GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE
MEETING AGENDA
TUESDAY, APRIL 25, 2023

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.	Resolution approving Task Order No. 2023-03 with HLA Engineering and Land Surveying, Inc., for the Old Inland Empire Highway (OIE) Sanitary Sewer Improvements	1-8
B.	Resolution approving Task Order No. 2023-04 with HLA Engineering and Land Surveying, Inc., for the Wastewater Treatment Plant Improvements	9-17
C.	Resolution approving the final plat of Euclid Meadows PUD – Phase 1 located on North Euclid Road	18-24
D.	Housing Action Plan Update – Byron Gumz, YVCOG Land Use Planning Manager	25-54

5. OTHER BUSINESS

6. ADJOURNMENT

The City of Grandview Committee-of-the-Whole and Regular Council Meetings scheduled for Tuesday, April 25, 2023 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/88427399286?pwd=SmRLSFRLWG5wMWlBTTdjTFJ1M2tPUT09
To join via phone: +1 253 215 8782
Meeting ID: 884 2739 9286
Passcode: 958512

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

ITEM TITLE	**AGENDA NO.:** New Business 4 (A)
Resolution approving Task Order No. 2023-03 with HLA Engineering and Land Surveying, Inc., for the Old Inland Empire Highway (OIE) Sanitary Sewer Improvements	**AGENDA DATE:** April 25, 2023
DEPARTMENT Public Works 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)

The City needs to replace the existing deteriorated and undersized sewer main in OIE, from Grandridge Road to approximately 950 feet east of Division Street. This work would be coordinated with the City's existing OIE Roadway Improvement project scheduled for construction in 2023. It was anticipated these improvements would be a portion of a larger sewer main replacement project in coordination with Welch's plant expansion.

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.

Attached is Task Order No. 2023-03 with HLA Engineering and Land Surveying, Inc., to provide professional engineering and land surveying services for the Old Inland Empire Highway (OIE) Sanitary Sewer Improvements with an estimated fee for services in the amount of $70,000.00 for design engineering and $74,000.00 for construction engineering.

ACTION PROPOSED

Move a resolution approving Task Order No. 2023-03 with HLA Engineering and Land Surveying, Inc., for the Old Inland Empire Highway (OIE) Sanitary Sewer Improvements to the April 25, 2023 regular Council meeting for consideration.

Cus Arteaga

From: Mike Battle <mbattle@hlacivil.com>
Sent: Tuesday, April 18, 2023 9:22 PM
To: Cus Arteaga
Cc: Jakob Michael; Michael Uhlman; Susan Shane
Subject: OIE/Welch/Lineage Sewer Improvements
Attachments: 2023-04-14 - Grandview SIED Sewer Main Projects Map.pdf; 2023-04-18 23094 OIE Sanitary Sewer Improvements -Task Order 2023-03.pdf

Cus-

Attached is an exhibit showing the various sewer improvements needed resulting from old deteriorated pipe and Welch's expansion.

Segments A and B need to begin design efforts ASAP necessary to include the work either prior to or with the OIE Roadway Improvement Project.

Segment C. Lineage Alignment will be the next priority, followed by Segment D.1 Grandridge Road to Stassen Way, and D.2 Stassen Way to Dykstra Park.

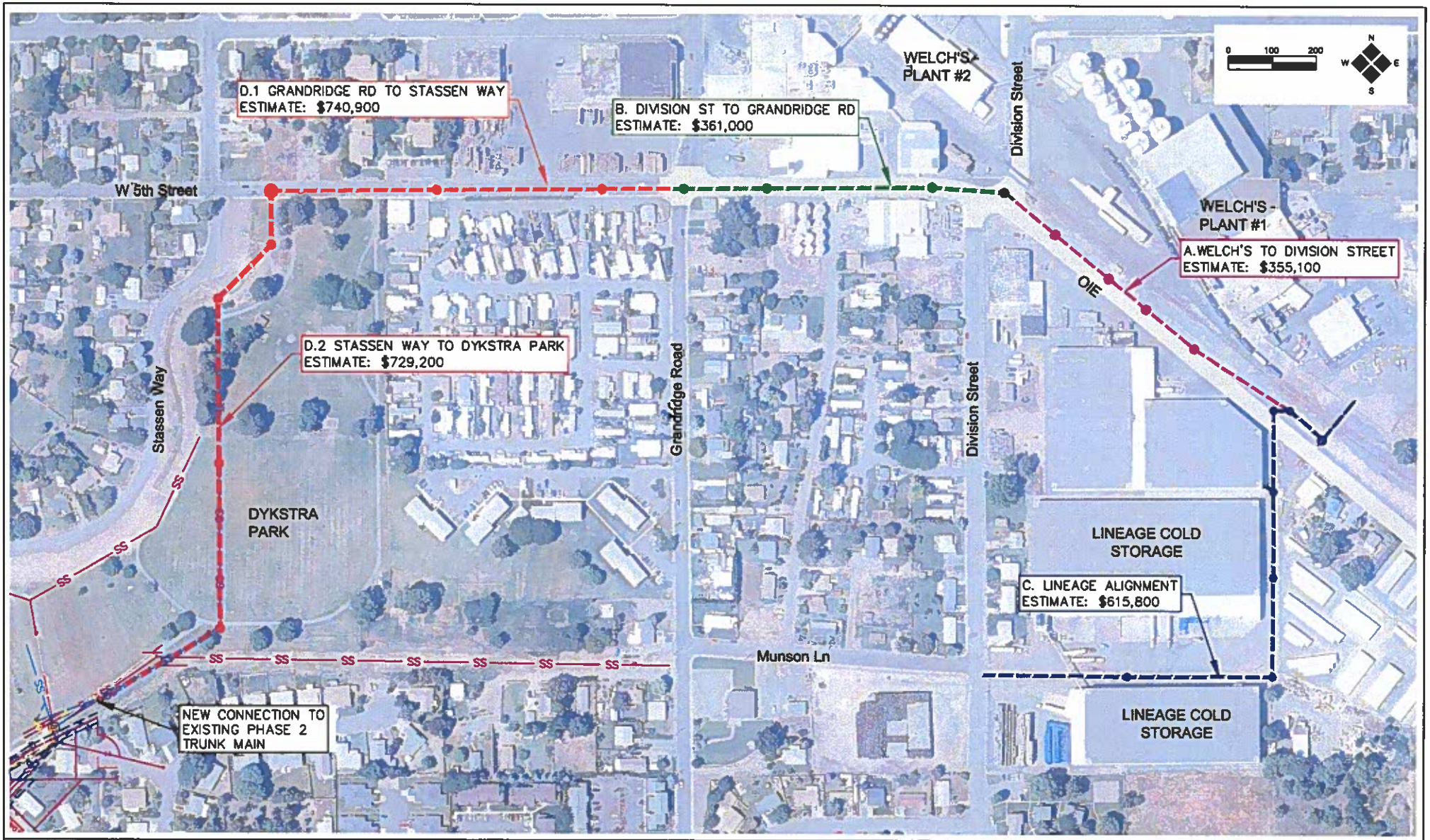
Included as an attachment is a draft Task Order 2023-03 for engineering design and construction services related to Segments A and B.

Please advise if you would consider authorizing HLA to proceed with this portion of the work. Upon review of the Task Order, please let us know if you have any questions or if you would like a signed Task Order.

Best,

Mike

HLA
Michael T. Battle, PE, President
HLA Engineering and Land Surveying, Inc.
2803 River Road, Yakima, WA 98902
Office: (509) 966-7000 | Cell: (509) 969-0421
mbattle@hlacivil.com | www.hlacivil.com



HLA
Engineering and Land Surveying, Inc.
2803 River Road
Yakima, WA 98902
509.966.7000
Fax 509.965.3800
www.hlacivil.com

REVISION	DATE

JOB NUMBER: 22007G
DATE: 4/14/2023
FILE NAMES:
DRAWING: SIED MAP.dwg
PLAN: 17165.dwg
DESIGNED BY: TDA
ENTERED BY: JWM

CITY OF GRANDVIEW
SANITARY SEWER TRUNK MAIN REPLACEMENT - PHASE 3

SIED APPLICATION EXHIBIT

SHEET 1 OF 1

RESOLUTION NO. 2023-_____

A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON, APPROVING TASK ORDER NO. 2023-03 WITH HLA ENGINEERING AND LAND SURVEYING, INC., FOR THE OLD INLAND EMPIRE HIGHWAY (OIE) SANITARY SEWER IMPROVEMENTS

WHEREAS, the City of Grandview has entered into a General Services Agreement with HLA Engineering and Land Surveying, Inc., (HLA) for work pursuant to task orders; and,

WHEREAS, the City would like to enter into a Task Order with HLA to provide professional engineering and land surveying services for the Old Inland Empire Highway (OIE) Sanitary Sewer Improvements,

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

The Mayor is hereby authorized to sign Task Order No. 2023-03 with HLA Engineering and Land Surveying, Inc., for the Old Inland Empire Highway (OIE) Sanitary Sewer Improvements with an estimated fee for services in the amount of $70,000.00 for design engineering and $74,000.00 for construction engineering, in the form as is attached hereto and incorporated herein by reference.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at a special meeting on _____, 2023.

MAYOR

_____

ATTEST:

_____

CITY CLERK

APPROVED AS TO FORM:

_____

CITY ATTORNEY

TASK ORDER NO. 2023-03

REGARDING GENERAL AGREEMENT BETWEEN CITY OF GRANDVIEW

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Old Inland Empire Highway (OIE) Sanitary Sewer Improvements
HLA Project No. 23094E

The City of Grandview (CITY) desires to replace the existing deteriorated and undersized sewer main in OIE, from Grandridge Road to approximately 950 feet east of Division Street. This work will be coordinated with the CITY's existing OIE Roadway Improvements project scheduled for construction in 2023. It is anticipated these improvements are to be a portion of a larger sewer main replacement project in coordination with Welch's plant expansion.

SCOPE OF SERVICES:

At the direction of the CITY, HLA shall provide professional engineering services for the Old Inland Empire Highway (OIE) Sanitary Sewer Improvements project (PROJECT). HLA services shall include the following:

1.0 Design Engineering

1.1 Conduct site visit with CITY to review proposed preliminary alignments. Perform field investigations necessary to design the identified improvements.

1.2 Coordinate design with utility companies and meet with utility company representatives on site to review proposed improvements.

1.3 Prepare preliminary design plans and specifications. Coordinate sewer main design with OIE Roadway Improvements project. Distribute electronic documents and meet with CITY staff to review and discuss preliminary plans.

1.4 Incorporate CITY review comments and prepare final draft plans, specifications, and estimate for review and approval by CITY.

1.5 Incorporate CITY review comments and prepare final design plans, specifications, and estimate for publicly bid improvements, as authorized by the CITY.

1.6 Upon authorization, furnish the CITY electronic final documents. Five (5) printed copies of the contract documents will be made for later distribution to the CITY and Contractor after the contract is awarded. It is assumed no more than one (1) bid package will be prepared corresponding to one (1) construction phase.

1.7 Prepare advertisement for bids and transmit to newspapers for publication selected by the CITY. Advertising fees to be paid by the CITY.

1.8 Post documents to HLA website, notify potential bidders and utility companies of project posting, and maintain planholder list.

1.9 Answer questions and supply information requested by prospective bidders.

1.10 Prepare and issue addenda, if necessary.

1.11 Attend bid opening and participate in bidder evaluation process.

1.12 Prepare tabulation of all bids received by the CITY and review bidder's qualifications.

1.13 Make recommendation to the CITY of construction contract award to the lowest responsible bidder.

2.0 Construction Engineering

2.1 Prepare and transmit notice of award to the Contractor.

2.2 Coordinate execution of construction contract with the CITY and Contractor, including review of bond and insurance requirements.

2.3 Coordinate and conduct preconstruction meeting with the CITY, Contractor, private utilities, and affected agencies.

2.4 Prepare and issue notice to proceed to the Contractor.

2.5 Furnish field survey crew necessary to set horizontal and vertical control for the PROJECT, including construction staking.

2.6 Review Contractor's submission of materials and shop drawings.

2.7 Review materials testing results for compliance with the plans and specifications.

2.8 Furnish a qualified resident engineer (inspector) to observe construction for substantial compliance with plans and specifications and CITY Construction Standards.

2.9 Perform measurement and computation of pay items and prepare and file progress reports for the PROJECT with the CITY. Recommend monthly progress pay estimates for the Contractor to the CITY.

2.10 Administer construction progress meetings. Construction meetings are anticipated to be a maximum of one (1) per week throughout the construction duration.

2.11 Consult and advise the CITY during construction and make a final report of the completed work.

2.12 Monitor Contractor's compliance with the contract documents for labor standards and review Statements of Intent to pay Prevailing Wages and Affidavits of Wages Paid.

2.13 Prepare and submit proposed contract change orders when applicable.

2.14 Perform final PROJECT walk-through with the CITY and Contractor, and issue final punch list.

2.15 Prepare and furnish record drawings and field notes of all completed work in accordance with PROJECT field records provided by the resident engineer

3.0 Additional Services

3.1 Provide professional engineering services for additional work requested by the CITY that is not included in this Task Order.

4.0 Items to be Furnished and Responsibility of CITY

The CITY will provide or perform the following:

4.1 Provide full information as to CITY requirements of the PROJECT.

4.2 Assist HLA by providing all available information pertinent to the PROJECT, including previous reports, drawings, plats, surveys, utility records, and any other data relative to design and construction of the PROJECT.

4.3 Examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by HLA and provide written decisions within a reasonable time so as not to delay the work of HLA.

4.4 Pay for PROJECT bid advertisement costs.

4.5 Pay for all necessary permits and testing fees not paid by the Contractor.

4.6 Obtain approval of all governmental authorities with jurisdiction over the PROJECT, and approvals and consents from other individuals or bodies as necessary for completion. Pay all review fees and cost associated with obtaining such approvals.

TIME OF PERFORMANCE:

HLA will diligently pursue completion of the PROJECT as follows:

1.0 Design Engineering

HLA will provide draft plans, specifications, and cost estimate for CITY review within forty-five (45) calendar days from receipt of signed Task Order. Following receipt of CITY review comments, HLA will prepare final plans, specifications, and estimate for publicly bid improvements within thirty (30) calendar days.

2.0 Construction Engineering

Construction engineering services shall begin upon construction contract award by the CITY to the lowest responsible bidder and extend through the completion of construction, and completion of as-constructed drawings. A maximum of thirty (30) working days has been assumed for the construction of the improvements, utilizing a standard 40-hour work week. Should the Contractor be granted time extensions for construction completion due to recognized delays, requested additional work, and/or change orders, services during construction beyond the thirty (30) total working days shall be considered additional services.

3.0 Additional Services

Time for completion for work directed by the CITY under additional services shall be negotiated and mutually agreed upon at the time service is requested by the CITY.

FEE FOR SERVICE:

For the services furnished by HLA as described under this work item, the CITY agrees to pay HLA the fees as set forth herein. The amounts listed below may be revised only by written agreement of both parties.

1.0 Design Engineering

All work for this phase shall be performed for the lump sum fee of $70,000.00.

2.0 Construction Engineering

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses, for the estimated total fee of $74,000.00.

3.0 Additional Services

Additional work requested by the CITY not included in this Task Order shall be authorized by the CITY and agreed upon by HLA in writing prior to proceeding with services. HLA will perform additional services as directed/authorized by the CITY on a time-spent basis at the hourly billing rates included in our General Agreement, plus reimbursement for direct non-salary expenses such as laboratory testing, printing expenses, vehicle mileage, out-of-town travel costs, and outside consultants.

Proposed: _____ 4/19/2023

HLA Engineering and Land Surveying, Inc. — Date
Michael T. Battle, PE, President

Approved: _____ _____

City of Grandview — Date
Gloria Mendoza, Mayor

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

ITEM TITLE	**AGENDA NO.:** New Business 4 (B)
Resolution approving Task Order No. 2023-04 with HLA Engineering and Land Surveying, Inc., for the Wastewater Treatment Plant Improvements	**AGENDA DATE:** April 25, 2023
DEPARTMENT Public Works 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)

The City needs to construct improvements to the Wastewater Treatment Plant (WWTP), as summarized and recommended in the recent Wastewater Treatment Plant Facility Plan. The City will be required by the Washington State Department of Ecology (Ecology) to eliminate the use of existing unlined treatment lagoons, which will significantly decrease the treatment capacity of the WWTP. The proposed project will construct mechanical treatment processes and lined equalization lagoons to offset the loss of lagoon treatment capacity, provide additional capacity for future growth, and provide redundancy for existing treatment processes to meet Ecology reliability requirements. The project construction is proposed to be completed in two phases, with most of the work completed in Phase 1. The second Phase is expected to include construction of the second equalization lagoon and associated equipment. Phases 1 and 2 of the WWTP improvements are collectively expected to include:

- New headworks screen
- New primary clarifier and waste sludge pump
- Replacement of existing primary clarifier mechanism
- New influent pump and emergency generator
- New intermediate clarifiers (2) and waste sludge pumping station
- New biological treatment process train and emergency generator
- New sludge holding tank
- New digester or sludge drying area
- New dewatering building
- New storage building
- New lined flow equalization lagoons (2), including mixers and effluent pump station
- New sludge hauling truck
- New Game Pond pump station
- Decommissioning of unlined lagoons

It is anticipated that the significant design effort will include the use of subconsultants for review of cultural resources (RLR Cultural Resources LLC), electrical (Connetix Engineering, Inc.), geotechnical (GN Northern, Inc.), and structural (LSB Consulting Engineers, PLLC) engineering.

The project design will be completed using a combination of City sewer reserve funds and Ecology State Revolving Funds. Upon completion of the project design, a separate task order will be provided for construction engineering services.

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.

Attached is Task Order No. 2023-04 with HLA Engineering and Land Surveying, Inc., to provide professional engineering and land surveying services for the Wastewater Treatment Plant Improvements with an estimated fee for services in the amount of $30,000.00 for design and construction funding applications, $30,000.00 for funding administration, $325,000 for environmental and cultural resources review, and $4,415,000.00 for design engineering.

ACTION PROPOSED

Move a resolution approving Task Order No. 2023-04 with HLA Engineering and Land Surveying, Inc., for the Wastewater Treatment Plant Improvements to a regular Council meeting for consideration.

Anita Palacios

From: Robert Scott <rscott@hlacivil.com>
Sent: Thursday, April 20, 2023 3:47 PM
To: Cus Arteaga
Cc: Justin Bellamy; Anita Palacios
Subject: RE: WWTP Task Order

CAUTION: External Email

Good afternoon Cus. As a follow up to Task Order 2023-04 that Justin emailed you yesterday afternoon, we wanted to provide a breakdown of the contract amounts to help the Council have a better idea of the various companies that will be working on the project, their role, and their total fee for service within the $4,415,000 design. We are available to answer questions at council on Tuesday if needed.

HLA (Civil Engineering, Process Engineering, Mechanical Design, Overall Project Management): $2,701,200.00
Connetix Engineering (Electrical Engineering): $1,355,200.00
LSB Consulting Engineers (Structural Engineering): $299,200.00
GN Northern (Geotechnical Engineering): $59,400.00

We're looking forward to working with you on this significant project.

HLA

Robert J. Scott, PE
HLA Engineering and Land Surveying, Inc.
2803 River Road, Yakima, WA 98902
Office: (509) 966-7000 | Cell: (509) 230-4409
rscott@hlacivil.com | www.hlacivil.com

RESOLUTION NO. 2023-____

A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON, APPROVING TASK ORDER NO. 2023-04 WITH HLA ENGINEERING AND LAND SURVEYING, INC., FOR THE WASTEWATER TREATMENT PLANT IMPROVEMENTS

WHEREAS, the City of Grandview has entered into a General Services Agreement with HLA Engineering and Land Surveying, Inc., (HLA) for work pursuant to task orders; and,

WHEREAS, the City would like to enter into a Task Order with HLA to provide professional engineering and land surveying services for the Wastewater Treatment Plant Improvements,

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

The Mayor is hereby authorized to sign Task Order No. 2023-04 with HLA Engineering and Land Surveying, Inc., for the Wastewater Treatment Plant Improvements with an estimated fee for services in the amount of $30,000.00 for design and construction funding applications, $30,000.00 for funding administration, $325,000 for environmental and cultural resources review, and $4,415,000.00 for design engineering, in the form as is attached hereto and incorporated herein by reference.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at a special meeting on _____, 2023.

MAYOR

_____

ATTEST:

_____

CITY CLERK

APPROVED AS TO FORM:

_____

CITY ATTORNEY

TASK ORDER NO. 2023-04

REGARDING GENERAL AGREEMENT BETWEEN THE CITY OF GRANDVIEW
AND
HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Wastewater Treatment Plant Improvements
HLA Project No. 23030E

The City of Grandview (CITY) desires to construct improvements to its wastewater treatment plant (WWTP), as summarized and recommended in the recent *Wastewater Treatment Plant Facility Plan*. The CITY will be required by the Washington State Department of Ecology (Ecology) to eliminate the use of existing unlined treatment lagoons, which will significantly decrease the treatment capacity of the WWTP. The proposed project will construct mechanical treatment processes and lined equalization lagoons to offset the loss of lagoon treatment capacity, provide additional capacity for future growth, and provide redundancy for existing treatment processes to meet Ecology reliability requirements. The project construction is proposed to be completed in two phases, with most of the work completed in Phase 1. The second Phase is expected to include construction of the second equalization lagoon and associated equipment. Phases 1 and 2 of the Wastewater Treatment Plant Improvements (PROJECT) are collectively expected to include:

- New headworks screen
- New primary clarifier and waste sludge pump
- Replacement of existing primary clarifier mechanism
- New influent pump and emergency generator
- New intermediate clarifiers (2) and waste sludge pumping station
- New biological treatment process train and emergency generator
- New sludge holding tank
- New digester or sludge drying area
- New dewatering building
- New storage building
- New lined flow equalization lagoons (2), including mixers and effluent pump station
- New sludge hauling truck
- New Game Pond pump station
- Decommissioning of unlined lagoons

It is anticipated that the significant design effort will include the use of subconsultants for review of cultural resources (RLR Cultural Resources LLC), electrical (Connetix Engineering, Inc.), geotechnical (GN Northern, Inc.), and structural (LSB Consulting Engineers, PLLC) engineering.

The PROJECT design will be completed using a combination of CITY sewer reserve funds and Ecology State Revolving Funds. Upon completion of the PROJECT design, a separate task order will be provided for construction engineering services.

SCOPE OF SERVICES:

At the direction of the CITY, HLA and its subconsultants shall provide the following professional services:

1.0 Design and Construction Funding Applications

1.1 Coordinate with funding agency staff to review the PROJECT and determine eligibility for funding. The funding source is assumed to be Ecology Clean Water State Revolving Fund (CWSRF).

1.2 Prepare drawing exhibits as necessary for the PROJECT.

1.3 Provide draft application documents for CITY review.

1.4 Based on final comments from the CITY, prepare final funding application for submittal by the CITY through the EAGL application portal.

2.0 Funding Administration

2.1 Complete reporting requirements for administration of the loan throughout the PROJECT as required for Ecology. Includes preparation of Payment Request/Progress Report (PRPR) reports within Ecology's Administration of Grants and Loan (EAGL) system as required by the loan agreement (assumed to be quarterly), throughout the duration of this task. This task will begin upon receipt of funding (anticipated in summer/fall of 2024) through the end of design in 2025.

2.2 It is anticipated that Ecology will amend the design loan funding agreement to award construction funds, rather than execute a separate agreement with the CITY. Administration services associated with the construction funding will be provided in a future construction services task order.

3.0 Environmental and Cultural Resources Review

3.1 Assist the CITY with State Environmental Policy Act (SEPA), State Environmental Review Policy (SERP), and cultural resources review requirements for transmittal to regulatory authorities for review and action. An Environmental Impact Statement (EIS) is not anticipated to be required for this PROJECT. Should it be determined that an EIS must be prepared, it will be addressed in an Amendment to this Task Order.

4.0 Design Engineering

4.1 Call for utility locates prior to survey and perform topographic survey of the PROJECT area as required to complete design, plans, and specifications.

4.2 Prepare site topographic survey in AutoCAD format showing field-located improvements and utilities.

4.3 Attend monthly design meetings with CITY as needed to obtain input regarding existing and proposed improvements.

4.4 Provide and review 30, 60, and 90 percent plans, specifications, and cost estimate with CITY staff.

4.5 Submit plans and specifications to Ecology for review. Incorporate review comments and obtain Ecology approval.

4.6 Coordinate with Cascade Energy to determine availability of energy incentives.

4.7 Coordinate with Washington Department of Fish & Wildlife to determine feasibility of alternate flow-through outfall pond, to be stocked with fish in the future.

4.8 Prepare final design plans, specifications, and cost estimate for the CITY and provide a complete plan set, including plan sheets with construction notes and plan details.

4.9 Upon authorization from the CITY, furnish electronic copies of final documents suitable for bidding. It is assumed that the design will be bid in two (2) bid packages (Phase 1 and Phase 2), and delineation between which tasks are included in each phase will be determined prior to the 60 percent design phase. Preparation of final Phase 2 documents and bidding of Phase 2 will be included in a separate task order.

4.10 Prepare the advertisement for bids for Phase 1 work and transmit to newspapers as selected by the CITY. Advertising fees will be paid by the CITY.

4.11 Prepare and submit Construction Quality Assurance Plan for Phase 1 work to Ecology for approval.

4.12 Furnish one (1) electronic copy of the Phase 1 final plans and specifications for bidding and construction, to be posted on HLA's website. HLA will prepare a total of seven (7) paper copy sets of Phase 1 plans and specifications for CITY use. Additional bid packages will be considered additional services.

4.13 Answer and supply such information as requested by prospective bidders for Phase 1 work.

4.14 Prepare and issue addenda for Phase 1 bid, if necessary.

4.15 Attend Phase 1 bid opening and evaluate bids received for responsiveness.

4.16 Prepare tabulation of all Phase 1 responsive bids received by the CITY and review bidder's qualifications.

4.17 Make recommendation to the CITY of construction contract award for Phase 1 work to the lowest responsible bidder.

5.0 Additional Services

5.1 Provide professional engineering services for additional work requested by the CITY that is not included in this Task Order.

6.0 Items to be Furnished and Responsibility of the CITY

The CITY will provide or perform the following:

6.1 Provide full information as to the CITY's requirements for the PROJECT.

6.2 Assist HLA by providing all available information pertinent to the PROJECT, including previous reports, drawings, plats, surveys, utility records, and any other data relative to the design and construction of the PROJECT.

6.3 Examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by HLA and provide written decisions within a reasonable time so as not to delay the work of HLA.

6.4 Obtain approval of all governmental authorities with jurisdiction over the PROJECT, and approvals and consents from other individuals or bodies as necessary for completion of the PROJECT. This includes any public comment efforts, CITY Council presentations, or other public meetings. Pay all review fees and costs associated with obtaining such approvals.

6.5 Pay for all necessary testing costs.

6.6 Pay for PROJECT bid advertisement costs.

6.7 Pay for necessary building permit fees not paid by the Contractor.

TIME OF PERFORMANCE:

The services described above shall be completed as follows:

1.0 Design and Construction Funding Applications

1.1 Complete preconstruction funding application for submittal in October 2023.

1.2 Coordinate with Ecology staff to update construction cost estimate based upon 60% design progress and provide information as requested for them to provide letter of conditions for construction funding without requiring completion of construction funding application in October 2024.

2.0 Funding Administration

Time to prepare reports for Ecology will begin when the preconstruction funding agreement is finalized and will continue through the completion of design engineering. Preconstruction funding agreement execution is anticipated to be completed between July 2024 and January 2025.

3.0 Environmental and Cultural Resources Review

Time of completion for work will begin upon receipt of this signed Task Order (anticipated April 2023) and will conclude upon confirmation that design funding has been received (anticipated March 2024) and 30% design milestone has been reached.

4.0 Design Engineering

Time of completion for work directed by the CITY under this phase shall begin upon receipt of this signed Task Order (anticipated April 2023) to allow for PROJECT bidding in September 2025. Construction is anticipated to begin in October 2025. This schedule assumes that work will begin prior to execution of a funding agreement with Ecology, and work performed prior to funding award will be reimbursed by Ecology at a later date.

5.0 Additional Services

Time of completion for work directed by the CITY under additional services shall be negotiated and mutually agreed upon at the time service is requested by the CITY.

FEE FOR SERVICES:

For services furnished by HLA as described in this Task Order, the CITY agrees to pay HLA the fees as set forth herein. The amounts listed below may be revised only by written agreement of both parties.

1.0 Design and Construction Funding Applications

All work for this phase shall be performed on a time-spent basis at normal hourly billing rates included in our Agreement for Professional Services, plus reimbursement for non-salary expenses for the estimated fee of $30,000.00

2.0 Funding Administration

All work for this phase shall be performed on a time-spent basis at normal hourly billing rates included in our Agreement for Professional Services for the not to exceed fee of $30,000.00

3.0 Environmental and Cultural Resources Review

All work for this phase shall be performed on a time-spent basis at normal hourly billing rates included in our Agreement for Professional Services for the not to exceed fee of $35,000.00

4.0 Design Engineering

All work for this phase shall be performed for the lump sum fee of $4,415,000.00, based on the following estimated breakdown:

4.1 Preliminary Design (30% Submittal): $1,150,000

This task includes preparation of preliminary design layouts and utility routing for review with the CITY to guide design efforts.

4.2 Design Plans and Specifications (60% Submittal): $1,150,000

This task includes preparation of design plan and specifications for review with CITY to refine design focus and determine separation of Phase 1 and Phase 2 project tasks.

4.3 Design Plans and Specifications (90% Submittal): $2,000,000

This task includes preparation of design plans, specifications, and cost estimate necessary for funding and permitting agency review and approval.

4.4 Phase 1 Project Bidding: $115,000

This task includes preparation of Phase 1 final design plans, specifications, and cost estimate necessary for bidding. Costs for finalizing Phase 2 documents and bidding of Phase 2 will be included in a separate task order.

5.0 Additional Services

Additional work requested by the CITY not included in this Task Order shall be authorized by the CITY and agreed upon by HLA in writing prior to proceeding with services. HLA will perform additional services as directed/authorized by the CITY on a time-spent basis at the hourly billing rates in affect at the time of service, plus reimbursement for direct non-salary expenses such as laboratory testing, printing expenses, vehicle mileage, and outside consultants.

Proposed: _____ 4/19/2023

HLA Engineering and Land Surveying, Inc. — Date
Michael T. Battle, PE, President

Approved: _____ _____

City of Grandview — Date
Gloria Mendoza, Mayor

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

ITEM TITLE:	**AGENDA NO.** New Business 4 (C)
Resolution approving the final plat of Euclid Meadows PUD – Phase 1 located on North Euclid Road	**AGENDA DATE:** April 25, 2023
DEPARTMENT	**FUNDING CERTIFICATION** (City Treasurer) (If applicable)
Public Works Department	

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)

At the November 9, 2021 meeting, Council adopted Ordinance No. 2021-19 approving the final Planned Unit Development of "Euclid Meadows PUD" and approved the preliminary plat of Euclid Meadows PUD.

Following approval of the preliminary plat, the developer proceeded with the public infrastructure improvements for Euclid Meadows PUD subject to the conditions as outlined in the Hearing Examiner's report and per Grandview Municipal Code Section 16.24 Design Standards and Section 16.28 Improvements.

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.

Hayden Homes, LLC has completed the construction of the public infrastructure in accordance with the approved plans and specifications with the exception of the following that would be bonded for: asphalt paving, gravel roadway base, sidewalks, curb ramps, street signs, pavement markings, utility adjustments, park landscaping and structures, and property corners.

Grandview Municipal Code Section 16.12.030 and RCW 58.17.130 allows a bond in lieu of actual construction improvements prior to approval of a final plat. The contractor has provided a bond to guarantee the completion of the above-mentioned improvements as part of this approval process.

The final plat map for Euclid Meadows PUD – Phase 1 is attached for review.

ACTION PROPOSED

Move a resolution approving the final plat of Euclid Meadows PUD – Phase 1 located on North Euclid Road to a regular Council meeting for consideration.

RESOLUTION NO. 2023-____

A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON, APPROVING THE FINAL PLAT OF EUCLID MEADOWS PUD – PHASE 1 LOCATED ON NORTH EUCLID ROAD

WHEREAS, the developer, North 44 Homes, LLC, applied for preliminary plat approval for a 117-lot residential subdivision designated as Euclid Meadows PUD; and,

WHEREAS, on November 9, 2021, Council adopted Ordinance No. 2021-19 approving the final Planned Unit Development of "Euclid Meadows PUD" and approving the preliminary plat of Euclid Meadows PUD subject to conditions outlined in the Hearing Examiner's report and per Grandview Municipal Code Section 16.24 Design Standards and Section 16.28 Improvements; and,

WHEREAS, Hayden Homes, LLC has completed the construction of the public infrastructure in accordance with the approved plans and specifications with the exception of the following that will be bonded for: asphalt paving, gravel roadway base, sidewalks, curb ramps, street signs, pavement markings, utility adjustments, park landscaping and structures, and property corners; and,

WHEREAS, Grandview Municipal Code Section 16.12.030 and RCW 58.17.130 allow a bond in lieu of actual construction improvements prior to approval of a final plat,

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

Section 1. The Bond Cost Estimate of $834,370.50 is approved.

Section 2. The final plat known as Pappy's Landing – Phase 1 is approved.

Section 3. The Mayor is hereby authorized to sign the final plat, a copy of which is attached hereto and incorporated herein by reference.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on

MAYOR

_____

ATTEST:

_____

CITY CLERK

APPROVED AS TO FORM:

_____

CITY ATTORNEY

HLA
Engineering and Land Surveying, Inc.

April 18, 2023

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

Attn: Cus Arteaga

Re: Euclid Meadows Phase 1 Bond Acceptance
HLA Project No. 23007G

Dear Mr. Arteaga:

Per the City of Grandview's request, HLA Engineering and Land Surveying, Inc. (HLA), reviewed the proposed Bond Cost Estimate for the Euclid Meadows Phase 1 public improvements, as proposed by Hayden Homes, LLC.

Grandview Municipal Code 16.12.030 and RCW 58.17.130 allow a bond in lieu of actual construction of improvements prior to approval of a final plat. The proposed bond includes asphalt paving, gravel roadway base, sidewalks, curb ramps, street signs, pavement markings, utility adjustments, park landscaping and structures, and property corners.

HLA has reviewed the proposed Bond Cost Estimate of $834,370.50 and recommends the City Council approve the Bond for the public improvements associated with the requested Euclid Meadows Phase 1 plat approval.

If you have any questions, or need additional information during your review, please feel free to contact me at (509) 966-7000 or by email to bannen@hlacivil.com.

Very truly yours,

Digitally signed by
Benjamin A. Annen
Date: 2023.04.18
16:04:45-07'00'

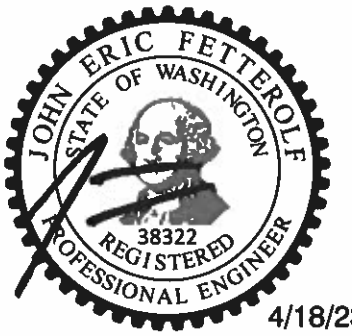
Benjamin A. Annen, PE

BAA/sms

Hayden Homes, LLC
Euclid Meadows Phase 1
Engineers Estimate for Performance Bond

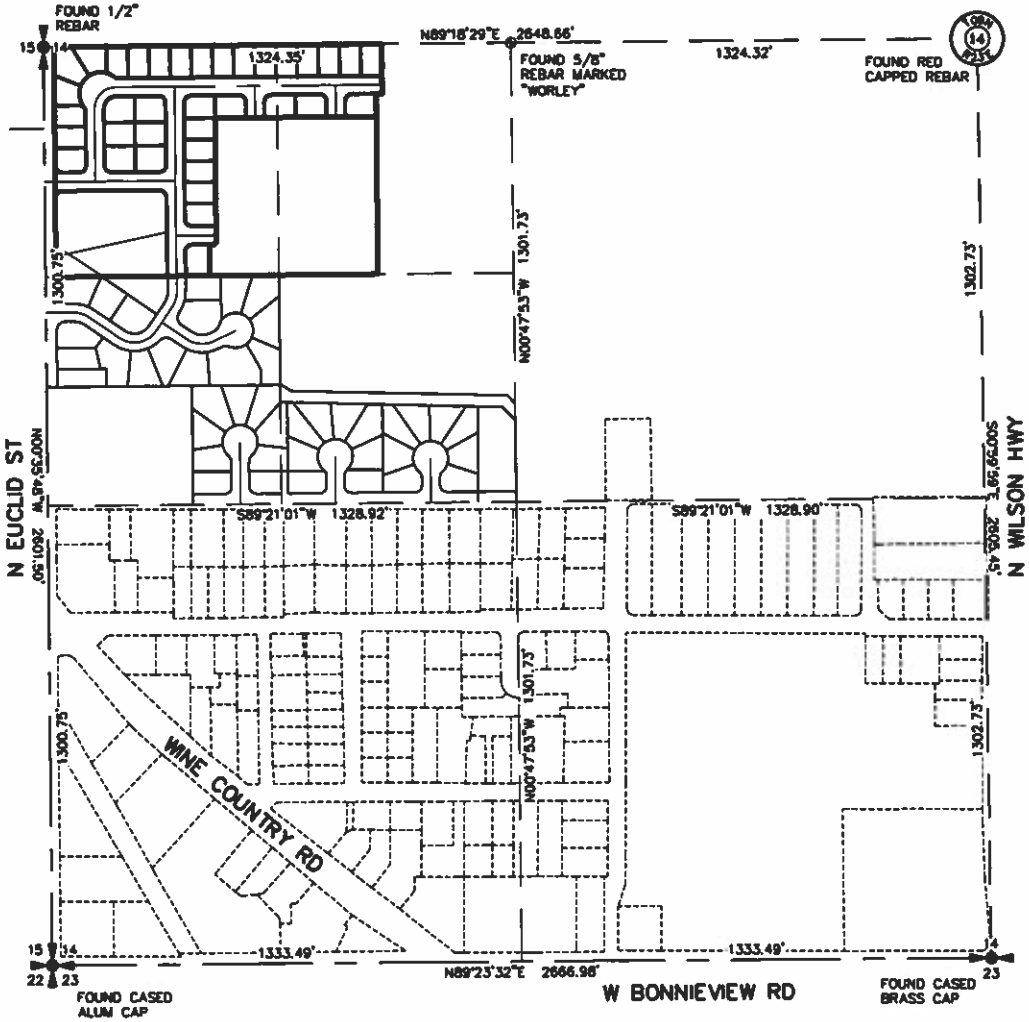
Site Improvements	Unit	Quantity	Unit Price	Extension
Miscellaneous				
Record Drawings	LS	1	$ 2,500.00	$ 2,500.00
Property Pins	LS	1	$ 3,500.00	$ 3,500.00
			Miscellaneous Total	**$ 6,000.00**
Streets				
3" CSTC	TN	1,726	$ 36.50	$ 62,999.00
3" HMA	TN	1,726	$ 130.00	$ 224,380.00
Sidewalk and Driveways	SF	6,308	$ 8.50	$ 53,618.00
Handicap Ramps	EA	28	$ 2,000.00	$ 56,000.00
Street Signs and Striping	LS	1	$ 16,780.00	$ 16,780.00
Utility Adjustments	EA	62	$ 185.00	$ 11,470.00
			Street Total	**$ 425,247.00**
Park Improvements				
Landscaping & Structures	LS	1	$ 125,000.00	$ 125,000.00
			Park Improvements Total	**$ 125,000.00**

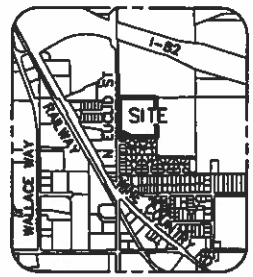
Project Total	**$**	**556,247.00**
50%	**$**	**278,123.50**
Bond Total	**$**	**834,370.50**



4/18/23

THE FINAL PLAT OF
EUCLID MEADOWS PUD - PHASE 1
NW 1/4 OF THE SW 1/4 SEC. 14, T.09N., R.23E., W.M., YAKIMA COUNTY, WASHINGTON





VICINITY SKETCH
NOT TO SCALE

PLAT CLOSURE

BEARING	DISTANCE	NORTH	SOUTH	EAST	WEST
N00°35'48"W	509.72	509.6924	0.0000	0.0000	5.3080
N89°18'29"E	17.72	0.2140	0.0000	17.7187	0.0000
N00°41'31"W	141.00	140.9897	0.0000	0.0000	1.7028
S89°18'29"W	929.49	0.0000	11.2261	0.0000	929.4222
S00°35'48"E	650.38	0.0000	650.3447	6.7728	0.0000
N89°19'45"E	912.00	10.6789	0.0000	911.9375	0.0000
		661.5750	661.5709	936.4290	936.4330

SCALE 1" = 250'
0 250 500 750

RIGHT-OF-WAY AND EASEMENT NOTES
① = HEREBY DEDICATED PUBLIC RIGHT-OF-WAY
Ⓐ = HEREBY DEDICATED PUBLIC UTILITY EASEMENT
Ⓑ = HEREBY DEDICATED PUBLIC SEWER EASEMENT
Ⓒ = HEREBY DEDICATED PUBLIC WATER EASEMENT

BASIS OF BEARING
NAD 83(11)
WA STATE GRID SOUTH ZONE
PER OPUS SOLUTION

EQUIPMENT USED
A THREE-SECOND TOTAL STATION
SPECTRA PRECISION RTK GPS

LEGEND
- o = SET 5/8" REBAR W/ BLUE PLASTIC CAP MARKED "STRATTON DCI 46886"
- ● = FOUND AS INDICATED
- ◉ = FOUND MONUMENT AS INDICATED
- ⊛ = SET CASED MONUMENT MARKED "46886"
- = EASEMENT
- = PROPERTY BOUNDARY
- = CENTERLINE
- = G.I.S. PARCELS

PLAT FOR
HAYDEN HOMES

SURVEYOR'S CERTIFICATE:
I, DEREK C INGALSBE, A LICENSED LAND SURVEYOR IN THE STATE OF WASHINGTON, HEREBY CERTIFY THAT THE PLAT OF "EUCLID MEADOWS PUD PHASE 1", AS SHOWN HEREON, IS BASED ON AN ACTUAL FIELD SURVEY OF THE LAND DESCRIBED, AND THAT ALL COURSES AND DISTANCES ARE CORRECTLY SHOWN, AND THAT SAID PLAT IS STAKED ON THE GROUND AS INDICATED HEREON.

DEREK C. INGALSBE LS46886 DATE

DRAFT

INDEX

¼ ¼	SEC	T.	R.
	14	09N	23E

AUDITOR'S CERTIFICATE
FILED FOR RECORD THIS _____ DAY OF _____ 20__ AT _____ M, UNDER YAKIMA COUNTY AUDITORS FILE NO. _____ AT THE REQUEST OF DEREK C. INGALSBE, P.L.S.

YAKIMA COUNTY AUDITOR DEPUTY

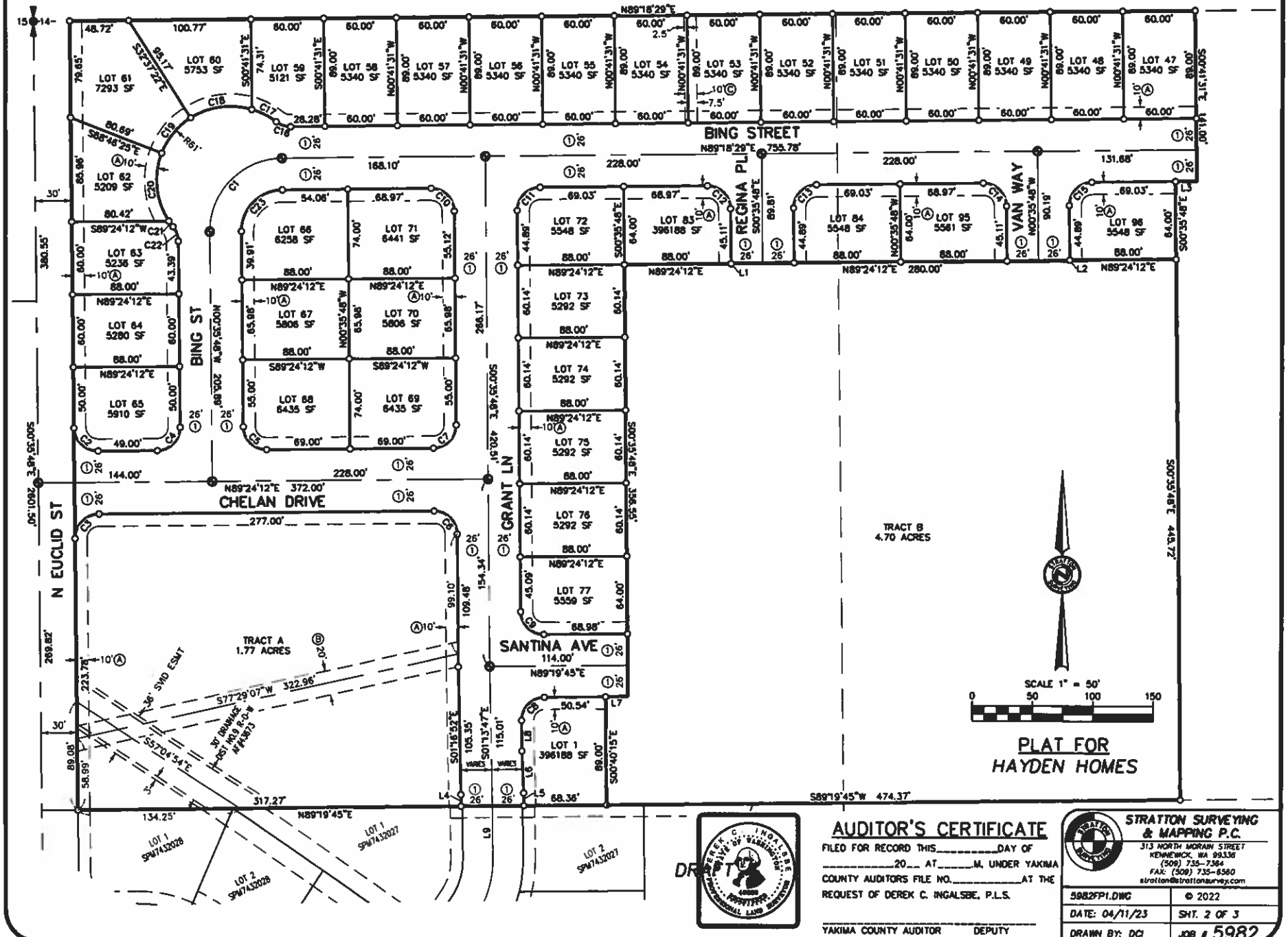
STRATTON SURVEYING & MAPPING P.C.
313 NORTH MORAIN STREET
KENNEWICK, WA 99336
(509) 735-7364
FAX: (509) 735-6560
stratton@strattonsurvey.com

5982FP1.DWG	© 2022
DATE: 04/11/23	SHT. 1 OF 3
DRAWN BY: DCI	JOB # 5982

22

NW 1/4 OF THE SW 1/4 SEC. 14, T.09N., R.23E., W.M.,
YAKIMA COUNTY, WASHINGTON

THE FINAL PLAT OF
EUCLID MEADOWS PUD -PHASE 1



AUDITOR'S CERTIFICATE

FILED FOR RECORD THIS _____ DAY OF
_____ 20___ AT _____ M. UNDER YAKIMA
COUNTY AUDITORS FILE NO. _____ AT THE
REQUEST OF DEREK C. INGALSBE, P.L.S.

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DATE: 04/11/23	SHT. 2 OF 3
DRAWN BY: DCI	JOB # 5982

THE FINAL PLAT OF
EUCLID MEADOWS PUD -PHASE 1
NW 1/4 OF THE SW 1/4 SEC. 14, T.09N., R.23E., W.M., YAKIMA COUNTY, WASHINGTON

DESCRIPTION

THE NORTH 10 ACRES OF THE WEST HALF OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 9 NORTH, RANGE 23, E.W.M. EXCEPT ROADS. AND EXCEPT DRAINAGE DISTRICT NO. 9 RIGHT OF WAY.
TOGETHER WITH THAT PORTION OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF TOWNSHIP 9 NORTH, RANGE 23, E.W.M. DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION; THENCE NORTH 89°18'29" EAST ALONG THE NORTH LINE OF SAID SOUTHWEST QUARTER DISTANCE OF 959.49 FEET TO THE TRUE POINT OF BEGINNING; THENCE LEAVING SAID NORTH LINE, SOUTH 00°41'31" EAST A DISTANCE OF 141.00 FEET; THENCE SOUTH 89°18'29" WEST A DISTANCE OF 17.72 FEET; THENCE SOUTH 00°35'48" EAST A DISTANCE OF 509.72 FEET TO THE SOUTH LINE OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION; THENCE ALONG SAID SOUTH LINE, SOUTH 89°19'45" WEST A DISTANCE OF 278.69 FEET TO THE SOUTHWEST CORNER OF SAID NORTHEAST QUARTER; THENCE NORTH 00°41'51" WEST ALONG THE WEST LINE OF SAID NORTHEAST QUARTER A DISTANCE OF 650.62 FEET TO THE NORTH LINE OF THE SOUTHWEST QUARTER OF SAID SECTION; THENCE NORTH 89°18'29" EAST ALONG SAID NORTH LINE A DISTANCE OF 297.32 FEET TO THE POINT OF BEGINNING AND THE END OF THIS DESCRIPTION.

CONTAINING 13.71 ACRES, MORE OR LESS.
SITUATE IN YAKIMA COUNTY, WASHINGTON

DEDICATION AND WAIVER OF CLAIMS

WE, THE UNDERSIGNED, HEREBY CERTIFY THAT WE ARE ALL PARTIES HAVING OWNERSHIP INTEREST IN THE LAND HEREON DESCRIBED, HAS WITH THE FREE CONSENT OF SAID PARTIES AND IN ACCORDANCE WITH THEIR DESIRES CAUSED THE SAME TO BE SURVEYED AND LONG PLATTED AS SHOWN HEREON, DOES HEREBY DEDICATE THE RIGHTS-OF-WAY SHOWN HEREON AS PUBLIC DEDICATION TO THE USE OF THE PUBLIC, DOES HEREBY WAIVE ON BEHALF OF ITSELF AND ITS SUCCESSORS IN INTEREST ALL CLAIMS FOR DAMAGES AGAINST THE CITY OF GRANDVIEW AND ANY OTHER GOVERNMENTAL AUTHORITY WHICH MAY BE OCCASIONED TO THE ADJACENT LAND BY THE ESTABLISHED CONSTRUCTION, DRAINAGE AND MAINTENANCE OF SAID DEDICATED RIGHT-OF-WAY AND DOES HEREBY DEDICATE THE EASEMENTS AS SHOWN HEREON FOR THE USES INDICATED.

HDP EUCLID MEADOWS LLC

_____
SIGNED TITLE DATE

ACKNOWLEDGEMENT

STATE OF _____

COUNTY OF _____

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT _____ IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE/SHE SIGNED THIS INSTRUMENT, ON OATH STATED THAT HE/SHE WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS THE _____ OF, HDP EUCLID MEADOWS LLC, TO BE THE FREE AND VOLUNTARY ACT OF SUCH PARTY FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

DATED: _____

_____
PRINTED NOTARY PUBLIC

_____
SIGNED NOTARY PUBLIC MY APPOINTMENT EXPIRES

NOTARY STAMP
BLACK INK ONLY

IRRIGATION APPROVAL

I HEREBY CERTIFY THAT THE PROPERTY DESCRIBED HEREIN IS LOCATED WITHIN THE BOUNDARIES OF THE CITY OF GRANDVIEW, THAT THE IRRIGATION EASEMENTS SHOWN ON THIS PLAT OF GRANDRIDGE ESTATES PHASE 1 ARE ADEQUATE TO SERVE ALL LOTS SHOWN HEREON. I FURTHER CERTIFY THAT THOSE LOTS WHICH ARE ENTITLED TO IRRIGATION WATER UNDER THE OPERATING RULES AND REGULATIONS OF THE DISTRICT HAVE SATISFIED THE REQUIREMENTS OF RCW 58.17.310, AND THAT ALL ASSESSMENTS HAVE BEEN PAID THROUGH THE YEAR 20__A.D.

_____
GRANDVIEW CITY PUBLIC WORKS DIRECTOR DATE

APPROVALS

APPROVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, WASHINGTON THIS _____ DAY OF _____, 20__

_____
CITY MAYOR DATE

_____
ATTEST: CITY CLERK DATE

APPROVED AS TO THE SURVEY DATA LAYOUT OF STREET, ALLEYS AND OTHER RIGHT-OF-WAYS SHOWN HEREON.

DATED _____ DAY OF _____, 20__

_____
GRANDVIEW CITY PUBLIC WORKS DIRECTOR

CITY TREASURERS CERTIFICATE

I HEREBY CERTIFY THAT ALL CHARGEABLE REGULAR AND SPECIAL ASSESSMENTS COLLECTIBLE BY THIS OFFICE THAT ARE DUE AND OWING ON THE PROPERTY DESCRIBED HEREON HAVE BEEN PAID TO AND INCLUDING THE YEAR _____ A.D., TAX PARCEL NO. _____

_____
CITY OF GRANDVIEW TREASURER DATE

COUNTY TREASURERS CERTIFICATE

I HEREBY CERTIFY THAT ALL CHARGEABLE REGULAR AND SPECIAL ASSESSMENTS COLLECTIBLE BY THIS OFFICE THAT ARE DUE AND OWING ON THE PROPERTY DESCRIBED HEREON HAVE BEEN PAID TO AND INCLUDING THE YEAR _____ A.D., TAX PARCEL NO. _____

_____
YAKIMA COUNTY TREASURER DATE

CURVE TABLE					
CURVE	LENGTH	RADIUS	Δ	CH DIREC.	CHORD
C1	94.15	60.00	89°54'17"	S44°21'20"W	84.78
C2	30.44	20.00	87°12'21"	S47°03'56"E	27.59
C3	31.42	20.00	90°00'00"	S44°24'12"W	28.28
C4	29.85	19.00	90°00'00"	N44°24'12"E	26.87
C5	29.85	19.00	90°00'00"	S45°35'48"E	26.87
C6	29.85	19.00	90°00'00"	N45°35'48"W	26.87
C7	29.85	19.00	90°00'00"	N44°24'12"E	26.87
C8	29.82	19.00	89°55'33"	S44°21'58"W	26.85
C9	29.87	19.00	90°04'27"	S45°38'02"E	26.89
C10	29.88	19.00	90°05'43"	N45°38'40"W	26.89
C11	29.81	19.00	89°54'17"	S44°21'20"W	26.85
C12	29.88	19.00	90°05'43"	N45°38'40"W	26.89

CURVE TABLE					
CURVE	LENGTH	RADIUS	Δ	CH DIREC.	CHORD
C13	29.81	19.00	89°54'17"	S44°21'20"W	26.85
C14	29.88	19.00	90°05'43"	N45°38'40"W	26.89
C15	29.81	19.00	89°54'17"	S44°21'20"W	26.85
C16	12.79	19.00	38°34'51"	S71°24'06"E	12.55
C17	22.63	61.00	21°15'08"	N62°44'14"W	22.50
C18	52.44	61.00	49°15'34"	S82°00'25"W	50.84
C19	38.49	61.00	36°09'03"	S39°18'06"W	37.85
C20	58.44	61.00	54°53'21"	S06°13'06"E	56.23
C21	5.87	61.00	5°30'53"	S36°25'13"E	5.87
C22	12.79	19.00	38°34'51"	N19°53'14"W	12.55
C23	53.35	34.00	89°54'17"	S44°21'20"W	48.04

LINE TABLE		
LINE	LENGTH	DIRECTION
L1	0.38	S00°35'48"E
L2	0.38	S00°35'48"E
L3	17.72	S89°18'29"W
L4	9.55	S00°40'15"E
L5	10.45	S00°40'15"E
L6	34.74	S02°40'15"E
L7	18.48	S89°19'45"W
L8	24.85	S00°35'48"E
L9	44.10	N00°40'28"W

CITY NOTES

1) ALL SIDEWALKS IN PHASE 1 TO BE COMPLETED WITHIN 24 MONTHS OF THE FINAL RECORDED DATE OF PHASE 1

PLAT FOR

HAYDEN HOMES

DEREK C. INGALSBE — STATE OF WASHINGTON — 48888 — REGISTERED PROFESSIONAL LAND SURVEYOR

DRAFT

AUDITOR'S CERTIFICATE

FILED FOR RECORD THIS_____DAY OF _____20__ AT_____M. UNDER YAKIMA COUNTY AUDITORS FILE NO._____AT THE REQUEST OF DEREK C. INGALSBE, P.L.S.

_____
YAKIMA COUNTY AUDITOR DEPUTY

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FAX: (509) 735-6560
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CITY OF GRANDVIEW

HOUSING ACTION PLAN UPDATE

APRIL 25, 2023

POLICY ANALYSIS AND POLICIES

- Analysis of progress to meet housing targets
- Evaluation of Comprehensive Plan Housing Element
- Evaluation of implementation of the schedule of programs and actions
- Development of Goals and Strategies for housing
- Development of Goals and Strategies for minimizing displacement

GOALS OF THE HOUSING ACTION PLAN

- Increase housing supply
  - Increase the variety of housing types
  - Increase the supply of housing affordable to all income levels
- Streamline the permitting process
- Incentivize development of affordable housing
- Pursue funding and partnerships for housing
- Minimize displacement risk for the community

NEXT STEPS

- Continue to develop strategies and policies for housing and anti-displacement
- Compile the Analysis and Goals, Strategies, and Policies into a single document
- Bring updated drafts back to council for input and eventual adoption

QUESTIONS?

Byron Gumz
byron.gumz@yvcog.org
(509)759-7994

Albert Miller
albert.miller@yvcog.org
(509)759-7995

Housing Policy Review

Analysis of Progress to Meet Housing Goals

The 2016 Grandview Comprehensive Plan Update listed the number of households as 2,996, with a population of 10,862, demonstrating rapid growth from those numbers in 1970 (1,258 households and 3,605 residents, respectively). The total vacancy rate in 2010 was 4.5%, coming close to the desired vacancy rate of 5%. However, as we see today, most of the vacancy rate was considered "other vacant," meaning houses that were vacant but not available for those who needed housing (vacation rentals, abandoned houses, etc...). The vacancy rate for "for sale only" houses was 0.8%, and for rental properties it was 1.8%, both of which fell far short of the desired 5% vacancy rate.

The housing element of the comprehensive plan predicted population growth that would reach 13,137 people by 2035. In order to reach those needs, 566 housing units would need to be created. This Housing Action Plan predicts a smaller rate of growth based on observed growth since 2016, and predicts approximately 12,016 people by 2040, and require an additional 327 housing units at a variety of income levels.

As far as progress towards meeting the housing goals established in 2016, the current number of housing units in Grandview is 3,321, a decline from the number in 2016, which was 3,362. Between 2010 and 2021, 271 units have been constructed, representing approximately 24.6 units per year. At that rate, the initial goal of the comprehensive plan will not be satisfied, though it will fulfill the projected goal of the Housing Needs Assessment found in this document.

Comprehensive Plan Review

Goals and Policies of the Housing Element of the Grandview Comprehensive Plan

GOAL 1: Provide safe and sanitary housing for all persons within the community.

Policy Reviewed:

Policy 1.1 Support the development of a housing stock that meets the varied needs of the present community while attracting higher income residents.

Objective 1: Encourage the construction of new units to increase the local housing supply. New construction should provide for a moderate- to low-income and senior housing market demand as well as upscale residences. It should also provide for an appropriate mix of housing types and intensities (single-family, multifamily, group homes, adult family homes).

Objective 2: Encourage manufactured housing parks and subdivisions that are well designed and compatible with neighboring land uses.

Objective 3: Allow, on individual lots, manufactured housing that meets accepted standards for manufactured housing and is permanently affixed to a foundation.

Objective 4: Encourage and support the rehabilitation of older homes.

Objective 5: Encourage infilling in residential areas.

Objective 6: Encourage more medium and high-value residential construction.

Analysis:

The median income in Grandview rose from $35,321 to $52,500 between 2010 and 2021, indicating a substantial rise in high income residents, as well as a trend towards encouraging more medium and high-value residential construction. This is also demonstrated from the median home value in Grandview, which rose from $124,400 in 2016 to $155,400 in 2021. The number of housing units valued at over $500,000 increased from 0 in 2016 to 32 in 2021. These increases are the product of both construction and increasing home prices, but all indicators demonstrate that high-income housing has increased. Additionally, parts of the municipal code ensure that Objective 2 is met. A Manufactured Home Park District exists with site design requirements that ensure accepted standards and compatibility with neighboring land uses. New manufactured homes are also an allowed use in the MR, R-1S, R-1, R-2, R-3, and R1P zoning districts, so long as they meet all required design criteria.

Regarding rehabilitation of older homes, some sections of the municipal code address historic preservation, but not extensively beyond requirements of the Critical Areas ordinance, and options for adaptive re-use in generally non-compatible zoning districts. A more robust historic preservation element would allow options for tax credits, special valuations, and incentives for preservation of historic elements. Additionally, community development block grants are useful in restoring and sustaining historic housing stock.

Policy 1.2: Support the implementation of public housing programs in partnership with private developers that supplement the efforts of local developers in meeting the housing needs of the community.

Objective 1: Pursue programs to expand the housing options of low and moderate-income groups and the elderly.

Objective 2: Coordinate public programs with the activities of local developers to provide for the optimal utilization of community resources.

Policy 1.3: Support housing availability to meet the needs of all income groups.

Objective 1: Make current housing information available to potential developers and encourage its use in the consideration of development alternatives.

Objective 2: Provide for the periodic updating of existing plans and development regulations (e.g., comprehensive plan and zoning ordinance) and ongoing analysis of housing problems.

Objective 3: Ensure that all new housing developments pay for the cost of providing utilities, streets, parks and public safety requirements.

Policy 1.4 Encourage higher dwelling unit values to at least cover the cost of general municipal services.

Objective 1: Encourage more neighborhood development in various price ranges with amenities within the development.

Objective2: Improve enforcement of the Uniform Building Code, Uniform Housing Code, zoning ordinance and the nuisance code to remove junk vehicles, enforce parking regulations, reduce overcrowded homes, and finds ways to remove blighted conditions.

Policy Reviewed:

GOAL 2: Residential areas that are safe, sanitary and attractive places to live will be established and maintained in Grandview.

Policy 2.1: The City of Grandview will ensure and facilitate the provision of municipal services appropriate to the density of residential development.

Policy 2.2: The initial cost of providing municipal services to serve new residential developments will be borne by the developer.

Policy 2.3: The City of Grandview will work cooperatively with other public agencies, private institutions, and organizations to foster housing rehabilitation in suitable areas.

Analysis:

GMC 16.28 indicates that all street improvements and utilities shall be installed per the specifications of the chapter and at the expense of the developer in new subdivisions. While deferral is offered as an option, it is conditional and may be accompanied by a deposit by the developer. Improvements are a requirement of all proposed subdivisions, ensuring municipal services in new housing projects city-wide.

Policy Reviewed:

GOAL 3: Encourage a mixture of housing types and densities throughout the UGA that are compatible with public service availability.

Policy 3.1: Support the development of regional strategies to address the housing needs of the UGA.

Objective 1: Land use controls shall govern the distribution of housing types by establishing overall density.

Objective 2: Density of development shall be based on: the existing land use pattern, the availability of public services, municipal service plans and the initial provision of services by the developer.

Objective 3: Criteria shall be developed for establishing levels of services required for different densities of development.

Analysis:

Housing types in Grandview are still predominantly single-family detached homes, with 63% of all housing units falling into that category. Average single-family percentages across smaller communities in the county range between 60%-70%. The next largest percentage in Grandview is represented by mobile homes at 12%, and duplexes and multi-family units represent less than 5% each. While density is regulated by zoning requirements and design criteria, and allows for some flexibility and the implementation of missing middle solutions such as zero-lot line housing and accessory dwelling units, there are some are some restrictions that limit density. The clearest restriction is the inclusion of lot size requirements in the comprehensive plan. This is not a typical inclusion in comprehensive plans, since it limits flexibility and the agency of city councils to make necessary or desired changes. The result is a limitation on what the city can do regarding changing density requirements within the city. The other major barrier is a lot size requirement for multi-family housing in the R-3 zoning district. The minimum lot size for a four-plex in the R-3 is 3,000 sq. ft. for each dwelling unit (12,000 sq. ft. total), but then an additional 6,000 sq. ft. for each unit above four. This places a substantial barrier to efforts to create multi-family housing even in the highest density zoning district of Grandview, which limits the implementation of the goals and policies established in the housing element of the comprehensive plan.

Zoning and Subdivision Code Review

The city of Grandview has four different categories of residential zoning ranging in density from Single-Family Residential Suburban (R-1S) to High Density Residential (R-3). Title 17 of the municipal code regulates these zoning districts, and outlines requirements for single-family, two-family, and multi-family dwellings. Title 16 regulates subdivisions, and provides specifications for processing and design standards. Specifics regarding missing middle categories such as zero-lot line and accessory dwelling units can be found in these titles. As written, the zoning and subdivision ordinance aligns well with the goals and policies of the housing element of the Grandview Comprehensive Plan, but some improvements could be made to better align it with these goals and policies.

Zoning Districts

The Grandview Municipal Code allows for housing in the following residential zoning districts:

Single-Family Residential Suburban District (R-1S) – the R-1S suburban district is established to provide a low density residential environment permitting four dwelling units per acre. Lands within this district should contain suburban residential development with large lots and expansive yards. Structures in this district are limited to single-family conventional dwellings.

Low Density Residential District (R-1) – The R-1 low density residential district is established to provide a low density residential environment. Lands within this district generally should contain single-family conventional dwellings with smaller lots and useful yard spaces. Established for residential areas which would be compatible for both site-built and factory-assembled homes and to prohibit the development of incompatible uses that are detrimental to the residential environment. The intent of this district is to provide neighborhoods for site-built and factory-assembled homes on platted lots. Certain public facilities and institutions may also be permitted provided their nature and location are not detrimental to the intended residential environment.

Medium Density Residential District (R-2) – The R-2 district is established to provide a medium density residential environment. Lands within this district generally should contain multiple unit residential structures of a scale compatible with structures in lower density districts with useful yard spaces. The R-2 district is intended to allow for a gradual increase in density from low density residential districts and, where compatible, can provide a transition between different use areas.

High Density Residential District (R-3) – The R-3 district is established to provide a high density residential environment. Lands within this district generally contain multiple-unit residential structures of a scale compatible with the structures in low density districts and with useful yard spaces. The R-3 district is intended to allow for a gradual increase in density from lower density

residential districts and, when compatible, can provide a transition between different use areas.

Neighborhood Business District (C-1) – Single-family residential use is allowed within business structures. Such residential use shall not exceed 40 percent of the business structure and the residence's entrance must not front on the same street as the business entrance. In addition, said residence must be occupied only by the owner or manager of the business in which the residence is located.

Manufactured Home Park District (MR) – Manufactured Home Parks are a conditional use only within the MR zoning district of Grandview. Specific requirements for application process, siting standards, and development standards can be found in GMC 17.20.

Types of Housing

The Grandview Municipal Code provides the following definitions for the types of housing allowed within the city:

"Apartment Building" means a building arranged, intended, or designed to be occupied by three or more families living independently of each other.

"Dwelling" means a building designed exclusively for residential purposes, including one-family, two-family, or multiple-family dwellings, but not including hotels or motel units.

"Multiple dwelling" means a building used or designed as a resident for three or more families living independently of each other doing their own cooking therein. This includes apartment houses and flats.

"One-family dwelling" means a detached dwelling designed for or occupied exclusively by one family.

"Two-family dwelling" means a building designed for or occupied exclusively by two families living independently of each other, except that common laundry facilities are allowed.

"Dwelling unit" means a building or portion thereof providing complete housekeeping facilities for one family.

"Manufactured home" means a single-family dwelling built according to the United States Department of Housing and Urban Development Manufactured Home Construction Safety Standards Act, which is a national preemptive building code. A manufactured home also: (A) includes plumbing, heating, air conditioning, and electrical systems; (B) is built on a permanent chassis; and (C) can be transported in one or more sections with each section at least eight feet wide and 40 feet long when transported, or when installed on site is 320 square feet or greater.

"Manufactured home park" means a tract of land under single ownership or control upon which two or more manufactured homes occupied as dwellings may be located.

"Mobile home" means a factory-built dwelling built prior to June 15, 1976, to standards other than the United States Department of Housing and Urban Development Code, and acceptable under applicable state codes in effect at the time of construction or introduction of the home into the state. Mobile homes have not been built since the introduction of the United States Department of Housing and Urban Development Manufactured Home Construction and Safety Act.

"Community Service Housing" means a facility that principally offers or provides subsidized housing on a daily, weekly or monthly basis and provides one or more of the additional following services at a cost, if any, subsidized by charitable or government agencies, including (A) meals and food; (B) child or adult day care services; (C) employment, substance abuse, or behavior counseling; and (D) medical, dental or mental health services; regardless of whether such community social and health welfare services are provided on premises or off the premises for the benefit of such residents.

Types of housing allowed in each residential zoning district:

	Maximum Density	Single-Family	Duplex	Multi-Family	Zero Lot Line	Mobile/Manufactured Home	Mobile Home Parks	Manufactured Home Park
R1-S	4 DU/NRA	P	X	X	X	P	X	**
R1	5.5 DU/NRA	P	X	X	X	P	X	**
R2	11 DU/NRA	P	P	X	P	X	X	**
R3	11 DU/NRA	P	X	P*	P	P	CU	**

P – Permitted Use

CU – Conditional Use

X – Not Permitted

*-- Lot size requirements may be prohibitive when it comes to multi-family dwellings over 4 units

** -- Manufactured Home Parks are only allowed in the Manufactured Home Park District and only with a conditional use permit. Specifications for these proposals can be found in GMC 17.20.

Buildable Lands

Reduce Minimum Lot Sizes

Reducing minimum lot sizes is a key strategy to make efficient use of public infrastructure and increase affordability. It increases a community's capacity by allowing a greater number of dwelling units, particularly in areas close to transit and other amenities. It also provides ways to develop lots with smaller yards that do not require a lot of time or effort to maintain. In growing communities with significant vacant tracts of land, reductions in the minimum lot size carry one of the best opportunities to accommodate growth needs within compact areas. This can limit the need to expand the urban growth area and expand infrastructure to serve it. Such changes also increase opportunities for homeownership.

Policies

- Establish design standards for lots smaller than 5,000 square feet to ensure layouts that create an attractive streetscape and provide usable private open space for residents.
- Allow zero lot line development and shared-access lots.
- Minimum lot sizes for detached single family dwellings should not be smaller than 2,500 square feet.

Integrate Floor Area Ratio Standards

Floor area ratio (FAR) is the ratio of a building's total floor area (gross floor area) to the size of the piece of land upon which it is built. Since FAR focuses entirely on building massing, it's often seen as a good alternative to density regulations (maximum number of lots or dwelling units per acre) in multifamily and mixed-use zones. This option can allow for a greater number and mix of unit types and sizes since the number of units isn't regulated. FAR standards are also often used in addition to density regulations where there's a strong desire to limit the number of dwelling units and the size of buildings.

Policies

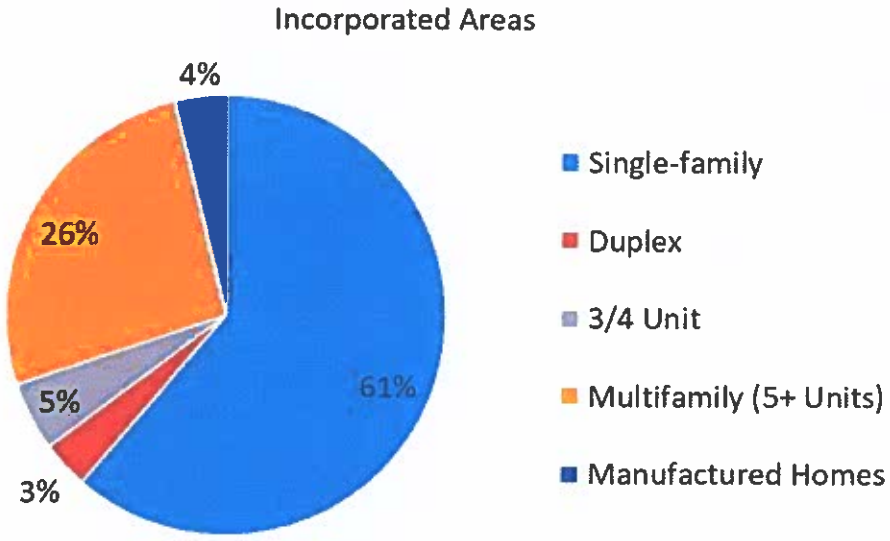
- Create design guidelines to ensure that such buildings can be well integrated into the existing and planned community context.
- Consider creating a 3-D massing model to test FAR limits and help to communicate how potential development might be integrated into the community context. Use caution with such models, however, and clearly communicate that such models are for illustrative purposes only. Carefully consider the appropriate level of detail that might work best for your particular context (e.g., conceptual massing models will be less expensive to develop and may be more effective in some cases, while a more detailed photo-realistic model might be more appropriate where ground level views are sought).
- Consider how FAR is calculated. The basic concept is to calculate all visible floor area (i.e., floor area above grade). The terms should clarify what's included in floor area calculations (e.g., partial floors? vaulted ceiling space? below-grade space?). Some communities don't count desired elements, such as structured parking, affordable units, community meeting rooms or other communal spaces.
- Consider using FAR for infill development to complement the scale of existing development. For example, examine the typical FARs of existing residential buildings and consider applying an FAR standard that's generally consistent with the established pattern. Then adjust the list of permitted housing types and/or density to match objectives. Additional setback, lot coverage and/or other site/building design standards might supplement the FAR standards to help meet community design and compatibility goals.

Increase Allowed Housing Types in Existing Zones

In many communities, the only housing choices are single-family homes on large lots or medium to large multifamily buildings. Such limited options do not reflect the wide range of needs of differing family sizes, household incomes and cultural groups. One solution is encouraging a larger variety of housing types, often referred to as the "missing middle" as they are middle-sized housing, aimed at people with middle-incomes. In general, these types are more affordable than detached single-family homes and offer a greater range of design and locational choices than apartment buildings can offer. They also offer more flexible ways for communities to add compatible density into established neighborhoods and provide more opportunities for residents to have stability and build wealth through homeownership.

In some cases, such housing types and configurations may not be explicitly prohibited, but code standards such as density limits, lot size minimums, setbacks or parking requirements, along with a lack of code support, creates unpredictability and discourages their construction. Another factor in these housing types "missing" in communities is that local developers, particularly areas outside of the Puget Sound region, lack experience and interest in building these housing types due to greater uncertainty in the financial return. The 2000 Census of housing structures by type shows that 8% of units in incorporated areas in Washington state are two, three and four units.

Housing Structure by Type in Washington State



Based on 2000 U.S. Census data for statewide occupied housing units in incorporated areas, www.ofm.wa.gov.

"Missing Middle" Housing Types

Subsection	Housing Type	Examples	Density Range (net)
Z-6a	Cottage housing	 	6-20 du/acre
Z-6b	Duplex, triplex, four-plex	 	8-32 du/acre
Z-6c	Townhouse	 	12-40 du/acre
Z-6d	Courtyard Apartments	 	12-40 du/acre
Z-6e	Micro-housing	 	40-400+ du/acre

Note: du/acre = dwelling units per acre

Cottage Housing

Cottage housing typically refers to a cluster of small dwelling units (generally less than 1,200 square feet) around a common open space. The cluster arrangement around a common open space also offers a model that's been very attractive to empty nesters, singles, couples and even some small families. They offer a development approach that is appropriate and compatible with low-density residential neighborhoods. While the construction cost per square foot is often higher than a larger traditional single-family home, their smaller size makes them more affordable than a typical single-family residence. While cottage clusters may be on a single lot and rented like an apartment complex or divided into separate condominiums, most cottages today are built on fee simple lots with common areas maintained by a homeowners' association.

Policies

- Include standards to ensure that porches are required and orient towards common open space(s) and are wide enough to be useful (seven feet wide or more is preferred).
- Create design standards for both common open spaces and semi-private open spaces for individual cottages. Common open spaces should be the focal point of a development with at least half of the cottages in a cluster directly facing the space.
- Require areas for shared use. Ex) lawn areas should be paired with an adjacent hard surfaced patio area. A shared community building could provide a space for gathering and sharing tools.
- Provided shared parking areas off to the side or rear of the development. Attached storage garages are limited to a single vehicle in size and shall be designed to minimize visual and functional impacts on the common open space.

Duplexes, Triplexes and Fourplexes

Duplexes are broadly defined as a building that includes two dwelling units. They can be side by side, stacked, or a combination of the two. They are an efficient form of housing often integrated into pre-war residential neighborhoods. Triplexes and fourplexes are similar with three or four units.

Policies

- Create design guidance to help multi-unit housing fit into existing neighborhoods. Key design issues include:
  - Emphasize that unit entries and windows are directed towards the street.
  - Locate driveways and garages to the side of the construction if possible.
  - Encourage articulated facades/rooflines to promote neighborhood compatibility.
  - Ensure usable private open space.
- Allow duplexes on corner lots in single-family zones when they are designed to look more like single-family homes.
- Create separate minimum setbacks for private garages to reduce their visual impacts and provide enough off-street parking without obstructing sidewalks.
- Consider removing single-family zoning and renaming it low-density residential.

Townhouses

Townhouses are dwelling units that share walls with other residential units, but have their own front stoop or porch, yard or balcony, and are usually owner-occupied. Townhouse buildings typically contain between three to six units. Most units feature their own private garage, located underneath the dwelling unit. Most modern townhouses feature two bedrooms, though many integrate three or four bedrooms.

Policies

- Remove lot size minimums to allow flexibility in the size and design of townhouses, or if lot size standards are used, they should be sized to allow typical two-bedroom units, which typically have a footprint of around 500 square feet. Typical townhouse lots range from 14 feet for a unit with a single car-width garage to 30 feet for larger townhouses.
- Exempt townhouses from internal side yard setbacks.
- Create design standards to ensure that townhouses fit into the existing or desired neighborhood context. Key design issues include:
    - Location and design of driveways and garages in relation to the sidewalk and pedestrian environment
    - Location and design of private internal roads
    - Location and design of unit entries
    - Articulated facades/rooflines
    - Provisions for usable open space
    - Fire department access and service vehicle circulation

Courtyard Apartments

Courtyard apartments are small multifamily buildings surrounding a courtyard that opens onto a street. Courtyard apartments are typically up to three stories and consist of multiple side-by-side and/or stacked dwelling units accessed from a courtyard or series of courtyards. The courtyards provide space for social connections among residents.

Policies

- Consider as an option in higher-intensity single-family zones or low-intensity multifamily zones where standard apartment complexes may be less acceptable to the community.
- Create design standards to ensure that courtyard apartments fit into the existing or desired neighborhood context. Key design issues include:
    - Courtyard size and design standards
    - Location and design of unit entries (oriented towards courtyard)
    - Location and design of parking areas
    - Articulated facades/rooflines (to promote neighborhood compatibility)

Micro-housing

Micro-housing is a very small dwelling unit. Sightline Institute describes them as the modern-day equivalents of rooming houses, boarding houses, dormitories and single-room occupancy (SRO) hotels, and they come in two main forms:

1. Congregate housing "sleeping rooms" are often in the 140-200 square-foot range and may include private bathrooms and kitchenettes. Shared facilities include kitchens, gathering areas and other common amenities for residents.
2. A small efficiency dwelling unit (SEDU) is a very small studio apartment including a complete kitchen and bathroom.

These very small units provide a relatively affordable unsubsidized option for renters.

Policies

- Create design standards to enhance site and building design and promote neighborhood compatibility.
- Require open space standards.
- Reduce parking requirements to reflect unit size and tenant mix.
- Review zoning standards to increase maximum density limits.
- Update building and zoning codes for minimum apartment size requirements.

Increase or Remove Density Limits

Regulating the maximum number of units per acre is one of the most commonly used tools to regulate the intensity of residential development in Washington jurisdictions. However, there are two notable drawbacks to the units/acre regulating approach beyond simply limiting density:

1. They penalize smaller units by design, as each dwelling unit, whether it is 500 square feet or 5,000 square feet, counts as one dwelling unit. As such the standard can shift development towards larger, more expensive units.
2. Most residents have a difficult time understanding what density looks like. When quizzed on the subject, community members often convey that the design of the streetscape, front yards and building frontages matter more to them.

Removing or relaxing such density limits are ways to increase the supply, diversity and affordability of housing.

Policies

- Communicate the need for such change, such as information from the housing needs assessment.
- Communicate the benefits of the strategy and link to community goals and policies.
- Illustrate case studies and example development scenarios to show how proposed changes would work on a key site.
- Couple with other tools to mitigate negative impacts and enhance the design of development. Effectively communicate those tools to community participants. Notable examples:
    - Form-based code or design standards and/or guidelines
    - Height limit, setbacks and minimum open space standards
    - Floor area ratio caps
    - Streetscape improvements (most notably planting strips with street trees)
- Consider and clarify community infrastructure and service implications.

Revise ADU Standards

Accessory dwelling units (ADUs) are small dwelling units that are either attached to the primary dwelling or in a detached structure that is typically placed to the side or rear of the primary dwelling. ADUs have long been an important option for communities to add variety and housing choice in single-family neighborhoods.

ADUs can provide low-cost housing in established neighborhoods. They provide dwelling opportunities for extended family members and small households that prefer a neighborhood setting over apartment living.

Typical ADU ordinances require that such units be placed within or to the rear of a home. This configuration minimizes visual impacts of such units on the streetscape.

Policies

- Collaborate with homeowners and prospective ADU developers and renters to help design ADU provisions that balance housing needs while minimizing neighborhood impacts.
- Consider allowing an ADU on any lot regardless of lot size.
- Consider offering pre-designed plans to encourage more ADU development.
- Consider allowing modular units and tiny homes (small dwelling units on a foundation with between 150-400 square feet of habitable floor area) as ADUs.
- Consider allowing the conversion of garages to ADUs.

Offer Density and/or Height Incentives for Desired Unit Types

In communities with a deficit of small affordable units and areas where height and/or density bonuses are under consideration, such bonuses to allow for buildings integrating a certain percentage of small units (under a specific size, such as 600 square feet) may be a good option. Alternatively, communities could adjust the way that density is measured to allow for discounts for very small units (i.e., density unit equivalent). On the other hand, many urban communities have a shortage of larger multi-bedroom apartment units to serve families with children. Density bonuses could be used to incentivize developments with such units.

Policies

- Small affordable unit incentives will be effective only where market analysis shows a gap in smaller studio and one-bedroom units.
- Consider reducing parking requirements if impacts to the neighborhood from on-street parking demand can be avoided or mitigated.
- Compatibility due to increased density or height may need to be addressed through other provisions.
- Consider the need to meet affordability thresholds when crafting the incentives and requirements for larger multi-bedroom units.

Reduce Off-Street Parking Requirements

Parking facilities add substantial cost in the development of new housing, whether it's surface or structured parking. In suburban and small city settings, such parking facilities are more important but should be balanced with aesthetics and the impact on the yield of land.

Policies

- Consider parking maximum standards in downtowns, neighborhood commercial districts and commercial corridors with good existing or planned transit service.
- Consider reducing or eliminating parking requirements in areas where non-conforming on street parking exists, especially for change of use and redevelopment, to ensure historic and compact downtown character can be retained.
- Consider reducing requirements in areas planned for redevelopment and affordable housing.
- Consider adding additional parking tools, such as contracting with car-share providers, providing transit passes to residents, shared use parking, and off-site parking.
- Allow developers to reduce parking stalls if the city accepts a parking study by a certified transportation planner or engineer that demonstrates minimum impacts to surroundings.
- Encourage housing and parking to be rented separately.

Relax Ground Floor Retail Requirements

While a mix of uses can be useful for neighborhoods, especially along main streets, many municipalities require retail uses on the ground floors of all new multifamily residential projects. This may oversupply the local retail and office market, reducing the financial feasibility of projects with space that is less profitable to developers. Strategically applying ground-floor retail requirements to essential streets or blocks can limit the barrier to housing development.

Policies

- Limit ground floor commercial standards to those block-fronts that reinforce existing storefront patterns or to the minimum area necessary to achieve the community's specific storefront use and design goals. Also limit to where current/anticipated market conditions can support the subject commercial floor area.
- Review what types of commercial uses are allowed and consider allowing live/work units to qualify as a ground floor commercial use on certain block-fronts.
- Consider allowing or clarifying allowance for residential lobbies that serve upper levels.
- Where there's a desire to retain commercial uses along block-fronts, but the lots are deep, consider applying the ground level commercial use requirement only to the front 30-60 feet of the block-front. This allows greater flexibility to integrate residential development on such properties.
- While retail space demands may be declining, there's often a strong desire to encourage a mixture of restaurants, personal and general service uses, and other non-residential uses such as salons, restaurants and coffee shops, professional studios, pet day care businesses, yoga and martial arts studios, and entrepreneurial start-ups. Consider offering height or density bonuses in exchange for providing ground level space for non-residential uses.
- Apply design standards for ground level residential uses facing the street in commercial and mixed-use districts to enhance the streetscape environment and provide for the privacy, comfort, and livability of the adjacent residential units.
- Allow for the accommodation of live-work units into projects, where private residential space above is combined with space for limited office/personal service uses such as home occupations on the ground floor. These spaces can present opportunities for commercial activity and allow for future changes to street-level retail with proper designs.

Reduce Setbacks, Lot Coverage and/or Impervious Area Standards

Modest reductions in front setback standards can help to expand possible building footprint area. In storefront and other dense urban environments, the opportunity to build a firewall up to the side property line allows greater flexibility and expansion of the possible building envelope.

Policies

- Allow porches and covered entries to project into front setbacks to encourage their integration and maximize building envelope opportunities.
- Consider design standards to enhance the streetscape and provide for the privacy, comfort and livability of the adjacent residential units.
- Consider separate minimum setbacks for private garages to reduce their visual prominence on the building and to provide enough space for cars to park in driveways without obstructing pedestrians on the sidewalk. For example, the minimum setback for garages should be at least 20 feet.

Use a Form-Based Approach

A form-based approach to regulating development emphasizes predictable built results and a high-quality public realm by using physical form and design rather than separation of uses and density limits. This approach uses prescriptive standards for building massing, layout, orientation and design to help achieve a community's specific vision. It places a big emphasis on the design of streetscapes and how private development looks from the street.

Form-based codes (FBCs) were created in response to regulations that placed more of a concern with controlling land use than shaping the physical form of communities. Whereas a strict form-based code has little or no land use restrictions, many zoning codes for urban Washington communities now function as a hybrid of strict FBC and traditional zoning code by integrating stronger form-based design regulations with use-based regulations. FBCs can help add housing by letting the market determine how many units of what size are feasible.

Policies

First determine the desired physical form your community wants to achieve. Second, explore "workable" regulatory tools that can best help achieve that form given the community's physical, planning, political, and regulatory environment, whether it might be a strict form-based code, or a hybrid form that adjusts current zoning provisions and integrates form-based design standards.

Factors in creating a "workable" form-based approach:

- Consider the community's resources available to convert to a form-based code due to complexity and expense.
- Make sure that code provisions are economically feasible given local market conditions.
- Consider creating a system of development frontage standards that apply to particular street types. For example, while a community's main street may have strict storefront and parking location standards, side streets might offer more flexibility in ground level uses, design and parking lot location.

PUD/PRD and Cluster Subdivisions

PUDs and PRDs stand for "planned unit development" and "planned residential development," respectively. The terms generally refer to large integrated developments that offer special design, use/housing type mix and development intensity flexibility, provided they conform to the comprehensive plan. Specifically, PUDs and PRDs typically offer flexibility in lot sizes and housing types provided the overall development meets the density provisions of the zone. Some PUDs and PRDs offer density bonuses for achieving specific goals or integrating community amenity features. PUDs and PRDs often also allow flexibility in the design of street and other public improvements, provided they meet specific criteria. Thus, PUDs and PRDs can be a good tool to integrate a greater mix of lot and housing types to meet community demographic needs while providing environmental benefits of clustering housing to help preserve sensitive natural areas and/or provide a greater amount of usable community open space.

Some communities are increasingly allowing the clustering and lot size averaging benefits of PUDs and PRDs through standard zoning and subdivision provisions. Clustering usually includes the grouping of lots together on smaller-than-normal parcels to provide opportunity to preserve open spaces, critical areas or unique landforms that otherwise would not likely be preserved. Lot size averaging allows developers to subdivide land into a variety of lot sizes, provided the average lot size in the development meets the minimum, often allowing for more efficient use of land and potential for additional housing units. These tools also provide for more compact roadway arrangements, expanded common open space and allow the possibility for different size home choices. This arrangement within the standard subdivision process can create more predictability for the applicant by simplifying the development review process and eliminating or minimizing the possibility of costly conditions of approval.

Policies

- Allow cluster subdivision design in the standard subdivision process, without the need to go through additional review procedures typical of PRD or PUDs.
- Consider compatibility standards to avoid major differences in lot sizes compared to existing development.
- Consider density or other incentives to increase the diversity and affordability of lot and housing types in cluster subdivisions.

Manufactured Home and Tiny House Communities

Some cities are starting to adopt local codes to allow tiny houses as an affordable housing option that is in line with community desires for sustainability, limited visual impact, and preservation of open space.

Policies

Consider allowing different options for tiny house integration, including:

- Tiny houses as detached accessory dwelling units.
- Tiny house clusters or villages – designed in a manner similar to cottage housing clusters.

Tiny house density/massing and review process:

- Consider allowing a higher number of these units than typical units for the zone, due to the small size of tiny houses. Some density increase is essential because the units are smaller and usually more expensive to build on a cost-per-square-foot basis.
- Consider applying a maximum floor area ratio limit or an across-the-board allowed density for tiny houses, such as one tiny house per 1,200-square-foot lot area.

Tiny house design elements: Provide design standards in a manner similar to cottage housing clusters:

- Consider providing design standards for both common open spaces and semi-private open spaces for individual units.
- Permit construction of a shared community building to provide a space for gathering and sharing tools.
- Consider how parking can be integrated with tiny house clusters.