial recreation (C-R), retail business (C-2), or general business (C-3).

1. Permitted Signs. Permitted signs and their regulations in the retail business, commercial recreation, commercial winery and general business districts shall be the same as those in the limited business district (subsection (D) of this section) with the following additions:

a. Freeway interchange signs are permitted, provided such signs are located on the freeway side of a line 350 feet from and parallel to the interchange right-of-way. The interchange right-of-way shall begin at a point along the freeway 1,500 feet from the center of the street passing over and under the freeway.

~~b. Freestanding signs which incorporate the features of an automatic changing sign or an electronic changing sign may, when assuring 25 percent of the message will be devoted to public service time temperature, exceed the maximum size allowed by 15 percent.~~

~~b~~b. Where freeway interchange signs are permitted or where more than one freestanding sign is permitted, the total allowable surface area may be increased by a multiplier of two; provided, that no individual freestanding sign shall exceed 240 square feet in surface area.

~~d~~c. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

F. Central Business District. This subsection shall apply to all areas zoned central business district (CBD).

1. Permitted Signs. Permitted signs and their regulations in the central business district shall be the same as those in the limited business district (subsection (D) of this section) with the following additions:

~~a. Freestanding signs which incorporate the features of an automatic changing sign or an electronic changing sign may, when assuring 25 percent of the message will be devoted to public service time temperature, exceed the maximum size allowed by 15 percent.~~

~~b~~a. Where more than one freestanding sign is permitted, the total allowable surface area may be increased by a multiplier of two; provided, that no individual freestanding sign shall exceed 240 square feet in surface area.

~~e~~b. All signs shall be in accordance with Chapter 27.10 RMC, Measurements.

2. Supplemental Sign Standards for the Uptown District – Purpose. These supplemental sign standards are put in place to encourage the installation and maintenance of signs that complement and enhance the ~~Geogie/Populuxe~~ style of architecture that is prevalent in the Uptown Shopping Center. Signs located within the uptown district as defined in RMC 23.22.040, Plate 2, shall comply with the following standards and with all sign standards applicable in the central business district. Wherever there is conflict between

general sign standards applicable to the central business district and the following specific sign standards, the following specific sign standards shall control:

a. All signs shall be constructed of durable, weather resistant and easily maintainable materials. No exposed or painted construction grade plywood is permitted on any sign;

b. Whenever signs are placed on an awning or a roof, the applicant shall demonstrate that the awning or roof is able to support the imposed loads of the proposed sign, or that the design of the roof or awning supporting the sign incorporates adequate structural elements to support the sign;

c. Any channel letters included on any sign shall not exceed a maximum size of 16 inches in width and 24 inches in height;

~~d. Any corporate or business logo/symbol included on any sign shall not exceed a maximum size of 12 square feet and a maximum width or height of four feet;~~

~~e~~d. Structural supporting elements shall be incorporated in such a fashion so that they appear to be an integral architectural and aesthetic element of the sign;

~~f~~e. Roof signs shall meet the following criteria:

i. Roof signs may extend up to a maximum of five feet above the intersection of the sign and the building wall or parapet wall. Roof signs may be attached to or placed above a mansard type roof;

ii. Signs attached to a mansard shall be placed in a structure or box extending from the perimeter of the sign face back to the building wall or parapet or mansard roof. Said box shall be either perpendicular to the plane of the sign face or perpendicular to the main building wall.

iii. The base of any channel letters shall extend a minimum of 18 inches above the top of the parapet or building wall supporting the mansard.

iv. No backlit or internally illuminated or "can" type signs shall be permitted on the roof of any building.

~~g~~f. When constructed in conjunction with an awning, "architectural blade" type signs mounted on a building wall may project horizontally a maximum of six feet over the public sidewalk. Where there is no awning present, "blade" type signs may project horizontally a maximum of four feet over the public sidewalk. In all cases the lowest portion of any blade sign shall be placed at least eight feet in height above the public sidewalk.

~~h~~g. Signs may be located on the face of an awning subject to the following criteria:

i. If the sign is a "can" type then the sign box should be constructed to extend from the perimeter of the sign face back to the edge of the fascia a maximum distance of 12 inches.

- ii. The sign must be installed so that the base is flush with the bottom of the awning.
- iii. The height of the sign face shall not be more than 150 percent of the height of the awning fascia.

G. Industrial and Manufacturing Districts. This subsection shall apply to all areas zoned limited manufacturing (I-1), medium industrial (I-M), and heavy manufacturing (M-2).

1. Permitted Signs. Permitted signs and their regulations shall be the same as those in the central business, commercial recreation, and general business districts (see subsections (E) and (F) of this section) ~~except for permanent industrial park or subdivision designation signs. For the purpose of this subsection, "industrial park or subdivision" shall mean a tract of land which is subdivided and developed according to a comprehensive plan and for use by a community of industries, with streets and utilities installed before sites are sold or leased to prospective occupants.~~

2. All signs shall be in accordance with Chapter 27.10 RMC, Measurements

H. Permanent Signs at Fuel Stations and Fuel Stations/Mini-Marts. In addition to signage otherwise permitted herein, a lawfully established automobile service station or fuel station/mini-mart may have one (1) additional sign that meets the requirements of Chapter 27.10 RMC, Measurements, per street frontage. The sign must be permanently mounted.

I. Permanent on-premises sign(s) on property that is vacant and unoccupied for a period of six (6) months or more shall be removed or maintained in lieu of removal. When the property owner elects to maintain in lieu of removal, the sign(s) and supporting structure shall be maintained in accordance with the following:

- a. Signs shall be kept free of rust, dirt and chipped, cracked or peeling paint.
- b. All hanging, dangling, torn or frayed parts of signs shall be promptly repaired and graffiti and unauthorized attachments shall be removed.
- c. Burned-out illumination shall be replaced immediately.
- d. Sign areas shall be kept free and clear of all noxious substances, rubbish, and weeds.
- e. If a sign is removed from its supporting structure for longer than sixty (60) days, the supporting structure shall be removed.
- f. Any sign deemed unsafe by a Building Official shall be removed or fixed within 3 days of written notice.

27.08.030040 Special provisions.

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

A. Signs Subject to Approval by the Planning Commission. The following signs may be

approved by the planning commission, provided they meet the criteria listed, unless waived by the commission:

1. Freestanding, off-premises signs located at the entrance ~~of to~~ a business center area ~~and identifying a group of businesses by name~~ will be allowed if the following criteria exist:

a. When the businesses do not have adequate ability to allow their patrons to see their business location by using allowable signage in this chapter.

b. Permission to locate the sign has been given, in writing, by the property owner where the sign is to be located.

c. The sign meets the structural requirements of the Uniform Sign Code.

d. The sign may be lighted.

e. Letters ~~in the business listing~~ may not be greater than eight inches in height.

f. The sign must be made of a durable material.

g. The sign must not exceed 15 feet in height.

h. The sign may not exceed 45 square feet.

~~i. The sign must allow all businesses to be listed.~~

~~j. The sign may be double faced.~~

~~k. The sign must not be located in a residential zone.~~

~~2. Locator map signs located near entrances to the city may be allowed subject to the following criteria:~~

~~a. The map is designed to show different types of land usage in the city.~~

~~b. The map should also list location of all emergency facilities located in the city.~~

~~c. The sign must not exceed 60 square feet in total size.~~

~~d. The sign may not exceed 10 feet in total height.~~

~~e. Permission to locate the sign must be given, in writing, by the property owner.~~

~~f. A pullout area must be located by the sign to allow people to pull off the roadway to read the sign.~~

~~g. The sign must meet the structural criteria of the Uniform Sign Code.~~

~~h. The sign must be of durable material.~~

~~i. The sign must be lighted.~~

~~j. The sign must not be located in a residential zone.~~

~~3. Business location directory signs may be allowed subject to the following criteria:~~

~~a. All businesses located in the area for which the directory pertains are allowed to be listed.~~

~~b. The sign must conform to the structural criteria of the Uniform Sign Code.~~

~~c. The sign does not exceed 48 square feet.~~

~~d. The sign can be multifaced.~~

~~e. The sign does not exceed five feet in height.~~

~~f. The sign is not located in such a place that it will obstruct either pedestrian or automobile traffic.~~

~~g. The sign must be placed at least three feet to the right or left of the entrance into any building, or eight feet from the building face.~~

~~h. The sign must not be located in a residential zone.~~

42. Freestanding signs on high school or college campuses may be allowed in addition to those signs permitted under Table 27.10.020(A), subject to the following criteria:

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

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

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

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

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

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

B. Signs Subject to Approval by the City Manager or ~~His~~ Designee. Signs may be approved by the city manager or ~~his~~ designee subject to the criteria set forth herein:

1. ~~Business center on-premises and off-premises signs will~~ One (1) freestanding sign within 500 feet of an entrance to a business center may be allowed, subject to ~~if~~ the

following criteria ~~are met~~:

- a. ~~The S~~sign shall be located within 500 feet of an entrance into the business center or shall be located on a property that is included within the business center.
- b. The sign is located within a C-2, C-3, or B-C zoning district.
- c. Permission to locate the sign has been given to the sign permit applicant, in writing, from the property owner where the sign is to be located.
- d. If the business center is five acres in area, or less, or contains less than 100,000 square feet of gross floor area of retail business uses the maximum sign size permitted under this section is 150 square feet and the maximum sign height is 25 feet. If the business center totals more than five acres, and contains more than 100,000 square feet of gross floor area of retail business uses, the maximum sign size is 240 square feet and the maximum sign height is 40 feet. If the business center totals 40 acres or more, and contains more than 200,000 square feet of gross floor area of retail business uses, the maximum sign size is 350 square feet and the maximum sign height is 50 feet.
- e. ~~Business-center signs~~ The sign may double ~~their~~ its otherwise allowable size in square feet when ~~they are~~ located on the freeway side of a line 350 feet from and parallel to the interchange right-of-way. The interchange right-of-way shall begin at a point along the freeway 1,500 feet from the center of the street passing over and under the freeway. Signs constructed pursuant to the provisions of this subsection may be constructed to 80 feet in height; provided, that any ~~business-center~~ sign must be located more than 300 feet from a single-family residential zoning district (R-1 or R-2); and further provided, that any ~~business-center~~ sign increased in size as provided by this section shall not be eligible for further sign size increases as provided for in RMC 27.08.~~020030~~(E)(1)(ab).
- f. ~~Business-center signs~~ The sign shall be non-illuminated or internally illuminated only and shall not include any electronic reader boards or flashing signs.
- g. The maximum size of a ~~business-center~~ sign issued under this section shall be determined as follows:
 - i. Fifty square feet shall be allotted for each business ~~represented on in~~ the ~~sign~~ business center plus 50 square feet ~~for the business-center name~~, but in no case shall a ~~business center~~ sign exceed the size limitations identified in subsection (B)(1)(d) of this section. ~~Business-center signs~~ Signs issued under this section that may double in size by virtue of their proximity to a grade separated interchange as specified in subsection (B)(1)(e) of this section may allot 100 square feet for each business ~~represented on the sign plus 100 square feet for in~~ the business center name plus 100 square feet.
 - h. No portion of a ~~business-center sign devoted to a single business~~ sign shall exceed 100 square feet in area or 200 square feet in area if the sign meets the criteria contained in subsection (B)(1)(e) of this section. No portion of a ~~business-center sign devoted to a~~

~~single business sign~~ shall be less than 10 percent of the total sign area as determined in subsection (B)(1)(g) of this section.

i. A business center that totals less than five acres in area shall be permitted a maximum of one sign, either on- or off-premises. Business centers five acres and larger but less than 40 acres shall be permitted a maximum of two ~~business center~~ signs, but only one such sign shall be off-premises. Business centers 40 acres or larger shall be permitted a maximum of three ~~business center~~ signs, but only one such sign shall be off-premises.

j. ~~Businesses~~ A business located in a business center that ~~are named on a business center~~ has erected a sign under this section shall not be allowed additional freestanding ~~business identification~~ signs on the same street or highway frontage that the ~~business center~~ sign is located on.

k. Freestanding ~~business center~~ signs issued under this section must be separated from other freestanding signs on the same frontage by a horizontal distance of at least twice the total height of the two signs.

~~l. All business center signs shall include the name of the business center. At least 10 percent of the total sign area shall be devoted to the name of the business center.~~

~~m.~~ Applicants for a business center sign shall submit an application that identifies all of the properties that are to be included within a proposed business center and shall identify the size, location and number of all proposed ~~business center~~ signs. Additionally, an agreement signed by all property owners included within the proposed business center shall accompany said application for a proposed ~~business center~~ sign. The agreement shall specify that the property owners:

i. Agree to be included within the proposed business center;

ii. Agree to the boundaries of the proposed business center. Business centers shall consist of properties that are adjacent to or abutting each other. (Properties that are separated only by a public right-of-way are considered to be adjacent to each other for the purposes of this section.);

iii. Agree to the proposed name of the business center;

iv. Agree to the number and locations of all proposed ~~business center~~ signs; and

v. Provide for an entity which shall be responsible for determining ~~which businesses within the business center are included on the business center signs and~~ how maintenance of the signs will be provided.

Said agreement shall be signed and recorded and shall be binding upon the current and future owners of the property within the proposed business center.

~~2. Freestanding off-premises directional signs for an individual business or organization~~

~~will be allowed when a freestanding off-premises business area sign is not allowable and the following criteria are met:~~

- ~~a. Locating the entrance to the business can only be determined with the use of such sign.~~
- ~~b. Permission to locate such sign must be given in writing by the property owner where the sign is to be located and must be approved by the sign code administrator.~~
- ~~c. The sign may be lighted.~~
- ~~d. The sign does not exceed 20 square feet.~~
- ~~e. Only one sign per entrance will be allowed, with a maximum of two for each business.~~
- ~~f. The letters for the name of the business shall be not less than four or more than eight inches in height.~~
- ~~g. The sign does not carry any other type of advertising except as to the name and location of the business.~~
- ~~h. The height of the sign does not exceed eight feet.~~
- ~~i. The sign must meet the structural criteria of the Uniform Sign Code.~~
- ~~j. The sign may be double faced.~~

32. Portable signs located immediately in front of a business will be allowed when the following criteria are met:

- a. No such sign will be allowed on city right-of-way or real property; provided, however, that such signs are allowed in the Parkway and Uptown Overlay Districts.
- b. The sign is up only during business hours.
- c. The sign is placed in such a manner that it is at least four feet from the building and two feet from the curb.
- d. The sign is placed at least three feet to the right or the left of the entrance to the building or eight feet from the building face.
- e. No portion of any portable sign shall be closer than 10 feet to another portable sign.
- f. The sign will be placed in the same location each time and anchored in such a manner as it meets the criteria set forth in the Uniform Sign Code.
- g. The sign will meet the structural criteria set forth in the Uniform Sign Code.
- h. The sign must not exceed five feet in height.

i. The sign must not exceed 12 square feet.

~~j. The sign must not be the primary sign of the business.~~

kj. Only one such sign will be allowed per business.

lk. The sign must be made of a durable material and be maintained according to this code.

43. Community bBanners may be erected over city streets ~~will be allowed~~ when the following criteria are met:

a. Community bBanners shall generally be made of non-durable material ~~and used for a relatively short period of time.~~

b. Community bBanners will be allowed over city streets ~~are allowed~~ only in preselected locations approved by the city manager or ~~his~~ designee.

c. Community bBanners must meet a general physical condition approval of the administrator.

~~d. Street banners are for the announcing of public or charitable events.~~

ed. Duration of exhibiting a ~~community~~ banner is limited to one (1) week ~~prior to a specific event, and must be removed promptly after the event's conclusion.~~

~~f. Community banners for long-term events may stay in place for the duration of the event so long as the event does not exceed four months and the banner remains unweathered.~~

ge. Any banner over a city street must be a minimum of 16 feet from the street surface.

f. Any banner must be for a non-commercial use or purpose.

54. Streetside ~~community~~ banners will be allowed when the following criteria are met:

a. Generally pole mounted banners shall be made of nondurable material such as woven fabric or approved plastic material.

~~b. Streetside banners either designate business area within the city, announce a public or charitable event, promote economic development, or are seasonal decoration.~~

eb. Streetside banners shall only be displayed for as long as the banners remain in good condition. Banners that are weathered beyond their intended use, as determined by the city manager or ~~his~~ designee, shall be removed or replaced.

c. Duration of exhibiting a streetside banner is limited to one (1) week.

~~d. Special event banners will follow the same time criteria as in subsection (B)(5)(c) of this section.~~

ed. Any banner on a pedestrian right-of-way must be a minimum of eight (8) feet from the sidewalk surface.

fe. These banners must meet all safety standards and codes for both pedestrian and vehicular traffic.

gf. The decision as to the appropriateness, size, location, and physical conditions of streetside banners will be that of the city manager or his designee.

hg. Streetside community banners shall be located only on the following designated street sections:

- i. Columbia Center Boulevard from Columbia Park Trail south to city limits;
- ii. Columbia Park Trail from east city limits to SR 240 Overpass and from Queensgate Drive to Malibu Private Road;
- iii. Columbia Point Drive;
- iv. Duportail Street from Queensgate Drive to Keene Road;
- v. Fowler Street from east city limits to Georgia Avenue;
- vi. Gage Boulevard from east city limits to Keene Road;
- vii. George Washington Way from I-182 to McMurray Street;
- viii. Jadwin Avenue from George Washington Way to Stevens Drive;
- ix. Keene Road, from approximately 1,200 feet east of Queensgate Boulevard to approximately 600 feet west of Queensgate Boulevard;
- x. Kennedy Road between Duportail Street and west city limits;
- xi. Lee Boulevard from Howard Amon Park to Thayer Drive;
- xii. Leslie Road from Gage Boulevard to the abandoned railroad right-of-way;
- xiii. Queensgate Drive from Keene Road to Truman Avenue;
- xiv. Spaulding Avenue from Columbia Park Trail to Fowler Street;
- xv. Sprout Street;
- xvi. Stevens Drive between Lee Boulevard and Williams Boulevard and between the bypass highway and Horn Rapids Road;
- xvii. Swift Boulevard from George Washington Way to Long Avenue;
- xviii. Symons Street from George Washington Way to Jadwin Avenue;

- xix. Tapteal Drive from Steptoe Street to Columbia Center Boulevard;
- xx. Torbett Street from George Washington Way to Jadwin Avenue;
- xxi. Truman Avenue;
- xxii. Van Giesen Street from George Washington Way to Jadwin Avenue; and between Alder Avenue and Wright Avenue;
- xxiii. Wellsian Way from Aaron Drive to Lee Boulevard; and
- xxiv. Williams Boulevard from George Washington Way to Jadwin Avenue;
- xxv. Streetside banners may also be permitted on street sections in addition to those included in the above list, if such street section(s) is the determination of the city manager or ~~his~~ designee that the street section is primarily located in an area that abuts commercial land uses.

~~6. Sponsored banners shall be subject to the criteria set forward in subsection (B)(4) of this section and shall be subject to approval by the Richland city council or their designee.~~

~~7~~5. Streetside signs will be allowed when the following criteria are met:

a. Signs shall be of durable construction.

b. ~~Announce public or charitable event, or are seasonal decorations~~ Duration of exhibiting a streetside sign is limited to one (1) week.

~~c. The allowable duration of exhibiting will be the same time criteria as in subsection (B)(5)(c) of this section, with the exception of designation of business area signs. Business area designation signs may remain in place as long as they are accurate.~~

~~d~~c. Any streetside sign extending over a pedestrian right-of-way must be a minimum of eight feet from the sidewalk surface.

~~e~~d. Any sign of this nature which extends over a vehicular right-of-way must be a minimum of 16 feet above the roadway surface.

~~f~~e. All signs must meet public safety standards and codes.

~~g~~f. The decision as to the ~~appropriateness~~, size, location and physical conditions of streetside signs will be that of the sign code administrator.

27.08.040-050 Temporary political signs Substitution of message.

A non-commercial message may be substituted, in whole or in part, for any other message displayed on any sign which conforms to this title without consideration of message content. Such substitution of message may be made without any additional approval, permitting, registration or notice. Any on-site commercial message may be

substituted for any other on-site commercial message.

~~A. Purpose.~~

~~1. The purpose of this section is to protect the city from visual pollution or litter resulting from the posting of election signs beyond election campaign periods, while at the same time protecting the citizens' right to express political ideology and support of particular candidates or public issues freely.~~

~~2. Any political sign which is erected within the city of Richland shall be the sole responsibility of the individual or group erecting such sign. Such sign or signs shall comply with all laws of the state of Washington with regard to the information that must be contained thereon, and in the event that there appears thereon no name for the group or individual sponsoring such sign, the individual or organization on whose behalf the sign is erected as determined by the message inscribed thereon shall be responsible for the sign.~~

~~3. Public Notice Unaffected. Nothing in this section shall be construed to prohibit the placement of public notices required by law.~~

~~B. Political Headquarters Signs.~~

~~1. Party Headquarters. On-premises political signs are permitted on the premises of political headquarters located in the business districts and in commercial and manufacturing districts, so long as the signs meet the requirements of those districts.~~

~~2. Headquarters for Candidate or Ballot Issue. On-premises political signs are permitted on the premises of the headquarters of a candidate for elective public office or on the headquarters of persons supporting or opposing a public issue decided by ballot, when such headquarters are located in the business districts and in commercial and manufacturing districts.~~

~~C. Placement of Temporary Political Signs.~~

~~1. It is unlawful for any person to place, paste, paint, affix, or fasten on any utility pole, or on or immediately adjacent to the sidewalk, roadway, or on any public building or structure, or in any dedicated public park, any such sign, poster, or bill, or other advertising device when such facilities are located on public property or within public easement.~~

~~2. Signs, posters, or bills promoting or publicizing candidates for public office or issues that are to be voted upon in a general or special election may be displayed on private property with the expressed permission of the owner or person entitled to possession thereof.~~

~~3. No temporary political sign placed on private property shall exceed 32 square feet in area.~~

~~4. All temporary political signs shall observe the following minimum setbacks along public streets:~~

~~a. Where sidewalks are provided, signs shall be located so that no portion thereof shall be closer than one foot from the sidewalk, on either side.~~

~~b. Where no sidewalk exists, signs shall be located a minimum of five feet from the curb, or where no curb exists, from the roadway or parking area edge.~~

~~c. At street intersections, signs exceeding 30 inches in height shall be located a minimum of 20 feet from the intersection, as measured along the street.~~

~~5. No political sign shall in any way interfere with or obstruct any traffic control device or in any other manner interfere with the control of traffic on the streets of the city of Richland.~~

~~D. Duty to Remove Temporary Political Signs.~~

~~1. It is the duty of a political candidate to remove those temporary political signs authorized by his/her committee within 24 hours of being notified by the sign code administrator to do so.~~

~~2. It is the duty of the responsible officer of a political committee proposing or opposing a ballot issue to remove its temporary political signs within 24 hours of being notified by the sign code administrator to do so.~~

~~3. Removal of Signs Following Election. Any such sign, poster, or bill shall be removed within 10 days following an election. It shall be the responsibility of the above campaign officer or responsible official to have the signs, posters, or bills removed.~~

~~E. Abatement.~~

~~1. The display of any political sign in violation of this section shall be presumed to have been done at the direction and request of the campaign officer or responsible official.~~

~~2. If any political candidate or committee fails to remove his/her/its temporary political signs within 24 hours of being informed by the sign code administrator to do so, the administrator may, with the consent of the rightful occupier of the land upon which the temporary political sign is posted, or pursuant to a lawfully issued warrant, enter upon such land and remove such sign.~~

~~3. No person, after proper demand is made pursuant to a lawful warrant, shall fail to permit the sign code administrator to enter promptly and to remove such sign. The cost of such entry and abatement shall be paid by the candidate or political committee whose sign is removed; provided, the rightful occupier of the land rather than a candidate or political committee shall be liable for such costs if the candidate or political committee is denied access to a sign to effect its removal.~~

~~4. The sign code administrator may request the assistance of the city attorney in procuring search warrants or recovering costs enforcing this section. [Ord. 3-89; Ord. 23-94].~~

Section 5. Richland Municipal Code Chapter 27.10, entitled Measurements, as enacted by Ordinance No. 3-89, and last amended by Ordinance No. 04-09, is hereby amended to read as follows:

Chapter 27.10 MEASUREMENTS

Sections:

27.10.010 General provisions.

27.10.020 Tables.

27.10.010 General provisions.

Measurement of signs regulated by this code shall be in accordance with the definitions set forth in Chapter 27.06 RMC (Definitions) and with Tables 27.10.020(A), (B), and (C), ~~and (D).~~

27.10.020 Tables.

The following tables are hereby incorporated in this code:

A. Table 27.10.020(A) – General Provisions;

B. Table 27.10.020(B) – Specific Provisions; and

C. Table 27.10.020(C) – Maximum Number of Signs. and

~~D. Table 27.10.020(D) – Temporary Signs.~~

MEASUREMENTS

**TABLE 27.10.020(A)
– GENERAL PROVISIONS**

ZONING DISTRICT	TYPE OF SIGN	MAXIMUM NO. OF SIGNS ALLOWED	MAXIMUM HEIGHT OF SIGN	MAXIMUM SIZE OF SIGN	FORMULA FOR COMPUTING MAX. SIGN AREA (SIZE)	MINIMUM SETBACKS
B-C, C-2, C-3, CBD, CR, I-1, I-M, M-2	Bldg. Mounted	Varies – See Table 27.10.020(C)	Height of bldg.	300 sq. ft.	20% of largest facade	
	Freestanding	1 per street frontage ^(b)	30 ft.	240 sq. ft.	12 x square root of F (F = longest building wall)	Center 2/3 of frontage or 15 feet from side property lines
C-1, C-LB, CW and WF CW	Bldg. Mounted	1 per street frontage or user	Height of bldg.	100 sq. ft.	10% of building facade.	
	Freestanding	1 per street frontage ^(b)	20 ft.	40 sq. ft.	1 sq. ft. per foot of building frontage	Center 2/3 of frontage or 15 feet from side property lines
R-3	Bldg. Mounted	1 per street frontage	15 ft.	32 sq. ft.	2 sq. ft. per dwelling	
	Freestanding	1 per street frontage ^(b)	8 ft.	32 sq. ft.	2 sq. ft. per dwelling	Building setback
	Res. ID Sign			2 sq. ft.		

ZONING DISTRICT	TYPE OF SIGN	MAXIMUM NO. OF SIGNS ALLOWED	MAXIMUM HEIGHT OF SIGN	MAXIMUM SIZE OF SIGN	FORMULA FOR COMPUTING MAX. SIGN AREA (SIZE)	MINIMUM SETBACKS
R-2, R-1M, R-1L, R-1, SAG, AG, FP, PR and PUD	Signs for Nonresidential Uses (Bldg. Mounted)	1	25 ft.	50 sq. ft.		
	<u>Bldg. Mounted Signs for Nonresidential Uses (Freestanding) (Wall signs)</u>	1	16 ft.	32 sq. ft.		Building setback or 0 if 150 ft. away from any residence
	<u>Subdivision or Neighborhood Designation Signs located near entrance to subdivision or neighborhood</u>	1 per entrance, maximum of 4 per subdivision/neighborhood	4 ft.	32 sq. ft.		Between building line and property or within right-of-way if okayed by city engineer.

- (a) In multiple-business centers, the facade area for each tenant or user is derived by measuring only the surface of the exterior of the premises actually used by the tenant or user.
- (b) Where more than one sign is permitted, there shall be a minimum distance of 100 feet between signs.

MEASUREMENTS

**TABLE 27.10.020(B)
– SPECIFIC PROVISIONS**

TYPE OF SIGN	MAXIMUM SIZE/AREA	FORMULA	MAXIMUM HEIGHT	MAXIMUM PROJECTION ALLOWED	MINIMUM SETBACK	MINIMUM CLEARANCE	OTHER
Wall Signs	Varies per zone	Varies per zone	Top of bldg. wall	18 inches	N/A	8' if sign projects more than 6 inches	May project over public property
Projecting Signs	Varies per zone	Varies per zone	1' above bldg. wall	– 8' from bldg. face – 30" over public sidewalks	N/A	10'	
Marquee and Canopy Signs	Varies per zone	Varies per zone	1' above face attached to	1' from face attached to	N/A	10'	
Identification Signs under Marquees and Canopies	6 sq. ft.	N/A	N/A	N/A	N/A	8'	Maximum of 2' below canopy or marquee
Gasoline Price Signs <u>authorized by RMC 27.08.030(H)</u>	12 sq. ft.	N/A	N/A	N/A	Behind Property Line	N/A	1 per street frontage

TYPE OF SIGN	MAXIMUM SIZE/AREA	FORMULA	MAXIMUM HEIGHT	MAXIMUM PROJECTION ALLOWED	MINIMUM SETBACK	MINIMUM CLEARANCE	OTHER
Window Signs	15 sq. ft. or 10% of window area, whichever is less	N/A	N/A	N/A	N/A	N/A	
Freeway Interchange Signs	240 sq. ft.	12 x square root of F (F = longest building wall)	80'	N/A	Behind Property Line	N/A	
Industrial Park/Subdivision Signs	100 sq. ft./entrance	N/A	30'	N/A	Behind Property Line	N/A	May be within right-of-way with approval of city engineer

MEASUREMENTS

TABLE 27.10.020(C)
– MAXIMUM NUMBER OF SIGNS

(C-2, C-3, CBD, CR, CW, I-1, I-M, and M-2 ZONES)

SURFACE AREA OF LARGEST BUILDING FACADE	MAXIMUM NUMBER OF SIGNS
Less than 500 square feet	3
500 square feet – 1,499 square feet	4
1,500 square feet – 2,999 square feet	5
Over 3,000 square feet	6
ADDITIONAL PROVISIONS: – Building located at intersection – add one sign. – Buildings with more than 3,000 sq. ft. on one facade are permitted one sign for each clearly differentiated business use with a separate exterior entrance, in addition to the six allotted above. – Where the maximum number of signs allowed above is not sufficient to allow at least one sign for each tenant or user of a building, the maximum number shall be increased to ensure that all tenants or users are allowed on building-mounted signs.	

MEASUREMENTS

**TABLE 27.10.020(D)
—TEMPORARY SIGNS**

TYPE OF SIGN	MAXIMUM AREA	MAXIMUM HEIGHT	MINIMUM SETBACK	MAXIMUM PROJECTION ALLOWED	OTHER
Construction Signs—General	64 sq. ft.	10 sq. ft.	10 ft. from property line	N/A	
Construction Signs—Single-Family Residential	8 sq. ft.	N/A	10 ft. from property line	N/A	
Residential—For Sale or Sold	6 sq. ft.	N/A	Wholly on property	N/A	
Residential Directional—Open House	6 sq. ft.	N/A	Wholly on property for one (1)	N/A	Directional may be placed along property of public right-of-way
Commercial and Industrial Property for Sale or Rent	32 sq. ft.	8 sq. ft.	15 ft. from property line	N/A	
Residential Land Subdivision	32 sq. ft.	8 sq. ft.	30 ft. from abutting owner's property line	Not beyond building line	
Residential Land Subdivision Directional	4 sq. ft.	N/A	N/A	N/A	Placement maximum 1 mile distance from entrance
Political	32 sq. ft.		Totally behind sidewalk or 5 feet from curb		

Section 6. Richland Municipal Code Section 27.12.010, entitled Administration and inspection, as enacted by Ordinance No. 3-89, and last amended by Ordinance No. 31-03, is hereby amended to read as follows:

27.12.010 Administration and inspection.

A. Administration. The sign code administrator shall be the community development director ~~deputy city manager for community and development services~~ or ~~his~~ designee. The sign code administrator is authorized and directed to enforce and carry out all provisions of this code, and for that purpose is authorized to formulate, adopt, and enforce rules, regulations, and procedures consistent with the purposes and requirements of this code.

B. Inspection. The sign code administrator may, with the consent of the occupant or owner, or pursuant to a lawfully issued warrant, enter or inspect any building, structure, or premises in the city, upon which, or in connection with which a sign, as defined by this code, is located for the purpose of inspection of the sign, its structural integrity, and to ensure compliance with the provisions of this code.

Section 7. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the ____ day of _____, 2018.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS, City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: _____

EXHIBIT 3



File No. EA2018-125

CITY OF RICHLAND Determination of Non-Significance

Description of Proposal: Text amendment to RMC Title 27, Signs.

Proponent: City of Richland

Location of Proposal: City Wide Code Amendment

Lead Agency: City of Richland

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

() There is no comment for the DNS.

() This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for fourteen days from the date of issuance.

(X) This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

Responsible Official: Mike Stevens

Position/Title: Planning Manager

Address: 505 Swift Boulevard, Richland, WA 99352

Date: December 3, 2018

Signature _____

SEPA ENVIRONMENTAL CHECKLIST

Purpose of checklist:

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants:

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for Lead Agencies:

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals:

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B plus the [SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS \(part D\)](#). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in Part B - Environmental Elements –that do not contribute meaningfully to the analysis of the proposal.

A. Background [\[HELP\]](#)

1. Name of proposed project, if applicable: **City of Richland Municipal Code Amendment – Chapter 27, Signs.**
2. Name of applicant: **Shane O'Neill, Senior Planner**

3. Address and phone number of applicant and contact person: **City of Richland Development Services, 840 Northgate Drive, Richland, WA 99352**
4. Date checklist prepared: **September 27, 2018**
5. Agency requesting checklist: **City of Richland Development Services (Planning Division)**
6. Proposed timing or schedule (including phasing, if applicable): **Upon adoption by City of Richland City Council, Fall/Winter 2018.**
7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. **No, this is a stand alone text amendment.**
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. **None other than this SEPA Checklist. The original City of Richland Comprehensive Plan and Zoning Code were prepared through an EIS process.**
9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. **N/A as this is a text amendment only.**
10. List any government approvals or permits that will be needed for your proposal, if known. **The proposed text amendment will need to be adopted via ordinance by the City Council.**
11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.) **Proposed text amendment to Title 27, Signs, of the Richland Municipal Code (RMC) to be in compliance with the US Supreme Court Decision regarding Reed vs. City of Gilbert.**
12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist. **The proposed text amendment will apply to all areas of the City in which signs/advertising are proposed.**

B. Environmental Elements [\[HELP\]](#)

1. Earth [\[help\]](#)

- a. General description of the site:

(circle one): Flat, rolling, hilly, steep slopes, mountainous, other _____

N/A as this is a text amendment only. However, the city contains areas which meet each of the descriptions above.

b. What is the steepest slope on the site (approximate percent slope)? **N/A as this is a text amendment only.**

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils. **N/A as this is a text amendment only.**

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. **N/A as this is a text amendment only.**

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill. **N/A as this is a text amendment only.**

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. **N/A as this is a text amendment only.**

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? **N/A as this is a text amendment only.**

h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any: **N/A as this is a text amendment only.**

2. Air [\[help\]](#)

a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known. **N/A as this is a text amendment only.**

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. **N/A as this is a text amendment only.**

c. Proposed measures to reduce or control emissions or other impacts to air, if any: **N/A as this is a text amendment only.**

3. Water [\[help\]](#)

a. Surface Water: [\[help\]](#)

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. **N/A as this is a text amendment only. However, the City of Richland is located adjacent to the Columbia and Yakima Rivers.**

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. **N/A as this is a text amendment only.**
- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material. **N/A as this is a text amendment only.**
- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known. **N/A as this is a text amendment only.**
- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. **N/A as this is a text amendment only. However, there are areas within the city that are located within the 100-year floodplain. Future sign permits within floodplain areas will be required to comply with the requirements of the city's Flood Damage Prevention Ordinance and Critical Areas Ordinance.**
- 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. **N/A as this is a text amendment only.**

b. Ground Water: [\[help\]](#)

- 1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. **N/A as this is a text amendment only.**
- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. **N/A as this is a text amendment only.**

c. Water runoff (including stormwater):

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. **N/A as this is a text amendment only.**
- 2) Could waste materials enter ground or surface waters? If so, generally describe. **N/A as this is a text amendment only.**

3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe. **N/A as this is a text amendment only.**

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any: **N/A as this is a text amendment only.**

4. **Plants** [help]

a. Check the types of vegetation found on the site: **N/A as this is a text amendment only. However, a variety of shrub-steppe and other types of vegetation can be found throughout the city.**

- ☐ deciduous tree: alder, maple, aspen, other
- ☐ evergreen tree: fir, cedar, pine, other
- ☐ shrubs
- ☐ grass
- ☐ pasture
- ☐ crop or grain
- ☐ Orchards, vineyards or other permanent crops.
- ☐ wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
- ☐ water plants: water lily, eelgrass, milfoil, other
- ☐ other types of vegetation

b. What kind and amount of vegetation will be removed or altered? **N/A as this is a text amendment only.**

c. List threatened and endangered species known to be on or near the site. **N/A as this is a text amendment only. However, the City's Municipal Code has provisions for the protection of threatened and endangered species which will have to be complied with for any new sign permit approval.**

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: **N/A as this is a text amendment only.**

e. List all noxious weeds and invasive species known to be on or near the site. **N/A as this is a text amendment only.**

5. **Animals** [help]

a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site. **N/A as this is a text amendment only. However, many different types of birds, mammals and fish live within or near the city.**

Examples include:

- birds: hawk, heron, eagle, songbirds, other:
- mammals: deer, bear, elk, beaver, other:
- fish: bass, salmon, trout, herring, shellfish, other _____

b. List any threatened and endangered species known to be on or near the site. **N/A as this is a text amendment only.**

c. Is the site part of a migration route? If so, explain. **The City of Richland is located within the Mid-Columbia Flyway.**

d. Proposed measures to preserve or enhance wildlife, if any: **N/A as this is a text amendment only.**

e. List any invasive animal species known to be on or near the site. **N/A as this is a text amendment only.**

6. Energy and Natural Resources [\[help\]](#)

a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc. **N/A as this is a text amendment only.**

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. **N/A as this is a text amendment only.**

c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:

7. Environmental Health [\[help\]](#)

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe. **N/A as this is a text amendment only.**

1) Describe any known or possible contamination at the site from present or past uses.
N/A as this is a text amendment only.

2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.
N/A as this is a text amendment only.

3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.
N/A as this is a text amendment only.

4) Describe special emergency services that might be required.
N/A as this is a text amendment only.

5) Proposed measures to reduce or control environmental health hazards, if any:
N/A as this is a text amendment only.

b. Noise

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? **N/A as this is a text amendment only.**
- 2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. **N/A as this is a text amendment only.**
- 3) Proposed measures to reduce or control noise impacts, if any: **N/A as this is a text amendment only.**

8. Land and Shoreline Use [\[help\]](#)

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe. **N/A as this is a text amendment only. However, there are many different types of land uses within the City of Richland and the sign regulations have been written to take the various land uses into consideration.**
- b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use? **N/A as this is a text amendment only.**
 - 1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how: **N/A as this is a text amendment only.**
- c. Describe any structures on the site. **N/A as this is a text amendment only. However, there are thousands of different structures located within the city limits.**
- d. Will any structures be demolished? If so, what? **N/A as this is a text amendment only.**
- e. What is the current zoning classification of the site? **N/A as this is a text amendment only. The City has a number of different zoning classifications ranging from agriculture, residential, commercial, industrial and open space.**
- f. What is the current comprehensive plan designation of the site? **N/A as this is a text amendment only. However, the City has a number of different land use classifications ranging from Agriculture, residential, commercial, industrial, urban reserve, public facility and open space.**
- g. If applicable, what is the current shoreline master program designation of the site? **N/A as this is a text amendment only. Portions of the city are located within the jurisdiction of the Shoreline Master Program; However, this text amendment in and of itself does not result in any physical alterations of the land.**

- h. Has any part of the site been classified as a critical area by the city or county? If so, specify. **N/A as this is a text amendment only. However, different areas of the city are regulated by the City's Critical Areas Ordinance.**
- i. Approximately how many people would reside or work in the completed project? **N/A as this is a text amendment only.**
- j. Approximately how many people would the completed project displace? **N/A as this is a text amendment only.**
- k. Proposed measures to avoid or reduce displacement impacts, if any: **N/A as this is a text amendment only.**
- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: **N/A as this is a text amendment only.**
- m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any: **N/A as this is a text amendment only.**

9. Housing [\[help\]](#)

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. **N/A as this is a text amendment only.**
- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. **N/A as this is a text amendment only.**
- c. Proposed measures to reduce or control housing impacts, if any: **N/A as this is a text amendment only.**

10. Aesthetics [\[help\]](#)

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? **N/A as this is a text amendment only.**
- b. What views in the immediate vicinity would be altered or obstructed? **N/A as this is a text amendment only.**
- c. Proposed measures to reduce or control aesthetic impacts, if any: **N/A as this is a text amendment only.**

11. Light and Glare [\[help\]](#)

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? **N/A as this is a text amendment only.**
- b. Could light or glare from the finished project be a safety hazard or interfere with views? **N/A as this is a text amendment only.**

c. What existing off-site sources of light or glare may affect your proposal? **N/A as this is a text amendment only.**

d. Proposed measures to reduce or control light and glare impacts, if any: **N/A as this is a text amendment only.**

12. Recreation [\[help\]](#)

a. What designated and informal recreational opportunities are in the immediate vicinity? **N/A as this is a text amendment only. However, the City of Richland has a number of different recreational opportunities including city parks, commercial recreational establishments (theaters, museums, etc.), golf courses, riverfront areas (Columbia River & Yakima River) and eating/drinking establishments.**

b. Would the proposed project displace any existing recreational uses? If so, describe. **N/A as this is a text amendment only.**

c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: **N/A as this is a text amendment only.**

13. Historic and cultural preservation [\[help\]](#)

a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe. **N/A as this is a text amendment only.**

b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources. **N/A as this is a text amendment only.**

c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc. **N/A as this is a text amendment only.**

d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required. **N/A as this is a text amendment only.**

14. Transportation [\[help\]](#)

a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any. **N/A as this is a text amendment only.**

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop? **N/A as this is a text amendment only.**
- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate? **N/A as this is a text amendment only.**
- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private). **N/A as this is a text amendment only.**
- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe. **N/A as this is a text amendment only.**
- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates? **N/A as this is a text amendment only.**
- g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe. **N/A as this is a text amendment only.**
- h. Proposed measures to reduce or control transportation impacts, if any: **N/A as this is a text amendment only.**

15. Public Services [\[help\]](#)

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. **N/A as this is a text amendment only.**
- b. Proposed measures to reduce or control direct impacts on public services, if any. **N/A as this is a text amendment only.**

16. Utilities [\[help\]](#)

- a. Circle utilities currently available at the site: **N/A as this is a text amendment only.**
electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other _____
- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed. **N/A as this is a text amendment only.**

C. Signature [\[HELP\]](#)

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: _____

Name of signee Shane O'Neill

Position and Agency/Organization Senior Planner

Date Submitted: September 28, 2018

D. Supplemental sheet for nonproject actions [\[HELP\]](#)

(IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise? **N/A as this is a text amendment only. The proposal consists only of an amendment to Title 27, Signs, of the Richland Municipal Code. Any signs/advertising contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

Proposed measures to avoid or reduce such increases are: **N/A as this is a text amendment only. The proposal consists only of an amendment to Title 27, Signs, of the Richland Municipal Code. Any signs/advertising contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

2. How would the proposal be likely to affect plants, animals, fish, or marine life? **N/A as this is a text amendment only. The proposal consists only of an amendment to Title 27, Signs, of the Richland Municipal Code. Any signs/advertising contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

Proposed measures to protect or conserve plants, animals, fish, or marine life are: **N/A as this is a text amendment only. The proposal consists only of an amendment to Title**

27, Signs, of the Richland Municipal Code. Any signs/advertising contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.

3. How would the proposal be likely to deplete energy or natural resources? **N/A as this is a text amendment only. The proposal consists only of an amendment to Title 27, Signs, of the Richland Municipal Code. Any signs/advertising contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

Proposed measures to protect or conserve energy and natural resources are: **N/A as this is a text amendment only. The proposal consists only of an amendment to Title 27, Signs, of the Richland Municipal Code. Any signs/advertising contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands? **N/A as this is a text amendment only. The proposal consists only of an amendment to Title 27, Signs, of the Richland Municipal Code. Any signs/advertising contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

Proposed measures to protect such resources or to avoid or reduce impacts are: **N/A as this is a text amendment only. The proposal consists only of an amendment to Title 27, Signs, of the Richland Municipal Code. Any signs/advertising contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans? **N/A as this is a text amendment only. The proposal consists only of an amendment to Title 27, Signs, of the Richland Municipal Code. Any signs/advertising contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

Proposed measures to avoid or reduce shoreline and land use impacts are: **N/A as this is a text amendment only. The proposal consists only of an amendment to Title 27, Signs, of the Richland Municipal Code. Any signs/advertising contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

6. How would the proposal be likely to increase demands on transportation or public services and utilities? **N/A as this is a text amendment only. The proposal consists only of an amendment to Title 27, Signs, of the Richland Municipal Code. Any signs/advertising contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

Proposed measures to reduce or respond to such demand(s) are: **N/A as this is a text amendment only. The proposal consists only of an amendment to Title 27, Signs, of the Richland Municipal Code. Any signs/advertising contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment. **N/A as this is a text amendment only. The proposal consists only of an amendment to Title 27, Signs, of the Richland Municipal Code. Any signs/advertising contemplated will need to comply with all local, state and federal regulations including, but not limited to: Zoning, Critical Areas, Shoreline Master Program, Flood Damage Prevention and the International Building Code.**



Department of Community Development

Innovation is in our nature.

EXHIBIT 4

Notice of Proposed Amendment Request for Expedited Review

Pursuant to RCW 36.70A.106(3)(b), the following jurisdiction provides notice of a proposed development regulation amendment and requests expedited state agency review under the Growth Management Act.

Under statute, proposed amendments to comprehensive plans are not eligible for expedited review. The expedited review period is 10 business days (14 calendar days).

(If needed, you may expand this form and the fields below, but please try to keep the entire form under two pages in length.)

Jurisdiction:	City Richland, Development Services - Planning
Mailing Address:	505 Swift Blvd., MS-35 Richland, WA 99352
Date:	October 18, 2018

Contact Name:	Mike Stevens
Title/Position:	Planning Manager
Phone Number:	(509) 942-7596
E-mail Address:	mstevens@ci.richland.wa.us

Brief Description of the Proposed/Draft Development Regulations Amendment: (40 words or less)	Amend RMC Title 27 - Signs.
Is this action part of the periodic review and update? GMA requires review every 8 years under RCW 36.70A.130(4)-(6) .	Yes: ____ No: ☒
Public Hearing Date:	Planning Board/Commission: November 28, 2018 Council/County Commission: December 18, 2018
Proposed Adoption Date:	January 2, 2019 or as soon thereafter as possible

REQUIRED: Attach or include a copy of the proposed amendment text.



STATE OF WASHINGTON

DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

October 22, 2018

Mike Stevens
Planning Manager
City of Richland
505 Swift Boulevard
MS: 35
Richland, Washington 99352

Dear Mr. Stevens:

Thank you for sending the Washington State Department of Commerce (Commerce) the following materials as required under RCW 36.70A.106. Please keep this letter as documentation that you have met this procedural requirement.

City of Richland - Proposed amendment to RMC Title 27 - Signs. These materials were received on October 18, 2018 and processed with the material ID # 25417. Expedited Review is requested under RCW 36.70A.106(3)(b).

City of Richland - Proposed amendment to RMC Chapter 23.62 - Wireless Communications Facilities. These materials were received on October 18, 2018 and processed with the material ID # 25418. Expedited Review is requested under RCW 36.70A.106(3)(b).

If this submitted material is an adopted amendment, then please keep this letter as documentation that you have met the procedural requirement under RCW 36.70A.106.

If you have submitted this material as a draft amendment requesting expedited review, then we have forwarded a copy of this notice to other state agencies for expedited review and comment. If one or more state agencies indicate that they will be commenting, then Commerce will deny expedited review and the standard 60-day review period (from date received) will apply. Commerce will notify you by e-mail regarding of approval or denial of your expedited review request. If approved for expedited review, then final adoption may occur no earlier than fifteen calendar days after the original date of receipt by Commerce. Please remember to submit the final adopted amendment to Commerce within ten days of adoption.

If you have any questions, please contact Growth Management Services at reviewteam@commerce.wa.gov, or call Dave Andersen (509) 434-4491 or Paul Johnson (360) 725-3048.

Sincerely,

Review Team
Growth Management Services

Stevens, Mike

From: COM GMU Review Team <reviewteam@commerce.wa.gov>
Sent: Tuesday, November 6, 2018 6:46 AM
To: Stevens, Mike
Cc: Andersen, Dave (COM)
Subject: 25417, City of Richland, Expedited Review Granted, DevRegs

Dear Mr. Stevens:

The City of Richland has been granted expedited review for the: Proposed amendment to RMC Title 27 - Signs. This proposal was submitted for the required state agency review under RCW 36.70A.106.

As of receipt of this email, the City of Richland has met the Growth Management Act notice to state agency requirements in RCW 36.70A.106 for this submittal. For the purpose of documentation, please keep this email as confirmation.

If you have any questions, please contact reviewteam@commerce.wa.gov



EXHIBIT 5

CITY OF RICHLAND NOTICE OF APPLICATION, PUBLIC HEARING AND OPTIONAL DNS (CA2018-101 & EA2018-125)

Notice is hereby given that the City of Richland has filed an application for a text amendment to RMC Title 27 in order to modify the current sign regulations to be consistent with the U.S. Supreme Court Decision regarding Reed vs. Town of Gilbert.

Pursuant to Richland Municipal Code (RMC) Section 19.20 the Richland Planning Commission will conduct a public hearing and review of the application at 7:00 p.m., Wednesday, November 28, 2018 in the Richland City Hall Council Chambers, 505 Swift Boulevard. All interested parties are invited to attend and present testimony at the public hearing.

Environmental Review: The proposal is subject to environmental review. The City of Richland is lead agency for the proposal under the State Environmental Policy Act (SEPA) and has reviewed the proposed project for probable adverse environmental impacts and expects to issue a determination of non-significance (DNS) for this project. The optional DNS process in WAC 197-11-355 is being used. This may be your only opportunity to comment on the environmental impacts of the proposed development. The environmental checklist and related file information are available to the public and can be viewed in the Development Services Division Office or City of Richland website www.ci.richland.wa.us.

Any person desiring to express his views or to be notified of any decisions pertaining to this application should notify Mike Stevens, Planning Manager, 840 Northgate Drive, P.O. Box 190, Richland, WA 99352. Comments may also be faxed to (509) 942-7764 or emailed to mstevens@ci.richland.wa.us. Written comments should be received no later than 5:00 p.m. on Friday, November 9, 2018 to be incorporated into the staff report. Comments received after that date will be entered into the record at the hearing.

Copies of the staff report and recommendation will be available in the Development Services Division Office or City of Richland website www.ci.richland.wa.us beginning Wednesday, November 21, 2018.



Department of Energy

Bonneville Power Administration
2211 North Commercial Avenue
Pasco, WA 99301

TRANSMISSION SERVICES

November 2, 2018

In reply refer to: City of Richland Municipal Code Amendment CA2018-101 (Signs)
Located within the City of Richland, WM, Benton County, Washington

Mike Stevens
City of West Richland
Community Planning/Senior Planner
3801 West Van Giesen
West Richland, WA 99353

Dear Mike:

Bonneville Power Administration (BPA) has had the opportunity to City of Richland Municipal Code Amendment CA2018-101 (Signs). The proposal is to amend RMC Title 27, Signs, of the Richland Municipal Code.

In researching our records, we have found that this proposal will not directly impact BPA facilities. BPA does not have any objections to the approval of this request at this time.

Thank you for the opportunity to review this application. If you have any questions regarding this request or need additional information, please feel free to contact me. I can be reached at (503) 230-5510 or by email at mjdeklyen@bpa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike DeKlyen", is located below the "Sincerely," text.

Mike DeKlyen
BPA Field Realty Specialist

Stevens, Mike

From: Alice Orrell <aliceorrell@gmail.com>
Sent: Thursday, November 8, 2018 1:51 PM
To: Stevens, Mike
Subject: Comments on proposal to amend RMC Title 27 - Signs

Mr. Steven,

My interpretation of the proposed code changes is that political signs now fall under the temporary sign category of "noncommercial signs that are made of paper, vinyl, plastic,...displayed for a short period of time" (27.04.030 B.7.)

Temporary signs, per the proposed code changes, must be removed 90 days after installation, except as otherwise permitted (27.08.020 B.1.).

Under the Supplemental sheet for nonproject actions in the SEPA Environmental Checklist, Question # 3 - *How would the proposal be likely to deplete energy or natural resources?* – was answered "N/A." However, requiring that political signs be removed 90 days after installation will necessitate one set of signs being installed for a primary election, then removed, then another set of signs being installed for a general election. This "double dip" will definitely cause an increase in consumption of energy and natural resources, and an increase in waste.

I suggest that the code include some kind of exception for temporary political signs (as authorized by the "except as otherwise permitted" phrase) to prevent a "double dip."

Thanks,

Alice Orrell

2527 Albemarle Court

Stevens, Mike

From: Nathaniel McCann <wm.nathaniel@gmail.com>
Sent: Thursday, November 8, 2018 4:48 PM
To: Stevens, Mike; *CITY COUNCIL
Subject: Sign Limitations

To whom it concerns,

I would like to offer feedback on the proposed regulations for signs. I can't help but see it as a misinterpretation of the First Amendment. Giant flashing signs next to a main road are one thing, but a piece of laminated cardboard stuck in our own lawns is another thing altogether. While I certainly see the necessity of limiting very intrusive or dangerously distracting displays such as large flashing signs, I do not believe any government body has the authority to restrict the ability of residents to place small, unobtrusive signs on their own property. These small signs are certainly not detrimental to anyone's health or safety. I also strongly believe that the citizenry's ability to freely express their beliefs makes their city so much more beautiful.

Thank you also for doing something about the fake traffic warning signs. Those really are a threat to our safety!

Gratefully and respectfully,
-Nathan McCann

Stevens, Mike

From: Ginger Wireman <wirebaby17@gmail.com>
Sent: Friday, November 9, 2018 3:14 PM
To: Follett, Lynne; Reents, Cindy
Subject: Sign ordinance

Ladies, please make sure these comments make it to the person in charge.

Referring to political signs

As "Substitution of message" at the very end is strange. It appears they are still allowed and I believe they must be by law. A 90-day limit should not apply to political signs.

The one sign per frontage should not either. If a homeowner (or business) wishes to support multiple candidates that is their free speech right.

I like that commercial signs are not supposed to have reader boards, or flashy stuff. The cat's out of the bag in some places - the Columbia Community Church sign is already flashy and blinding at times. Particularly if the pavement is wet that sign makes it difficult to see at night.

I don't ever want to see anything like the HAPO nightmare on the Flashcube anywhere in Richland.

I encourage you to add a requirement that those electronic signs that do exist (like Col. Comm.Church) should be dimmed at night and turned off between 01:00 - 05:00.
They are a silly waste of energy.

<https://www.ci.richland.wa.us/home/showdocument?id=8071>

Sent from Ginger Wireman
Call 509-528-9377

Stevens, Mike

From: Berkowitz <CDandRB@charter.net>
Sent: Friday, November 9, 2018 4:14 PM
To: Stevens, Mike
Subject: RE: sign ordinance question

Hi Mike,

Thanks for your response. I understand the motivation for the revisions to the sign ordinance, but still have a concern. So I'll go ahead and submit a formal comment which I'll send in a separate email.

Debbie

From: Stevens, Mike [mailto:mstevens@CI.RICHLAND.WA.US]
Sent: Monday, November 5, 2018 9:04 AM
To: cdandrb
Subject: RE: sign ordinance question

Hi Debbie:

Yes, temporary signs must be removed after a period of 90 days (including noncommercial temporary signs not requiring a permit). If there is not a time limit placed on them then they could end up being up for months and months and months creating unsightly conditions. The responsibility to take down the signs and know the rules will fall upon the person responsible for installing the sign. However, if a sign ends up being a problem, it is possible that code enforcement could note the date they observed the sign and then contact the owner or remove the sign after 90 days.

Thanks,
Mike

From: cdandrb [mailto:cdandrb@charter.net]
Sent: Saturday, November 3, 2018 7:28 PM
To: Stevens, Mike <mstevens@CI.RICHLAND.WA.US>
Subject: sign ordinance question

Hi Mike,

I am puzzled by something in the proposed sign ordinance. Does section 27.08.020.B.1 (i.e., 90 day maximum for temporary signs) apply to section 27.04.030.B.7 (i.e., noncommercial temporary signs not requiring a permit)?

Thanks.

Debbie Berkowitz

Stevens, Mike

From: cdandrb <cdandrb@charter.net>
Sent: Friday, November 9, 2018 4:16 PM
To: Stevens, Mike
Subject: Comment on the Sign Ordinance (Amend RMC Title 27-Signs)

Hello Mike and Planning Commissioners,

I would like to share a concern that I have regarding the revised sign ordinance. The proposed requirement to remove non-commercial temporary signs after a period of 90 days appears to be particularly detrimental to political candidates. As you know, campaigns typically place many signs throughout the city; this is especially important for non-incumbents who try to garner name recognition among the voters. These political candidates would have to put up and take down their signs twice in one election cycle, which is burdensome for a small campaign. Since temporary signs in general can be taken down every 90 days and then put back up, I do not see how this revised code would resolve the problem of having unsightly signs up for many months.

On a separate note, I have long been a proponent of a stronger sign ordinance and appreciate that moving signs are now being prohibited. I would urge the City to also look at some of the sign standards that have been incorporated in the Badger Mountain South Plan as well as those advocated by well-known planner Randall Arendt (he spoke at a workshop in the Tri-Cities several years ago as I'm sure some Planning Commissioners will remember).

Thank you for considering these comments.

Debbie Berkowitz

Stevens, Mike

From: Michele pirotte <mpirotte63@gmail.com>
Sent: Thursday, November 8, 2018 10:36 AM
To: Stevens, Mike
Subject: Re: Sign code change

Thank you.

Sent from my iPhone

> On Nov 8, 2018, at 12:22 PM, Stevens, Mike <mstevens@CI.RICHLAND.WA.US> wrote:

>

> Michele:

>

> Technically, yes, the 60 day limit would apply to those signs. However, after being removed they could again be placed. Ultimately it comes down to an enforcement issue and to be honest, the City is not going to go around looking for these types of violations. We will likely be reactive to any complaints or obviously negligent sign placements at intersections, etc.. The main issue we are trying to avoid is a lawsuit from an individual or group claiming that the regulations are restricting their right to free speech based upon the Reed v. Gilbert decision. The way the regulations are being crafted is to try and be fair/equitable to all forms of speech while considering that sometimes signs being placed for months on end can be unsightly or a nuisance.

>

> Thanks,

> Mike

>

> -----Original Message-----

> From: Michele pirotte [mailto:mpirotte63@gmail.com]

> Sent: Thursday, November 8, 2018 10:08 AM

> To: Stevens, Mike <mstevens@CI.RICHLAND.WA.US>

> Subject: Re: Sign code change

>

> Thank you for answering my questions. So I am wondering about the Hate has no home here type signs. If they can only be up 60 days. I've even seen a Jesus is here sign in a neighbor's yard. Will these have a limit if 60 days too? And if so, could they come down for some time and then put back up?

>

> Sent from my iPhone

>

>> On Nov 8, 2018, at 10:23 AM, Stevens, Mike <mstevens@CI.RICHLAND.WA.US> wrote:

>>

>> Hi Michele,

>>

>> The intent of the proposed code amendment is to bring the City's sign regulations into compliance with the U.S. Supreme Court's decision Reed v. Town of Gilbert. The Supreme Court's decision indicates that sign codes are not allowed to regulate signs based upon their content. Currently, the City's sign code regulates signage based upon the content, i.e., political, yard sales, etc. Regulating signs based on what they say is no longer allowed, therefore we are required to update the regulations so that all signs, whether they are political, for a yard sale, etc., be treated the same. The Supreme Court determined that regulating signs based upon the content was a violation of the first amendment. So, in a nutshell, all signs have to be treated the same regardless of what they say. As a result, most jurisdictions, such

as ours have removed any language pertaining to a specific type of sign (political for instance) and now regulate based solely on size and location.

>>

>> The proposed code change does not discriminate against people who want to install signs for a primary election or a regular election as they are still allowed to install "political" signs. However, if approved as proposed, candidates will no longer be allowed to install a sign in April and leave it up through Mid-November. Candidates will need to install signs 60 days prior to a primary election and then remove and re-install 60 days prior to the general election.

>>

>> To answer your question, yes, the code can be amended to have size requirements; however, it cannot be amended to prevent hate or violence propositions. According to the Supreme Court's decision all speech is protected and sign regulations cannot be specific to different types of speech. This is also part of the reason behind the 60 day limitation. If the City decides to increase the amount of time for temporary signs (political, yard sales, etc.) then it would also mean that mean-spirited or hate signs can also be up for a longer period of time.

>>

>> I hope this has helped answer your questions. Here is a link you can use to view some additional information regarding this topic: <http://mrsc.org/getdoc/8dd96137-b60b-4c62-8672-328ff3ad439f/The-Importance-of-Your-Sign-Code.aspx>

>>

>> Sincerely,

>> Mike Stevens

>> Planning Manager

>>

>>

>> -----Original Message-----

>> From: Michele pirotte [mailto:mpirotte63@gmail.com]

>> Sent: Thursday, November 8, 2018 7:57 AM

>> To: Stevens, Mike <mstevens@CI.RICHLAND.WA.US>

>> Subject: Sign code change

>>

>> I don't understand the problem with how the code is now. It seems the change discriminates against people who need signs to run in a primary and also a regular election. Is this what you are trying to do?

>> Also, do you want to go against my first amendment right to express my feelings?

>> Could it be amended to have size requirements or no hate or violence propositions? What exactly is the purpose of this change?

>>

>> Sent from my iPhone



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 01/15/2019

Agenda Category: Ordinances - Second Reading/Passage

Core Focus Area 2 - Manage & Maintain Infrastructure & Facilities

Subject:

Ordinance No. 03-19, Amending the 2019 Budget and Capital Improvement Program to include the Lorayne J Water System Consolidation Project

Department:
Public Works

Ordinance/Resolution Number:
03-19

Document Type:
Ordinance

Recommended Motion:

Give second reading and pass Ordinance No. 03-19, amending the 2019 budget and Capital Improvement Program to include the Lorayne J Water System Consolidation Project.

Summary:

Since 2015, the City of Richland, Kennewick Irrigation District (KID), and Washington State Department of Health (DOH) have been engaged in planning a solution to poor water quality available to the Lorayne J neighborhood from the neighborhood's water supply wells. The preferred solution is to remove the existing wells from the drinking water supply and replace them with the City's water supply. Activating the preferred solution required that the neighborhood annex into the City, and that a funding package be assembled to support construction of a new pipe network in the neighborhood.

During preparation of the 2019 budget, the Lorayne J annexation was not complete, nor was a funding package secured for the new pipe construction. In November of 2018, City Council approved Ordinance No. 51-18 completing the neighborhood's annexation. In December of 2018, a proposed interlocal agreement was negotiated with KID whereby KID will pledge funds to retire debt financing secured by the City for the construction project. Staff anticipates that Council will consider the proposed interlocal agreement and a loan agreement with DOH in February.

KID, DOH, and the City anticipate beginning the construction project in 2019. A budget amendment for the 2019 budget is necessary to support the project. The proposed ordinance will create budget authority to proceed with the project. Staff will not initiate work on the project until both the interlocal agreement and DOH loan agreement have been fully executed.

Staff recommends approval of Ordinance No. 03-19 for second reading and passage.

Fiscal Impact: The ordinance will increase the Water Fund budget by \$1,842,130. The funding source is a DOH loan with debt service to be provided by KID. The project and budget increase will have no fiscal impact on Richland's water service rates.

Attachments:

I. Ordinance No. 03-19

ORDINANCE NO. 03-19

AN ORDINANCE of the City of Richland amending the 2019 Budget to provide for additional appropriations in the City's Water Utility Fund and amending the 2019 - 2024 Capital Improvement Plan.

WHEREAS, on November 20, 2018, the Richland City Council passed Ordinance No. 60-18 approving the 2019 Budget; and

WHEREAS, the Lorayne J subdivision was annexed into the City of Richland in November, 2018; and

WHEREAS, the approved 2019 Water Utility Fund budget did not include funding for the Lorayne J Water System Consolidation project as the annexation of the Lorayne J subdivision was not complete at the time of budget preparation; and

WHEREAS, the Washington State Department of Health (DOH) and the Kennewick Irrigation District (KID) have pledged funds to complete the Lorayne J Water System Consolidation project. Funding agreements with DOH and KID have been negotiated. These agreements will be presented to City Council prior to any expenses being incurred on the project; and

WHEREAS, to support implementation of the Lorayne J Water System Consolidation, the funds provided by DOH must be added to the 2019 budget.

NOW, THEREFORE, BE IT ORDAINED by the City of Richland as follows:

Section 1. Amendment of the 2019 Budget. The 2019 Budget is hereby amended to provide for additional appropriations in the Water Utility Fund from a Department of Health loan as follows:

Water Utility Fund

Current Appropriation: \$16,336,354
Increase in Appropriation: \$ 1,842,130
Amended Appropriation: \$18,178,484

Section 2. The 2019 - 2024 Capital Improvement Plan is hereby amended to add the Lorayne J Water System Consolidation project, attached hereto as **Exhibit A**.

Section 3. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the 15th day of January, 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS, City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: January 20, 2019

Exhibit A to Ordinance No. 03-19

Lorayne J Water System Consolidation

Type of Project Water		Partnership Project?	YES	Project # WA18XXXX
Key # 2	Goal # 1	Strategic Leadership Plan Project?		Revision to Council 1-15-19
PROJECT NAME: Lorayne J Water System Consolidation				
PROJECT ADMINISTRATION: Public Works Administration and Engineering				
PROJECT LOCATION: Lorayne J Subdivision west of Leslie Road between Lorayne J Boulevard and Reata Road				
PROJECT TIMELINE: 2019 - 2020				
RESPONSE TO *GMA LEVEL OF SERVICE? YES				

PROJECT DESCRIPTION

This project will construct a new water distribution system connected to the City's water pipelines in adjacent neighborhoods. The project will also establish new connections between the remaining Kennewick Irrigation District water system and each lot's landscape irrigation system. The new system will include approximately 9,200 LF of 8" PVC watermain, 118 water service connections, fire hydrants, valves, fitting, and water meters in accordance with current City of Richland water system standards.

PROJECT ASSUMPTIONS

The project will be funded by a Department of Health loan. The Kennewick Irrigation District will provide debt service funding to the City so that the project has no financial impact on the City.

BENEFITS

The project will correct a current condition whereby the neighborhood's dedicated water supplies cannot comply with state and federal drinking water standards. The project will ensure that the City residents in this neighborhood have the same water quality as other City residents.

PROJECT COST ESTIMATE	Total Estimated Project Cost	Project Costs To-Date 12/31/17	Authorized Budget Remaining in 2018	2019	2020	2021	2022	2023	2024
DESIGN	165,000			165,000					
CONSTRUCTION MANAGEMENT	110,000				110,000				
CONSTRUCTION	1,149,330				1,149,330				
10% CONTINGENCY	105,000				105,000				
OTHER ENG. SERVICES	312,800				312,800				
	-								
TOTAL	\$ 1,842,130	\$ -	\$ -	\$ 165,000	\$ 1,677,130	\$ -	\$ -	\$ -	\$ -
RECOMMENDED FUNDING SOURCES	Total Estimated Project Revenues	Project Revenue To-Date 12/31/17	Authorized Budget Remaining in 2018	2019	2020	2021	2022	2023	2024
DEPARTMENT OF HEALTH LOAN	1,842,130			165,000	1,677,130				
	-								
	-								
	-								
TOTAL	\$ 1,842,130	\$ -	\$ -	\$ 165,000	\$ 1,677,130	\$ -	\$ -	\$ -	\$ -
OPERATING & MAINTENANCE COSTS (IMPACTS)	Total Estimated Project Operating & Maint. Costs			2019	2020	2021	2022	2023	2024
	-								
	-								
	-								
TOTAL	\$ -	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FOR FINANCE STAFF USE ONLY ALL 2018 PROJECTS MUST HAVE CODING AND IDENTIFIED AS CAPITAL/MAINTENANCE		
DESCRIPTION	2019	CODING
CAPITAL ITEM	165,000	402-410-0006-594509-6403
TOTAL	\$ 165,000	TOTAL MUST EQUAL PROJECT COSTS FOR 2019 ABOVE



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 01/15/2019

Agenda Category: Ordinances - Second Reading/Passage

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Ordinance No. 05-19, Amending Chapter 2.10 of the Richland Municipal Code related to the Utility Advisory Committee

Department:
City Attorney

Ordinance/Resolution Number:
05-19

Document Type:
Ordinance

Recommended Motion:

Give second reading and pass Ordinance No. 05-19, amending Chapter 2.10 of the Richland Municipal Code related to the Utility Advisory Committee.

Summary:

The City has need, from time to time, to update the Richland Municipal Code to bring it into alignment with current practices and to eliminate conflict and ambiguity. Over time, disparate regulations have been codified for the City's various boards, commissions and committees which make consistent and clear administration difficult. On May 15, 2018, Council approved Ordinance No. 21-18, which amended RMC 2.04.110 to lend consistency to the overall administration of the City's boards, commissions and committees, and to bring the Richland Municipal Code into alignment with current practices. However, in the process of adopting Ordinance No. 21-18, the City created temporary conflicts in existing individual board, commission and committee code sections that now require amendment. This action is housekeeping in nature.

Proposed Ordinance No. 05-19 eliminates the conflicts currently existing between revised RMC 2.04.110 and Chapter 2.10 RMC concerning the Utility Advisory Commission. In addition, some minor edits are proposed to create a consistent format that will be used in each individual board, commission and committee chapter under the RMC.

Staff recommends approval of Ordinance No. 05-19 for second reading and passage.

Fiscal Impact:

None.

Attachments:

- I. Ordinance No. 05-19

ORDINANCE NO. 05-19

AN ORDINANCE of the City of Richland amending Chapter 2.10 of the Richland Municipal Code related to the Utility Advisory Committee.

WHEREAS, the City has need, from time to time, to update the Richland Municipal Code to bring it into alignment with current practices and to eliminate conflict and ambiguity; and

WHEREAS, over time, disparate regulations have been codified for the City's various boards, commissions and committees which make consistent and clear administration difficult; and

WHEREAS, on May 15, 2018, Council approved Ordinance No. 21-18, which amended RMC 2.04.110 to lend consistency to the overall administration of the City's boards, commissions and committees, and to bring the Richland Municipal Code into alignment with current practices; and

WHEREAS, in the process of adopting Ordinance No. 21-18, the City created temporary conflicts in existing individual board, commission and committee code sections that now require amendment; and

WHEREAS, an element of the City's strategic plan is to ensure that proper foundational authorities are in place to allow for successful government.

NOW, THEREFORE, BE IT ORDAINED by the City of Richland as follows:

Section 1. Richland Municipal Code Chapter 2.10, entitled Utility Advisory Committee, as first enacted by Ordinance No. 57-77, and last amended by Ordinance No. 14-03, is hereby amended as follows:

Chapter 2.10 UTILITY ADVISORY COMMITTEE

Sections:

2.10.005 Purpose.

2.10.010 Utility advisory committee created – Membership.

~~**2.10.020 Removal – Vacancies.**~~

~~**2.10.030 Meetings, officers, records and quorum.**~~

~~**2.10.040 Duties of the committee.**~~

~~**2.10.050 Severability Expenditures – Budget.**~~

~~**2.10.060 Staff assistance.**~~

2.10.005 Purpose.

The purpose and intent of this chapter is to make available to the city council additional expertise relative to the operation and management policies of city-owned utilities, specifically the electric, water, sewer, ~~and~~ solid waste, stormwater and ambulance utilities and to policies associated with other utilities in the city. The utility advisory committee, herein created, shall not supplant administrative input to the city council, but shall complement staff input through utilization and application of the special expertise possessed by its members. It is not the purpose nor the intent of this chapter to in any way interfere with the administrative staff functions involving the day-to-day operation of the city utilities except insofar as policy decisions by the city council may have a direct or indirect bearing on the day-to-day operations of the utilities.

2.10.010 Utility advisory committee created – Membership.

There is created within the city of Richland a utility advisory committee, to be composed of seven members appointed by the city council. Members shall serve for staggered three-year terms and until their successors are appointed and confirmed.

~~The members of the committee shall be selected without regard to political affiliation and shall serve without compensation.~~ Members of the committee may be broadly representative of the community; provided, however, that in making appointments to the committee, the city council shall consider any expertise the potential appointee may have with regard to the subject of utility operation and management; provided further, that at any one time there shall be at least one member of the committee possessing skill and expertise in the area of utility operation and capital improvement financing. ~~Selection of members shall follow established procedures as set forth in RMC 2.04.120.~~

2.10.020 Removal – Vacancies.

~~The committee may, by majority vote, recommend to the city council removal of an appointed member upon such grounds as may be deemed appropriate by the committee. The city council, by majority vote, may remove any appointed member of the committee and declare the position vacant. Workshops shall be excluded from the definition of “meetings” for purposes of this section. Vacancies shall be filled in the manner used for regular appointments to the committee.~~

2.10.030 Meetings, ~~officers, records and quorum~~.

~~A. The committee shall elect its own chairperson and vice chairperson and create and fill such other offices it may determine it requires.~~ The committee shall hold regular meetings at least once during each quarter of each calendar year. ~~It shall adopt rules for transaction of business, and it shall keep a record of its meetings, resolutions, transactions, findings and determinations, which records shall be open to public inspection.~~

~~B. Four members of the committee shall constitute a quorum for the transaction of business.~~

2.10.040 Duties ~~of the committee~~.

The committee shall perform the following duties:

A. The committee shall serve as an advisor to the city council relative to policy and planning for the managing, financing and operation of the utilities owned and operated by the city of Richland.

B. The committee shall advise the city council on all matters relating to utility system expansion, extension, additions and betterments.

C. The committee shall advise the city council on all matters relating to the incurring of indebtedness for or by city-owned utilities and the issuance of utility bonds.

D. The committee shall advise the city council relative to rates and charges for utility services and shall, when authorized by the city council, conduct surveys, analyses, studies and reports relating to city-owned utilities.

E. The committee shall perform such other duties and provide such additional advice and assistance to the city council as the city council may request or direct.

F. The committee shall advise the city council on policies related to utilities not owned by the city.

2.10.050 Severability. ~~Expenditures — Budget.~~

~~The expenditures of the committee, exclusive of donations, shall be limited to appropriations made to the various utility departments of the city of Richland by the city council for the utility advisory committee function. The services and facilities of the various utility departments of the city, as approved by the city manager, shall be utilized by the committee in performing its duties, except that services of outside consultants may be obtained for a temporary period of time when authorized by the city council. All services requiring appropriations shall be submitted through the budgets of the various utility departments within the city.~~ If any one or more sections, subsections or sentences of this chapter are held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this chapter, and the same shall remain in full force and effect.

2.10.060 Staff assistance.

~~The staff of the various utility departments of the city, as assigned by the city manager, shall provide staff assistance and shall also serve to facilitate communications by the utility advisory committee to the city council. The committee and its members shall deal with employees of the various utility departments and city-employed consultants, contractors, customers and other city staff only through the city manager or administrative staff assigned by the city manager.~~

Section 2. This ordinance shall take effect the day following its publication in the official newspaper of the City of Richland.

PASSED by the City Council of the City of Richland, Washington, at a regular meeting on the 15th day of January, 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS, City Clerk

HEATHER KINTZLEY, City Attorney

Date Published: January 20, 2019



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 01/15/2019

Agenda Category: Resolutions – Adoption

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Resolution No. 01-19, Authorizing an Agreement with Hyas Group, LLC for Investment Consulting Services for 457 Plan No. 0036864-001-457

Department:

Administrative Services

Ordinance/Resolution Number:

01-19

Document Type:

Resolution

Recommended Motion:

Adopt Resolution No. 01-19, authorizing a two-year agreement with Hyas Group, LLC to provide investment consulting services for 457 Plan No. 0036864-001-457.

Summary:

Resolution No. 01-19 authorizes a service agreement with Hyas Group, LLC (Hyas) for investment consulting services related to 457 Plan No. 0036864-001-457 administered by Nationwide Retirement Solutions (Nationwide). This specific plan is for the employees represented by the International Association of Fire Fighters (IAFF), who were authorized by the City several years ago to participate in it in lieu of the 457 plan administered by International City/County Management Association Retirement Corporation (ICMA-RC).

The City has fiduciary responsibility over this retirement plan offered to IAFF employees. Hyas provides investment and retirement plan expertise to ensure the City is able to make informed decisions associated with this plan, including analysis of fund performance and managers, developing alternatives and plan management best practices.

Staff recommends approval of Resolution No. 01-19.

Fiscal Impact:

The contract stipulates a fee not to exceed \$6,000. These services were anticipated and adequate funds have been budgeted.

Attachments:

1. Resolution No. 01-19
2. Hyas Group Contract 402-18

RESOLUTION NO. 01-19

A RESOLUTION of the City of Richland authorizing an agreement with Hyas Group, LLC to provide investment consulting services for Nationwide 457 Plan No. 0036864-001-457.

WHEREAS, the City of Richland ("Employer") has employees rendering valuable services that adhere to the benefit of the City; and

WHEREAS, Resolution No. 29-07 was adopted June 5, 2007, authorizing employees represented by the International Association of Fire Fighters (IAFF) to participate in a 457 Deferred Compensation Plan administered by Nationwide Retirement Solutions (Nationwide) in lieu of the 457 Plan administered by International City/County Management Association Retirement Corporation (ICMA-RC); and

WHEREAS, authorizing the Nationwide 457 Deferred Compensation Plan ("the Plan") serves the interest of Employer by enabling it to: 1) provide reasonable retirement security for its employees represented by the IAFF; 2) comply with the terms of the authorized Collective Bargaining Agreement; and 3) assist in the attraction and retention of competent employees; and

WHEREAS, Employer has determined that expertise associated with monitoring the Plan's investment performance and associated fiduciary responsibilities of Employer is in the interests of both Employer and the employees participating in the Plan; and

WHEREAS, Employer has executed prior agreements with Hyas Group, LLC to provide these investment consulting services at the expense of the Employer; and

WHEREAS, the IAFF has agreed to begin reimbursing Employer for investment consulting services from fees collected from participants by Nationwide; and

WHEREAS, the best interests of Employer and its employees are served by entering into an agreement for consulting services with Hyas Group, LLC through December 31, 2020.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to execute and administer a consulting services agreement with Hyas Group, LLC for its 457 Plan No. 0036864-001-457.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 15th day of January, 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS, City Clerk

HEATHER KINTZLEY, City Attorney



AGREEMENT BETWEEN CITY AND CONSULTANT

Investment Consulting Services – Firefighters' 457 Deferred Compensation Plan

This Agreement is entered into this 1st day of January, 2019 ("Effective Date") by and between the **City of Richland** ("**City**"), a Washington municipal corporation located at 505 Swift Blvd. Richland, WA 99352, and **Hyas Group, LLC** ("**Consultant**"), an Oregon limited liability company with service at 108 NW 9th Avenue, Suite 203, Portland, OR 97209. **City** and **Consultant** are referred to individually herein as a "Party" and collectively herein as the "Parties."

WITNESSETH:

1. SCOPE OF WORK

- a. Consultant shall furnish all services, labor and related equipment necessary to conduct and complete the work outlined in Exhibit A. In performing these services, Consultant shall at all times comply with all federal, state and local statutes, rules and ordinances applicable to the performance of such services. In addition, these services and all duties incidental or necessary therefore, shall be performed diligently and completely and in accordance with professional standards of conduct and performance. All services performed under this Agreement will be conducted solely for the benefit of the City and will not be used for any other purpose without written consent of the City.
- b. This Agreement consists of this Agreement and other documents listed below. These form the entire Agreement between the Parties, and are fully integrated into this Agreement as if stated or repeated herein. In the event of a conflict between documents, the order of precedence will be the order listed below. An enumeration of the Agreement documents is set forth below (mark all that apply):
 1. ☒ City of Richland Agreement No. 402-18
 2. ☒ Exhibit A: Scope of Work
 3. ☐ City Richland Solicitation No. N/A
 4. ☐ Exhibit B: Solicitation No. N/A proposal response submitted by Consultant dated **date**.
 5. ☒ Additional Documents – Appendix A, B and C.

2. TIME FOR COMPLETION

Consultant shall not begin any work under the terms of this Agreement until authorized in writing by the City. Consultant agrees to use best efforts to complete all work described under this Agreement by December 31, 2020.

3. TERM

The term of this Agreement shall commence on the Effective Date identified above and end at midnight on December 31, 2020.

4. PAYMENT

- a. Services rendered by Consultant under this Agreement will be paid at the rate set forth in Exhibit A Scope of Work, but in no event shall the total compensation for services rendered under this Agreement exceed **Refer to Exhibit A – Scope of Work**), including all fees and those reimbursable expenses listed in Exhibit A.
- b. City shall pay Consultant for services rendered after receipt of a detailed invoice. Invoices not in dispute by the City will be paid net thirty (30) days and shall reference the contract number and/or purchase order applicable to the work. The invoice shall provide sufficient detail on the work being billed and include detailed receipts for any invoices.
- c. Partial payments to cover the percentage of work completed may be requested by Consultant. These payments shall not be more than one (1) per month.
- d. Pre-approved travel, meals and lodging will be reimbursed at cost and only when Consultant travels at least 150 miles per one-way trip. Reimbursable expenses are limited to the following: coach airfare, ground transportation (taxi, shuttle, car rental), hotel accommodations at the government rate, personal or company vehicle use at the then-current federal mileage rate, and meals at the current federal per-diem meal allowance or up to the current federal per-diem with detailed receipts, no alcohol, and a 20% maximum gratuity.
- e. Reimbursement for extra services/reimbursable expenses are not authorized under this Agreement unless detailed in the Scope of Work or agreed upon in writing as a modification to this Agreement.
- f. Consultant will allow access to the City, State of Washington, Federal Grantor Agency, Comptroller General of the United States, or any of their duly authorized representatives, to any books, documents, papers, and records which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcriptions. Unless otherwise provided, said records must be retained for three (3) years from the date of receipt of final payment. If any litigation, claim, or audit arising out of, in connection with, or relating to this Agreement is initiated before the expiration of the three-year period, the records shall be retained until such litigation, claim, or audit involving the records is completed.

5. INDEPENDENT CONTRACTOR

Consultant, and any and all employees of Consultant or other persons engaged in the performance of any work or services required of Consultant under this Agreement, are independent contractors and shall not be considered employees of the City. Any and all claims that arise at any time under any Workers' Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of Consultant's employees or other persons engaged in any of the work or services required to be provided herein, shall be the sole obligation and responsibility of Consultant.

6. OWNERSHIP OF DOCUMENTS

Any and all data, analyses, documents, photographs, plans, designs, drawings, specifications, surveys, films, documents, reports and other work products created, prepared, produced, constructed, assembled, made, performed, or otherwise produced by Consultant or Consultant's subcontractors for delivery to the City pursuant to this Agreement shall become the sole and

absolute property of the City upon completion of the services and payment in full of all payment due to Consultant of the fees set forth in this Agreement. Such property shall constitute "work made for hire" as defined by the U.S. Copyright Act of 1976, 17 U.S.C. § 101, and the ownership of the copyright and any other intellectual property rights in such property shall vest in the City at the time of its creation. Ownership of the intellectual property includes the right to copyright, patent, and register, and the ability to transfer these rights. Material which Consultant uses to perform this Agreement but is not created, prepared, constructed, assembled, made, performed or otherwise produced for or paid for by the City is owned by Consultant and is not "work made for hire" within the terms of this Agreement. Consultant will ensure that all independent contractors have written agreements in place that transfers ownership of all Intellectual Property created by them or provided by them to the City.

The City may make or permit to be made any modifications to the plans and specifications without the prior written authorization of Consultant. The City agrees to waive any claim against Consultant arising from any unauthorized reuse of the plans and specifications, and to indemnify and hold Consultant harmless from any claim, liability or cost arising or allegedly arising out of any reuse of the plans and specifications by the City or its agent not authorized by Consultant.

7. TERMINATION

- a. This Agreement may be terminated by either Party upon thirty (30) days' written notice. In the event this Agreement is terminated by Consultant, the City shall be entitled to reimbursement of costs occasioned by such termination. In the event the City terminates this Agreement, the City shall pay Consultant for the work performed, which shall be an amount equal to the percentage of completion of the work as mutually agreed between the City and Consultant.
- b. If any work covered by this Agreement shall be suspended or abandoned by the City before Consultant has completed the assigned work, Consultant shall be paid an amount equal to the costs incurred up to the date of termination or suspension as mutually agreed upon between the City and Consultant.

8. AVAILABILITY OF RECORDS FOR PUBLIC INSPECTION

- a. As a public contract, all records prepared, generated or used by Consultant or its agents, employees and subcontractors relating to this Agreement and associated work (hereinafter "public records") may be subject to disclosure under the Washington State Public Record Act, Chapter 42.56 RCW.
- b. Contractor shall maintain and retain all such public records in a manner that is readily accessible for a minimum term of no less than three (3) years following completion of the contract work. City shall have the right to timely review all such public records upon request. Contractor shall provide copies of any public records requested by City within thirty (30) calendar days of City's request. If City requests that copies of public records be provided to City in an electronic format, said records shall be provided at no cost to City. If paper copies are requested by City, City shall pay \$.10 per page. Payment for paper copies shall be rendered to Consultant within twenty (20) calendar days of receipt.
- c. All records subject to a public disclosure request will be provided to a requester unless exempted from disclosure by law. The City's decision to exempt or redact any public record shall be based only upon valid exemptions that apply to the City. City will not refrain from disclosing any record under an exemption that may be personal to Consultant. In the event Consultant objects to release of any public record under this Agreement, Consultant

may seek judicial approval to prevent such disclosure at Consultant's sole expense. City shall neither aid nor interfere with Consultant's request for an injunction to prevent disclosure of any public record under this Agreement.

- d. Consultant shall insert this provision in all contracts with subcontractors or agents providing services relating to this Agreement.

9. DISPUTE RESOLUTION

- a. The City and Consultant agree to negotiate in good faith for a period of thirty (30) days from the date of notice of all disputes between them prior to exercising their rights under this Agreement, or under law.
- b. All disputes between the City and Consultant not resolved by negotiation between the Parties may be arbitrated only by mutual agreement of the City and Consultant. If not mutually agreed to resolve the claim by arbitration, the claim will resolve by legal action.

10. DEBARMENT CERTIFICATION

Consultant certifies that neither Consultant nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this contract by any federal or state department or agency. Further, Consultant agrees not to enter into any arrangements or contracts related to completion of the work contemplated under this Agreement with any party that is on the "General Service Administration List of Parties Excluded from Federal Procurement or Non-Procurement Programs" which can be found at:

www.sam.gov and

<http://www.lni.wa.gov/TradesLicensing/PrevWage/AwardingAgencies/default.asp>

11. VENUE, APPLICABLE LAW AND PERSONAL JURISDICTION

In the event that either Party deems it necessary to initiate a legal action to enforce any right or obligation under this Agreement, the Parties agree that any such action shall be initiated in the Superior Court of the State of Washington situated in Benton County. The Parties agree that all questions shall be resolved by application of Washington law, and that the Parties to such action shall have the right of appeal from such decision of the Superior Court in accordance with the laws of the State of Washington. Consultant hereby consents to the personal jurisdiction of the Superior Court of the State of Washington situated in Benton County.

12. ATTORNEY'S FEES

The Parties agree that should legal action be necessary to enforce any of the provisions of this Agreement, that the substantially prevailing Party will be awarded its reasonable attorney's fees and costs in action, including costs and attorney's fees on appeal if appeal is taken.

13. INSURANCE

Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by Consultant, its agents, representatives, or employees.

- a. No Limitation. Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

- b. Minimum Scope of Insurance. Consultant shall obtain insurance of the types described below:
1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
 2. Commercial General Liability insurance shall be as least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
 3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
 4. Professional Liability, Errors or Omissions insurance appropriate to the Consultant's profession. Coverage shall be provided if Consultant is providing services under this Agreement as a licensed professional, including, but not limited to, engineers, architects, accountants, surveyors, and attorneys.
- c. Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:
1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
 2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
 3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.
- d. Other Insurance Provisions. Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance with respect to the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of Consultant's insurance and shall not contribute with it.
- e. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.
- f. Verification of Coverage. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to, the additional insured endorsement, evidencing the insurance requirements of Consultant before commencement of the work.
- g. Notice of Cancellation. Consultant shall provide the City with written notice of any policy cancellation within two (2) business days of Consultant's receipt of such notice.

- h. Failure to Maintain Insurance. Failure on the part of Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days' notice to Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due Consultant from the City.
- i. Public Entity Full Availability of Consultant Limits. If Consultant maintains higher insurance limits than the minimum shown above, the City shall be insured for the full available limits of the Commercial General and Excess or Umbrella liability maintained by Consultant, irrespective of whether such limits maintained by Consultant are greater than those required by this contract or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by Consultant.

14. INDEMNIFICATION / HOLD HARMLESS

- a) Consultant shall defend, indemnify, and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the willful or negligent acts, or alleged willful or alleged negligent acts, errors or omissions of the Consultant or the Consultant's employees or agents in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.
- b) Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the Parties. The provisions of this section shall survive the expiration or termination of this Agreement.

15. STANDARD OF CARE

The professional services will be furnished in accordance with the care and skill ordinarily used by members of the same profession practicing under similar conditions at the same time and in the same locality.

16. SUCCESSORS OR ASSIGNS

All of the terms, conditions and provisions hereof shall inure to the benefit of and be binding upon the Parties hereto, and their respective successors and assigns; provided, however, that no assignment of the Agreement shall be made without written consent of the non-assigning Party, which may be given in the non-assigning Party's sole discretion.

17. NOTICES

Any notices required under this Agreement will be in writing, addressed to the appropriate Party at the address which appears below (as modified in writing from time to time by such party), and given by electronic submission, by facsimile personally, by registered or certified mail, return

receipt requested, or by nationally recognized overnight courier service. All notices shall be effective upon the date sent.

Purchasing Manager
City of Richland
505 Swift Blvd., MS-11
Richland, WA 99352
Email: purchasing@ci.richland.wa.us
Phone: (509) 942-7710
Fax: (509) 942-7397

Contact Name: Greg Settle, Senior Consultant
Name of Firm: Hyas Group, LLC
Address: 108 NW 9th Avenue, Suite 203
Portland, OR 97209
Email: Gsettle@hyasgroup.com
Phone Number: (360) 866-9327
Fax Number: (971) 275-1856

18. EQUAL OPPORTUNITY AGREEMENT

Consultant agrees that Consultant will not discriminate against any employee or job applicants for work under this Agreement for reasons of race, sex, nationality, religious creed, or sexual orientation.

19. SEVERABILITY

If any provision of this Agreement conflicts with applicable law, or its application is found to be invalid by a court of competent jurisdiction, the remainder of this Agreement shall not be affected, and to this end, the terms of this Agreement are declared to be severable.

20. AMENDMENTS

All amendments must be in writing and be approved and signed by both Parties.

21. CHANGE IN LAW

The Parties hereto agree that in the event legislation is enacted or regulations are promulgated, or a decision of court is rendered, or any interpretive policy or opinion of any governmental agency charged with the enforcement of any such law or regulation is published that affects or may affect the legality of this Agreement or any part thereof or that materially and adversely affects the ability of either Party to perform its obligations or receive the benefits intended hereunder ("Adverse Change in Law"), then within fourteen (14) calendar days following written notice by either Party to the other Party of such adverse change in law, the Parties shall meet to negotiate in good faith an amendment which will carry out the original intention of the Parties to the extent possible. If, despite good faith attempts, the Parties cannot reach agreement upon an amendment within sixty (60) calendar days after commencing negotiation, then this Agreement may be terminated by either Party as of the earlier of: (i) the effective date of the adverse change in law, or (ii) the expiration of a period of sixty (60) days following written notice of termination provided by one Party to the other.

22. CONFIDENTIALITY

In the course of performing under this Agreement, Consultant, including its employees, agents or representatives, may receive, be exposed to, or acquire confidential information. Confidential information may include, but is not limited to, patient information, contract terms, sensitive employee information, or proprietary data in any form, whether written, oral, or contained in any computer database or computer readable form. Consultant shall: i) not disclose or sell confidential information except as permitted by this Agreement; (ii) only permit use of such confidential information by employees, agents and representatives having a need to know in connection with performance under this Agreement; and (iii) advise each of its employees, agents, and representatives of their obligations to keep such information confidential.

23. CHANGES OF WORK

- a. When required to do so, and without any additional compensation, Consultant shall make such changes and revisions in the completed work of this Agreement as necessary to correct or revise any errors, omissions, or other deficiencies in the design, drawings, specifications, reports, and other similar documents which Consultant is responsible for preparing or furnishing under this Agreement.
- b. Should the City find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, Consultant shall make such revisions as directed by the City. This work shall be considered as Extra Work and will be paid for as herein provided under Section 24, Extra Work.

24. EXTRA WORK

The City may desire to have Consultant perform work or render additional services within the general scope of this Agreement. Such work shall be considered as extra work and will be specified in a written supplement to this Agreement which will set forth the nature of the scope, schedule for additional work, additional fees and the method of payment. Work under a supplemental Agreement shall not proceed until authorized in writing by the City.

25. ADDITIONAL TERMS

Proxy Voting. Consultant does not exercise proxy voting authority over client securities. The obligation to vote client proxies at all times rests with Client. However, Client is not precluded from contacting Consultant for advice or information about a particular proxy vote. However, Consultant will not be deemed to have proxy voting authority as a result of providing such advice to Client.

Should Consultant inadvertently receive proxy information for a security held in the Plan's account, Consultant will immediately forward such information to Client, but will not take any further action with respect to the voting of such proxy. Upon termination of this Agreement, Consultant will make a good faith and reasonable attempt to forward proxy information inadvertently received by Consultant on Client's behalf to the forwarding address provided by Client.

Risk. Client recognizes that there may be loss or depreciation of the value of any investment due to the fluctuation of market values. Client represents that no party to this Agreement has made any guarantee, either oral or written, that the Plan's investment objectives will be achieved. Consultant will not be liable for any error in judgment and/or for any investment losses in the absence of malfeasance, negligence or violation of applicable law. Nothing in this Agreement will constitute a waiver or limitation of any rights which Client may have under applicable state or federal law, including without limitation state and federal securities laws.

Acknowledgement of Receipt of Part 2 Form ADV. Client acknowledges that it has received and has had an opportunity to read Consultant's firm brochure (Form ADV, Part 2A) and applicable brochure supplements (Form ADV, Part 2B) prior to, or at the time of, entering into this Agreement.

Acknowledgement of Receipt of Privacy Notice. Client acknowledges that it has received and has had an opportunity to read Consultant's privacy notice prior to, or at the time of, entering into this Agreement.

26. ENTIRE AGREEMENT

This Agreement contains the entire agreement of the Parties hereto and supersedes all previous understandings and agreements, written and oral, with respect to this transaction. Neither Party shall be liable to the other for any representations made by any person regarding the terms of this Agreement, except to the extent that the same are expressed in this Agreement.

(Signature page to follow)

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year first above written.

CITY OF RICHLAND, WASHINGTON

CONSULTANT

Cynthia D. Reents, City Manager

Signature

ATTEST:

Printed Name

Marcia Hopkins, City Clerk

Title

APPROVED AS TO FORM:

Heather Kintzley, City Attorney

EXHIBIT A: Detailed Scope of Work**City of Richland Firefighters' 457 Deferred Compensation Plan - Annual Consulting Services Scope of Work**

Term	Annual Fee	Quarterly Payment
January 1, 2019 – December 31, 2020	\$6,000	\$1,500

Maintenance of Investment Policy Statement

- At least annual review of general content and structure, and;
- Review and recommend adjustments to goals and objectives as appropriate
- Review and recommend adjustments to investment guidelines as appropriate
- Review investment performance review and evaluation criteria

Investment manager searches as deemed necessary and appropriate by the Committee

- Select appropriate screening criteria
- Initiate data collection and review
- Provide comprehensive risk and return analysis
- Identify suitable finalist candidates
- Present results to Committee and offer recommendation

Ongoing due diligence for each investment option in the Plan

- Produce attributions on each fund manager
- Evaluate attributions according to sector returns and weights, capitalization breakdown, asset class and style benchmarks
- Compare portfolio statistics to the asset class benchmark
- Meet with managers or representatives, as necessary

Ongoing Plan compliance review and assistance

- Provide updates related to legal and regulatory changes effecting the plans
- Review plan documents and agreements and provide commentary as required
- Provide assistance to help make sure plans operates in compliance with state and regulatory requirements

Semi-Annual Performance reports and Account review

- Illustrate and communicate big picture thematic, economic and specific asset class trends
- Present fund performance against its relative asset class benchmark
- Create asset allocation charts
- Provide investment manager attribution reports and due diligence notes as needed
- Provide in-person presentation of semi-annual performance report at client location

Fiduciary and defined contribution plan education for Committee

- Annual training update (or as needed)
- Dissemination of important regulatory, legal and legislative information to the Committee as it becomes available to the Hyas Group

Exhibit A – Detailed Scope of Work – Continued

Provide Investment Performance and Fiduciary Update Quarterly

- Investment Flash Report emailed in quarters between Semi-Annual Reports
- “457 Plan Fiduciary Advisor” Newsletter emailed every quarter



HYAS GROUP
— INVESTMENT ADVISORS —

Form ADV Part 2A, Firm Brochure

Hyas Group, LLC

108 NW 9th Avenue, Suite 203

Portland, OR 97209

971-634-1500

SEC File No. 801-69938

CRD Number 149122

March 27, 2018

This brochure provides information about the qualifications and business practices of Hyas Group LLC (“Hyas” or “Adviser”). If you have any questions about the contents of this brochure, please contact us at 971-634-1500 or mruppelt@hyasgroup.com. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Hyas Group, LLC is a registered investment adviser. Registration of an Investment Adviser does not imply any level of skill or training. The oral and written communications of an Adviser provide you with information about which you determine to hire or retain an Adviser.

Additional information about Hyas Group is also available on the SEC’s website at www.adviserinfo.sec.gov.

Item 2 - Material Changes Pursuant to SEC Rules, this Brochure is reviewed on an ongoing basis for necessary revisions. The changes made since our last annual version are:

Item 4, on page 2, we have updated the client assets under management.

Pursuant to SEC Rules, we will ensure that you receive a summary of any material changes to this and subsequent Brochures within 120 days of the close of our business’ fiscal year. We may further provide other ongoing disclosure information about material changes as necessary.

We will further provide you with a new Brochure as necessary based on changes or new information, at any time, without charge.

Currently, our Brochure may be requested by contacting Michelle Ruppelt, Chief Compliance Officer at 971-634-1508 or mruppelt@hyasgroup.com.

Additional information about Hyas is also available via the SEC’s web site www.adviserinfo.sec.gov. The SEC’s web site also provides information about any persons affiliated with Hyas who are registered, or are required to be registered, as investment adviser representatives of Hyas.

Item 3 -Table of Contents

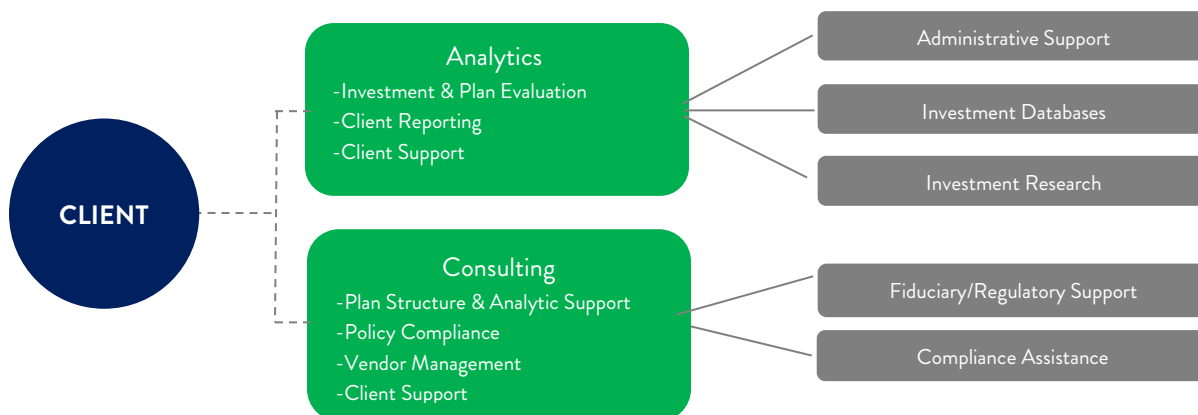
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Item 4 – Advisory Business

The Hyas Group is an independent investment consulting firm that provides services largely to institutional investors including defined contribution and defined benefit retirement plan clients along with endowments and foundations. Founded in 2008, the firm is structured as a Limited Liability Company (LLC) and is wholly owned by three senior consulting partners. The firm has only one line of business, the investment consulting business. The sole office location is in Portland, Oregon and there are no Hyas Group parents, subsidiaries or affiliates.

The Hyas Group partners have over 45 years of combined experience serving clients in an institutional investment consulting capacity and the firm has been providing investment consulting services since its founding. The Hyas Group offers a wealth of consulting experience to all major plan structures. Corporate, governmental and non-profit plan sponsors have all sought the analytical skills and fiduciary support services offered by the firm.

The overall organizational structure is summarized as follows:



Advisory Services and Fees

Hyas Group, LLC. ("Hyas Group") provides two primary types of services, described below, through its Investment Advisor Representatives (IARs). Our clientele includes committee directed plans such as Defined Benefit Pension Plans and OPEB Trusts, and participant direct plans such as 401, 403(b) and 457 Plans.

Investment Advisory Services

Hyas performs a broad array of investment advisory services for its clients. Not all clients choose to receive all potential services. The potential services include, but are not limited to, review of an existing investment policy statement or assistance in creating an investment policy statement, plan performance reporting, asset allocation modeling, analysis of current investment options and portfolio structure, portfolio rebalancing and investment manager searches.

We also offer discretionary portfolio management services. When utilizing this service, as with all clients, we work with them to create and/or review their investment policy statement, review their current asset allocation,

investment manager allocation and manager performance. The ongoing manager selection and strategic rebalancing within the investment policy ranges are managed in-house by the Hyas Group.

Advice and Consulting not Involving Securities

Many of the services that Hyas Group performs for clients are not investment advisory in nature. These services include, but are not limited to, consulting with investment committees, pension plan review and analysis, fiduciary education and training, plan fee and revenue analysis, vendor search projects, and reporting on investments and pension plan results. The specific services that Hyas Group performs for a client are described in a written agreement with each client.

Hyas Group currently advises approximately \$23 billion in client assets. Hyas Group has discretion over approximately \$36.5 million in client assets.

Item 5 – Fees and Compensation

Hyas Group charges some clients a fee based upon the size or value of assets under the advice relationship which may include portfolios that are a part of overall assets. Assets will be valued on the last day calendar quarter. Quarterly fees are calculated and charged in arrears, after services have been performed. The actual rate would vary depending upon the scope of services the client requests Hyas Group to perform. This fee is described in the written agreement entered into between the client and Hyas Group.

The client acknowledges and agrees that fees payable to Hyas Group may if the client desires to do so, be automatically deducted from the client's account.

In cases when the advisory agreement does not span the full billing period, fees are prorated from the date of inception or through the date of termination. The Advisor or client may terminate the investment advisory agreement at any time with written notice to the advisor at their main office.

Fixed Fees

In some cases, Hyas Group will perform services for clients where the cost is set and agreed to with the client in advance of performing the service. The exact cost of the service would depend upon the complexity and scope of the service to be performed. Hyas Group, LLC enters into a written agreement that explains the services to be performed and an estimate of the cost to complete the service. Fees are normally paid upon delivery of the specific work product. If either party terminates the fixed fee engagement, the client is responsible to compensate Hyas Group for work done on a prorata basis, based upon the number of days the services was provided in the quarterly billing period.

Other Fees

The above-referenced fees charged by Hyas Group do not include brokerage commissions and other costs related to the execution of transactions on behalf of clients. Such costs will be paid by advisory clients in addition to the fees discussed above. Clients are also responsible for asset management fees and plan or account administration fees paid to custodians and broker-dealers. These fees are disclosed in the disclosure document or agreements in the custodian's account opening documents. Clients are also responsible for margin interest, wire transfer fees,

safe keeping fees and other special services provided by the broker-dealer, transfer agent, or custodian and disclosed by the custodian at the time the client opens their account(s) or when service is requested.

For some clients, we recommend investment vehicles such as Limited Partnerships or Limited Liability Companies (e.g. real estate, hedge funds). These investments have fees such as annual management fees that the client is also responsible for. Each investment manager states their various fees within the subscription documents and/or offering memorandum.

Investment Company Fees

Investment company funds that are held by clients will bear their own internal transaction and execution costs, as well as directly compensate their investment managers along with internal administrative services. Some funds pay 12b-1 fees, Distribution Fees, and or Shareholder Service Fees to broker-dealers that offer such funds to their clients. These charges affect the Net Asset Value of these fund shares and are thus indirectly borne by fund shareholders such as a Hyas Group client. Some fund companies have imposed a redemption fee. A redemption fee is another type of fee that some funds charge their shareholders when shares are sold or redeemed within a short period of time from the purchase of the fund shares. Although a redemption fee is deducted from redemption proceeds just like a deferred sales load, it is not considered to be a sales load. Unlike a sales load, which is generally used to compensate brokers, a redemption fee is typically used to defray fund costs associated with a shareholder's redemption and is paid directly to the fund, not to a broker. The SEC generally limits redemption fees to 2%. In most cases, the funds will use the "first-in, first-out" (FIFO) method to determine the holding period. Under this method, the date of the redemption will be compared with the earliest purchase date of shares held in the account.

A complete explanation of these charges is contained in the prospectus and "Statement of Additional Information" for each investment company fund. You can get a prospectus from the investment company (through its website or by telephone or mail). Your financial professional or broker can also provide you with a copy.

Item 6 - Performance-Based Fees

It is the Company's policy not to charge clients based upon the performance of their accounts except where the growth in an account will affect an asset based fee (size of the account).

Item 7 - Types of Clients

The Hyas Group provides investment consulting services to municipalities, corporate pension and profit-sharing plans, charitable institutions, foundations, endowments, and high net worth individuals.

Item 8 - Methods of Analysis, Investment Strategies and Risk of Loss

The investment review process at the Hyas Group is continuous and ongoing. Our team reviews mutual funds and other investment vehicles on both a predetermined and impromptu basis. We rely on a number of databases to house our investment return data as well as attribution systems. The databases include mutual funds, commingled funds, insurance products, separate accounts as well as alternative products such as hedge funds.

Our reporting capabilities, analytics resources and manager contacts generally include the following resource tools and data bases:

- Morningstar Direct – which provides extensive mutual fund or separate account data including peer group, performance and holdings information
- Institutional data-base subscriptions – Barclays Capital (formerly Lehman Brothers), Standard & Poors, Russell and MSCI/Barra all provide data for the compilation of our reports.
- InvestorForce – which provides manager and total plan universe information, index information and software for report production.

These databases can be used for screening a multitude of investment products. The databases make more than 100 screening factors available. Statistical and regression analysis is also performed using the databases. This allows us to analyze portfolios over multiple time periods versus relative benchmarks as well as compare investments on a side-by-side basis. In this quantitative review, we also compare risk and value-add statistics such as standard deviation, alpha, beta and up/down market capture. All of these tools, when taken in concert with an assessment of underlying securities holdings and sector allocations, allow us to feel confident in the total evaluation of the products in which our clients invest.

Our research process is not limited to databases alone. We also provide qualitative assessments of the investment products we recommend to our clients by meeting with investment managers face-to-face and conducting regular conference calls with the individuals responsible for managing and servicing the specific investment vehicles we are evaluating. We feel strongly that active investment performance is driven by skilled people and, therefore, we analyze the manager's philosophy, process and personnel in order to have a firm grasp on the skill sets offered by different managers.

The conversations will typically involve

- 1) a discussion of the dynamics of the investment team,
- 2) strategy,
- 3) firm structure,
- 4) portfolio construction and
- 5) performance attributions.

Often these meetings help facilitate frank discussions with the portfolio managers which help us provide **the most** accurate and up-to-date information available.

While some risk is inherent in any investment, we believe that it is imperative that risk be managed appropriately. Thorough review of volatility and risk adjusted return can also add value when properly considered. For each of our client's available investment options we'll analyze risk-related measures such as beta, standard deviation, alpha, up-market capture and down-market capture. It is our expectation that all funded products provide a competitive risk adjusted return. Therefore each product is reviewed with that expectation in mind.

Investment Strategy

At the outset of our working with a Client, we review a Client's risk profile, portfolio goals and/or requirements (such as income), which results in an Investment Policy Statement (either newly crafted or a review and possible

revision of an existing IPS.) As part of that process, we analyze the Asset Allocation of the portfolio, and propose any recommended changes. We then work on implementation of their IPS/Asset Allocation Study, using research methodologies noted previously, identifying and funding managers which we believe to best meet the Client's IPS and risk profile.

Risk of Loss

Investing in securities involves risk of loss that you should be prepared to bear. We do not represent or guarantee that our services or methods of analysis can or will predict future results, successfully identify market tops or bottoms, or insulate clients from losses due to market corrections or declines. In addition, the investment managers and/or funds that we recommend are also subject to the same domestic and global economic variables, and therefore are subject to the same risk of loss. We cannot offer any guarantees or promises that your financial goals and objectives will be met. Past performance is in no way a guarantee of future performance.

Item 9 - Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of Hyas Group or the integrity of Hyas Group's management. Hyas Group has no information applicable to this Item.

Item 10 - Other Financial Industry Activities and Affiliations

Hyas Group does not receive revenue from any money management firms, recordkeepers or other retirement plan service providers. Our only compensation is that which we receive directly from our clients.

Hyas Group and its representatives may provide services to clients that are not investment advisory in nature. These services may include reporting on investments and account or plan assets, consulting on noninvestment matters, education, vendor search projects, and performance review and evaluation.

Item 11 - Code of Ethics

Hyas Group will provide a copy of its Code of Ethics to clients or prospective clients upon their request.

Item 12 - Brokerage Practices

Hyas Group does not have any business interests with any brokerage firms nor do they receive any soft dollars or other compensation for recommending any brokerage firms, custodians, mutual funds, or investment managers.

For those accounts over which we have discretion, having the client assets held at one custodian, whether bank, trust company, or brokerage firm, enables us to manage the portfolio, including review, place trades, compile performance reports, and answer client questions, in as efficient manner as possible. If the client doesn't currently have a custodian, we may recommend a custodian, one possible option being Charles Schwab. But as stated above, we receive no compensation for recommending Charles Schwab or any other custodian. Schwab has been recommended as they provide an extensive mutual fund platform and nearly all our investment managers have trading agreements with Schwab. In addition, they have a robust internet presence, including trading software, custodial information easily accessed by Hyas Group and the clients, a strong support staff assisting with trading, client and technology servicing questions and issues.

Directed Brokerage

If a client has an established relationship with a custodian, we will place trades with that custodian, which is considered directed brokerage. This directed brokerage arrangement potentially (1) limits Hyas Group's ability to seek best execution and negotiate commissions; (2) limits the clients' ability to participate in aggregated trades; and, as a result, (3) may cost the client more money.

Trade Allocation

Hyas Group has a Trade Allocation Policy, which addresses allocating securities, including IPOs and Private Placements, and/or recommendations among clients. The formula must provide a fair and equitable basis for allocations and be consistently applied to all clients. Prior to the allocation of securities by Hyas, we will determine if a client's investment objectives and suitability requirements qualify the client for participation in purchasing a specific security, IPO or Private Placement. If the client qualifies for participation in the purchase of a specific security, IPO or Private Placement, Hyas Group will allocate a certain percentage of the total allocation to each qualified client based upon the following formula:

The formula is based upon dividing the total shares or amount allocated by the total number of qualified clients and their assets under management. For example, if the total allocation to Hyas Group is 1,000,000 shares and Hyas Group has ten (10) clients that qualify for a percentage of the allocation and each client has a total of \$1,000,000 under management with Hyas Group, each client will receive an allocation of 100,000 shares.

Note that Hyas Group may exclude certain clients from the allocation if the trade allocation would be "de minimus" or so small as not to be in the client's best interest.

Item 13 - Review of Accounts

Performance reports are produced for the client either on a quarterly, semi-annual, or annual basis with the nature and format of the review process matched to the type of plan (Defined Contribution, Defined Benefit, Endowment, etc.) and the unique needs of each client. Frequency of reports is addressed in each client's agreement with Hyas Group. Broadly defined, the process covers a review of the plan's asset allocation or plan construction, individual investment manager and total account performance reviews, plan utilization rates and participant account balances, and review of investment costs. Client reports are designed to clearly reflect manager and account performance relative to the client's specific investment policy. Performance reports contain a comprehensive evaluation of the plan's investment options relative to investment policy. Color graphics illustrates manager diversification, historical asset allocation and performance versus the relevant indices over differing lengths of time. A statistical section provides an analysis of manager characteristics including sector/quality exposure and market weights. Interpretive text shows how these characteristics impact risk and return and what that means to the investment program.

Our reports include global market commentaries at the end of each calendar quarter. These commentaries provide a broad economic and market overview as well as specific fixed income, equity and international risk and return insight.

Further, the Hyas Group closely monitors plan utilization rates and average participant account balances to assess each plan's investment and structural effectiveness. We provide comparative statistics for similar sized plans as well

as a calculated, overall plan and asset class returns for each of our client accounts each quarter. This plan return allows for further comparison of the equity and fixed income participant investment weightings and demonstrates the offered investment options compare, on the whole, to those offered by other clients and industry averages.

The client performance reports are compiled by various analytical staff members of the firm with final reviews completed by Jayson Davidson, Managing Director of Consulting Services and Senior Consultant; Dale Parker, Director of Analytical Services; Brian Loescher, Director of Research; Greg Settle, Senior Consultant; Scott Faris, Senior Consultant; and Vincent Galindo, Senior Consultant.

Item 14 - Client Referrals and Other Compensation

Hyas Group does not compensate any client or person for client referrals.

Item 15 - Custody

Hyas Group does not maintain custody of client funds or securities. Client assets are held by mutual fund companies, banks, trust companies, brokerage firms, or other custodial institutions.

Client is urged to compare the statements it receives from the custodian with the reports it receives from Hyas.

Item 16 - Investment Discretion

Hyas Group has received discretionary authority from a few clients at the outset of the advisory relationship to select the identity and amount of securities to be bought or sold. In all cases, however, such discretion is to be exercised in a manner consistent with the stated investment objectives for the particular client account.

When selecting securities and determining amounts, Hyas Group observes the investment policies, limitations and restrictions of the clients for which it advises. For registered investment companies, Hyas Group's authority to trade securities may also be limited by certain federal securities and tax laws that require diversifications of investments and favor the holding of investments once made.

Investment guidelines and restrictions must be provided to Hyas Group in writing.

Item 17 - Voting Client Securities

Hyas Group provides investment management services to clients that include, among others, corporate and public pension plans, foundations, and endowments. Unless otherwise stated in the client agreement, Hyas does not vote proxies for clients. For those clients over which Hyas has discretion and therefore has proxy voting authority, Hyas considers proxy voting an important part of those management services. As such, Hyas seeks to vote the proxies of mutual funds and/or securities held by clients in the best interest of those clients.

Hyas believes the best interests of clients are served by voting proxies in a way that maximizes long term shareholder value. Therefore, the investment professionals responsible for voting proxies have the discretion to make the best decision given the individual facts and circumstances of each issue. Proxy issues are evaluated on their merits and considered in the context of the professional's knowledge of a mutual fund or company, its current management, management's past record and Hyas's general position on the issue.

As the management of a portfolio company is responsible for its day-to-day operations, Hyas believes that management, subject to the oversight of the relevant board of directors, is often in the best position to make decisions that serve the interest of shareholders. However, Hyas votes against management on proposals where it perceives a conflict may exist between management and client interests, such as those that may insulate management or diminish shareholder rights. Hyas Group also votes against management in other cases where the facts and circumstances indicate that the proposal is not in its clients' best interests.

Upon client request, Hyas will provide reports of its proxy voting record as it relates to the securities held in the client's account(s) for which Hyas has proxy voting authority.

Item 18 - Financial Information

Hyas Group does not require or solicit prepayment of more than \$1,200 in fees per client, six months or more in advance.

Additionally, we must disclose any financial condition that could impair our ability to fulfill our agreement with our clients. Hyas Group has no such financial condition to disclose. Neither have we even been the subject of any bankruptcy proceeding.

Additional Information

Privacy Statement

We, like other professionals who advise on personal financial matters are required by federal law to inform their clients of their policies regarding the privacy of client information.

In the course of providing our clients with certain advice, we may receive nonpublic personal financial information from our clients, their accountants and other representatives, such as financial statements, tax returns and other personal information. All nonpublic personal information that we receive regarding our clients or former clients is held in strict confidence in accordance with our professional obligations, and is not released to people outside the Firm, except with your consent or as required by law or to explain our actions to professional organizations that we are members of. We may share certain information with third parties who assist us in providing our services to your (such as administrative and client service functions) or marketing services, as permitted by law, subject to the obligation of these third parties not to use or disclose such information for any other purpose.

We retain records relating to professional services that we provide so that we are better able to assist you with your professional needs and, in some cases to comply with professional guidelines. In order to guard your nonpublic personal information from unauthorized disclosure, we maintain physical, electronic and procedural safeguards.

If your financial situation, goals or risk tolerance has changed since you last notified us in writing, please contact us immediately.



HYAS GROUP

— INVESTMENT ADVISORS —

Form ADV Part 2B,
Brochure Supplement

Hyas Group, LLC

108 NW 9th Avenue, Suite 203

Portland, OR 97209

971-634-1500

SEC File No. 801-69938

CRD Number 149122

March 27, 2018

This brochure provides information about the qualifications and business practices of Hyas Group LLC (“Hyas” or “Adviser”). If you have any questions about the contents of this brochure, please contact us at 971-634-1500 or mruppelt@hyasgroup.com. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Hyas Group, LLC is a registered investment adviser. Registration of an Investment Adviser does not imply any level of skill or training. The oral and written communications of an Adviser provide you with information about which you determine to hire or retain an Adviser.

Additional information about Hyas Group is also available on the SEC’s website at www.adviserinfo.sec.gov.

Item 1

Jayson Allen Davidson

This Brochure Supplement provides information about Jayson Davidson that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michele Ruppelt, Chief Compliance Officer, if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Jayson Davidson is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1973

Education after High School: Bachelor of Science, University of California at Berkeley, 1996

Business background:

2008 – present, Managing Partner and Director of Consulting Services at Hyas Group, LLC.

2002 – 2008, Senior Investment Consultant at Arnerich Massena & Associates.

1997 – 2002, Consultant at ICMA-RC

Professional Designations: Mr. Davidson has earned the right to use the Chartered Financial Analyst (CFA) designation. Additionally, he is a member of the Charter Financial Analyst (CFA) Institute and the National Association of Government Defined Contribution Administrators (NAGDCA).

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Davidson's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt.

Item 1

Brian James Loescher

This Brochure Supplement provides information about Brian Loescher that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Brian Loescher is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1969

Education after High School: Bachelor of Science, Finance, University of Nebraska, 1993

Business background:

2009 – present, Managing Partner, CIO and Director of Research at Hyas Group, LLC.

1999 – 2009, Director of Research at Arnerich Massena & Associates.

1997 – 1999, Research Analyst at R.V. Kuhns & Associates

1995 – 1997, Performance Systems specialist, West One Trust Co.

Professional Designations: Mr. Loescher has earned the right to use the Chartered Financial Analyst (CFA) designation and is a member of the Portland Society of Financial Analysts, Portland Alternative Investment Association and the CFA Institute.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Loescher's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Gregory Thomas Settle

This Brochure Supplement provides information about Greg Settle that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Greg Settle is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1957

Education after High School: Bachelor of Science, Portland State University, 1983

Business background:

2010 – present, Investment Consultant at Hyas Group, LLC.

2008 – 2010, Consultant at Aon Investment Consulting

2007 – 2007, Consultant at Northwest Capital Management

1992 – 2007, Consultant (1992-1996) and Vice President (1997-2007) at ICMA RC

1988 – 1992, Director, Deferred Compensation Plan Services, The New England Co.

1984 – 1988, Representative, The Holden Group/Security First Group

Professional Designations: Mr. Settle has passed the Chartered Financial Analyst (CFA) Exam 1 (of 3). Additionally he is a member of National Association of Government Defined Contribution Administrators (NAGDCA). He currently holds the Ser. 65 license and has passed the NASD Series 7, 63 and 28 exams, though those designations were allowed to lapse when Mr. Settle entered the consulting industry in 2007.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Settle's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Scott Allen Faris

This Brochure Supplement provides information about Scott Faris that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Scott Faris is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1953

Education after High School: Bachelor of Science, Montana State University, 1977
J.D., William Mitchell College of Law, 1988

Business background:

2011 – present, Investment Consultant at Hyas Group, LLC.

2008 – 2011, Consultant, Towers Watson Investment Services

2005 – 2008, Consultant, Principal, Northwest Capital Management

1997 – 2005, Consultant, Arnerich Massena & Associates

1990 – 1997, Associate, William M. Mercer

Professional Designations: Mr. Faris has earned the right to use the Chartered Financial Analyst (CFA) designation. Additionally, he is a member of the Charter Financial Analyst (CFA) Institute and the National Association of Government Defined Contribution Administrators (NAGDCA).

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Faris' work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

P. Vincent Galindo

This Brochure Supplement provides information about Vincent Galindo that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Vincent Galindo is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1970

Education after High School: Bachelor of Arts, University of California at Berkeley, 1995

Business background:

2014 – present, Investment Consultant at Hyas Group, LLC.

2005 – 2014, Investment Consultant, Arnerich Massena & Associates

2004 – 2005, Education Consultant, Arnerich Massena & Associates

2003 – 2004, Investor Information Coordinator, Oregon Division of Finance & Corporate Securities

2001 – 2003, Financial Advisor, Waddell & Reed Inc.

1999 – 2001, Analyst, Thomas Weisel Partners

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Galindo's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Edward “Ned” Kenneth Taylor

This Brochure Supplement provides information about Ned Taylor that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group’s Brochure or if you have any questions about the contents of this supplement.

Additional information about Ned Taylor is available on the SEC’s website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1975

Education after High School: Bachelor of Arts, Willamette University, Salem, Oregon, 1997

Business background:

2016 – present, Investment Consultant at Hyas Group, LLC.

2010 – 2016, Investment Consultant, Standard Retirement Services

2008 – 2016, Registered Investment Advisor, Stancorp Investment Advisers

2006 – 2016, Registered Representative, Stancorp Equities

2001 – 2005, Financial Advisor, Columbia Financial Center

1998 – 2001, Retirement Plan Consultant, Executive Financial Group

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Taylor’s work, including investment advice and interaction with clients is monitored periodically by review of his client’s performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Rasch Michael Cousineau

This Brochure Supplement provides information about Rasch Cousineau that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Rasch Cousineau is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1972

Education after High School: Bachelor of Arts, Marist College, Poughkeepsie, NY, 1994

Business background:

2016 – present, Investment Consultant at Hyas Group, LLC.

1997 – 2016, V.P., Institutional Sales, ICMA-RC Services

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Cousineau's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Thomas Joseph Breaden

This Brochure Supplement provides information about Tom Breaden that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Tom Breaden is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1982

Education after High School:

Bachelor of Science in History and Economics, University of Oregon, Eugene, OR 2004

Master of Science in Economics, Portland State University, Portland, OR 2007

Business background:

2011 – present, Senior Analyst at Hyas Group, LLC.

2006 – 2011, Director of Research, Heintzberger Payne

Professional Designations: Mr. Breaden has earned the right to use the Chartered Financial Analyst (CFA) designation and is a member of the Portland Society of Financial Analysts, Portland Alternative Investment Association and the CFA Institute.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Breaden's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Hyas Group, LLC **Privacy Notice**



108 NW 9th Ave #203
Portland, Ore. 97209
(971) 634-1500

hyasgroup.com

We, like other professionals who advise on personal financial matters are required to inform our clients of our policies regarding the privacy of client information.

In the course of providing our clients with certain advice, we may receive nonpublic or personal financial information from our clients, their accountants and other representatives, such as financial statements, tax and income information and other financial information. All nonpublic or personal information that we receive regarding our clients or former clients is held in strict confidence in accordance with our professional obligations, and is not released to people outside the Firm, except with your consent or as required by law or to explain our actions to professional organizations that we are members of. We may share certain information with non-affiliated third parties who assist us in providing our services to you (such as administrative and client service functions) or marketing services, to advise you of our services, subject to the obligation of these third parties not to use or disclose such information for any other purpose.

We retain records relating to professional services that we provide so that we are better able to assist you with your professional needs and, in some cases, to comply with professional guidelines. In order to guard your nonpublic or personal information from unauthorized disclosure, we maintain physical, electronic and procedural safeguards.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 01/15/2019

Agenda Category: Resolutions – Adoption

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Resolution No. 02-19, Authorizing an Agreement with Hyas Group, LLC for Investment Consulting Services for 401(a) Plan Nos. 107162 and 107151, 457 Plan No. 300042, and Retirement Health Savings Plan No. 800205

Department:

Administrative Services

Ordinance/Resolution Number:

02-19

Document Type:

Resolution

Recommended Motion:

Adopt Resolution No. 02-19, authorizing a two-year agreement with Hyas Group, LLC to provide financial consulting services for 401(a) Plan Nos. 107162 and 107151, 457 Plan No. 300042, and RHS Plan No. 800205.

Summary:

Resolution No. 02-19, authorizes a service agreement with Hyas Group, LLC (Hyas) for investment consulting services for 401(a) Plan Nos. 107162 and 107151, 457 Plan No. 300042, and Retirement Health Savings (RHS) Plan No. 800205, all administered by the International City/County Association Retirement Corporation (ICMA-RC).

The City has fiduciary responsibility over these retirement plans offered to employees. Hyas provides investment and retirement plan expertise to ensure the City is able to make informed decisions associated with these plans, including analysis of fund performance and managers, developing alternatives and plan management best practices.

Staff recommends approval of Resolution No. 02-19.

Fiscal Impact:

The contract stipulates a fee not to exceed \$44,000 in 2019 and \$45,000 in 2020. These services were anticipated and adequate funds have been budgeted.

Attachments:

1. Resolution No. 02-19
2. Hyas Group Contract 401-18

RESOLUTION NO. 02-19

A RESOLUTION of the City of Richland authorizing an agreement with Hyas Group, LLC to provide investment consulting services for 401(a) Plan Nos. 107162 and 107151, 457 Plan No. 300042, and Retirement Health Savings Plan No. 800205.

WHEREAS, the City of Richland ("Employer") has employees rendering valuable services that adhere to the benefit of the City; and

WHEREAS, Employer has established two 401(a) Governmental Money Purchase Plan & Trusts (Nos. 107162 and 107151), a 457 Deferred Compensation Plan (No. 300042), and a Retirement Health Savings Plan (No. 800205) ("the Plans") that serve the interest of Employer by enabling it to: 1) provide reasonable retirement security for its employees; 2) exercise increased flexibility in its personnel management system; and 3) attract and retain competent employees; and

WHEREAS, Employer has determined that expertise associated with monitoring the Plans' investment performance and associated fiduciary responsibilities of Employer is in the interests of Employer and the employees participating in the Plans; and

WHEREAS, Employer has executed prior agreements with Hyas Group, LLC to provide for investment consulting services; and

WHEREAS, employees participating in the Plans have paid for such services through administrative fees collected under the Administrative Services Agreement with International City/County Management Association Retirement Corporation (ICMA-RC); and

WHEREAS, Employer has determined that it is the best interest of the Employer and its employees to enter into an agreement for investment consulting services with Hyas Group, LLC through December 31, 2020.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the City Manager is authorized to execute and administer a consulting services agreement with Hyas Group, LLC for its two (2) 401(a) Plans (Nos. 107162 and No. 107151), its 457 Plan (No. 300042), and its Retirement Health Savings Plan (No. 800205).

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 15th day of January, 2019.

ROBERT J. THOMPSON
Mayor

ATTEST:

APPROVED AS TO FORM:

MARCIA HOPKINS, City Clerk

HEATHER KINTZLEY, City Attorney



AGREEMENT BETWEEN CITY AND CONSULTANT

Investment Consulting Services – 401(a) Defined Contribution Retirement Plans, 457 Deferred Compensation Plan and Retirement Health Savings

This Agreement is entered into this 1st day of January, 2019 (“Effective Date”) by and between the **City of Richland** (“**City**”), a Washington municipal corporation located at 505 Swift Blvd. Richland, WA 99352, and **Hyas Group, LLC** (“**Consultant**”), an Oregon limited liability company with service at 108 NW 9th Avenue, Suite 203, Portland, OR 97209. **City** and **Consultant** are referred to individually herein as a “Party” and collectively herein as the “Parties.”

WITNESSETH:

1. SCOPE OF WORK

- a. Consultant shall furnish all services, labor and related equipment necessary to conduct and complete the work outlined in Exhibit A. In performing these services, Consultant shall at all times comply with all federal, state and local statutes, rules and ordinances applicable to the performance of such services. In addition, these services and all duties incidental or necessary therefore, shall be performed diligently and completely and in accordance with professional standards of conduct and performance. All services performed under this Agreement will be conducted solely for the benefit of the City and will not be used for any other purpose without written consent of the City.
- b. This Agreement consists of this Agreement and other documents listed below. These form the entire Agreement between the Parties, and are fully integrated into this Agreement as if stated or repeated herein. In the event of a conflict between documents, the order of precedence will be the order listed below. An enumeration of the Agreement documents is set forth below (mark all that apply):
 1. ☒ City of Richland Agreement No. 401-18
 2. ☒ Exhibit A: Scope of Work
 3. ☐ City Richland Solicitation No. N/A
 4. ☐ Exhibit B: Solicitation No. N/A proposal response submitted by Consultant dated **date.**
 5. ☒ Additional Documents – Appendix A, B and C.

2. TIME FOR COMPLETION

Consultant shall not begin any work under the terms of this Agreement until authorized in writing by the City. Consultant agrees to use best efforts to complete all work described under this Agreement by December 31, 2020.

3. TERM

The term of this Agreement shall commence on the Effective Date identified above and end at midnight on December 31, 2020.

4. PAYMENT

- a. Services rendered by Consultant under this Agreement will be paid at the rate set forth in Exhibit A Scope of Work, but in no event shall the total compensation for services rendered under this Agreement exceed **Refer to Exhibit A – Scope of Work**), including all fees and those reimbursable expenses listed in Exhibit A.
- b. City shall pay Consultant for services rendered after receipt of a detailed invoice. Invoices not in dispute by the City will be paid net thirty (30) days and shall reference the contract number and/or purchase order applicable to the work. The invoice shall provide sufficient detail on the work being billed and include detailed receipts for any invoices.
- c. Partial payments to cover the percentage of work completed may be requested by Consultant. These payments shall not be more than one (1) per month.
- d. Pre-approved travel, meals and lodging will be reimbursed at cost and only when Consultant travels at least 150 miles per one-way trip. Reimbursable expenses are limited to the following: coach airfare, ground transportation (taxi, shuttle, car rental), hotel accommodations at the government rate, personal or company vehicle use at the then-current federal mileage rate, and meals at the current federal per-diem meal allowance or up to the current federal per-diem with detailed receipts, no alcohol, and a 20% maximum gratuity.
- e. Reimbursement for extra services/reimbursable expenses are not authorized under this Agreement unless detailed in the Scope of Work or agreed upon in writing as a modification to this Agreement.
- f. Consultant will allow access to the City, State of Washington, Federal Grantor Agency, Comptroller General of the United States, or any of their duly authorized representatives, to any books, documents, papers, and records which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcriptions. Unless otherwise provided, said records must be retained for three (3) years from the date of receipt of final payment. If any litigation, claim, or audit arising out of, in connection with, or relating to this Agreement is initiated before the expiration of the three-year period, the records shall be retained until such litigation, claim, or audit involving the records is completed.

5. INDEPENDENT CONTRACTOR

Consultant, and any and all employees of Consultant or other persons engaged in the performance of any work or services required of Consultant under this Agreement, are independent contractors and shall not be considered employees of the City. Any and all claims that arise at any time under any Workers' Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of Consultant's employees or other persons engaged in any of the work or services required to be provided herein, shall be the sole obligation and responsibility of Consultant.

6. OWNERSHIP OF DOCUMENTS

Any and all data, analyses, documents, photographs, plans, designs, drawings, specifications, surveys, films, documents, reports and other work products created, prepared, produced, constructed, assembled, made, performed, or otherwise produced by Consultant or Consultant's

subcontractors for delivery to the City pursuant to this Agreement shall become the sole and absolute property of the City upon completion of the services and payment in full of all payment due to Consultant of the fees set forth in this Agreement. Such property shall constitute "work made for hire" as defined by the U.S. Copyright Act of 1976, 17 U.S.C. § 101, and the ownership of the copyright and any other intellectual property rights in such property shall vest in the City at the time of its creation. Ownership of the intellectual property includes the right to copyright, patent, and register, and the ability to transfer these rights. Material which Consultant uses to perform this Agreement but is not created, prepared, constructed, assembled, made, performed or otherwise produced for or paid for by the City is owned by Consultant and is not "work made for hire" within the terms of this Agreement. Consultant will ensure that all independent contractors have written agreements in place that transfers ownership of all Intellectual Property created by them or provided by them to the City.

The City may make or permit to be made any modifications to the plans and specifications without the prior written authorization of Consultant. The City agrees to waive any claim against Consultant arising from any unauthorized reuse of the plans and specifications, and to indemnify and hold Consultant harmless from any claim, liability or cost arising or allegedly arising out of any reuse of the plans and specifications by the City or its agent not authorized by Consultant.

7. TERMINATION

- a. This Agreement may be terminated by either Party upon thirty (30) days' written notice. In the event this Agreement is terminated by Consultant, the City shall be entitled to reimbursement of costs occasioned by such termination. In the event the City terminates this Agreement, the City shall pay Consultant for the work performed, which shall be an amount equal to the percentage of completion of the work as mutually agreed between the City and Consultant.
- b. If any work covered by this Agreement shall be suspended or abandoned by the City before Consultant has completed the assigned work, Consultant shall be paid an amount equal to the costs incurred up to the date of termination or suspension as mutually agreed upon between the City and Consultant.

8. AVAILABILITY OF RECORDS FOR PUBLIC INSPECTION

- a. As a public contract, all records prepared, generated or used by Consultant or its agents, employees and subcontractors relating to this Agreement and associated work (hereinafter "public records") may be subject to disclosure under the Washington State Public Record Act, Chapter 42.56 RCW.
- b. Contractor shall maintain and retain all such public records in a manner that is readily accessible for a minimum term of no less than three (3) years following completion of the contract work. City shall have the right to timely review all such public records upon request. Contractor shall provide copies of any public records requested by City within thirty (30) calendar days of City's request. If City requests that copies of public records be provided to City in an electronic format, said records shall be provided at no cost to City. If paper copies are requested by City, City shall pay \$.10 per page. Payment for paper copies shall be rendered to Consultant within twenty (20) calendar days of receipt.
- c. All records subject to a public disclosure request will be provided to a requester unless exempted from disclosure by law. The City's decision to exempt or redact any public record shall be based only upon valid exemptions that apply to the City. City will not refrain from disclosing any record under an exemption that may be personal to Consultant. In the

event Consultant objects to release of any public record under this Agreement, Consultant may seek judicial approval to prevent such disclosure at Consultant's sole expense. City shall neither aid nor interfere with Consultant's request for an injunction to prevent disclosure of any public record under this Agreement.

- d. Consultant shall insert this provision in all contracts with subcontractors or agents providing services relating to this Agreement.

9. DISPUTE RESOLUTION

- a. The City and Consultant agree to negotiate in good faith for a period of thirty (30) days from the date of notice of all disputes between them prior to exercising their rights under this Agreement, or under law.
- b. All disputes between the City and Consultant not resolved by negotiation between the Parties may be arbitrated only by mutual agreement of the City and Consultant. If not mutually agreed to resolve the claim by arbitration, the claim will resolve by legal action.

10. DEBARMENT CERTIFICATION

Consultant certifies that neither Consultant nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this contract by any federal or state department or agency. Further, Consultant agrees not to enter into any arrangements or contracts related to completion of the work contemplated under this Agreement with any party that is on the "General Service Administration List of Parties Excluded from Federal Procurement or Non-Procurement Programs" which can be found at:

www.sam.gov and

<http://www.lni.wa.gov/TradesLicensing/PrevWage/AwardingAgencies/default.asp>

11. VENUE, APPLICABLE LAW AND PERSONAL JURISDICTION

In the event that either Party deems it necessary to initiate a legal action to enforce any right or obligation under this Agreement, the Parties agree that any such action shall be initiated in the Superior Court of the State of Washington situated in Benton County. The Parties agree that all questions shall be resolved by application of Washington law, and that the Parties to such action shall have the right of appeal from such decision of the Superior Court in accordance with the laws of the State of Washington. Consultant hereby consents to the personal jurisdiction of the Superior Court of the State of Washington situated in Benton County.

12. ATTORNEY'S FEES

The Parties agree that should legal action be necessary to enforce any of the provisions of this Agreement, that the substantially prevailing Party will be awarded its reasonable attorney's fees and costs in action, including costs and attorney's fees on appeal if appeal is taken.

13. INSURANCE

Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by Consultant, its agents, representatives, or employees.

- a. No Limitation. Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.
- b. Minimum Scope of Insurance. Consultant shall obtain insurance of the types described below:
 - 1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
 - 2. Commercial General Liability insurance shall be as least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
 - 3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
 - 4. Professional Liability, Errors or Omissions insurance appropriate to the Consultant's profession. Coverage shall be provided if Consultant is providing services under this Agreement as a licensed professional, including, but not limited to, engineers, architects, accountants, surveyors, and attorneys.
- c. Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:
 - 1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
 - 2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
 - 3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.
- d. Other Insurance Provisions. Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance with respect to the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of Consultant's insurance and shall not contribute with it.
- e. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.
- f. Verification of Coverage. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to, the additional insured endorsement, evidencing the insurance requirements of Consultant before commencement of the work.

- g. Notice of Cancellation. Consultant shall provide the City with written notice of any policy cancellation within two (2) business days of Consultant's receipt of such notice.
- h. Failure to Maintain Insurance. Failure on the part of Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days' notice to Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due Consultant from the City.
- i. Public Entity Full Availability of Consultant Limits. If Consultant maintains higher insurance limits than the minimum shown above, the City shall be insured for the full available limits of the Commercial General and Excess or Umbrella liability maintained by Consultant, irrespective of whether such limits maintained by Consultant are greater than those required by this contract or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by Consultant.

14. INDEMNIFICATION / HOLD HARMLESS

- a) Consultant shall defend, indemnify, and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the willful or negligent acts, or alleged willful or alleged negligent acts, errors or omissions of the Consultant or the Consultant's employees or agents in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.
- b) Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the Parties. The provisions of this section shall survive the expiration or termination of this Agreement.

15. STANDARD OF CARE

The professional services will be furnished in accordance with the care and skill ordinarily used by members of the same profession practicing under similar conditions at the same time and in the same locality.

16. SUCCESSORS OR ASSIGNS

All of the terms, conditions and provisions hereof shall inure to the benefit of and be binding upon the Parties hereto, and their respective successors and assigns; provided, however, that no assignment of the Agreement shall be made without written consent of the non-assigning Party, which may be given in the non-assigning Party's sole discretion.

17. NOTICES

Any notices required under this Agreement will be in writing, addressed to the appropriate Party at the address which appears below (as modified in writing from time to time by such party), and given by electronic submission, by facsimile personally, by registered or certified mail, return receipt requested, or by nationally recognized overnight courier service. All notices shall be effective upon the date sent.

Purchasing Manager
City of Richland
505 Swift Blvd., MS-11
Richland, WA 99352
Email: purchasing@ci.richland.wa.us
Phone: (509) 942-7710
Fax: (509) 942-7397

Contact Name: Greg Settle, Senior Consultant
Name of Firm: Hyas Group, LLC
Address: 108 NW 9th Avenue, Suite 203
Address: Portland, OR 97209
Email: gsettle@hyasgroup.com
Phone Number: (360) 866-9327
Fax Number: (971) 275-1856

18. EQUAL OPPORTUNITY AGREEMENT

Consultant agrees that Consultant will not discriminate against any employee or job applicants for work under this Agreement for reasons of race, sex, nationality, religious creed, or sexual orientation.

19. SEVERABILITY

If any provision of this Agreement conflicts with applicable law, or its application is found to be invalid by a court of competent jurisdiction, the remainder of this Agreement shall not be affected, and to this end, the terms of this Agreement are declared to be severable.

20. AMENDMENTS

All amendments must be in writing and be approved and signed by both Parties.

21. CHANGE IN LAW

The Parties hereto agree that in the event legislation is enacted or regulations are promulgated, or a decision of court is rendered, or any interpretive policy or opinion of any governmental agency charged with the enforcement of any such law or regulation is published that affects or may affect the legality of this Agreement or any part thereof or that materially and adversely affects the ability of either Party to perform its obligations or receive the benefits intended hereunder ("Adverse Change in Law"), then within fourteen (14) calendar days following written notice by either Party to the other Party of such adverse change in law, the Parties shall meet to negotiate in good faith an amendment which will carry out the original intention of the Parties to the extent possible. If, despite good faith attempts, the Parties cannot reach agreement upon an amendment within sixty (60) calendar days after commencing negotiation, then this Agreement may be terminated by either Party as of the earlier of: (i) the effective date of the adverse change in law, or (ii) the expiration of a period of sixty (60) days following written notice of termination provided by one Party to the other.

22. CONFIDENTIALITY

In the course of performing under this Agreement, Consultant, including its employees, agents or representatives, may receive, be exposed to, or acquire confidential information. Confidential information may include, but is not limited to, patient information, contract terms, sensitive employee information, or proprietary data in any form, whether written, oral, or contained in any computer database or computer readable form. Consultant shall: i) not disclose or sell confidential information except as permitted by this Agreement; ii) only permit use of such confidential information by employees, agents and representatives having a need to know in connection with performance under this Agreement; and (iii) advise each of its

employees, agents, and representatives of their obligations to keep such information confidential.

23. CHANGES OF WORK

- a. When required to do so, and without any additional compensation, Consultant shall make such changes and revisions in the completed work of this Agreement as necessary to correct or revise any errors, omissions, or other deficiencies in the design, drawings, specifications, reports, and other similar documents which Consultant is responsible for preparing or furnishing under this Agreement.
- b. Should the City find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, Consultant shall make such revisions as directed by the City. This work shall be considered as Extra Work and will be paid for as herein provided under Section 24, Extra Work.

24. EXTRA WORK

The City may desire to have Consultant perform work or render additional services within the general scope of this Agreement. Such work shall be considered as extra work and will be specified in a written supplement to this Agreement which will set forth the nature of the scope, schedule for additional work, additional fees and the method of payment. Work under a supplemental Agreement shall not proceed until authorized in writing by the City.

25. ADDITIONAL TERMS

Proxy Voting. Consultant does not exercise proxy voting authority over client securities. The obligation to vote client proxies at all times rests with Client. However, Client is not precluded from contacting Consultant for advice or information about a particular proxy vote. However, Consultant will not be deemed to have proxy voting authority as a result of providing such advice to Client.

Should Consultant inadvertently receive proxy information for a security held in the Plan's account, Consultant will immediately forward such information to Client, but will not take any further action with respect to the voting of such proxy. Upon termination of this Agreement, Consultant will make a good faith and reasonable attempt to forward proxy information inadvertently received by Consultant on Client's behalf to the forwarding address provided by Client.

Risk. Client recognizes that there may be loss or depreciation of the value of any investment due to the fluctuation of market values. Client represents that no party to this Agreement has made any guarantee, either oral or written, that the Plan's investment objectives will be achieved. Consultant will not be liable for any error in judgment and/or for any investment losses in the absence of malfeasance, negligence or violation of applicable law. Nothing in this Agreement will constitute a waiver or limitation of any rights which Client may have under applicable state or federal law, including without limitation state and federal securities laws.

Acknowledgement of Receipt of Part 2 Form ADV. Client acknowledges that it has received and has had an opportunity to read Consultant's firm brochure (Form ADV, Part 2A) and applicable brochure supplements (Form ADV, Part 2B) prior to, or at the time of, entering into this Agreement.

Acknowledgement of Receipt of Privacy Notice. Client acknowledges that it has received and has had an opportunity to read Consultant's privacy notice prior to, or at the time of, entering into this Agreement.

26. ENTIRE AGREEMENT

This Agreement contains the entire agreement of the Parties hereto and supersedes all previous understandings and agreements, written and oral, with respect to this transaction. Neither Party shall be liable to the other for any representations made by any person regarding the terms of this Agreement, except to the extent that the same are expressed in this Agreement.

(Signature page to follow)

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year first above written.

CITY OF RICHLAND, WASHINGTON

CONSULTANT

Cynthia D. Reents, City Manager

Signature

ATTEST:

Printed Name

Marcia Hopkins, City Clerk

Title

APPROVED AS TO FORM:

Heather Kintzley, City Attorney

EXHIBIT A: Detailed Scope of Work**City of Richland 401(a) Defined Contribution Retirement Plans and City of Richland 457 Deferred Compensation Plan – Annual Consulting Services Scope of Work****401(a) Defined Contribution Retirement Plans and 457 Deferred Compensation Plan:**

Term	Annual Fee	Quarterly Payment
January 1, 2019 – December 31, 2019	\$38,000	\$9,500
January 1, 2020 – December 31, 2020	\$39,000	\$9,750

Maintenance of Investment Policy Statement

- At least annual review of general content and structure
- Review and recommend adjustments to goals and objectives as appropriate
- Review and recommend adjustments to investment guidelines as appropriate
- Review investment performance review and evaluation criteria

Investment manager searches as deemed necessary and appropriate by the Committee

- Select appropriate screening criteria
- Initiate data collection and review
- Provide comprehensive risk and return analysis
- Identify suitable finalist candidates
- Present results to Committee and offer recommendation

Ongoing due diligence for each investment option in the plans

- Produce attributions on each fund manager
- Evaluate attributions according to sector returns and weights, capitalization breakdown, asset class and style benchmarks
- Compare portfolio statistics to the asset class benchmark
- Meet with managers or representatives, as necessary

Ongoing plans compliance review and assistance

- Provide updates related to legal and regulatory changes effecting the plans
- Review plan documents and agreements and provide commentary as required
- Provide assistance to help make sure plans operates in compliance with state and regulatory requirements

Quarterly performance reports and account review

- Illustrate and communicate big picture thematic, economic and specific asset class trends
- Present fund performance against its relative asset class benchmark
- Create asset allocation charts
- Provide investment manager attribution reports and due diligence notes as needed
- Provide in-person presentation of quarterly performance report at client location

Fiduciary and defined contribution plan education for Committee

- Annual training update (or more frequently as needed)
- Dissemination of important regulatory, legal and legislative information to the Committee as it becomes available to the Hyas Group

Exhibit A – Detailed Scope of Work – Continued
City of Richland Retirement Health Savings Plan – Annual Consulting Services Scope of Work

Retirement Health Savings Plan:

Term	Annual Fee	Quarterly Payment
January 1, 2019 – December 31, 2020	\$6,000	\$1,500

Maintenance of Investment Policy Statement

- At least annual review of general content and structure
- Review and recommend adjustments to goals and objectives as appropriate
- Review and recommend adjustments to investment guidelines as appropriate
- Review investment performance review and evaluation criteria

Investment manager searches as deemed necessary and appropriate by the Committee

- Select appropriate screening criteria
- Initiate data collection and review
- Provide comprehensive risk and return analysis
- Identify suitable finalist candidates
- Present results to Committee and offer recommendation

Ongoing due diligence for each investment option in the RHS Plan

- Produce attributions on each fund manager
- Evaluate attributions according to sector returns and weights, capitalization breakdown, asset class and style benchmarks
- Compare portfolio statistics to the asset class benchmark
- Meet with managers or representatives, as necessary

Ongoing Plans compliance review and assistance

- Provide updates related to legal and regulatory changes effecting the plans
- Review plan documents and agreements and provide commentary as required
- Provide assistance to help make sure plans operates in compliance with state and regulatory requirements

Annual Performance Report

- Illustrate and communicate big picture thematic, economic and specific asset class trends
- Present fund performance against its relative asset class benchmark
- Create asset allocation charts
- Provide investment manager attribution reports and due diligence notes as needed

Quarterly on-site Committee meeting attendance and update

- Provide in-person presentation of annual performance report and quarterly investment performance flash reports at client location
- Provide updates related to legal and regulatory changes effecting the Plan



HYAS GROUP
— INVESTMENT ADVISORS —

Form ADV Part 2A, Firm Brochure

Hyas Group, LLC

108 NW 9th Avenue, Suite 203

Portland, OR 97209

971-634-1500

SEC File No. 801-69938

CRD Number 149122

March 27, 2018

This brochure provides information about the qualifications and business practices of Hyas Group LLC (“Hyas” or “Adviser”). If you have any questions about the contents of this brochure, please contact us at 971-634-1500 or mruppelt@hyasgroup.com. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Hyas Group, LLC is a registered investment adviser. Registration of an Investment Adviser does not imply any level of skill or training. The oral and written communications of an Adviser provide you with information about which you determine to hire or retain an Adviser.

Additional information about Hyas Group is also available on the SEC’s website at www.adviserinfo.sec.gov.

Item 2 - Material Changes Pursuant to SEC Rules, this Brochure is reviewed on an ongoing basis for necessary revisions. The changes made since our last annual version are:

Item 4, on page 2, we have updated the client assets under management.

Pursuant to SEC Rules, we will ensure that you receive a summary of any material changes to this and subsequent Brochures within 120 days of the close of our business’ fiscal year. We may further provide other ongoing disclosure information about material changes as necessary.

We will further provide you with a new Brochure as necessary based on changes or new information, at any time, without charge.

Currently, our Brochure may be requested by contacting Michelle Ruppelt, Chief Compliance Officer at 971-634-1508 or mruppelt@hyasgroup.com.

Additional information about Hyas is also available via the SEC’s web site www.adviserinfo.sec.gov. The SEC’s web site also provides information about any persons affiliated with Hyas who are registered, or are required to be registered, as investment adviser representatives of Hyas.

Item 3 -Table of Contents

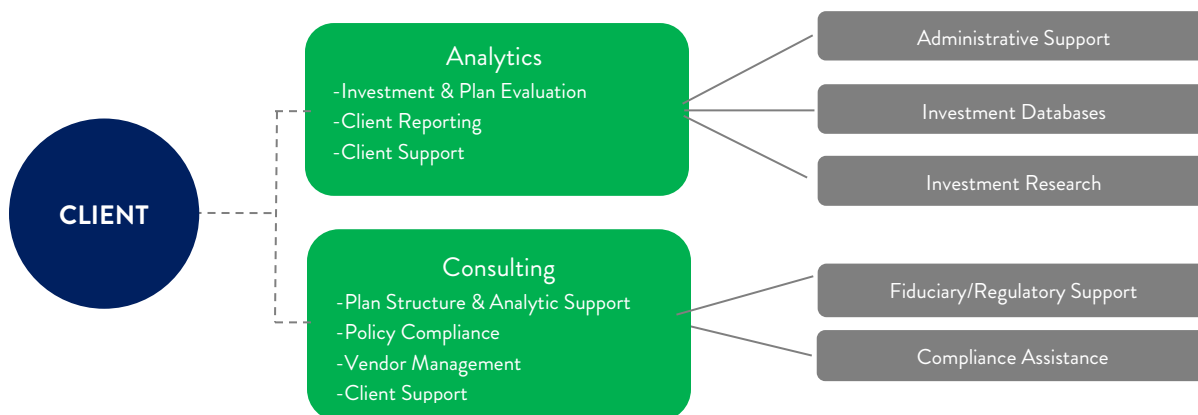
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Item 4 – Advisory Business

The Hyas Group is an independent investment consulting firm that provides services largely to institutional investors including defined contribution and defined benefit retirement plan clients along with endowments and foundations. Founded in 2008, the firm is structured as a Limited Liability Company (LLC) and is wholly owned by three senior consulting partners. The firm has only one line of business, the investment consulting business. The sole office location is in Portland, Oregon and there are no Hyas Group parents, subsidiaries or affiliates.

The Hyas Group partners have over 45 years of combined experience serving clients in an institutional investment consulting capacity and the firm has been providing investment consulting services since its founding. The Hyas Group offers a wealth of consulting experience to all major plan structures. Corporate, governmental and non-profit plan sponsors have all sought the analytical skills and fiduciary support services offered by the firm.

The overall organizational structure is summarized as follows:



Advisory Services and Fees

Hyas Group, LLC. ("Hyas Group") provides two primary types of services, described below, through its Investment Advisor Representatives (IARs). Our clientele includes committee directed plans such as Defined Benefit Pension Plans and OPEB Trusts, and participant direct plans such as 401, 403(b) and 457 Plans.

Investment Advisory Services

Hyas performs a broad array of investment advisory services for its clients. Not all clients choose to receive all potential services. The potential services include, but are not limited to, review of an existing investment policy statement or assistance in creating an investment policy statement, plan performance reporting, asset allocation modeling, analysis of current investment options and portfolio structure, portfolio rebalancing and investment manager searches.

We also offer discretionary portfolio management services. When utilizing this service, as with all clients, we work with them to create and/or review their investment policy statement, review their current asset allocation,

investment manager allocation and manager performance. The ongoing manager selection and strategic rebalancing within the investment policy ranges are managed in-house by the Hyas Group.

Advice and Consulting not Involving Securities

Many of the services that Hyas Group performs for clients are not investment advisory in nature. These services include, but are not limited to, consulting with investment committees, pension plan review and analysis, fiduciary education and training, plan fee and revenue analysis, vendor search projects, and reporting on investments and pension plan results. The specific services that Hyas Group performs for a client are described in a written agreement with each client.

Hyas Group currently advises approximately \$23 billion in client assets. Hyas Group has discretion over approximately \$36.5 million in client assets.

Item 5 – Fees and Compensation

Hyas Group charges some clients a fee based upon the size or value of assets under the advice relationship which may include portfolios that are a part of overall assets. Assets will be valued on the last day calendar quarter. Quarterly fees are calculated and charged in arrears, after services have been performed. The actual rate would vary depending upon the scope of services the client requests Hyas Group to perform. This fee is described in the written agreement entered into between the client and Hyas Group.

The client acknowledges and agrees that fees payable to Hyas Group may if the client desires to do so, be automatically deducted from the client's account.

In cases when the advisory agreement does not span the full billing period, fees are prorated from the date of inception or through the date of termination. The Advisor or client may terminate the investment advisory agreement at any time with written notice to the advisor at their main office.

Fixed Fees

In some cases, Hyas Group will perform services for clients where the cost is set and agreed to with the client in advance of performing the service. The exact cost of the service would depend upon the complexity and scope of the service to be performed. Hyas Group, LLC enters into a written agreement that explains the services to be performed and an estimate of the cost to complete the service. Fees are normally paid upon delivery of the specific work product. If either party terminates the fixed fee engagement, the client is responsible to compensate Hyas Group for work done on a prorata basis, based upon the number of days the services was provided in the quarterly billing period.

Other Fees

The above-referenced fees charged by Hyas Group do not include brokerage commissions and other costs related to the execution of transactions on behalf of clients. Such costs will be paid by advisory clients in addition to the fees discussed above. Clients are also responsible for asset management fees and plan or account administration fees paid to custodians and broker-dealers. These fees are disclosed in the disclosure document or agreements in the custodian's account opening documents. Clients are also responsible for margin interest, wire transfer fees,

safe keeping fees and other special services provided by the broker-dealer, transfer agent, or custodian and disclosed by the custodian at the time the client opens their account(s) or when service is requested.

For some clients, we recommend investment vehicles such as Limited Partnerships or Limited Liability Companies (e.g. real estate, hedge funds). These investments have fees such as annual management fees that the client is also responsible for. Each investment manager states their various fees within the subscription documents and/or offering memorandum.

Investment Company Fees

Investment company funds that are held by clients will bear their own internal transaction and execution costs, as well as directly compensate their investment managers along with internal administrative services. Some funds pay 12b-1 fees, Distribution Fees, and or Shareholder Service Fees to broker-dealers that offer such funds to their clients. These charges affect the Net Asset Value of these fund shares and are thus indirectly borne by fund shareholders such as a Hyas Group client. Some fund companies have imposed a redemption fee. A redemption fee is another type of fee that some funds charge their shareholders when shares are sold or redeemed within a short period of time from the purchase of the fund shares. Although a redemption fee is deducted from redemption proceeds just like a deferred sales load, it is not considered to be a sales load. Unlike a sales load, which is generally used to compensate brokers, a redemption fee is typically used to defray fund costs associated with a shareholder's redemption and is paid directly to the fund, not to a broker. The SEC generally limits redemption fees to 2%. In most cases, the funds will use the "first-in, first-out" (FIFO) method to determine the holding period. Under this method, the date of the redemption will be compared with the earliest purchase date of shares held in the account.

A complete explanation of these charges is contained in the prospectus and "Statement of Additional Information" for each investment company fund. You can get a prospectus from the investment company (through its website or by telephone or mail). Your financial professional or broker can also provide you with a copy.

Item 6 - Performance-Based Fees

It is the Company's policy not to charge clients based upon the performance of their accounts except where the growth in an account will affect an asset based fee (size of the account).

Item 7 - Types of Clients

The Hyas Group provides investment consulting services to municipalities, corporate pension and profit-sharing plans, charitable institutions, foundations, endowments, and high net worth individuals.

Item 8 - Methods of Analysis, Investment Strategies and Risk of Loss

The investment review process at the Hyas Group is continuous and ongoing. Our team reviews mutual funds and other investment vehicles on both a predetermined and impromptu basis. We rely on a number of databases to house our investment return data as well as attribution systems. The databases include mutual funds, commingled funds, insurance products, separate accounts as well as alternative products such as hedge funds.

Our reporting capabilities, analytics resources and manager contacts generally include the following resource tools and data bases:

- Morningstar Direct – which provides extensive mutual fund or separate account data including peer group, performance and holdings information
- Institutional data-base subscriptions – Barclays Capital (formerly Lehman Brothers), Standard & Poors, Russell and MSCI/Barra all provide data for the compilation of our reports.
- InvestorForce – which provides manager and total plan universe information, index information and software for report production.

These databases can be used for screening a multitude of investment products. The databases make more than 100 screening factors available. Statistical and regression analysis is also performed using the databases. This allows us to analyze portfolios over multiple time periods versus relative benchmarks as well as compare investments on a side-by-side basis. In this quantitative review, we also compare risk and value-add statistics such as standard deviation, alpha, beta and up/down market capture. All of these tools, when taken in concert with an assessment of underlying securities holdings and sector allocations, allow us to feel confident in the total evaluation of the products in which our clients invest.

Our research process is not limited to databases alone. We also provide qualitative assessments of the investment products we recommend to our clients by meeting with investment managers face-to-face and conducting regular conference calls with the individuals responsible for managing and servicing the specific investment vehicles we are evaluating. We feel strongly that active investment performance is driven by skilled people and, therefore, we analyze the manager's philosophy, process and personnel in order to have a firm grasp on the skill sets offered by different managers.

The conversations will typically involve

- 1) a discussion of the dynamics of the investment team,
- 2) strategy,
- 3) firm structure,
- 4) portfolio construction and
- 5) performance attributions.

Often these meetings help facilitate frank discussions with the portfolio managers which help us provide **the most** accurate and up-to-date information available.

While some risk is inherent in any investment, we believe that it is imperative that risk be managed appropriately. Thorough review of volatility and risk adjusted return can also add value when properly considered. For each of our client's available investment options we'll analyze risk-related measures such as beta, standard deviation, alpha, up-market capture and down-market capture. It is our expectation that all funded products provide a competitive risk adjusted return. Therefore each product is reviewed with that expectation in mind.

Investment Strategy

At the outset of our working with a Client, we review a Client's risk profile, portfolio goals and/or requirements (such as income), which results in an Investment Policy Statement (either newly crafted or a review and possible

revision of an existing IPS.) As part of that process, we analyze the Asset Allocation of the portfolio, and propose any recommended changes. We then work on implementation of their IPS/Asset Allocation Study, using research methodologies noted previously, identifying and funding managers which we believe to best meet the Client's IPS and risk profile.

Risk of Loss

Investing in securities involves risk of loss that you should be prepared to bear. We do not represent or guarantee that our services or methods of analysis can or will predict future results, successfully identify market tops or bottoms, or insulate clients from losses due to market corrections or declines. In addition, the investment managers and/or funds that we recommend are also subject to the same domestic and global economic variables, and therefore are subject to the same risk of loss. We cannot offer any guarantees or promises that your financial goals and objectives will be met. Past performance is in no way a guarantee of future performance.

Item 9 - Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of Hyas Group or the integrity of Hyas Group's management. Hyas Group has no information applicable to this Item.

Item 10 - Other Financial Industry Activities and Affiliations

Hyas Group does not receive revenue from any money management firms, recordkeepers or other retirement plan service providers. Our only compensation is that which we receive directly from our clients.

Hyas Group and its representatives may provide services to clients that are not investment advisory in nature. These services may include reporting on investments and account or plan assets, consulting on noninvestment matters, education, vendor search projects, and performance review and evaluation.

Item 11 - Code of Ethics

Hyas Group will provide a copy of its Code of Ethics to clients or prospective clients upon their request.

Item 12 - Brokerage Practices

Hyas Group does not have any business interests with any brokerage firms nor do they receive any soft dollars or other compensation for recommending any brokerage firms, custodians, mutual funds, or investment managers.

For those accounts over which we have discretion, having the client assets held at one custodian, whether bank, trust company, or brokerage firm, enables us to manage the portfolio, including review, place trades, compile performance reports, and answer client questions, in as efficient manner as possible. If the client doesn't currently have a custodian, we may recommend a custodian, one possible option being Charles Schwab. But as stated above, we receive no compensation for recommending Charles Schwab or any other custodian. Schwab has been recommended as they provide an extensive mutual fund platform and nearly all our investment managers have trading agreements with Schwab. In addition, they have a robust internet presence, including trading software, custodial information easily accessed by Hyas Group and the clients, a strong support staff assisting with trading, client and technology servicing questions and issues.

Directed Brokerage

If a client has an established relationship with a custodian, we will place trades with that custodian, which is considered directed brokerage. This directed brokerage arrangement potentially (1) limits Hyas Group's ability to seek best execution and negotiate commissions; (2) limits the clients' ability to participate in aggregated trades; and, as a result, (3) may cost the client more money.

Trade Allocation

Hyas Group has a Trade Allocation Policy, which addresses allocating securities, including IPOs and Private Placements, and/or recommendations among clients. The formula must provide a fair and equitable basis for allocations and be consistently applied to all clients. Prior to the allocation of securities by Hyas, we will determine if a client's investment objectives and suitability requirements qualify the client for participation in purchasing a specific security, IPO or Private Placement. If the client qualifies for participation in the purchase of a specific security, IPO or Private Placement, Hyas Group will allocate a certain percentage of the total allocation to each qualified client based upon the following formula:

The formula is based upon dividing the total shares or amount allocated by the total number of qualified clients and their assets under management. For example, if the total allocation to Hyas Group is 1,000,000 shares and Hyas Group has ten (10) clients that qualify for a percentage of the allocation and each client has a total of \$1,000,000 under management with Hyas Group, each client will receive an allocation of 100,000 shares.

Note that Hyas Group may exclude certain clients from the allocation if the trade allocation would be "de minimus" or so small as not to be in the client's best interest.

Item 13 - Review of Accounts

Performance reports are produced for the client either on a quarterly, semi-annual, or annual basis with the nature and format of the review process matched to the type of plan (Defined Contribution, Defined Benefit, Endowment, etc.) and the unique needs of each client. Frequency of reports is addressed in each client's agreement with Hyas Group. Broadly defined, the process covers a review of the plan's asset allocation or plan construction, individual investment manager and total account performance reviews, plan utilization rates and participant account balances, and review of investment costs. Client reports are designed to clearly reflect manager and account performance relative to the client's specific investment policy. Performance reports contain a comprehensive evaluation of the plan's investment options relative to investment policy. Color graphics illustrates manager diversification, historical asset allocation and performance versus the relevant indices over differing lengths of time. A statistical section provides an analysis of manager characteristics including sector/quality exposure and market weights. Interpretive text shows how these characteristics impact risk and return and what that means to the investment program.

Our reports include global market commentaries at the end of each calendar quarter. These commentaries provide a broad economic and market overview as well as specific fixed income, equity and international risk and return insight.

Further, the Hyas Group closely monitors plan utilization rates and average participant account balances to assess each plan's investment and structural effectiveness. We provide comparative statistics for similar sized plans as well

as a calculated, overall plan and asset class returns for each of our client accounts each quarter. This plan return allows for further comparison of the equity and fixed income participant investment weightings and demonstrates the offered investment options compare, on the whole, to those offered by other clients and industry averages.

The client performance reports are compiled by various analytical staff members of the firm with final reviews completed by Jayson Davidson, Managing Director of Consulting Services and Senior Consultant; Dale Parker, Director of Analytical Services; Brian Loescher, Director of Research; Greg Settle, Senior Consultant; Scott Faris, Senior Consultant; and Vincent Galindo, Senior Consultant.

Item 14 - Client Referrals and Other Compensation

Hyas Group does not compensate any client or person for client referrals.

Item 15 - Custody

Hyas Group does not maintain custody of client funds or securities. Client assets are held by mutual fund companies, banks, trust companies, brokerage firms, or other custodial institutions.

Client is urged to compare the statements it receives from the custodian with the reports it receives from Hyas.

Item 16 - Investment Discretion

Hyas Group has received discretionary authority from a few clients at the outset of the advisory relationship to select the identity and amount of securities to be bought or sold. In all cases, however, such discretion is to be exercised in a manner consistent with the stated investment objectives for the particular client account.

When selecting securities and determining amounts, Hyas Group observes the investment policies, limitations and restrictions of the clients for which it advises. For registered investment companies, Hyas Group's authority to trade securities may also be limited by certain federal securities and tax laws that require diversifications of investments and favor the holding of investments once made.

Investment guidelines and restrictions must be provided to Hyas Group in writing.

Item 17 - Voting Client Securities

Hyas Group provides investment management services to clients that include, among others, corporate and public pension plans, foundations, and endowments. Unless otherwise stated in the client agreement, Hyas does not vote proxies for clients. For those clients over which Hyas has discretion and therefore has proxy voting authority, Hyas considers proxy voting an important part of those management services. As such, Hyas seeks to vote the proxies of mutual funds and/or securities held by clients in the best interest of those clients.

Hyas believes the best interests of clients are served by voting proxies in a way that maximizes long term shareholder value. Therefore, the investment professionals responsible for voting proxies have the discretion to make the best decision given the individual facts and circumstances of each issue. Proxy issues are evaluated on their merits and considered in the context of the professional's knowledge of a mutual fund or company, its current management, management's past record and Hyas's general position on the issue.

As the management of a portfolio company is responsible for its day-to-day operations, Hyas believes that management, subject to the oversight of the relevant board of directors, is often in the best position to make decisions that serve the interest of shareholders. However, Hyas votes against management on proposals where it perceives a conflict may exist between management and client interests, such as those that may insulate management or diminish shareholder rights. Hyas Group also votes against management in other cases where the facts and circumstances indicate that the proposal is not in its clients' best interests.

Upon client request, Hyas will provide reports of its proxy voting record as it relates to the securities held in the client's account(s) for which Hyas has proxy voting authority.

Item 18 - Financial Information

Hyas Group does not require or solicit prepayment of more than \$1,200 in fees per client, six months or more in advance.

Additionally, we must disclose any financial condition that could impair our ability to fulfill our agreement with our clients. Hyas Group has no such financial condition to disclose. Neither have we even been the subject of any bankruptcy proceeding.

Additional Information

Privacy Statement

We, like other professionals who advise on personal financial matters are required by federal law to inform their clients of their policies regarding the privacy of client information.

In the course of providing our clients with certain advice, we may receive nonpublic personal financial information from our clients, their accountants and other representatives, such as financial statements, tax returns and other personal information. All nonpublic personal information that we receive regarding our clients or former clients is held in strict confidence in accordance with our professional obligations, and is not released to people outside the Firm, except with your consent or as required by law or to explain our actions to professional organizations that we are members of. We may share certain information with third parties who assist us in providing our services to you (such as administrative and client service functions) or marketing services, as permitted by law, subject to the obligation of these third parties not to use or disclose such information for any other purpose.

We retain records relating to professional services that we provide so that we are better able to assist you with your professional needs and, in some cases to comply with professional guidelines. In order to guard your nonpublic personal information from unauthorized disclosure, we maintain physical, electronic and procedural safeguards.

If your financial situation, goals or risk tolerance has changed since you last notified us in writing, please contact us immediately.



HYAS GROUP

— INVESTMENT ADVISORS —

Form ADV Part 2B,
Brochure Supplement

Hyas Group, LLC

108 NW 9th Avenue, Suite 203

Portland, OR 97209

971-634-1500

SEC File No. 801-69938

CRD Number 149122

March 27, 2018

This brochure provides information about the qualifications and business practices of Hyas Group LLC (“Hyas” or “Adviser”). If you have any questions about the contents of this brochure, please contact us at 971-634-1500 or mruppelt@hyasgroup.com. The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission or by any state securities authority.

Hyas Group, LLC is a registered investment adviser. Registration of an Investment Adviser does not imply any level of skill or training. The oral and written communications of an Adviser provide you with information about which you determine to hire or retain an Adviser.

Additional information about Hyas Group is also available on the SEC’s website at www.adviserinfo.sec.gov.

Item 1

Jayson Allen Davidson

This Brochure Supplement provides information about Jayson Davidson that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michele Ruppelt, Chief Compliance Officer, if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Jayson Davidson is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1973

Education after High School: Bachelor of Science, University of California at Berkeley, 1996

Business background:

2008 – present, Managing Partner and Director of Consulting Services at Hyas Group, LLC.

2002 – 2008, Senior Investment Consultant at Arnerich Massena & Associates.

1997 – 2002, Consultant at ICMA-RC

Professional Designations: Mr. Davidson has earned the right to use the Chartered Financial Analyst (CFA) designation. Additionally, he is a member of the Charter Financial Analyst (CFA) Institute and the National Association of Government Defined Contribution Administrators (NAGDCA).

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Davidson's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt.

Item 1

Brian James Loescher

This Brochure Supplement provides information about Brian Loescher that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Brian Loescher is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1969

Education after High School: Bachelor of Science, Finance, University of Nebraska, 1993

Business background:

2009 – present, Managing Partner, CIO and Director of Research at Hyas Group, LLC.

1999 – 2009, Director of Research at Arnerich Massena & Associates.

1997 – 1999, Research Analyst at R.V. Kuhns & Associates

1995 – 1997, Performance Systems specialist, West One Trust Co.

Professional Designations: Mr. Loescher has earned the right to use the Chartered Financial Analyst (CFA) designation and is a member of the Portland Society of Financial Analysts, Portland Alternative Investment Association and the CFA Institute.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Loescher's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Gregory Thomas Settle

This Brochure Supplement provides information about Greg Settle that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Greg Settle is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1957

Education after High School: Bachelor of Science, Portland State University, 1983

Business background:

2010 – present, Investment Consultant at Hyas Group, LLC.

2008 – 2010, Consultant at Aon Investment Consulting

2007 – 2007, Consultant at Northwest Capital Management

1992 – 2007, Consultant (1992-1996) and Vice President (1997-2007) at ICMA RC

1988 – 1992, Director, Deferred Compensation Plan Services, The New England Co.

1984 – 1988, Representative, The Holden Group/Security First Group

Professional Designations: Mr. Settle has passed the Chartered Financial Analyst (CFA) Exam 1 (of 3). Additionally he is a member of National Association of Government Defined Contribution Administrators (NAGDCA). He currently holds the Ser. 65 license and has passed the NASD Series 7, 63 and 28 exams, though those designations were allowed to lapse when Mr. Settle entered the consulting industry in 2007.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Settle's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Scott Allen Faris

This Brochure Supplement provides information about Scott Faris that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Scott Faris is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1953

Education after High School: Bachelor of Science, Montana State University, 1977
J.D., William Mitchell College of Law, 1988

Business background:

2011 – present, Investment Consultant at Hyas Group, LLC.

2008 – 2011, Consultant, Towers Watson Investment Services

2005 – 2008, Consultant, Principal, Northwest Capital Management

1997 – 2005, Consultant, Arnerich Massena & Associates

1990 – 1997, Associate, William M. Mercer

Professional Designations: Mr. Faris has earned the right to use the Chartered Financial Analyst (CFA) designation. Additionally, he is a member of the Charter Financial Analyst (CFA) Institute and the National Association of Government Defined Contribution Administrators (NAGDCA).

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Faris' work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

P. Vincent Galindo

This Brochure Supplement provides information about Vincent Galindo that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Vincent Galindo is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1970

Education after High School: Bachelor of Arts, University of California at Berkeley, 1995

Business background:

2014 – present, Investment Consultant at Hyas Group, LLC.

2005 – 2014, Investment Consultant, Arnerich Massena & Associates

2004 – 2005, Education Consultant, Arnerich Massena & Associates

2003 – 2004, Investor Information Coordinator, Oregon Division of Finance & Corporate Securities

2001 – 2003, Financial Advisor, Waddell & Reed Inc.

1999 – 2001, Analyst, Thomas Weisel Partners

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Galindo's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Edward “Ned” Kenneth Taylor

This Brochure Supplement provides information about Ned Taylor that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group’s Brochure or if you have any questions about the contents of this supplement.

Additional information about Ned Taylor is available on the SEC’s website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1975

Education after High School: Bachelor of Arts, Willamette University, Salem, Oregon, 1997

Business background:

2016 – present, Investment Consultant at Hyas Group, LLC.

2010 – 2016, Investment Consultant, Standard Retirement Services

2008 – 2016, Registered Investment Advisor, Stancorp Investment Advisers

2006 – 2016, Registered Representative, Stancorp Equities

2001 – 2005, Financial Advisor, Columbia Financial Center

1998 – 2001, Retirement Plan Consultant, Executive Financial Group

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Taylor’s work, including investment advice and interaction with clients is monitored periodically by review of his client’s performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Rasch Michael Cousineau

This Brochure Supplement provides information about Rasch Cousineau that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Rasch Cousineau is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1972

Education after High School: Bachelor of Arts, Marist College, Poughkeepsie, NY, 1994

Business background:

2016 – present, Investment Consultant at Hyas Group, LLC.

1997 – 2016, V.P., Institutional Sales, ICMA-RC Services

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Cousineau's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.

Item 1

Thomas Joseph Breaden

This Brochure Supplement provides information about Tom Breaden that supplements the Hyas Group, LLC Brochure. You should have received a copy of that Brochure. Please contact Michelle Ruppelt, Chief Compliance Officer if you did not receive Hyas Group's Brochure or if you have any questions about the contents of this supplement.

Additional information about Tom Breaden is available on the SEC's website at www.adviserinfo.sec.gov.

Item 2 - Educational Background and Business Experience

Born: 1982

Education after High School:

Bachelor of Science in History and Economics, University of Oregon, Eugene, OR 2004

Master of Science in Economics, Portland State University, Portland, OR 2007

Business background:

2011 – present, Senior Analyst at Hyas Group, LLC.

2006 – 2011, Director of Research, Heintzberger Payne

Professional Designations: Mr. Breaden has earned the right to use the Chartered Financial Analyst (CFA) designation and is a member of the Portland Society of Financial Analysts, Portland Alternative Investment Association and the CFA Institute.

Item 3- Disciplinary Information

Registered investment advisers are required to disclose all material facts regarding any legal or disciplinary events that would be material to your evaluation of each supervised person providing investment advice. No information is applicable to this Item.

Item 4- Other Business Activities

No information is applicable to this Item.

Item 5- Additional Compensation

No information is applicable to this Item.

Item 6 - Supervision

Mr. Breaden's work, including investment advice and interaction with clients is monitored periodically by review of his client's performance reports, written correspondence and e-mail, by the Chief Compliance Officer, Michelle Ruppelt, and Director of Consulting Services, Jayson Davidson.



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Hyas Group, LLC Privacy Notice

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In the course of providing our clients with certain advice, we may receive nonpublic or personal financial information from our clients, their accountants and other representatives, such as financial statements, tax and income information and other financial information. All nonpublic or personal information that we receive regarding our clients or former clients is held in strict confidence in accordance with our professional obligations, and is not released to people outside the Firm, except with your consent or as required by law or to explain our actions to professional organizations that we are members of. We may share certain information with non-affiliated third parties who assist us in providing our services to you (such as administrative and client service functions) or marketing services, to advise you of our services, subject to the obligation of these third parties not to use or disclose such information for any other purpose.

We retain records relating to professional services that we provide so that we are better able to assist you with your professional needs and, in some cases, to comply with professional guidelines. In order to guard your nonpublic or personal information from unauthorized disclosure, we maintain physical, electronic and procedural safeguards.



COUNCIL AGENDA ITEM COVERSHEET

Council Date: 01/15/2019

Agenda Category: Expenditures - Approval

Core Focus Area I - Promote Financial Stability & Operational Effectiveness

Subject:

Expenditures from December 21, 2018 - January 4, 2019 for \$8,838,970.81 including Check Nos. 264006-264490, Wire Nos. 7264-7301, Payroll Check Nos. 142561-143090, and Payroll Wire/ACH Nos. 10786-10803

Department:

Administrative Services

Ordinance/Resolution Number:

Document Type:

Expenditures

Recommended Motion:

Approve the expenditures from December 21, 2018, to January 4, 2019 in the amount of \$8,838,970.81.

Summary:

Breakdown of Expenditures:

Check Nos.	264006-264490	1,754,627.35
Wire Nos.	7264-7301	4,670,186.78
Payroll Check Nos.	142561-143090	55,504.47
Payroll Wires/ACH	10786-10803	2,358,652.21
TOTAL		\$8,838,970.81

Fiscal Impact:

Yes

Total Disbursements: \$8,838,970.81. Disbursements (wire transfers) include \$2,890,446.00 for purchase power.

Attachments:

1. Wire Transfers
2. Voucher Listing Report

VOUCHER LISTING REPORT
SUMMARY OF WIRE TRANSFERS
DECEMBER 21, 2018 - JANUARY 4, 2019

Payee	Wire Description	Amount
Claim Wires - Wire No. 7264 to 7301		
AW Rehn Insurance	Fire Health Reimbursement Account	20,565.00
Bonneville Power Administration	Purchase Power	2,890,446.00
CIGNA Health/Matrix/QBE/VSP	Insurance Claims	548,103.18
Discovery Benefits	Section 125	11,048.89
Lava Corporation	Purchase media for new conference rooms	8,478.75
Leone & Keeble	Contract C16-292 - Pay Estimate	1,099,640.84
LEOFF Trust	Fire Health Premiums	90,367.24
Payment Processing, Inc.	Landfill Merchant Service Fees	1,536.88
	Total Claim Wire Transfers	\$ 4,670,186.78
Payroll Wires & Direct Deposits (ACH) - Wire No. 10786 to 10803		
Payroll Wires *see description below	Total Payroll Wire Transfers & Deposits	\$ 2,358,652.21
Total Claim & Payroll Wires/ACH		\$ 7,028,838.99

*Payroll Wires - transactions represent; employee payroll, payment of benefits, payroll taxes and other related payroll benefits.



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
FUND 001	GENERAL FUND				
Division:	000	UNASSIGNED			
BANK OF AMERICA		18110057784	264013	BANK ANALYSIS FEES	\$3,055.82
BATTELLE PNNL		2018.000032	264187	REFUND RECEIPT OVRCHRG	\$1,662.44
				REFUND RECEIPT OVRCHRG	\$2,557.60
FLORENCE, DREW		18-479 FLORENCE	264220	18-479 FORCE SCIENCE INST	\$1,030.90
GLASGOW, TROY		18-463 GLASGOW	264223	18-463 STREET SURVIVAL	\$376.56
LARKIN, DAVID		18-444 LARKIN	264235	18-444 NEMS MEETING 12/12/1	\$266.53
PERMIT REFUND		2018-003836	264349	DUPLICAT PERMIT	\$53.00
RECWARE REFUND		121718	264022	DEPOSIT REFUND	\$200.00
			264031	DEPOSIT REFUND	\$200.00
			264083	DEPOSIT REFUND	\$200.00
TALENT WISE INC		104819142	264118	BACKGROUND CHECKS	\$222.02
		7631829		BACKGROUND CHECKS	\$96.14
WASHINGTON STATE PATROL		119003575	264133	BACKGROUND CHECKS-NOV 2018	\$804.00
WHITNEY, CLINT		18-442 WHITNEY	264139	18-442 NEMS/PPC MTNG	\$445.25
UNASSIGNED TOTAL ****					\$11,170.26
Division:	100	CITY MANAGER			
HARTY, BRIANNA		121818	264226	REIMB AUG-DEC 18 MILEAGE	\$180.83
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$51.74
CITY MANAGER TOTAL ****					\$232.57
Division:	101	CITY CLERK			
CODE PUBLISHING INC		62023	264306	WEB UPDATE 12/10/2018	\$162.39
TRI CITY HERALD	S018157	0003937450	264125	PHN 112018 COUNCIL RAN ON 11/1	\$54.38
	S018157	0003942396		PHN 112018 COUNCIL RAN ON 11/1	\$64.27
	S018157	0003945698		IRD 52-18 AS RAN ON 11/11/18	\$24.72
	S018157	0003945721		ORD 51-18 CDS RAN ON 11/11/18	\$39.55
	S018157	0003945729		IRD 55-18 PW RAN ON 11/11/18	\$22.25
	S018157	0003945773		ORD 53-18 AS RAN ON 11/11/18	\$27.19
	S018157	0003945954		PHN 112018 COUNCIL RAN ON 11/1	\$69.21
	S018157	0003946800		PHN 112018 COUNCIL RAN ON 11/1	\$66.74
	S018157	0003968022		ORD 54-18 CA RAN ON 11/25/18	\$24.72
	S018157	0003968024		ORD 62-18 CA RAN ON 11/25/18	\$24.72
	S018157	0003968029		ORD 61-18 PW RAN ON 11/25/18	\$27.19
	S018157	0003968032		ORD 60-18 AS RAN ON 11/25/18	\$27.19
	S018157	0003968035		ORD 59-18 CLERK RAN ON 11/25/1	\$24.72
	S018157	0003968081		ORD 56-18 CDS RAN ON 11/25/18	\$44.49
	S018157	0003973445		MTG NOTICE 120418 COUNCIL RAN	\$32.13
	S018157	0003973468		PHN 120418 COUNCIL RAN ON 12/2	\$49.44
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$33.64



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CITY CLERK TOTAL ****					\$818.94
Division:	102	CITY ATTORNEY			
BELL BROWN & RIO PLLC		1039	264406	PROSECUTION SRVCS-JAN	\$23,223.72
BENTON COUNTY TREASURER		NOV 2018	264148	DISTRICT COURT/OPD-NOV 2018	\$65,771.16
COLUMBIA SAFETY LLC		2018-155	264153	CPR/AED FIRST AID TRAINING	\$600.00
JOYCE ZIKER PARKINSON PLLC		51738	264160	TRAVELERS LITIGATION	\$2,237.50
MENKE JACKSON BEYER LLP		11/2018-065	264164	GENERAL (CITY ATTY)	\$1,323.30
		11/2018-077		TRI-CITY RAILROAD	\$1,323.30
		11/2018-456		DENNEY V COR - PRR	\$351.00
OGDEN MURPHY WALLACE, PLLC		819171	264166	WIRELESS CODE	\$3,478.50
THOMSON REUTERS-WEST		839344578	264273	INFORMATION CHARGES-NOV 2018	\$2,259.63
XEROX CORPORATION		095355997	264394	MX4-344681 BASE/PRINTS- NOV	\$72.46
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$53.53
CITY ATTORNEY TOTAL ****					\$100,694.10
Division:	110	ASSISTANT CITY MANAGER			
XEROX CORPORATION		095355997	264394	MX4-344681 BASE/PRINTS- NOV	\$71.39
				MX4-344681 BASE/PRINTS- NOV	\$236.69
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$35.07
ASSISTANT CITY MANAGER TOTAL ****					\$343.15
Division:	111	COMMUNICATIONS & MARKETING			
LOGAN, HOLLIE		121818	264238	REIMB 2018 MILEAGE	\$231.63
PITNEY BOWES INC		3307616608	264468	4TH QTR 2018 LEASE-PB SENDPRO	\$8,348.40
XEROX CORPORATION		095356016	264394	BG2-946472 BASE/PRINTS- NOV	\$384.40
				BG2-946472 BASE/PRINTS- NOV	\$401.62
		095356017		B35-458536 BASE CHG ONLY - NOV	\$140.31
		095356018		XU6-476287 BASE/PRINTS- DEC	\$1,794.39
				XU6-476287 BASE/PRINTS- DEC	\$425.01
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$13.07
				TELEPHONE CHARGES 12/1-12/31	\$0.27
				TELEPHONE CHARGES 12/1-12/31	\$12.94
COMMUNICATIONS & MARKETING TOTAL ****					\$11,752.04
Division:	112	CABLE COMMUNICATIONS			
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$14.29
CABLE COMMUNICATIONS TOTAL ****					\$14.29
Division:	113	HANFORD COMMUNITIES			
LUNDGREN, REGINA E		RCH-SB-640	264239	SPEAKERS BUREAU - DECEMBER	\$160.00
XEROX CORPORATION		095355997	264394	MX4-344681 BASE/PRINTS- NOV	\$72.46
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$9.23
HANFORD COMMUNITIES TOTAL ****					\$241.69



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
Division: 120 FIRE					
BENTON RURAL ELECTRIC ASSOCIATION		11/18-74170526	264019	COLLINS RD RADIO TOWER-ELECTRI	\$93.59
CALLBACK STAFFING SOLUTIONS LLC		0010682	264297	STAFFING CALLBACK SRVCS-DEC	\$229.85
CHAPLAIN SERVICES NETWORK		RFD-12312018	264300	CHAPLAIN SRVCS OCT-DEC 2018	\$311.25
CITY OF PASCO		2018-00000115	264302	18-1 RECRUIT ACADEMY RFD	\$1,502.12
COLUMBIA FITNESS		M919	264308	PREVENTATIVE MAINTENANCE	\$114.03
FRONTIER		12/18 2530045365	264327	SILVER CLOUD PHONE LINE	\$66.67
LN CURTIS & SONS	P059600	INV236662	264237	GLOBE G-XCEL TURNOUT PANTS, PE	\$5,955.62
	P059600	INV237515		GLOBE G-XTREME 3.0 TURNOUT COA	\$10,422.34
PACIFIC ELECTRONICS INC		57625	264090	SYSTEM MODULE FACTORY REPAIR	\$1,089.40
RICHLAND ACE HARDWARE		65508/1	264366	HDMI SPLITTER/CABLE	\$138.96
RINGOLD EMBROIDERY		780	264368	VEST PATCHES EMS	\$195.48
SEA WESTERN INC	P059569	209311	264264	ADJUST TAX	(\$0.01)
	P059569			ESTIMATED SHIPPING FEES	\$13.81
	P059569			SEAWESTERN RAINIER SPEC LION	\$1,091.43
	P059569			SEAWESTERN RAINIER SPEC LION	\$1,771.10
TRI COUNTY FIRE ASSOCIATION		18-15	264127	2018 ANNUAL TCFA DUES	\$500.00
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$190.06
FIRE TOTAL ****					\$23,685.70
Division: 130 POLICE					
101 CLEANERS		11/18-9427360	264280	UNIFORM LAUNDRY SRVCS-NOVEMBER	\$368.46
AT&T LONG DISTANCE		297933	264287	TRAP AND TRACE 18-06409	\$125.00
BLACK KNIGHT EMBLEM & INSIGNIA, LLC	P059536	257	264292	SHIPPING	\$27.15
	P059536			RICHLAND POLICE DEPARTMENT	\$2,172.00
BUSH CAR WASH		5958	264026	VEHICLE WASHES-NOVEMBER	\$256.30
CASCADE NATURAL GAS CORP		12/18-75997100005	264200	NAT GAS 871 GW WAY 11/17-12/14	\$1,016.86
CITY OF PASCO		2018-00000035	264302	1/3 COST RFQ TCH AD/ENGINEERIN	\$306.52
		2018-00000036		1/3 COST ENGINEERING CHARGES	\$125.94
CITY OF RICHLAND		18-460 GILBERT	264206	18-460 STREET SURVIVAL	\$376.54
		18-461 MEYER		18-461 STREET SURVIVAL	\$376.54
		18-463 GLASGOW-		18-463 STREET SURVIVAL	\$376.56
		18-464 CLARK		18-464 LVNR INST TRAIN	\$409.22
		18-465 FLOHR	264033	18-465 PATC	\$878.96
		18-471 RAYMOND	264206	18-471 STREET SURVIVAL	\$354.30
		18-472 FANCHER		18-472 STREET SURVIVAL	\$354.30
		18-476 MUAI		18-476 SO TRAINING	\$172.32
		18-477 WHITBY		18-477 SO TRAINING	\$172.32
		18-479 FLORENCE-		18-479 FORCE SCIENCE ORLAND	\$1,030.90
DOMESTIC VIOLENCE SERVICES		25186	264316	DOMESTIC VIOLENCE SRVCS-NOV 18	\$888.50
FLORENCE, DREW		18-479 FLORENCE	264220	18-479 FORCE SCIENCE ORLAND	\$133.57



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
FRONTIER	S018166	12/18 2061882614	264327	TELEPHONE CHARGE 12/19/18-1/18	\$70.42
GALLS, LLC	P059799	BC0732199	264222	SHIPPING	\$5.43
	P059799			ZJ841 8 M - DANNER ACADIA WOME	\$264.22
	P059718	BC0733882		ADJUST TAX	(\$0.01)
	P059718			CUSTOMER SPECIFIC EMBLEM	\$1.19
	P059718			CUSTOMER SPECIFIC EMBLEM	\$1.19
	P059718			SH086 DKNV 20 37 - ELBECO	\$54.41
	P059718			TR666 MDNV 44 OB - 5.11 TACTIC	\$58.43
	P059718			SHIPPING	\$5.43
GLASGOW, TROY		18-463 GLASGOW	264223	18-463 STREET SURVIVAL FUEL	\$32.98
IRON MOUNTAIN INC		AHWD174	264056	SHREDDING SRVCS-NOVEMBER	\$146.20
JANSEN, DAMON		121318	264231	REIMB 12/5/18 SUSPECT INT	\$30.00
LARSEN GUNSMITHING & FIREARMS		9527	264344	DANNER FOOTS FOR SCHNEIDER	\$279.10
LIVEVIEW GPS INC		349513	264067	PT10SUB SERVICE 1/1/19-6/30/19	\$502.80
LUNDQUIST, ERIK		121318	264240	REIMB 12/5/18 SUSPECT INT	\$30.00
MATHENY, RODNEY C		121218	264242	REIMB MEAL FLETC 12/11/18	\$16.00
MISTER CAR WASH		146839	264080	VEHICLE WASHES-NOVEMBER	\$16.80
MOON SECURITY SERVICES INC		957199	264460	RPD RANGE MONITORING	\$59.90
MUAI, JEFF		121318	264249	REIMB 12/5/18 SUSPECT INT	\$30.00
NELSON, MATT			264251	REIMB EXP DETEC TRAIN	\$45.09
OXARC INC		60282270	264089	OXYGEN CYLINDER RENTAL	\$8.09
RINGOLD EMBROIDERY		797	264368	EMBROIDER CAPS	\$270.36
RIVER CITY TOWING INC		16761	264369	TOW CHARGE IMMEDIATE RESPONSE	\$334.49
		16766		TOW CHARGE	\$48.87
		16770		TOW CHARGE	\$48.87
		16771		TOW CHARGE	\$48.87
		16776		TOW CHARGE	\$48.87
SOUND UNIFORM GROUP LLC	P059356	201811SU289	264266	ZIPA PKTS - ZIPPER SIDE ENTRY	\$26.06
	P059356			UAZIPS - UNDERARM ZIPPERS W VE	\$54.30
	P059356			JMP93LTDN - SUMMER WEIGHT JUMP	\$407.25
	P059356			ESTIMATED SHIPPING	\$24.44
	P059356			EMBNTAG - EMBROIDIERED NAME TAG	\$17.38
	P059356			JMP93DN - WINTER WEIGHT JUMPSU	\$428.97
	P059284	201812SU094		ZIPA PKTS - ZIPPER SIDE ENTRY	\$13.03
	P059284			JMP93LTDN - SUMMER WEIGHT	\$407.25
	P059284			UAZIPS - UNDERARM ZIPPERS W VE	\$27.15
	P059284			ESTIMATED SHIPPING	\$20.09
	P059284			EMBNTAG - EMBROIDERED NAME TAG	\$8.69
	P059284			TASER POCKET - X-26P	\$48.87
TRANS UNION RISK & ALTERNATIVE DATA		12/18-204527	264123	RPD RECORDS SEARCH-NOVEMBER	\$121.63
WHITBY, JARIN		121318	264277	REIMB 12/5/18 SUSPECT INT	\$30.00



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
XEROX CORPORATION		095356005	264279	LX5-691308 BASE/PRINTS-NOV	\$213.42
		095356006		LX5-691344 BASE/PRINTS-NOV	\$250.53
		095356007		LX5-694258 BASE/PRINTS-NOV	\$196.77
		095356008		MX4-345491 BASE/PRINTS-NOV	\$446.65
		095356009		MX4-345537 BASE/PRINTS-NOV	\$277.66
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$318.29
				TELEPHONE CHARGES 12/1-12/31	\$7.10
POLICE TOTAL ****					\$15,725.79
Division:	210	ADMINISTRATIVE SERVICES			
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$20.81
ADMINISTRATIVE SERVICES TOTAL ****					\$20.81
Division:	211	FINANCE			
FEDERAL EXPRESS CORP		6-378-52286	264322	SHIPPING CHARGES	\$8.34
GAGNEBIN, JANE		122018	264221	REIMB POV 2018 MILEAGE	\$111.73
JETPAY PAYMENT SERVICES, FL, LLC		1509	264232	MERCHANT SVC CHRGS NOV 18	\$39,437.72
STATE AUDITOR'S OFFICE		L128384	264268	AUDIT SERVICES-NOVEMBER 2018	\$3,594.09
XEROX CORPORATION		095356010	264279	MX4-346672 BASE/PRINTS- NOV	\$300.23
		095356011		LX5-692029 BASE/PRINTS-NOV	\$203.48
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$78.99
				TELEPHONE CHARGES 12/1-12/31	\$138.14
				TELEPHONE CHARGES 12/1-12/31	\$0.22
FINANCE TOTAL ****					\$43,872.94
Division:	212	PURCHASING			
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$45.33
				TELEPHONE CHARGES 12/1-12/31	\$61.69
PURCHASING TOTAL ****					\$107.02
Division:	213	INFORMATION TECHNOLOGY			
CANON FINANCIAL SERVICES, INC		19551586	264027	COPIER LEASE & USAGE CHARGES	\$103.86
CERIU NETWORKS INC	P059735	I073374/I072150	264202	CREDIT FOR RETURNED PARTS FROM	(\$3,882.45)
	P059735			SWITCHING GEAR FOR NEW CITY HA	\$41,865.95
	P059736	I073480		CISCO CATALYST 3850 24 PORT 10	\$15,085.63
	P059736			ADJUST TAX	(\$0.01)
	P059736			FREIGHT	\$80.93
	P059736			715W AC CONFIG 1 SECONDARY POW	\$855.23
	P059736			SNTC-NO RMA CISCO CATALYST 385	\$1,167.45
N HARRIS COMPUTER CORPORATION		MN00114114-	264084	CAFR ANNUAL SUPPPORT	\$369.22
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$45.30
				TELEPHONE CHARGES 12/1-12/31	\$260.22
INFORMATION TECHNOLOGY TOTAL ****					\$55,951.33
Division:	220	HUMAN RESOURCES			



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CANON FINANCIAL SERVICES, INC		19551586	264027	COPIER LEASE & USAGE CHARGES	\$11.09
		19551588		CANON-IRC55501-XLG04984-NOV	\$460.56
TALENT WISE INC		104819142	264118	BACKGROUND CHECKS	\$3.62
		7631829		BACKGROUND CHECKS	\$3.63
THE WESLEY GROUP	P058920	21531	264383	AMENDMENT #1 EXTEND NEGOTIATIO	\$4,000.00
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$74.58
HUMAN RESOURCES TOTAL ****					\$4,553.48
Division:	300	COMMUNITY &DEVELOPMENT SERVICE			
XEROX CORPORATION		095355998	264141	MX4-343179 BASE/PRINTS-NOV	\$468.72
		095356000		LX5-692207 BASE/PRINTS-NOV	\$67.58
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$20.75
				TELEPHONE CHARGES 12/1-12/31	\$6.47
				TELEPHONE CHARGES 12/1-12/31	\$21.12
				TELEPHONE CHARGES 12/1-12/31	\$28.54
				TELEPHONE CHARGES 12/1-12/31	\$116.55
				TELEPHONE CHARGES 12/1-12/31	\$21.06
COMMUNITY &DEVELOPMENT SERVICE TOTAL ****					\$750.79
Division:	301	DEVELOPMENT SERVICES			
AVANTECH INC	S018034	18-3182	264011	TRACEY PELOQUIN - CLERICAL	\$793.07
FASTENAL COMPANY		WARIC80441	264047	GLOVES, FLASHLIGHT	\$93.81
TRI CITY HERALD	S018157	0003973399	264125	PHN 120218 HE RAN ON 12/2/18	\$46.96
WASHINGTON ASN OF BUILDING OFFICIALS		WAB02019	264486	M.BORING/T.JENNINGS 2018 DUES	\$230.00
WATER SOLUTIONS INC		20161	264134	3 WTR MACHINES - DEC 2018	\$16.29
				3 WTR MACHINES - DEC 2018	\$39.63
DEVELOPMENT SERVICES TOTAL ****					\$1,219.76
Division:	302	REDEVELOPMENT			
SHANNON & WILSON INC		104485	264372	GROUNDWATER MONITORING-SHOPS	\$1,598.58
REDEVELOPMENT TOTAL ****					\$1,598.58
Division:	303	LIBRARY			
FRONTIER	S018156	12/18 5099433152	264050	TELEPHONE CHARGE 12/4/18 - 1/3	\$382.72
XEROX CORPORATION		095355924	264279	7HB-469027 BASE CHARGE- DEC	\$10.86
		095356020		LX5-692917 BASE/PRINTS-NOV	\$400.52
		095356021		LX5-692939 BASE/PRINTS-NOV	\$176.48
		095356022		LX5-692943 BASE/PRINTS-NOV	\$142.64
		095356023		LX5-692946 BASE/PRINTS-NOV	\$293.44
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$157.36
LIBRARY TOTAL ****					\$1,564.02
Division:	330	PARKS & RECREATION ADMIN			
AVANTECH INC	P059756	18-3184	264147	DAVE BRYANT, PARK PLANNER/DESI	\$4,708.80



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
MID COLUMBIA COMM FORESTRY COUNCIL		2019-04	264165	2019 MEMBERSHIP FEE-SCHIESSL	\$2,000.00
PARKS & RECREATION ADMIN TOTAL ****					\$6,708.80
Division:	331	PARKS & REC - RECREATION			
CAMARENA LATIN RHYTHMS		NOVEMBER 2018	264199	SALSA INSTRUCTOR-NOVEMBER	\$741.43
ELIZABETH E TROST			264213	NOVEMBER CLASS-7214	\$225.40
FRONTIER	S018166	12/18 2061882614	264327	TELEPHONE CHARGE 12/19/18-1/18	\$198.16
	S018166	12/18 5099464177		TELEPHONE CHARGE 12/19/18-1/18	\$73.06
HERC RENTALS INC		30461841-001	264054	BOOM TRUCK-WINTER WONDERLAND	\$523.45
J&S DREAMLAND EXPRESS		18344	264057	J&S EXPRESS-WINTER WONDERLAND	\$900.00
KC BRAND KETTLE CORN		061	264062	KETTLE CORN-WINTER WONDERLAND	\$675.00
MARK A GERKEN		120118	264241	WINTER WONDERLAND SANTA	\$550.00
MILLER, JO ANN		DECEMBER	264079	DANCE INSTRUCTOR-DECEMBER	\$175.18
RICHLAND ACE HARDWARE		216735/2	264102	WINTER WONDERLAND LITE PLUG	\$23.38
		216737/2		WINTER WONDERLAND TIMER	\$18.45
		64667/1	264170	SPARY PAINT FALL CARNIVAL	\$27.32
		64733/1		CABLE TIES/FASTENERS FALL CAR	\$36.67
		65180/1	264102	WINTER WONDERLAND PAINT	\$18.32
		65301/1		WINTER WONDERLAND LITE PLUG	\$20.79
TALENT WISE INC		104819142	264118	BACKGROUND CHECKS	\$1,564.10
		7631829		BACKGROUND CHECKS	\$713.22
THE GAME ROOM	S018159	343627	264382	POOL TABLE REFINISHING - GOLDC	\$833.14
	S018159			POOL TABLE REFINISHING - HERIT	\$887.24
URM STORES INC		3-0-284804	264130	WINTER WONDERLAND SUPPLIES	\$79.42
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$38.81
				TELEPHONE CHARGES 12/1-12/31	\$100.23
				TELEPHONE CHARGES 12/1-12/31	\$6.47
PARKS & REC - RECREATION TOTAL ****					\$8,429.24
Division:	335	PARKS & REC - PARKS&FACILITIES			
ABM JANITORIAL NORTHWEST		13218556	264007	JANITORIAL SRVCS-DECEMBER	\$2,406.15
				JANITORIAL SRVCS-DECEMBER	\$590.30
				JANITORIAL SRVCS-DECEMBER	\$3,255.03
				JANITORIAL SRVCS-DECEMBER	\$2,793.83
AIREFCO INC		4096849	264178	THERMOSTAT	\$80.35
AQUATIC SPECIALTY SERVICES INC	S018161	16530	264185	ADJUST TAX	\$0.01
	S018161			FREIGHT	\$17.58
	S018161			DISCHARGE VALVE ASSEMBLY, ITEM	\$78.19
	S018161			DISCHARGE VALVE ENHANCEMENT	\$130.32
	S018161			CHLORINE FREE DPD NO. 1 AP011	\$238.40
	S018161			PH PHENOL RED AP130 6.8-8.4, I	\$120.89
	S018161			PH SENSOR PROBE 10FT CABLE, IT	\$285.18



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BEAVER BARK & ROCK		922755	264290	SOIL	\$186.71
BENTON COUNTY SHERIFF'S OFFICE		11/18 WORKCREW II	264018	WORKCREW II NOVEMBER	\$10,314.30
CASCADE NATURAL GAS CORP		12/18 51897100007	264200	NAT GAS 1005 SWIFT 11/17-12/14	\$14.11
		12/18 73638100005		NAT GAS 500 AMON 11/17-12/14	\$1,153.92
		12/18 75226321539		NAT GAS 2710 DUPRT 11/16-12/13	\$747.15
		12/18 80577100003		NAT GAS 200 BLDG 11/16-12/13	\$2,677.24
		12/18 90577100002		NAT GAS BLDG 300 11/16-12/13	\$2,223.36
		12/18 96738100005		NAT GAS 505 SWIFT 11/17-12/14	\$2,015.31
		12/18-61897100006		NAT GAS 955 NRTHGT 11/17-12/14	\$1,370.00
CITY OF RICHLAND		11/2018-24	264032	#24 LANDFILL FEES	\$34,377.56
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC		3627-601297	264209	PHOTOCONTROL	\$20.59
		3627-601871		LAMP 30W PARKWAY	\$364.96
		3627-602341		LIGHTS SIGN SHOP	\$1,401.01
		3627-602426		OUTLETS GARBAGE TRUCK	\$278.21
		3627-602680		AEROBAY LIGHTS FS71	\$901.01
		3627-602683		FLAT PANEL LIGHTS SHOPS	\$234.58
		3627-602752		LED LINEAR LIGHTS FS71	\$96.55
		3627-602811		LIGHTS BLDG 300	\$3,746.70
		3627-602882		LED LIGHTS FS71	\$619.89
FERGUSON ENTERPRISES INC		6748887	264218	PLUMBING PARTS	\$80.84
		6777483		PLUMBING PARTS	\$66.45
FRONTIER	S018166	12/18 2061882614	264327	TELEPHONE CHARGE 12/19/18-1/18	\$1,132.81
	S018166			TELEPHONE CHARGE 12/19/18-1/18	\$33.24
GRAINGER	S018160	9027469825	264158	TWO-WAY 1/2 " SWEAT VC ITEM #4	\$9.22
	S018160	9027913723		V-BELT PULLEY ITEM #5YKL3	\$229.66
	S018160	9030122601		QD BUSHING ITEM #10Y308	\$1,417.48
HARBOR FREIGHT TOOLS USA INC		01369975	264159	MAGNETS	\$43.36
HERC RENTALS INC		30483447-001	264333	TELEHANDLER LIFT ROPS	\$162.90
MILLER PAINT COMPANY INC		31208132	264078	RCC RENO PAINT	\$161.54
		31208347	264247	PAINT HORN RAPIDS RENO	\$201.52
		31213869		PAINT	\$350.67
		31215096		PAINT	\$161.54
		31216114		PAINT	\$300.11
MONARCH MACHINE & TOOL CO INC		F199595	264248	ALUM DIAL PLATE	\$1,086.64
MOON SECURITY SERVICES INC		956924	264460	BASIC FIRE MONITOR LIBRARY	\$72.00
		957664		ST#74 CELL GSM FIRE B/U	\$103.00
		958045		BASIC FIRE MONITORING CREST	\$118.00
		959661		BASIC FIRE MONITORING	\$33.00
				BASIC FIRE MONITORING	\$36.00
OVERHEAD DOOR COMPANY OF TRI CITIES		19860	264167	DOORS SVC FIRE STAT 72 SHOPS	\$364.84
		19924	264359	SVC CALL FEE SHOPS DOORS	\$271.50



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
PARAMOUNT COMMUNICATIONS INC	P059758	34674	264255	COMMUNICATIONS CABLING ROOM 17	\$362.18
RICHLAND ACE HARDWARE		216740/2	264102	TOOLS - ALEX TRUCK	\$65.11
		216759/2	264260	BRUSH, DAWN	\$5.84
		216761/2		BACKBOARD REPAIR PARTS	\$11.07
		216764/2		BACKBOARD REPAIR PARTS	\$2.15
		65278/1	264102	HASP SWIVEL	\$21.70
		65284/1		HVAC PARTS	\$172.40
		65297/1		KICKDOWN DOOR HOLD	\$9.76
		65310/1		CUTTING WHEEL	\$25.98
		65316/1		PAINT BRUSH, PRIMER	\$21.26
		65346/1		VELCRO	\$10.85
				GLOVES	\$8.68
		65363/1		DOOR STOP	\$6.48
		65373/1		PAINT, BRUSH, MIX CONTAINER	\$24.48
		65382/1		HORN RAPIDS RENO PARTS	\$52.06
		65410/1		HORN RAPIDS RENO PARTS	\$90.06
		65426/1		RCC RENO PARTS	\$10.41
		65431/1		RCC RENO PARTS	\$21.64
		65436/1	264260	HVAC PARTS	\$27.66
		65477/1		RCC RENO PAINT	\$25.60
		65532/1		RCC RENO WALLBOARD	\$9.76
		65541/1		RCC RENO PAINT PARTS	\$49.67
		65549/1		RCC RENO PAINT PARTS	\$8.76
ROTO ROOTER		5418848	264106	SEPTIC PUMPING-PARK ST	\$380.10
SPORT SUPPLY GROUP INC		903116076	264172	BACKSTOPS	\$4,483.55
		903483292		HEAVY DUTY TABLES	\$4,234.10
SPRAGUE PEST SOLUTIONS		3703094	264114	DEC 2018 MONTHLY SERVICE-FS 1	\$103.17
		3703096	264267	DEC 2018 MONTHLY SERVICE-FS 3	\$103.17
		3707083	264173	PEST CONTROL-CITY HALL	\$179.19
		3714639	264267	NOV 2018 MONTHLY SVCS-CTY HALL	\$179.19
STEEBER'S LOCK SERVICE		899977	264115	PADLOCKS	\$608.16
STONEWAY ELECTRIC SUPPLY		S102609724.001	264117	BALASTS	\$150.22
		S102617572.001	264378	LIGHTS BLDG 300	\$69.96
SUNBELT RENTALS INC		84817504-0001	264270	SKIDSTEER	\$418.46
THE DRAIN SURGEON		39611	264380	SNAKE LINE MAIN FS73	\$157.47
THE PERSONAL TOUCH CLEANING INC		86487	264120	JANITOR SERVICES-BLDG 100-NOV	\$2,748.99
		86488		JANITOR SERVICES-BLDG 200-NOV	\$770.28
		86489		JANITOR SERVICES-BLDG 300-NOV	\$621.67
		86550		JANITOR SERVICES-RCC-NOV	\$3,728.90
		86551		JANITOR SERVICES-LIBRARY-NOV	\$8,807.62
		86799		JANITOR SERVICES-BLDG 100-DEC	\$2,343.90



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
THE PERSONAL TOUCH CLEANING INC		86800	264120	JANITOR SERVICES-BLDG 200-DEC	\$699.92
		86801		JANITOR SERVICES-BLDG 300-DEC	\$527.29
		86802		JANITOR SERVICES-RCC-DEC	\$3,744.01
		86803		JANITOR SERVICES-LIBRARY-DEC	\$4,835.58
THE SHERWIN WILLIAMS CO		8267-0	264272	THROAT SEAL	\$11.84
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$101.61
PARKS & REC - PARKS&FACILITIES TOTAL ****					\$120,227.62
Division: 338	PARKS & REC - PROJECT ADMIN				
CANON FINANCIAL SERVICES, INC		19551586	264027	COPIER LEASE & USAGE CHARGES	\$39.26
PARKS & REC - PROJECT ADMIN TOTAL ****					\$39.26
Division: 900	NON-DEPARTMENTAL				
ARBAUGH & ASSOCIATES INC		1720	264145	ARBAUGH CONTRACT FEES-NOV 18	\$1,470.00
KCMB LLC		2910017784	264340	KCMB-104.7FM TOURISM-JAN	\$299.00
KWRL LLC		1910017783	264342	KWRL-99.9FM TOURISM-JAN	\$299.00
SMG TRI-CITIES, LLC		BLRF2018-009	264112	LIVE @ 5 CONTRACT #133-18	\$10,841.29
UPTOWN BUSINESS IMPROVEMENT DISTRICT		BLRF2018-005	264129	BLRF2018-005 INV 2	\$8,500.00
NON-DEPARTMENTAL TOTAL ****					\$21,409.29
GENERAL FUND Total ***					\$431,131.47
FUND 101	CITY STREETS				
Division: 401	STREETS MAINTENANCE				
ADVANCED SIGNAL & CONTRACTING LLC	P058698	2699	264283	2018 RAILROAD CROSSING INSPECT	\$326.04
CANON FINANCIAL SERVICES, INC		19551586	264027	COPIER LEASE & USAGE CHARGES	\$5.10
ENVIROTECH SERVICES INC	S018149	CD201904369	264216	5000 GALLONS OF DE-ICER AT 270	\$5,992.03
FRONTIER	S018166	12/18 2061882614	264327	TELEPHONE CHARGE 12/19/18-1/18	\$91.06
HERC RENTALS INC		30455974-001	264054	LIQUID PROPANE	\$35.97
		30477901-001	264333	PROPANE 13.4 GAL	\$58.07
INLAND ASPHALT CO	P059875	2742499	264336	1910-COLD MIX, INV #2742499	\$355.99
PARAMOUNT COMMUNICATIONS INC	P059758	34674	264255	COMMUNICATIONS CABLING ROOM 17	\$362.18
RICHLAND ACE HARDWARE		216754/2	264102	EXTENSION CORD	\$58.62
		65309/1		CRAYON LUMBER RED	\$10.57
		65412/1		BATTERIES	\$18.01
		65485/1	264366	CHALK/REEL	\$10.85
UNITED PARCEL SERVICE	S018162	000986641508	264128	GROUND PKG TO CAMPBELL CO FOR	\$4.45
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$25.87
STREETS MAINTENANCE TOTAL ****					\$7,354.81
CITY STREETS Total ***					\$7,354.81
FUND 112	INDUSTRIAL DEVELOPMENT FUND				
Division: 305	ECONOMIC DEVELOPMENT				



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
ARBAUGH & ASSOCIATES INC		1720	264145	ARBAUGH CONTRACT FEES-NOV 18	\$150.00
RGW ENTERPRISES PC	P058952	11/18-ENG/DRF	264258	AMD #1 - ADDITIONAL SERVICES	\$6,877.50
	P058953	11/18-PM HOURS		AMD #2 - INCREASE FEE FOR SERV	\$4,270.00
TRI CITY HERALD	S018157	0003965933	264125	RFQ PURCHASE & REDEVELOPMENT O	\$93.93
ECONOMIC DEVELOPMENT TOTAL ****					\$11,391.43
Division:	306	ECONOMIC DEVELOPMENT PROJECTS			
RGW ENTERPRISES PC	P058952	11/18-LRF ENG/DRF	264258	ENGINEERING RELATED TO LAND SA	\$300.00
VALBRIDGE PROPERTY ADVISORS		18724-S38	264131	LEASE APPRAISAL-SHILO	\$2,750.00
ECONOMIC DEVELOPMENT PROJECTS TOTAL ****					\$3,050.00
INDUSTRIAL DEVELOPMENT FUND Total ***					\$14,441.43
FUND	117	PUBLIC SAFETY SALES TAX			
Division:	131	PSST POLICE ACTIVITY			
GALLS, LLC	P059799	010444498-	264222	CREDITS TAKEN TWICE FROM	\$11.57
	P059799	8311841/10444498		RETURNED ITEMS FOR	\$111.43
PSST POLICE ACTIVITY TOTAL ****					\$123.00
PUBLIC SAFETY SALES TAX Total ***					\$123.00
FUND	150	HOTEL/MOTEL FUND			
Division:	307	HOTEL/MOTEL TAX			
TRI CITIES VISITOR & CONVENTION BUREAU		156405	264124	TCVCB MONTHLY DUES-NOV 2018	\$19,134.14
WHEELHOUSE COMMUNITY BIKE SHOP		000002	264138	2018 HOTEL/MOTEL CONT #33-18	\$5,264.66
WHITE BLUFFS QUILT MUSEUM		C34-18	264393	C34-18 QLT MUSEUM HOT/MOT FUND	\$400.00
HOTEL/MOTEL TAX TOTAL ****					\$24,798.80
HOTEL/MOTEL FUND Total ***					\$24,798.80
FUND	151	SPECIAL LODGING ASSESSMENT			
Division:	339	TOURISM PROMOTION AREA			
TRI CITIES VISITOR & CONVENTION BUREAU		NOVEMBER 2018	264124	SPECIAL LODGING ACCESS NOV 18	\$54,058.37
TOURISM PROMOTION AREA TOTAL ****					\$54,058.37
SPECIAL LODGING ASSESSMENT Total ***					\$54,058.37
FUND	153	COMMUNITY DEV BLOCK GRANT			
Division:	308	CDBG PROGRAM			
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$6.76
CDBG PROGRAM TOTAL ****					\$6.76
COMMUNITY DEV BLOCK GRANT Total ***					\$6.76
FUND	154	HOME FUND			



City Of Richland

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From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
Division: 309 HOME PROGRAM					
TRI CITY HERALD	S018157	0003942446	264125	RFP 2020-2024 CONSOLIDATED PLA	\$120.75
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$6.76
HOME PROGRAM TOTAL ****					\$127.51
HOME FUND Total ***					\$127.51
FUND 301 STREETS CAPITAL CONSTRUCTION					
Division: 402 ARTERIAL STREETS					
BERGER ABAM ENGINEERS INC	S054546	325023/323327R	264020	CO #4 - CONSTRUCTION SUPPORT	\$32,979.15
DULANEY, SEAN		108	264156	SIDEWLK REP REIMB 503 BIRCH AV	\$156.11
IMT INC	P059084	10334	264335	DUPORTAIL BRIDGE - 2018 MATERI	\$3,501.00
		10342	264228	M18171 MAT TEST-HENDERSON LP	\$1,455.00
INLAND ASPHALT CO	P059870	2735905	264229	HMA 1/2" 64-22 20, INV #273590	\$344.04
JUB ENGINEERS INC	P059006	0121500	264061	DUPORTAIL BRIDGE - CNST ENG FO	\$659.12
SHANNON & WILSON INC		104484	264372	MITIGATION/OBSERV C248-15	\$4,095.00
STONEWAY ELECTRIC SUPPLY		S102586782.001	264378	2018 APS CDBG BENDER HOLSESAW	\$218.98
TACOMA SCREW PRODUCTS INC		22228421	264379	2018 APS CDBG TOOLS & PARTS	\$234.25
WA STATE DEPT OF NATURAL RESOURCES		0100129985/2019	264132	DUPORTAIL BR-FIBER OPT EASEMEN	\$1,510.00
		0100129987/2019		DUPORTAIL BR-PWR/ELE EASEMENT	\$1,510.00
		0100129990/2019		DUPORTAIL BR-WATER EASEMENT	\$1,510.00
WESTERN SYSTEMS, INC.	P059770	0000037654	264276	SIGN (CHILDREN WALKING SYMBOL)	\$1,916.83
	P059770			POLE CAP DOME 4-1/2" OD ALUMIN	\$49.22
	P059770			ANCHOR BOLT KIT 3/4" #10, SET	\$141.92
	P059770			SIGN (ARROW) 24" X 12" FLUORES	\$225.37
	P059770			ANCHOR BOLT TEMPLATE PB-0550-P	\$260.64
	P059770			SIGN (ARROW) 24" X 12" FLUORES	\$225.37
	P059770			COLLAR ASSEMBLY ALUMINUM FOR	\$268.46
	P059770			ADJUST FOR TAX	(\$0.01)
	P059770			PEDESTAL BASE ALUMINUM SQUARE	\$601.21
	P059770			POLE SPUN ALUMINUM 4-1/2" SCHE	\$1,155.24
	P059770	0000037707	264392	LIGHTBAR HARNESS 16' (SC315 /S	\$532.14
	P059770			BATTERY 35AH (SC315 /SC315-G /	\$760.20
	P059770			50 WATT SOLAR PANEL (R247-G /R	\$781.92
	P059770			TOP OF POST MOUNT (R247-G /R82	\$1,243.47
	P059770			LIGHTBAR WITH CONFIRMATION LIG	\$4,409.16
	P059770			CONTROL CABINET (SC315-GEN3) S	\$9,051.81
	P059770			PUSHBUTTON HARNESS AUDIBLE	\$532.14
	P059770	0000037742		PUSHBUTTON STATION (GUARDIAN)	\$3,589.23
	P059770			CHIEF JOSEPH MIDDLE SCHOOL	\$193.68
	P059773	0000037743		PUSHBUTTON STATION (GUARDIAN)	\$1,794.62



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
WESTERN SYSTEMS, INC.	P059773	0000037743	264392	PUSHBUTTON HARNESS AUDIBLE	\$266.07
	P059773	37655/37657-M	264276	LIGHTBAR HARNESS 16' (SC315 /S	\$266.07
	P059773			TOP OF POST MOUNT (R247-G /R82	\$621.74
	P059773			CONTROL CABINET (SC315-GEN3) S	\$4,525.91
	P059773			LIGHTBAR WITH CONFIRMATION LIG	\$2,204.58
	P059773			SIGN (CHILDREN WALKING SYMBOL)	\$958.42
	P059773			SIGN (ARROW) 24" X 12" FLUORES	\$112.68
	P059773			POLE CAP DOME 4-1/2" OD ALUMIN	\$24.61
	P059773			BATTERY 35AH (SC315 /SC315-G /	\$380.10
	P059773			WHITE BLUFFS ELEMENTARY CROSSI	\$96.84
	P059773			POLE SPUN ALUMINUM 4-1/2" SCHE	\$577.62
	P059773			SIGN (ARROW) 24" X 12" FLUORES	\$112.68
	P059773			ANCHOR BOLT TEMPLATE PB-0550-P	\$130.32
	P059773			COLLAR ASSEMBLY ALUMINUM FOR	\$134.23
	P059773			PEDESTAL BASE ALUMINUM SQUARE	\$300.60
	P059773			50 WATT SOLAR PANEL (R247-G /R	\$390.96
	P059773			ANCHOR BOLT KIT 3/4" #10, SET	\$70.96
WILDLANDS INC	P059867	11346	264140	LOGSTON EXTENSION WETLAND 2018	\$5,268.84

ARTERIAL STREETS TOTAL ****

\$92,348.50

STREETS CAPITAL CONSTRUCTION Total ***

\$92,348.50

FUND 380

PARK PROJECT CONSTRUCTION

Division:

337

PARKS & REC PROJECTS

BEAVER BARK & ROCK	915656	264189	CONCRETE-GOETHALS PARK	\$354.92
	917437	264016	CONCRETE	\$367.02
	917458		SOD	\$32.55
	917679		SOD	\$21.70
	917696		SOD	\$21.70
	919800		CONCRETE	\$668.09
	920045		MEMORIAL BENCH CONCRETE	\$374.04
	922330	264290	SOIL	\$233.38
	922682		SOIL	\$186.71
DESERTGREEN LAWN & TREE CARE LLC	922689		SOIL	\$186.71
	196888	264044	FERTILIZER-NEW FOOTBALL TURF	\$119.73
	30453336-001	264054	GOETHALS LOG PARK	\$798.21
	216751/2	264102	MEMORIAL BENCH - CONCRETE	\$26.02
HERC RENTALS INC	65365/1		MEMORIAL BENCH - SCREWS	\$34.74
	65372/1		MEMORIAL BENCH INSTALL SUPP	\$35.36
	82155689-0002	264270	FUEL CREDIT CRESTED HILLS	(\$74.12)
SUNBELT RENTALS INC				
PARKS & REC PROJECTS TOTAL ****				\$3,386.76



City Of Richland

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From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
PARK PROJECT CONSTRUCTION Total ***					\$3,386.76
FUND 385	GENERAL GOVT CONSTRUCTION				
Division:	900	NON-DEPARTMENTAL			
ROGERS SURVEYING INC PS		40218-2	264371	SURVEYING NEW CITY HALL	\$1,885.98
NON-DEPARTMENTAL TOTAL ****					\$1,885.98
GENERAL GOVT CONSTRUCTION Total ***					\$1,885.98
FUND 401	ELECTRIC UTILITY FUND				
Division:	000				
ANIXTER INC	P059452	3976742-02	264284	FUSE, S&C, SM4 25E AMP 14.4KV	\$2,972.93
	P059452			FUSE, S&C, SM4 40E AMP 14.4KV	\$2,972.93
	P059452			FUSE, S&C, SM4 65E AMP 14.4KV	\$4,954.88
	P059452			FUSE, S&C, SM4 80E AMP 14.4KV	\$6,936.83
	P059555	4013025-03		XFMR,PAD,1-PH 167 KVA, 240/120	\$11,054.39
	P059555			XFMR,PAD,1-PH 50 KVA, 240/120,	\$45,205.84
	P059621	4036134-00	264184	TEST SWITCH 3 PH, 10 POLE F/C,	\$4,887.00
	P059621			TEST SWITCH 1 PH, 7 POLE F/C	\$4,838.13
	P059684	4046791-01	264143	GUY GRIP 3/8" LONG BAIL UNI.,	\$682.82
	P059659	4053660-03		BOLT, OVALEYE 5/8 X 12, JOSLYN	\$47.51
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	P059822	3627-602939	264209	LUMINAIRE, LED, 200W EQUIV,	\$6,157.62
	P059822			LUMINAIRE, LED, 400W EQUIV,	\$16,127.10
CORAL SALES COMPANY	P059859	INV-64183	264154	COUPLING BREAKAWAY, POLE SAFE	\$2,400.06
	P059859			POLE SKIRT, 10"-15" BCD	\$177.56
PRATER ELECTRIC INC	P059800	316-1	264363	RETAINAGE PAYABLE	(\$1,480.00)
RETAIL ACQUISITION & DEVELOPMENT	S018037	26238244	264365	BATTERY BK GPH RAD0396	\$161.60
TOTAL ****					\$108,097.20
Division:	501	BUSINESS SERVICES			
ARBAUGH & ASSOCIATES INC		1720	264145	ARBAUGH CONTRACT FEES-NOV 18	\$840.00
CANON FINANCIAL SERVICES, INC		19551586	264027	COPIER LEASE & USAGE CHARGES	\$83.83
CARPENTER, JACKIE		121918	264028	REIMB MILEAGE 8/2/18 - 12/1	\$77.83
CITY OF RICHLAND		18-442 WHITNEY	264033	18-442 NEMS/PPC MEETING	\$445.25
		18-444 LARKIN-	264206	18-444 NEMS MTNG 12/12/18	\$266.53
EDGEMON, SANDI		18-487 EDGEMON	264045	18-487 NEMS/PPC MEETING	\$310.12
FRONTIER	S018166	12/18 2061882614	264327	TELEPHONE CHARGE 12/19/18-1/18	\$87.29
LARKIN, DAVID		18-444 LARKIN	264235	18-444 NEMS MTNG 12/12/18	\$19.00
NORTHWEST PUBLIC POWER ASSOCIATION		40072	264087	2019 NW WAGE & HR DUES	\$645.00
		50935	264466	2019 NWPPA MEMBERSHIP DUES	\$27,000.00
ROBERTS, JORDAN		18-404 ROBERTS	264262	18-404 EUCI SCADA COURSE	\$1,015.00
SENGER, DAWN M		121718	264110	REIMB MILEAGE 1/3/18 - 9/11	\$127.42



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
UNITED PARCEL SERVICE	S018162	000986641508	264128	WEIGHT CORRECTION FOR PKG TO H	\$5.46
	S018162			GROUND PKG TO HJ ARNETT FOR PO	\$4.40
	S018164	000986641518	264176	GROUND PKG TO SD MYERS FOR MPP	\$5.14
	S018164			GROUND PKG TO SD MEYERS FOR MP	\$5.12
	S018164			WEIGHT CORRECTION FOR PKG TO S	\$0.58
	S018164			WEIGHT CORRECTION FOR PKG TO S	\$0.02
WATER SOLUTIONS INC		20161	264134	3 WTR MACHINES - DEC 2018	\$30.97
WHITNEY, CLINT		18-442 WHITNEY	264139	18-442 NEMS/PPC MEETING	\$19.00
XEROX CORPORATION	P058645	095356003	264141	XEROX LEASES FOR 2018: WORK CE	\$261.20
	P058645	095356004		XEROX LEASES FOR 2018: WORK CE	\$363.64
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$55.84
				TELEPHONE CHARGES 12/1-12/31	\$130.62
				TELEPHONE CHARGES 12/1-12/31	\$107.06
				TELEPHONE CHARGES 12/1-12/31	\$56.99
				TELEPHONE CHARGES 12/1-12/31	\$124.86
BUSINESS SERVICES TOTAL ****					\$32,088.17
Division:	502	ELECTRICAL ENGINEERING			
AVANTECH INC	P059745	18-3183	264011	GREG O'NEIL, ELECTRICAL DESIGN	\$4,262.40
BUNCH, KAYLEE		121918	264025	REIMB 2018 MILEAGE	\$340.35
FUTURA SYSTEMS, INC	P059843	11162018CoRyrlly	264328	ANNUAL SOFTWARE SUPPORT	\$31,560.00
ELECTRICAL ENGINEERING TOTAL ****					\$36,162.75
Division:	503	POWER OPERATIONS			
BEAVER BARK & ROCK		917687	264290	ROCK, FILL DIRT	\$104.16
BOYD'S TREE SERVICE LLC	P058846	6719	264197	TREE PRUNING AND VEGETATION MG	\$6,015.02
	P058846	6736	264295	TREE PRUNING AND VEGETATION MG	\$5,208.49
CITY OF RICHLAND		11/2018-28	264303	RHLD COMM TONS	\$30.00
COAST CRANE COMPANY		72400582	264305	RENTAL 30 TON BOOMTRUCK	\$3,158.10
FASTENAL COMPANY		WARIC80158	264217	SAFETY GLASSES-FAIRCLOTH	\$42.41
GENERAL PACIFIC INC	S018108	1321631	264052	PUPI DEADEND ASSEMBLIES 10 FOO	\$2,266.00
	S018108			PUPI DEADEND ASSEMBLIES 8 FOOT	\$2,563.50
	S018108			ADJUST TAX	\$0.01
GRAINGER	S018160	9020314440	264158	WORK LIGHT ITEM #412A33	\$95.57
	S018160	9024827652		ELECTRICAL GLOVE DUST ITEM #5Z	\$37.95
HJ ARNETT INDUSTRIES LLC	S018139	INV58077	264055	NEW GLOVE 16" 20KV, YB, SZ9	\$203.13
	S018139			NEW GLOVE ACCEPTANCE TEST	\$45.25
	S018139			NEW GLOVE 16" 20KV, YB, SZ 11	\$406.26
	S018139			GLOVE ACCEPTANCE TEST - HIGH	\$289.60
	S018139			FREIGHT	\$159.61
	S018139			BLANKET TESTING	\$94.50
	S018139			NEW GLOVE HIGH VOLTAGE SIZE 11	\$75.05



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
HJ ARNETT INDUSTRIES LLC	S018139	INV58077	264055	NEW GLOVES HIGH VOLTAGE SIZE:	\$60.28
	S018139			GLOVE ACCEPTANCE TEST - LOW VO	\$289.60
KELLEY'S TELE-COMMUNICATIONS INC		022412012018	264063	AFTER HOURS EMERGENCY CALL SVC	\$305.80
NORTH COAST ELECTRIC COMPANY		S8956861.001	264252	PHOTO CELLS	\$355.64
PARAMOUNT COMMUNICATIONS INC	P059069	34648	264168	CANYON TERRACE PH 1 - SCHEDULE	\$25,460.18
	P059069			LYNNWOOD TERRACE - SCHEDULE C	\$73,742.12
RICHLAND ACE HARDWARE		216752/2	264366	TORCH KIT, PROPANE	\$124.87
		216765/2		RATCHET	\$48.85
TYNDALE ENTERPRISES INC	P058683	1624400	264275	FIRE RETARDANT CLOTHING-2018	\$1,467.36
POWER OPERATIONS TOTAL ****					\$122,649.31
Division:	504	SYSTEMS DIVISION			
BLUEROOM	P058679	2911437	264196	2018 POL SERVICE-1032 UNIVERSI	\$82.00
CERIUM NETWORKS INC	P059678	1073476	264202	SUPPORT, SNTC-8X5XNBD IE 4000	\$858.16
	P059678			IE4000 AC POWER MODULE	\$581.55
	P059678			FREIGHT	\$49.43
	P059678			19 DINRAIL KIT TO REPLACE	\$168.33
	P059678			SWITCH, IE 4000 8 X SFP 1G, 4	\$7,512.30
ELR CONSULTING INC	P058736	3188	264214	SCADA SOFTWARE INTEGRATION SUP	\$3,902.64
ENERGY NORTHWEST	P057784	O&M00642	264215	EW16007 THAYER STAFF SUPPORT -	\$151.47
	P057784			C59133 SYSTEM IMPROVEMENT RELA	\$151.47
	P057784			C59127 LESLIE RD SUB PROJECT	\$151.47
	P057784			C49136 SNYDER SUB ADDTN PROJEC	\$151.47
NORTH COAST ELECTRIC COMPANY		S9025864.001	264252	STR8 SECTION BOX	\$279.24
OXARC INC		30527869	264089	CYL NITROGEN	\$31.90
		30534313	264253	CYL NITROGEN	\$27.15
PARADISE BOTTLED WATER CO		1118 POWEROPS	264093	BOTTLED WATER-NOVEMBER	\$51.63
PLATT ELECTRIC SUPPLY		T980138	264256	12-3SO 600V HD1000	\$79.73
		U042178	264362	CONDUIT	\$111.46
		U049077		CONDUIT VACUUM MAT	\$251.71
		U051671		STRT SPRING, CAST, NIP	\$237.32
		U107280		COVER	\$13.82
PRATER ELECTRIC INC	P059800	316-1	264363	C/O 2 - TIE ALL YARD LIGHTING	\$1,303.20
	P059800			C/O 1- PROCURE NEMA-3R ENCLOSU	\$651.60
	P059800			LESLIE RD SUBSTATION CONTROL H	\$14,118.00
RANCH AND HOME INC		I150153428	264257	HI VIS COAT-LEE BROWN	\$141.17
RICHLAND ACE HARDWARE		216762/2	264366	MARKING PAINT	\$8.24
		216777/2		FOLDING CHAIR	\$82.49
STONEWAY ELECTRIC SUPPLY		S102605424.001	264269	LESLIE SUB PARTS	\$1,144.34
SYSTEMS DIVISION TOTAL ****					\$32,293.29
Division:	505	ENERGY POLICY MGMT			



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
APOLLO SHEET METAL INC	P059637	18090468	264010	150 SHERMAN-REBATE-HP	\$1,000.00
		18100100	264286	2112 AUSTIN-REBATE-HP	\$1,000.00
		18100453	264010	WEATHERWISE LOAN: HOERNER, 118	\$13,699.89
		18110042	264286	1933 DAVISON-REBATE-HP	\$1,000.00
BOB RHODES HEATING & A/C INC		098846	264294	1300 POTTER-REBATE-HP	\$1,000.00
		98847	264149	620 MEADOWS DR E-REBATE-HP	\$1,000.00
BRUCE INC		18-1049.2	264024	605 MEADOWS DR S-REBATE-HP	\$1,000.00
CHINOOK HEATING & AIR INC		44241	264301	215 BROADMOOR-REBATE-HP	\$1,000.00
CITY OF RICHLAND		121940	264152	617 BIRCH - REBATE - HP	\$1,000.00
		251820	264034	1110 POTTER-REBATE-WIN/DHP	\$965.00
		713800-	264304	358 BREAKWATER-REBATE-WINDOWS	\$184.92
		910111	264034	118 OAKLAND-REBATE-HP	\$1,000.00
DAYCO HEATING & AIR		73832	264314	1129 COUNTRY RIDGE-REBATE-HP	\$1,000.00
		74806		1053 SIRRON-REBATE-HP	\$1,000.00
DELTA HEATING & COOLING INC		25824	264315	1106 ABBOT-REBATE-HP	\$1,000.00
		25827		2407 BOISE-REBATE-HP	\$1,000.00
		25828		1931 HARRIS-REBATE-HP	\$1,000.00
EFFICIENCY SOLUTIONS LLC	P058402	11-18 58402	264317	LOAD FORECAST AND INTEGRATED	\$2,675.00
FINANCIAL CONSULTING SOLUTION GROUP	P058839	2824-21812079	264326	COSA & RATE DESIGN SUPPORT PER	\$5,140.00
GLASS NOOK INC	P059669	83208	264330	WEATHERWISE LOAN: FLADAGER, 35	\$2,339.32
		83275		1311 BIRCH-REBATE-WINDOWS	\$436.17
JACOBS & RHODES INC		39934	264338	2529 GRANADA-REBATE-HP	\$1,000.00
M CAMPBELL & COMPANY INC		224037	264348	318 DOUGLAS-REBATE-HP	\$800.00
		225755	264162	2512 OAKHILL-REBATE-HP	\$1,000.00
		228579	264348	113 JACKSON-REBATE-HP	\$1,000.00
		230552	264162	226 KRANICHWOOD-REBATE-HP	\$1,000.00
PERFECTION GLASS		9993666243	264097	1105 WILSON-REBATE-WINDOWS	\$72.54
		9993668728		1609 THAYER-REBATE-WINDOWS	\$144.00
		9993671500	264169	2003 HOWELL-REBATE-WINDOWS	\$131.28
		9993671502		2112 DAVISON-REBATE-WINDOWS	\$90.00
		9993671504		203 LASIANDRA-REBATE-WINDOWS	\$510.00
		9993672009	264361	1712 BIRCH-REBATE-WINDOWS	\$60.00
SMITH INSULATION INC		14113-COFR	264113	2021 HOWELL-REBATE-INSULATION	\$873.60
		14368-COFR		1406 RIMROCK-REBATE-INSULATION	\$254.50
TOTAL ENERGY MANAGEMENT INC	P059445	59145CORLOAN	264121	WEATHERWISE LOAN: SMITH, 617	\$11,169.51
		59187WWR		409 SKAMANIA-REBATE-HP	\$1,000.00
TRANS UNION LLC		11802090	264122	CREDIT REPORTS-NOVEMBER	\$48.87
ENERGY POLICY MGMT TOTAL ****					\$58,594.60
Division:	506	TECHNICAL SERVICES			
HARRINGTON'S TROPHIES		79013	264332	GATE TAGS	\$18.57
NORTH COAST ELECTRIC COMPANY		S9044474.001	264356	BLINE ENCLSR LESLIE SUB	\$398.00



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
TECHNICAL SERVICES TOTAL ****					\$416.57
ELECTRIC UTILITY FUND Total ***					\$390,301.89
FUND 402	WATER UTILITY FUND				
Division:	000				
CORE & MAIN LP	P059794	J856204	264210	TYLER BOX 18" TOP SECTION WITH	\$1,613.36
	P059794			TYLER BOX 27" BOTTOM, 6500	\$1,007.37
	P059794			FREIGHT	\$96.68
	P059794			TYLER BOX LID, 6500 SERIES,	\$34.74
	P059794			TYLER BOX PENTAGON BRASS SCREW	\$22.42
	P059805	J863798		COUP FIP X CTS PACK JOINT, 2"	\$212.06
	P059805			VALVE CURB STOP, 1" CTS QUICK	\$1,880.52
	P059805	J903316		COUP FIP X CTS QUICK JNT, 1"	\$42.18
	P059805			COUP MIP X CTS QUICK JNT, 1"	\$474.67
	P059805			ELBOW CTS PACK JOINT, 2"	\$563.70
	P059805			ANGLE METER COUPLING, 1" METER	\$3,442.53
	P059805			ANGLE BALL METER VALVE 1",	\$10,425.60
	P059805			COUP MIP X CTS PACK JOINT, 2"	\$270.54
	P059805			COUP CTS X GALV PKJNT 1 X 3/4"	\$44.79
MATHESON PAINTING INC		372-18p/PMT 1-F	264073	RETAINAGE	(\$307.38)
MH CONSTRUCTION INC		2018.000031	264243	1125 AARON REFUND	\$960.00
				1125 AARON REFUND	\$9,093.00
				1125 AARON REFUND	\$8,203.00
NATIONAL METER & AUTOMATION	S018143	S1108545.001	264354	METER,WATER BRONZE DISK, 3/4,	\$13,756.58
	S018143	S1108545.003		ADJUST TAX	\$0.01
	S018143			METER,WATER BRONZE DISC, 1",	\$4,563.63
UNASSIGNED TOTAL ****					\$56,400.00
Division:	410	WATER CAPITAL PROJECTS			
ARCHITECTS WEST INC	P059615	10019	264186	WTP CURTAIN WALL REPLACEMENT -	\$5,265.01
MATHESON PAINTING INC		372-18p/PMT 1-F	264073	WTP FILTER GROUT SEALING-MT 1F	\$3,338.20
				WTP FILTER GROUT SEALING-MT 1F	\$3,338.20
ORTHOS LIQUID SYSTEMS, INC	P059364	23190	264088	WTP FILTER #6 REPLACEMENT-EQU	\$9,000.00
RH2 ENGINEERING INC	P059438	71980	264259	WTP FILTER #6 REPLACEMENT - EN	\$4,774.38
SHOEMAKER EXCAVATION INC	P059797	10920	264111	HORN RAPIDS IRRIGATION	\$15,491.05
WATER CAPITAL PROJECTS TOTAL ****					\$41,206.84
Division:	411	WATER ADMINISTRATION			
ARBAUGH & ASSOCIATES INC		1720	264145	ARBAUGH CONTRACT FEES-NOV 18	\$540.00
CITY OF KENNEWICK		013748	264204	WATER ON WHEELS - WATER	\$3,819.95
WATER ADMINISTRATION TOTAL ****					\$4,359.95
Division:	412	WATER OPERATIONS			



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
BENTON FRANKLIN HEALTH DISTRICT		10185	264291	WATER SAMPLES	\$2,530.00
CANON FINANCIAL SERVICES, INC		19551586	264027	COPIER LEASE & USAGE CHARGES	\$6.55
CASCADE NATURAL GAS CORP		12/18-28638100009	264200	NAT GAS 110 SAINT 11/16-11/14	\$14.11
GRAINGER	S018160	9025788994	264158	PLEATED FILTER ITEM #5W979	\$24.37
RICHLAND ACE HARDWARE		216730/2	264102	BRUSH ICE SCRAPER	\$10.85
XEROX CORPORATION		095356024	264279	LX5-693082 BASE/PRINTS-NOV	\$139.45
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$65.35
WATER OPERATIONS TOTAL ****					\$2,790.68
Division:	413	WATER MAINTENANCE			
AMERICAN ROCK PRODUCTS INC	P059871	393757	264182	5/8" TOP COURSE, INV #393757	\$543.21
	P059871			TAX ADJUSTMENT	(\$0.01)
CANON FINANCIAL SERVICES, INC		19551586	264027	COPIER LEASE & USAGE CHARGES	\$71.06
FASTENAL COMPANY		WARIC80154	264321	CAP SCREWS	\$3.80
		WARIC80595		HEX SCREWS	\$7.60
FERGUSON ENTERPRISES INC		6747477	264323	BAR TEES	\$29.44
		6773918	264048	FLANGE/GASKET/BUSHINGS	\$87.52
HERC RENTALS INC		30458850-001	264054	LIQUID PROPANE	\$42.03
		30462794-001		LIQUID PROPANE	\$13.87
INLAND ASPHALT CO	P059870	2735344	264229	HMA 1/2" 64-22 20, INV #273534	\$126.63
KELLEY'S TELE-COMMUNICATIONS INC		276301012019	264450	ANSWERING SRVC CHARGES JAN	\$71.15
LAMPSON INTERNATIONAL LLC		63534	264343	12-04-18 CRANE RENTAL SVCS	\$977.40
MOTION INDUSTRIES INC		WA05-396442	264082	O RINGS	\$46.30
NATIONAL METER & AUTOMATION	S018071	S1105412.001	264085	2" ENCODER M170 FOR 10" BADGER	\$100.11
	S018071			FREIGHT	\$12.08
	S018071			ADJUST TAX	(\$0.01)
	S018071	S1105412.003		FREIGHT	\$12.13
	S018071			10" ENCODER FOR 10" BADGER FS	\$114.92
SENSKE LAWN & TREE CARE INC		8761790	264265	SNYDER PEST CONTROL Q4 18	\$97.69
STONEMAN ELECTRIC SUPPLY		S102609723.001	264117	INSUL WIRE CONNECTORS	\$71.86
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$20.52
WATER MAINTENANCE TOTAL ****					\$2,449.30
WATER UTILITY FUND Total ***					\$107,206.77
FUND	403	WASTEWATER UTILITY FUND			
Division:	000				
MH CONSTRUCTION INC		2018.000031	264243	1125 AARON REFUND	\$13,298.00
				1125 AARON REFUND	\$10,803.00
UNASSIGNED TOTAL ****					\$24,101.00
Division:	420	SEWER ADMINISTRATION			
INTERWEST TECHNOLOGY SYSTEMS INC	P059510	35180	264230	WASTE WATER TREATMENT PLANT	\$14,371.94



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
SEWER ADMINISTRATION TOTAL****					\$14,371.94
Division: 421	SEWER CAPITAL PROJECTS				
TACOMA SCREW PRODUCTS INC		22230717	264271	ROPE/SNAPLINK/SLEEVES/INLF UPG	\$33.29
TRI CITY HERALD	S018157	0003933273	264125	CALL FOR BID ON SANITARY SEWER	\$268.46
SEWER CAPITAL PROJECTS TOTAL****					\$301.75
Division: 422	SEWER OPERATIONS				
ABM JANITORIAL NORTHWEST		13218556	264007	JANITORIAL SRVCS-DECEMBER	\$966.83
ALS ENVIRONMENTAL	P059616	51-449850-0	264009	WASTEWATER - OIL & GREASE TOTA	\$50.00
	P059616			WASTEWATER - 335.4 TOTAL CYANI	\$40.00
	P059616			WASTEWATER - AMMONIA-N EPA	\$25.00
	P059616			WASTEWATER - 608 ORGANOCHLOR.	\$160.00
	P059616			WASTEWATER - BOD (5 DAY) EPA 4	\$48.00
	P059616			WASTEWATER - 420.1 PHENOLICS	\$45.00
	P059616			EMSL 10-1-18 SAMPLING EVENT-	\$60.00
	P059616			WASTEWATER - 625 SEMIVOL. ORGA	\$215.00
	P059616			WASTEWATER - 1631E TOTAL MERCU	\$60.00
	P059616			WASTEWATER - TSS EPA 160.2	\$18.00
	P059616			WASTEWATER - 200.8 TRACE ELEME	\$130.00
	P059616			WASTEWATER - 624 VOLATILE ORGA	\$160.00
	P059633	51-449858-0		APEL 10-9-18 SAMPLING EVENT -	\$60.00
	P059633			WASTEWATER - 420.1 PHENOLICS	\$45.00
	P059633			WASTEWATER - BOD (5 DAY) EPA 4	\$48.00
	P059633			WASTEWATER - 335.4 TOTAL CYANI	\$40.00
	P059633			WASTEWATER - 1631E TOTAL MERCU	\$60.00
	P059633			WASTEWATER - 200.8 TRACE ELEME	\$130.00
	P059633			WASTEWATER - 608 ORGANOCHLOR.	\$160.00
	P059633			WASTEWATER - OIL & GREASE TOTA	\$200.00
	P059633			WASTEWATER - 624 VOLATILE ORGA	\$640.00
	P059633			WASTEWATER - AMMONIA-N EPA	\$25.00
	P059633			WASTEWATER - TSS EPA 160.2	\$18.00
	P059633			WASTEWATER - 625 SEMIVOL. ORGA	\$215.00
	P059634	51-449860-0	264181	WASTEWATER - 625 SEMIVOL. ORGA	\$215.00
	P059634			WASTEWATER - BOD (5 DAY) EPA 4	\$48.00
	P059634			WASTEWATER - 624 VOLATILE ORGA	\$640.00
	P059634			WASTEWATER - TSS EPA 160.2	\$18.00
	P059634			WASTEWATER - OIL & GREASE TOTA	\$200.00
	P059634			WASTEWATER - 608 ORGANOCHLOR	\$160.00
	P059634			WASTEWATER - 200.8 TRACE ELEME	\$130.00
	P059634			ATI 10-16-18 SAMPLING EVENT -	\$60.00
	P059634			WASTEWATER - 420.1 PHENOLICS	\$45.00



City Of Richland

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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
ALS ENVIRONMENTAL	P059634	51-449860-0	264181	WASTEWATER - 335.4 TOTAL CYANI	\$40.00
	P059634			WASTEWATER - 200.7 - METALS	\$30.00
	P059634			WASTEWATER - AMMONIA-N EPA	\$25.00
	P059634			WASTEWATER - 1631E TOTAL MERCU	\$60.00
	P059683	51-450225-1		WASTEWATER - 608 ORGANOCHLOR.	\$18.00
	P059683			WASTEWATER - OIL & GREASE TOTA	\$200.00
	P059683			WASTEWATER - 200.8 TRACE ELEME	\$130.00
	P059683			FRAMATOME 10-23-18 SAMPLING EV	\$60.00
	P059683			WASTEWATER - BOD (5 DAY) EPA 4	\$48.00
	P059683			WASTEWATER - 420.1 PHENOLICS	\$45.00
	P059683			WASTEWATER - 335.4 TOTAL CYANI	\$40.00
	P059683			WASTEWATER - 1631E TOTAL MERCU	\$60.00
	P059683			WASTEWATER - TSS EPA 160.2	\$18.00
	P059683			WASTEWATER - 624 VOLATILE ORGA	\$640.00
	P059683			WASTEWATER - AMMONIA-N EPA	\$25.00
	P059725	51-450557-0		WASTEWATER - OIL & GREASE TOTA	\$200.00
	P059725			WASTEWATER - 1631E TOTAL MERCU	\$120.00
	P059725			WASTEWATER - 420.1 PHENOLICS	\$90.00
	P059725			WASTEWATER - 625 SEMIVOL. ORGA	\$430.00
	P059725			WASTEWATER - 608 ORGANOCHLOR.	\$320.00
	P059725			WASTEWATER - 335.4 TOTAL CYANI	\$80.00
	P059725			WWTP INFLUENT AND EFFLUENT	\$260.00
	P059725			WASTEWATER - 624 VOLATILE ORGA	\$1,280.00
AMERIGAS		3085565965	264183	PROPANE FOR WWTP BOILER	\$109.54
APGN INC	P059816	9568	264285	REAR FILTER: 1090MM X 890MM X	\$850.00
	P059816			NX300 REPLACEMENT FRONT FILTER	\$350.00
	P059816			SHIPPING FROM PLATTSBURGH, NY,	\$433.67
	P059816			REAR PRE-FILTER: 1083MM X 883M	\$625.00
	P059816			FRONT PRE-FILTER: 598MM X 351M	\$175.00
BDP INDUSTRIES INC	P059744	10501	264188	REPLACEMENT BELT FOR WWTP BELT	\$1,630.77
	P059744			REPLACEMENT BELT(S) FOR WWTP B	\$4,892.31
BENTON FRANKLIN HEALTH DISTRICT		10211	264193	TKN NITRATE/ITE PHOSPHATE	\$98.00
BLUE TARP FINANCIAL INC	P059837	41640054	264293	PRESSURE WASHER, NORTHSTAR GAS	\$3,920.45
	P059837	41648317	264195	BATTERY, 18AH FOR PRESSURE WAS	\$46.43
CENTRAL HOSE & FITTINGS INC		C022711	264201	HOSE ASSY FOR 3" TRASH PUMP	\$1,074.92
CH2O INC		275940	264203	BOILER TESTING-NOV 18 BW LABOR	\$64.49
CITY OF RICHLAND		11/2018-25	264205	#25 BIOSOLIDS LANDFILL FEES	\$3,586.45
COLE INDUSTRIAL INC	P059632	YA27843 RETAINAGE	264208	WWTP BOILER GAS HOUSING AND	\$725.00
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	P059851	3627-602661	264311	KEYSTONE LED LAMP, CATALOG	\$738.26
	P059851			FREIGHT	\$48.33
	P059851			LED HIGH BAY LIGHT FIXTURE	\$790.61



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC		3627-603090	264311	WIRE	\$108.78
ENDRESS HAUSER INC	S018151	6002025312	264318	FREIGHT	\$17.55
	S018151			FREIGHT	\$23.63
	S018151			MICROPILOT FMR20, LEVEL, RADAR	\$1,063.47
	S018151			MAINTENANCE KIT, TWO MEMBRANE	\$1,312.95
FIELD INSTRUMENTS & CONTROLS INC	S018152	169239	264219	IS BARRIER/AMPLIFIER, PR	\$297.56
	S018152			FREIGHT	\$14.73
	S018152	169285	264324	MOISTURE PROTECTION ASSEMBLY,	\$86.88
	S018152			SUBMERSIBLE LEVEL TRANSMITTER,	\$879.12
	S018152			FREIGHT	\$26.49
	S018152			ADJUST TAX	(\$0.01)
	S018152			SINL WEIGHT ASSEMBLY, PMC #SW2	\$168.33
GRAINGER	S018160	9025383580	264158	MOTOR WITH BRACKET ITEM #44F22	\$321.99
	S018160	9026711516		ELECTRIC UNIT HEATER ITEM #2YU	\$2,310.15
	S018160	9027804237		MOTOR WITH BRACKET ITEM #44F22	\$317.66
	S018160	9030403142		RELAY FAN ITEM #23TD60	\$60.41
H & N ELECTRIC	P059664	42139	264224	WWTP GAS ROOM EXHAUST FAN: ACM	\$944.82
	P059664			FREIGHT	\$78.19
HD FOWLER COMPANY INC		I5020875	264227	FITTING & GASKET HTX #3	\$130.08
KAMAN INDUSTRIAL TECHNOLOGIES		C766416	264234	O-RINGS FOR OSG FEED LINE	\$27.96
LIQUIVISION TECHNOLOGY	S017533	6126	264236	INSPECTION OF WWTP OUTFALL	\$5,208.14
MIDWEST LABORATORIES INC	P059872	922413	264246	SELF-HAUL FEEDSTOCK - COMPOST	\$75.00
	P059872			COR LANDFILL COMPOST FACILITY	\$75.00
	P059872			SHIPPING FOR 2018-11-07 - 1 FE	\$20.00
MOON SECURITY SERVICES INC		957502	264460	WWTP-BASIC MONITORING	\$56.37
OXARC INC		60286293	264253	CYLINDER RENTAL-NOVEMBER WWTF	\$17.65
PARADISE BOTTLED WATER CO		11/18 WWTP	264254	BOTTLED WATER-NOVEMBER	\$74.48
PLATT ELECTRIC SUPPLY		U078131	264362	PLUG WA HEATER	\$12.61
RICHLAND ACE HARDWARE		65256/1	264170	SHARKBITE CONN 1/2"	\$34.71
		65279/1		NONSPILL NOZZLE	\$10.85
		65307/1	264366	CONNECTORS	\$40.14
		65388/1	264170	LED ROPE 9'	\$33.85
		65456/1		MECH TIMER	\$30.39
RICHLAND NAPA		425450	264261	BRUSHES WW CART MAINT	\$22.00
		425822	264367	NUTS/BOLTS	\$18.49
SPRAGUE PEST SOLUTIONS		3679945	264375	NOV MONTHLY SERVICE-WWTF	\$132.49
		3682524	264267	REPLACE BAIT STATION #11	\$35.84
STONEWAY ELECTRIC SUPPLY		S102599979.001	264269	CORD CONN AERB MIX PUMP	\$19.32
		S102608330.001	264378	CONDUIT	\$37.29
		S102609139.001	264269	CHLORINE BLDG LIGHTS	\$34.10
TACOMA SCREW PRODUCTS INC		22229864	264271	EXT CORD 50FT PER OPS WO	\$75.91



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
TACOMA SCREW PRODUCTS INC		22230670	264271	OPS CART PARTS & PULL RAGS	\$26.17
				OPS CART PARTS & PULL RAGS	\$140.26
		22231062		HVAC COMPONENTS DGSTR	\$71.73
THERMAL SUPPLY INC		6715265	264384	CONTACTOR/SWITCH	\$36.17
UNITED PARCEL SERVICE	S018162	000986641508	264128	GROUND PKG TO ALS FOR WWTP OPS	\$19.07
	S018162			COLLECT CHARGES FOR PKG FROM	\$10.47
	S018162			COLLECT PKG FROM HACH COMPANY	\$4.16
XEROX CORPORATION		095355968	264279	MX4-749822 BASE/PRINTS-NOV	\$261.63
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$105.67
SEWER OPERATIONS TOTAL ****					\$44,443.76
Division:	423	SEWER MAINTENANCE			
CASCADE NATURAL GAS CORP		11/18-91606896263	264200	NAT GAS 1023 BVW 10/25-11/14	\$14.83
		12/18-51317347154		NAT GAS 1943 CPTRL 11/15-12/13	\$17.95
		12/18-91606896263		NAT GAS 1023 BVW 11/15-12/13	\$15.71
COLE DRAINS & PLUMBING REPAIR		6134	264207	CLR MAIN FOR 1319/1321 POTTER	\$298.65
ENVIRO CLEAN EQUIPMENT INC	P059839	2182830	264319	BULLDOG ANTIBLAST ROTATING NOZ	\$3,866.16
	P059839			ROTO-DRILL PENETRATOR NOZZLE,	\$667.89
	P059839			FREIGHT	\$31.49
	P059850	2182831		FREIGHT	\$31.50
	P059850			BULLDOG ROTOJET NOZZLE WITH SK	\$3,545.79
FIELD INSTRUMENTS & CONTROLS INC	P059792	169206	264049	FREIGHT	\$36.70
	P059792			PMC SINK WEIGHT ASSEMBLY - ITE	\$504.99
	P059792			PMC SUBMERSIBLE LEVEL TRANSMIT	\$818.84
	P059792			PMC MOISTURE PROTECTION ASSEMB	\$86.88
KELLEY'S TELE-COMMUNICATIONS INC		276301012019	264450	ANSWERING SRVC CHARGES JAN	\$71.15
MOON SECURITY SERVICES INC		957502	264460	WWTP-BASIC MONITORING	\$56.37
RICHLAND ACE HARDWARE		65413/1	264170	REOE/NAP VEH 3255	\$13.87
		65519/1	264366	HDSET HANGER VEH 3338	\$10.85
TACOMA SCREW PRODUCTS INC		22230133	264271	VINYL GLOVES AND CLAMP - SHOP	\$16.97
		22230162		HEX BIT SOCKET SET VEH 3346	\$19.69
		22230545		PARTS TO RPR SHOP AIR DRYER	\$100.47
		22231041		SMALL TOOLS FOR WW SHOP	\$55.10
		22231043		LUGS/STOPS/SOLDER - TV TRUCK	\$41.65
		22231082	264379	SCREWS	\$13.85
TRUE NORTH ENVIRONMENTAL EQUIPMENT	P059787	P01297	264274	ADJUST TAX	\$0.01
	P059787			FEMALE CABLE CONNECTOR FOR REP	\$786.26
	P059787			FREIGHT	\$9.90
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$1.39
SEWER MAINTENANCE TOTAL ****					\$11,134.91
WASTEWATER UTILITY FUND Total ***					\$94,353.36



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
FUND 404	SOLID WASTE UTILITY FUND				
Division:	430	CAPITAL PROJECTS			
PARAMETRIX INC	P059350	06620	264094	DISPOSAL CAPACITY IMPROVEMENTS	\$18,761.33
PHASE 2 ELECTRIC INC	P059597	P2-5746.2R	264098	COMPOST PAD ELECTRICAL	\$1,364.50
CAPITAL PROJECTS TOTAL ****					\$20,125.83
Division:	431	SOLID WASTE ADMINISTRATION			
JOYCE ZIKER PARKINSON PLLC		51696	264060	LANDFILL CONTAMINATION-LEGAL	\$187.00
PARAMETRIX INC	P058444	06610	264094	LANDFILL MONITORING WORK PLAN	\$8,641.93
	P058444			CO #1 - 2018 BUDGET TO FULFILL	\$1,503.67
SOLID WASTE ADMINISTRATION TOTAL ****					\$10,332.60
Division:	432	SOLID WASTE COLLECTION			
ABADAN INC		AR44584	264006	DRIVER TRAINING MANUALS	\$671.80
		AR44822		BINDING-DRIVER TRNG MANUALS	\$2.17
SPRAGUE PEST SOLUTIONS		3703878	264375	DEC MONTHLY SVCS-SW	\$61.90
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$22.11
SOLID WASTE COLLECTION TOTAL ****					\$757.98
Division:	433	SOLID WASTE DISPOSAL			
ABM JANITORIAL NORTHWEST		13218556	264007	JANITORIAL SRVCS-DECEMBER	\$835.63
COYOTE RIDGE CORRECTIONS CENTER		CRCC1811.648	264211	WORK CREW NOVEMBER 2018	\$408.20
FASTENAL COMPANY		WARIC79972	264047	EXT CORDS FOR TRUCKS	\$180.54
FRONTIER	S018166	12/18 2061882614	264327	TELEPHONE CHARGE 12/19/18-1/18	\$127.74
GRAINGER	S018160	9025915431	264158	ABSORBENT PAD ITEM #35ZP87	\$61.41
MOON SECURITY SERVICES INC		959661	264460	BASIC FIRE MONITORING	\$33.00
ORRCO		415608	264358	USED OIL TESTING/PICK-UP/HAUL	\$155.00
		415865		USED OIL TESTING/PICK-UP/HAUL	\$160.00
PARAMETRIX INC	P059068	06623	264094	2018 LANDFILL MONITORING,SAMPL	\$8,086.54
SPRAGUE PEST SOLUTIONS		3703869	264375	PEST CONTROL-SW	\$99.91
STEEBER'S LOCK SERVICE		899973	264376	DUPLICATE KEYS (4) LANDFILL	\$26.06
XEROX CORPORATION		095355970	264279	LX5-694777 BASE/PRINTS-NOV	\$271.73
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$45.71
SOLID WASTE DISPOSAL TOTAL ****					\$10,491.47
SOLID WASTE UTILITY FUND Total ***					\$41,707.88
FUND 405	STORMWATER UTILITY FUND				
Division:	440	STORMWATER CAPITAL PROJECTS			
C & E TRENCHING LLC	P059801	14062	264296	AMON STORM REPAIR- 1476 AMON D	\$8,905.20
STORMWATER CAPITAL PROJECTS TOTAL ****					\$8,905.20
Division:	441	STORMWATER			
AMERICAN ROCK PRODUCTS INC	P059869	378059	264182	5/8" TOP COURSE, INVOICE #3780	\$172.52



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
AMERICAN ROCK PRODUCTS INC	P059869	384508	264182	HAULING - INVOICE #384508 DATE	\$143.80
	P059869			5/8" TOP COURSE, INVOICE #3845	\$294.25
	P059869	393520		TAX - INVOICE #393520 11/29/1	\$31.50
CITY OF KENNEWICK		013748	264204	WATER ON WHEELS - STORM	\$3,819.95
SAFETY KLEEN SYSTEMS INC		78594972	264263	CLN DUPORTAIL DECANT FACILITY	\$4,348.34
TACOMA SCREW PRODUCTS INC		22230020	264271	GREASE & CLEANERS - STORMW	\$379.11
STORMWATER TOTAL ****					\$9,189.47
STORMWATER UTILITY FUND Total ***					\$18,094.67
FUND 407	MEDICAL SERVICES FUND				
Division:	121	AMBULANCE			
BLAISING FIRE & WATER INC	P059835	63104	264194	SHIPPING FEES	\$70.00
	P059835			MKII FIRST RESPONDER VEST W/II	\$2,576.00
CALLBACK STAFFING SOLUTIONS LLC		0010682	264297	STAFFING CALLBACK SRVCS-DEC	\$104.48
CHAPLAIN SERVICES NETWORK		RFD-12312018	264300	CHAPLAIN SRVCS OCT-DEC 2018	\$1,338.75
COLUMBIA INDUSTRIES SUPPORT LLC		00744561	264037	ON SITE SHREDDING WO #0124660	\$34.98
LIFE ASSIST INC		890631	264066	MAGNESIUM SULFATE	\$96.50
STERICYCLE INC		3004512501	264377	BIO WASTE DISPOSAL FEE	\$47.03
AMBULANCE TOTAL ****					\$4,267.74
MEDICAL SERVICES FUND Total ***					\$4,267.74
FUND 501	CENTRAL STORES FUND				
Division:	000				
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	P059762	3627-602108	264311	LAMP, FLR 42W, 6" 4PIN PLUGIN	\$39.91
NORCO INC	P059676	25400872	264355	FREIGHT	\$16.67
	P059676			GLOVES GOATSKIN, LARGE, PEARL,	\$294.78
	P059676			GLOVES GOATSKIN,X-LARGE,PEARL,	\$884.35
	P059676			ADJUST TAX	\$0.01
UNASSIGNED TOTAL ****					\$1,235.72
CENTRAL STORES FUND Total ***					\$1,235.72
FUND 502	EQUIPMENT MAINTENANCE FUND				
Division:	214	EQUIPMENT MAINTENANCE			
1ST PRIORITY DETAIL		2303	264281	DETAIL VEH 3247 WO 52784	\$217.20
A L COMPRESSED GASES INC		1867705	264282	SHOP SUPPLY	\$5.70
ABADAN INC		AR45609	264006	BINDING/COPIES	\$29.65
ATOMIC AUTO BODY INC		34776	264288	BODY REPAIR VEH 2473 WO 52865	\$4,930.96
AUTOZONE		3733403718	264146	SHOP TOOLS	\$141.92
		3733408176		CALIPER VEH 3296 WO 52798	\$14.00
		3733408187	264289	GAGE VEH 0030 WO 52815	\$162.83



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
AUTOZONE		3733408592	264289	FOLDING UTILITY KNIFE	\$7.59
		3733409109		BRAKE PARTS VEH 3283 WO 52596	\$64.90
		3733409733		SHOP TOOLS	\$36.87
		3733413552		BRK CLNR VEH 3247 WO 52784	\$32.45
		3733413554		BRK CLNR VEH 3291 WO 52666	\$32.45
		3733413556		BRAKE CLNR VEH 3340 WO 52846	\$24.70
		3733417030	264402	SHOP SUPPLIES	\$26.91
BENTON COUNTY AUDITOR	3344	LICENSE	264191	TAX/LICENSE #3344	\$22,840.51
BLUE TARP FINANCIAL INC	41687156		264023	INVERTER VEH 3303 WO 52776	\$578.38
	41763774		264293	VEH 3304 WO 52840	\$217.19
CENTRAL HOSE & FITTINGS INC	C022994		264030	BUSHING VEH 6553 SO 52774	\$6.10
	C023438		264298	HOSE CLAMP VEH 3291 WO 52666	\$56.67
COLEMAN OIL COMPANY	491080-IN		264307	LANDFILL DIESEL DYED	\$3,553.79
	CL46520			CARD LOCK FUEL 12/17-12/23/18	\$12,780.80
COMMERCIAL TIRE INC	1468		264309	TIRES VEH 0300 WO 52850	\$915.22
	260667		264038	DISPOSAL FEE VEH 9500 WO 52748	\$126.00
	260771			EM SERV CLL VEH 3332 WO 52749	\$174.58
	260772			FLAT VEH 3342 WO 52750	\$52.67
	260773			FLAT VEH 3320 WO 52751	\$49.96
	260774			TIRE ROTATE VEH 3341 WO 52752	\$104.26
	260830			FLAT VEH 3342 WO 52755	\$52.67
	260873			TIRE VEH 3279 WO 52747	\$165.56
	260964			TIRES VEH 3291 WO 52754	\$1,547.29
	260965			TIRES VEH 3248 WO 52753	\$3,217.78
	260987			TIRES VEH 3320 WO 52758	\$3,402.40
	260988			WHL BALANCE VEH 3304 WO 52757	\$197.26
	260990			TIRES VEH 3342 WO 52756	\$4,771.58
	261254			TIRES VEH 2459 WO 52762	\$1,231.35
	261255			FLAT VEH 3315 WO 52759	\$52.67
	261257			FLAT VEH 5029 WO 52760	\$42.79
	261259			FLAT VEH 3333 WO 52761	\$52.67
	261513		264309	TIRES VEH 4139 WO 52838	\$1,195.12
	261515			TIRE VEH 4061 WO 52835	\$194.85
	261516			FLAT REPAIR VEH 7145 WO 52836	\$72.35
	261521			GATOR CAPS VEH 6000 WO 52829	\$162.90
	261610			TIRES VEH 6238 WO 52830	\$889.41
	261611			TIRE CHANGE VEH 3315 WO 52832	\$44.53
	261612			TIRES VEH 3296 WO 52833	\$1,484.26
	261614			TIRES VEH 3247 WO 52834	\$2,646.20
	261623			SVC CALL VEH 6000 WO 52829	\$200.51
CONNELL OIL INC	0241269-IN		264040	SHOP OIL	\$1,143.86



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CONNELL OIL INC		0241270-IN	264040	GEAR OIL VEH 3212 WO 52594	\$375.15
		C218178-IN	264310	SHOP OIL	\$1,407.50
CORWIN OF PASCO LLC		429512	264041	SENSOR VEH 2415 WO 52780	\$51.07
		429757	264312	SENSOR VEH 2415 WO 52812	\$30.10
		429790		BATTERY VEH 2415 WO 52812	\$53.96
		429907		BOX ASSY VEH 2432 WO 52828	\$557.47
		430039		CYLINDER VEH 3317 WO 52847	\$53.55
CUMMINS, INC		09-2494	264313	HARNESS VEH 3296 WO 52798	\$197.02
		09-2511		GASKET VEH 3335 RET CREDIT	(\$30.79)
		09-2512		EGR VALVE VEH 3325 WO 52808	\$848.74
		09-2539		EGR VALVE CORE CREDIT	(\$67.88)
FAST SIGNS		139-58526	264320	2" PREMIUM VEH 6583 WO 52823	\$27.17
		139-58537		4" PREMIUM VEH 3344 WO 52813	\$27.80
FASTENAL COMPANY		WARIC80543	264047	METAL KIT VEH 3346 WO 52705	\$117.44
FINAL TOUCH UPHOLSTERY		033105	264325	VAULT UPHOL VEH 2429 WO 52856	\$298.65
G & R AG PRODUCTS INC		2183894-001-02	264329	SHOP SUPPLY	\$70.77
		2183894-01		SHOP SUPPLY	\$70.77
GENUINE AUTO GLASS OF TRI CITIES LLC		634720	264053	WINDSHIELD VEH 3205 WO 52793	\$149.99
JIM'S PACIFIC GARAGES INC		X100153708:01	264059	FRAME NIPPLE VEH 3279 WO 52713	\$73.85
		X100154914:01	264339	HARNESS VEH 3285 WO 52484	\$71.50
KENWORTH SALES COMPANY		PASIN3144928	264341	HARNESS VEH 3311 WO 52787	\$556.82
LES SCHWAB TIRE CENTER		42800298045	264346	BALANCE VEH 2445 WO 52844	\$23.89
		42800298098		FLAT REPAIR VEH 2402 WO 52848	\$0.00
MCCURLEY CHEVROLET		956857	264350	LATCH VEH 2384 WO 52790	\$171.59
		956858	264074	LATCH VEH 2385 WO 52796	\$393.76
		956861	264350	LATCH VEH 2385 WO 52796	\$138.45
		956884	264163	GASKET VEH 2377 WO 52737	\$106.09
		957215	264350	RETAINER VEH 2384 WO 52790	\$4.22
		CM946391		BRAKE PADS RETURNED	(\$66.90)
MOBILE FLEET SERVICE INC		01P102232	264081	PIPE VEH 3213 WO 52603	\$189.43
MONARCH MACHINE & TOOL CO INC		F199719	264352	VICE MOUNT VEH 3405 WO 52785	\$61.59
MPH INDUSTRIES INC		6006503	264353	REMOTE VEH 9500 WO 52859	\$828.91
NORTHSTAR CLEAN CONEPTS HOTSY		IN17579	264357	SHOP SOAP	\$243.26
OXARC INC		30528120	264089	WELDER RENTAL	\$434.40
PAPE' MATERIAL HANDLING		11277925	264360	HY GARD VEH 7120 WO 52811	\$159.23
		11277930		SWITCH VEH 7120 WO 52811	\$97.56
PLATT ELECTRIC SUPPLY		T774946	264362	ELECT MASTER VEH 3304 WO 52395	\$184.61
RDO EQUIPMENT CO		P89714	264364	FILTERS VEH 6595 WO 52816	\$176.32
		P89775		HOSE VEH 6595 WO 52736	\$490.54
		P89776		HYGARD BINS VEH 7109 WO 52712	\$166.90
		P90150		HOSE VEH 6595 WO 52736	(\$106.55)



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RDO EQUIPMENT CO		P90151	264364	SHOP TOOLS	\$3,781.94
		P90152		PUMP SOLENOID VEH 6587 WO52772	\$1,148.81
		P90158		SHOP TOOLS REPAIR	(\$3,781.94)
REBUILDING & HARDFACING INC		61084	264101	BLADES VEH 6597 WO 52773	\$2,238.25
RICHLAND NAPA		425075	264104	GLOVES VEH SHOP WO SUPPLIES	\$315.37
		425298		SPRAYER VEH 5039 WO 52738	\$4.12
		425307		GAS CAP VEH 3287 WO 52735	\$10.74
		425324		LAMP VEH 7145 WO 52726	\$25.93
		425333		PAINT VEH 3285 WO 52484	\$41.38
		425370		FILTER VEH 7145 WO 52726	\$105.31
		425374		BEARINGS VEH CREDIT WO CRED	(\$50.13)
		425378		ENHANCER VEH 2415 WO 52734	\$81.94
		425400		GLOVES VEH CREDIT WO CREDIT	(\$304.86)
		425407		GLOVES VEH SHOP WO SUPPLIES	\$146.45
		425429		FILTERS VEH 2468 WO 52770	\$18.39
		425432		LAMP VEH 1204 WO 52769	\$12.88
		425434		RELAYS VEH 6587 WO 52772	\$33.25
		425489		LAMP VEH 1203 WO 52777	\$67.77
		425496		AIR FILTER VEH 6595 WO 5277	\$11.64
		425557		FILTERS VEH 2458 WO 52779	\$14.31
		425681	264171	BATT CABLE VEH 3187 WO 5280	\$94.40
		425704		LAMP VEH 3335 WO 52800	\$9.44
		425723		DRILL VEH SHOP WO	\$194.67
		425744		WIPER VEH 3280 WO 52803	\$14.10
		425745		WIPER VEH 2320 WO 52532	\$14.10
		425746		WIPER VEH 3256 WO 52804	\$16.27
		425753	264261	DEF GAL VEH 7159 WO 52794	\$11.94
		425762		BUSH KIT VEH 3187 WO 52802	\$15.62
		425775	264171	FILTERS VEH 4136 WO 52809	\$48.78
		425800		FUSE BLK VEH 3303 WO 52776	\$11.50
		425805		DIESEL STAB VEH 4136 WO 528	\$47.76
		425831		TAPE VEH SHOP WO	\$18.35
		425865		BATTERY VEH 2437 WO 52814	\$176.07
		425866		CORE VEH 2437 WO 52814	(\$19.55)
		425867		BRK CLN VEH 4136 WO 52809	\$22.81
		425903	264261	CIR TESTER VEH SHOP WO SHOP	\$27.43
		425905		SWITCH VEH 2371 WO 52818	\$9.29
		425956		DOOR KIT VEH 3315 WO 52656	\$53.91
		425966		TIR VALVE VEH SHOP WO SHOP	\$65.15
		425976		FILTER VEH 3311 WO 52787	\$56.25
		425981		SEF GAL VEH 4147 WO 52826	\$24.97



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
RICHLAND NAPA		425982	264261	WIPERS VEH 1108 WO 51974	\$25.72
		425995		SOLENOID VEH 3303 WO 52776	\$146.08
		426012		BATTERY VEH 2432 WO 52828	\$189.90
RMT EQUIPMENT		P02251	264370	PRK CABLE VEH 7145 WO 52724	\$288.29
RWC INTERNATIONAL LTD		50751Y	264107	MOTOR ASSY VEH 3142 WO 52792	\$281.95
		CM50751Y		MOTOR ASSY VEH 3142 WO 52792	(\$238.67)
		0110410-IN		LINAGE VEH 3339 WO 52711	\$703.74
SOLID WASTE SYSTEMS INC		099992	264376	TRANSPONDER VEH 2377 WO 52737	\$130.32
STEEBER'S LOCK SERVICE		1070	264116	CDL TEST-B WATTS	\$250.00
TACOMA SCREW PRODUCTS INC		22231187	264379	SHOP GLOVES	\$312.55
TEREX SERVICES		90920711	264174	PUMP VEH 3251 WO 52799	\$2,954.07
		90922053		HOSE ASSY VEH 3251 WO 52799	\$481.02
		90925396		PUMP VEH 3251 WO 52799	\$2,801.83
		90927544		ROPE/BOOM KT VEH 3253 WO 52515	\$486.07
		90929197		BOOM KT VEH 3252 WO 52342	\$612.39
		29703		CONTROL BOX VEH 6568 WO 52851	\$1,359.16
THE FAB SHOP LLC		29704	264381	CONTROL BOX VEH 6569 WO 52852	\$1,359.16
		29705		CONTROL BOX VEH 6573 WO 52853	\$1,359.16
		29706		CONTROL BOX VEH 6574 WO 52854	\$1,359.16
		29707		CONTROL BOX VEH 6590 WO 52855	\$1,359.16
		03-129211		FLAT REPAIR VEH 7145 WO 52863	\$32.41
TIRE FACTORY INC		03-129517	264385	TIRES VEH 4160 WP 52860	\$311.18
		03-130360		REPAIR VEH 2387 WO 52861	\$22.75
		03-133123		REPAIR VEH 4061 WO 52862	\$22.75
		1224647		INSTALL BODY VEH 3347 WO 52868	\$4,887.00
TITAN TRUCK EQUIPMENT		128791	264388	LUG VEH 3303 WO 52776	\$24.37
		128796		MARINE TERM VEH 3303 WO 52776	\$15.10
		263561		WELD CABLE VEH 3303 WO 52776	\$345.09
		263609		FUSE VEH 3303 WO 52776	\$44.67
		06 265942		RATCHET VEH 3251 WO 52807	\$284.16
UNITED PARCEL SERVICE	S018164	000986641518	264176	GROUND PKG TO TEREX GLOBAL FOR	\$20.15
WATTS, BRENNAN		121718	264135	REIMB CDL	\$95.00
WESTERN PETERBILT INC		028P286308	264136	CAP-FUEL VEH 3336 WO 52731	\$98.81
		028P286470	264390	FILTER VEH 5047 WO 52518	\$156.11
		028P286477	264136	KNOB-HORN BUTTON	\$159.00
		028P286521		PAC,FS VEH 5047 WO 52650	\$83.55
		028P286803	264390	ROD VEH 3285 WO 52484	\$195.97
		028P287061		PLATE-HORN VEH 3333 WO 52874	\$10.76
		028P287062		CONTACT LEAF VEH 3333 WO 52874	\$27.47
		25197	264137	WTR TNK VEH 3291 WO 52666	\$2,668.53
WESTERN SYSTEMS & FABRICATION INC		25260		GRABBER VEH 3283 WO 52596	\$1,340.37



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
WESTERN SYSTEMS & FABRICATION INC		25348	264391	CYLINDER VEH 3315 WO 52858	\$7,110.04
XEROX CORPORATION		095356014	264141	LX5-691298 BASE/PRINTS-NOV	\$208.81
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$73.33
EQUIPMENT MAINTENANCE TOTAL ****					\$117,883.47
EQUIPMENT MAINTENANCE FUND Total ***					\$117,883.47
FUND 503	EQUIPMENT REPLACEMENT FUND				
Division:	215	EQUIPMENT REPLACEMENT			
GRANDE TRUCK CENTER	P058891	130171	264331	ONE (1) NEW 2018 MACK LR 64R W	\$265,037.87
EQUIPMENT REPLACEMENT TOTAL ****					\$265,037.87
EQUIPMENT REPLACEMENT FUND Total ***					\$265,037.87
FUND 505	PUBLIC WORKS ADMIN & ENGINEER				
Division:	450	PW ADMIN & ENGINEERING			
IMT INC	P059100	10344	264335	MATERIALS TESTING-PRIVATE	\$208.50
	P059100	10346		MATERIALS TESTING-PRIVATE	\$974.00
	P059100	10348		MATERIALS TESTING-PRIVATE	\$1,305.00
	P059100	10366		MATERIALS TESTING-PRIVATE	\$903.00
	P059100	10381		MATERIALS TESTING-PRIVATE	\$388.50
POPE, BRIAN		121818	264099	REIMB EWSG LUNCH MEETING	\$7.89
WATER SOLUTIONS INC		20161	264134	3 WTR MACHINES - DEC 2018	\$76.01
XEROX CORPORATION		095355999	264141	LX5-690835 BASE/PRINTS-NOV	\$160.09
		095356000		LX5-692207 BASE/PRINTS-NOV	\$67.57
		095356001		MX4-343197 BASE/PRINTS-NOV	\$376.42
XO COMMUNICATIONS SERVICES LLC		0315774925	264142	TELEPHONE CHARGES 12/1-12/31	\$197.46
PW ADMIN & ENGINEERING TOTAL ****					\$4,664.44
PUBLIC WORKS ADMIN & ENGINEER Total ***					\$4,664.44
FUND 520	HEALTH CARE/BENEFITS PLAN				
Division:	222	EMPLOYEE BENEFIT PROGRAM			
MERCER (US) INC		102210003826	264076	CONSULTING SERVICES-NOV	\$7,083.33
EMPLOYEE BENEFIT PROGRAM TOTAL ****					\$7,083.33
HEALTH CARE/BENEFITS PLAN Total ***					\$7,083.33
FUND 611	FIREMAN'S PENSION				
Division:	216	FIRE PENSION			
BAKER, MARSHALL R		JAN 2019	264403	MEDICARE PREMIUM/BAKER	\$129.00
BENTON COUNTY FIRE DIST 1		2018-47	264192	FIRE PENSION NOV 2018	\$712.00
BOWLS, DAVID		JAN 2019	264407	MEDICARE PREMIUM/BOWLS	\$104.90
CANFIELD, HARRY R			264410	MEDICARE PREMIUM/CANFIELD	\$119.00



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
CARRICK, HENRY		JAN 2019	264412	MEDICARE PREMIUM/CARRICK	\$134.00
CLARK, FRANK M			264417	MEDICARE PREMIUM/CLARK	\$104.90
DOWNS, DANNY			264426	MEDICARE PREMIUM/DOWNS	\$135.50
ESTY, RAYMOND J			264431	MEDICARE PREMIUM/ESTY	\$120.00
FERRIANS, ALLEN LARRY			264432	MEDICARE PREMIUM/FERRIANS	\$135.50
HOUCHIN, EARL			264440	MEDICARE PREMIUM/HOUCHIN	\$118.00
JOHNSON, NEILS E			264444	MEDICARE PREMIUM/JOHNSON	\$116.50
JONES, HAROLD			264445	MEDICARE PREMIUM/JONES	\$123.00
KEYS, JACK D			264451	MEDICARE PREMIUM/KEYS	\$134.00
LAHTI, ROGER P			264453	MEDICARE PREMIUM/LAHTI	\$104.90
MURRAY, DAVID			264462	MEDICARE PREMIUM/MURRAY	\$110.00
MYERS, EDWARD A			264463	MEDICARE PREMIUM/MYERS	\$135.50
OWEN, MICHAEL			264467	MEDICARE PREMIUM/OWEN	\$110.00
POLLARD, JAMES			264469	MEDICARE PREMIUM/POLLARD	\$135.50
RONEY, LARRY			264471	MEDICARE PREMIUM/RONEY	\$122.50
SIEMENS, DONALD			264473	MEDICARE PREMIUM/SIEMENS	\$135.50
WEST, ROYAL			264487	MEDICARE PREMIUM/WEST	\$116.00
WILLIAMSON, CRAIG E			264488	MEDICARE PREMIUM/WILLIAMSON	\$108.00

FIRE PENSION TOTAL ****

\$3,264.20

FIREMAN'S PENSION Total ***

\$3,264.20

FUND 612

POLICEMEN'S PENSION

Division:

217

POLICE PENSION

ANDERS, PETER	JANUARY 2019	264399	MEDICARE PREMIUM/ANDERS	\$135.50
BATES, LAURIE VERN JR		264404	MEDICARE PREMIUM/BATES	\$135.50
BEDEN, LARRY		264405	MEDICARE PREMIUM/BEDEN	\$135.50
BRUNSON, DALE A		264408	MEDICARE PREMIUM/BRUNSON	\$119.50
BUSH, LEE		264409	MEDICARE PREMIUM/BUSH	\$131.50
CLEAVENGER, MICHAEL		264418	MEDICARE PREMIUM/CLEAVENGER	\$135.50
CLEAVENGER, WILL J		264419	MEDICARE PREMIUM/CLEAVENGER	\$135.50
CLEMENTS, JOHN M		264420	MEDICARE PREMIUM/CLEMENTS	\$131.50
COUCH, LARRY		264421	MEDICARE PREMIUM/COUCH	\$135.50
DEMYER, JAMES J		264425	MEDICARE PREMIUM/DEMYER	\$135.50
DRIVER, DOUGLAS D		264427	MEDICARE PREMIUM/DRIVER	\$135.50
DUCHEMIN, ROGER		264428	MEDICARE PREMIUM/DUCHEMIN	\$135.50
GANLEY, JOHN M		264434	MEDICARE PREMIUM/GANLEY	\$135.50
GILL, JAMES GREG		264437	MEDICARE PREMIUM/GILL	\$135.50
HIGGINS, FRED C		264439	MEDICARE PREMIUM/HIGGINS	\$135.50
LARSON, SCOTT K		264454	MEDICARE PREMIUM/LARSON	\$135.50
LEWIS, DAVID L		264456	MEDICARE PREMIUM/LEWIS	\$113.50
MOORE, ROBERT		264461	MEDICARE PREMIUM/MOORE	\$124.50



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
SPARKS, DAVID W		JANUARY 2019	264475	MEDICARE PREMIUM/SPARKS	\$133.50
TAYLOR, RANDAL L			264478	MEDICARE PREMIUM/TAYLOR	\$135.50
THOMAS, GERALD D			264479	MEDICARE PREMIUM/THOMAS	\$134.50
TURNER, ROY			264481	MEDICARE PREMIUM/TURNER	\$135.50
WILMOTH, ROD			264489	MEDICARE PREMIUM/WILMOTH	\$135.50
ZIMMERMAN, GERALD			264490	MEDICARE PREMIUM/ZIMMERMAN	\$118.00
POLICE PENSION TOTAL ****					\$3,174.50
POLICEMEN'S PENSION Total ***					\$3,174.50
FUND 641	SOUTHEAST COMMUNICATIONS CTR				
Division:	600	SECOMM OPERATIONS GENERAL			
CHARTER COMMUNICATIONS		01/19 0706114	264414	CABLE SERVICE 12/30-01/29/19	\$29.73
COLEMAN OIL COMPANY		0489591-IN	264035	GENERATOR REFILL	\$228.38
FRONTIER		01/19 2061881060	264433	GENERAL FOR 12/19/18-01/18/19	\$208.95
INFORMER SYSTEMS LLC	P059890	5201	264441	2019 SCHEDULE EXPRESS RENEWAL	\$2,786.40
LOCUTION SYSTEMS, INC	P058957	118367	264069	LOCUTION PROJECT	\$15,339.75
VANGUARD CLEANING SYSTEM OF INLAND NW		82964	264483	BCES JANITORIAL SRVCS-JAN	\$375.00
SECOMM OPERATIONS GENERAL TOTAL ****					\$18,968.21
Division:	601	E911 OPERATIONS			
INFORMER SYSTEMS LLC	P059890	5201	264441	2019 SCHEDULE EXPRESS RENEWAL	\$2,786.40
E911 OPERATIONS TOTAL ****					\$2,786.40
SOUTHEAST COMMUNICATIONS CTR Total ***					\$21,754.61
FUND 642	800 MHZ PROJECT				
Division:	610	800 MHZ			
LEGACY POWER SYSTEMS		37895	264345	GOLGOTHA-INSPECT GENERATOR	\$698.27
MCBRIDE HEREFORD RANCHES INC		2019 GOLGATHA LS	264458	GOLGATHA LEASE FOR 2019	\$11,310.28
SOFTCHOICE CORPORATION	P059784	4991487	264373	PAESSLER SOFTWARE MAINT - PRTG	\$506.44
800 MHZ TOTAL ****					\$12,514.99
800 MHZ PROJECT Total ***					\$12,514.99
FUND 643	EMERGENCY MANAGEMENT				
Division:	620	STATE / LOCAL ASSISTANCE			
BENTON COUNTY SHERIFF'S OFFICE		11/18 WORKCREW II	264018	WORKCREW II NOVEMBER	\$198.35
CHARTER COMMUNICATIONS		01/19 0706114	264414	CABLE SERVICE 12/30-01/29/19	\$29.73
CITY OF RICHLAND		4996977	264151	CITY UTILITY BILLS/NOV 2018	\$413.81
COLEMAN OIL COMPANY		0489591-IN	264035	GENERATOR REFILL	\$57.10
FRONTIER		12/18 5096282600	264157	TELEPHONE CHARGE 12/10-1/09/19	\$254.30
VANGUARD CLEANING SYSTEM OF INLAND NW		82964	264483	BCES JANITORIAL SRVCS-JAN	\$62.50
VERIZON WIRELESS		9819745460	264177	CELL PHONES 11/07-12/06/2018	\$91.92



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
STATE / LOCAL ASSISTANCE TOTAL ****					\$1,107.71
Division:	621	RADIOLOGICAL EMGCY PREPAREDNES			
APOLLO SHEET METAL INC		940018808	264144	HVAC MAINT CONTRACT DEC 2018	\$715.20
BENTON COUNTY SHERIFF'S OFFICE		11/18 WORKCREW II	264018	WORKCREW II NOVEMBER	\$198.36
CHARTER COMMUNICATIONS		01/19 0706114	264414	CABLE SERVICE 12/30-01/29/19	\$29.73
CITY OF RICHLAND		4996977	264151	CITY UTILITY BILLS/NOV 2018	\$413.81
COLEMAN OIL COMPANY		0489591-IN	264035	GENERATOR REFILL	\$57.10
FRONTIER		12/18 5096282600	264157	TELEPHONE CHARGE 12/10-1/09/19	\$254.30
SOFTCHOICE CORPORATION	P059784	4991487	264373	PAESSLER SOFTWARE MAINT - PRTG	\$202.57
VANGUARD CLEANING SYSTEM OF INLAND NW		82964	264483	BCES JANITORIAL SRVCS-JAN	\$62.50
VERIZON WIRELESS		9819745460	264177	CELL PHONES 11/07-12/06/2018	\$86.92
RADIOLOGICAL EMGCY PREPAREDNES TOTAL ****					\$2,020.49
Division:	622	DOE EMERGENCY PREPAREDNESS			
APOLLO SHEET METAL INC		940018808	264144	HVAC MAINT CONTRACT DEC 2018	\$715.20
BENTON COUNTY SHERIFF'S OFFICE		11/18 WORKCREW II	264018	WORKCREW II NOVEMBER	\$198.35
CHARTER COMMUNICATIONS		01/19 0706114	264414	CABLE SERVICE 12/30-01/29/19	\$29.73
CITY OF RICHLAND		4996977	264151	CITY UTILITY BILLS/NOV 2018	\$413.81
COLEMAN OIL COMPANY		0489591-IN	264035	GENERATOR REFILL	\$57.09
FRONTIER		12/18 5096282600	264157	TELEPHONE CHARGE 12/10-1/09/19	\$254.30
SOFTCHOICE CORPORATION	P059784	4991487	264373	PAESSLER SOFTWARE MAINT - PRTG	\$101.30
VANGUARD CLEANING SYSTEM OF INLAND NW		82964	264483	BCES JANITORIAL SRVCS-JAN	\$62.50
VERIZON WIRELESS		9819745460	264177	CELL PHONES 11/07-12/06/2018	\$91.92
DOE EMERGENCY PREPAREDNESS TOTAL ****					\$1,924.20
Division:	623	JURISIDITION			
BENTON COUNTY SHERIFF'S OFFICE		11/18 WORKCREW II	264018	WORKCREW II NOVEMBER	\$198.35
CHARTER COMMUNICATIONS		01/19 0706114	264414	CABLE SERVICE 12/30-01/29/19	\$29.72
CITY OF RICHLAND		4996977	264151	CITY UTILITY BILLS/NOV 2018	\$413.80
COLEMAN OIL COMPANY		0489591-IN	264035	GENERATOR REFILL	\$57.09
FRONTIER		12/18 5096282600	264157	TELEPHONE CHARGE 12/10-1/09/19	\$254.29
MID COLUMBIA CONSTRUCTION INC DBA		1071163	264351	DE-ICER APPLICATION	\$40.72
SOFTCHOICE CORPORATION	P059784	4991487	264373	PAESSLER SOFTWARE MAINT - PRTG	\$202.57
VANGUARD CLEANING SYSTEM OF INLAND NW		82964	264483	BCES JANITORIAL SRVCS-JAN	\$62.50
JURISIDITION TOTAL ****					\$1,259.04
EMERGENCY MANAGEMENT Total ***					\$6,311.44
FUND	644	MICRO-WAVE			
Division:	611	MICROWAVE			
DAY WIRELESS SYSTEMS		477349	264155	RATTLESNAKE SITE DEPOT REPAIR	\$1,123.20
MICROWAVE TOTAL ****					\$1,123.20



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Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
MICRO-WAVE Total ***					\$1,123.20
FUND 645	SECOMM CONSOLIDATED				
Division:	600	SECOMM OPERATIONS GENERAL			
CENTURYLINK		1218 509-624-3863	264299	GENERAL 12/16-01/16/19	\$7.32
		1218/509-786-2112	264150	GENERAL 12/6-1/5/19	\$98.84
CITY OF RICHLAND		4996977	264151	CITY UTILITY BILLS/NOV 2018	\$2,482.84
FRONTIER		12/18 5096281472	264050	GENERAL FOR 12/04-1/3/19	\$76.85
		12/18 5096282600	264157	TELEPHONE CHARGE 12/10-1/09/19	\$1,017.19
INSEEGO NORTH AMERICA, LLC	P059786	30162118	264337	NETMOTION LICENSES (35)	\$8,444.80
LANGUAGE LINE SERVICES LLC		4452829	264161	SERVICES FOR NOVEMBER 2018	\$1.58
SOFTCHOICE CORPORATION	P059784	4991487	264373	PAESSLER SOFTWARE MAINT - PRTG	\$506.44
VERIZON WIRELESS		9819745460	264177	CELL PHONES 11/07-12/06/2018	\$512.75
WASHINGTON STATE PATROL		00068400	264389	ACCESS USER FEE 10/1-12/31/18	\$2,700.00
SECOMM OPERATIONS GENERAL TOTAL ****					\$15,848.61
Division:	601	E911 OPERATIONS			
VERIZON WIRELESS		9819745460	264177	CELL PHONES 11/07-12/06/2018	\$155.73
E911 OPERATIONS TOTAL ****					\$155.73
Division:	602	SECOMM AGENCY			
APOLLO SHEET METAL INC		940018808	264144	HVAC MAINT CONTRACT DEC 2018	\$1,430.40
BENTON COUNTY SHERIFF'S OFFICE		11/18 WORKCREW II	264018	WORKCREW II NOVEMBER	\$793.41
MID COLUMBIA CONSTRUCTION INC DBA		1071163	264351	DE-ICER APPLICATION	\$40.73
SECOMM AGENCY TOTAL ****					\$2,264.54
SECOMM CONSOLIDATED Total ***					\$18,268.88
FUND 803	UTILITY BILL CLEARING FUND				
Division:	000				
ADVANCED UTILITY ACCOUNTS PAYABLE INVOICES		CISPAY16129	264070	Customer Refund	\$194.90
		CISPAY16130	264029	Customer Refund	\$167.62
		CISPAY16131	264012	Customer Refund	\$211.40
		CISPAY16132	264014	Customer Refund	\$137.64
		CISPAY16133	264017	Customer Refund	\$143.92
		CISPAY16134	264051	Customer Refund	\$200.56
		CISPAY16135	264072	Customer Refund	\$38.29
		CISPAY16136	264071	Customer Refund	\$5.84
		CISPAY16137	264015	Customer Refund	\$72.34
		CISPAY16138	264042	Customer Refund	\$46.36
		CISPAY16140	264068	Customer Refund	\$101.06
		CISPAY16141	264091	Customer Refund	\$115.52



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
ADVANCED UTILITY ACCOUNTS PAYABLE INVOICES		CISPAY16142	264036	Customer Refund	\$42.09
		CISPAY16143	264109	Customer Refund	\$170.03
		CISPAY16144	264046	Customer Refund	\$82.13
		CISPAY16145	264095	Customer Refund	\$73.17
		CISPAY16146	264092	Customer Refund	\$52.86
		CISPAY16147	264064	Customer Refund	\$16.17
		CISPAY16148	264065	Customer Refund	\$81.62
		CISPAY16149	264058	Customer Refund	\$71.39
		CISPAY16150	264096	Customer Refund	\$92.91
		CISPAY16151	264108	Customer Refund	\$26.58
		CISPAY16152	264021	Customer Refund	\$90.12
		CISPAY16153	264008	Customer Refund	\$110.61
		CISPAY16154	264077	Customer Refund	\$9.04
		CISPAY16155	264086	Customer Refund	\$104.15
		CISPAY16156	264075	Customer Refund	\$74.46
		CISPAY16157	264100	Customer Refund	\$107.91
		CISPAY16158	264245	Customer Refund	\$283.61
		CISPAY16159	264244	Customer Refund	\$179.31
		CISPAY16160	264278	Customer Refund	\$83.35
		CISPAY16161	264190	Customer Refund	\$112.81
		CISPAY16162	264180	Customer Refund	\$6.78
		CISPAY16163	264212	Customer Refund	\$165.20
		CISPAY16164	264198	Customer Refund	\$30.63
		CISPAY16165	264233	Customer Refund	\$115.24
		CISPAY16166	264179	Customer Refund	\$54.18
		CISPAY16167	264225	Customer Refund	\$68.08
		CISPAY16168	264250	Customer Refund	\$90.86
		CISPAY16169	264455	Customer Refund	\$15.39
		CISPAY16170	264484	Customer Refund	\$3.37
		CISPAY16171	264411	Customer Refund	\$278.03
		CISPAY16172	264485	Customer Refund	\$41.47
		CISPAY16173	264415	Customer Refund	\$14.36
		CISPAY16174	264449	Customer Refund	\$62.98
		CISPAY16175	264447	Customer Refund	\$18.73
		CISPAY16176	264436	Customer Refund	\$76.95
		CISPAY16177	264430	Customer Refund	\$115.33
		CISPAY16178	264398	Customer Refund	\$22.69
		CISPAY16179	264482	Customer Refund	\$62.63
		CISPAY16180	264443	Customer Refund	\$25.12
		CISPAY16181	264465	Customer Refund	\$95.27



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
ADVANCED UTILITY ACCOUNTS PAYABLE INVOICES		CISPAY16182	264477	Customer Refund	\$103.83
		CISPAY16183	264459	Customer Refund	\$72.55
		CISPAY16184	264396	Customer Refund	\$71.58
		CISPAY16185	264416	Customer Refund	\$13.81
		CISPAY16186	264423	Customer Refund	\$109.03
		CISPAY16187	264448	Customer Refund	\$17.16
		CISPAY16188	264438	Customer Refund	\$95.47
		CISPAY16189	264452	Customer Refund	\$48.83
		CISPAY16190	264480	Customer Refund	\$118.55
		CISPAY16191	264401	Customer Refund	\$94.36
		CISPAY16192	264442	Customer Refund	\$30.44
		CISPAY16193	264422	Customer Refund	\$83.39
		CISPAY16194	264476	Customer Refund	\$37.76
		CISPAY16195	264397	Customer Refund	\$92.89
		CISPAY16196	264464	Customer Refund	\$112.93
		CISPAY16197	264400	Customer Refund	\$79.37
		CISPAY16198	264429	Customer Refund	\$82.71
		CISPAY16199	264446	Customer Refund	\$124.55
		CISPAY16200	264424	Customer Refund	\$1.91
		CISPAY16201	264472	Customer Refund	\$49.76
		CISPAY16202	264413	Customer Refund	\$72.32
		CISPAY16205	264470	Customer Refund	\$57.42
		CISPAY16206	264474	Customer Refund	\$75.47
		CISPAY16207	264457	Customer Refund	\$132.27
		CISPAY16208	264395	Customer Refund	\$119.53
		CISPAY16210	264435	Customer Refund	\$154.05
UNASSIGNED TOTAL ****					\$6,715.00
UTILITY BILL CLEARING FUND Total ***					\$6,715.00



City Of Richland

VL-1 Voucher Listing

From: 12/21/2018 To: 1/4/2019

Vendor	P.O. Number	Invoice Number	Check #	Purpose of Purchase	Invoice Amount
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Invoice Total: ****

\$1,754,627.35

Number of Invoices

Amount

Vouchers In Richland	181	\$187,009.89
Vouchers In Tri Cities	144	\$312,181.69
Vouchers In WA	228	\$422,781.75
Vouchers Outside WA	636	\$832,654.02
Vouchers Final Total.....	1189	\$1,754,627.35

Ob ject Category	Title	Total	Percentage
2	BENEFITS	\$39,455.70	2.25%
3	SUPPLIES	\$240,158.90	13.69%
4	OTHER SERVICES & CHARGES	\$758,655.40	43.24%
5	INTERGOVERNMENTAL SERVICES	\$78,623.96	4.48%
6	CAPITAL PROJECTS	\$149,269.96	8.51%
	MACHINERY & EQUIPMENT	\$280,739.80	16%
	REFUNDS	\$6,715.00	0.38%
9	INTERFUND SERVICES	\$4.45	0%
	INVENTORY PURCHASES	\$201,004.18	11.46%
	Total	\$1,754,627.35	