

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE
MEETING AGENDA
TUESDAY, JUNE 28, 2022**



PLEASE NOTE: The maximum occupancy of the Council Chambers is 49 individuals at one time. Access to exits must be kept clear to ensure everyone in the Chambers can safely exit in the event of an emergency.

This meeting will be held in person and will also be available via teleconference. For meeting information and instructions, please contact City Hall at (509) 882-9200.

COMMITTEE-OF-THE-WHOLE MEETING – 6:00 PM

PAGE

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT** – At this time, the public may address the Council on any topic whether on the agenda or not, except those scheduled for public hearing. If you would like to address the Council, please step up to the microphone and give your name and address for the record. Your comments will be limited to three minutes.
- 4. NEW BUSINESS**
 - A. Regional Crime Services – Chris Wickenhagen, YVCOG Executive Director 1
 - B. Letter of Intent and Petition for Annexation & Rezone – Monarch Investment Properties, LLC, Parcel Nos. 230926-22012 and 230926-23002 located at 1331 South Euclid Road, Grandview, Yakima County, WA 2-7
 - C. Resolution accepting the bid for the WWTP Energy Upgrades – Equipment Only and authorizing the Mayor to sign all contract documents with Ixom Watercare, Inc. 8-11
 - D. Resolution declaring one Police Department handgun as surplus and authorizing Transfer to the retired police officer 12-14
 - E. Resolution amending Chapter 13 Work-Related Travel of the City of Grandview Personnel Policy Manual regarding meal expenditures 15-25
 - F. Ordinance amending the Grandview Design Standards set forth in Grandview Municipal Code Section 15.06 26-68
- 5. OTHER BUSINESS**
- 6. ADJOURNMENT**

The City of Grandview Special Committee-of-the-Whole and Regular Council Meetings scheduled for Tuesday, June 28, 2022 at 6:00 pm and 7:00 pm will be held in person and will also be available via teleconference.

Please join the meeting from your computer, tablet or smartphone.

Join Zoom Meeting

<https://us06web.zoom.us/j/86244327940?pwd=MXIOWIVLV24wbDJyeGhVVkFQOG5ZQT09>

Meeting ID: 862 4432 7940

Passcode: 501445

To join via phone: +1 253 215 8782 US

Meeting ID: 862 4432 7940

Passcode: 501445

Anita Palacios

From: Chris Wickenhagen <chris.wickenhagen@yvcog.org>
Sent: Thursday, May 19, 2022 9:22 AM
To: Chris Wickenhagen
Cc: Vicki Baker; Robert Udell
Subject: Agenda request

CAUTION: External Email

Good morning –

I would like to schedule a time on your Council’s work-study or regular agenda to present the Regional Crime Services. This will allow an opportunity for them to ask questions about how this will support your police officers and increase public safety in your community.

Please let me know when and where we can present.

I’m looking forward to sharing with you!

Chris



Chris Wickenhagen

Executive Director

Phone: 509-574-1550

Direct: 509-759-7986

Email: chris.wickenhagen@yvcog.org

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CONFERENCE OF GOVERNMENTS

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**CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE:

Letter of Intent and Petition for Annexation & Rezone –
Monarch Investment Properties, LLC, Parcel Nos.
230926-22012 and 230926-23002 located at 1331 South
Euclid Road, Grandview, Yakima County, WA

AGENDA NO. New Business 4 (B)

AGENDA DATE: June 28, 2022

DEPARTMENT

Planning

FUNDING CERTIFICATION (City Treasurer)
(If applicable)

DEPARTMENT DIRECTOR REVIEW

Anita Palacios, City Clerk (Planning)



CITY ADMINISTRATOR

MAYOR




ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

N/A

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

The City received a Letter of Intent and Petition for Annexation and Rezone signed by Emelda Miranda and Andrea Miranda dba Monarch Investment Properties, LLC to annex Parcel Nos. 230926-22012 and 230926-23002 located at 1331 South Euclid Road, Grandview, Yakima County, Washington to the City of Grandview. The petitioners have elected to request annexation under the 60% petition method of annexation. The 60% petition method requires signatures by owners of not less than 60% of the assessed value of the total property proposed for annexation. The petition does contain sufficient signatures of the assessed value.

The petitioners requested the parcels be annexed with an R-3 High Density Residential zoning designation. Both parcels are included in the City's designated Urban Growth Area with a future land use of residential

State law requires the City Council to determine: (1) if the City will accept, modify or reject the proposed annexation, (2) whether the City will require the simultaneous adoption of a proposed zoning regulation for the subject property, and (3) whether the City will require the assumption of all or any portion of existing City indebtedness by the area to be annexed.

Upon acceptance of the Letter of Intent, the Petition will be presented to the Hearing Examiner to conduct a public hearing.

ACTION PROPOSED

Move acceptance of the proposed annexation submitted by Emelda Miranda and Andrea Miranda dba Monarch Investment Properties, LLC for Parcel Nos. 230926-22012 and 230926-23002 located at 1331 South Euclid Road, Grandview, Yakima County, require the simultaneous adoption of zoning regulations consistent with the Urban Growth Area Future Land Use Designations: R-3 High Density Residential, and require the assumption of all existing City indebtedness by the properties proposed to be annexed the same as all other property within the City in accordance with past practice to a regular Council meeting for consideration.

LETTER OF INTENTION (60% PETITION METHOD) TO COMMENCE ANNEXATION
PROCEEDINGS TO THE CITY OF GRANDVIEW, WASHINGTON

TO: The City Council
City of Grandview
Grandview, Washington

We, the undersigned, owners of property representing not less than 10% of the assessed value of the property for which annexation is sought, described herein below, lying contiguous to the City of Grandview, Washington do hereby notify the City Council of the City of Grandview of our intention to seek annexation to and be made a part of the City of Grandview under the provisions of R.C.W. 35A.14.120, et seq., and any amendments thereto, of the State of Washington.

The territory proposed to be annexed is within Yakima County, Washington, and is legally described as follows: (Attach map outlining the boundaries of the property sought to be annexed).

See Attached

We are requesting City Council consideration of our request and are asking that the above property as R3 zone.

OWNER'S SIGNATURE: *Emelda Miranda* DATE: 6/1/22

OWNER'S SIGNATURE: *Andrea Miranda* DATE: 6/1/22

PRINTED NAME: Emelda Miranda, Andrea Miranda (Monarch Investment Properties LLC)

MAILING ADDRESS: 700 Bagley Rd. Granger WA 98932

TELEPHONE NO.: 509 985-8938

PARCEL NO.: 23092622012 + 23092623002

PROPERTY LEGAL DESCRIPTION:

23092622012:

Narrative Description: TH PT W1/2 W1/2 NW1/4 LY S OF MATHIESON LAT & N & E OF FOL DESC LN BEG 817 FT N OF W1/4 COR TH S 89 D40'E 325.1 FT TH S 0 D 08'W 186.7 FT TH S 89 D 12'E 345 FT N OR TO E LN W1/2 W1/2 NW1/4 EX CO RD ON W & EX BEG 1129.29 FT N OF W1/4 COR TH E 256 FT TH N 208.71 FT TH W 41 FT TH N TO A PT 1194.4 FT S & 215 FT E OF NW COR SD SEC TH W 215 FT TO W LN SD SEC TH S ALSD W LN TO POB

23092623002:

Narrative Description: TH PT OF W1/2 SW1/4 NW1/4 BEG AT A PT 333.6 FT N OF W1/4 COR, TH N 483.4 FT, TH E 325.1 FT, TH S 186.7 FT, TH E 345 FT, N OR L TO E LN SD SUBD. TH S 292 FT, TH W 665.3 FT TO PT OF BEG.

60% PETITION METHOD FOR ANNEXATION
TO THE CITY OF GRANDVIEW, WASHINGTON

TO: The City Council
City of Grandview
Grandview, Washington

We, the undersigned, being owners of not less than 60% of the assessed value of the property for which annexation is petitioned lying contiguous to the City of Grandview, Washington do hereby petition that such territory be annexed to and made a part of the City of Grandview under the provisions of RCW 35A.14.120 and any amendments thereto, of the State of Washington.

The territory proposed to be annexed is within Yakima County, Washington, and is legally described as follows: (Attach map outlining the boundaries of the property sought to be annexed).

See attached

WHEREFORE, the undersigned respectively petition the Honorable City Council and ask:

A. That appropriate action be taken to entertain this petition, fixing a date for public hearing, causing notice to be published and posted, specifying the time and place of such hearing and inviting all persons interested to appear and voice approval or disapproval of such annexation; and

B. That following such hearing, and subsequent to approval of the Yakima County Boundary Review Board if such is convened, the City Council determine by Ordinance that such annexation shall be effective; and that property to be annexed shall become part of the City of Grandview, Washington, subject to its laws and ordinances then and after in force.

The Petitioners subscribing hereto agree ". . . that all property within the territory hereby sought to be annexed shall be assessed and taxed at the same rate and on the same basis as property within the City of Grandview for any now outstanding

indebtedness of said City, including assessments or taxes in payment of any bonds issued or debts contracted, prior to or existing at the date of annexation, and that simultaneous adoption of proposed zoning regulations be required" in accordance with the requirements of the City Council of said City, and as quoted herein from the minute entry of the records of said City Council meeting. It is further understood that the zoning of said area proposed for annexation as shown in the Comprehensive Plan as adopted by Resolution No. 95-33 is Residential.

This petition is accompanied and has attached hereto as Exhibit "A" a diagram which outlines the boundaries of the property sought to be annexed.

PRAYER OF PETITION:

1. Annexation of area described herein and on Exhibit "A";
2. Assumption of indebtedness of the City of Grandview; and
3. Zoning of R3, consistent with the City of Grandview Comprehensive Plan.

WARNING: Every person who signs this petition with any other than his/her true name, or who knowingly signs a petition when he/she is otherwise not qualified to sign, or who makes any false statements, shall be guilty of a misdemeanor.

OWNER'S SIGNATURE: [Signature] DATE: 6/1/22

OWNER'S SIGNATURE: [Signature] DATE: 6/1/22

PRINTED NAME: Emelda Miranda, Andrea Miranda, (Monarch Investment Properties LLC)

MAILING ADDRESS: 700 Bagley Rd Granger WA 98932

TELEPHONE NO.: 509 985-8938

PARCEL NO.: 2309 2622012 + 2309 2623002

PROPERTY LEGAL DESCRIPTION:

2309 2622012:

Narrative Description: TH PT W1/2 W1/2 NW1/4 LY S OF WATHIESON LAT & N & E OF POL DESC LN BEG 817 FT N OF W1/4 COR TH B 89 D 40'E 325.1 FT TH S 0 D 08'W 186.7 FT TH S 89 D 12'E 345 FT N OR TO E LN W1/2 W1/2 NW1/4 EX CO RD ON W & EX BEG 1129.29 FT N OF W1/4 COR TH E 256 FT TH N 208.71 FT TH W 41 FT TH N TO A PT 1194.4 FT S & 215 FT E OF NW COR SD SEC TH W 215 FT TO W LN SD SEC TH S ALSO W LN TO POB

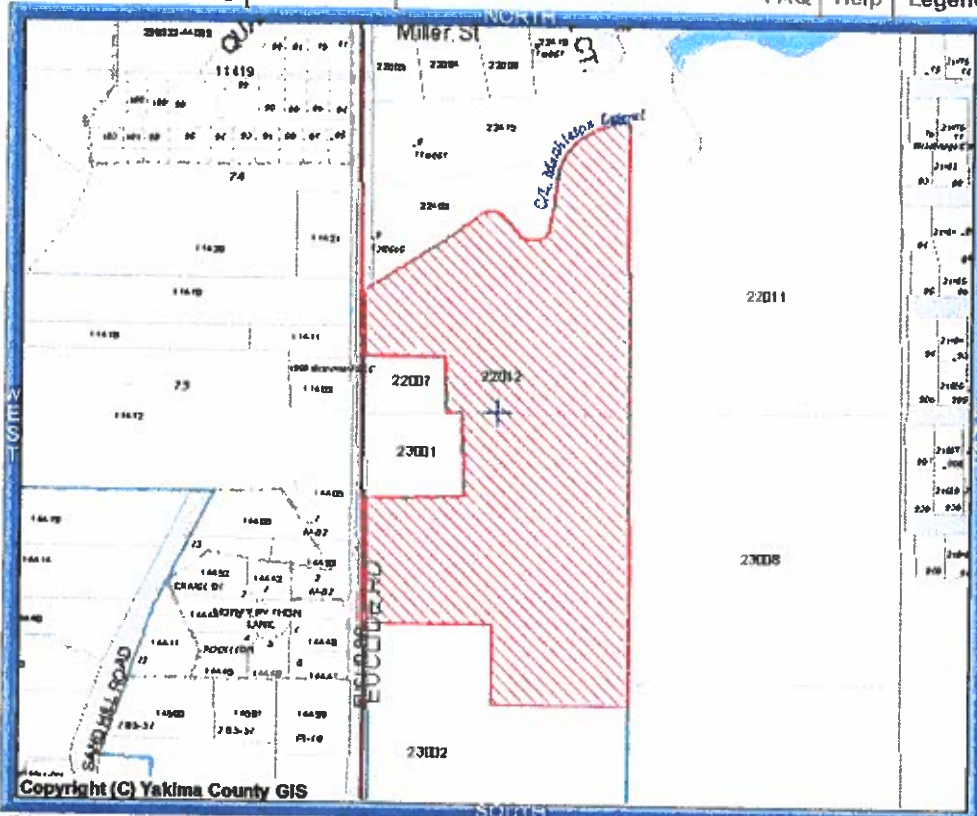
2309 2623002:

Narrative Description: TH PT OF W1/2 SW1/4 NW1/4 BEG AT A PT 333.6 FT N OF W1/4 COR, TH N 483.4 FT, TH E 325.1 FT, TH S 186.7 FT, TH E 345 FT, N OR L TO E LN SD SUBD. TH S 282 FT, TH W 683.3 FT TO PT OF BEG.



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Search By: Parcel Number

Parcel #:

Enter a complete or partial PARCEL NUMBER. Parcel Numbers must be at least 8 characters. Click the Search button to continue.

Search

MapScale: 1 inch = 400 ft.

Overlays: Aerial Photography

- FEMA
- Critical Areas
- Contours
- Utilities

MapSize: Small (800x600)

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Easting(E) : Northing(N)

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Click Map to: **Get Information**

One Inch = 400 Feet

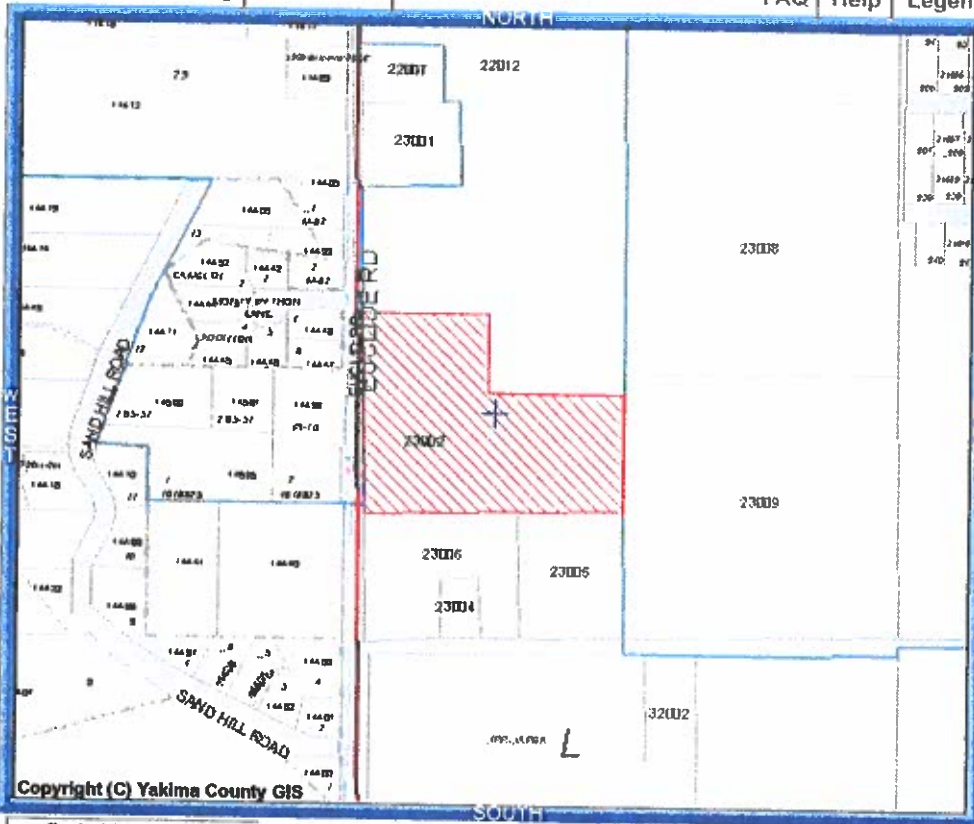
Feet 200 400 600

PROPERTY PROJECTS		PROPERTY INFORMATION		PARCELS	
		Parcel Address:	1331 S EUCLID RD, Grandview ,WA 98930		
		Parcel Owner(s):	MONARCH INVESTMENT PROPERTIES LLC		
		Parcel Number:	23092622012	Parcel Size:	15.04 Acre(s)
		Property Use:	83 Current Use Agricultural		
		TAX AND ASSESSMENT INFORMATION			
		Tax Code Area (TCA):	441	Tax Year:	2022
		Improvement Value:	\$46800	Land Value:	\$78600
		Current Use Value:	\$41690	Current Use Improvement:	\$46800
		New Construction:	\$0	Total Assessed Value:	\$88490
		RESIDENCE INFORMATION			
Quality	Year Built	Stories	Main SqFt	Upper SqFt	Bsmt SqFt
				Bedrooms	Bathrooms (full/3/4, 1/2)
					Garage (bsmt/at/bltn)
					Carport
No Residence Information Found.					
SALE INFORMATION					
Exclude	Sale Date	Sale Price	Grantor	Portion	
E034512	12/17/2021	\$725000	ZEPEDA RAFAEL & ARECELI	N	
LEGAL DESCRIPTION					
While the information is intended to be accurate, any manifest errors are unintentional and subject to correction. Please let us know about any errors you discover and we will correct them. To contact us call either (509) 574-1100 or (800) 572-7354, or email us .					

Zoning:		Jurisdiction:	
R-1	County	Future Landuse Designation: (Yakima County Plan 2015)	
Urban Growth Area:		FIRM Panel Number:	
Grandview	53077C2281D		
FEMA 100 Year:		Latitude:	
11 WA Reg.	46° 14' 24.880"	Longitude:	
	-119° 54' 51.087"	Range:23 Township:09 Section:26	
Narrative Description: TH PT W1/2 W1/2 NW1/4 LY S OF MATHIESON LAT & N & E OF FOL DESC LN BEG 817 FT N OF W1/4 COR TH S 89 D40'E 325.1 FT TH S 0 D 08'W 186.7 FT TH S 89 D 12'E 345 FT M OR TO E LN W1/2 W1/2 NW1/4 EX CO RD ON W & EX BEG 1129.29 FT N OF W1/4 COR TH E 256 FT TH N 208.71 FT TH W 41 FT TH N TO A PT 1184.4 FT S & 215 FT E OF NW COR SD SEC TH W 215 FT TO W LN SD SEC TH S ALSO W LN TO POB			



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Search By: Parcel Number

Parcel #:

Enter a complete or partial PARCEL NUMBER. Parcel Numbers must be at least 8 characters. Click the Search button to continue.

Search

MapScale: 1 inch = 400 ft.

Overlays: Aerial Photography

FEMA Critical Areas
 Contours Utilities

MapSize: Small (800x600)

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Eastings(N) | Northing(N)
 Longitude(E) | Latitude(N)

Click Map to: [Get Information](#)

One Inch = 400 Feet
 Feet 200 400 600

	Parcel Address:	EUCLID RD N-CHERRY, WA							
	Parcel Owner(s):	MONARCH INVESTMENT PROPERTIES LLC							
	Parcel Number:	23092623002	Parcel Size: 5.8 Acre(s)						
	Property Use:	83 Current Use Agricultural							
Tax Code Area (TCA):	441	Tax Year:	2022						
Improvement Value:	\$48800	Land Value:	\$34100						
Current Use Value:	\$13410	Current Use Improvement:	\$48800						
New Construction:	\$0	Total Assessed Value:	\$62210						
Quality	Year Built	Stories	Main SqFt	Upper SqFt	Bsmt SqFt	Bedrooms	Bathrooms (full/3/4, 1/2)	Garage (basm/att/blin)	Carport
No Residence Information Found.									
Excise	Sale Date	Sale Price	Grantor	Portion					
461604	2/14/2022	\$301600	PEDROZA, MARTIN M & AZAEL M	N					
427643	9/25/2012	\$530000	CAGLE, DAVID C & KATHLEEN	N					

While the information is intended to be accurate, any manifest errors are unintentional and subject to correction. Please let us know about any errors you discover and we will correct them. To contact us call either (509) 574-1100 or (800) 572-7354, or [email us](#).

Zoning:	R-1	Jurisdiction:	County
Urban Growth Area:	Grandview	Future Landuse Designation:	(Yakima County Plan 2015)
FEMA 100 Year:		FIRM Panel Number:	53077C2281D
+ Latitude: 46° 14' 17.239"		+ Longitude: -119° 54' 51.064"	
Range: 23 Township: 09 Section: 26			
Narrative Description: TH PT OF W1/2 SW1/4 NW1/4 BEG AT A PT 333.6 FT N OF W1/4 COR, TH N 483.4 FT, TH E 325.1 FT, TH S 186.7 FT, TH E 345FT, M OR L TO E LI SD SUBD. TH S 292FT, TH W 665.3 FT TO PT OF BEG.			

**CITY OF GRANDVIEW
 AGENDA ITEM HISTORY/COMMENTARY
 COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE

Resolution accepting the bid for the WWTP Energy Upgrades – Equipment Only and authorizing the Mayor to sign all contract documents with Ixom Watercare, Inc.

AGENDA NO.: New Business 4 (C)

AGENDA DATE: June 28, 2022

DEPARTMENT

Public Works Department

FUNDING CERTIFICATION (City Treasurer)
(If applicable)

DEPARTMENT DIRECTOR REVIEW

City Administrator/Public Works Director Cus Arteaga



CITY ADMINISTRATOR

MAYOR




ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

Bids for the Wastewater Treatment Plant (WWTP) Energy Upgrades – Equipment Only were opened on June 16, 2022. A total of one (1) bid was received with Ixom Watercare, Inc., of Dickinson, ND, submitting the low bid in the amount of \$226,744.92. The low bid was approximately four (4) percent above the City Engineer's estimate of \$218,700.00.

ACTION PROPOSED

Move resolution accepting the bid for the WWTP Energy Upgrades – Equipment Only and authorizing the Mayor to sign all contract documents with Ixom Watercare, Inc., to a regular Council meeting for consideration.



June 17, 2022

City of Grandview
207 West 2nd Street
Grandview, WA 98930

Attn: Mayor Gloria Mendoza

Re: City of Grandview
WWTP Energy Upgrades – Equipment Only
HLA Project No.: 22007G
Recommendation of Award

Dear Mayor Mendoza:

The bid opening for the above referenced project was held at Grandview City Council Chambers at 11:00 a.m. on Thursday, June 16, 2022. A total of one (1) bid was received with the bid of \$226,744.92, being offered by Ixom Watercare Inc., of Dickinson, ND. This low bid is approximately four (4) percent above the Engineer's Estimate of \$218,700.00.

We have reviewed and checked the bid proposal and recommend the City of Grandview award a construction contract to Ixom Watercare Inc., in the amount of \$226,744.92. Please send us a copy of the City of Grandview Council minutes authorizing award of this project.

Enclosed please find the project Bid Summary for your review. Please advise if we may answer any questions or provide additional information.

Very truly yours,


A handwritten signature in blue ink that reads "Theodore W. Pooler".

Theodore W. Pooler, PE

TWP/jld

Enclosures

Copy: Cus Artega, City of Grandview
Lillian Veliz, City of Grandview
Anita Palacios, City of Grandview
Sue Desallier, City of Grandview
Angela Ringer, HLA

BID SUMMARY										BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3	
OWNER: City of Grandview PROJECT: WWTP Energy Upgrades - Equipment Only HLA PROJECT NO.: 22007G BID OPENING DATE: June 16, 2022										Ixom Watercare, Inc. 3225 Hwy 22 N. Dickinson, ND 58601					
ITEM NO.	DESCRIPTION	QTY.	UNIT	ENGINEER'S ESTIMATE		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT				
				UNIT PRICE	AMOUNT										
1	Bond, Insurance, and Submittals	1	LS	---	\$ 3,500.00	---	\$ 5,091.00								
2	Lagoon Mising Equipment and Materials, Including Tethering Cable and Electrical Cable, Complete	1	LS	---	\$ 172,000.00	---	\$ 179,033.00								
3	Inspection, Placement, Startup, Training, and Warranty Support Services	1	LS	---	\$ 25,000.00	---	\$ 25,825.00								
4	Record Drawings and O&M Manuals	1	LS	---	\$ 2,000.00	---	\$ -								
				Bid Subtotal			\$ 209,949.00								
				8.0% Sales Tax			\$ 16,795.92								
				BID TOTAL			\$ 226,744.92								
ENGINEER'S REPORT										BIDDER		ADDITIONAL BID TOTALS		BID TOTAL	
Competitive bids were opened June 16, 2022. All bids have been reviewed by this office. We recommend the contract be awarded to: Ixom Watercare, Inc..															
<i>Sharon W. Booker</i> Project Engineer															
June 17, 2022 Date															
															
*Bid results can be found at: hlacivil.com															
														*Highlighted amounts have been corrected.	

RESOLUTION NO. 2022-_____

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
ACCEPTING THE BID FOR THE WWTP ENERGY UPGRADES – EQUIPMENT ONLY
AND AUTHORIZING THE MAYOR TO SIGN ALL CONTRACT DOCUMENTS WITH
IXOM WATERCARE, INC.**

WHEREAS, the City of Grandview has advertised for bids for the WWTP Energy Upgrades – Equipment Only; and,

WHEREAS, Ixom Watercare, Inc., of Dickinson, ND, has submitted the lowest responsible bid, which bid has been accepted;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, AS FOLLOWS:

The Mayor is hereby authorized to sign all contract documents with Ixom Watercare, Inc., for the WWTP Energy Upgrades – Equipment Only in the amount of \$226,744.92.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on _____, 2022.

MAYOR

ATTEST:

CITY CLERK


APPROVED AS TO FORM:

CITY ATTORNEY

**CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE Resolution declaring one Police Department handgun as surplus and authorizing transfer to the retired police officer	AGENDA NO.: New Business 4 (D) AGENDA DATE: June 28, 2022
DEPARTMENT Police Department	FUNDING CERTIFICATION (City Treasurer) (If applicable)

DEPARTMENT DIRECTOR REVIEW

Kal Fuller, Police Chief 

CITY ADMINISTRATOR  **MAYOR** 

ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

In 2018, a Memorandum of Agreement between the Teamsters Local No. 760 and the City of Grandview was approved allowing an officer retiring with at least 20 years of service to be awarded his duty handgun upon retirement. The contract requires written notice to the Mayor and a Notice of Surplus Property to be presented to City Council.

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

On August 17, 2022, Officer Mike Chilson will retire in good standing with 22 years of service. The duty handgun assigned to Officer Chilson is a Glock .45 caliber pistol, Serial No.25-135602DE.

Notice of a Retirement Handgun Award was presented to the Mayor, copy attached. The handgun may be declared surplus property and the process started to transfer personal ownership of the handgun to Officer Chilson upon his retirement.

ACTION PROPOSED

Move a resolution declaring one Police Department handgun as surplus and authorizing transfer to the retired police officer to a regular Council meeting for consideration.

GRANDVIEW POLICE DEPARTMENT

207 W. 2ND STREET, GRANDVIEW, WA 98930 TELEPHONE (509) 882-2000
FAX (509) 882-1232



KAL FULLER
Chief of Police

Date: 06/14/2022
To: Cus Arteaga, City Administrator
From: Kal Fuller, Chief of Police
Re: Handgun Retirement Award to Officer Chilson

I am requesting a PD H&K handgun (Ser# 25-135602DE) be declared surplus and awarded to Officer Mike Chilson upon retirement.

Our current union contract with Teamsters Local Union No. 760 allows for an officer in good standing who retires with at least 20 years of service to keep the handgun that was assigned to him during that period. Per contract, notification of that award must be made to the mayor for approval and presented to the council. I have added an approval signature line at the bottom of this document.

The value of the awarded handgun has been set at or below \$400.00 by local Federal Firearms License (FFL) dealer Tom Sutton. Sutton maintains his own company and is qualified to determine the market value of a handgun.

I submit these documents to you for review and to pass to the mayor for approval if acceptable.

APPROVED: 

DATE: 06/16/22

Mayor Gloria Mendoza

RESOLUTION NO. 2022-_____

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
DECLARING ONE POLICE DEPARTMENT HANDGUN AS SURPLUS AND
AUTHORIZING TRANSFER TO THE RETIRED POLICE OFFICERS**

WHEREAS, the City of Grandview and the Teamsters Local No. 760 negotiated and agreed upon language allowing an officer with 20 years of service to the Grandview Police Department to keep their service handgun following retirement; and

WHEREAS, Police Officer Mike Chilson will retire in good standing with 22 years of service with the Grandview Police Department on August 17, 2022; and

WHEREAS, the City Council has determined that it is in the best interest of the City that the foregoing described handgun be declared surplus and transferred to the retiring police officer;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, as follows:

Section 1. The Glock .45 caliber pistol, Serial No.25-135602DE is hereby declared to be surplus and the Police Chief is authorized to transfer said handgun to retiring Officer Mike Chilson.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on _____, 2022.

MAYOR

ATTEST:


CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

**CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE Resolution amending Chapter 13 Work-Related Travel of the City of Grandview Personnel Policy Manual regarding meal expenditures	AGENDA NO.: New Business 4 (E) AGENDA DATE: June 28, 2022
DEPARTMENT Police Department	FUNDING CERTIFICATION (City Treasurer) (If applicable)

DEPARTMENT DIRECTOR REVIEW
Kal Fuller, Police Chief 

CITY ADMINISTRATOR  **MAYOR** 

ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

The City's Personnel Policy Manual Chapter 13 Work-Related Travel provides for meal reimbursements. This policy has not been updated for several years.

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

The Washington State Office of Financial Management has issued suggested per diem rates for meal expenditures in the Spokane area at \$74 per day and in the Seattle area at \$79.00 per day. To adequately reimburse employees for meal costs when on work-related travel, staff recommended Council amend Chapter 13 Work-Related Travel meal expenditures as follows:

13.03.2 - EXPENDITURES

- A. Meals
 - 3. Reasonable expenses for each meal (including tip) are:

Breakfast	\$10.00	\$19.00
Lunch	\$15.00	\$22.00
Dinner	\$25.00	\$33.00

Exceptions may be granted by the City Administrator if the travel required is to a location where meal costs are unduly high. Further exceptions may be granted if group, conference, or speaker meals are presented as one package over which the employee has no control. To provide flexibility in the use of the meal allowance, the employee may apply the unused portion of one meal allowance to that of another. **Reimbursement for one day's meals will not exceed ~~\$50.00~~ \$74.00.**

ACTION PROPOSED

Move resolution amending Chapter 13 Work-Related Travel of the City of Grandview Personnel Policy Manual regarding meal expenditures to a regular Council meeting for consideration.

GRANDVIEW POLICE DEPARTMENT

207 W. 2ND STREET, GRANDVIEW, WA 98930 TELEPHONE (509) 882-2000
FAX (509) 882-1232



KAL FULLER
Chief of Police

Date: 06/15/2022
To: Cus Arteaga, City Administrator
From: Kal Fuller, Chief of Police
Re: Travel Expense Adjustment

It has been brought to my attention that the reimbursement rate for meal expenditures is generally inadequate to cover the amounts now being charged around the state. My officers have requested that the city consider adjusting the level of allowable meal expenses and I agree that a change is reasonable.

The current reimbursement rate for meal expenses (including tip) listed in the City of Grandview Personnel Manual is \$50.00 per day.

In checking the current figures with the Washington State Office of Financial Management it appears that the suggested allowable rates per day for meals are:

Richland \$69.00
Spokane \$74.00
Seattle \$79.00

I would suggest that the city adopt the Spokane reimbursement rate. See comparison chart below.

	GV CURRENT	SPOKANE	SEATTLE
Breakfast	10	19	20
Lunch	15	22	24
Dinner	25	33	35
Daily	50	74	79

MISC NOTES

When officers go to out-of-town training for multiple days of classes it is generally to Spokane or to the Criminal Justice training facility in the Seattle area. At the end of a week of training the amount that an officer now may have to pay out of pocket has grown to a substantial amount.

The Spokane expense level is less than the Seattle level but with the city policy allowing for unused funds for one meal to be applied to another meal I believe it will be adequate for most situations. If it is not adequate in a particular situation, city policy already allows for exceptions to be made.

With inflation rates rising substantially this increase will still need to be reviewed next year to confirm it remains adequate.

The amount of impact on my budget for the rest of this year would be negligible. I will include an appropriate amount in next year's budget to cover the increase.

PROPOSED CITY PERSONNEL MANUAL LANGUAGE:

13.03.2 - EXPENDITURES

A. Meals

1. Employees may be reimbursed for cost of meals on official trips only for the amount of actual and reasonable expenses incurred during the performance of official duties as a City employee for the City's benefit.
2. Reimbursement for actual meal costs must be documented by a vendor's receipt. Receipts should include the date, amount, and name of vendor. Grocery receipts are paid for meal items only if those items are specifically and mechanically named on the receipt.
3. Reasonable expenses for each meal (including tip) are:

Breakfast	\$19.00
Lunch	\$22.00
Dinner	\$33.00

Exceptions may be granted by the City Administrator if the travel required is to a location where meal costs are unduly high. Further exceptions may be granted if group, conference, or speaker meals are presented as one package over which the employee has no control. To provide flexibility in the use of the meal allowance, the employee may apply the unused portion of one meal allowance to that of another. Reimbursement for one day's meals will not exceed **\$74.00**.

CURRENT CITY PERSONNEL MANUAL LANGUAGE:

13.03.2 - EXPENDITURES

A. Meals

1. Employees may be reimbursed for cost of meals on official trips only for the amount of actual and reasonable expenses incurred during the performance of official duties as a City employee for the City's benefit.
2. Reimbursement for actual meal costs must be documented by a vendor's receipt. Receipts should include the date, amount, and name of vendor. Grocery receipts are paid for meal items only if those items are specifically and mechanically named on the receipt.
3. Reasonable expenses for each meal (including tip) are:

Breakfast	\$10.00
Lunch	\$15.00
Dinner	\$25.00

Exceptions may be granted by the City Administrator if the travel required is to a location where meal costs are unduly high. Further exceptions may be granted if group, conference, or speaker meals are presented as one package over which the employee has no control. To provide flexibility in the use of the meal allowance, the employee may apply the unused portion of one meal allowance to that of another. Reimbursement for one day's meals will not exceed \$50.00.

GRANDVIEW POLICE DEPARTMENT

207 W. 2ND STREET, GRANDVIEW, WA 98930 TELEPHONE (509) 882-2000
FAX (509) 882-1232



KAL FULLER
Chief of Police

MEMORANDUM

To: Kal Fuller, Chief of Police

From: Seth Bailey, Assistant Chief

Date: May 3, 2022

Re: Travel Expense

I have received concerns from Officers returning from training when turning in expense forms for reimbursement. The concern is that the allowed amounts are no longer sufficient to cover the cost of meals. This is especially true for Officers who have had to travel to the west side for training.

The allowed amount for lunch is \$15. The cost of a lunch special and drink at Molcajetes is now over \$17. The local cost of a burger basket at McDonalds is at about \$10.50, and a meal at Subway is right at \$15. Costs on the west side where a lot of our training occurs are significantly higher.

The dinner amount of \$25 is also regularly being exceeded at away training. For example, the restaurant, Sharps, directly next to CJTC where we regularly send officers for training a burger fries and drink is over \$25. The cost of a full dinner with a drink is now almost \$50 not including a tip which is often added to the bill.

As more and more of the training that we are sending Officers to is training mandated by the state and not requested, officers are less understanding of having to pay out of pocket to eat.

I advised patrol that I would forward their concerns to you but was unsure what if anything could be done.

Primary destination	County	Meals & Incidental expenses total	Breakfast	Lunch	Dinner
Standard rate	Applies for all locations without specified rates	\$59	\$15	\$18	\$26
Everett / Lynnwood	Snohomish	\$74	\$19	\$22	\$33
Ocean Shores	Grays Harbor	\$74	\$19	\$22	\$33
Olympia / Tumwater	Thurston	\$74	\$19	\$22	\$33
Port Angeles / Port Townsend	Clallam / Jefferson	\$74	\$19	\$22	\$33
Richland / Pasco	Benton / Franklin	\$69	\$17	\$21	\$31
Seattle	King	\$79	\$20	\$24	\$35
Spokane	Spokane	\$74	\$19	\$22	\$33
Tacoma	Pierce	\$69	\$17	\$21	\$31
Vancouver	Clark / Cowlitz / Skamania	\$74	\$19	\$22	\$33

Privately owned vehicle mileage rate

The privately owned vehicle mileage reimbursement rate is **\$0.585 per mile**, as of Jan. 1, 2022.

Out-of-state per diem rates

Destination	Find rates at:
Lower 48 states	U.S. General Services Administration website
Alaska, Hawaii, U.S. territories	U.S. Department of Defense website
International	U.S. State Department website

RESOLUTION NO. 2022-_____

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
AMENDING CHAPTER 13 WORK-RELATED TRAVEL OF THE CITY OF
GRANDVIEW PERSONNEL POLICY MANUAL REGARDING MEAL EXPENDITURES**

WHEREAS, the City wishes to amend Chapter 13 Work-Related Travel of the City of Grandview Personnel Policy Manual to revise Section 13.03.2(A)(3) as it relates to meal expenditures,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, AS FOLLOWS:

Chapter 13 Work-Related Travel of the City of Grandview Personnel Policy Manual is hereby amended to read as follows:

**Chapter 13
WORK-RELATED TRAVEL**

13.01 General. Employees required to travel on business for the City are paid a sufficient amount to cover expenses incurred in a reasonable manner.

13.02 Definitions.

"Routine" Travel Time To and From Work - Travel time to and from work before and after the regular workday is not work time. This is true whether the employee works at a fixed location or at different job sites.

"Extraordinary" Travel Time To and From Work - In contrast, however, if an employee is given a special one-day work assignment in another City, this travel time is not regarded as ordinary home-to-work travel and would qualify as working time. For example, an employee who works in Grandview, with regular working hours from 8:00 a.m. to 5:00 p.m., may be given a special assignment in Pasco with instructions to leave Grandview at 7:00 a.m. The employee arrives in Pasco at 8:00 a.m., the special assignment is completed at 5:00 p.m. and the employee arrives back in Grandview at 6:00 p.m. This travel is not regarded as ordinary home-to-work travel because it is performed for the employer's benefit and at the employer's special request to meet the needs of the particular and unusual assignment. However, not all the travel time involved must be counted as working time. Since, except for the special assignment, the employee would have had to report to their regular work site, the amount of time it would take the employee to travel between their home and the normal work site need not be counted as hours worked.

"Extraordinary" Travel Involving Overnight Travel - Required travel that keeps an employee away from home overnight is travel from home and is work time when it cuts across the employee's workday. The time is not only hours worked if it occurs during the employee's normal working day and working hours, but also if it occurs during the corresponding hours on non-working days. Thus, if an employee regularly works Monday through Friday, from 8:00 a.m. to 5:00 p.m., travel time between 8:00 a.m. - 5:00 p.m. is work time if it occurs on

Saturday and Sunday as well as on weekdays.

In contrast, time spent in travel away from the home but outside of regular working hours will not be counted as hours worked if the employee is a passenger, e.g., traveling by airplane, bus, car, or train. If the employee is designated as FLSA non-exempt and a driver of a vehicle, all time spent driving in the vehicle to and from the assignment is regarded as working hours, except that if public transportation would have required less time, the City may count as hours worked the less time-consuming method of transportation. The employee is expected to choose the most economical and expedient mode of transportation in terms of time and cost.

Travel From Work Site to Work Site - Time spent traveling from one work site to another must be counted as hours worked. If an employee is required to drive a vehicle to transport tools, equipment, or other employees from the employer's place of business to the job site, that is considered work time. It makes no difference whether the vehicle is the employee's, the City's, or rented by the City.

13.03 Travel Pay. When employees, which for the purposes of this section shall include elected officials, appointed officials, appointed volunteers, volunteer firefighters, and reserve police officers, are required to travel outside the City limits on City business or when they are required to attend a City business function within City limits, reimbursement for expenses incurred shall be in accordance with this section.

Prior to traveling outside the City, the employee shall obtain approval for the trip and the mode of travel from the Department Director. A Department Director will obtain approval from the City Administrator.

Expenses for consultants or contractors performing authorized work or services for the City may also be reimbursed if the expenses would otherwise be billed to and paid by the City.

It shall be the responsibility of the City Administrator to ensure that these policies are adhered to and to provide the forms and instructions necessary for their implementation.

Exceptions to the rules set forth herein may be made only for unusual or extenuating circumstances, upon the written approval of the City Administrator.

13.03.1- PROCEDURES

This section outlines procedures to be followed by employees prior to, during, and after travel for the City.

A. Employee Request for Leave

1. The Employee Leave Request Form is to be completed, signed, and approved in advance of departure for overnight travel.
2. The remarks section on the form must include:
 - a. Workshop, meeting, or conference location;
 - b. Title of workshop, meeting, or conference; and
 - c. An estimation of total expenditures (i.e., registration, meals, lodging, mileage, materials, etc.).

B. Advance Travel - Request for Funds

1. Advance travel funds are available to City employees prior to travel to offset the costs of travel and to avoid placing an undue financial burden on the employee while he/she is conducting the City's business.
2. The Advance Travel-Request for Funds Form is to be completed, signed, approved by the Department Director and presented to the City Administrator a minimum of two administrative working days in advance of departure. Advance travel checks will be distributed one business day preceding the day of departure. Two of the three copies of this form will be retained by the employee--one of which must accompany the City voucher upon return. Vouchers to advance travel funds must be completed within ten (10) days of return and have a copy of the travel certification attached. Also, unexpended advance travel funds must be returned to the City Treasurer at the time of submitting the voucher.

C. Use of the City's Gasoline Credit Card

The gasoline credit card may be utilized for required fuel and repairs to City vehicles while on official City business. This card may be checked in and out with the City Treasurer at the time the advance travel check is picked up. The City credit card may not be used for private vehicle expenses.

D. Travel Expense Certification

Prior to departure, a copy of the Travel Expense Certification Form should be obtained to aid in recording expenses incurred during travel. Within ten (10) working days of return, the Travel Expense Certification Form should be completed (including receipts and unexpended funds) and submitted to the Department Director. The Department Director then is responsible for vouchering the reimbursement applicable. If no reimbursement is due the employee, then the Travel Expense Certification Form and receipts are attached to the advance travel fund reimbursement voucher.

13.03.2 - EXPENDITURES

A. Meals

1. Employees may be reimbursed for cost of meals on official trips only for the amount of actual and reasonable expenses incurred during the performance of official duties as a City employee for the City's benefit.
2. Reimbursement for actual meal costs must be documented by a vendor's receipt. Receipts should include the date, amount, and name of vendor. Grocery receipts are paid for meal items only if those items are specifically and mechanically named on the receipt.
3. Reasonable expenses for each meal (including tip) are:

Breakfast	\$19.00
Lunch	\$22.00
Dinner	\$33.00

Exceptions may be granted by the City Administrator if the travel required is to a location where meal costs are unduly high. Further exceptions may be granted if group, conference, or speaker meals are presented as one package over which the employee has no control. To provide flexibility in the use of the meal allowance, the employee may apply the unused portion of one meal allowance to that of another. Reimbursement for one day's meals will not exceed \$74.00.

4. Where the employee has meals with other parties or a spouse, a separate receipt showing only the employee's expenses is required.
5. If travel requires overnight accommodation, an employee will be allowed one miscellaneous meal receipt not to exceed \$2.50.
6. Employees may be reimbursed for cost of meals of other elected or appointed state and local government officials during the performance of official duties for the City's benefit.

B. Travel

1. City vehicles, if available, shall be used for approved travel. City vehicles shall not be used for private purposes.
2. Whenever an officer or employee drives their own motor vehicle outside the City of Grandview and pays for the gasoline and maintenance themselves, the City shall allow such officer or employee the reimbursement rate as established by the Internal Revenue Service (IRS) as the business standard mileage rate. Reimbursement shall be the IRS standard rate per mile for each such authorized trip.
3. When driving time exceeds four (4) hours or where it is less expensive than private vehicle reimbursement, a common carrier may be used for travel.
4. Miscellaneous travel costs, such as bus, taxi, bridge or other tolls, parking, and ferry are authorized and must be listed on the Travel Expense Certification Form. Receipts should be obtained if possible.

C. Lodging

1. The City may make payments for lodging directly to the hotel or motel, if authorized, by submitting a City Purchase Order, or the employee may seek reimbursement for lodging expenses upon return. If necessary, advance deposits may be paid by claims fund warrant.
2. In the event the employee takes his or her spouse to a conference or meeting, the City will reimburse the employee only for the single room rate. Employees should request that the hotel/motel indicate on the receipt the room rate for a single person.

3. Employees are expected to use good judgment in choosing reasonable lodgings. Lodging above that which is required, such as first class hotels or suites, will not be acceptable.

Exceptions may be granted by the City Administrator if the lodging required is in a location where lodging rates are unduly high or are related to a conference.

D. Incidental Expenses

This category includes, but is not limited to, the following allowable and non-allowable incidental expenses an employee might incur:

1. Allowable Incidental Expenses
 - a. Books required for conference or workshop topics;
 - b. Baggage checking; and
 - c. Business telephone and postage expenses.
2. Non-Allowable Incidental Expenses
 - a. Personal entertainment;
 - b. Theft, loss, or damage to personal property;
 - c. Expenses of a spouse, family, or other persons not authorized to receive reimbursement under this policy;
 - d. Barber or beauty parlor;
 - e. Airline and other trip insurance;
 - f. Personal postage, reading material, or telephone calls;
 - g. Personal toilet articles;
 - h. Alcoholic beverages;
 - I. Tobacco products; and
 - j. Groceries, merchandise, and variety items, except as provided in Section 13.03.2.A.2

BE IT FURTHER RESOLVED that all other sections of the City of Grandview Personnel Policy Manual shall remain in effect.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on _____, 2022.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

**CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE Ordinance amending the Grandview Design Standards set forth in Grandview Municipal Code Section 15.06	AGENDA NO.: New Business 4 (F) AGENDA DATE: June 28, 2022
DEPARTMENT Building Department	FUNDING CERTIFICATION (City Treasurer) (If applicable)

DEPARTMENT DIRECTOR REVIEW

 Cus Arteaga, City Administrator/Public Works Director 

CITY ADMINISTRATOR 	MAYOR 
---	---

ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

 Council authorized staff to purchase a digital display sign to be located at City Hall.

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

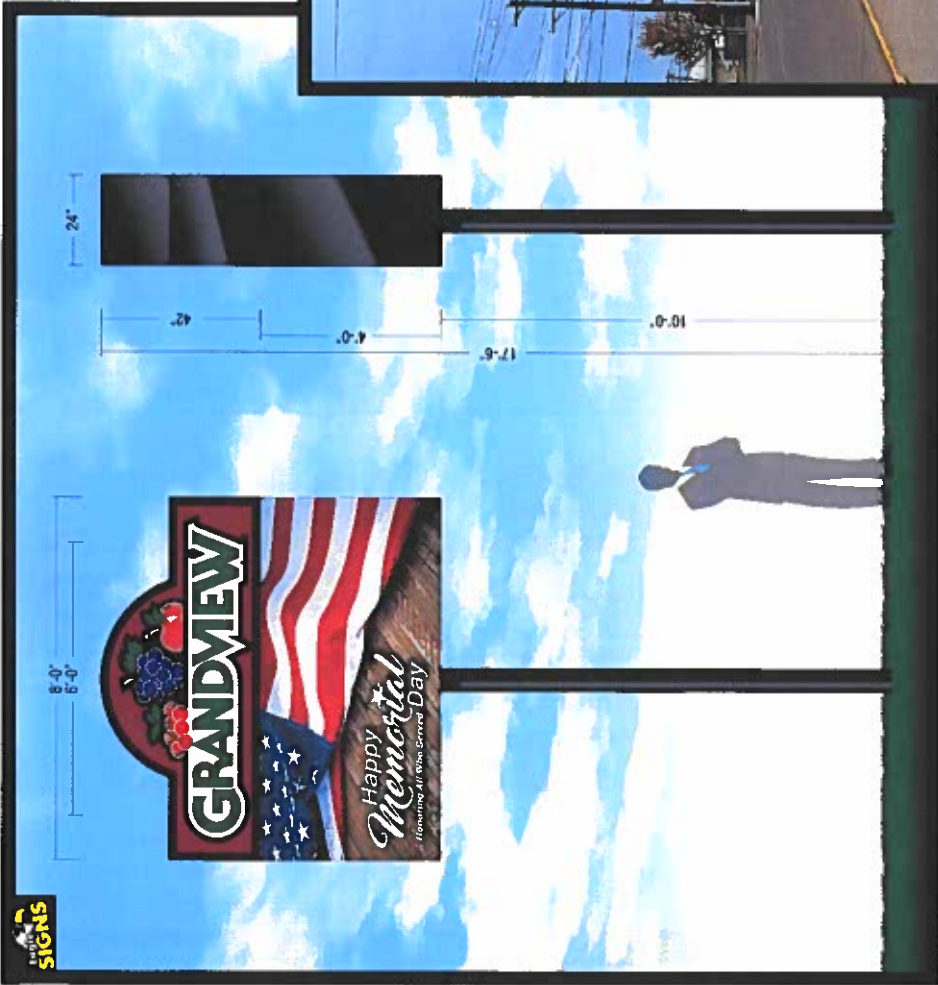
City Hall is located within the Downtown Business Core and is subject to the Grandview Design Standards. The Sign Design section of the Design Standards provides that “Where an existing building is set back from the street there may be one free-standing sign that is not greater than 15 sf and not higher than 5 feet above grade. Where the set back from the street is extensive, a larger sign may be allowed by approval of the code official.”

The current location of the sign adjacent to City Hall does not meet the Sign Design standards and would need to be amended to allow for the new sign, as follows:

“Where an existing building is set back from the street there may be one free-standing sign that is not greater than 60 sf and not higher than 15 feet above grade. Where the set back from the street is extensive, a larger sign may be allowed by approval of the code official.”

ACTION PROPOSED

Move an ordinance amending the Grandview Design Standards set forth in Grandview Municipal Code Section 15.06 to a regular Council meeting for consideration.



MANUFACTURE AND INSTALL NEW D/F ILLUMINATED POLE SIGN.

- SPECIFICATIONS:**
- New aluminum fabricated main ID with radius top painted Black
 - New White plastic faces with 1st surface vinyl graphics applied.
 - Cabinet internally lit by White LED's
 - New Cirrus 9mm Full Color LED display with a 4' x 8' viewing area and Cellular communication.
 - New 6" pole painted Black.

**New 4' x 4' x 4'-6" deep concrete footing with embedded pole.*

CLIENT APPROVAL X

509-453-5511
TOLL FREE 1-800-693-2453
CALL: 509-453-7912
1511 S. KATS RD., YAKIMA WA 98901
eaglesigns.com

ATTENTION: READ

This sign is required to be installed in accordance with the requirements of Article 206 of the National Electrical Code (NEC) and the applicable local codes. The sign must be installed in accordance with the applicable local codes. The location of the sign must be approved by the local authority having jurisdiction. The sign must be installed in accordance with Article 206.6(A) of the National Electrical Code.

DATE	5/19/2022	CITY	Grandview, Wa
DESIGNED BY	Jason Cooper	PROJECT NO.	GRANDVIEW22-A2
SCALE	1" = 32"		

SIGN DESIGN

BUILDING SIGNS

INTENT:

To ensure that signs add to the historic character and incorporate unique elements that reflect the character of Downtown Grandview.

STANDARDS:

Required

1. All signs shall be mounted on buildings. These include wall signs, window signs, projecting signs, signs on awnings fascias and signs suspended from canopies.

Not Allowed

2. Free-standing signs shall not be permitted in the Downtown Core.

Exceptions

1. Where an existing building is set back from the street there may be one free-standing sign that is not greater in area than ⁶⁰15 sf and not higher than 15 feet above grade. Where the set back from the street is extensive, a larger sign may be allowed by approval of the code official.



Pedestrian oriented signs which also accent the building façade



Unique signage highlights building entrance

Chapter 15.06

GRANDVIEW DESIGN STANDARDS

Sections:

- 15.06.010 Adopted.
- 15.06.020 Design standards required.
- 15.06.025 Enforcement – Appeal.
- 15.06.030 Violation – Enforcement – Penalties.

15.06.010 Adopted.

The Grandview design standards are hereby adopted and are attached at the end of this chapter as Exhibit “A.” Three copies of said design standards shall be on file at the city clerk’s office and three copies of said design standards shall be on file at the office of the building inspector and shall be available to the public for inspection and copying. (Ord. 2009-5 § 1; Ord. 2008-14 § 1).

15.06.020 Design standards required.

All buildings in the areas described on the Grandview design standards map which is a portion of the Grandview design standards shall be built or remodeled in accordance with the Grandview design standards. (Ord. 2008-14 § 1).

15.06.025 Enforcement – Appeal.

The code enforcement officer shall determine whether these standards are met. Anyone who wishes to appeal a decision of the code enforcement officer shall have the right to appeal such decision within 20 days of written notification of the failure to comply under the appeal procedures set forth in Chapter 2.50 GMC. (Ord. 2009-10 § 2).

15.06.030 Violation – Enforcement – Penalties.

Violations of this chapter shall be enforced and penalties imposed in accordance with Chapter 15.72 GMC. (Ord. 2010-13 § 1; Ord. 2008-14 § 1).

Design Standards, Exhibit "A"

ORDINANCE NO. 2022-_____

**AN ORDINANCE OF THE CITY OF GRANDVIEW, WASHINGTON,
AMENDING THE GRANDVIEW DESIGN STANDARDS SET FORTH IN
GRANDVIEW MUNICIPAL CODE SECTION 15.06**

WHEREAS, Grandview Municipal Code Section 15.06.010 provides for the Grandview Design Standards and refers to a copy of such Design Standards as attached hereto; and,

WHEREAS, the City Council has determined that the Sign Design section of the Design Standards needs to be amended to meet the needs of the citizens and the businesses in the City,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GRANDVIEW, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. The Design Standards referred to in Grandview Municipal Code Section 15.06.010 are hereby amended and the new, revised Design Standards are hereby adopted and shall be attached hereto and incorporated herein by reference as Exhibit "A" to Grandview Municipal Code Section 15.06.010 entitled, "Grandview Design Standards."

Section 2. In the event any design standard or section of the Grandview Design Standards are found to be unenforceable by any court of competent jurisdiction, said finding shall not affect any other portion or section of said design standards and such standards shall remain in full force and effect.

Section 3. This Ordinance shall be in full force and effect five (5) days after its passage and publication as required by law.

PASSED by the **CITY COUNCIL** and approved by the **MAYOR** at its regular meeting on _____, 2022.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

PUBLICATION:

EFFECTIVE:

EXHIBIT "A"



Grandview Design Standards

Adopted
September 2008
Revised June 2009
Revised June 2022

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The City of Issaquah Olde Town Design Standards was used as a model for this document. Content courtesy of the City of Issaquah, Hough, Beck & Baird Landscape Architecture and Brockway, Opfer, Raab Architecture.

INTRODUCTION

PURPOSE

1. The purpose of the development of Grandview Design Standards for application in the Downtown Core is to preserve and enhance the traditional downtown core and the historic character of the area by emphasizing appropriate architectural, landscape and site design for new and redeveloped properties that:
 - a) Build on and Enhance the Character of Downtown Grandview:
 - Development should display an appealing, visually engaging appearance on all sides that face streets, avoiding presenting a “back side” of either the building or site.
 - Redevelopment or renovations should endeavor to bring back the historic character of buildings or where such character may be lacking, design the improvements to include elements creating ties to surrounding historic structures.
 - b) Emphasize Pedestrian Friendly Development:
 - The sidewalk environment should be lively, attractive and a comfortable place for people on foot.
 - The ground floor building facades facing the sidewalk should allow for substantial visual connectivity outside and inside.
 - Where possible, provide site furnishings for the enjoyment and use of the pedestrian such as benches, café tables, shading elements and potted plantings.
 - c) Create Distinctive Gateways:
 - Development should incorporate visually interesting and attractive features to help create an appealing entry into the city in general and the downtown area specifically.
 - Features used to create gateways may include aspects of the streetscape, public art, site design and building design.

APPLICABILITY

1. The provisions of these Standards shall apply to the properties as indicated on the Grandview Design Standards Map. Where the Downtown Core boundary line lies in the center of the street, only the properties within the bounded area are subject to these Standards.

2. The provisions of these Standards shall apply to all development, redevelopment and improvements to properties located within the Downtown Core. The Standards shall guide projects of all sizes from the repainting of a building, to the renovation of an exterior façade, and to the construction of a new building. Property owners shall be expected to follow the Standards only to the extent to which they improve their property, unless the value of the improvements exceeds 75% of the value of the property. In such a case, the entire building façade is to be improved as outlined in these Standards. Examples of how these Standards are to be applied are as follows:
 - Re-landscaping of a property only: The work would be subject to the **Site Design: Lot Coverage/Site Landscaping and Street Trees** sections.
 - Painting of a Building Façade only: The work would be subject to the **Building Design: Colors** section.
 - Window Replacement: The work would be subject to the **Building Design: Ground Floor Transparency** section.
 - Sign Replacement: The work would be subject to all sections under **Sign Design**.
 - Complete Façade Renovation (all building sides), without change to the footprint of the building: The work would be subject to the **Building Design: Prominent Entrance, Ground Floor Transparency, Building Façade Design, Roof Expression, Backsides of Buildings, Screening Blank Walls, Materials and Colors** sections.

3. Residential properties which lie within the Downtown Core are exempt from these Standards as long as they remain in a residential use. If these properties are converted to a commercial use, they would then be subject to the provisions of these Standards.

4. Some of the sections of this document include examples and illustrations of ways in which the intent of the Standards can be achieved. The graphic examples are meant to be examples, and are not the only acceptable means towards accomplishing the intent of the Standards. Applicants and project designers are encouraged to consider designs, styles and techniques not pictured in the examples that fulfill the intent of the design standard.

5. A Design Standards Review Committee is to be established to assist city staff during the review process. This committee shall be comprised of one city council member and two community members.

6. Property owners who wish to appeal any of the provisions of these Standards may do so by following the process for administrative determinations of the Grandview Municipal Code 2.50.083 (3).

DEFINITIONS

Architectural Elements

Three-dimensional structural embellishments that add detail and/or finely scaled features to a façade. Examples are corbelled brick, plinths, cornices, belt courses, decorative medallions, brackets, knee braces, pilasters, column bases and caps.

Articulation

Shifts in the plane of walls, alcoves, step-backs, reveals, overhangs, and details in order to create variations in a building's façade.

Blank Walls

Walls without windows, plantings or architectural elements giving texture and relief to the surface. For purposes of the Grandview Design Standards, any uninterrupted stretch of a wall extending for more than twenty (20) feet shall be considered a blank wall.

Cornice

A horizontal molding projecting along the top of a wall or building.

Defensible Space

Areas made secured or safe through design characteristics by allowing an occupant to control or limit access to the area.

Festival Lighting

Seasonal, decorative lighting (e.g. Christmas lights) used to accentuate a seasonal or holiday display or event. Festival lighting shall not serve as year round or primary lighting.

Lintel

A horizontal structural feature (such as a beam) over an opening which carries the weight of the wall above it.

Medallion

An oval or circular relief carving, tile, etc. used as a decorative form in architecture.

Modulation

Variations of a building's mass through the use of deep setbacks, diminishing upper floor areas, and/or projecting roof overhangs.

Pilaster

A rectangular or semi-circular support or pier projecting partially from a wall which is treated architecturally as a column.

Plinth

The squared off block at the base of a column, or a course of brick or stone along the base of a wall. Can also be the square block at the base of door trim.

Primary Pedestrian Street

Streets characterized by such elements as: sidewalks, street trees, pedestrian scaled lighting, street furnishings, continuous storefronts, weather protection, unique, small-scaled signs, and lively window displays, all of which are intended to support pedestrian activity throughout the day and into the evening. Within the Downtown core, Division Street and Second Street are designated as a Primary Pedestrian Streets.

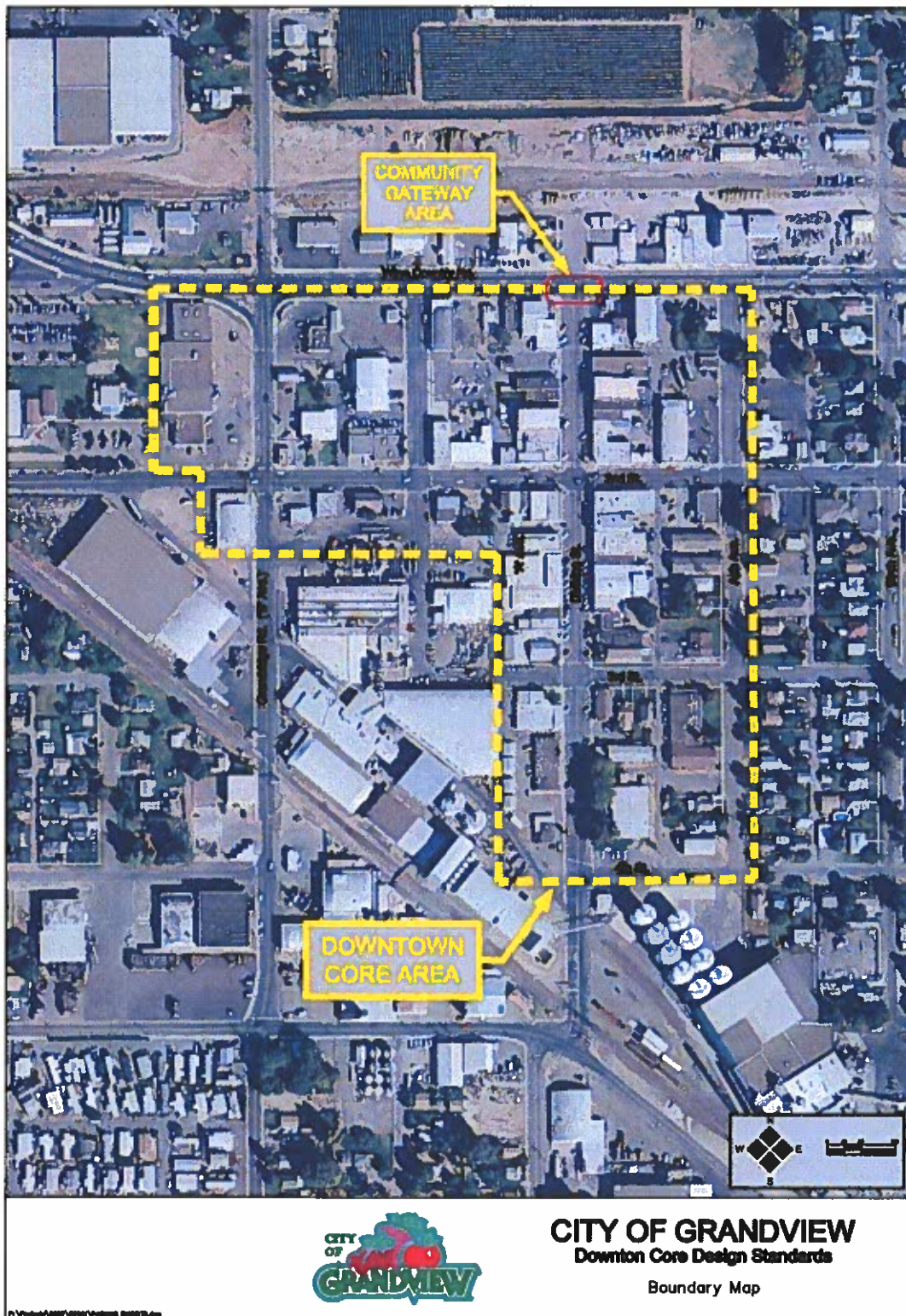
Through-Block Connection

A paved pathway dedicated to pedestrians and separated from vehicles that extends entirely through a block from a street to a parallel street or alley. It may meander but should have lighting to ensure usability at night.

Vision Glass

A type of glass with a high degree of transparency (70% visibility recommended. Example product: PPG Solarban 60, clear) and which does not have dark tinting or highly reflective coatings or applied film. The intent is to be able to see into the interior space throughout the day and night. If significant shading is desired, it is to be accomplished by other means, such as through the use of awnings.

GRANDVIEW DESIGN STANDARDS MAP



CITY OF GRANDVIEW
Downtown Core Design Standards
Boundary Map

STANDARDS FOR THE DOWNTOWN CORE

- SITE DESIGN
- BUILDING DESIGN
- SIGN DESIGN

SITE DESIGN

PARKING LOT DESIGN

Parking Lot Location

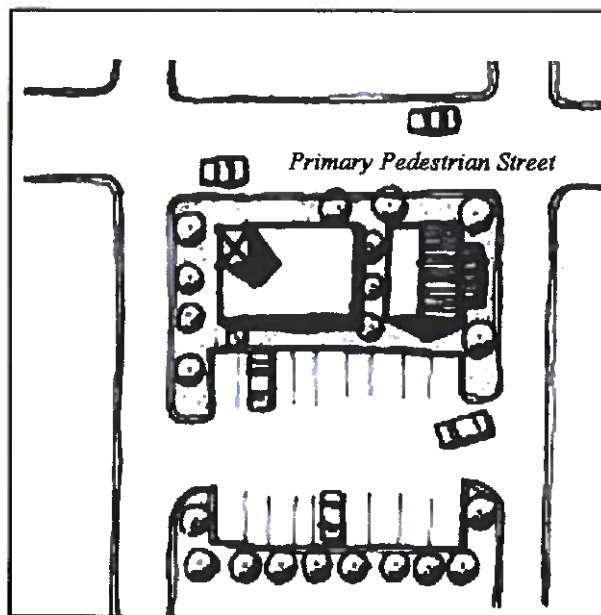
INTENT:

No off-street parking is required to be provided on properties located in the Central Business District (CBD) as defined by the Grandview Municipal Code, Section 17.64.040. For CBD property owners choosing to add a parking lot to their property, the new parking lot shall be located behind their building in order to maintain a contiguous, active pedestrian street front along Primary Pedestrian Streets. (Division and Second Streets)

STANDARDS:

Required

1. New Development: Parking lots shall be located behind buildings.
2. Redevelopment: Parking lots shall be relocated behind buildings where feasible.
3. All parking lots (new development and redevelopment) shall comply with the parking lot standards set forth in this document and the Grandview Municipal Code including, but not limited to, interior landscape areas, wheel stops, and plant material requirements.



Parking Lot Location behind buildings

SITE DESIGN

PARKING LOT DESIGN - Continued

Location of Driveways

INTENT:

To maintain a contiguous, uninterrupted sidewalk by minimizing, consolidating and/or eliminating driveway access off Primary Pedestrian Streets. (Division and Second Streets)

STANDARDS:

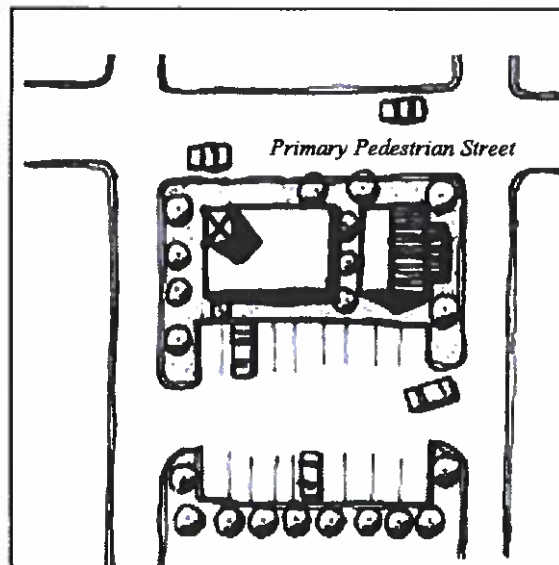
Required

1. All vehicular driveways shall be located off side streets and alleys unless:
 - a) the only means of access to the site is from a Primary Pedestrian Street;
 - b) a development is located at the corner of two Primary Pedestrian Streets;
 - c) the driveway is shared.

2. Where a driveway is allowed on Primary Pedestrian Streets, driveway entrances shall extend sidewalk paving material/treatment across the driveway entrance.

Encouraged

1. Adjacent developments should share vehicular driveways where feasible.



Driveways located off side streets

SITE DESIGN

PARKING LOT DESIGN - Continued

Parking Lot Landscaping

INTENT:

To reduce the visual impact of parking lots through landscape areas, trellises and /or other architectural features.

STANDARDS:

Required

1. Parking lot landscape shall be used to reinforce pedestrian and vehicular circulation, such as:
 - a) parking lot entrances;
 - b) ends of driving aisles;
 - c) to define pedestrian walkways through parking lots.
2. Where low walls (minimum 3 feet high) are used to screen parking lots, they shall be made of concrete, masonry or other similar material. Where walls are provided, landscape planting areas shall be a minimum of 3 feet and shall be located adjacent to the public right-of-way.
3. For any wall above 6 feet total height, the entire wall façade shall comply with the Building Design Standards set forth in this document for façade details, etc.
4. A minimum 5 foot wide landscape planting area shall be provided between parking lots and adjacent developments.



Landscaping at end of drive aisle



Landscape border

SITE DESIGN

PEDESTRIAN CONNECTIONS / THROUGH-BLOCK PASSAGES

INTENT:

To create a network of linkages for pedestrians, including walkways in-between blocks of development or alleys.

STANDARDS:

Encouraged

1. Development should include clearly defined pedestrian connections providing through-block passageways.
2. Where provided, pedestrian connections should be clearly defined in one of the following ways:
 - a) a continuous landscaped area, minimum 3 feet wide, on at least one side of the walkway, except where walkways cross vehicular travel lanes;
 - b) a trellis, bollards, special paving, low seat wall and/or other architectural features; and/or
 - c) pedestrian and/or accent lighting.
3. The property owner shall retain ownership and access control of the pedestrian connection. No dedication to the City is required.
4. Where provided, pedestrian connections shall not be included in the maximum allowable impervious surface calculations of the Grandview Municipal Code.



Through block passage



Art and landscaping at passage

SITE DESIGN

LOT COVERAGE / SITE LANDSCAPING

INTENT:

To ensure that developments follow the guidelines of this document with regard to the amount of impervious surface allowed on each property. To reinforce the character of the Downtown Core and the surrounding natural environment through site landscaping.

STANDARDS:

Required

1. All areas not otherwise devoted to landscape required by this document and the Grandview Municipal Code, parking lots, or other site improvements shall be planted, or remain in existing native, non-invasive vegetation.
2. Where new landscape areas are provided, plant materials shall be a mixture of drought tolerant deciduous and evergreen varieties. A minimum 20% of plant varieties shall provide year-round color, texture and/or other special interest.
3. Retain existing mature trees and landscaping where possible as per the Grandview Municipal Code.
4. All landscaped areas shall be maintained per the Grandview Municipal Code.

Encouraged

1. Perennials and/or annuals are encouraged to provide special interest and highlight pedestrian areas such as building and/or site entrances, public open space, plazas and major pedestrian connections.



Seasonal color in landscaping



Special interest landscaping in plaza

SITE DESIGN

LOT COVERAGE / SITE LANDSCAPING – Continued

2. Window boxes, container plantings, hanging baskets, or other special interest landscape should be provided to enhance pedestrian areas. When used, window boxes, container planters and hanging baskets shall be made of weather resistant materials.

Prohibited

1. Areas of bare ground are not permitted. All areas required to be devoid of impervious surfaces (paving, buildings, etc.) must be landscaped and properly maintained.



Hanging flower basket



Use of pots for landscaping



Mix of street trees and planters



Baskets used to define dining area

SITE DESIGN

STREET TREES

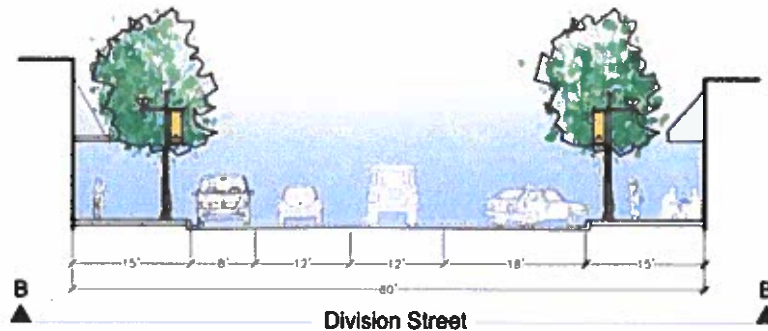
INTENT:

To maintain a consistent street frontage throughout the Downtown Core.

STANDARDS:

Required

1. Street tree selection shall comply with the Downtown Improvement Plan, the Grandview Municipal Code, and meet the approval of the City Arborist. Tree location and installation shall consider existing utilities, lighting, adjacent street trees, tree root growth and proposed signage locations.
2. Street trees shall be planted in tree grates and with tree guards in the Downtown Core area.
3. Tree grates and guards shall be of a similar size and material as those used in the Downtown Improvement Plan.
4. Street trees within the City right-of-way shall be maintained per the Grandview Municipal Code.



Tree Grate



Tree Guard



Cimarron Green Ash



Autumn Blaze Maple

SITE DESIGN

SITE LIGHTING

INTENT:

To provide pedestrian scale lighting, accent lighting and festival lighting to accompany street lighting in the Downtown Core.

STANDARDS:

Required

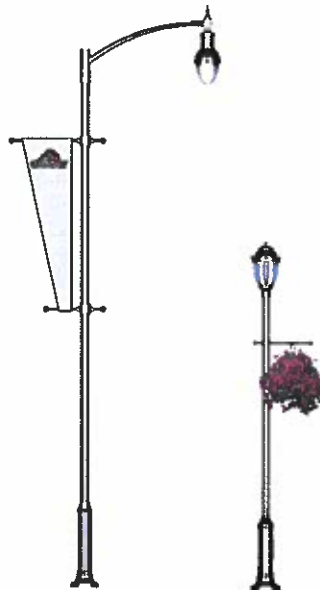
1. Pedestrian scale lighting (maximum 16' height) and/or bollard lighting shall be used to define pedestrian walkways, crosswalks, connections and/or other pedestrian areas within a site development.
2. Site lighting shall complement other lighting elements used throughout the site, parking, adjacent developments, the public right-of-way and comply with the Downtown Improvement Plan.

Encouraged

1. Accent lighting should be used to highlight special focal points, building/site entrances, public art and special landscape features.
2. Festival lighting is encouraged during holidays and festivals to reinforce the character and image of the Downtown Core area.

Prohibited

1. Spotlights, lasers, strobes or other types of nuisance lighting are not allowed.



Street Light – Lumec Renaissance Series

Pedestrian Light – Lumec Lantern Series

SITE DESIGN

SIDEWALK PAVING

INTENT:

To maintain a consistent street frontage throughout the Downtown Core.

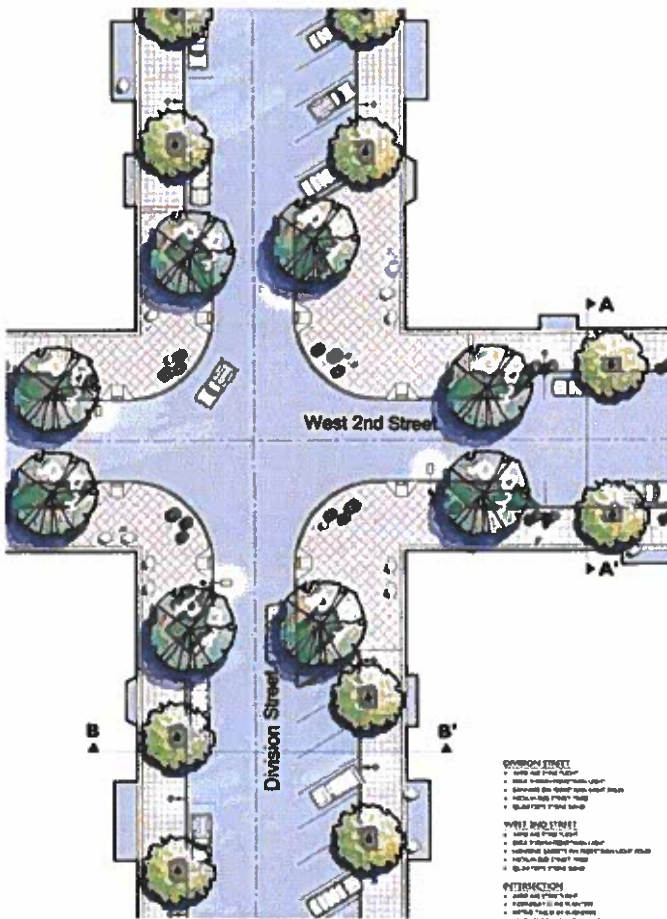
STANDARDS:

Required

1. Sidewalk paving material shall comply with the Downtown Improvement Plan.

Encouraged

1. Where larger plaza areas are provided, special paving material, such as brick and other unit pavers, is encouraged to provide added interest.



Downtown Improvement Plan
Sidewalk Layout



Downtown Improvement Plan
Paving Styles

SITE DESIGN

SITE FURNISHINGS

INTENT:

To create more pedestrian friendly streets through the use of site furnishings at plazas, building entrances and other pedestrian areas.

STANDARDS:

Required

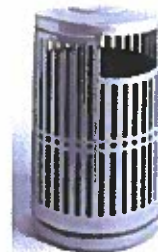
1. Site furnishings, such as benches, tables and other pedestrian amenities shall be made of durable, weather-resistant and vandal-resistant materials.
2. Site furnishings shall be consistent with the overall character and appearance those used in the Downtown Improvement Plan.

Encouraged

1. Use of site furnishings, such as benches, tables, bike racks and other pedestrian amenities are encouraged at building entrances, plazas, open space and other pedestrian areas.



Pedestrian Bench
Victor Stanley, Framers Modern



Trash Receptacle
Landscape Forms, Chase Park



Railings, pots, dining tables and chairs used to create sidewalk "space"

SITE DESIGN

COURTYARDS, PLAZAS AND OPEN SPACE

INTENT:

To reinforce the pedestrian nature of the Downtown Core by creating usable open space for pedestrians.

STANDARDS:

Required

1. Where provided, pedestrian spaces shall be visible and accessible to the public.

Encouraged

1. If plazas, courtyards and other pedestrian areas are provided, they should include additional landscaping, accent lighting, public art, benches and/or low seating walls.
2. Use of brick or other special paving material should be used to provide visual interest and create a more pedestrian friendly area.



Seating in Plaza



Fountain as Plaza feature

SITE DESIGN

COMMUNITY GATEWAYS

INTENT:

To highlight gateway areas as an entrance to the Downtown Core.

STANDARDS:

Required

1. Developments at the entrances to the Downtown Core (as identified in the Design Standards Map) shall be marked with visually prominent features.
2. Visually prominent features shall include two or more of the following:
 - a) public art;
 - b) monuments;
 - c) special landscape treatment;
 - d) open space/plaza;
 - e) identifying building form;
 - f) special paving, unique pedestrian scale lighting or bollards; and/or
 - g) prominent architectural features, such as trellis/arbors, pergola or gazebo.
3. Elements used shall be oriented towards both pedestrians and vehicles.

Not Allowed

1. Visibility to adjacent businesses shall not be blocked by gateway features.



Sample Gateway



Public art used at Gateway



BUILDING DESIGN

MAXIMUM BUILDING SETBACKS

INTENT:

In the Downtown Core it is desirable to maintain the visibility of retail businesses and establish active, lively uses along the sidewalk.

STANDARDS:

Required

1. Buildings located along a Primary Pedestrian Street shall not be set back from the sidewalk, with the following exceptions:
 - a) Setbacks of up to 4 feet can be used to highlight entrances and provide for wider sidewalks.
 - b) A setback of up to 10 feet may be allowed for the purpose of providing landscaped public space that includes seating.



Setback used to create a recess at entrance



Setback used for sidewalk dining

BUILDING DESIGN

PROMINENT ENTRANCE

INTENT:

To make major entrances to buildings obvious and welcoming.

STANDARDS:

Required

1. Visual Prominence - the principal entry to the building shall be marked by at least one element from each of the following groups:

Group A

- Recess
- overhang
- canopy, awnings
- portico
- porch

Group B

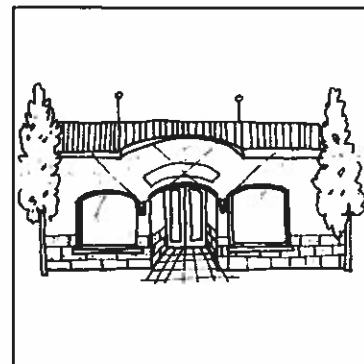
- clerestory
- glass window(s) flanking door
- ornamental lighting fixtures
- large entry door(s)

Group C

- stone, masonry or tile paving in entry
- ornamental building name or address
- pots or planters with flowers
- seating



Recess, awning, plantings highlight entrance



Prominent roof form and windows highlight entrance

BUILDING DESIGN

GROUND FLOOR TRANSPARENCY

INTENT:

To provide visual connections between activities inside and outside buildings.

STANDARDS:

Required

1. A minimum of 45% of any ground floor façade facing a Primary Pedestrian Street shall be comprised of windows with “vision” glass.
2. A minimum of 25% of any ground floor facade facing any street other than a Primary Pedestrian Street shall be comprised of windows with “vision” glass. (The dimensions used for calculating the ground floor façade area shall be the width of the façade along the sidewalk by the height of the facade up to the level of the interior ceiling of the building.)

Not Allowed

1. Mirror glass or film shall not be permitted facing Primary Pedestrian Streets.
2. No more than 25% of window area may be covered with signage, either mounted over or affixed to the interior or exterior of the windows. This restriction includes both temporary and permanent signage.



Clear windows create a visual connection between the indoor and outdoor environment

BUILDING DESIGN

BUILDING FACADE DESIGN

INTENT:

To ensure that buildings along Primary Pedestrian Streets within the Downtown Core display the greatest amount of visual interest and reinforce the character of the streetscape.

STANDARDS:

Required

1. Buildings within the Downtown Core located along a Primary Pedestrian Street shall incorporate at least two of the following elements into any ground-floor, street facing façade:
 - a) lighting or hanging baskets supported by ornamental brackets
 - b) medallions
 - c) belt courses
 - d) plinths for columns
 - e) pilasters
 - f) kick plate for storefront window
 - g) projecting sills
 - h) tile work
 - i) pedestrian scale sign(s)
 - j) planter box
 - k) canopies or awnings (Not to extend more than 5' beyond the back of the sidewalk)



A variety of building façade materials and designs add interest to streetscape

BUILDING DESIGN

ROOF EXPRESSION

INTENT:

To ensure that rooflines within the Downtown Core present a distinctive profile and appearance and reinforce the character of downtown.

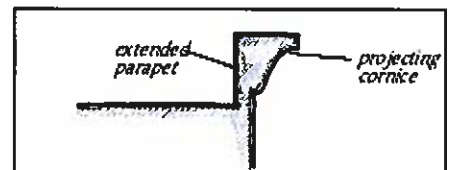
STANDARDS:

Required

1. Commercial buildings shall include extended parapets and projecting cornices to create a prominent edge when viewed against the sky. Sloping roof elements are allowed but not required.

Not Allowed

1. Flat, unembellished rooflines shall not be permitted.
2. Bright roof colors shall not be permitted.



Accentuated parapet design



Varying building parapet treatment adds interest to streetscape

BUILDING DESIGN

BUILDING DESIGN AT GATEWAYS

INTENT:

To promote the sense of gateways* into the Downtown Core through architectural design.

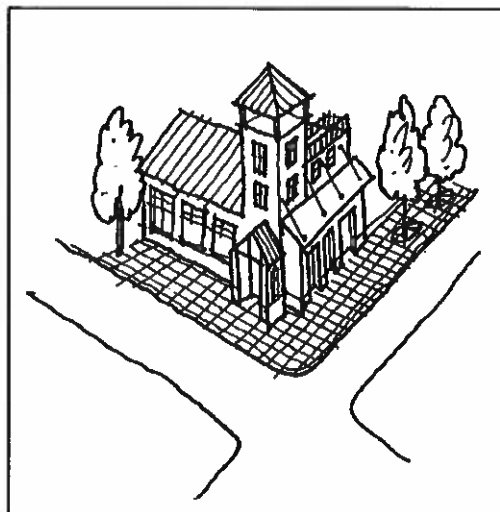
STANDARDS:

Required

1. Buildings within designated gateways shall be treated to emphasize the gateway into the area.
2. Any side of a building that faces a gateway street shall be given major architectural expression in its facade, roof form and massing. Gateway locations are appropriate for major architectural expressions such as unusual roof lines, and over-sized windows.

Not Allowed

1. *Standard* corporate designs shall not be acceptable within gateway locations. Given that designated gateways are critical to conveying identity, gateways are not appropriate locations for the franchise architecture typically associated with businesses such as national brand restaurants and gas stations. Franchises will be allowed in these locations provided that their buildings are designed to comply with the provisions of this document and the Grandview Municipal Code. See the Grandview Design Standards Map for Gateway locations.



Massing and roof expression to define Gateway

BUILDING DESIGN

BACKSIDES OF BUILDINGS

INTENT:

To ensure that all sides of a building have visual interest.

STANDARDS:

Required

1. Any side of the building visible from a street or public open space shall be given architectural treatment using two or more of the following:
 - a) visible rooflines
 - b) windows
 - c) secondary entrances
 - d) balconies
 - e) architectural details mentioned under “Building Facade Details”
 - f) awnings



Backside treated with a mural, secondary entrance, awning and plantings in pots.

BUILDING DESIGN

SCREENING BLANK WALLS

INTENT:

To mitigate blank walls by providing visual interest and reinforcing the character of Downtown Grandview.

STANDARDS:

Required

1. Walls within public view shall have windows, reveals, architectural detail, etc. as described in the Building Façade Design section of these standards. However, if an uninterrupted expanse of blank wall (longer than 20 feet), or portions of a blank façade is unavoidable, two or more of the following shall be used:
 - a) vegetation, such as trees, shrubs, ground cover and/or vines, adjacent to the wall surface;
 - b) artwork, such as bas-relief sculpture, mural or trellis/vine panels;
 - c) seating area with special paving and seasonal planting; and/or
 - d) architectural detailing, reveals, contrasting materials or other special interest.



Mural used to screen blank wall



Vine panel and plantings used to cover blank wall



Blank wall mural

BUILDING DESIGN

MATERIALS

INTENT:

To express the ground level activities of the building and contribute to the character of Downtown Grandview.

STANDARDS:

Required

1. The ground floor façades of buildings facing the street shall use materials that add variety, permanence and richness to the streetscape, such as :
 - a) brick
 - b) stucco
 - c) stone
 - d) cast concrete or concrete
 - e) wood lap siding
 - f) other materials that provide architectural variety and richness

2. More flexibility in the use of materials is allowed in the upper levels of buildings.



Variation of materials between ground and upper levels



Stucco and glass with awnings



Three colors of brick with awnings



Painted masonry/stucco with an awning

BUILDING DESIGN

COLORS

INTENT:

Color of an individual building should not overpower the consistency of Downtown Grandview, rather, it should be an integral part of the character.

STANDARDS:

Required

1. Color palettes for buildings shall be designed in accordance with the guidelines of this section and the Color System sample palettes provided in the Appendix of this document.
2. Color selections for the Primary (large areas) of the building shall be generally from an earth tone palette.
3. No more than four colors shall be used on a structure. Sheer stains and natural materials are not included in the color count. More than four colors may be used if approved by the City of Grandview. A fully colored depiction of the building prepared by a professional may be required for approval.
4. Awnings can be a single solid color or striped. In either case the chosen colors should follow the guide lines of this document. The finish of awnings should be matte rather than gloss. Awning colors are included in the color count.

Not Allowed

1. Bright colors shall not be used to draw attention to a building.
2. Awnings shall not be designed as signs; their principal purpose is weather protection. An awning sign may display only the name of the business, its business logo and address.



Painted ground level with brick above & accent awning



Medium Primary color with lighter Secondary color, dark accent signage



Light Primary color, medium Secondary color & accent awnings



NOT ALLOWED

SIGN DESIGN

INTEGRATION WITH ARCHITECTURE

INTENT:

To ensure that signage is a part of the overall design approach to a project and not an additive afterthought element. The color of an individual sign should not overpower the building or the consistency of Downtown Grandview; rather, it should become an integral part of the character of the building.

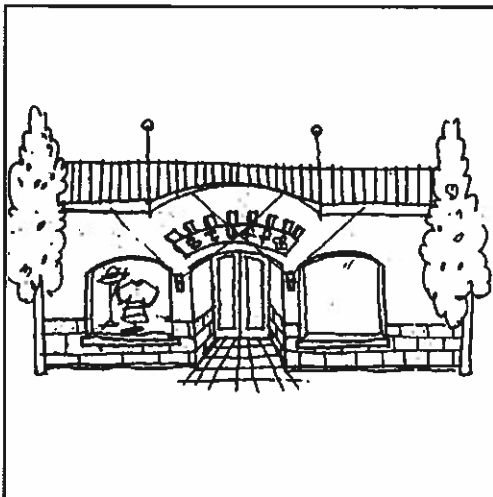
STANDARDS:

Required

1. The design of buildings and sites shall identify locations and sizes for future signs. As tenants install signs, it is expected that such signs shall be in conformance with an overall sign program that allows for advertising which fits with the architectural character, proportions, and details of the development.
2. The requirements of this section shall be followed in conjunction with the requirements of the Grandview Municipal Code, Section 15.16 Sign Code.
3. Prior to the installation of all new signs, approval must be gained through application for a sign permit. The sign permit application is to include illustrations showing design, size, materials and color specifications.

Not Allowed

1. Neon colors on signs shall not be permitted in the Downtown Core.



Signage integrated with other building elements



Sign highlights building entrance

SIGN DESIGN

BUILDING SIGNS

INTENT:

To ensure that signs add to the historic character and incorporate unique elements that reflect the character of Downtown Grandview.

STANDARDS:

Required

1. All signs shall be mounted on buildings. These include wall signs, window signs, projecting signs, signs on awnings fascias and signs suspended from canopies.

Not Allowed

2. Free-standing signs shall not be permitted in the Downtown Core.

Exceptions

1. Where an existing building is set back from the street there may be one free-standing sign that is not greater in area than 60 sf and not higher than 15 feet above grade. Where the set back from the street is extensive, a larger sign may be allowed by approval of the code official.



Pedestrian oriented signs which also accent the building façade



Unique signage highlights building entrance

SIGN DESIGN

ARTISTIC ELEMENTS

INTENT:

To encourage interesting, creative and unique approaches to the design of signs.

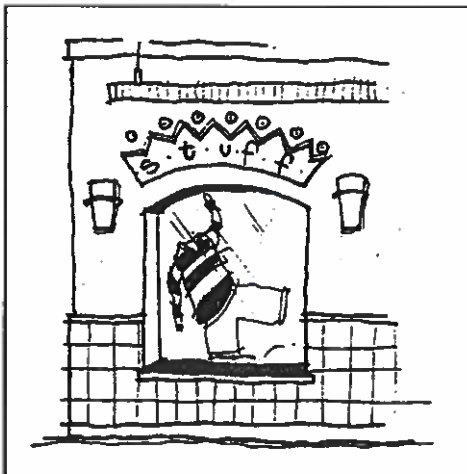
STANDARDS:

Encouraged

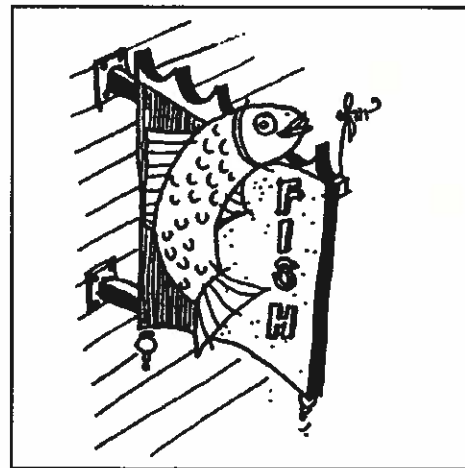
1. Signs should be highly graphic in form, expressive and individualized.
2. Signs should convey the business name or service offered by the business in a bold graphic form.
3. Projecting signs, supported by ornamental brackets and oriented to pedestrians are strongly encouraged.

Not Allowed

1. Internally illuminated boxes with plastic formed letters depicting a single product or signs with poorly painted lettering are not permitted. Signs are to contain the name of a business and should not depict only the name of a product (such as a brand of beer). Lettering and images on signs must be professional quality. Internally illuminated signs are allowed with approval of the code official.
2. Neon lighting may not be used to simply outline a roof or building; however it may be used in artful ways on signage.



Artistic sign integrated into building façade design



Unique form of sign

APPENDIX

COLOR SYSTEM

The color palette samples are intended to add continuity to the streetscape without taking away the expression of individual buildings or reducing the variety of the Downtown Core. The system involves consideration of the town's existing colors, materials and the natural setting. Use of a design professional is advised.

Colors are classified as follows:

1. Primary Colors
2. Secondary Colors
3. Trim Colors

PRIMARY COLORS

Primary Colors are the single most prevalent/most dominant color on a façade. Primary Colors are used on the main body of the building such as wall surfaces and store fronts as shown in the illustration. Primary colors may also be used as Secondary and Trim Colors.

Tip: A lighter primary color allows for a darker major trim color and vice-versa.

SECONDARY COLORS

Secondary Colors throughout the Downtown Core are to be used for areas of the façade that area to be emphasized. These colors shall comprise less area than the Primary Colors, approximately ten (10) to twenty (20) percent of the façade. Secondary Colors may also be used as Trim Colors. Areas for Secondary Colors include:

- Cornice
- Window caps
- Window frames
- Storefront cornice
- Storefront columns
- Pilasters
- Awnings and canopies

TRIM COLORS

Usually, trim colors are more vivid than the others in order to draw the eye to the painted area. They typically represent less than five (5) percent of the façade.

- Window sash
- Doors
- Storefront frame
- Awnings and canopies
- Small details on building

Note: Neon, metallic, fluorescent or other bright colors shall not be used.

BRICK

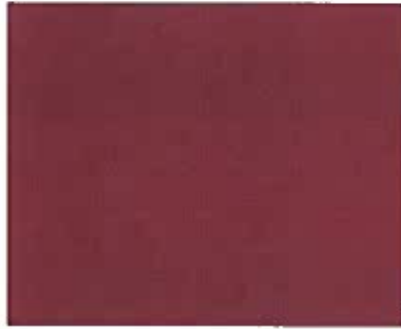
Most earth tone bricks are appropriate. Heavily mottled brick or very rough textures are inappropriate for the scale of the street. Brick colors are not included in the color count.



SAMPLE COLOR PALETTES

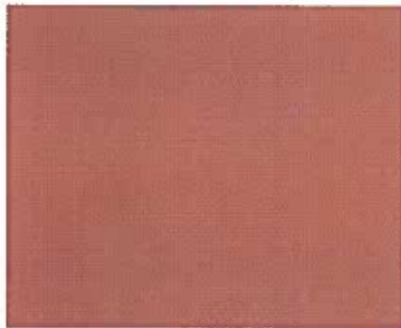
The following sample color palettes are provided as examples of suitable selections for a small downtown environment. These are in no way intended to be the limit of what may be used, but are provided to assist building owners in this difficult process.

PALETTE "A"



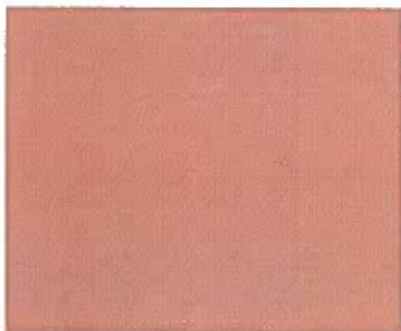
Trim:

*Country Redwood EXT. RM
† Cherrywood F53



Secondary:

*Mystic Gold HC-37
† Peanut Brittle C20-6



Primary:

(Paint or brick,
stone, stucco, etc.)

*Decatur Buff HC-38
† Custard Cream c21-5

PALETTE "B"



*Corinthian White OC-111
† Candlewax B23-2



*Wilmington Tan HC-34
† Custard Cream C21-5



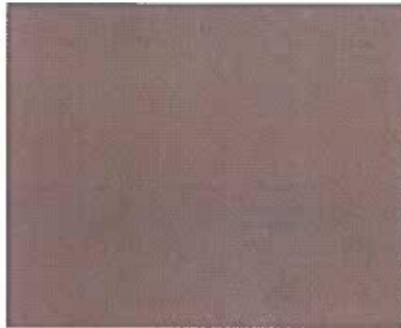
*Saddle Brown 2164-10
† Bungalow Brown D9-7

The above color palettes should be viewed from color samples available at the City of Grandview or from dealers of the paints listed below. The colors as printed above will vary from the originals based on the printer used.

*Benjamin Moore, † Ace Hardware Paint

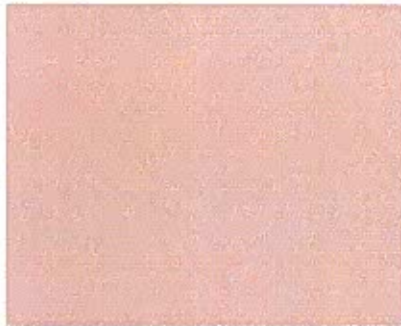
SAMPLE COLOR PALETTES

PALETTE "C"



Trim:

*Sussex Green HC-109
† Loveland D22-6



Secondary:

*Putnam Ivory HC-39
† Scenic Desert



Primary:

(Paint or brick,
stone, stucco, etc.)

*Earthly Russet 2173-10
† Icon Red B13-7

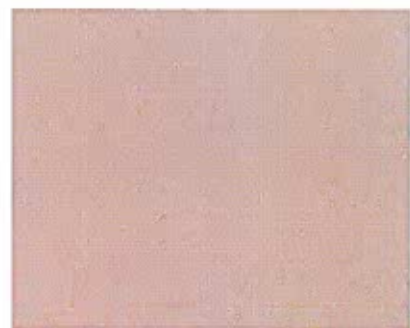
PALETTE "D"



*Chocolate Sundae 2113-10
† Red Rock D7-7



*Northampton Putty HC-89
† Bainbridge D20-5



*Crown Point Sand HC-90
† Outback C26-4

The above color palettes should be viewed from color samples available at the City of Grandview or from dealers of the paints listed below. The colors as printed above will vary from the originals based on the printer used.

*Benjamin Moore. † Ace Hardware Paint