



PORT OF KENNEWICK

REGULAR COMMISSION MEETING

FEBRUARY 8, 2022 MINUTES

Commission Meeting recordings, with agenda items linked to corresponding audio, can be found on the Port's website at: <https://www.portofkennewick.org/commission-meetings-audio/>

Commission President Skip Novakovich called the Regular Commission Meeting to order at 2:00 p.m. via GoToMeeting Teleconference.

ANNOUNCEMENTS AND ROLL CALL

The following were present:

Board Members: Skip Novakovich, President (via telephone)
Kenneth Hohenberg, Vice President (via telephone)
Thomas Moak, Secretary (via telephone)

Staff Members: Tim Arntzen, Chief Executive Officer (via telephone)
Tana Bader Inglima, Deputy Chief Executive Officer (via telephone)
Amber Hanchette, Director of Real Estate and Operations (via telephone)
Nick Kooiker, Chief Finance Officer (via telephone)
Larry Peterson, Director of Planning and Development (via telephone)
Lisa Schumacher, Special Projects Coordinator
Bridgette Scott, Executive Assistant (via telephone)
Lucinda Luke, Port Counsel (via telephone)

PLEDGE OF ALLEGIANCE

Marie Mosley led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

MOTION: Commissioner Hohenberg moved to approve the Agenda as presented; Commissioner Moak seconded. With no further discussion, motion carried unanimously. All in favor 3:0.

PUBLIC COMMENT

Kate Moran, West Richland. Ms. Moran sits on the City of West Richland City Council and stated she has been appointed as the representative from the Council to participate in Port meetings.

No further comments were made.

CONSENT AGENDA

A. Approval of Direct Deposit and E-Payments Dated February 2, 2022

Direct Deposit and E-Payments totaling \$92,410.64

B. Approval of Warrant Register Dated February 8, 2022

Expense Fund Voucher Number 103506 through 103540 for a grand total of \$112,112.15

C. Approval of Regular Commission Meeting Minutes January 25, 2022

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MOTION: Commissioner Moak moved to approve the Consent Agenda as presented; Commissioner Hohenberg seconded. With no further discussion, motion carried unanimously. All in favor 3:0.

PRESENTATION

A. City of Kennewick

Mr. Arntzen introduced Marie Mosley, City Manager for the City of Kennewick. Ms. Mosley will be discussing the past, present, and future partnerships between the City and the Port.

Ms. Mosley thanked the Commission for the opportunity to speak today and outlined the history of the partnership projects between the Port and City (*Exhibit A*). Ms. Mosley stated the Port and City have a great working relationship which has leveraged taxpayer grants and partnership dollars to spur economic development in our community. Ms. Mosley stated the catalyst for private development in Vista Field continues and we are excited about future opportunities to maintain this momentum. Our mutual efforts are directed at building on our excellent quality of life, creating a supportive environment from small businesses and entrepreneurs, recruiting target industries to complement our existing business space, and attracting a young professional work force to support our growth. The City is competing with other communities to bring businesses and vibrancy to the Tri-City region and we need to have the amenities in place to do that. A one-time project investment between the City and the Port will further attract private sector investment and that in turn will support the ongoing maintenance and operations, as well as getting developed properties on the tax rolls and creating new jobs. Today the City is seeking the Port's input and asking permission for staff to work together on developing a Memorandum of Understanding with timelines and funding recommendations for Vista Field. The City would like to provide a similar presentation to the City Council and ask for the same consideration. Ms. Mosley stated the City and Port can do so much more in partnership than we can individually and thanked the Commission for their time.

Discussion between the Commission and Mr. Arntzen and Ms. Mosley commenced.

It is the consensus of the Commission to enter into a Memorandum of Understanding with the City of Kennewick for projects at Vista Field.

B. Vista Field Renderings

Mr. Arntzen gave a brief history of the Vista Field renderings created by Chris Ritter, who has worked with the Port since the Charrette.

Ms. Bader Inglima stated the renderings will create the vision and help the development community understand how and why Vista Field is different. The renderings will be utilized in marketing materials, presentations, and the website.

Mr. Peterson presented the lot layout and buildings as envisioned by the Vista Field design standards (*Exhibit B*).

Mr. Arntzen stated building on Ms. Mosley's presentation, the renderings depict some of the potential, joint funding opportunities between the City and the Port. Mr. Arntzen stated the

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previous Commission established a goal to come up with a plan to remodel the corporate hangars; however, the report presented by David Robison was deemed too costly by the Commission. Mr. Arntzen inquired if this is a goal the Commission would like him to pursue him. If the Commission would like staff to move forward, Mr. Arntzen suggested a leaner approach where the hangars could be used as a seating and shade structure for a food pavilion. Additionally, the renderings include little huts for potential food service facilities.

Commissioner Hohenberg is in favor of reauthorizing an update to the hangars and stated it is imperative to have amenities to kick off the project. Commissioner Hohenberg is supportive and will defer to staff to bring thoughts about what would be the best proposal to bring forward.

Commissioner Novakovich agrees with Commissioner Hohenberg's comments and stated he would like to keep it as a goal for the CEO and staff to work on. Commissioner Novakovich stated it was previously discussed that the hangars would possibly include a Port real estate office, a mini police station and Port maintenance facility and he inquired if that was still part of the plan.

Mr. Arntzen requested leeway to come up with several concepts and bring them forward to the Commission.

Commissioner Hohenberg believes the CEO and the City Manger need some leeway to determine what is project fits both entities as far as how they would like to invest potential Rural County Capital Funds, whether it be the hangar project or additional roadway system upgrades and then bring back the suggestions at a later date.

OLD BUSINESS

A. *Clover Island Housing Project – Due Diligence*

Mr. Arntzen briefed the Commission that staff continues to work on the due diligence of the potential sale of the Clover Island Inn and the proposal received from Fortify Holdings LLC.

REPORTS, COMMENTS AND DISCUSSION ITEMS

A. *Columbia Drive Property Purchase*

Mr. Arntzen stated the team has looked at potential properties on Columbia Drive and indicated there is one particular property that could enhance the neighborhood. Mr. Arntzen stated the property currently has a residential component on it and previously, the Port purchased residential properties in this area and successfully transitioned families and individuals out. Mr. Arntzen stated if the Commission moves forward with this, there will be a transition of families out of the area.

It is the Consensus of the Commission to move forward with the potential property purchase on Columbia Drive.

B. *2021-2022 Work Plan*

Commissioner Novakovich directed attention to the Port's current work plan and asked that the Commission as a body remember that there is a work plan adopted by resolution that outlines

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specific items for action. It is his feeling that the Port's emphasis should be on those work plan activities. If something new comes up, the Commission needs to carefully consider those new activities in relation to the impact on staff, resources, and goals that have already been established. Commissioner Novakovich commended staff for their expertise and the way they continued working through the various distractions the past few years as well as the impacts of the Covid pandemic; and stated that he wants to work on rebuilding trust and accomplishing good things for the community. Commissioner Novakovich hopes that we can adhere to the work plan and not create unnecessary things that don't align with the Port's mission.

C. Kennewick Waterfront

1. Willows and Cable Greens Design Standards

Mr. Peterson presented Resolution 2022-08 approving the design standards for The Willows and Cable Greens in the Kennewick Historic Waterfront District. Mr. Peterson outlined the differences between the Columbia Gardens design standards and The Willows and Cable Greens design standards, which has a residential element to them.

Bob Bengford and Scott Bonjukian of Makers Architecture and Urban Design presented an overview of The Willows and Cable Greens design standards (*Exhibit C*).

Commission and staff discussed the details of The Willows and Cable Greens Design Standards.

MOTION: Commissioner Hohenberg moved to approve Resolution 2022-08 approving and adopting the Willows and Cable Greens Design Standards; and ratify and approve all action by Port officers and employees furtherance hereof; and authorize the Port Chief Executive Officer to take all action necessary in furtherance hereof; Commissioner Moak seconded.

PUBLIC COMMENT

No comments were made.

Discussion:

Commissioner Hohenberg appreciates the thoughtfulness of the access to the riverfront and pedestrian path. He believes the Port is charged with the responsibility to ensure that public access continues.

With no further discussion, motion carried unanimously. All in favor 3:0.

2. Wine & Artisan Village Wayfinding & Monument Signage

Ms. Bader Inglima presented the wayfinding and signage report for Columbia Gardens Wine and Artisan Village, The Willows, and the Sacagawea Heritage Trail, prepared by Meier Architecture and Engineering (*Exhibit D*). Ms. Bader Inglima stated the report provides options to support visibility and vibrancy at the Wine Village. Ms. Bader Inglima stated the signage is not currently funded.

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Commission and staff discussed the various options for the signage.

Commissioner Novakovich tasked staff to bring back details for funding the signage.

Mr. Arntzen stated we will work on funding options and look at alternatives for installing the signage in phases or all at once.

D. Vista Field

1. Joint Use Parking & Project Reinvestment Discussion

Mr. Peterson outlined two Vista Field policy questions for the Commission to consider (*Exhibit E*):

- Joint-use parking areas improvements will be provided by the Port;
- Vista Field land sale proceeds will be reinvested into the development.

Commissioner Hohenberg agrees with both subjects presented by Mr. Peterson and stated he would like to create roadway improvements, sooner rather than later. Commissioner Hohenberg would like the CEO to work with the City Manager to see how that might come about. Commissioner Hohenberg thinks doing roadway improvements earlier would eliminate traffic congestion issues that neighboring jurisdictions have seen.

Commissioners Moak and Novakovich support the subjects presented.

It is the consensus of the Commission that the Port will provide joint-use parking improvements in Vista Field and proceeds from land sales will be reinvested into the development.

RECESS

Commissioner Novakovich called for a recess at 4:09 p.m. until 4:14 p.m.

Commissioner Novakovich reconvened the meeting at 4:14 p.m.

E. Express Employment Professional Contract

Ms. Hanchette stated the Department of Corrections (DOC) Coyote Work Crew has been inconsistent since the pandemic began 2020. To make up for the loss, the Port employed temporary labor services of Express Employment Professionals for 2020-2021. Without the Coyote Work Crew, the maintenance team requires additional help, therefore, before the Commission is Resolution 2022-09, authorizing the CEO to enter into a contract for continued temporary labor.

MOTION: Commissioner Hohenberg moved to approve Resolution 2022-09 authorizing the Port's Chief Executive Officer to execute all necessary to contract with Express Employment Professionals in order to assist Port operations with temporary workers; and further ratifies and approves all action by Port officers and employees furtherance hereof; Commissioner Moak seconded.

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PUBLIC COMMENT

No comments were made.

Discussion:

Commissioner Hohenberg applauds the CEO and staff for bringing this contract forward. This is an example of how the Port has continued to operate efficiently with the limited staff. It is unfortunate with COVID that we are not able to utilize the DOC, but we have an alternative here and he fully supports it.

Commissioner Novakovich echoes Commissioner Hohenberg's comments and stated Ms. Hanchette and the operations team has done an excellent job maintaining Port properties through all of this and he applauds them.

With no further discussion, motion carried unanimously. All in favor 3:0.

F. Commissioner Meetings (formal and informal meetings with groups or individuals)

Commissioners reported on their respective committee meetings.

G. Non-Scheduled Items

Ms. Bader Inglima stated the Port provided the City of Kennewick with a letter of support for a grant application for the National Highway Freight program roadway improvements for Columbia Drive and Bruneau Street. There are several businesses that are heavily freight served and need some roadway improvements.

Ms. Bader Inglima presented a photo of Commissioner Novakovich, Lisa Chapman Rosa, and Shannon Toranzo of Total Site Services receiving the Inland Northwest Association General Contractors 2021 Build Northwest for excellence in construction award for the Vista Field redevelopment project.

Mr. Peterson stated construction on Clover Island continues for the 1135 restoration project and encouraged the Commission to come down and view the activity.

Mr. Arntzen is currently working on a report for the Vista Field implementation team, that will adjust duties of current employees and utilize the services of consultants, which prepares the Port for action at Vista Field.

Commissioner Hohenberg stated from his perspective and being a long-term staff person, sometimes policy makers don't recognize or they are not appreciative of the fact that our CEO and staff are putting out fires daily. That is what keeps our constituents from not calling the Commission about complaints or concerns. Commissioner Hohenberg does not want to speak for Mr. Arntzen, but he is sure the Port staff is doing the same thing, taking care of business every day, which eliminates a lot of complications that the CEO may have deal with. Commissioner Hohenberg always appreciates looking at what has been accomplished and it is important that we do that, but we also need to give recognition to the good work that gets done every day that we don't know about.

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Commissioner Moak stated for the record he has no conflicts of interest to report.

PUBLIC COMMENTS

No comments were made.

Commissioner Novakovich anticipates the Executive Session will last approximately 45 minutes, Real Estate, Site Selection, per RCW 42.30.110(1)(b) and Potential Litigation, per RCW 43.30.110(1)(i) with possible action expected. Commissioner Novakovich asked the public to notify Port staff if they will return after the executive session so staff can advise if the session concludes early.

RECESS FOR EXECUTIVE SESSION

Commissioner Novakovich recessed the Regular Commission Meeting at 4:33 p.m. and convened the Executive Session at 4:37 p.m. for 45 minutes.

EXECUTIVE SESSION

- A. Real Estate, Site Selection, per RCW 42.30.110(1)(b)*
- B. Potential Litigation per RCW 43.30.110(1)(i)*

Ms. Schumacher extended the Executive Session for 10 minutes at 5:22 p.m.

Commissioner Novakovich adjourned the Executive Session at 5:32 p.m.

Commissioner Novakovich reconvened the Regular Commission Meeting 5:33 at p.m.

COMMISSION COMMENTS

No comments were made.

ADJOURNMENT

With no further business to bring before the Board; the meeting was adjourned 5:33 p.m.

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APPROVED:

PORT of KENNEWICK BOARD of COMMISSIONERS

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Skip Novakovich

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Skip Novakovich, President

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Kenneth Hohenberg

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Kenneth Hohenberg, Vice President

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Thomas Moak

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Thomas Moak, Secretary

PORT OF KENNEWICK

RESOLUTION No. 2022-08

***A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE PORT OF KENNEWICK ADOPTING THE
WILLOWS & CABLE GREENS DESIGN STANDARDS***

WHEREAS, MAKERS Architecture and Urban Design was contracted to assist the Port with preparation of the Design Standards for the Port's waterfront district properties known as the Willows & Cable Greens; and

WHEREAS, MAKERS Architecture and Urban Design prepared the draft Design Standards to complement the City's underlying Urban Mixed Uses (UMU) zoning and the Port's recently adopted Kennewick Historic Waterfront District Master Plan; and

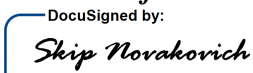
WHEREAS, the Board of Commissioners has reviewed the Willows & Cable Greens Design Standards.

NOW, THEREFORE, BE IT RESOLVED that the Port of Kennewick Board of Commissioners hereby approves and adopts the Willows & Cable Greens Design Standards as prepared and revised by MAKERS Architecture and Urban Design (Exhibit A).


BE IT FURTHER RESOLVED that the Port of Kennewick Board of Commissioners hereby ratify and approve all action by port officers and employees in furtherance hereof; and authorize the port Chief Executive Officer to take all action necessary in furtherance hereof.

ADOPTED by the Board of Commissioners of Port of Kennewick on the 8th day of February 8, 2022.


***PORT of KENNEWICK
BOARD of COMMISSIONERS***

By: 
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SKIP NOVAKOVICH, President

By: 
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KENNETH HOHENBERG, Vice President

By: 
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THOMAS MOAK, Secretary

Port of Kennewick

The Willows & Cable Greens Design Standards



February 2022

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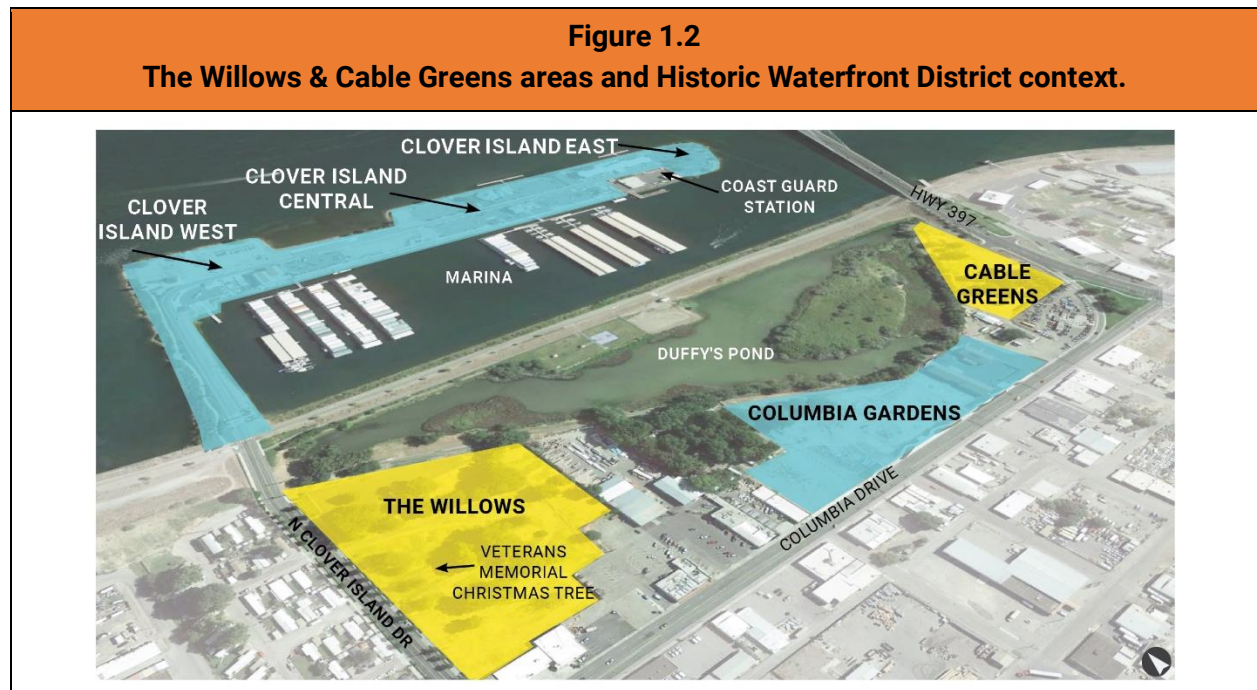
PART 1 – INTRODUCTION

1.1 – Background

These design standards were completed in support of the 2021 Port of Kennewick Historic Waterfront Master Plan and to supplement the City of Kennewick's zone-based Urban Mixed-Use Design Standards. The Willows comprises approximately 6.6 acres adjacent to North Clover Island Drive and Duffy's Pond. Cable Greens is approximately 3.2 acres and is east of Columbia Gardens, next to Duffy's Pond and the Cable Bridge. Whereas the zoning allows for a great variety of uses, the primary use for both areas is anticipated to be residential. Consistent with community goals, these standards will ensure new development on the site is high-quality and creates enjoyable places for people to live and visit.

1.2 – Applicability

- A. These standards apply to all new development in the Willows and Cable Greens areas defined in Figure 1.2 below.
- B. Individual design criteria may also have more specific applicability statements.
- C. Relationship to the 2021 Historic Waterfront Master Plan: This document implements key design policies from the master plan.
- D. Relationship to Kennewick Municipal Code. These standards supplement the existing Urban Mixed-Use Design Standards in Chapter 18.80 of the Kennewick Municipal Code. They provide a greater level of detail and cover design issues not addressed in the code.



1.3 – Intent of the Standards

Thoughtful urban design is a critical strategy for realizing the vision and goals of Willows and Cable Greens. To that end, these standards are intended to:

- A. Provide a high standard for site planning and building design consistent with the goals and policies of the 2021 Historic Waterfront Master Plan.
- B. Provide clear objectives for the planning and design of individual developments.

1.4 – Illustrative Examples

The site plans following pages are intended to illustrate example site layouts and building types designed consistent with the Master Plan and the Design Standards herein. Keep in mind that there are numerous possible site layouts that could be configured to meet the standards herein. The intent here is to show how all the various design guideline elements can fit together.

The **Willows** site plan includes two apartment buildings which are each three-stories and oriented towards Duffy's Pond Trail and a shared courtyard. The apartment building on the left contains space adjacent to the trail and parking area for a small retail use, such as a coffee shop or deli to serve the district, trail users, and surrounding neighborhood. Townhouses occupy the southern half of the site along tree-lined streets. The townhouses are configured to preserve and integrate the Veterans Memorial Christmas Tree and other trails. Streets are configured to provide access to and through the site and maximize views towards the pond and provide visual interest. A network of sidewalks and trails connect the buildings with the streets, open spaces, and Duffy's Pond Trail.

The **Cable Greens** site plan features townhouses arranged to maximize views of Duffy's Pond. Internal roadways are configured to serve the townhouses and provide the opportunity for future connections to adjacent properties. Open spaces are configured in central areas that also orient towards Duffy's Pond and the trail.

In both areas, apartments and townhouse buildings would be configured and designed with comfortable and attractive human-scaled streetscapes, provide shade trees and attractive landscaping, and create articulated building facades.

Figure 1.4.A
Illustrative example site plan for The Willows.



Figure 1.4.B
Illustrative example site plan for Cable Greens.



1.5 – Interpretation

The word “must” is intended to be a mandate. Where the word “should” or “encouraged” is used, it is intended to be a recommendation.

1.6 – Departures

All available departure opportunities for standards are noted within each standard by the capitalized term DEPARTURES. Such departures are voluntary and must only be approved if they meet the intent of the individual standard.

1.7 – Definitions

Introduction. All words used in these design standards carry their customary meanings, except for those defined below.

“ADA” means the Americans with Disabilities Act.

“Articulation” means the giving of emphasis to architectural elements (like windows, balconies, entries, etc.) that create a complementary pattern or rhythm, dividing large buildings into smaller identifiable pieces. See Standard 3.1 for articulation provisions.

“Articulation interval” means the measure of articulation, the distance before architectural elements repeat. See Standard 3.1 for articulation provisions.

“Blank wall” means a ground floor wall or portion of a ground floor wall as described in Standard 3.6 that does not include a transparent window or door.

“Building frontage” refers to the “façade” or street-facing elevation of a building. For buildings not adjacent to a street, it refers to the building elevation(s) that features the primary entrance to the uses within the building. Depending on the context the term is used in, it may also refer to the uses within the building. For example, a “storefront” is a type of building frontage.

“Façade” means the entire street wall of a building extending from the grade of the building to the top of the parapet or eaves and the entire width of the building elevation. For buildings not adjacent to a street, the façade refers to the building elevation containing the main entrance or entrances to the building.

“Internal pathway” refers to any pedestrian path or walkway internal to a development. This includes sidewalks along private streets.

“KMC” means Kennewick Municipal Code.

“Modulation” means stepping forward or backwards a portion of the façade as a means to articulate or add visual interest to the façade.

“Roofline” means the highest edge of the roof or the top of a parapet, whichever establishes the top line of the structure when viewed in a horizontal plane.

“Streetscape” means the space between the buildings on either side of a street that defines its character. The elements of a streetscape include building façades, landscaping (trees, yards, shrubs, plantings, etc.), sidewalks, street paving, street furniture (benches, kiosks, trash receptacles, fountains, etc.), signs, awnings, and street lighting.

“Vertical building modulation” means stepping back or projecting forward vertical walls of a building face, within specified intervals of building width and depth, as a means of breaking up the apparent bulk of a structure’s continuous exterior walls. Vertical building modulation may be used to meet façade articulation provisions in Standards 3.1.A.

“Weather protection” means a permanent horizontal structure above pedestrian areas such as sidewalks and building entries that protects pedestrians from inclement weather.

PART 2 – SITE PLANNING STANDARDS

2.1 – Frontage Standards

Intent

- To enhance the pedestrian environment and recreational opportunities.
- To promote good visibility between buildings and trails for security for pedestrians and to create a more welcoming and interesting trail and residential environment.

Relation to Zoning Standards

These provisions go beyond the street frontage design standards in KMC 18.80.040(1).

Design Criteria

A. Duffy's Pond Trail frontage standards. All development on sites adjacent to the trail must comply with the standards in Table 2.1.A below:


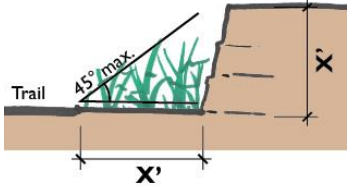

Figure 2.1.A Duffy's Pond Trail frontage standards.		
Element	Standards	Examples and Notes
Building placement	Buildings must be setback 10-30' from the trail edge, except greater setbacks are allowed when the setback area complies with the plaza provisions in Standard 2.4.	
Setback use	Landscaping, decks, plazas and patios, dining areas, playgrounds, and other similar uses are encouraged within the trail setback area. Service and trash storage areas are prohibited in the setback area.	
Parking location	Vehicular parking may occupy up to 33% of the trail frontage.	
Fences & retaining walls	Height limits for opaque fences & retaining walls use a 1:1 ratio for their setback from the edge of the trail (for every 1' of setback distance, the maximum height is increased 1'). Deck railings associated with non-residential development must be at least 60% transparent.	
Building use	Refer to permitted uses for the Urban Mixed Use zone, Chapter 18.12 KMC.	

Figure 2.1.A Duffy's Pond Trail frontage standards.		
Element	Standards	Examples and Notes
Building length	Maximum 160 feet within 75 feet of the trail. DEPARTURES. One building may exceed this dimension provided that other features are successfully integrated to maximize the physical and visual access to Duffy's Pond from central portions of the site.	
Building entrances	For non-residential uses, at least one customer building entry visible and accessible from the trail is required. For residential uses, at least one pedestrian connection between the trail and each building is required.	
Façade transparency	For non-residential buildings, at least 25% of the building façade facing a trail must be transparent. For residential buildings, generous façade transparency is encouraged, but no minimum percentage is required.	

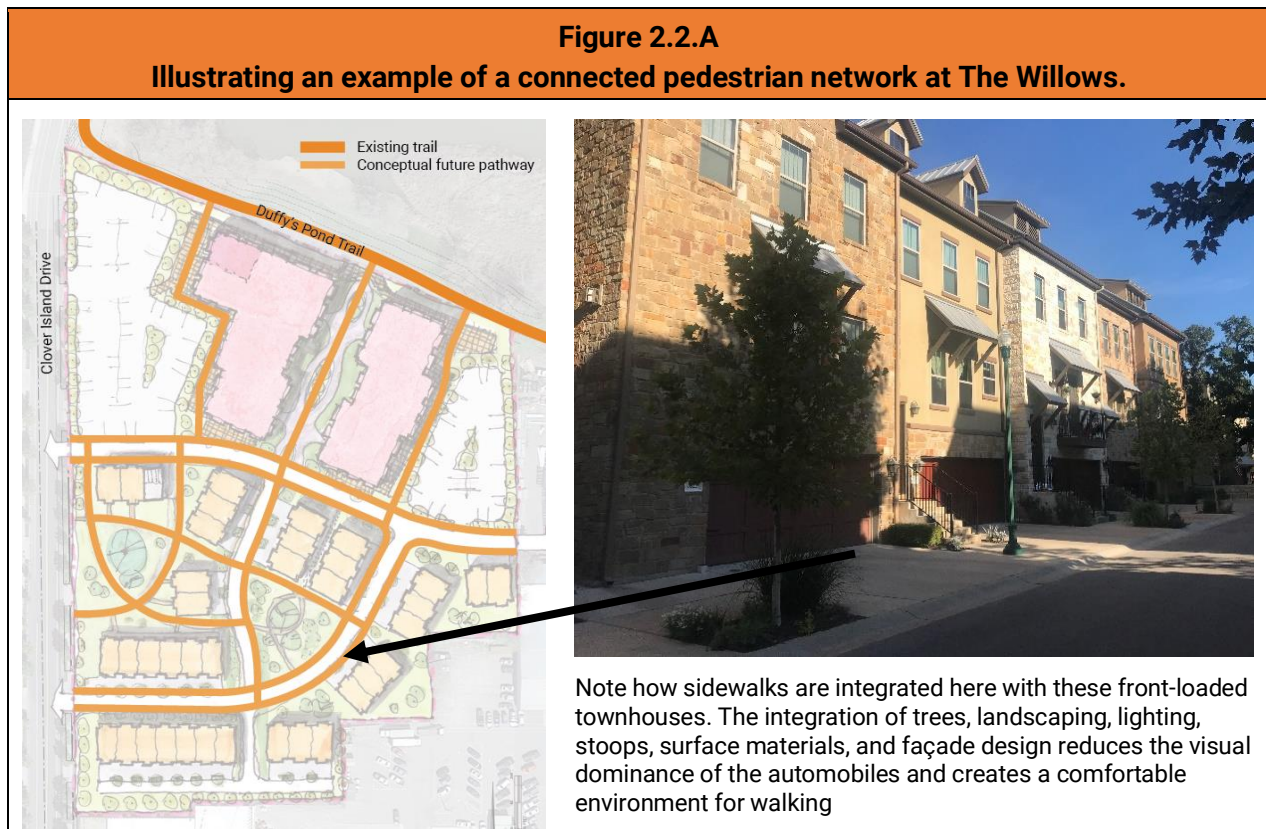
2.2 – Pedestrian Circulation

Intent

To improve the pedestrian and bicycling environment by making it easier, safer, and more comfortable to walk or ride among residences, to businesses, to the trail and street sidewalk, to transit stops, through parking lots, to adjacent properties, and connections throughout the city.

Design Criteria

- A. General pedestrian connectivity.** Developments must provide an integrated and connected pedestrian circulation network that encourages walking. Required connections include:
1. Shared and individual entrances to streets, trails and recreational areas, parking areas, and other pedestrian amenities.
 2. Between on-site buildings.
 3. To internal pedestrian circulation networks on adjacent sites, when desirable and feasible.



- B. Pedestrian facility design.** The following are minimum dimensions. Larger dimensions may be appropriate for high-volume facilities and for facilities located adjacent to high-activity land uses.
1. Off-street pathways: Eight feet wide paving.
 2. Sidewalks: Five feet wide paving.

2.3 – Landscaping

Intent

- To assist in creating a distinctive design character for the area.
- To promote well-conceived and attractive landscaping that reinforces the architectural and site planning concepts in response to site conditions and context.
- To promote plant materials that are native or compatible to the local shrub-steppe landscape.

Relation to Zoning Standards

These provisions go beyond the landscaping standards in Chapter 18.21 KMC.

Design Criteria

A. General landscaping standards.

1. Landscaped areas must consist of grade level or elevated planting beds featuring a mix of trees, shrubs, ornamental grasses, groundcover, and other vegetation. Landscaped area may not consist only of rocks or gravel.
2. Landscaping materials must include species native to the region or hardy, waterwise, and noninvasive species appropriate in the climatic conditions of the Tri-Cities region (decorative annuals and/or perennials in strategic locations are an exception). Generally acceptable plant materials must be those identified as hardy in Zone 7a as described in the United States Department of Agriculture's Plant Hardiness Zone Map.
3. Installation standards.
 - a. The combination of trees, shrubs, and ornamental grasses must be designed to cover at least 70-percent of the landscaped areas within three years of planting.
 - b. Shrubs, except for ornamental grasses, must be a minimum of one-gallon size at the time of planting. Shrubs and hedges adjacent to walkways and trails must be limited to 42-inches in height at maturity to maintain visibility (exceptions may be made for landscaping adjacent to blank walls).
 - c. Groundcovers must be planted and spaced to result in total coverage of the required landscape area within three years, specifically either four-inch pots at 18 inches on center or one-gallon or greater sized containers at 24 inches on center.
 - d. Mature tree and shrub height and size must be accounted for in the siting and design of landscaped areas.
4. Water conservation design. Water conservation may be achieved by a combination of any of the following techniques:
 - a. Group plants into areas of similar water need.
 - b. Locate plants based on solar orientation, exposure, and drainage patterns.
 - c. Amend soil based on existing conditions.

B. Irrigation standards. It is required to irrigate landscaping using a spray irrigation system.

- C. Trail corridor and plaza landscaping and design.** Landscaping edging the trail and plaza spaces should be designed to help frame the trail and plaza spaces, soften building and retaining walls, and create a memorable and distinctive design character while maintaining good visibility for safety purposes. This includes a combination of trees, shrubs, ornamental grasses, perennials, and ground covers that comply with the provisions in Standards 2.3.A-B above.

Figure 2.3
Appropriate landscaping examples.



- D. Save/integrate the Veterans Memorial Christmas Tree into the Willows development and landscape.** Figure 1.4.A illustrates one way to site buildings, view corridors, and pathways to successfully integrate the tree as a character-defining feature of the development. The landscape surrounding the tree should complement and celebrate the tree.

2.4 – Plazas

Intent

- To provide plaza spaces that attract visitors to commercial areas.
- To enhance the development character and attractiveness of development.

Design Criteria

Where provided, plaza spaces must meet the following criteria.

A. Required plaza features.

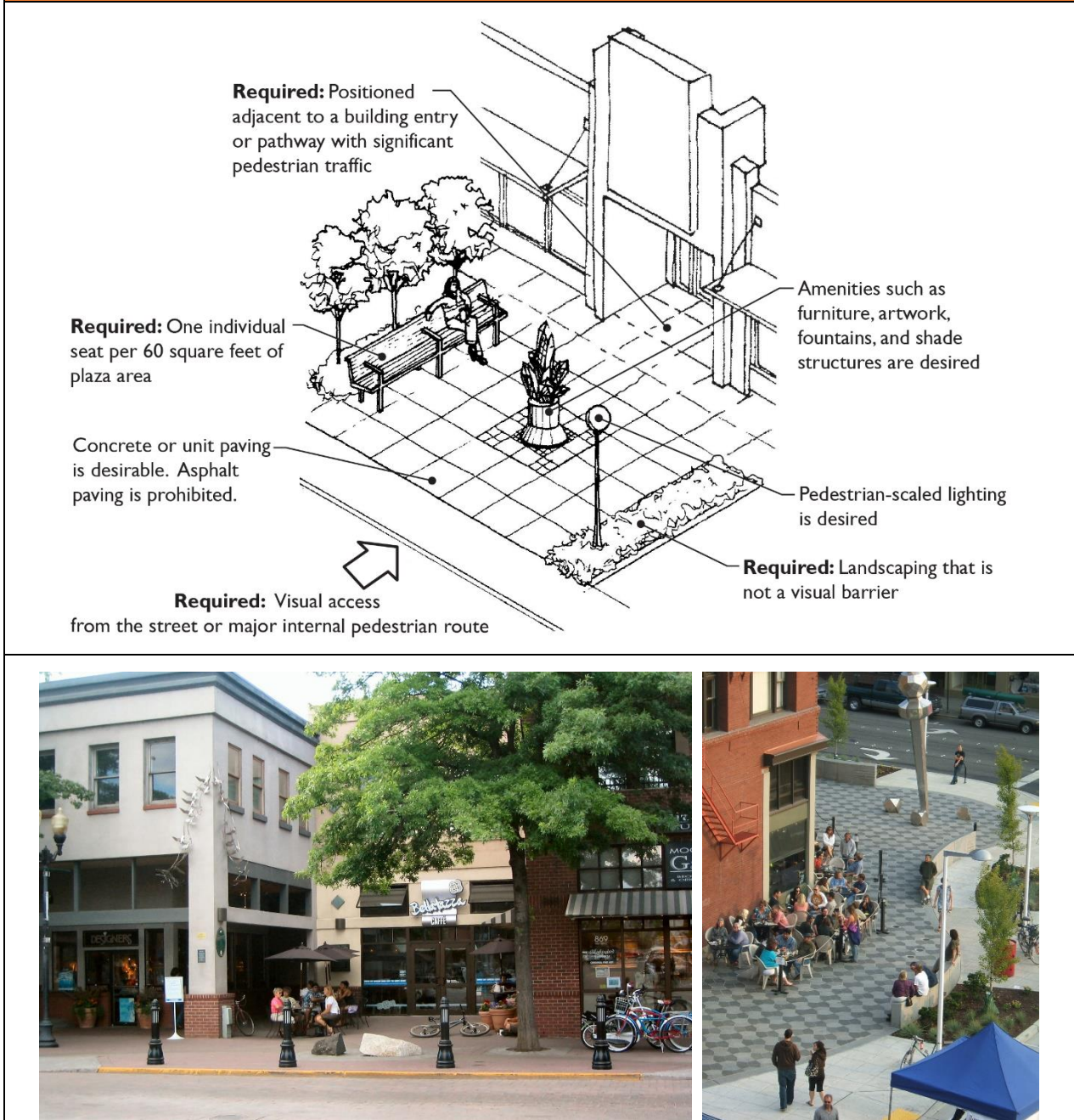
1. The space must abut a public sidewalk or other major internal pedestrian route and be designed to function as a focal point and gathering spot.
2. The space must be ADA compliant and generally level with the adjacent sidewalk or internal pedestrian route. Steps, ramps, and grade changes may be acceptable, provided the outdoor space is designed to be visually and physically accessible from the adjacent sidewalk or internal pedestrian route and the space meets all other standards herein.
3. The space must feature no dimension less than 15 feet in order to provide functional leisure or recreational activity.
4. The space must be framed on at least one side by buildings that are oriented towards the space (via entries and generous façade transparency).
5. Paved walking surfaces of either concrete or approved unit paving are required. Form-in-place pervious concrete paving is allowed. Gravel surface areas may be allowed for special seating areas.
6. Pedestrian amenities must be integrated into the space. Examples include, but are not limited to, site furniture, artwork, drinking fountains, shade structures, kiosks, or other similar features that complement the space and encourage use of the space by a variety of users.
7. At least one individual seat per 60-square feet of plaza area or open space is required. At least 50-percent of the required seating must be built-in seating elements, while moveable seating may be used for the remaining percentage. Two feet of seating area on a bench or ledge at least 16-inches deep at an appropriate seating height qualifies as an individual seat. Reductions of up to 50-percent will be allowed for the integration of specialized open spaces that meet the intent of these standards.
8. Landscaping components that add visual interest and do not act as a visual barrier must be integrated. Such components can include, but are not limited to, trees, planting beds, raised planters, and/or potted plants.

B. Prohibited plaza features.

1. Large expanses of uninterrupted paving or paving without pattern.
2. Asphalt paving.
3. Unscreened service and utility areas or venting of mechanical systems.
4. Adjacent chain-link fences.

5. Adjacent “blank walls” without “blank wall treatment” (see Standard 3.6).
6. Outdoor storage.

Figure 2.4
Plaza requirements and examples.



2.5 – Service Areas & Utilities

Intent

- To promote thoughtful design of service elements integrated into the project's design and to mitigate the impacts of those elements on on-site uses and activities and uses abutting the site.
- To provide adequate, durable, well-maintained, and accessible service and equipment areas.

Relation to Zoning Standards

These provisions go beyond the standards in KMC 18.80.040(3)(d) and (4)(k-l).

Design Criteria

- A. Location of ground-level service areas and mechanical equipment.** Ground-level building service areas and mechanical equipment including loading docks, trash collection and compactors, dumpster areas, storage tanks, electrical panels, HVAC equipment, and other utility equipment should be located inside buildings. If any such elements are outside the building at ground level, the following location standards apply:
1. Service areas must be located for convenient service access while avoiding negative visual, auditory, olfactory, or physical impacts on the streetscape environment and adjacent properties.
 2. Service areas for multiple users or tenants must be co-located or consolidated to the extent practical.
 3. Exterior loading areas for commercial uses must not be located within 20 feet of residential uses.
- B. Screening of ground-level service areas and mechanical equipment.** Where the only option for locating a service area is an area visible from a street, pedestrian pathway, plaza, trail, or from an adjacent property, the area must be screened. Where screening of ground level service areas is required, the following applies:
1. Structural enclosures must be constructed of masonry, heavy-gauge metal, heavy timber, or other decay-resistant material that is also used with the architecture of the main building. Alternative materials other than those used for the main building are permitted if the finishes are similar in color and texture, or if the proposed enclosure materials are more durable than those for the main structure. The walls must be sufficient to provide full screening from the affected roadway, pedestrian areas, or adjacent use, but must be no greater than seven feet tall. The enclosure may use overlapping walls as a screening method.
 2. Gates must be made of heavy-gauge, sight-obscuring material.
 3. The service area must be paved.
 4. The sides and rear of service enclosures must be screened with landscaping at least five feet wide in locations visible from the street, parking lots, and pathways to soften views of the screening element and add visual interest. Plants must be arranged with a minimum of 50 percent coverage at time of installation and be able to grow to fully screen or shield the equipment within three years.

DEPARTURES to the above provisions will be considered provided the enclosure and landscaping treatment meet the intent of the standards and add visual interest to site users.

Figure 2.5.B
Acceptable trash screening enclosures.



Both examples use durable and attractive enclosures with trees and shrubs to soften views of the enclosures from the side.

- C. Utility meters, electrical conduit, and other service utility apparatus.** These elements must be located and/or designed to minimize their visibility to the public. Project designers are strongly encouraged to coordinate with applicable service providers early in the design process to determine the best approach in meeting these standards. If such elements are mounted in a location visible from the street, pedestrian pathway, plaza, or trail, they must be screened with vegetation and/or integrated into the building's architecture.

Figure 2.5.C
Acceptable and unacceptable utility meter location and screening examples.



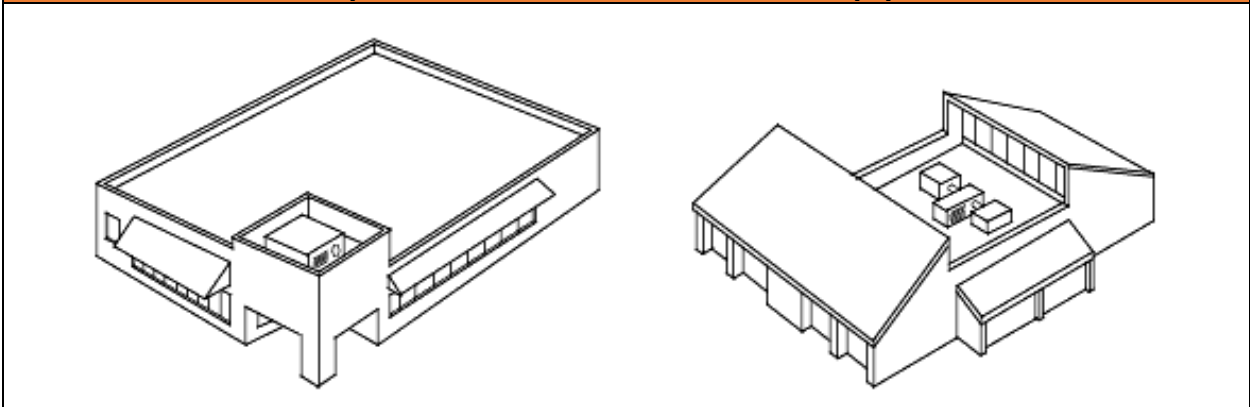
Place utility meters in less visible locations. The left examples is successfully tucked away in a less visible location and screened by vegetation. The right image is poorly executed and would not be permitted in such a visible location; such meters must be coordinated and better integrated with the architecture of the building.

D. Roof-mounted equipment.

1. All rooftop equipment, including air conditioners, heaters, vents, and similar equipment must be fully screened from public view at the ground level. Screening must be located so as not to interfere with operation of the equipment.

Exception: Roof-mounted wind turbines, solar energy and photovoltaic systems, and rainwater reuse systems do not require screening.

2. Solar photovoltaic panels must be integrated into the surface of the roof and not expose an independent structure. Panels must be inclined at the same pitch as the roof plane.
3. For other rooftop equipment, all screening devices must be well integrated into the architectural design through such elements as parapet walls, false roofs, roof wells, clerestories, or equipment rooms. Screening walls or unit-mounted screening is allowed but less desirable. The screening materials must be as high as the equipment being screened.
4. The screening materials must be of material requiring minimal maintenance. Wood must not be used for screens or enclosures. Louvered designs are acceptable if consistent with the building design style. Perforated metal is not permitted.
5. Noise producing mechanical equipment such as fans, heat pumps, etc. must be located and/or shielded to minimize sounds and reduce impacts to adjacent residential uses.

Figure 2.5.D**Examples of how to screen roof-mounted equipment.**

2.6 – Residential Amenity Space

Intent

- To create usable amenity space that is suitable for leisure or recreational activities for residents.
- To create amenity space that contributes to the residential setting.

Design Criteria

Residential amenity space meeting the following standards is required for all new multi-family development, residential mixed-use, and townhouse developments.

- A. Amount required.** Applicable developments are required to provide residential amenity space equal to a minimum of 125 square feet per new dwelling unit.

For example, a development with 30 units must provide a minimum of 3,750 square feet of amenity area.

- B. Amenity space types and distribution.** The following table illustrates the types of residential amenity spaces that may be used to meet the requirement in subsection (A) above.

Figure 2.6.B Residential amenity space standards.		
Residential amenity space type	Maximum percentage of required area	Cross-reference to design standards
Common outdoor recreation areas	Up to 100%	Subsection (C)(1)
Shared roof decks	Up to 50%	Subsection (C)(2)
Private ground level open space (applicable only to adjacent dwelling units)	Up to 100%	Subsection (C)(3)
Private balconies (applicable only to adjacent dwelling units)	Up to 25%	Subsection (C)(4)

For example, of the 3,750 square feet of amenity area required for a 30-unit development, up to 50% of the required area (1,875 square feet) may be met by providing a shared roof deck. A larger roof deck area is allowed but the extra roof deck area does not further count towards the minimum amenity area for the development.

C. Residential amenity space design standards.

1. Common outdoor recreation areas. Such spaces are internal to a development and accessible to all tenants of a development, but may not be accessible to the general public. Examples include, but are not limited to, landscaped courtyards, decks, entrance plazas, gardens with walkways, children's play areas [see subsection (C)(5)], swimming pools, and water features. Common outdoor recreation areas must meet the following design standards:
 - a. The minimum area is 500-square feet. The space must feature dimensions necessary to provide functional leisure or recreational activity. Stairways and service elements located within or on the edge of the space are not included in the recreation area calculations. Bike parking may be included within the area.

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- b. The area must be located in accessible areas that are visible from units within the development.
- c. The area must feature paths, walkable lawns, landscaping, seating, lighting, play structures, sports courts, or other pedestrian amenities to make the area functional and enjoyable for a range of users.
- d. The area must be separated from ground level windows, streets, vehicular circulation areas, service areas, and parking lots with landscaping, fencing, and/or other acceptable treatments that enhance safety and privacy for both the recreation area and dwelling units.

DEPARTURES will be considered for the standards above provided they meet the purpose of the standards and fill a recreational need for the residents of the development. The use and design of the space must be integrated with the surrounding site and building features in a manner that is complementary to the development and any adjacent streetscape.

Figure 2.6.C.1
Common outdoor recreation area examples.



2. Shared roof decks. Such spaces are located on the top of buildings or intermediate levels and are accessible to all residents of the development. Examples of amenities include, but are not limited to, cooking and dining areas, seating areas, gardening areas, water features, children's play areas [see subsection (C)(5)], and pet play areas. Shared rooftop decks must meet the following design standards:
 - a. Space must feature hard-surfacing and provide amenities that encourage use, such as seating and weather protection elements.
 - b. Space must integrate landscaping elements that enhance the character of the space and encourage its use.
 - c. Space must incorporate features that provide for the safety of residents, such as enclosures, railings, and appropriate lighting levels.

Figure 2.6.C.2
Shared roof deck examples.



3. Private ground level open space. This space is adjacent and directly accessible to the subject unit. Examples include yards, stoops, and porches. Private ground level open space must meet the following design standards:
 - a. The open space must be at least 50-square feet in area, with no dimension less than six feet.
 - b. The space must be enclosed by a fence and/or hedge between 18 and 42 inches in height. Taller privacy fences and/or hedges between units are acceptable.

Figure 2.6.C.3**Private ground level open space examples.**

4. Private balconies. This space is adjacent and directly accessible to the subject unit. Private balconies must meet the following design standards:
 - a. Balconies must be at least 36 square feet in area with no dimension less than four feet to qualify as amenity space.
 - b. Private balconies should be at least partially recessed into the building façade.

Figure 2.6.C.4**Private balcony examples.**

5. Children's play areas. Any children's play areas integrated as a part of a common outdoor recreation area or shared roof deck must meet all the following design standards (in addition to the design standards listed above):
 - a. The minimum area is 400 square feet.
 - b. Measures necessary to protect children's safety from vehicular traffic must be included, such as low fencing or landscaping to provide a physical barrier around the perimeter.
 - c. Shade and rest areas for supervision must be provided by using deciduous landscaping, architectural elements (including but not limited to pergolas or shelters), or other means.
 - d. Natural, creative play elements should be provided, such as ground slides from one level to another, tricycle tracks, swings hung from arbors or trees, paths that meander and are of varying materials and widths, water that can be manipulated, outdoor rooms made from landscape or rocks, and berms and hills.
 - e. Play areas must be designed for a variety of ages, activities, and motor skills.

Figure 2.6.C.5
Children's play area example.



PART 3 – BUILDING DESIGN STANDARDS

3.1 – Building Massing & Articulation

Intent

To employ façade articulation techniques that reduce the perceived scale of large buildings and add visual interest and a human-scaled pattern.

Relation to Zoning Standards

This standard provides further guidance on meeting the building massing standards in KMC 18.80.040(4)(d).

Design Criteria

A. Façade articulation. Façade articulation is required for building facades and other building elevations facing trails and internal walkways, plazas, internal drives (or streets), and containing primary building entrances.

For commercial and mixed-use buildings, at least three articulation features must be employed at intervals no greater than 30 feet.

For multifamily and townhouse buildings, at least three articulation features must be employed at intervals that related to the location/size of individual units within the building (but no more than every 30 feet).

B. Articulation features to meet the standards of (A) above include:

1. Window patterns and/or entries.
2. Providing vertical building modulation of at least 12-inches in depth if tied to a change in roofline or a change in building material, siding style, or color.
3. Change in roofline with a difference in height, slope or pitch, direction, or shape (such as towers or dormers).
4. Change in building material or siding style.
5. Vertical elements such as a trellis with plants, green wall, or art element.
6. Use of vertical piers/columns (not applicable to residential buildings).
7. Use of awnings or similar weather protection features (not applicable to residential buildings).
8. Other design techniques that effectively break up the massing of structures and add visual interest.

Figure 3.1.B
Articulation examples.



3.2 – Building Entries

Intent

- To create clear and welcoming building entries.
- To visual interest to the street and neighborhood.
- To emphasize pedestrian entrances over garage entries.

Relation to Zoning Standards

These provisions go beyond the building entry standards in KMC 18.80.040(4)(c) and (h).

Design Criteria

A. Commercial, mixed-use, and multifamily buildings. If a primary common building entrance exists, it must be designed as a clearly defined and demarcated standout architectural feature of the building. Such entrances must be easily distinguishable from individual tenant entrances on the building. Such entries must be scaled proportional to the building.

Figure 3.2.A
Primary building entry examples.



B. Townhouses.

1. For townhouses where the primary pedestrian entrance is along same building elevation as a garage, the pedestrian entrances must be emphasized over private garages by using both of the following measures:
 - a. Enhance entries with a trellis, small porch, stoop, or other architectural features that help to emphasize the pedestrian entry and create a comfortable transitional space between outside and inside the dwelling.
 - b. Provide a planted area in front of each pedestrian entry of at least 20 square feet in area, with no dimension less than four feet. DEPARTURES to the minimum dimension down to two feet will be considered provided the design meets the intent of the standards.

2. Townhouses facing a street must include a pedestrian entrance facing the street and a pedestrian pathway to the street. The entry must provide overhead weather protection (minimum three feet by three feet) for a person entering the unit.
3. See also the front-loaded townhouse standards in Standard 4.1.

Figure 3.2.B
Townhouse entry examples.



Left: A landscaped area and trellis to highlight the entry to these townhouses. Right: A stoop with planting areas on both sides, decorative railings, and weather protection over the entry.



Left: No landscaped area or other architectural features mark the townhouse pedestrian entries from this alley. Right: A street-facing townhouse with a covered entry.

3.3 – Building Details

Intent

- To encourage the incorporation of design details and small scale elements into building façades that are attractive at a pedestrian scale.

Relation to Zoning Standards

These provisions go beyond the building details standards in KMC 18.80.040(4)(h).

Design Criteria

- A. Façade details.** The ground floor of all commercial and mixed-use buildings must be enhanced with appropriate details. This standard applies to building façades facing public streets and building elevations facing parks, trails, and containing primary building entrances. Commercial buildings must employ at least one detail element from each of the three categories in Standard 3.3.B for each façade articulation interval (see Standard 3.1.A).

For example, a commercial building with 90-feet of trail frontage with a façade articulated at 25-foot intervals will need to employ a façade detail from each of the three categories below for all four façade segments.

B. Façade detail categories.

1. Window and/or entry treatment:

- a. Display windows divided into a grid of multiple panes.
- b. Transom windows.
- c. Roll-up windows/doors.
- d. Other distinctive window treatment that meets the intent of the standards.
- e. Recessed entry.
- f. Decorative door.
- g. Other decorative or specially designed entry treatment that meets the intent of the standards.

Figure 3.3.A
Examples of decorative or specially designed windows and entries.



A = openable storefront window. B = transom windows. C = openable window with decorative details. D = decorative window shades. E = decorative door. F = recessed entry.

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2. Building element, façade attachment, or façade detail:

- a. Custom-designed weather protection element such as a steel canopy, cloth awning, or retractable awning.
- b. Decorative building-mounted light fixtures.
- c. Bay windows, trellises, towers, and similar elements.
- d. Decorative, custom hanging sign(s).
- e. Other details or elements that meet the intent of these standards.

Figure 3.3.B**Examples of attached elements that enhance the visual intrigue of the building.**

A = retractable awning. B = custom hanging bike rack and repair station integrated as a storefront design element. C = decorative façade/sign lighting. D and E = custom decorative canopy. F = decorative tower.

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3. Decorative material and artistic elements:

- a. Decorative building materials/use of building materials. Examples include decorative use of brick, tile, or stonework.
- b. Artwork on building, such as a mural or bas-relief sculpture.
- c. Decorative kick-plate, pilaster, base panel, or another similar feature.
- d. Hand-crafted material, such as special wrought iron or carved wood.
- e. Other details that meet the intent of the standards.

Figure 3.3.C
Examples of decorative surface materials.



A = decorative brick/design. B = decorative tile-work and column pattern. C = decorative medallion. D = decorative mosaic tile work. E = decorative bulkhead. F = decorative materials and design.

3.4 – Window Design

Intent

- To integrate window design that adds depth, richness, and visual interest to the façade.

Relation to Zoning Standards

These provisions go beyond the window design standards in KMC 18.80.040(4)(g).

Design Criteria

- A. All windows must employ designs that add depth and richness to the building façade. At least one of the following features must be included to meet this requirement:
 1. Recess windows at least two-inches from the façade.
 2. Incorporate window trim (at least three-inches wide) around windows.
 3. Incorporate other design treatments that add depth, richness, and visual interest to the façade.
- B. Highly reflective glass must not be used on more than 10-percent of a building façade or other building elevations facing trails and containing primary building entrances.

Figure 3.4
Acceptable and unacceptable window design examples.



The window in Image A features 3-inch trim. The windows in Images B-C are recessed by at least two-inches from the façade. Images D and E feature a reveal/recess of less than two-inches, but the contrasting frames and mullions effectively add a sense of depth and richness to the façade. The treatment in Image F does not effectively meet the design criteria.

3.5 – Materials and Color

Intent

- To encourage the use of durable, high quality, and urban building materials that minimize maintenance cost and provide visual interest from all observable vantage points.
- To promote the use of a distinctive mix of materials that helps to articulate façades and lends a sense of depth and richness to the buildings.
- To place the highest priority in the quality and detailing of materials on the first floor at the pedestrian scale.

Relation to Zoning Standards

These provisions go beyond the building material standards in KMC 18.80.040(4)(b).

Design Criteria

If a development includes concrete block, metal siding, exterior insulation and finish system (EIFS), or cementitious wall board paneling/siding on a building exterior, the conditions set forth in Standards 3.5.A-D below apply. These materials are not required and the use of other exterior materials is encouraged. Standard 3.5.E provides guidance on exterior building colors.

A. Concrete block (also known as concrete masonry unit or CMU).

Concrete block is acceptable on commercial buildings and commercial portions of mixed-use buildings. It must not be used as the primary exterior material and must be integrated with other acceptable materials. It may be used as a contrasting accent material or the primary material when it employs a mixture of colors and/or textures or employs a combination of design details to articulate the building and add visual interest.

Figure 3.5.A

Acceptable concrete block use/design.



Left: Effective use of colored concrete block with trim elements that complements other materials. Right: Colored concrete block with a mix of smooth and textured finish that is well-integrated with other materials.

B. Metal siding.

Metal siding may be used on all building elevations provided it complies with the following standards:

1. It must feature visible corner molding and trim.
2. Metal siding must be factory finished, with a matte, non-reflective surface.
3. Walls with more than 50 percent metal siding must feature a roof overhang above the wall.

DEPARTURES will be considered provided the material's integration and overall façade composition meets the intent of the standards.

Figure 3.5.B
Acceptable metal siding examples.



Left: Metal siding with corner and window trim. Note the roof overhang. Right: A good departure example without a consistent roof overhang, but the short length of the walls, amount of window openings, and color/pattern changes create an acceptable design that meets the intent of the standards.

C. Exterior Insulation and Finish System (EIFS).

EIFS may be used when it complies with the following:

1. EIFS must not be used on the ground floor of building elevations. Concrete, masonry, or other highly durable material(s) must be used for the ground floor of building elevations to provide a durable surface where damage is most likely.
2. EIFS must not be the primary cladding material on upper floors and must be integrated with other acceptable materials.
3. EIFS must feature a smooth or sand finish only.
4. EIFS must be trimmed in wood, masonry, or other material and must be sheltered from weather by roof overhangs or other methods.

DEPARTURES will be considered provided the material's integration and overall façade composition meets the intent of the standards.

Figure 3.5.C
Acceptable EIFS examples.



D. Cementitious wall board paneling/siding.

Cementitious wall board paneling/siding may be used provided it meets the following provisions:

1. Cement board paneling/siding may be the dominant exterior material but must be integrated with other acceptable materials (specifically, up to 70-percent of non-window exterior materials may be cement wall board paneling/siding). Where cement wall board paneling/siding is the dominant siding material, the design must integrate a mix of colors and/or textures that are articulated consistent with windows, balconies, and modulated building surfaces and the design must be balanced with façade details that add visual interest from the ground level and adjacent buildings.

DEPARTURES will be considered provided the material's integration and overall façade composition meets the intent of the standards.

Figure 3.5.D**Acceptable cementitious wall board paneling/siding examples.**

E. Building color.

1. A variety of colors are encouraged for building facades, trim elements, and roofs.
2. Fluorescent and neon colors may be used sparingly except for accents.
3. Heavy use of grays and whites should be avoided.

Figure 3.5.E
Acceptable examples of vibrant building colors.



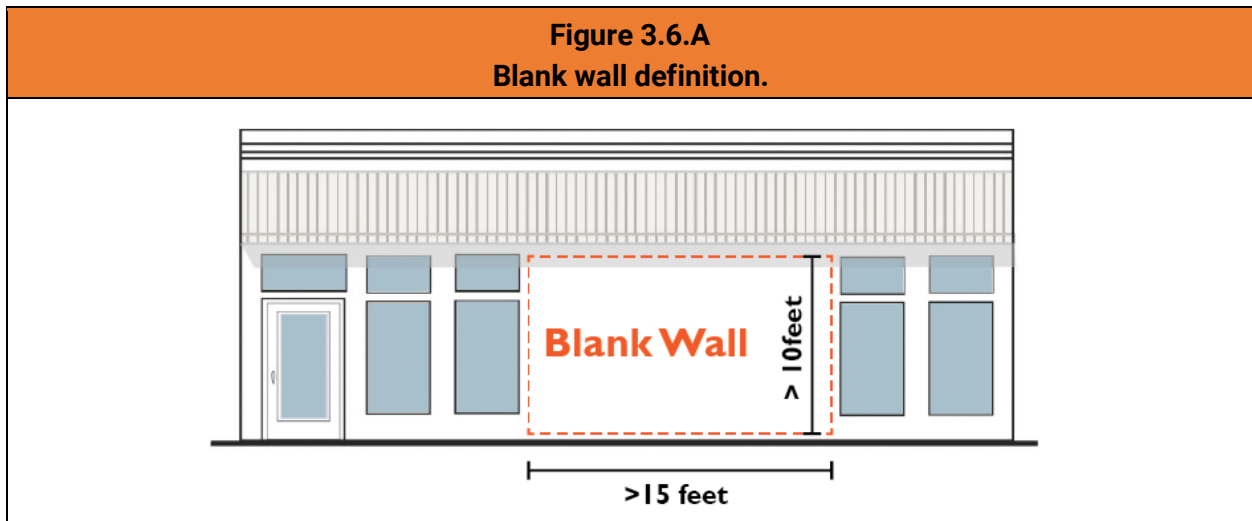
3.6 – Blank Wall Treatment

Intent

- To avoid untreated blank walls.
- To retain and enhance the pedestrian-oriented character of streetscapes.

Design Criteria

- A. Blank wall definition.** A wall (including building façades and retaining walls) is considered a blank wall if it does not include a transparent window or door and has the following dimensions: Over 10 feet in height and a horizontal length greater than 15 feet.



- B. Blank wall treatment standards.** Untreated blank walls adjacent to a public street, plaza, trail, pedestrian pathway, or customer/resident parking lot are prohibited. Methods to treat blank walls on buildings can include:
1. Landscape planting bed at least five-feet wide, or a raised planter bed at least two-feet high and three-feet wide, in front of the wall. Planting materials must be sufficient to obscure or screen at least 60-percent of the wall's surface within three years.
 2. Installing a vertical trellis in front of the wall with climbing vines or plant materials.
 3. Installing an artistic mural as approved by the Director.
 4. Special building detailing that adds visual interest at a pedestrian scale. Such detailing must use a variety of surfaces; monotonous designs will not meet the intent of the standards.

For large visible blank walls, a variety of treatments may be required to meet the intent of the standards.

DEPARTURES will be considered provided the entire façade composition meets the intent of the standards for the context of the wall (e.g., walls along pathway corridors connecting parking areas to building entries might be granted more flexibility than street facades).

Figure 3.6.B
Blank wall treatment examples.



PART 4 – TOWNHOUSE STANDARDS

4.1 – Front-Loaded Townhouses

Front-loaded townhouses are those where the main pedestrian entry is on the same façade as the driveway and garage. The provisions herein supplement the related standards in Standard 3.2.B

Intent

- De-emphasize driveways and garages as major visual elements.
- Enhance pedestrian safety.

Design Criteria

- A. Front-loaded townhouse (where the main pedestrian entry is on the same façade as the driveway and garage) buildings are prohibited adjacent to public streets.
- B. Front-loaded townhouses adjacent to a private street must integrate shade trees at a rate of one tree/dwelling unit and placed in planters along the edge of the street.
- C. Front-loaded townhouses featuring private two-car garages must integrate at least three of the following features to help mitigate the visual impact of the driveway and garage doors on the streetscape:
 1. Integrate decorative garage door design or utilize a color darker than that of the rest of the façade (required feature).
 2. Integrate a stoop entry adjacent to the garage.
 3. Integrate a trellis with landscaping projecting over the garage door.
 4. Cantilever the upper floor over the garage by at least four feet.
 5. Cantilever a balcony or deck that projects at least four feet over the garage covering the full width of the garage.
 6. Integrate decorative pavers, colored concrete or other durable surface materials that add visual interest and effectively soften the streetscape.

Figure 4.1
Acceptable front-loaded townhouse examples.



Left: Decorative garage door with dark color; stoop entry; colored concrete surface Right: Stoop entry; decorative garage door; balcony projecting over garage.

PORT OF KENNEWICK

RESOLUTION No. 2022-09

***A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE PORT OF KENNEWICK AUTHORIZING
A CONTRACT WITH EXPRESS EMPLOYMENT PROFESSIONALS***

WHEREAS, in mid-March 2020 the coronavirus pandemic forced the Washington State Department of Corrections to recall all local offsite work crews back to the Coyote Ridge facility in Connell, Washington leaving a significant deficit in labor within port operations; and


WHEREAS, the Washington State Department of Corrections work crew continues to maintain a significantly reduced and intermittent schedule which may continue into 2022; and


WHEREAS, Express Employment Professionals has been a reliable source for temporary workers to perform maintenance duties at various port properties.

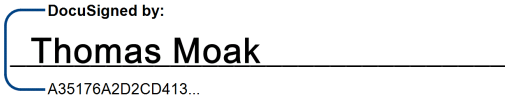
NOW, THEREFORE; BE IT HEREBY RESOLVED that the Board of Commissioners of the Port of Kennewick hereby authorize the Port's Chief Executive Officer to execute a service agreement with Express Employment Professionals for \$100,000.

ADOPTED by the Board of Commissioners of the Port of Kennewick on the 8th day of February 2022.

***PORT of KENNEWICK
BOARD of COMMISSIONERS***

By: 
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SKIP NOVAKOVICH, *President*

By: 
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KENNETH HOHENBERG, *Vice President*

By: 
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THOMAS MOAK, *Secretary*

CITY OF KENNEWICK

K

CITY OF KENNEWICK

Partnership Projects & Progress

2.8.2022





**TOGETHER
WE CAN
ACCOMPLISH
MORE**

“Pursue projects with development partners who demonstrate support; i.e. matching funds, political/citizen/taxpayer support, and enthusiasm.” – Port of Kennewick Resolution 2010-41



RURAL COUNTY CAPITAL FUND



EXHIBIT A

The Rural County Capital Fund (“RCCF”) is used by Benton County to support new capital infrastructure projects in the community that specifically contribute to job growth and economic diversification. The RCCF is funded by a Washington State Sales Tax rebate at the rate of 0.09 percent ([RCW 82.14.370](#)), and is not a new or additional tax. The funds are used either by Benton County or disbursed to local government partners in the community for qualified economic development projects that meet statutory requirements as outlined by the Washington State Legislature.

- Columbia Gardens Partnership
\$550K Port/\$550K City
- Clover Island Shoreline
Transformation Project
\$1M City

COLUMBIA DRIVE
REVITALIZATION

2009



COLUMBIA DRIVE REVITALIZATION

2022

- Duffy's Pond Restoration
- Walking Trail
- Effluent Treatment
- Wine Village – Private Road
- Public Art
- Streetscape Improvements
- **Catalyst for Private Development!**



COLUMBIA GARDENS WINE & ARTISAN VILLAGE

VIBRANCY

- 4 Tasting Rooms
- 2 Full Production Wineries
- City and Port Partnership for Event Promotion



EXHIBIT A



CLOVER ISLAND SHORELINE RESTORATION



- \$1 Million City Contribution – Rural County Capital Funds

WASHINGTON STREET IMPROVEMENTS



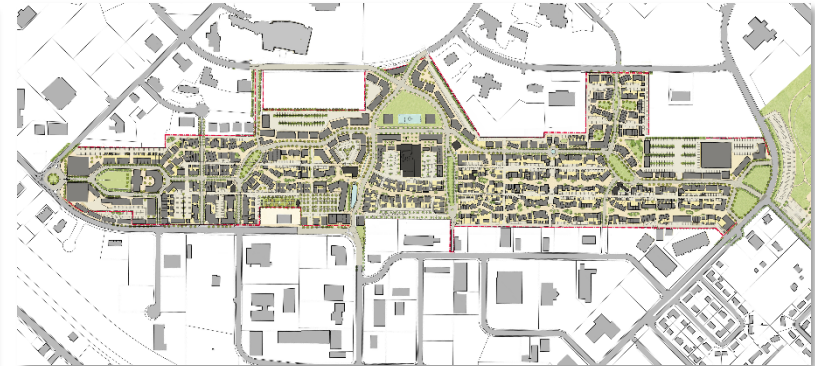
- Traffic Calming Construction
- Additional Pedestrian Crossing
- Vegetation/Beautification
- \$500K Port Contribution



VISTA FIELD & ENTERTAINMENT DISTRICT

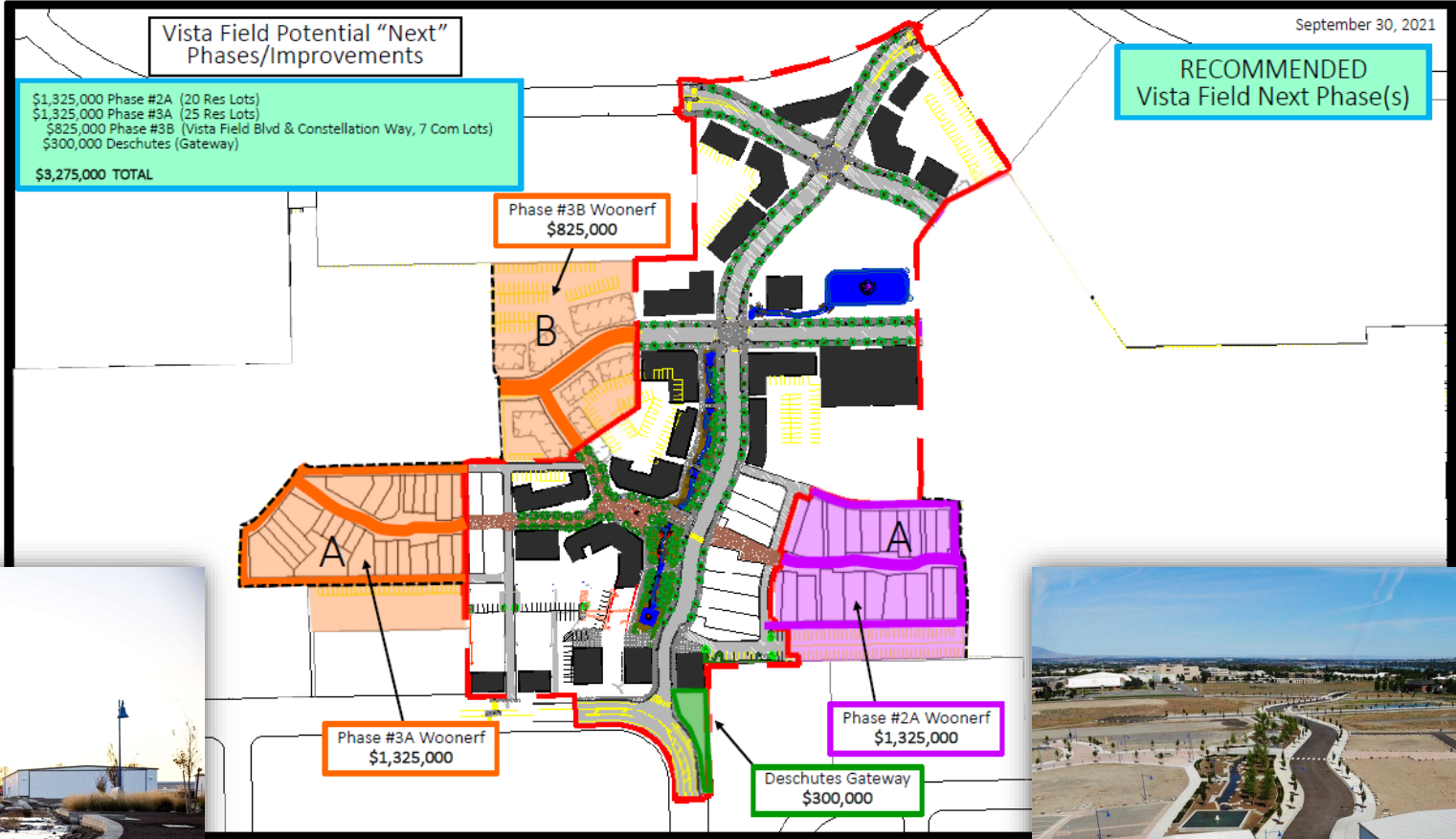
2005-2022

- Decommission of Airport
- Vista Field Redevelopment Master Plan
- Joint Economic Development Agreement
- Re-zoning to Urban Mixed Use
- New Fire Station 3
- Infrastructure Design
- Sewer Line Enhancements



VISTA FIELD

- Catalyst for Private Development
- Potential Art Installation Partnerships





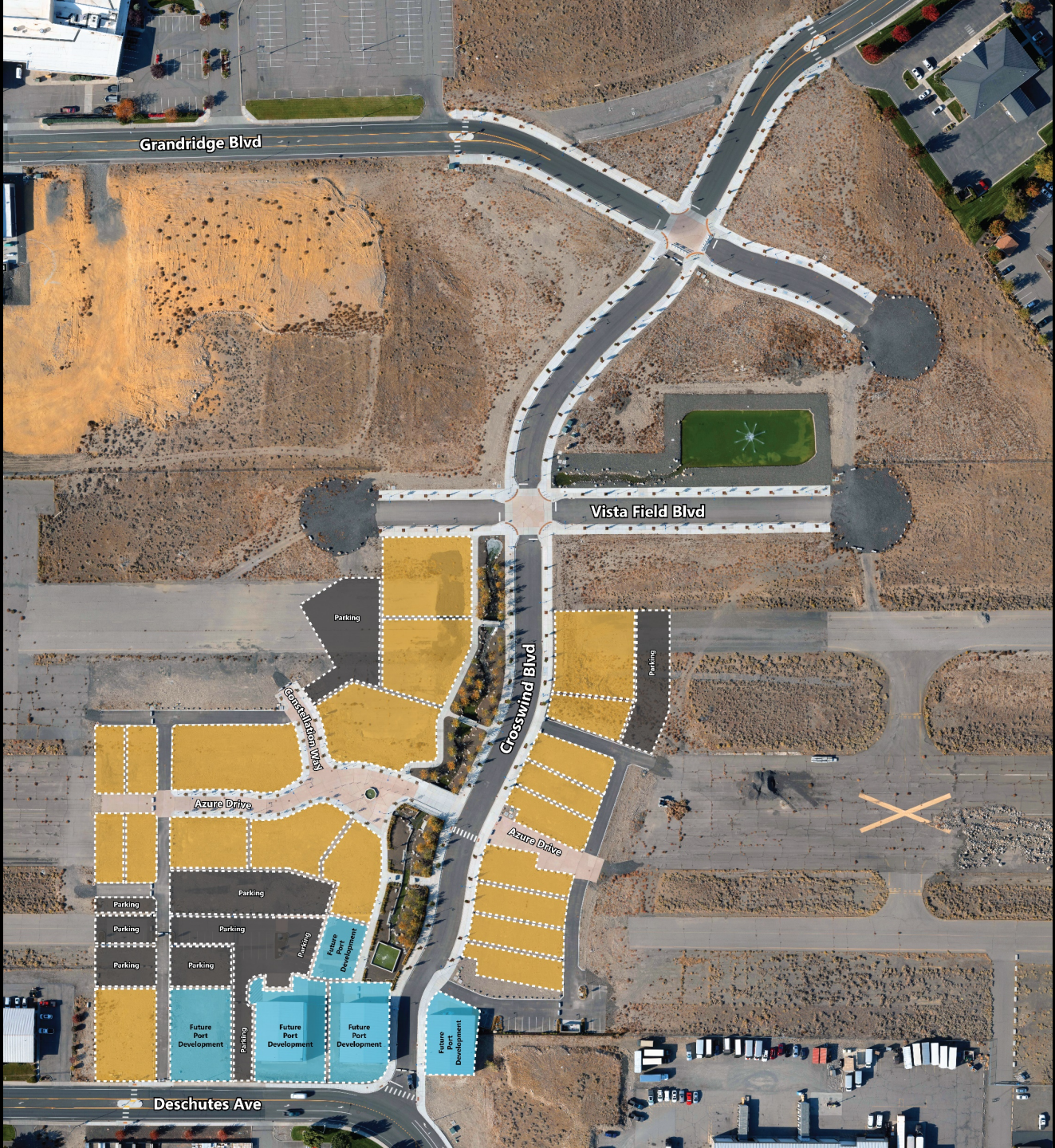
THANK YOU

QUESTIONS?

JG Tippet

Vista Field Renderings























PORT OF KENNEWICK

EXHIBIT C

HISTORIC WATERFRONT DISTRICT DESIGN STANDARDS



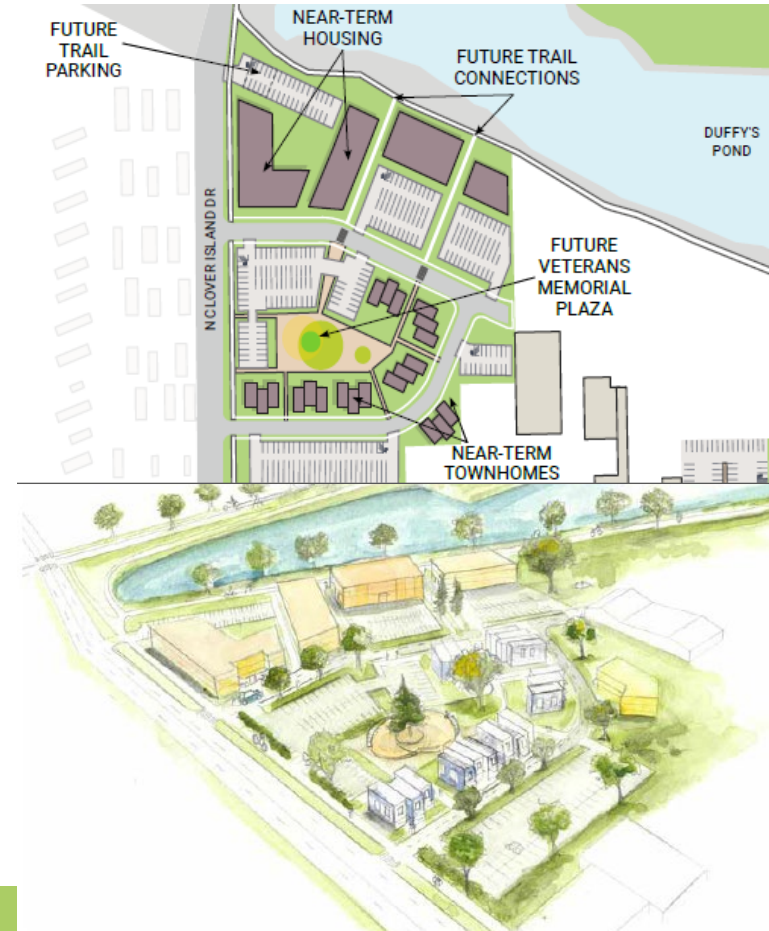
Introduction to Willows and Cable Greens Design Standards

February 8, 2022

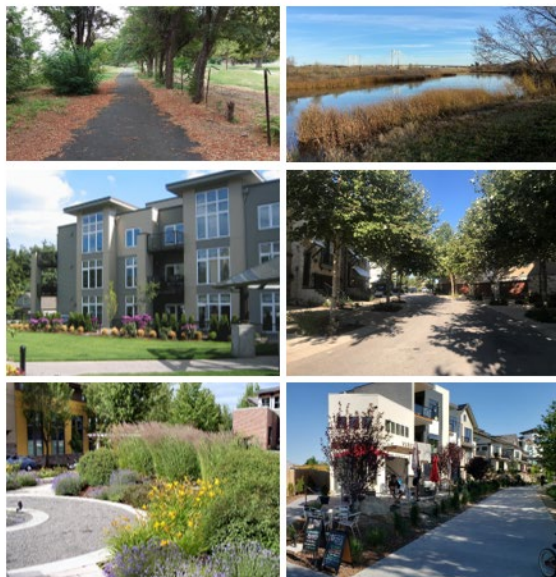
Implementing the 2021 Master Plan

EXHIBIT C

- The first phase adopted commercial design standards for Columbia Gardens in September 2021
- This next phase will have similar design standards for The Willows and Cable Greens, but focused on residential uses
- Approach: Treat the guidelines in the master plan (pg. 41-47) as conceptual policy for developing these more specific design standards



Port of Kennewick
**The Willows & Cable Greens
 Design Standards**



DRAFT February 3, 2022

Contents

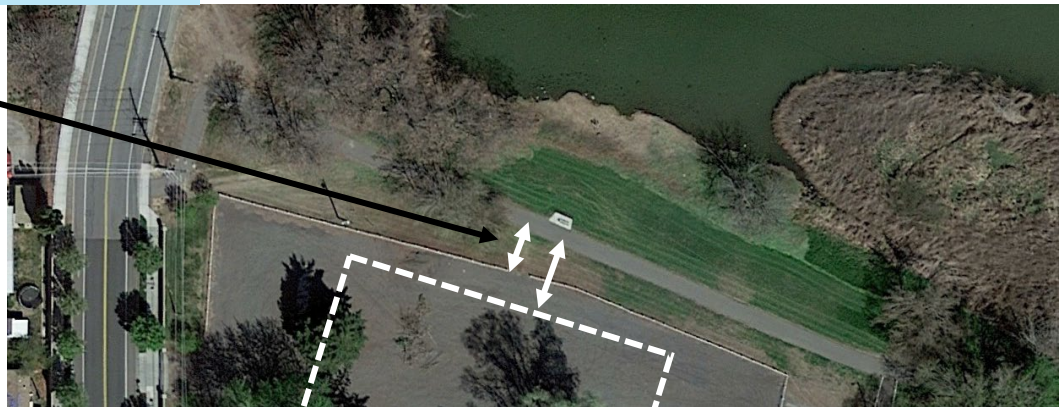
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Duffy's Pond Trail Frontage Standards

EXHIBIT C

Why? Ensure vibrant and pedestrian-friendly design.

- Buildings must be 10-30 feet from the trail
- The setback area must be used as a dining area, patio or deck, play area, landscaping, or similar functions (parking may occupy up to 33% of the trail frontage)
- Maximum building length 160 feet
- Pedestrian connection required
- Wall and fence heights are limited depending on distance from the trail



Residential trail frontage example



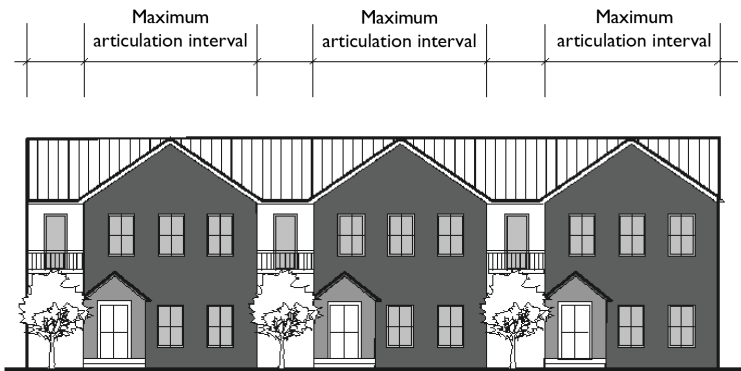
Commercial trail frontage example

Building Massing & Articulation

EXHIBIT C

Why? Reinforce pedestrian-friendly “village” scale

- All buildings must use at least three articulation features at intervals that relate to the location/size of **individual units within the building** (or no more than every **30 feet**)
- Applies to facades facing trails and internal walkways, plazas, internal drives (or streets), and containing primary building entrances.



Articulation feature options:

- Window or entry patterns
- Vertical piers/columns
- Awnings
- Change in roofline
- Change in building material or siding
- Vertical elements such as a trellis or art
- Vertical building modulation
- Other design techniques

Building Entries

EXHIBIT C

Why? Create clear and welcoming building entries

- Commercial, mixed-use, and multifamily buildings. If a primary common building entrance exists, it must be designed as a clearly defined architectural feature and scaled proportional to the building.
- Townhouses. Individual pedestrian entrances must be emphasized over private garages, whether facing the street or an alley. Weather protection over the entry is required.



Apartment building entry example



Individual townhouse entry examples



Building Materials

EXHIBIT C

Why? Reinforce desired character by adding strategic conditions for commonly used materials

Concrete block



- Must not be the primary material
- Must have a mix of texture and colors

Metal



- Must feature corner molding and trim
- Walls with >50% metal must have roof overhang

Stucco



- Traditional stucco is allowed on ground floor
- EIFS (synthetic stucco) limited to upper floors

Cementitious panel



- May cover up to 70% of façade. If dominant, it must integrate a mix of colors and/or textures

Residential Amenity Space

EXHIBIT C

Why? Create usable amenity space that is suitable for leisure or recreational activities

Residential developments are required to provide amenity space equal to a minimum of 125 square feet per new dwelling unit. Multiple types of spaces may be used.

Common outdoor area



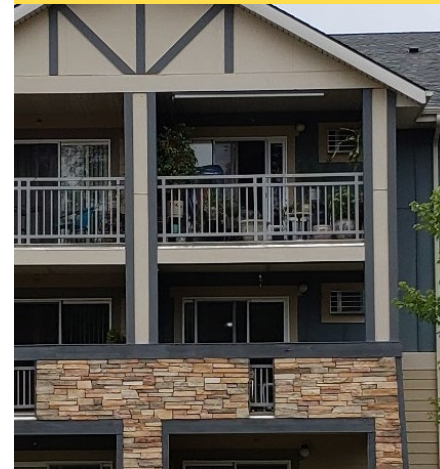
Shared roof deck



Private ground-level area



Private balconies



Conceptual Site Plan – The Willows

The sketch illustrates one possible vision for the site with desired housing products, landscape features, and street layout.

Key features in this concept:

- 130 homes (37 townhomes + 93 apartments)
- 1,750 square feet of retail
- Parks/playgrounds
- Trail connections
- Visitor parking

Open space around the
Veterans Memorial
Christmas Tree



Model Example



Model example of townhomes along internal access road. Note the integration of trees, design of driveways, sidewalks, entries and façade articulation.

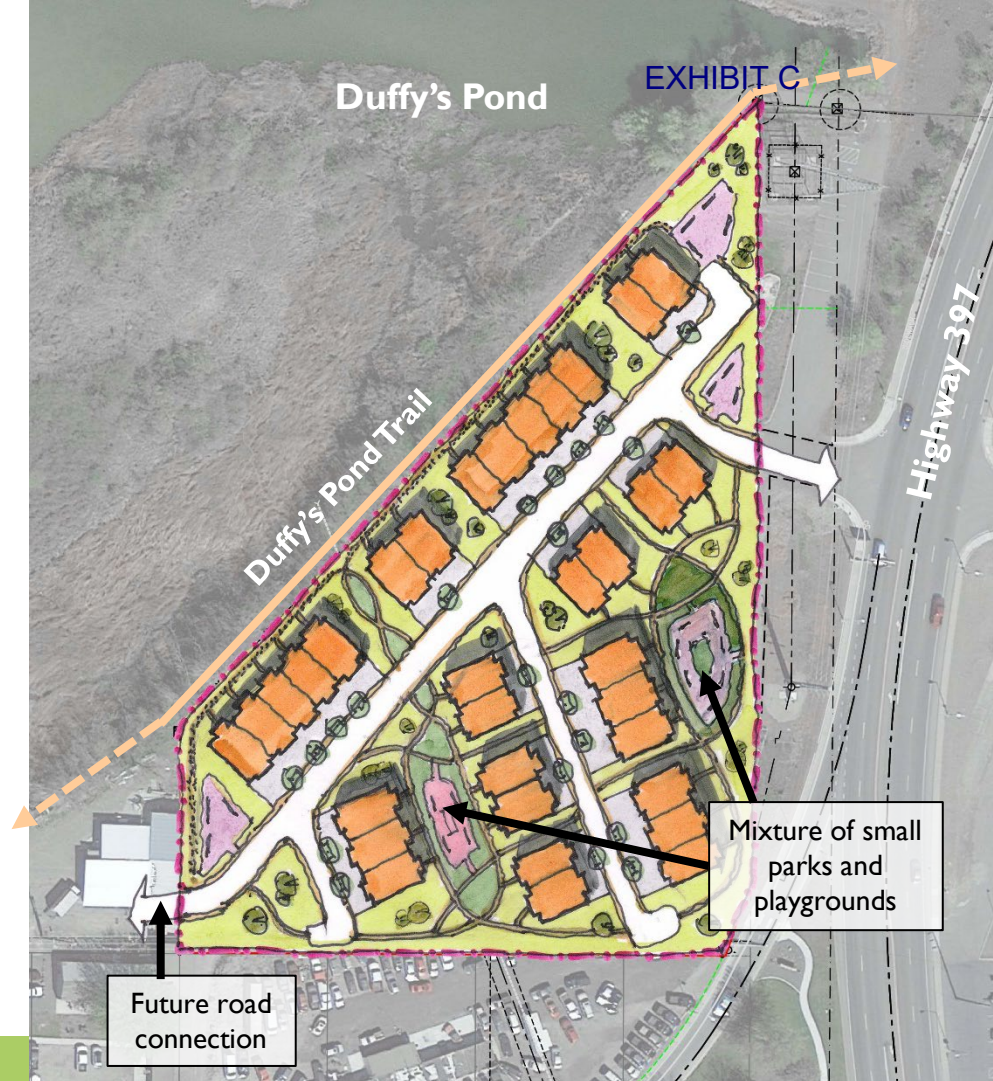


Conceptual Site Plan – Cable Greens

The sketch illustrates one possible vision for the site with desired housing products, landscape features, and street layout.

Key features in this concept:

- 33 homes (all townhomes)
- Parks/playgrounds
- Trail connections



Model Example



Linear shared open space incorporating a children's play area and informal "green".

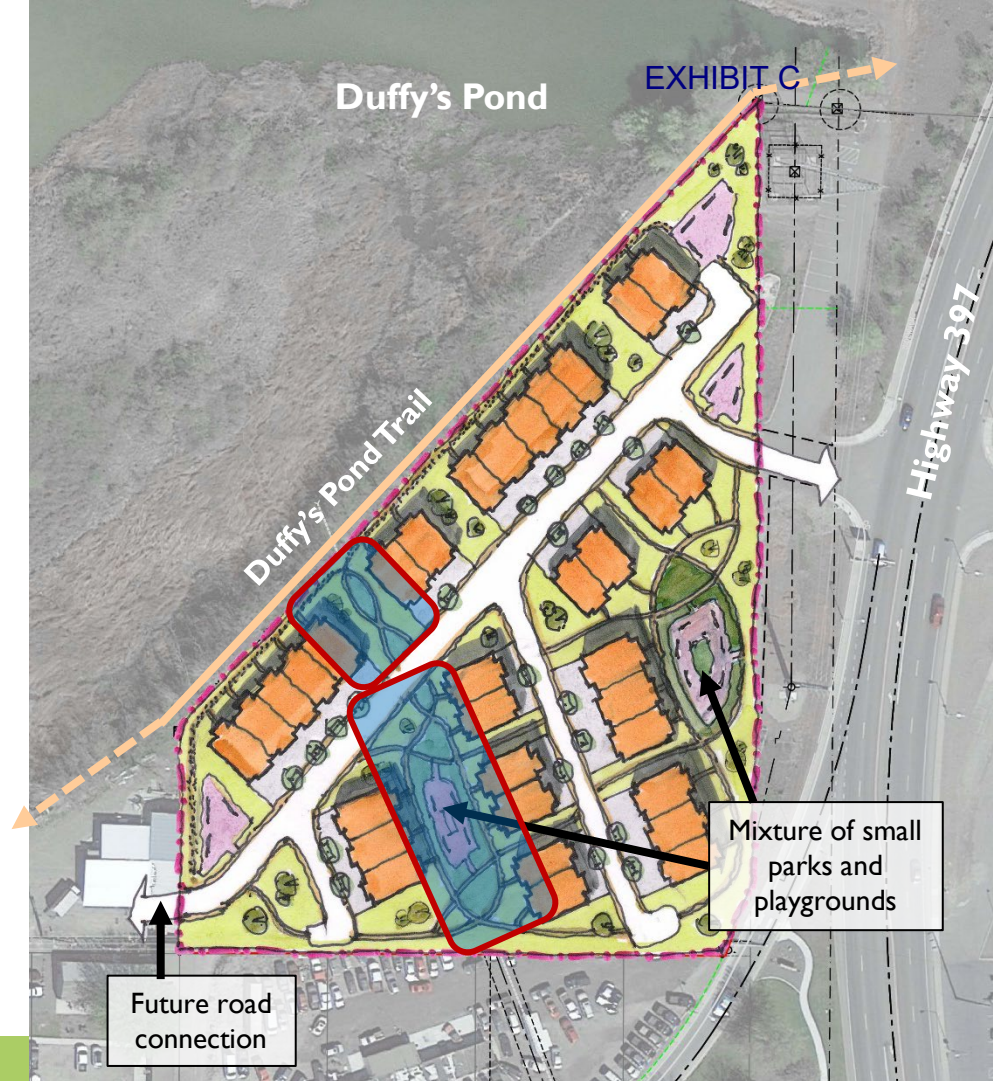


Figure 2.1.A
Duffy's Pond Trail frontage standards.


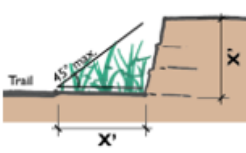
Element	Standards	Examples and Notes
Building placement	Buildings must be setback 10-30' from the trail edge, except greater setbacks are allowed when the setback area complies with the plaza provisions in Standard 2.4.	
Setback use	Landscaping, decks, plazas and patios, dining areas, playgrounds, and other similar uses are encouraged within the trail setback area. Service and trash storage areas are prohibited in the setback area.	
Parking location	Vehicular parking may occupy up to 33% of the trail frontage.	
Fences & retaining walls	Height limits for opaque fences & retaining walls use a 1:1 ratio for their setback from the edge of the trail (for every 1' of setback distance, the maximum height is increased 1'). Deck railings associated with non-residential development must be at least 60% transparent.	
Building use	Refer to permitted uses for the Urban Mixed Use zone, Chapter 18.12 KMC.	



Figure 2.3
Appropriate landscaping examples.



EXHIBIT C

Figure 3.4
Acceptable and unacceptable window design examples.



The window in Image A features 3-inch trim. The windows in Images B-C are recessed by at least two-inches from the façade. Images D and E feature a reveal/recess of less than two-inches, but the contrasting frames and mullions effectively add a sense of depth and richness to the façade. The treatment in Image F does not effectively meet the design criteria.

Thank You!

COMMENTS? QUESTIONS?



EXHIBIT D

Columbia Gardens Wine & Artisan Village Monument & Wayfinding Signage

Considerations

- Identified Need
- Regional Wayfinding
- Design Standards
- Cost Estimates



Complementary Design

- Regional Wayfinding



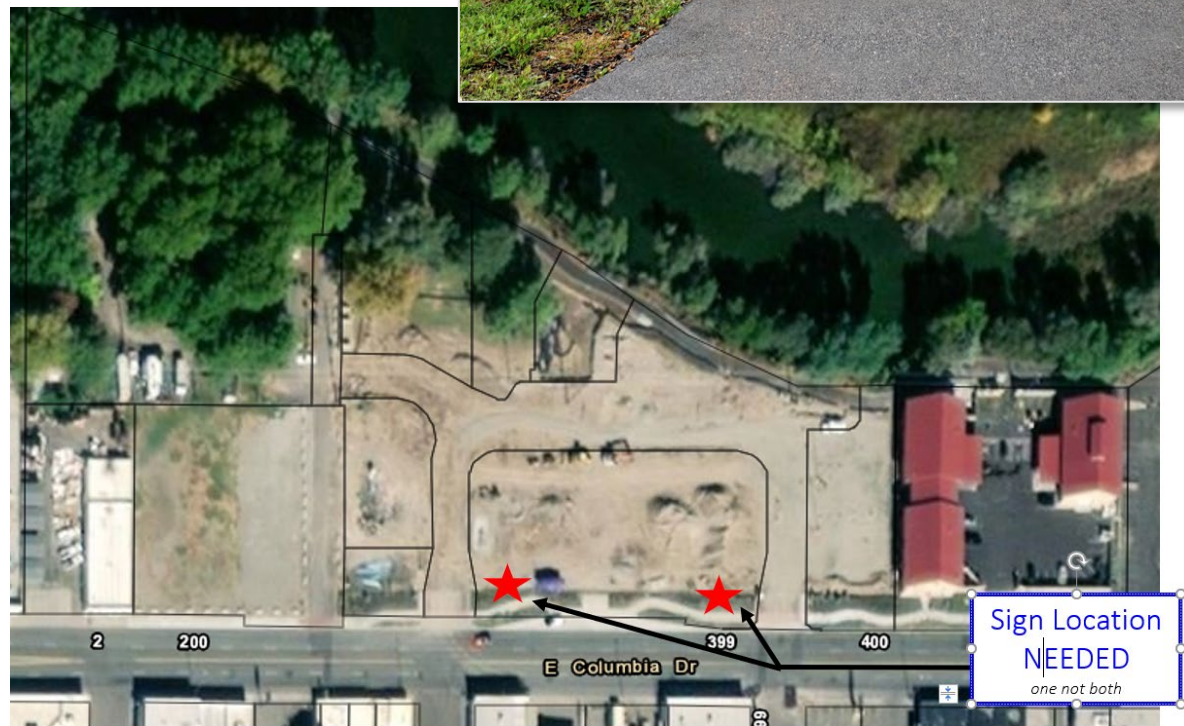
Complementary Design

- Established City Signage
- Waterfront District Design Standards
- Previous Investments & Architectural Elements



Signage & Locations

- Monument
- Wayfinding
- Lighting
- Graffiti Prevention

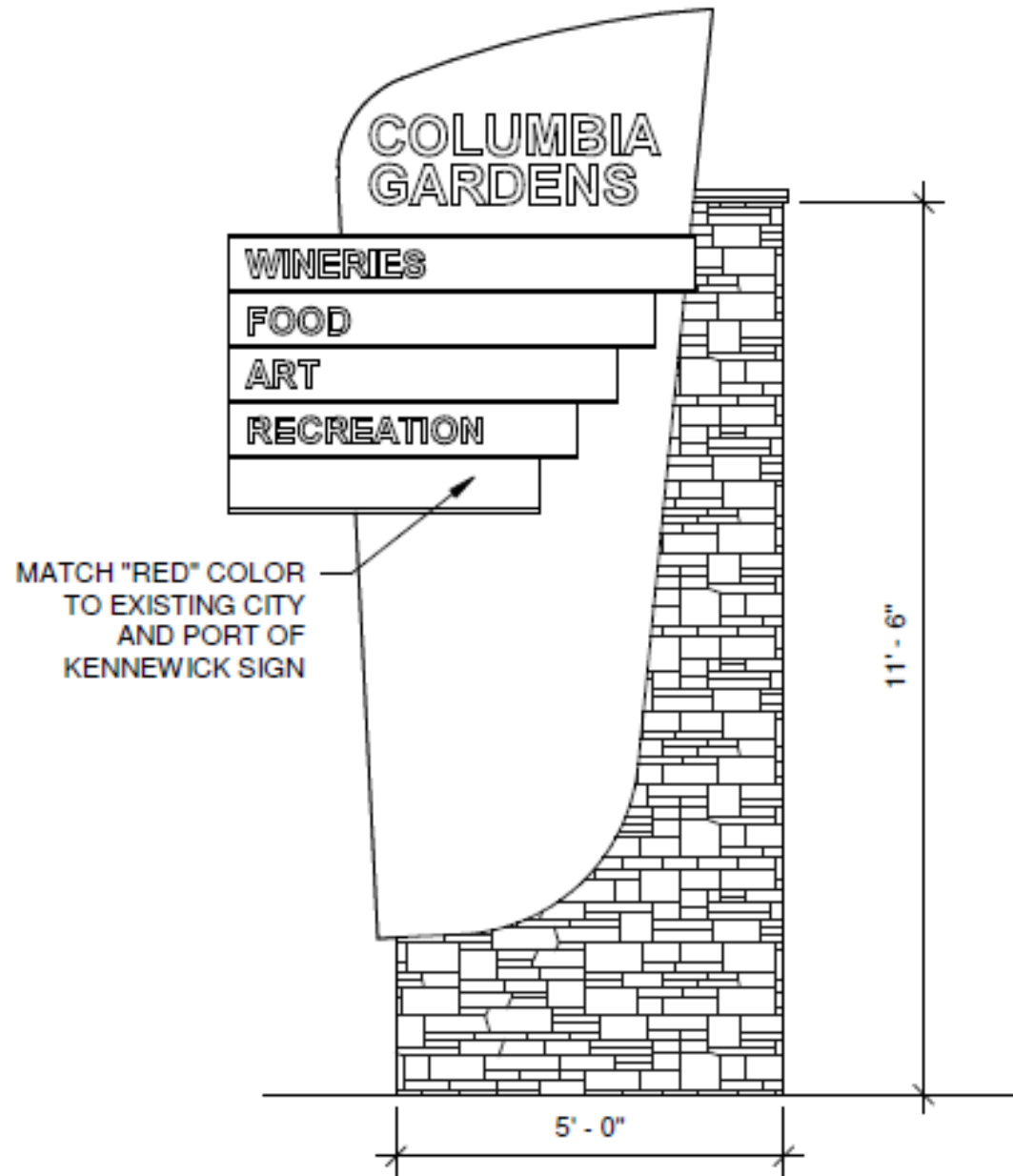


Regulations

- Landscape Easement
- Zoning/Variance/Permit
- Site Lines/Access/Sidewalk
- Liquor Control Board
- USACE / City / State
- Historic/Cultural Resources

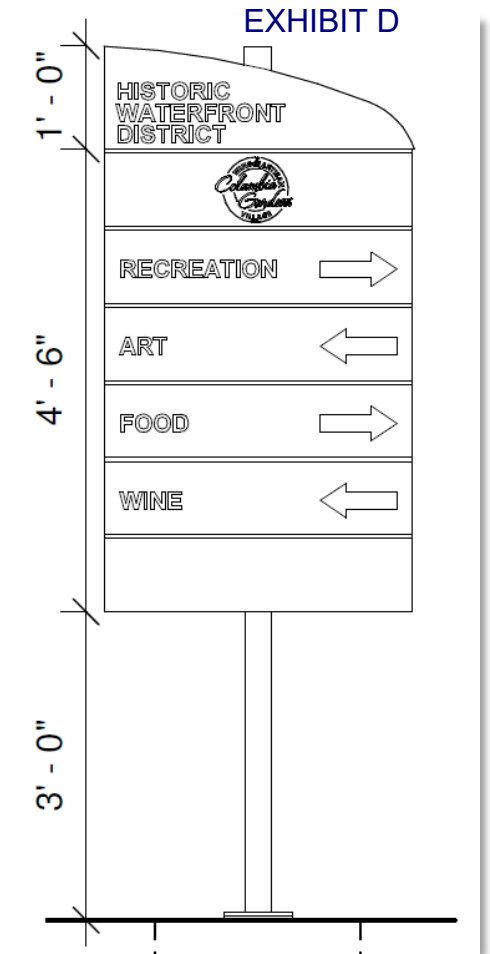
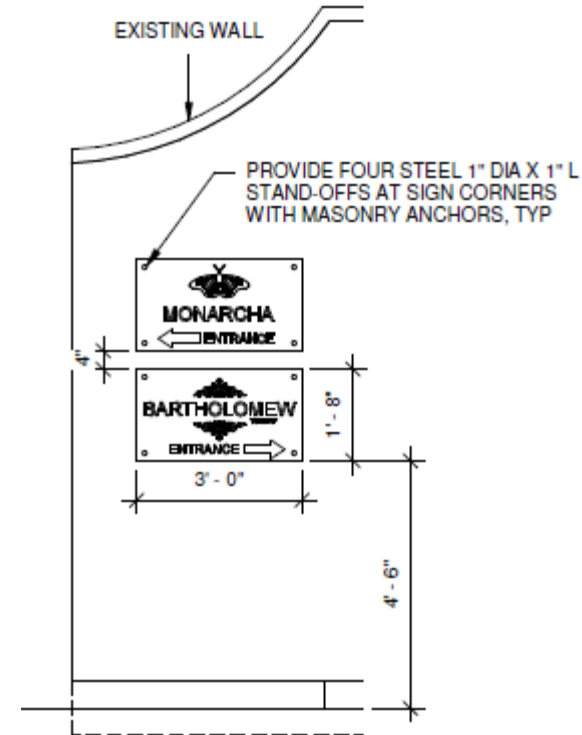


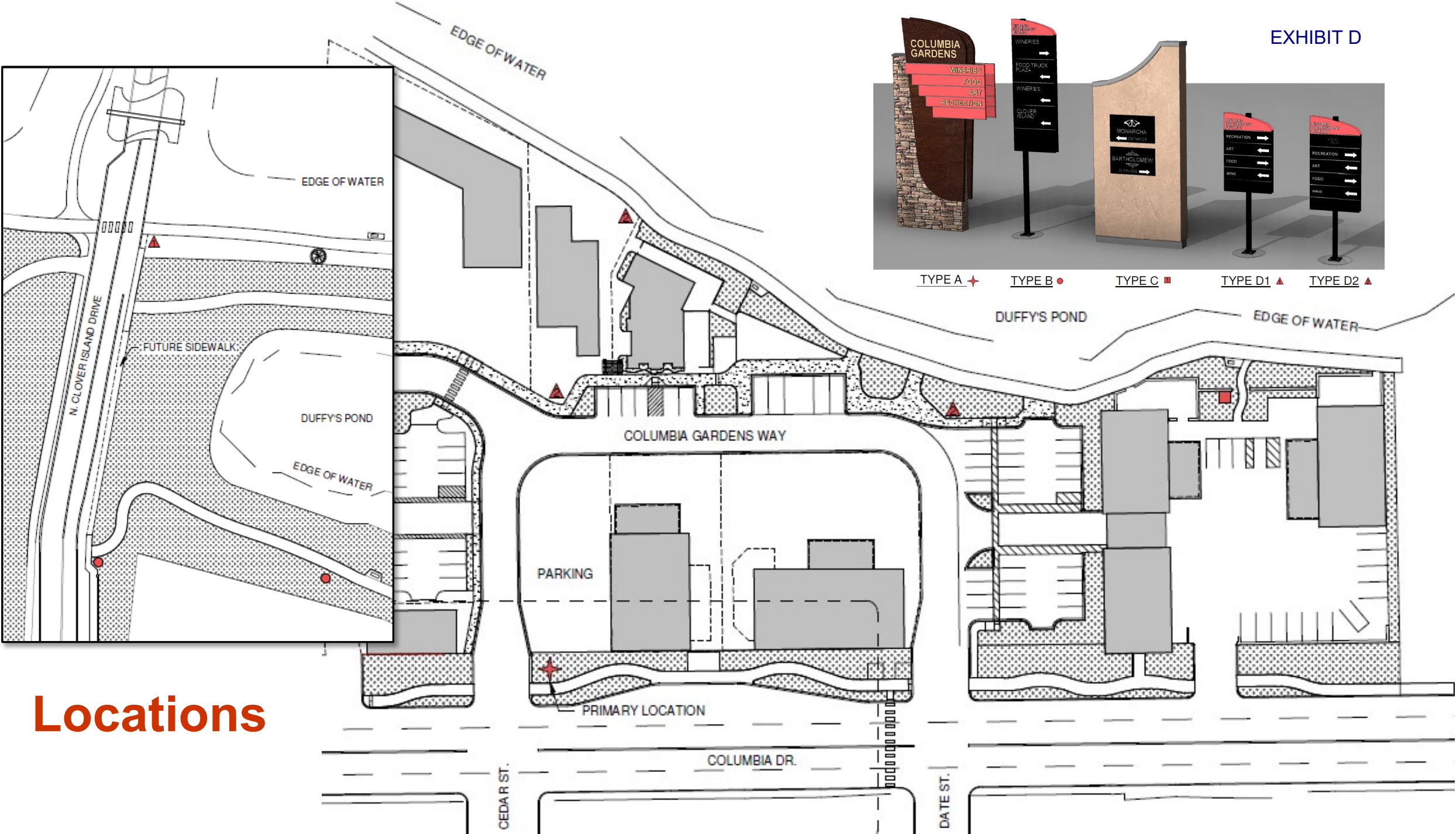
MEMORANDUM OF UNDERSTANDING WITH CONFEDERATED TRIBES OF THE UMATILLA
INDIAN RESERVATION
February 26, 2013



Signage Types

- Monument
- Wayfinding





Locations



Type A Monument Sign at Columbia Drive at Cedar Street.



Type D2 Wayfinding Sign adjacent two-tenant building. SAMPLE ONLY—WORDS AND ARROWS NOT YET DETERMINED



Type D2 Wayfinding Sign at Duffy's Pond Trail access near Food Truck Plaza. SAMPLE ONLY—WORDS AND ARROWS NOT YET DETERMINED



Type C Wayfinding Signs proposed for Courtyard Wall adjacent Duffy's Pond Trail access.



Type B Wayfinding Sign on Clover Island Drive at The Willows. SAMPLE ONLY—WORDS AND ARROWS NOT YET DETERMINED



Type D1 Wayfinding Sign on Sacagawea Heritage Trail at Clover Island Gateway. SAMPLE ONLY—
WORDS AND ARROWS NOT YET DETERMINED



City and Port of Kennewick Monument Sign
roughly \$71,000 three years ago

Cost Estimates

Estimated Costs by Site:

Columbia Gardens

1 Type A Monument Sign:	\$ 97,203
2 Type C Signs:	\$ 8,706
3 Type D2 Signs:	<u>\$ 70,824</u>
total:	\$176,733

The Willows

2 Type B Signs:	\$59,032
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Sacagawea Heritage Trail

1 Type D1 Sign:	\$23,608
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Grand Total:	<u>\$259,373</u>
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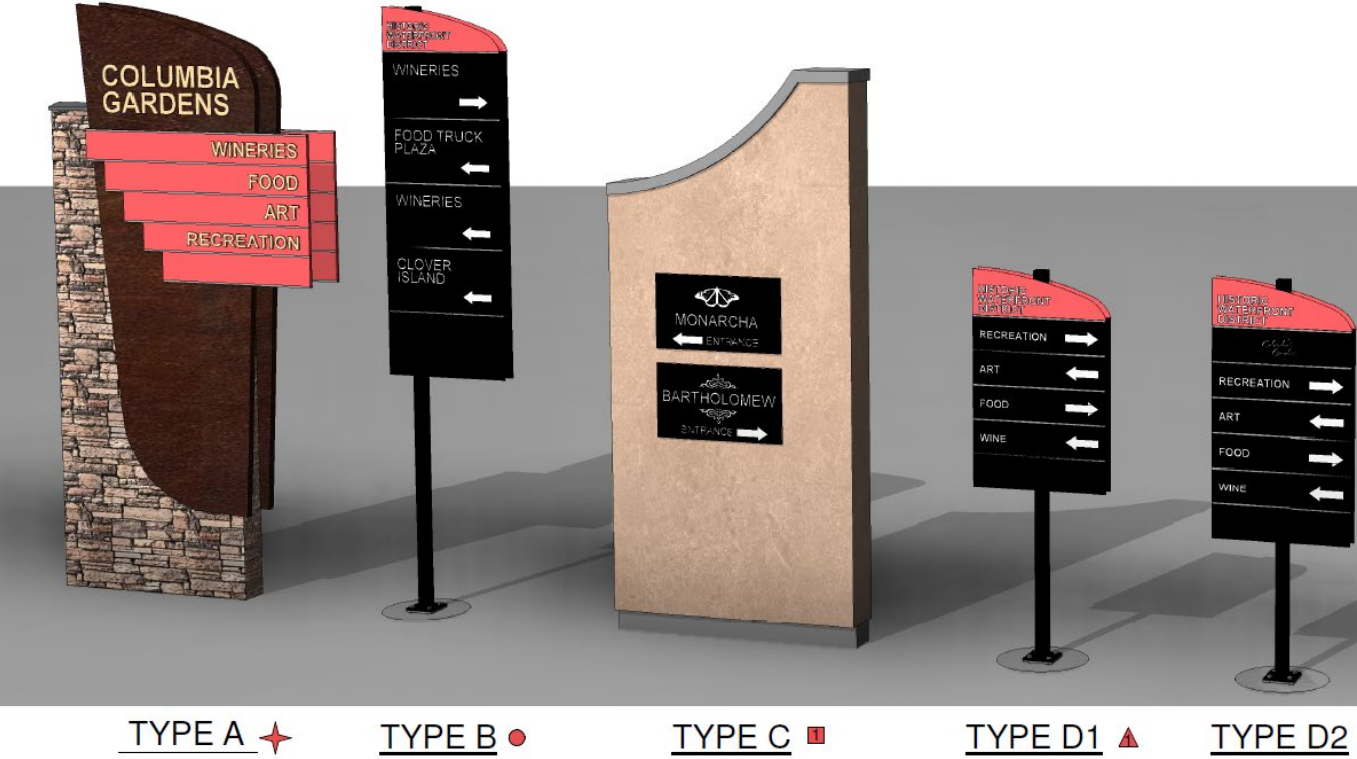




EXHIBIT D



Thank you



Columbia Gardens Wine & Artisan Village Monument & Wayfinding Signage

Especially prepared for
Port of Kennewick Board of Commissioners
February 8, 2022

Considerations

In response to feedback from both citizens and tenants, it became apparent that additional wayfinding signage is needed for the Columbia Gardens Wine & Artisan Village. And while the port previously installed signage on the entry walls, that signage (while great for pedestrians) runs parallel to Columbia Drive and is not readily visible to motorists who are conditioned to viewing signage perpendicular to the street.

As part of the bi-annual goals and objectives, the CEO was tasked with exploring options and considerations to add signage that could support visibility, wayfinding and vibrancy at Columbia Gardens.

In researching options, it was determined that monument-style signage located along Columbia Gardens and smaller internal signage could help attract motorist, bicycle and pedestrian attention and distinguish points of interest within the development.

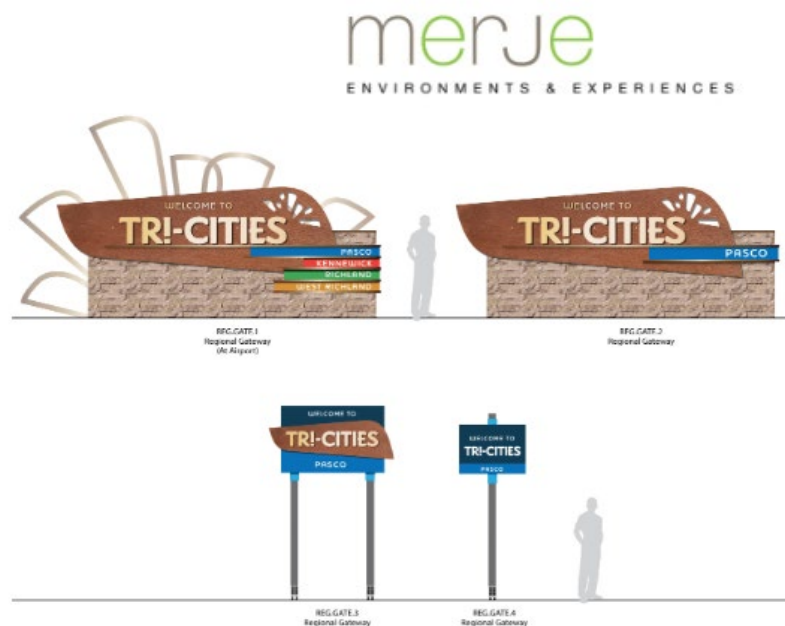


As part of the process, several items were identified as needing to be addressed for the monument and wayfinding signage, including consideration of the community's recent regional signage project; federal, state and local regulations and involvement; waterfront design standards; lighting; and estimated costs. These issues are detailed below, some of which have been addressed. Others will require further resolution before signage can be ordered/installed.

Complementary Design

Regional Wayfinding:

Consideration was given to the regional branding and community-wide wayfinding design effort coordinated and established by TRIDEC, Visit Tri-Cities and the Tri-Cities Regional Chamber of Commerce.



Established City Signage:

Consideration was given to the fact that the City of Kennewick had recently installed monument-style gateway signage at the base of the nearby “Cable Bridge,” which included Port of Kennewick funding. The city also installed smaller points-of-interest wayfinding signage on Clover Island Drive and Columbia Drive. This signage helped establish a benchmark standard for signage within Kennewick’s Historic Waterfront District.



Historic Waterfront District Design Standards: The port’s Board of Commissioners approved design standards for the Historic Waterfront District, and Meier Engineering & Architecture was identified as the waterfront district town architect. Meier was asked to consider the regional branding/wayfinding plan, recent city signage and prepare conceptual signage that would conform to the adopted Waterfront District Design Standards while complementing city signage and the design aesthetic from established investments at the wine village and on Clover Island.

Previous Investments/Architectural Elements: The Meier-designed monument and wayfinding signage complements the city signage and is reminiscent of elements from many of the port’s previous investments in the Historic Waterfront District: the flat silver banding found on the Clover Island gateway arch; the sweeping curves found on the Clover Island gateway arch and on the trellis arch and transit shelter at Columbia Drive; the weathered steel found in the Aspirations, Rollin Mass, Fair Game, Willow Fish Traps at The Gathering Place, and Mother of Reinvention II artworks; and finally, the use of real stone and bright red metal in the city signage and on the port’s two-tenant tasting room building. All those elements combine to create a complementary signage aesthetic for the waterfront district and are reflected well in the monument and wayfinding signage proposed for Columbia Gardens.



Type of Signage & Locations

Monument Signage: Motorists often travel more than forty miles an hour on Columbia Drive, so the signage must be visible and concise in its messaging. Red is a bright color that is eye-catching and has been accepted by City of Kennewick as their “identifying color” under the regional branding program (Richland uses green and Pasco, blue).

It is also important that signage be clean and not cluttered with too many messages. Thus, it was determined a summary listing of the “points of interest” would be most easily read/understood and most likely to encourage people to explore Columbia Gardens: Wine, Food, Art, Recreation (with space left for future items of interest such as “Shops”).

A 14-foot-tall, real stone, Corten steel and red metal sign is proposed to be installed, with the sign panel perpendicular to Columbia Drive in the city’s landscape easement. This monument-style sign would be double-sided to be viewed from both westbound and eastbound traffic. The look of the monument signage was inspired by and complements the gateway signage already established by City of Kennewick.

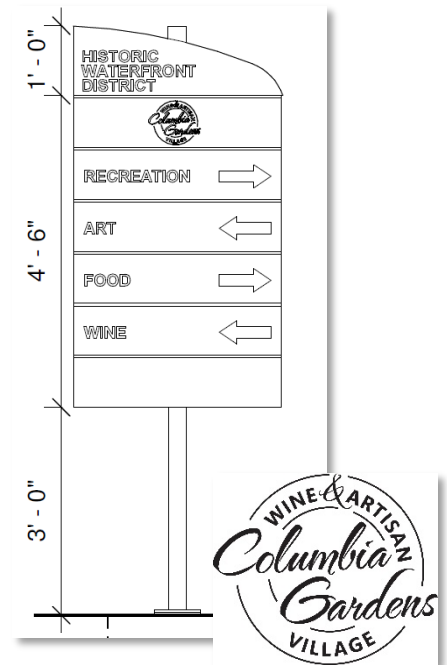


Wayfinding Signage: The Columbia Gardens Wine & Artisan Village Development established an early interior wayfinding aesthetic using black and white blade signs to identify the tasting room tenants. Meier combined the look of the city’s pedestrian wayfinding signage with the blade sign aesthetic and found a way to complement the city’s signage while identifying the wine village as a distinct development.



The port wayfinding signage has a panel and header design similar to the city's but uses square pole(s) instead of round, and the sign panel would be black with white lettering/arrows instead of the city's blue and white. The header section of the sign would be the same red as the city's and would use the words *Historic Waterfront District* to identify the area as part of a distinct neighborhood. The sign panels located at the wine village would also include the Columbia Gardens Wine & Artisan logo to reinforce branding for that location.

Meier designed a series of pedestrian wayfinding signs (*Exhibit A*) for use along the Duffy's Pond trail and the interior landscape areas within the Columbia Gardens Wine & Artisan Village. The idea is that these signs would provide information and guidance to help visitors understand where to go and what to do within the wine and artisan village and encourage visitors to discover Columbia Gardens from the Sacagawea Heritage Trail and The Willows.



Lighting: It will be necessary to provide lighting for the monument sign. As part of the cost estimating for signage, Meier A|E has developed an estimate for extending electrical and lighting the monument signage for visibility at night (*Exhibit B*). Lighting is anticipated to be similar to that found on the city gateway signs at the base of the Cable Bridge and West Clearwater near the Leslie roundabout.

Graffiti Prevention: It will be necessary for all signage, posts and panels to be treated with an anti-graffiti coating to help with the maintenance and longevity of the signs.

Federal, State, City Regulations

Several other critical issues must be addressed before placing wayfinding signage along Duffy's Pond and Columbia Drive.

Landscape Easement: The Port of Kennewick gave City of Kennewick an easement for the landscape improvements along Columbia Drive. Installation of the monument sign will require amending that easement. City of Kennewick Public Works and City of Kennewick legal departments have been asked to review the Interlocal Agreement and landscape easement to help advise port staff on the ability to install the signage on Columbia Drive. A formal request and processing may be required either administratively with staff or through the city council and port commission.

Zoning / Variance / Permit: For the monument sign on Columbia Drive, Meier has designed it at 14 feet tall to ensure visibility and accommodate the required wording and panels. The city zoning limits the height of signage to 13-feet. However, city planning staff have reviewed

preliminary designs and have indicated support for the monument and wayfinding signage. They have indicated the port could apply for an administrative variance of not more than 10% (which, if approved, would accommodate the 14-foot-tall monument sign as designed). Application for the variance can be made concurrently with the permit for construction.

Site Lines/Access/Sidewalk Revision: City codes control where signage can be placed on Columbia Drive to ensure sight lines are maintained and there is not too much visual clutter or diminished access at any intersection. Meier determined the best location for the monument sign would be to the east of the Cedar Street intersection.

Liquor Control Board: There are significant restrictions and rules related to advertising alcohol to the public. Port staff contacted the Washington State Liquor and Cannabis Board (WSLCB) advertising coordinator and port legal counsel researched state RCWs to determine that having words such as “Wine,” “Wineries” or “Tasting Rooms” on an off-premises sign on a city street or park trail will not cause any problems for port tenants or raise any concerns with the WSLCB.

U.S. Army Corps of Engineers / City of Kennewick / Historic & Cultural Resources: The U.S. Army Corps of Engineers owns Duffy’s Pond and levee, which the City of Kennewick manages under a recreational lease. The port gave the city an easement to construct the pedestrian/bike trail along a portion of the port’s land adjacent Duffy’s Pond adjacent to Columbia Gardens, other parts of that trail are on federal land.



While the city and port have an Interlocal Agreement whereby the port maintains the Duffy’s Pond trail, that pathway was constructed by and is part of the city’s parks and recreation system. The city’s Parks Commission and staff will need to be consulted to assist with approvals and permitting for any signage not installed on port land.



Also, any construction near the river that may impact historic properties requires federal and state agencies to consider the effects on historic and cultural resources. The Duffy's Pond trail is on the original Columbia Rivershore (before the levee was constructed). The placement of monument and wayfinding signage will require cultural resources observation per the State Historic Preservation Office and the port's MOU with the Confederated Tribes of the Umatilla Indian Reservation.



MEMORANDUM OF UNDERSTANDING WITH CONFEDERATED TRIBES OF THE UMATILLA INDIAN RESERVATION
February 26, 2013

Sample Signage – Exhibit A

As the port's town architect, Meier Architecture & Engineering has prepared renderings of potential signage for both the Columbia Gardens monument/point of interest sign and the pedestrian wayfinding signs. Renderings of these signs and their proposed placement within the wine and artisan village, The Willows and Sacagawea Heritage Trail are included in Exhibit A.

Cost Estimates – Exhibit B

Monument Signage: Meier has developed preliminary cost estimates for constructing and installing a monument sign at the Cedar Street intersection, which includes electrical and light fixtures to ensure visibility at night.

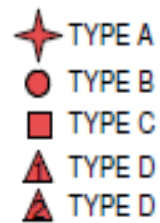
Pedestrian Wayfinding Signage: Meier has developed preliminary cost estimates for construction and installation of pedestrian wayfinding signage for the Columbia Gardens interior and at various places on Duffy's Pond trail at Columbia Gardens and The Willows. Additionally, they have suggested a bicycle-scale sign along the Sacagawea Heritage Trail near the Clover Island Gateway Arch.

The cost estimates are included in Exhibit B.

Exhibit A

Meier Architecture & Engineering Monument & Wayfinding Signage Design Drawings

SIGN LEGEND

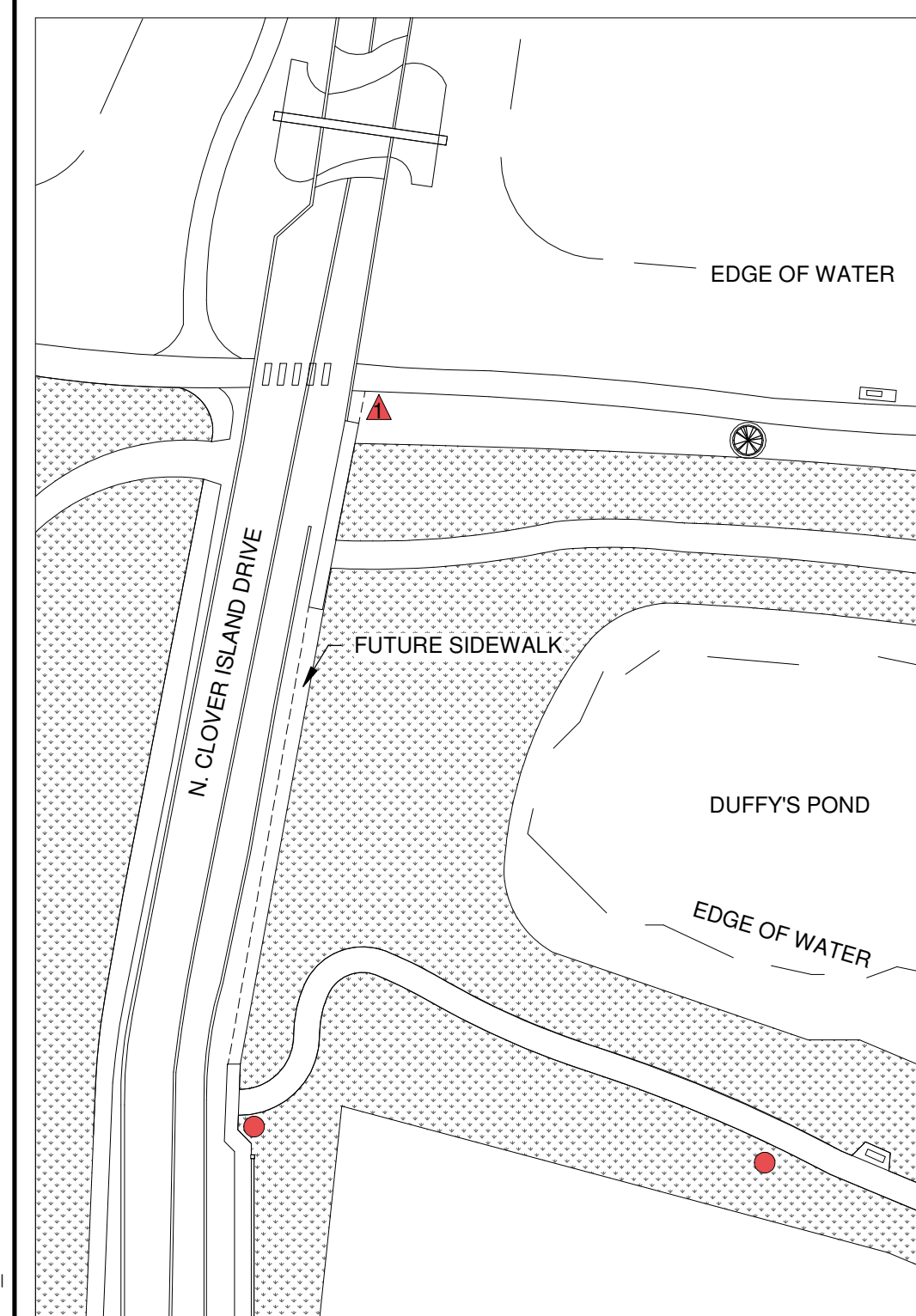


1 Type A Monument Sign

2 Type B Signs

2 Type C Signs

4 Type D1/D2 Signs



<i>Meier</i> ARCHITECTURE • ENGINEERING 12 W. Kennewick Ave., Kennewick, WA 99336						P: 509.735.1589 F: 509.783.5075			www.meierinc.com
DRAWN	CHKD.	DSSGN	APP'D	NO.	REVISION	DATE			
APPROVAL									
DRAWN	PXC								
DESIGN	PXC								
CHECKED	EJM								
APPROVED	MCD								
PORT OF KENNEWICK		COLUMBIA GARDENS SIGNAGE							
		COLUMBIA GARDENS SIGN TYPES							
DWG. NO.		A100							
SCALE:		As indicated							
ISSUE DATE:		12/9/2021							
JOB NO.	REV.								
8837									



Type A Monument Sign at Columbia Drive at Cedar Street.



Type D2 Wayfinding Sign adjacent two-tenant building. SAMPLE ONLY—WORDS AND ARROWS NOT YET DETERMINED



Type D2 Wayfinding Sign at Duffy's Pond Trail access near Food Truck Plaza. SAMPLE ONLY—WORDS AND ARROWS NOT YET DETERMINED



Type C Wayfinding Signs proposed for Courtyard Wall adjacent Duffy's Pond Trail access.



Type B Wayfinding Sign on Clover Island Drive at The Willows. SAMPLE ONLY—WORDS AND ARROWS NOT YET DETERMINED








Type D1 Wayfinding Sign on Sacagawea Heritage Trail at Clover Island Gateway. SAMPLE ONLY—WORDS AND ARROWS NOT YET DETERMINED

Exhibit B

Meier Architecture & Engineering
Monument & Wayfinding Signage Preliminary Cost Estimates

SIGN LEGEND

		Each	Total
 TYPE A	1 Type A Monument Sign:	\$97,203	\$97,203
 TYPE B	2 Type B Signs:	\$29,516	\$59,032
 TYPE C	2 Type C Signs:	\$ 4,353	\$ 8,706
 TYPE D	4 Type D1/D2 Signs:	\$23,608	<u>\$94,432</u>
 TYPE D			
Total:			<u>\$259,373</u>

Estimated Costs by Site:**Columbia Gardens**

1 Type A Monument Sign:	\$ 97,203
2 Type C Signs:	\$ 8,706
3 Type D2 Signs:	<u>\$ 70,824</u>
total:	\$176,733

The Willows

2 Type B Signs:	\$59,032
-----------------	----------

Sacagawea Heritage Trail

1 Type D1 Sign:	\$23,608
-----------------	----------

EXHIBIT D

Meier

ARCHITECTURE • ENGINEERING

Rev 2

[illegible]

Columbia Gardens Sign Type B



Project No.: 8837

Title: Schematic Design Estimate Rev 1

Project Description: New Type B Sign at Columbia Gardens

Architect: Meier Enterprises, Inc.

Location: Kennewick, WA

CSI Division

Description

CSI Division	Description	
Division 0	General Requirements	\$ 2,336.18
Division 3	Sign - Footing and Slab	\$ 451.46
Division 5	Steel Fabrications	\$ 8,210.31
Division 7	Thermal & Moisture & Powder\Graffiti Coating	\$ 191.90
Division 10	Specialties	\$ 3,784.32
Division 31	Earthwork	\$ 2,524.25
Division 32	Site Improvements	\$ 112.86
Subtotal		\$ 17,611.28

	GENERAL CONTRACTOR PROFIT	6%			\$1,056.68
	GENERAL CONTRACTOR OVERHEAD	12.5%			\$2,201.41
	GENERAL CONDITIONS COMPLIENCE	2%			\$352.23
	PERCENTAGE OF PERMIT COST	ASSUMED \$4.75 PER \$1,000			\$83.65
	INSURANCE, BUILDERS RISK	0.62%			\$109.19
	PERFORMANCE BONDS	1.75%			\$308.20
	Estimated Construction Bid Cost				\$21,723
	SALES TAX	8.6%			\$1,868
	CONTINGENCY	5%			\$1,086
	Pricing March to to Bid Date at 2.025 % per month	22.28%	Months, Bic		\$4,839
Total Project Estimated Cost					\$29,516

Columbia Gardens Sign Type C



Project No.: 8837

Title: Schematic Design Estimate Rev 1

Project Description: New Type C Sign at Columbia Gardens

Architect: Meier Enterprises, Inc.

Location: Kennewick, WA

CSI Division

Description

CSI Division	Description	
Division 0	General Requirements	\$ 350.00
Division 3	Sign - Footing and Slab	\$ -
Division 5	Steel	\$ 1,630.24
Division 7	Thermal & Moisture & Graffiti Coating	\$ 35.04
Division 10	Specialties	\$ 630.72
Division 31	Earthwork	\$ -
Division 32	Site Improvements	\$ -
Subtotal		\$ 2,646.00

	GENERAL CONTRACTOR PROFIT	6%			\$158.76
	GENERAL CONTRACTOR OVERHEAD	12.5%			\$330.75
	GENERAL CONDITIONS COMPLIENCE	2%			\$52.92
	PERCENTAGE OF PERMIT COST	ASSUMED \$4.75 PER \$1,000			\$12.57
	INSURANCE, BUILDERS RISK	0.62%			\$16.41
	PERFORMANCE BONDS	1.75%			\$46.31
	Estimated Construction Bid Cost				\$3,264
	SALES TAX	8.6%			\$281
	CONTINGENCY	3%			\$82
	Pricing March to to Bid Date at 2.025 % per month	22.28%	Months, Bic		\$727
Total Project Estimated Cost					\$4,353

Columbia Gardens Sign Type D2



Project No.: 8837

Title: Schematic Design Estimate Rev 1

Project Description: New Type D2 Sign at Columbia Gardens

Architect: Meier Enterprises, Inc.

Location: Kennewick, WA

CSI Division

Description

CSI Division	Description	
Division 0	General Requirements	\$ 2,336.18
Division 3	Sign - Footing and Slab	\$ 451.46
Division 5	Steel Fabrications	\$ 4,667.73
Division 7	Thermal & Moisture & Powder\Graffiti Coating	\$ 209.42
Division 10	Specialties	\$ 3,784.32
Division 31	Earthwork	\$ 2,524.25
Division 32	Site Improvements	\$ 112.86
Subtotal		\$ 14,086.22

	GENERAL CONTRACTOR PROFIT	6%			\$845.17
	GENERAL CONTRACTOR OVERHEAD	12.5%			\$1,760.78
	GENERAL CONDITIONS COMPLIENCE	2%			\$281.72
	PERCENTAGE OF PERMIT COST	ASSUMED \$4.75 PER \$1,000			\$66.91
	INSURANCE, BUILDERS RISK	0.62%			\$87.33
	PERFORMANCE BONDS	1.75%			\$246.51
	Estimated Construction Bid Cost				\$17,375
	SALES TAX	8.6%			\$1,494
	CONTINGENCY	5%			\$869
	Pricing March to to Bid Date at 2.025 % per month	22.28%	Months, Bic		\$3,870
Total Project Estimated Cost					\$23,608

Memorandum

To: Tim Arntzen, Executive Director
 From: Larry Peterson
 Date: February 8, 2022
 Re: Vista Field Policy Issues & Commission Decisions/Reaffirmations Needed

Together with the numerous tasks staff is completing to bring the Vista Field Redevelopment project to market, there is a need for several Commission policy decisions and/or reaffirmations of previous decisions. These policy decisions are proposed to be presented at the next three Commission meetings in a format that would allow for Commission decisions/direction at those meetings. Below is the proposed “agenda” for the next three meetings with details on the decisions.

❖ PROPOSED AGENDA & SCHEDULE OF POLICY ISSUES

JANUARY 25, 2022 Meeting

(Commission Reaffirmed via Consensus vote)

- ✓ Initial Marketing Area
- ✓ Initial Parcel Offer Prices

FEBRUARY 8, 2022 Meeting

(Commission Reaffirmation sought via Consensus vote)

Joint-Use Parking areas initially provided by the Port {inherent role of the developer}
 Project Reinvestments triggered by initial development {inherent role of the developer}

FEBRUARY 22, 2022 Meeting

(Commission Reaffirmation sought via Consensus vote)

Vista Field Introduction to Governing Documents {helps to explain the regulator pieces}
 Vista Field Declaration of Covenants {applies to entire site, regardless of use}
 Vista Field Declaration of Covenants-Commercial Property {2nd layer for commercial uses}
 Vista Field Association Assessment Structure {actual costs to owners based upon use}
 Vista Field Association Appointment of initial Officers

(Shared with Commission for information but formal approval not required)

Vista Field Association Article of Incorporation {non-subjective, dictated by State law}
 Vista Field Association By-Laws {non-subjective, dictated by State law}

❖ **POLICY ISSUES for February 8, 2022 meeting**

(Commission Reaffirmation sought via Consensus vote)

Joint-Use Parking areas initially provided by the Port

The whole concept of new urbanism really involves developing land in the most efficient and productive manner. “Efficient and productive” in this case can be measured in amounts. Amount of building on a particular parcel, amount of revenue a given parcel can generate and possibly most important; amount of activity and vibrancy generated. One way to maximize these “amounts” is through sharing common elements that benefit all and yet avoids duplication by each owner. Vehicle parking consumes the largest portion of land in development typical since the 1960’s.

Joint-Use parking lots are one way to address a basic need without unnecessary duplication. The Vista Field master plan addresses vehicle parking through joint-use parking lots augmented by on-street parking. The on-street parking is/will be established when the main streets are constructed leaving the joint-use parking lots to be completed by the master developer. *{Port is the master developer at Vista Field}*

Due to both logistic and budgetary reasons most of the joint-use parking planned in Phase #1 hasn’t been constructed. Logistically joint-use parking lot construction is sequenced after building construction to avoid damage during that construction process. Financially the joint-use parking lots are intended to be construction with a portion the land sale proceeds obtained from the parcel benefiting from the joint use parking.

Parcel pricing is based upon the premise that smaller lots and buildings will be wholly dependent on parking provided by others. Pricing also contemplated that the larger parcels would prove for some of their parking need on-site and could rely on the remaining need being met by the joint-use parking lots. The Vista Field Property Owners Association establishes a mechanism where all future owners would contribute to the perpetual maintenance of the joint-use parking lots, but these lots need to be constructed by someone/some entity.

Almost without exception the master developer constructs these joint-use parking lots; however, in some instances the developer might accept less for the land if the buyer commits to make common use improvements such as a parking lot. In the Port’s situation, being a municipal corporation, at best this might be perceived as an effort to avoid payment of prevailing wages to construct a common use element and at the other end of the spectrum involve complications far beyond just an audit finding and requirement to pay the wage differences.

QUESTION: Does the Commission concur with the principle that as the “master developer” the Port has the responsibility to construct the joint-use parking improvements?

Project Reinvestments Triggered by Initial Development

This issue encompasses the prior discussion about the Port utilizing land sale proceeds to construct joint-use parking lots but is far broader. Per the master plan, a 2.5 acre central gathering area known as Daybreak Commons needs to be improved. Per the Port/City 10-year development agreement, the Port has financial responsibility for a prorated portion of improvements to intersections negatively impacted by Vista Field traffic. Funding the last 7 phases on the remaining 80-acres will also require significant investment by the master developer.

The Port has selected a pay-as-you-go approach to the Vista Field project which negated the need to adjust {aka raise} taxes. Yes, a \$5M+ loan was obtained, but the Port's strong financial position allowed for structuring repayment with existing revenue streams. The improvements completed in 2019-2020 are effectively "covered" it's a matter of how the planned/expected/future improvements will be funded. Fortunately funding for and construction of these improvements is tethered to land sales, which generate the necessary proceeds. No land sale = no traffic to mitigate and no worry about funding more "product". But land sales will occur, building will arise, additional cars will travel, and additional land will need improvements.

Effectively the horizontal improvements (roads, utilities, open space, transportation elements) could be funded as proceeds from land sales are obtained. There is and will be an expectation of all who buy into Vista Field that a great central open space will be developed where now sagebrush and boulders exists. Funding will likely dictate timing of this improvement. Ideally, Daybreak Commons would be improved before the adjacent parcels are sold, which would result in enhanced land sale revenues to the Port. However, if land sale proceeds are required to make the improvements, there would surely be a great expectation other than those adjacent buyers, that the open space would be completed prior to the private section. Improvements of future phases would be required as the first phase is sold, but again, land sales trigger these future improvements.

Vertical improvements such as remodeling the three corporate hangars on Deschutes Avenue would require funding beyond the embedded within the first phase.

QUESTION: Does the Commission concur with the principle Vista Field land sales proceeds will be directed back into the Vista Field project for both on-site improvements and off-site traffic mitigation commitments?

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