Tuesday, September 14, 2021
Electronic City Council Meeting

7:00 P.M.
2082nd Regular City Council Meeting - Electronic Attendance

Meeting may be viewed at: Live Stream on City of College Place, Washington YouTube at https://www.youtube.com/channel/UCbx3qrqzLDL_05NusReSl-g/featured

Zoom Attendee Link: https://us06web.zoom.us/j/83859459491

Or you may call this number to listen: 1-669-900-9128 ID# 838 5945 9491 Phone controls: *6 - toggle munt/un-mute and *9 - raise hand

1.

Subject :	1.01 Moment of Silence for Reflection / Invocation - Any City Employee or Elected Official; delivering the invocation, does so in his/her capacity as a private citizen, and not in his /her official position as a city employee/elected city official.
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Access :	Public
Type :	Procedural

2. Opening Items.

Subject :	2.01 Council Reference Materials
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	2. Opening Items.
Access :	Private
Type :	Information
Subject :	2.02 Call To Order
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	2. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Hernándezwill call the meeting to order.

Subject :	2.03 Roll Call
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	2. Opening Items.

Access :	Public
Type :	Procedural

Public Content

Mayor Via Web	Norma L. Hernández
Council Members Via Web	Jerry Bobbitt, Michael Cleveland, Loren Peterson, Marge Nyhagen, Melodie Selby, Heather Schermann, Monica Boyle
City Attorney Via Web	Rea Culwell
Staff Via Web	Administrator, Mike Rizzitiello; Finance Director, Brian Carleton; Public Works Director, Robert McAndrews; Engineering Tech, Spencer Myrlie Police Chief, Troy Tomaras; Fire Chief, David Winter; Community Development Director, Jon Rickard; HR Manager, Shawn Doering; City Clerk, Lisa Neissl

Subject :	2.04 Pledge of Allegiance
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	2. Opening Items.
Access :	Public
Type :	Procedural

Public Content

"Ipledge allegianceto the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

Subject :	2.05 Public Comment Procedure for Virtual Meetings - Council meetings are primarily structured to permit Council Members to arrive at the decisions necessary to govern the City.
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	2. Opening Items.
Access :	Public
Type :	Information

Public Content

Council meetings are primarily structured to permit Council Membersto arrive at the decisions necessary to govern the City.

Virtual Meeting Protocol for Public Comment:

When submitting public comments, include the following regardless of the manner you are using: Note that there are deadlines for writtencomments to be included in the meeting documents.

- Your Name
- Your Address

Public comments may be provided in writing(If typewritten, no less than 11 pt font). Submit to Clerk@cpwa.us no later than 4:30PMon the meeting date to be included in the record.

Public Comments in person may be madeby telephone orvirtuallyduring the meeting:

- Telephone comment - Call1-669-900-9128, entering the meeting ID (provided at beginning of agenda) and raising your hand (*9 to raise hand, *6 to mute/un-mute) when comments are requested.
- Virtual comment -Join using theZoom Attendee link (provided at beginning of agenda) and raise your hand when comments are requested.

Once recognized, you will have five minutes to speak on any subject that is under the control of the Council.

File Attachments

It is SO EASY to participate in public meetings!.png (224 KB)

3. Consent Agenda.

Subject :	3.01 AB 21172 - Approve Agenda for September 14, 2021
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	3. Consent Agenda.

Access :	Public
Type :	Action (Consent)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject :	3.02 AB 21173 - Approve Council Minutes from August 24, 2021
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	3. Consent Agenda.
Access :	Public
Type :	Action (Consent), Minutes

File Attachments

2021-08-24_Council_Minutes_Draft.pdf (903 KB)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject :	3.03 AB 21174 - Approve Council Minutes from September 7, 2021 Workshop
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	3. Consent Agenda.
Access :	Public
Type :	Action (Consent), Minutes

File Attachments

2021-09-07_Council_Minutes_Workshop_Draft.pdf (889 KB)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive

and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject :	3.04 AB 21175 - Confirmation of Appointment to Economic Development, Tourism, and Events Commission
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	3. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Preferred Date :	Sep 14, 2021
Recommended Action :	Motion to approved commission appointment as recommended.

Public Content

In June, Economic Development, Tourism, and Events Commissioner Jeff Lambert resigned from Position 5 leaving a vacancy. The Mayor would like to appoint Susan Sanders, General Manager of the College Place Walmart to this position. The EDTEC meets on the first business Monday of each month.

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject :	3.05 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	3. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve the consent agenda

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

4. Presentations.

Subject :	4.01 AB 21176 - August 2021 Yard of the Month - 397 SE Highland Park Drive - Chief Tomaras
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	4. Presentations.
Access :	Public
Type :	Discussion, Information

Public Content

The City of College Place adopted a "Yard of the Month Program" to be awarded during the months of June, July, August and September. An additional award will be presented in the month of December for seasonal decorations.

The August Yard of the Month recipients are the Maynard-Reid family. Violet & Pedritohave lived in College Place for 25 years.

File Attachments

IMG_4988.jpg (3,488 KB)
IMG_4992.jpg (4,405 KB)

5. Public Hearings-None.

6. Action Items.

Subject :	6.01 AB 21171 Update Criminal Code - Ms. Culwell
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	6. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Sep 14, 2021
Recommended Action :	Motion to adopt Ordinance No. 21-012 amending College Place Municipal Code, Title 9 - Peace, Morals, and Welfare.

Public Content

Historical Perspective:

The City has adopted RCWs which defines misdemeanor and gross misdemeanor crimes generally and also adopted specific criminal RCWs; Chapter 9.04 CPMC. The CPMC does not accommodate for amendments or recondification of state RCWs and does not accommodate any new RCWs defining crimes.

Information for Consideration:

For the City of College Place to charge and prosecute individuals for state crimes - for example, Assault 4th degree, (gross misdemeanor) under RCW 9A.36.041 - the City must adopt the RCW as an ordinance. The adoption of criminal RCWs by ordinance should provide for automatic adoptions or amendments to and recodification of the RCW, to assure the City's ability to enforce and prosecute the crimes identified by RCW. In addition, the City code should accommodate new RCWs that define crimes. While the City can still prosecute crimes identified by prior versions of an RCW, doing so is problematic in that a prior version may be ruled unconstiutional. In addition, in recent years, certain misdemeanors and gross misdemeanors have become crimes that "stack", for example, the crime of violation of a domestic violence protection order, after two prior convictions, the third offense becomes a felony. If the City is prosecuting the crime under an prior version, the stacking provisoin would not apply. An example of a new crime since the City has adopted its criminal code is the crime of violations of an extreme risk protection order. As the Code is today, such crime cannot be prosecuted by the City. While the county prosecutor may still prosecute, the City has no control over the prosecution.

File Attachments

Ordinance No. 21-012 AMENDING TITLE 9 Public Peace and Welfare.pdf (352 KB)
Crimes APPENDIX.pdf (146 KB)
Additional Info - Criminal Code.pdf (92 KB)

Subject :	6.02 AB 21177 - EDA Build Back Better Grant Regional Coalition Letter of Support - Mr. Rizzitiello
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	6. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Sep 14, 2021
Fiscal Impact :	No
Recommended Action :	Motion to adopt Resolution #21-045 which supports the Walla Walla Community College grant application into the EDA Build Back Better Grant Program.

Public Content

Historical Perspective:

The Federal Economic Development Administration (EDA) received $3 billion from the Federal American Rescue Plan Act to distribute grants that help with public works projects, tourism, and general economic recovery.

Information for Consideration:

The City is working with the City of Walla Walla, Walla Walla Community College, and Walla Walla University to turn in a regional coalition grant that amounts to $44,200,000. The Build Back Better grant is for regional coalitions to establish infrastructure for target industries to take root. Our proposal revolves around housing /remote work/artisan kitchen support. The general concept for this grant is to apply for $26 million to construct broadband/fiber to home in both cities (the County is already receiving a $2 mil grant via the Port for unincorporated areas from State CERB Grant). Education component of reestablishing trades programs at the Community College as well as establishing 3D printed house programming at Walla Walla University. A third component is Workforce Housing at $9.2 million to build 40 demonstration 3D printed homes. The other element is to construct a Commercial Kitchen somewhere in the urbanized area of the valley. The fourth component is Admin costs for the Community College as well as seed funding of $75,000 for two years for an Executive Director position for the Common Roots Land Trust.

File Attachments

Resol_No_21-045_EDA_Build_Back_Better_WW_Community_College_Grant_Support.pdf (194 KB)
EDA_ARPA_BBB-One-Pager.pdf (183 KB)
GrantManagement_CommunityDevelopment_EDA_BuildBackBetter_CommunityCollegeBoard_Final_82520

Subject :	6.03 AB 21178 - Regional Housing Action Plan - Mr. Rickard
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	6. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Sep 14, 2021
Recommended Action :	Motion to approve Ordinance No. 21-013 adopting the Walla Walla Regional Housing Action Plan.

Public Content

Historical Perspective:The Cities of Walla Walla, College Place, Waitsburg, and Dayton received funding from the WA State Department of Commerce to conduct a regional housing action plan.

The Regional Housing Action Plan examines housing affability, housing needs and gaps, access and structural diversity issues as well as strategies and actions to be taken by each jurisdiction.

This Plan highlights existing housing conditions and issues and forecasts future needs based on changing demographic and socio-economic conditions. Using feedback from a dedicated project advisory committee and stakeholder committee and survey input from over 400 citizens, this plan reflects current attitudes regarding housing priorities. While significant steps have already been taken by the cities of College Place, Dayton, Waitsburg and Walla Walla, this Plan lists new housing policies and actions that can be taken for each city to further enhance housing opportunities.

College Place UGA: the projected 20-year housing need of 747 dwelling units is far greaterthan the potential UGA capacity of 345 units, even after accounting for recent code changesand assuming 60% of net new housing will need to be constructed on infill andredevelopment lands.

The public comment draft was udated to include amendments to Chapter III that recommendWalla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg, review and update the 1993 Countywide Planning Policies to actively promote the development of new affordable housing opportunities. This may include, but is not limited to:

- Updating the methodology for more realistically determining the development capacity of existing lands.
- Exempting the new construction of affordable housing on publicly owned land from the assessment of the need for new housing.
- Increase the percentage of projected new growth allocated to the cities of Walla Walla and College Place.
- Increasing the market factor to allow for the addition of land to urban growth areas based on a finding that there is a critical shortage of affordable housing.
- Authorizing further increases in the market factor to support specific strategies to increase the construction of new multi-family housing in cities. This may include affordable housing bonuses.
- Monitoring new residential development and providing for more frequent updates of the Countywide Planning Policies.

City of College Place
Recent Code Updates:
College Place created a new single-family residential zoning district and reduced minimumsingle-family residential lot sizes to 6,000 square feet.
The city increased flexibility in short plat standards.
Accessory dwelling units are now permitted in all residential zones.
Cottage and co-housing are now permitted in the Single-Family and Multi-Family ZoningDistricts.
The City now permits dwelling units in commercial developments in both the DowntownMixed-Use and General Commercial Zoning Districts
Three or more single-family dwelling units may be attached as townhomes or zero-lot linedevelopments and the City may waive the minimum lot size and width requirement. TinyHomes Permitted
Tiny homes, also known as Park Model Recreation Vehicles, are now permitted fortemporary or recreational use in mobile home and RV parks and may be approved for use as adwelling unit subject to conditions.
Manufactured homes, mobile homes, RVs, park models, tiny homes, and campers are nowpermitted for residential use in mobile home parks, manufactured housing communities, andmanufactured/mobile home communities.
Recreational Vehicles may now be used as a residence in RV and Mobile Home Parks subjectto conditions.
Dwelling Units of 600SF or less now qualify for reduced wastewater & water capital facilitycharges. This includes all categories of dwelling units.

City of Walla Walla
As mentioned above, the city of Walla Walla undertook a significant update of its comprehensiveplan, with a new housing policy section that includes objectives aimed at expanding housing opportunities.
2018 Code Updates: this resulted in changes to local zoning that collapsed three single familyresidential zones into one zone called Neighborhood Residential. This new zone supportsadditional housing density in low density zone by allowing development of (up to) fourplexes ona single lot. The city also relaxed road access standards for short plats to permit private lanes toserve up to 9 dwelling units. Other changes included permitting multifamily units outright andremoving the owner occupancy requirement for accessory dwelling units.
Utility Rate Discounts: the city provides a program for providing water and sewer utility rate discounts to low-income citizens.
The city is using Community Development Block Grant funds to provide micro-grants for property owners to complete home repair projects through a contract with the Blue Mountain Action Council.

File Attachments

Ord_No_21-013_Regional_Housing_Action_Plan.pdf (136 KB)
!Walla Walla HAP Final Report 7.21.pdf (4,626 KB)
Proposed Amendments 07-12-21 WW Regional Housing Action Plan.pdf (164 KB)
2021-08-18-Draft_PC_Minutes.pdf (904 KB)

Subject :	6.04 AB 21179 - Sharp Annexation - 995 NE C Street - Mr. Rickard

Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	6. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Sep 14, 2021
Recommended Action :	Accept the annexation as proposed; require the simultaneous adoption of zoning regulations and assign the zoning of SFR Single Family Residential; require the assumption of all or any portion of existing city indebtedness by the area to be annexed; and set a public hearing date of October 12, 2012.

Public Content

The applicant, Donald and Trudy Sharp are seeking to annex approximately 0.77 acres located at 995 NE C Street. The property is a "county island" within the College Place UGA with a land use designation as Commercial and is being used as a single family Residence. The proposed zoning is Single Family Residential (SFR). Said annexation area is within the College Place sewer service area and Green Tank water service areas. The home is currently connected to Green Tank water but is on a private septic system. The septic system system will be decommissioned and the home will be connected to the city sewer main in C Street.

The method of annexation being used is the Sixty Percent Petition Annexation Method (RCW 35A.14.120) whereby petitioners of the annexation area must have at least 60% of the property value in the area being proposed for annexation.

According to RCW 35A.14.120 the Council must meet with the initiating party to determine:

1. Whether the City will accept, reject, or geographically modify the proposed annexation;
2. Whether the City will require the simultaneous adoption of a zoning regulations; and
3. Whether the City will require the assumption of all or any portion of existing city indebtedness by the area to be annexed.

Councils decision must be reflected in the meeting minutes.

RCW 35A.14.130 stipulates that when a legally sufficient petition has been filed the Council may consider it and fix a date for a public hearing providing notice specifying the time and place of the hearing and inviting interested persons to appear and voice approval or disapproval of the annexation.

Staff recommends:

1) Accept the annexation as proposed;

2) Require the simultaneous adoption of zoning regulations and assign the zoning of SFR - Single Family Residential;

3) Require the assumption of all or any portion of existing city indebtedness by the area to be annexed; and

4) Set a public hearing date of October 12, 2021.

File Attachments

995 NE C St Application for Annexation.2021.05.24.pdf (1,787 KB)
SHARP ANNEXATION MAP.pdf (232 KB)

7. Administrative Reports.

Subject :	7.01 AB 21180-a - Temporary Addition of Police Lieutenant to Salary Ordinance - Chief Tomaras & Ms. Doering
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	7. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Expenditure Required: $1,200 **Amount Budgeted:** NA -This is the wage differential for the balance of 2021.

Historical Perspective:

At this time there is not a Police Lieutenant on the salary ordinance.

Information for Consideration:

On August 31st, Sergeant Alan Parker left the agency for another department leaving a sergeant vacancy. The department had already begun planning for replacing Sgt. Benfield who is scheduled to retire March 2022. With the sudden resignation of Sgt. Parker and the pending retirement of Sgt. Benfield the Police Department will be promoting two new sergeants.

These vacancies present an opportunity to promote two officers to the rank of sergeant. However, it also creates a training and leadership challenge. Chief Tomaras would like to promote Sergeant Benfield to the rank of lieutenant to assist with the initial mentoring and training of the two new sergeants before his pending retirement. The new position would greatly assist Chief Tomaras with the development of the two new sergeants while also allowing Sergeant Benfield to retire at the rank of Lieutenant in March when the position would expire.

A lieutenant rank would provide the agency the authority necessary to lead, supervise and appropriately train the new sergeants.

File Attachments

JobDescription_PoliceLieutenant.pdf (246 KB)
Police_Lieutenant_Salary_Comparison_2021.pdf (103 KB)
Salary_Ordinance_9_28_2021.pdf (166 KB)

Subject :	7.02 AB 21180-b - Addition of Public Works Inspector to Salary Ordinance - Mr. McAndrews & Ms. Doering
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	7. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Expenditure Required: $825.00 **Amount Budgeted:**This is the wage differential for the balance of 2021. Additional funds will come from the utility funds.

Historical Perspective:

At this time there is not a Public Works Inspector on the salary ordinance.

Information for Consideration:

As development has increased, so has the need for a Public Works Inspector. An employee within the Public Works Department has taken on the additional responsibility of performing the duties associated with a Public Works Inspector without a change in pay or job description. The union has notified the City that the situation needs to be addressed. We would like to add this position to the salary ordinance effective September 1, 2021, and advertise in-house. This would not add an additional person to the budget as a current employee would move to the position.

File Attachments

JobDescription_PublicWorksInspector_2021.pdf (164 KB)
Public_Works_Inspector_Salary_Comparison_2021.pdf (106 KB)
Salary_Ordinance_9_28_2021.pdf (166 KB)

Subject :	7.03 AB 21181 - Proposed Water Conservation Program - Mr. Rizzzitiello
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	7. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

The City does not have an extensive water conservation program. It is a mandated goal of the State Department of Health to have one. Especially in areas with declining aquifers such as ours.

Information for Consideration:

The proposal before you is to mimic elements of water conservation programs in City of Pullman, Washington and City of Moscow, Idaho. The Utilities & Transportation Advisory Commission recommended adoption of a pilot program at its August 19th, 2021 Commission meeting.

File Attachments

City of College Place Water Savings Product Estimate 03-23-2021.pdf (47 KB)
WaterConservation_Savings.pdf (81 KB)
2021Budget_ProgramEnhancements_WaterConservationProgramProposals.pdf (2,187 KB)
Moscow_WaterConservationProgramWebpage.pdf (202 KB)

WisescapeBooklet.pdf (5,428 KB)

Subject :	7.04 AB 21182 - Stormwater Infiltration Study Presentation - Mr. Myrlie
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	7. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

The City received a Community Development Block Grant (CDBG) to conduct a infiltration study for stormwater.

File Attachments

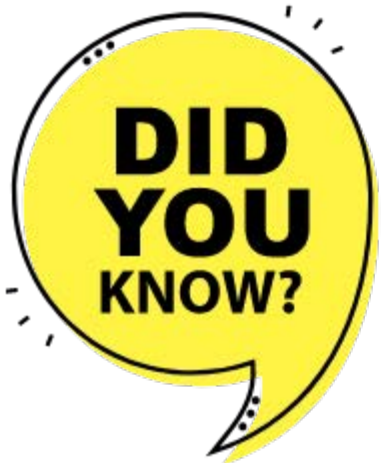
21.09.14_Infiltration Study_Council Presentation.pdf (1,206 KB)
CRTT Infiltration Testing Study_CPComments.pdf (181 KB)
Final Infiltration Testing Study 21_0831.pdf (10,241 KB)

8. Informational Reports-None.

9. Executive Session-None.

10. Closing Items.

Subject :	10.01 Adjournments
Meeting :	Sep 14, 2021 - Electronic City Council Meeting
Category :	10. Closing Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adjourn the meeting



It is *SO EASY* to participate in public meetings!

Just join the Zoom meeting or call in, *from anywhere!*

Links are provided for each meeting on the agenda at:

https://go.boarddocs.com/wa/cocp/Board.nsf/Public

When it is time for public comment, just raise your hand! (*9 on phone or "raise hand" button on Zoom)

Electronic City Council Meeting (Tuesday, August 24, 2021)
Generated by Shelli Williams on Tuesday, August 24, 2021

2. Opening Items.
Procedural: 2.03 Roll Call

Mayor Hernandez called the meeting to order at 7:00 PM

PRESENT:

Mayor – Via Web	Norma L. Hernández
Council Members – Via Web	Jerry Bobbitt, Michael Cleveland, Loren Peterson, Marge Nyhagen, Melodie Selby, Heather Schermann, Monica Boyle
City Attorney – Via Web	Rea Culwell
Staff – Via Web	Administrator, Mike Rizzitiello; Finance Director, Brian Carleton; HR Manager, Shawn Doering; Deputy City Clerk; Shelli Williams

MEMBERS EXCUSED:
MEMBERS ABSENT:

Procedural: 2.04 Pledge of Allegiance

Information: 2.05 Public Comment Procedure for Virtual Meetings - Council meetings are primarily structured to permit Council Members to arrive at the decisions necessary to govern the City.

The City Clerk noted that no one had submitted comments in writing or contacted to make arrangements for telephone or video comments.

3. Consent Agenda.
Action (Consent): 3.01 AB 21162 - Approve Agenda
Action (Consent), Minutes: 3.02 AB 21163 - Approve Council Minutes
Action (Consent): 3.03 AB 21164 - Check Register and Financials
Action (Consent): 3.04 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Council Member Boyle made a motion to approve the consent agenda. Second by Council Member Schermann and the motion passed 7-0.

4. Presentations.
Information: 4.01 AB Childhood Cancer Awareness Month Proclamation - September 2021 - Mayor Hernandez

Mayor Hernández read a proclamation declaring September 2021 Childhood Cancer Awareness Month.

5. Public Hearings. None

6. Action Items.
Action, Procedural: 6.01 AB 21166 BMAC Utilities Assistance Contract - Mr. Rizzitiello
Mr. Rizzitiello requested authorization to execute a contract with BMAC to provide funds for utility assistance to College Place residents.

Council Member Peterson made a motion to authorize the Mayor or City Administrator to sign the contract with Blue Mountain Action Council (BMAC) to provide $50,000 in American Rescue Plan Act Grant Funds in support of utility assistance to the residences of College of Place. Second by Council Member Bobbitt and the motion passed 7-0.

Action: 6.02 AB 21167 Award Wifi Installation Contract to Pocketinet from AARP Grant Funds - Mr. Rizzitiello
Mr. Rizzitiello requested approval to grant the contract to Pocketinet Communications to install wifi in Lions Park, Kiwanis Park, Veterans Park and the Municipal Campus.

Council Member Selby made a motion to approve wifi installation contract with Pocketinet Communications. Second by Council Member Cleveland and the motion passed 7-0.

Action: 6.03 AB 21168 College Place Traffic Box Graphic Wrap Awards - Mr. Rizzitiello
Mr. Rizzitiello reviewed the rankings of submitted proposals of artwork by local artists for wraps for eight traffic utility boxes throughout the College Avenue corridor.
Discussion ensued.

Council Member Selby made a motion to adopt Resolution No. 21-042 which accepts the ad hoc jurying committee's ranking for commissioned art that will appear on the traffic utility box wraps throughout the City. Second by Council Member Boyle and the motion passed 7-0.

Action: 6.04 AB 21169 EDA Travel, Tourism, and Outdoor Recreation Grant for Lions Park - Mr. Rizzitiello
Mr. Rizzitiello requested approval of a resolution supporting the grant application for Lions Park renovations.
Discussion ensued.

Council Member Boyle made a motion to approve Resolution # 21-043 supporting the City's grant application into the Federal Economic Development Administration Travel, Tourism, and Outdoor Recreation Grant Program pertaining to Lions Park Renovations including a Community Center. Second by Council Member Cleveland and the motion passed 7-0.

Action: 6.05 AB 21170 EDA Economic Adjustment Grant for Wastewater Treatment Plant - Mr. Rizzitiello
Mr. Rizzitiello requested approval of a resolution supporting the grant application for the College Place wastewater treatment plant renovation/upgrade.
Discussion ensued.

Council Member Cleveland made a motion to approve Resolution # 21-044 supporting the City's grant application into the Federal Economic Development Administration Economic Adjustment Program pertaining to the College Place Wastewater Treatment Plant Renovation/Upgrade Project. Second by Council Member Bobbitt and the motion passed 7-0.

7. Administrative Reports.
Information: 7.01 AB 21171 Update Criminal Code - Ms. Culwell
Ms. Culwell provided updates to the City's Criminal Code to charge and prosecute individuals for state crimes.

8. Informational Reports. The following reports were included in the packet for review.
Information: 8.01 CPPD Monthly Report
Information: 8.02 Community Development Department Monthly Report
Information: 8.03 Regional Housing Action Plan
Information: 8.04 Public Works/Water Department Monthly Report.

9. Executive Session. None

10. Closing Items.
Action: 10.01 Adjournments

Council Member Selby made a motion to adjourn the meeting at 7:51pm. Second by Council Member Bobbitt and the motion passed 7-0.

Approved:

Norma L. Hernández –
Mayor

Attest:

Lisa R. Neissl – City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred August 24, 2021. Further detail may be obtained by reviewing the actual audio recording made during this session.

Electronic City Council Workshop (Tuesday, September 7, 2021)
Generated by Lisa Neissl on Tuesday, September 7, 2021

2. Opening Items.

Procedural: 2.02 Call To Order

Mayor Hernández called the meeting to order at 5:30 PM.

Procedural: 2.03 Roll Call - Excuse Absence of Council Member Nyhagen

PRESENT:	
Mayor – Via Web	Norma L. Hernández
Council Members – Via Web	Jerry Bobbitt, Michael Cleveland, Loren Peterson, Melodie Selby, Heather Schermann, Monica Boyle
Staff – Via Web	Administrator, Mike Rizzitiello; Finance Director, Brian Carleton; Public Works Director, Robert McAndrews Engineering Intern, Akua Owusu Ansah City Clerk, Lisa Neissl;
MEMBERS EXCUSED:	Marge Nyhagen
MEMBERS ABSENT:	

Procedural: 2.04 Pledge of Allegiance

3. Workshop Topics.

Discussion, Information: 3.01 FY 2022 Legislative Agenda Discussions -
Mr. Rizzitiello introduced lobbyist Brian Enslow who provided information and answered questions on the 2022 legislative agenda.
Discussion ensued.

Discussion, Information: 3.02 FY 2022 Budget Calendar -
Mr. Carleton provided an overview of the budget calendar for the 2022 budget process.
Discussion ensued.

Discussion, Information: 3.03 Report on Low Water Pressure Issue on 8/29/2021 -
Mr. McAndrews reported on the incident that resulted in low water pressure on August 29th. He reviewed the details of what happened and the multiple steps that have been taken to prevent this event from happening again in the future.
Discussion ensued.

Discussion, Information: 3.04 Draft Local Road Safety Plan / ADA Transition Plan -
Mr. Rizzitiello introduced our Engineering Intern Ms. Owusu Ansah, and Andrea Weckmueller-Behringer of the WW Valley MPO who presented the draft Local Road Safety Plan and ADA Transition Plans.
Discussion ensued.

Discussion, Information: 3.05 Key Infrastructure Project Drilldowns -
Mr. Rizzitiello provided a brief overview of several upcoming infrastructure projects.
Discussion ensued.

Discussion, Information: 3.06 Public Works Board Trust Fund Loan Construction Plans & Non Construction List -
Mr. Rizzitiello reported on projects that have been awarded funding from the Public Works Board and the Community Development Block Grant.

4. Closing Items.

There was some discussion regarding odors from the treatment plant and invocation at the meetings.

Action: 4.01 Adjournments

Council Member Bobbitt made a motion to adjourn the meeting at 7:30 pm. Second by Council Member Selby and, with no objection, the meeting adjourned.

Approved:

Norma L. Hernández –
Mayor

Attest:

Lisa R. Neissl – City Clerk

The foregoing minutes are the official record of the City Council workshop that occurred September 7, 2021. Further detail may be obtained by reviewing the actual audio recording made during this session.

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Yard of the Month
CITY OF COLLEGE PLACE
COLLEGE PLACE, WASH.

City of College Place, Washington
ORDINANCE NO. 21-012

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON AMENDING COLLEGE PLACE MUNICIPAL CODE TITLE 9 – PEACE, MORALS AND WELFARE.

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, the City of College Place pursuant to the Washington State Constitution, has the police power to regulated business activities within the City; and

Whereas, RCW 35A.11.020 allows non-charter code cities to adopt and enforce ordinances pertaining to local affairs; and

Whereas, the City desires to retain legal jurisdiction to prosecute crimes identified as misdemeanors and gross misdemeanors by Washington state law; and

Whereas, for the safety and welfare of the public, the City should generally adopt by reference those portions of the Revised Code of Washington that define crimes to permit the City to charge and prosecute said crimes;

Whereas, revisions to College Place Municipal Code (CPMC) chapter 9.04 serve this purpose; and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

Section 1: Add section 9.04.005, repeal sections 9.04.011 and 9.04.012, and modify Title 9 heading, Chapter 9.04 heading, and section 9.04.010 to the CPMC.

Title 9-PUBLIC PEACE~~, MORALS~~ AND WELFARE [amended]

Chapter 9.04 – ~~STATE~~CRIMINAL CODE ~~PROVISIONS~~ [amended]

9.04.005 – Preamble. [new section]

A. This title shall be known and may be cited as the "College Place Criminal Code."

B. As used in this title, "RCW" shall mean the Revised Code of Washington.

C. If any chapter, section, subsection, sentence, or provision of this title, or its application to any person or circumstance is held invalid, the remainder of this title, or the application of the chapter, section, subsection, sentence, or provision to other persons or circumstances is not affected, and to this end, the chapters, sections, subsections, sentences and provisions of this title are declared to be severable.

D. By adopting Washington State statutes by reference in this title, the City intends to assume jurisdiction over and become the jurisdictional authority for the enforcement and prosecution of misdemeanor and gross misdemeanor crimes committed within the City of College Place. Whenever the word "state" shall appear in any statute adopted by reference in this title, the word "city" shall be substituted therefor; provided, however, the term "city" shall not be substituted for the term "state" in those circumstances that set forth administrative or licensing duties of the state and its subdivisions.

E. Whenever a state statute specifically adopted in this title refers to another state statute not specifically adopted in this title, the statute referred to shall be given the force and effect necessary to enforce the statute adopted in this title.

F. Any state statute that is adopted by reference in this title and which is later amended, repealed, or recodified shall remain in full force and effect until the effective date of the legislative act that repeals, recodifies, or amends the state statute. The amendment or recodification of any state statute adopted by reference in this title shall retain its full force and effect as part of this title subsequent to the effective date of its amendment or recodification.

G. The provisions of this title do not apply to or govern the construction of or punishment for any offense committed prior to the effective date of the ordinance codified in this title or to the construction and application of any defense to a prosecution for such offense. Such an offense shall be construed and punished according to the provisions of the law existing at the time of the commission of the offense in the same manner as if this title had not been enacted. The provisions of this title shall apply to any offense committed on or after its effective date unless otherwise expressly provided or unless the context otherwise requires and shall also apply to any defense to prosecution for such an offense.

H. When issuing a citation, information, or complaint for the violation of any section of the RCW adopted by this title, it shall be sufficient for a law enforcement officer or prosecutor to cite to and refer to the RCW section number.

I. Title, chapter, section and subsection captions are for organizational purposes only and shall not be construed as part of this title.

J. The provisions of this title are intended to create a duty to the public in general and not to create any duty to individuals or to any particular class of individuals. These provisions are not for the protection of any person or class of persons and do not create or afford a benefit or privilege to any person.

K. Unless otherwise provided in this title, violation of any provision of this title shall be punishable by:

1. Gross Misdemeanor. Every person convicted of a gross misdemeanor shall be punished by imprisonment in jail for a maximum term fixed by the court of not more than 364 days, or by a fine in an amount fixed by the court of not more than $5,000, or by both such imprisonment and fine.

2. Misdemeanor. Every person convicted of a misdemeanor shall be punished by imprisonment in jail for a maximum term fixed by the court of not more than 90 days, or by a fine in an amount fixed by the court of not more than $1,000, or by both such imprisonment and fine.

3. Any criminal violation not specifically designated as a gross misdemeanor shall be a misdemeanor and a violation shall be punishable pursuant to subsection 2 here.

L. The following persons are subject to punishment:

1. A person who commits in the city any crime, in whole or in part.

2. A person who commits out of the state any act which, if committed within the city, would be theft and is afterward found in the city with any of the stolen property.

3. A person who being out of the state, counsels, causes, procures, aids, or abets another to commit a crime in the city.

4. A person who, being out of the state, abducts or kidnaps by force or fraud, any person, contrary to the laws of the place where the act is committed, and brings, sends, or conveys such person into the city.

5. A person who commits an act without the state which affects persons or property within the city, which, if committed within the city, would be a crime.

6. A person who, being out of the state, makes a statement, declaration, verification, or certificate under chapter 5.50 RCW which, if made within the city, would be perjury.

7. A person who commits an act onboard a conveyance within the state of Washington, including the airspace over the state of Washington, that subsequently lands, docks, or stops within the city which, if committed within the city, would be a crime

9.04.010 – <u>State statutes Adoption by reference</u>. [amended section]

<u>A.</u> <u>Notwithstanding the RCW sections that are specifically adopted by reference in this title or any other title in the CPMC,</u> <u>a</u>ll <u>RCW sections that constitute</u> ~~gross~~ misdemeanors and gross misdemeanors crim~~ina~~l<u>es</u> <u>and the RCW sections necessary for the investigation, arrest, detainment, prosecution, sentencing, confinement, punishment and enforcement of misdemeanors and gross misdemeanors, behavior as defined by state enactment is hereby</u> adopted by the city, ~~and the city municipal court is given jurisdiction to prosecute such either by citation referencing this chapter or the applicable state statute; and further provided, that police officers of the city shall, to the extent provided by state law, have the authority and jurisdiction to arrest for and initiate citation and prosecution for violations of state enactments by authority of this chapter by reference as currently enacted or as hereafter amended or recodified from time to time,~~ and shall be given the same force and effect as if set forth herein in full are hereby adopted by reference as currently enacted or as hereafter amended or

recodified from time to time, and shall be given the same force and effect as if set forth herein in full.

B. All crimes classified by RCW as class C felonies are hereby adopted by reference for the purposes of charging a gross misdemeanor for a violation of any of the crimes set forth in Chapter 9A.28 RCW, and as amended, and subject to the provisions of subsection A of this section.

C. Should any RCW conflict with any provision of the CPMC as it pertains to classification of crime or penalty, or both, the CPMC shall govern as permitted by law. Nothing in this section shall serve to limit the county, state, or other authority from enforcing the laws within the City of College Place. Nothing in this chapter shall limit or replace remedies available to the city pursuant to any applicable law.

D. The following RCW sections adopted by reference by the city of College Place are listed here for ease of reference by the public and are not intended to limit the city's authority in this Chapter.

Chapter 9.08 – Crimes related to animals
Chapter 9.35 – Identity Crimes (theft)
Chapter 9.40 – Fire, Crimes Relating to
Chapter 9.41 – Firearms and Dangerous Weapons
Chapter 9.61 – Malicious mischief –Injury to property
Chapter 9.68A – Sexual Exploitation of Children
Chapter 9.73 – Privacy, violating right of
Chapter 9A.36 – Assault – Physical harm
Chapter 9A.40 – Kidnapping, Unlawful Imprisonment, Custodial Interference, Luring, Trafficking, and coercion of involuntary servitude
Chapter 9A.42 – Criminal mistreatment
Chapter 9A.44 – Sex offenses
Chapter 9A.46 – Harassment
Chapter 9A.48 – Arson, reckless burning, and malicious mischief
Chapter 9A.52 – Burglary and trespass
Chapter 9A.56 – Theft and robbery
Chapter 9A.72 – Perjury and interference with official proceedings
Chapter 9A.88 – Indecent exposure – Prostitution

E. Domestic violence, protection orders, and enforcement statutes – Adopted by reference. The following RCW sections are adopted by the City. The omission of any specific reference to a state law in no way precludes said laws applicability to the city conferred in this Chapter.

Chapter 10.99 – Domestic violence
Chapter 26.09.300 – Domestic relations – Dissolution proceedings – restraining orders
Chapter 26.10.220 – Domestic relations – Nonparental actions for child custody – restraining orders
Chapter 26.50 – Domestic violence prevention

Chapter 215, Laws of 2021, section 56 – Violations and enforcement of civil protection orders.
Chapter 215, Laws of 2021, section 57 – Enforcement and penalties – Antiharassment
Chapter 215, Laws of 2021, section 58 – Penalties – Extreme risk protection orders.

Chapter 215, Laws of 2021, section 45 – Surrender of firearms – extreme risk protection orders.
Chapter 215, Laws of 2021, section 60 – Enforcement – prosecutor assistance.

9.04.011 – Adoption of state laws –1998. [repealed]

9.04.012 - Adoption of additional state laws. [repealed]

9.04.020 – ~~City penalties same as~~ State statutory provisions – Amendments, changes and additions included. [amended section]

The maximum or minimum penalty for an act that constitutes a crime under city law shall be the same as the penalty prescribed for that crime under state law.

A. The amendment, addition, deletion, repeal, or recodification by the Washington State Legislature of any section of any of the adopted statues shall be deemed to amend this chapter and the statutes contained in this chapter which are adopted by reference in conformity with the amendment, addition, deletion, repeal or recodification and it shall not be necessary for the legislative authority of the city to take any action with respect to such addition, deletion, repeal, or recodification as provided by RCW 35A.12.140.

B. Should the Washington State Legislature pass any legislation defining any act or omission as a crime, or proscribe the authority of a municipality to investigation, arrest, detain, prosecute, sentence, confine, punish or enforce misdemeanors and gross misdemeanors said laws are hereby adopted by reference and it shall not be necessary for the legislative authority of the city to take any action with respect to said legislation and the city shall have all authority to act according to said legislation, except for those provisions which permit the city to, in whole or in part, enact preemptive ordinances and the city has enacted, in whole, or in part, preemptive ordinances.

C. In addition to section D to this section, the city specifically excludes from adoption of said legislation any duty placed upon the County Prosecutor, County Prosecutor's Office, Office of Public Defense, or state of Washington, or any representative thereof, to act, or to reimburse, compensate, confer anything of monetary value, or defend and hold harmless any person or entity. Such exclusion shall not affect the city's ability to enforce this Title.

D. The following RCW section as currently enacted or as further amended or recodified are not adopted by the city of College Place:

1. Chapter 4.100 RCW – WRONGLY CONVICTED PERSONS.

2. RCW 9A.16.046 – Justifiable homicide or use of deadly force by peace officer – Reimbursement of defendant for costs.

3. RCW 9A.16.110 – Defending against violent crime –reimbursement.

4. Any and all statutory provisions which permit or require the state reimburse or pay any individual or entity in association with arrest, detainment, prosecution, conviction, and/or punishment.

Section 2: That if any section, subsection, clause, or phrase of this legislation is, for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance. The City hereby declares that it would have passed this law, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 3: That this law and the rules regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect five (5) days from and after date of its final passage and adoption.

Section 4: That the City Clerk or her designee may make any necessary changes and modifications to correct Scrivener's or formatting errors.

ADOPTED at a regular meeting of the City Council of the City of College Place, Washington held on the 14th day of September 2021.

Attest:

_____ _____

Norma L. Hernández, Mayor Lisa R. Neissl, CMC City Clerk

Approved as to form:

_____

Rea L. Culwell, City Attorney

Passed: 09-14-2021
Published: 09-17-2021
Effective: 09-21-2021

APPENDIX

Crimes are mostly found in Title 9 and Title 9A of the Revised Code of Washington; drug crimes are found in Title 69.

Title 9 governs the following:

- Abortion
- Abandoned Refrigeration Equipment
- Advertising/Brands and Marks/Corporations/Telecommunications
- Sabotage/subversive activities/treason
- Crimes relating to Animals
- Barratry (unlawful practice of law)
- Bidding Offenses (formerly bribery)
- Court interference/crimes relating to juries
- Escape
- Identity crimes
- False representation concerning financial credit
- Crimes relating to fire
- Firearms and dangerous weapons
- Frauds and swindles
- Gambling
- Inhaling toxic fumes
- Crimes relating to state legislature
- Malicious mischief
- Malicious prosecution
- Nuisance
- Obscenity and pornography
- Sexual exploitation of children (child pornography)
- Witness of crime against child
- Perjury
- Crimes relating to flags
- Miscellaneous crimes (denial of civil rights, railroad and transit crimes/leaving child in car/food stamp crimes/tree spiking/interfering with search and rescue, guide, or service dog)

Title 9A governs:

- Homicide
- Assault
- Kidnapping, unlawful imprisonment, custodial interference, luring, trafficking, and slavery

- Criminal mistreatment
- Sex offenses
- Arson, reckless burning and malicious mischief
- Crimes relating to lasers
- Interference with health care facilities or providers
- Burglary and trespass
- Theft and robbery
- Crimes related to identification documents
- Fraud
- Defrauding public utility
- Family offenses
- Bribery and corruption
- Perjury and interference with official proceedings
- Obstructing governmental operation
- Abuse of office
- Profiteering
- Money laundering
- Public disturbances
- Disclosing intimate images (revenge porn)
- Indecent exposure and prostitution
- Cyber crimes

Title 69 – Food, drugs, cosmetics, and poisons

- Chapter 69.40 – crimes related to poisons and dangerous drugs
- Chapter 69.41 – crimes related to legend drugs and prescription drugs
- Chapter 69.43 – crimes related to precursor drugs
- Chapter 69.50 – Uniform Controlled Substance Act – crimes related to federal scheduled drugs, marijuana, drug paraphernalia, illegal possession, manufacturing or selling, counterfeit substances, prescriptions
- Chapter 69.51A – crimes related to medical cannabis
- Chapter 69.52 – imitation controlled substances
- Chapter 69.53 – use of building for unlawful drugs
- Chapter 69.55 – crimes related to ammonia
- Chapter 69.75 – crimes related to dextromethorphan (cough suppressant)

Other RCW crimes:

Title 16 – Animals and Livestock

- Chapter 16.08 – dangerous dogs
- Chapter 16.30 – dangerous wild animals
- Chapter 16.52 – prevention of cruelty to animals

- Chapter 16.54 – abandon animals

Title 17 – Weeds, Rodents and Pests – crimes related to weeds, rodents, pests, pesticide, plant diseases

Title 18 – Businesses and Professions

- Chapter 18.108 – massage practitioners

Title 19 – Business Regulations

- Chapter 19.48 – Obtaining hotel, restaurant, lodging house, ski area etc. accommodations by fraud
- Chapter 19. 60 – crimes related to pawnbrokers and secondhand dealers
- Chapter 19.290 – crimes related to metal property
- Chapter 19.320 – human trafficking

Title 22 – Warehousing and deposits – crimes related to bill of lading and receipts

Title 26 – Domestic Relations

- Chapter 26.50 – Domestic violence prevention

Title 27 – Archaeological sites and resources

- Chapter 27.53 – crimes related to archaeological sites and resources
- Chapter 27.44 – crimes related to [Native American] graves and records

Title 28A – Common School Provisions

- Chapter 28A.635 – offenses relating to school property and personnel

Title 28B – Higher Education

- Chapter 28B.570 – interfering by force or violence with administrator, faculty or student
- Chapter 28B.571 – intimidating administrator, faculty, student by threat of force or violence
- Chapter 28B.901 and .902 – hazing and participating in or promoting hazing

Title 29A – Elections

- Chapter 29A.84 – Crimes and Penalties relating to registration, ballots, voting, voting machines, bribing, voting center, canvassing, certifying, and defacing or removing political advertising

Title 30A – Washington Commercial Bank Act

- Chapter 30A.12 – crimes related to officers, employees, and stockholders

Title 32 – Washington Savings Bank Act

- Chapter 32.04 – falsification, and concealing or destroying evidence

Title 38 – Militia and Military Affairs

- Chapter 38.32 – buying or receiving military property

Title 40 – Public Documents, Records, and Publications

- Chapter 40.16 – injury to, misappropriation of, or offering false document for filing/recording

Title 42 – Public Officers and Agencies

- Chapter 42.20 – misconduct of public officers – false report or certificate; false claim for payment, misappropriation of accounts, disobeying mandatory requirement of office

Title 66 – Alcoholic Beverage Control

- Chapter 66.44 – Enforcement and penalties – no license; open container; illegal purchase, possession, or transportation; prohibited sales; furnishing to minor; serving and carrying

Title 67 – Sports and recreation – convention facilities

- Chapter 67.08 – unlicensed activity; promoting combative fighting
- Chapter 67.70 – sale of lottery tickets to minor; unlicensed sales

Title 70 – Public health and safety

- Chapter 70.54 – Miscellaneous health and safety provisions – pollution of water/watershed; exposing contagious disease; ambulance and driver requirements
- Chapter 70.74 – Washington state Explosives Act – crimes relating to manufacture, possession, sale, storage, use and reporting explosives
- Chapter 70.77 – State Fireworks Law – crimes relating to licensing, sale, transport, possession and discharge
- Chapter 70.85 – 911 and telephone communication in hostage situations
- Chapter 70.94 – Washington Clean Air Act – crimes related to discharges
- Chapter 70.108 – Outdoor music festivals – drugs, unaccompanied minors and firearms prohibited
- Chapter 70.120 – motor vehicle emission control – crimes related to inspections, emission and equipment standards
- Chapter 70.122 – Natural Death Act – crimes related to health directives
- Chapter 70.124 – abuse of patients – failure to report abuse or neglect
- Chapter 70.155 – tobacco – access to minors
- Chapter 70.160 – smoking in public places
- Chapter 70.345 – crimes related to vapor products

Title 77 – Fish and Wildlife – grants authority to enact and enforce rules and punishment for violation thereof

Title 79A – Public Recreational Lands

- Chapter 79A.45 – skiing and commercial ski activity closed to the public

Title 81 – Transportation

- Chapter 81.48 – crimes related to railroads and trains

Title 90 – Water Rights – Environment

- Chapter 90.03 – Water code – unlawful use, diversion, obstruction

Additional information by code section:

CPMC 9.04.005(C) – Severability clause, establishes that all terms and sections are independently valid. If any portion is declared unconstitutional, void, or otherwise invalid, the remaining stays effective and the City may continue to prosecute the valid portions.

CPMC 9.04.005(D) – Clearly and affirmatively states that the City wants and is taking jurisdiction to prosecute state crimes.

CPMC 9.04.005(E) – State law refers to other state laws in the criminal context for various purposes including offender score or prior convictions (for sentencing purposes), violation of an out of state protection order and the like. This section permits the City to recognize and prosecute based upon other state's laws that affect the prosecution of Washington state laws. This language is taken directly from RCW.

CPMC 9.04.005(F) – Ensures there is no "gap" in the City's ability to prosecute crimes when state law changes. For example, if the state, on January 1, 2021 passes a law changing a criminal RCW, but the law does not go into effect until January 1, 2022, the prior version of the law remains in effect throughout 2021. This section ensures the City's ability to prosecute under the prior version despite the date the legislature passes the law.

CPMC 9.04.005(G) – Ensures there is no "gap" in the City's ability to prosecute crimes. For example, a person commits the crime of theft in the 3rd degree, a gross misdemeanor, on January 1, 2021 and the City files charges (charging document is filed with the court who summons the defendant to court to answer the charges) against the suspect on March 1, 2021. If the state changes the crime from misdemeanor to a gross misdemeanor, to go into effect on February 1, 2021, because the proposed City code calls for the automatic adoption of any changes to the state law, if the City does not declare that the older version remains in effect, the City would be unable to prosecute the crime as there is a "gap" in the City's jurisdiction over the act committed on February 1, 2021. We want to be able to prosecute older versions of the crime. An example at the state level (felonies), occurs with cold cases. If a person is killed in 1998, but investigators don't solve the case until 2021, the state (through the county prosecutor's office) would file charges based upon the law in effect at the time of the crime; the 1998 version. This section permits the City to prosecute crimes under the older version by declaring it is to remain in effect for this purpose.

CPMC 9.04.005(J) – Public duty doctrine, codifies the legal concept that the City owes a duty to no individual person or group of people, rather the City owes a duty to the public as a whole. Under the law, if a City is found to owe a duty to an individual and the City breaches that duty, the individual would have a valid claim against the City. For example, if the City were to pass a law that states it will or it must charge and prosecute all thefts and the City chooses not to charge and prosecute a person, the victim of the theft would have a cause of action against the City. While not absolute, this section protects the City from such liability.

CPMC 9.04.005(M) – Mirrors state law.

CPMC 9.04.010(A) – Adopts all misdemeanors and gross misdemeanors defined in RCW.

CPMC 9.04.010(B) – Adopts Chapter 9A.28 RCW which reclassifies class C felonies as gross misdemeanors when the criminal allegation is an attempt to commit a class C felony, solicitation to commit a class C felony, or conspiring to commit a class C felony.

CPMC 9.04.010(C) – While the interplay between local and state defined crimes is beyond the scope of this memorandum, generally, should the City decide to define a crime differently than the state RCW, the City's code trumps the state's. While the City cannot punish a crime defined in state law to a lesser degree, the City can punish a crime to a greater degree. For example, the crime of DUI is punishable by up to 364 days in jail. The City cannot pass a law that the crime of DUI committed in the City is punishable by up to 90 days in jail. This section assures the intent of the City is fulfilled.

CPMC 9.04.010(D) – List of the most common and usual crimes charged and prosecuted in College Place. Municode will provide links to the state RCW.

CPMC 9.04.010(E) – While not clear under the law as to whether the City would have jurisdiction of the uniquely identified area of domestic violence under state law, it is recommended the City specifically adopt those portions which address domestic violence to assure the City's ability to enforce and to generally provide notice to the public through code adoption.

CPMC 9.04.020(A) – This section serves to assure all amendments to RCWs adopted by the City by reference are automatically adopted by the City to retain the City's jurisdiction to prosecute the crimes.

CPMC 9.04.020(B) – This section serves to assure all new crimes are automatically adopted by the City to assure the City's jurisdiction to prosecute the crimes.

CPMC 9.04.020(C) and (D) – State law places affirmative duties on county prosecutors, OPD, and the state in regards to criminal matters. I recommend adoption of this section to assure the City is not substituted in, becoming responsible for fulfilling those duties. For example, county prosecutors are required to provide access to a defense attorney for all juveniles suspected of a crime before a law enforcement officer may interrogate the juvenile. This obligation should stay with the county prosecutor because any benefit to the City in providing a defense attorney most likely would be greatly outweighed by the cost.

City of College Place, Washington
RESOLUTION NO. 21-045

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING SUPPORT FOR THE WALLA WALLA COMMUNITY COLLEGE ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) BUILD BACK BETTER GRANT SUBMITTAL FOR THE WALLA WALLA VALLEY REGION

WHEREAS, City of College Place, Washington is authorized to partner with Walla Walla Community and others to apply to the Federal Economic Development Administration (EDA) for a Build Back Better – American Rescue Plan Act (ARPA) Grant Funding; and

WHEREAS, it is necessary certain conditions be met to receive EDA funds;

NOW, THEREFORE, **it is hereby resolved by the City Council of the City of College Place, Washington, as follows:**

That the City of College Place, Washington authorizes staff to partner with Walla Walla Community College on their submission of a Build Back Better American Rescue Plan Act (ARPA) grant application to the Federal Economic Development Administration to request grant funds to conduct several activities including: bringing back the trades programs to the Community College, Broadband to home within the Cities of College Place & Walla Walla, 3D printed home construction and the infrastructure to bring that to a reality, and a commercial kitchen , it:

Will comply with applicable provisions of Title I of the Housing and Community Development Act of 1974, as amended, and other applicable state and federal laws;

Has provided and will provide opportunities for citizen participation that satisfy the CDBG requirements of 24 CFR 570.486;

Will not use assessments against properties owned and occupied by low- and moderate-income persons or charge user fees to recover the capital costs of CDBG-funded public improvements from low- and moderate-income owner-occupants;

Has established or will establish a plan to minimize displacement as a result of activities assisted with CDBG funds; and assist persons actually displaced as a result of such activities, as provided in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended;

Has adopted or will adopt a policy(s) to reduce greenhouse gas emissions in accordance with RCW 70.235.070 and certifies this project will adhere to this policy(s);

Will conduct and administer its program in conformance with Title VI of the Civil Rights Act of 1964 and the Fair Housing Act; and will affirmatively further fair housing (Title VIII of the Civil Rights Act of 1968); and

Has adopted (or will adopt) and enforce a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and has adopted (or will adopt) and implement a policy of enforcing

applicable state and local laws against physically barring entrance to or exit from a facility or location that is the subject of such nonviolent civil rights demonstration within its jurisdiction, in accordance with Section 104(1) of the Title I of the Housing and Community Development Act or 1974, as amended; and

City of College Place, Washington designates Mr. Mike Rizzitiello – City Administrator as the authorized representative to act in all official matters in connection with collaboration with Walla Walla Community College's development of the application into the Build Back Better Federal Economic Development Administration (EDA) grant program.

Clerical Corrections. The City Clerk is authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 14th day of September, 2021.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk

EDA: AMERICAN RESCUE PLAN

BUILD BACK BETTER REGIONAL CHALLENGE
Supercharging Local Economies

The **Build Back Better Regional Challenge** is designed to assist communities nationwide in their efforts to build back better by accelerating the economic recovery from the coronavirus pandemic and building local economies that will be resilient to future economic shocks.

The $1 billion Build Back Better Regional Challenge will provide a transformational investment to 20-30 regions across the country that want to revitalize their economies. These regions will have the opportunity to grow new regional industry clusters or scale existing ones through planning, infrastructure, innovation and entrepreneurship, workforce development, access to capital, and more.

- **Phase 1:** 50-60 regional coalitions of partnering entities will be awarded **~$500,000** in technical assistance funds to develop and support three to eight projects to grow a regional growth cluster.
- **Phase 2:** EDA will award 20-30 regional coalitions **$25 million to $75 million**, and up to $100 million, to implement those projects.

As part of the $300 million **Coal Communities Commitment**, EDA will allocate at least $100 million of the Build Back Better Regional Challenge funding to support coal communities.

WHO SHOULD APPLY

EDA invites eligible applicants to form regional coalitions to apply for funding to implement a collection of three to eight distinct but related projects in their region, in coordination with industry and community partners, and aligned around a holistic vision to build and scale a strategic industry cluster. Applicants should identify one key coordinating lead institution per regional cluster to lead the concept and projects into the implementation phase, while fostering collaboration and coordinating resources to ensure these investments have the greatest economic impact on our communities, regions, and the nation.

Coalition members eligible to apply for investment assistance for their region include a(n):

- District Organization of an EDA-designated Economic Development District
- Indian Tribe or a consortium of Indian Tribes
- State, county, city, or other political subdivision of a State, including a special purpose unit of a State or local government engaged in economic or infrastructure development activities, or a consortium of political subdivisions
- Institution of higher education or a consortium of institutions of higher education
- Public or private non-profit organization or association acting in cooperation with officials of a political subdivision of a State

Individuals or for-profit entities are not eligible.

APPLICATION DEADLINE

→ Phase 1 deadline: **October 19, 2021**

→ Phase 2 deadline: **March 15, 2022**

CONTACTS

- Please send email inquiries about the American Rescue Plan Build Back Better Regional Challenge to BuildBackBetter@eda.gov.
- For additional questions, particularly region-specific questions, contact your state's Economic Development Representative. Visit www.eda.gov/contact to find contact information for your Economic Development Representative.

To learn more about EDA's American Rescue Plan **Build Back Better Regional Challenge**, visit eda.gov/arpa/build-back-better/.

Date: August 25th, 2021

From: Ad-Hoc Build Back Better Regional Challenge Grant Committee

To: Walla Walla Community College Board

Re: Request to Apply for Economic Development Administration (EDA) Build Back Better Regional Challenge Grant

The Economic Development Administration received over $1 billion dollars to fund The Build Back Better Regional Challenge Grant (https://eda.gov/arpa/build-back-better/) The purpose of this grant program is to build regions back better by accelerating the economic recovery from COVID and building local economies that will be resilient to future economic shocks. They are looking for grant applications from micropolitan and metropolitan regions. They are scoring based on holistic project vision, collaboration, resource coordination, existence of Opportunity Zones, and equity. The grant is broken up into two phases. The Phase 1 process entails grant awards of $500,000 to between 50 and 60 regional coalitions to develop a plan to grow the regional cluster. Phase 2 entails development of three to eight projects within the cluster with grant awards of between $25 and $75 million. With Phase 2 twenty to thirty of the original sixty clusters will get this funding. We believe the region stands a good chance at getting awarded this grant due to existing partnerships, regional assets, sustainability, and concepts of addressing equity concerns (gaps in affordability and availability of housing stock, availability of high-speed broadband in all areas), the need for trades, innovative housing development, and gap that exists in local food production (community kitchen need).

The members of the Committee exploring grant development include:

- City of Walla Walla: Elizabeth Chamberlain – Deputy City Manager
- City of College Place: Mike Rizzitiello – City Administrator
- Port of Walla: Kip Kelly – Commissioner District #1
- Pat Reay – Executive Director
- Walla Walla Community College: Chad Hickox – President
- Jessica Clark – Vice President of Instruction
- Nick Velluzzi – Vice President of Enrollment
- Walla Walla University: Ralph Stirling – Project Engineer

Through two meetings, the Committee has identified the following priorities to write into the grant application:

- Administration – Funds to cover administration of the grant. Also, put in seed funding for Executive Director for Common Roots Land Trust.
    - **Deliverable:** Funds to cover administration of grant ($100,000).
    - **Deliverable:** Seed funds to partially cover salary of Common Roots Executive Director ($75,000 year 1, $75,000 year 2)

- Trades/Innovation in Housing Technology/3D Printed Homes – The concept is to write in grant funds to give to Walla Walla Community College/Walla Walla University to develop programs not only in carpentry, plumbing, and the general trades which is desperately needed in the Valley, but also development of educational programs in 3D Printed Home development which could greatly assist with housing affordability in the Valley, State, and Country.
    - **Deliverable:** 3D-Printed and Innovative Housing Technology Workshops/Classes at Walla Walla University
    - **Deliverable:** Expand trades (carpentry, electrical, and plumbing) program at the Community College.
- Broadband – The Port recently conducted a Broadband Assessment for Walla Walla County. The Assessment indicated that the incorporated Cities and surrounding County areas do not have an even availability of internet providers or speeds. By obtaining grant funds to construct publicly owned conduit/dark fiber and then allowing it to be leased to the private sector this will increase availability of fast internet, providers, and hopefully lower overall cost to the consumer. This would build upon the Community Economic Revitalization Board grant the Port obtained for the rural areas of the County by obtaining funds to expand publicly owned dark fiber for the Cities of College Place and Walla Walla. The broadband is also needed to allow equitable access to quality internet so residents who want to enroll in trade/innovation educational programming with an online component are able to do so.
    - **Deliverable:** Construction of dark fiber broadband to home network throughout the Cities of Walla Walla and College Place. Note: CERB and other grant opportunities cover rural area.
- Workforce Housing – The Valley has a desperate need for affordable workforce housing. The funds could be used to put the 3D printed home technology the students learn into practice by constructing them across the valley which will add onto the housing stock and hopefully ease pricing some of real estate across the valley. These demonstration homes are something that hopefully be replicated cheaply and efficiently across the State and Country. The development of housing will be done through an innovative partnership with the Common Roots Land Trust and area Builders.
    - **Deliverable:** Purchase land for the Common Roots Land Trust to hold for the construction of workforce housing utilizing the innovative housing technologies and workers from the advanced technology housing education programs.
    - **Deliverable:** Construction of workforce housing utilizing innovative housing technologies taught in education program with students.
- Commercial Kitchen/Food Hub – A major need across the Valley for continued growth of our local foods economy is a commercial kitchen. The need has come out through some Strategic Planning work the Community College has done as well as anecdotally from vendors at the College Place Farmers Market. Right

now vendors that need to cook at a Community Kitchen have to travel over an hour to the Blue Mountain Station in Dayton, WA to do so.

- **Deliverable:** Construction of Commercial Kitchen somewhere centrally located within Walla Walla Valley.

The grant program does not mandate a fiscal match. However, applicants do score better in Phase 2 if matches are established. The lead applicant does not have to do all of the projects. They can be peeled off to other partners. The application for Phase 1 is due October 19th, 2021. The application for Phase 2 is due March 15th, 2022. Successful applicants have until May 31st, 2027 to spend down the grant dollars.

Education Component	$3,750,000
Broadband Fiber to Home ($2 mil a square mile/11 sq mi WW/2 sq mi CP)	$26,000,000
Workforce Housing Component ($1,000,000 3D Printer and equipment, 40houses, staff	$9,200,000
Commercial Kitchen (Design, Construction, Land Acquisition, Equipment, Programming)	$5,000,000
Admin Costs (Community College and Seed Funds for Common Roots ED)	$250,000
Total Proposal	$44,200,000
Match Funds	$800,000

Commented [MR1]: Placeholder Based on estimates from Chad of $3,500,000 for WW Community College portion. Adding in another $100,000 to cover 3D Printing/Advanced Housing Tech workshop classes at WWU. Also, $150,000 to cover small 3D printer for class at WWU)

Commented [MR2]: Based on some cursory numbers from Petrichor.

Commented [MR3]: Based on Modified Blue Mountain Station Pricing per Jennie Dickinson

Commented [MR4]: Port Admin Time: $100,000 (could be changed based on what Port thinks), Common Roots ED Support $50,000 for two years.

Commented [MR5]: $500,000/City of WW Broadband - $300,000 / City of CP Broadband (ARPA+Internal Funds)

Mike Rizzitiello – City Administrator of the City of College Place had a call with Ms. Laura Ives of the Economic Development Administration to discuss the general grant concepts and if they fit within the funding priorities. Ms. Ives indicated the projects seemed compelling and would be a good fit into the grant program.

The Economic Development Administration wants the lead grant applicant to be an agency that has a regional nexus that traditionally authors the Comprehensive Economic Development Strategy (CEDS). The Community College is the best regional agency to submit the application.

The request is for the ad-hoc committee to write the grant application and submit it under the auspices of the Walla Walla Community College. The Community College would be the recipient and various tasks could be assigned to subrecipeints. Also, the request would be for the Community College to provide the financial oversight/federal compliance. I put a guestimate of $100,000 in for that under Admin costs but that can be changed based on Community College calculations. In talking with the Economic Development Administration the sweet spot for a project like this is $50,000,000 or under and this proposal is $44,200,000 which is within that framework.

This Build Back Better grant is a rare opportunity to potentially land significant capital grant dollars to improve the quality of life/economy for the entire Walla Walla Valley.

Please permit us to file this Build Back Better Grant through the Walla Walla Community College Board to the Economic Development Administration. Various members of the Ad-hoc Committee stand ready to co-write the grant application. The Ad-Hoc Committee also stands ready to get additional project partners, letters of support to make this project compelling enough to land this Federal grant funding. Thank you for your time.

City of College Place, Washington
ORDINANCE NO. 21-013

AN ORDINANCE OF THE CITY OF COLLEGE PLACE ADOPTING A REGIONAL HOUSING ACTION PLAN.

WHEREAS, the City of College Place, in partnership with the cities of Walla Walla, Waitsburg, and Dayton, received grant funding from the Washington State Department of Commerce to conduct a regional housing action plan; and

WHEREAS, the Walla Walla Regional Housing Action Plan (RHAP) examines housing affordability, housing needs and gaps, access and structural diversity issues as well as strategies and action to be taken by each jurisdiction; and

WHEREAS, the process to develop the RHAP included development of a public engagement plan which included a project advisory team and stakeholder advisory committee; and

WHEREAS, input regarding housing issues, goals, and objectives was gathered through two housing survey that were conducted during the RHAP planning effort; and

WHEREAS, the draft RHAP was brought before a joint meeting with the College Place Planning Commission, Walla Walla Planning Commission, and Dayton Planning Commission on June 7, 2021; and

WHEREAS, the draft RHAP was brought before the Diversity & Inclusion Advisory Board and Economic Development, Tourism, and Events Commission; and

WHEREAS, the City of Walla Walla, acting as lead agency conducted an integrated SEPA and public comment review process to receive comments from the public and state agencies on the proposed RHAP ending on June 25, 2021; and

WHEREAS, the College Place Planning Commission conducted a public hearing on the draft RHAP on August 17, 2021; and

WHEREAS, two comments were heard on the RHAP, both in favor of approving the RHAP; and

WHEREAS, the Planning Commission has forwarded the draft RHAP to the City Council with a recommendation of approval; and

NOW, THEREFORE, THE COLLEGE PLACE CITY COUNCIL DOES HEREBY ORDAIN AS FOLLOWS:

Section 1 Walla Walla Regional Housing action Plan Adopted. The City hereby adopts the Walla Walla Regional Housing Action Plan, including the Appendices, in substantially the same form as the attached Exhibit 1.

Section 2 Code Interpretation. In the event of a conflict between any provisions of this Ordinance and previously adopted ordinances, this Ordinance shall prevail. The Mayor and his/her designee

are hereby authorized to make such administrative interpretations as may be necessary to implement this Ordinance.

Section 3 Findings of Fact. The findings contained in recitals in this Ordinance are hereby adopted as Findings of Fact that support the adoption of the RHAP.

Section 4 Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 5 Clerical Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 6 Effective Date. This ordinance shall become effective immediately upon passage. The City Clerk is directed to publish a summary of this ordinance, consisting of the title, at the earliest publication date.

PASSED by the City Council of the City of College Place, Washington, this 14th day of September 2021.

_____

Norma Hernández, Mayor

Attest:

_____

Lisa R. Neissl, City Clerk

Approved as to form:

_____

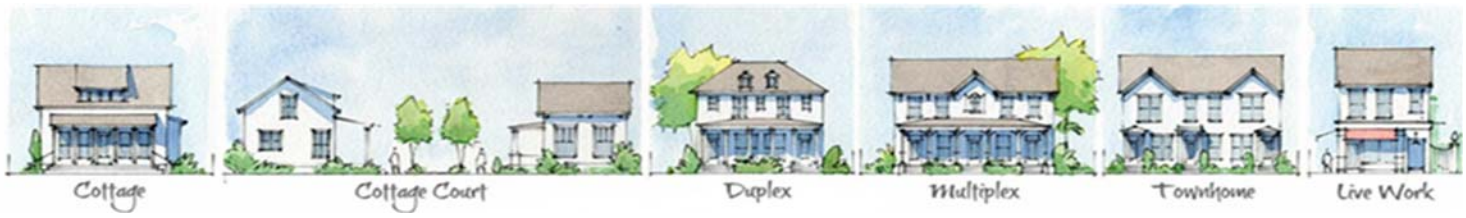
Rea Culwell, City Attorney

Passed: 09-14-2021
Published: 09-17-2021
Effective: 09-14-2021

Walla Walla Regional Housing Action Plan

Cities of College Place, Dayton, Waitsburg and Walla Walla

July 21, 2021



FCS GROUP
Solutions-Oriented Consulting
www.fcsgroup.com

ACKNOWLEDGEMENTS

This work is made possible through a grant provided by the Washington Department of Commerce, and the dedicated work of the Plan Advisory Committee and the Stakeholder Advisory Committee. We specifically recognize and appreciate the time and attention provided by the following people.

Plan Advisory Committee Members

Elizabeth Chamberlain, City of Walla Walla
Melissa Shumake, City of Walla Walla
Meagan Hayes, City of Dayton
Jon Rickard, City of College Place
Randy Hinchliffe, City of Waitsburg
Nikki Sharp, Walla Walla County

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Ellen Palmquist, Fregonese & Associates

GLOSSARY

Accessory Dwelling Unit (ADU): A small living space located on the same lot as a single-family house.

Affordable For-Sale Housing: An owner-occupied dwelling with a monthly mortgage and property tax payment that equates to no more than 30% of household income.

Affordable Rental Housing: A dwelling that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed 30% of the household's monthly income. If income-restricted or government supported, U.S. Housing and Urban Development (HUD) income restrictions vary by family size.

Buildable Lands Inventory (BLI): An assessment of the capacity of land to accommodate forecasted housing and employment needs.

Buildable Residential Land: Includes land that is designated for residential development that is vacant and part-vacant and not constrained by existing buildings or environmental issues.

Cost Burdened: Defined by US Department of Housing and Urban Development (HUD) as households who spend over 30% of their income on housing.

Cottages: Small, single-level, detached units, often on their own lots and sometimes clustered around pockets of shared open space. A cottage is typically under 1,000 square feet in footprint.

Density: Defined by the number of housing units on one acre of land.

Development density: Expected number of dwelling units (per acre) based on current zoning designations.

Family: A group two or more people (one of whom is the householder) related by birth, marriage, or adoption and residing together.

High Density: Lots with the average density of 12+ dwelling units per acre. Best suited for multifamily housing such as apartments and condos.

Housing Unit (or Dwelling Unit): A house, an apartment or other group of rooms, or a single room is regarded as a housing unit when it is occupied or intended for occupancy as separate living quarters; that is, when the occupants do not live and eat with any other person in the structure and there is direct access from the outside or common hall.

Household: Consists of all people that occupy a housing unit.

HUD: Acronym for US Department of Housing and Urban Development, the federal agency dedicated to strengthening and supporting the housing market.

Low Density: Lots with the average density of 3-4 dwelling units per acre. Best suited for family housing such as single-family detached homes.

Manufactured Housing: is a type of prefabricated home that is largely assembled of site and then transported to sites of use. The definition of the term in the United States is regulated by federal law (Code of Federal Regulations, 24 CFR 3280): "Manufactured homes are built as dwelling units of at least 320 square feet in size, usually with a permanent chassis to assure the initial and continued transportability of the home. The requirement to have a wheeled chassis permanently attached

differentiates "manufactured housing" from other types of prefabricated homes, such as modular homes.

Median Family Income (MFI): The median sum of the income of all family members 15 years and older living in the household. Families are groups of two or more people (one of whom is the householder) related by birth, marriage, or adoption and residing together; all such people (including related subfamily members) are considered as members of one family.

Medium Density: Lots with the average density of 6-12 dwelling units per acre. Best suited for small lot housing such as single family attached, townhomes, plexes and cottages.

Middle Housing: Housing types that is generally attainable for households earning less than 120% of the area median income level. Typically includes plexes (2-4 units per structure), townhomes, apartments, accessory dwellings, cottage homes and manufactured homes.

Mixed Use: Characterized as two or more residential, commercial, cultural, institutional, and/or industrial uses into one combined building or building(s) on the same parcel of land.

Multi-Family Housing: Stacked flats in a single buildings or groups of buildings on a single lot with 5 or more units per structure. Parking is shared, and entrance to units is typically accessed through a shared lobby.

Part-vacant land: Unconstrained land that has some existing development but can be subdivided to allow for additional residential development.

Plexes and Apartments: Multiple units inside one structure on a single lot. Usually each unit has its own entry.

Seasonal dwellings: These units are intended by the owner to be occupied during only certain seasons of the year. They are not anyone's usual residence. A seasonal unit may be used in more than one season; for example, for both summer and winter sports. Published counts of seasonal units also include housing units held for occupancy by migratory farm workers. While not currently intended for year-round use, most seasonal units could be used year-round.

Residual Land Value: The amount a developer would typically be willing to pay for the land/site in order to build a specific real estate improvement based on underlying assumptions and market conditions.

Severely Cost Burdened: Defined US Department of Housing and Urban Development (HUD) as households who spend over 50% of their income on housing.

Single Family Attached: Residential structures comprised of two to four housing units with a shared wall that separates each unit. "Attached" duplexes require a single building permit for both dwelling units.

Single Family Detached: Free standing residential building, unattached, containing separate bathing, kitchen, sanitary, and sleeping facilities designed to be occupied by not more than one family, not including manufactured and mobile homes.

Townhome (also known as duplexes, rowhouse, etc.): Attached housing units, each on a separate lot, and each with its own entry from a public or shared street or common area.

Vacant housing unit: A housing unit is vacant if no one is living in it at the time of enumeration unless its occupants are only temporarily absent. Units temporarily occupied at the time of enumeration entirely by people who have a usual residence elsewhere are also classified as vacant.

Vacant land: Vacant and part-vacant land identified within the local buildable land inventory that is not developed and unconstrained for future planned residential development.

SUMMARY

The demand for adequate, safe and affordably-priced housing continues to far outpace new housing production. This Walla Walla Regional Housing Action Plan provides a strategy for strengthening and enhancing the inventory of affordable housing and less expensive market-rate housing in southeast Washington. This growing region includes a network of small and medium historic cities, that are rich in agricultural, viticulture, and education.

This Plan highlights existing housing conditions and issues and forecasts future needs based on changing demographic and socio-economic conditions. Using feedback from a dedicated project advisory committee and stakeholder committee and survey input from over 400 citizens, this plan reflects current attitudes regarding housing priorities. While significant steps have already been taken by the cities of College Place, Dayton, Waitsburg and Walla Walla, this Plan lists new housing policies and actions that can be taken for each city to further enhance housing opportunities.

As shown in the following graphic, the Housing Action Plan will be used to inform future Comprehensive Plans, Capital Facilities Plans and Land Use Policies. The Plan also guides decisions regarding implementation strategies that can affect development regulations, infrastructure spending priorities, permitting procedures, fee structures and other housing actions.

Source: Washington Dept. of Commerce and BERK, 2020.

Highlights of the Walla Walla Regional Housing Action Plan

Walla Walla Regional Housing Survey (over 400 respondents) lists the **top 5 housing issues** as:

1. Housing Cost/Affordability
2. Inadequate Housing Availability
3. Homelessness
4. Range of Housing Types
5. Housing Quality

The top 5 Housing Actions recommended by survey respondents include:

1. Development Partnerships
2. Multifamily Tax Incentives
3. Grants for First time Homebuyers
4. Housing Rehabilitation Grants
5. Increase Residential Land Inventory

The Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand in the Region is likely to include 1,523 standard-lot single family detached homes; 1,104 small-lot detached homes; 732 townhomes/plexes; 894 multi-family units (includes some group quarters demand), and 443 affordable housing units (government supported), manufactured homes and/or ADUs.

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, nearly half of new construction that is planned to occur in College Place and Walla Walla would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through "infill" is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficient to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

- **College Place UGA:** the projected 20-year housing need of 747 dwelling units is far greater than the potential UGA capacity of 345 units, even after accounting for recent code changes and assuming 60% of net new housing will need to be constructed on infill and redevelopment lands.
- **Walla Walla UGA:** the projected 20-year housing need of 3,570 dwelling units is below the potential UGA capacity of 3,740 dwelling units. However, the current amount of land zoned for multi-family structures appears to be inadequate to meet overall housing needs, even after assuming 55% of the net new housing will be constructed on infill and redevelopment lands.

  It is recommended that the cities of College Place and Walla Walla continue to work with Walla Walla County and regional housing advocates to ensure that new housing density can be optimized within current UGAs, and new areas be identified for potential UGA expansion.
- **Waitsburg and Dayton UGAs:** the combined projected housing demand of 200 dwellings for these two small cities can be accommodated by their existing UGAs if adequate water and wastewater infrastructure is provided.

Additional policy actions and housing program considerations are provided in Section III.

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I. INTRODUCTION

PURPOSE

Communities across the state of Washington are facing unprecedented challenges with providing safe and affordable housing.[1] In response, the Washington state legislature passed a measure designed to encourage cities and counties to proactively work together to identify housing needs and implement local actions to preserve affordable housing and spur new housing development.

Within the Walla Walla Region, the Community Council facilitated a community-led study regarding regional housing issues, needs and local policy recommendations in a landmark report: *Affordable Housing Study (A report to the residents of Columbia and Walla Walla counties and the Milton-Freewater area), 2019.* That report raised local awareness about issues pertaining to housing affordability and laid the foundation for advocacy around a number of recommendations to address the need for safe and affordable housing. The Affordable Housing study recommended the completion of a study on housing needs in the region and strategies for improvement; the cities of College Place. Dayton, Walla Walla, and Waitsburg applied for and were awarded a grant from the Washington State Department of Commerce to prepare this regional housing action plan.

A regional Housing Action Plan (HAP) is intended to examine housing affordability, access and structural diversity issues, as well as strategies and actions to be taken to create a more equitable housing environment. The HAP process includes a review of the region's comprehensive plans, policies, past actions, partnerships, and current regulations to determine

Housing Action Plans address the following questions:

- ***Who lives and works here and what are their socioeconomic characteristics?***
- ***What types of housing are available?***
- ***Are there any groups of people who are not able to find housing that is safe, affordable, and meets their household needs?***
- ***How much housing, and what types of housing, are needed to meet current and future housing needs?***
- ***Is there sufficient buildable land capacity to accommodate this growth and housing diversity?***
- ***What local policies and actions can be taken to produce additional affordable and market rate housing?***

[1] Unless otherwise specified, "affordable housing" in this report is defined as government-supported housing that is income restricted as well as market-rate housing where residents pay no more than 30% of their income on housing costs (monthly rents or mortgage payments).

existing conditions of the housing ecosystem. Community input is obtained to identify and evaluate potential policy changes that can be implemented to increase production of affordable and market-rate housing.

At its core, the regional HAP identifies future housing needs to serve all economic segments of the community. Based on the 20-year growth target, the housing needs assessment identifies how many units of different types are needed to optimize housing affordability.

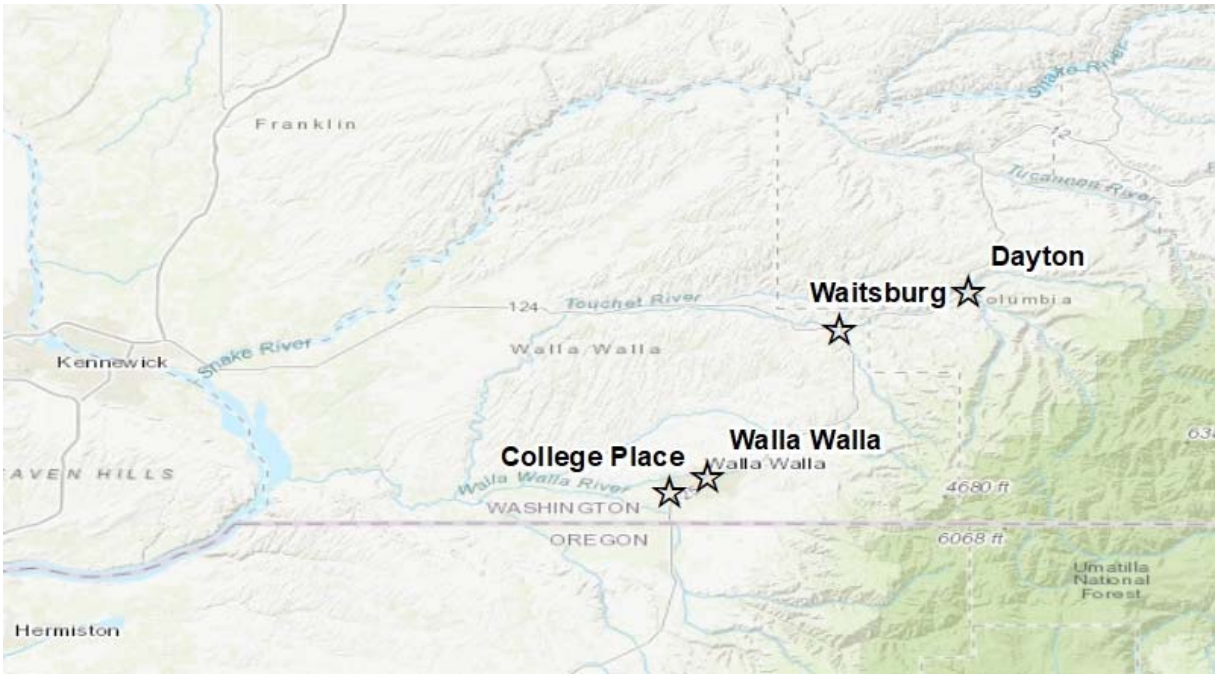
Based on Washington Department of Commerce grant funding guidelines, the focus of this study is on the existing urban growth areas (UGAs) surrounding the cities of Walla Walla, College Place, Dayton and Waitsburg. For purpose of this plan, these areas are collectively referred to as the Walla Walla Region.

REGIONAL CONTEXT

Because housing ecosystems are rarely contained within a single jurisdiction, regional analysis and coordination are necessary to understand market dynamics. For example, if safe and affordable housing is not sufficient in one community, residents are likely to search for housing in an adjacent jurisdiction rather than leave the region altogether.

The focus of this plan is on the Walla Walla Region, which includes the urban growth areas of Walla Walla, College Place, Dayton, and Waitsburg and the surrounding unincorporated areas of Walla Walla and Columbia counties (**Exhibit 1**). While the community of Milton-Freewater in Oregon is often included in the greater Walla Walla region, this analysis is limited to communities in Washington by dint of its focus on the Urban Growth Area structure laid out in Washington's Growth Management Act. The cities of College Place and Walla Walla currently function as the business and regional service center for this region. Each of the four cities provide a unique mix of housing opportunities, growth potential and community character.

Exhibit 1: Walla Walla Region



Recent Accomplishments

Prior to undertaking this work, communities within the Walla Walla Region have made strides in advancing affordable housing. Efforts completed to date include the following:

Regional Planning Coordination (Walla Walla, College Place, Waitsburg and Dayton)

- The cities of Walla Walla, College Place and Waitsburg have coordinated with Walla Walla County) to update their comprehensive plans with new growth forecasts and sections focused on housing policies.
- The city of Dayton has also coordinated with Columbia County and cities in Walla Walla County (through this planning effort) to evaluate their buildable land inventory.
- Community Council, a regional policy advocacy and education organization, convened civic, private and non-profit representation on the Affordable Housing Study Workgroup to identify housing issues and barriers to affordable housing, and to recommend policy strategies.

City of Walla Walla

- As mentioned above, the city of Walla Walla undertook a significant update of its comprehensive plan, with a new housing policy section that includes objectives aimed at expanding housing opportunities.
- 2018 Code Updates: this resulted in changes to local zoning that collapsed three single family residential zones into one zone called Neighborhood Residential. This new zone supports additional housing density in low density zone by allowing development of (up to) fourplexes on a single lot. The city also relaxed road access standards for short plats to permit private lanes to serve up to 9 dwelling units. Other changes included permitting multifamily units outright and removing the owner occupancy requirement for accessory dwelling units.
- Utility Rate Discounts: the city provides a program for providing water and sewer utility rate discounts to low-income citizens.
- The city is using Community Development Block Grant funds to provide micro-grants for property owners to complete home repair projects through a contract with the Blue Mountain Action Council.

City of College Place

- Recent Code Updates:
  - College Place created a new single-family residential zoning district and reduced minimum single-family residential lot sizes to 6,000 square feet.
  - The city increased flexibility in short plat standards.
  - Accessory dwelling units are now permitted in all residential zones.
  - Cottage and co-housing are now permitted in the Single-Family and Multi-Family Zoning Districts.
  - The City now permits dwelling units in commercial developments in both the Downtown Mixed-Use and General Commercial Zoning Districts
  - Three or more single-family dwelling units may be attached as townhomes or zero-lot line developments and the City may waive the minimum lot size and width requirement. Tiny Homes Permitted

  - Tiny homes, also known as Park Model Recreation Vehicles, are now permitted for temporary or recreational use in mobile home and RV parks and may be approved for use as a dwelling unit subject to conditions.
  - Manufactured homes, mobile homes, RV's, park models, tiny homes, and campers are now permitted for residential use in mobile home parks, manufactured housing communities, and manufactured/mobile home communities.
  - Recreational Vehicles may now be used as a residence in RV and Mobile Home Parks subject to conditions.
- Dwelling Units of 600SF or less now qualify for reduced wastewater & water capital facility charges. This includes all categories of dwelling units.

City of Dayton

- In addition to mapping their buildable lands, the city revised its zoning code to increase future development potential by allowing plexes in and reducing setbacks in single family zones.
- The city has drafted an ordinance to streamline surplus property procedures.

APPROACH

The overall project approach/schedule is shown in **Exhibit 2**. Key steps taken to create this report include the following:

- Project coordination meetings: Interim findings were shared with the HAP Plan Advisory Team (PAT) and a Stakeholder Advisory Committee (SAC) made up of regional civic leaders.
- Housing trends and forecasts: the consultant team analyzed most recent available data from a mix of sources, such as the U.S. Census Bureau, American Community Survey, Washington Office of Financial Management to confirm the existing housing inventory, quantify market gaps in housing products, and to establish baseline housing demand forecast.
- Housing gentrification and displacement risk assessment: included analysis of the availability of naturally occurring affordable housing (non-government supported) as well as income-restricted government supported housing in context with local demographic and socio-economic data. Locations where the risk of housing displacement are relatively high were mapped for each community in the region.
- Review of existing housing policies and draft policy recommendations: this included a synthesis of the current housing policies for each community, and identification of potential housing policies and actions that can be taken to address issues identified the HAP.
- Community engagement: the HAP process included stakeholder interviews, PAT and TAC meetings and public surveys with the broader community to identify and evaluate housing issues and policy actions.

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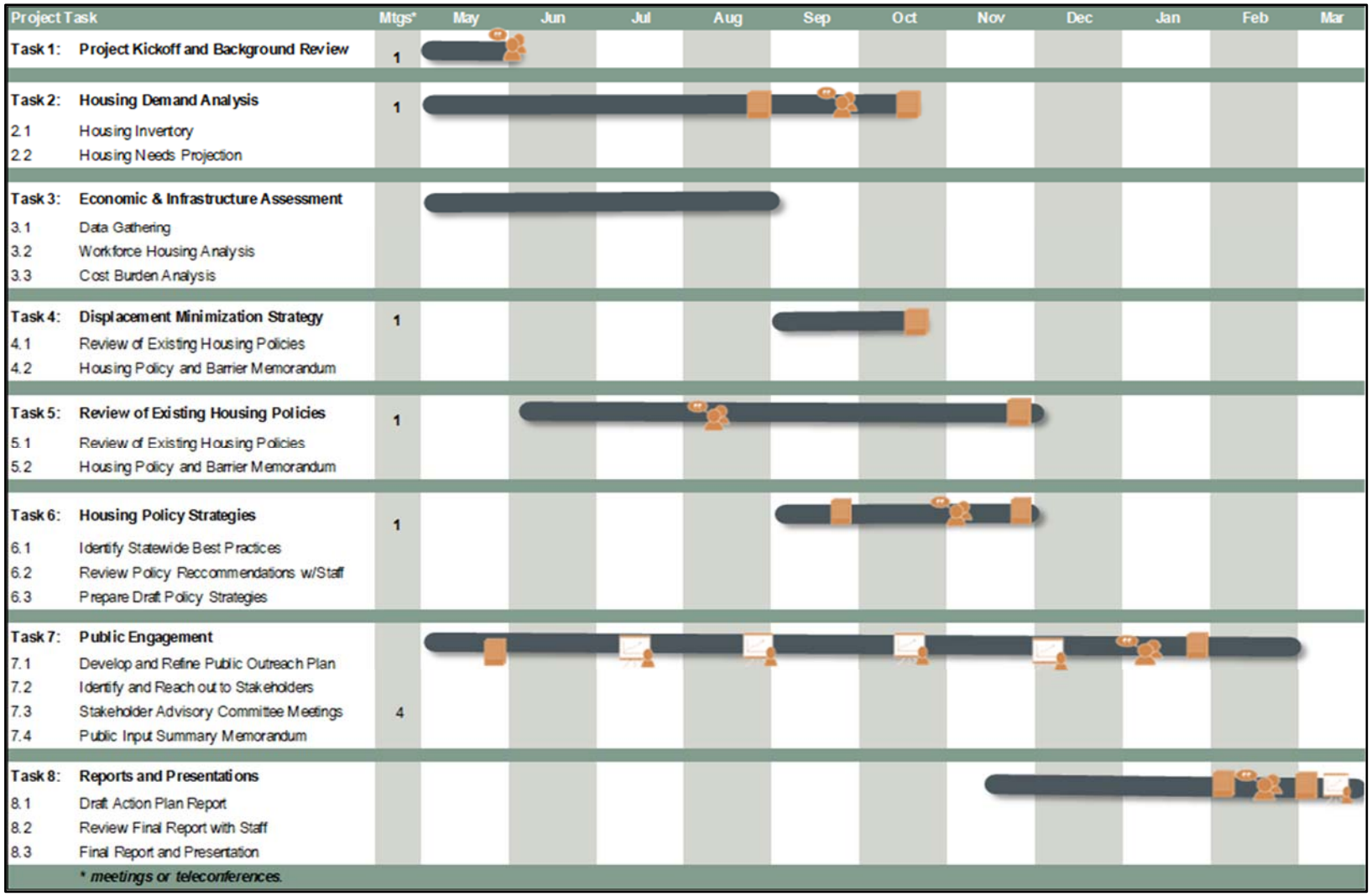
Exhibit 2: Project Approach



COMMUNITY ENGAGEMENT PROCESS

Public Engagement Plan and Groups Contacted

The Public Engagement Plan (provided in **Appendix A**) for this regional plan is consistent with local and state requirements and reflects best practices. In light of the global Covid-19 pandemic that was in-place during the planning process, the community outreach process utilized virtual video conference meetings/presentations and interactive surveys to evaluate housing affordability, availability and local policies. At the outset of the HAP, a draft Public Engagement Plan was developed and refined based on input from the Project Advisory Team. The engagement plan had four objectives:

1. To provide a forum to share, develop and refine useful information and data,
2. To ensure a shared understanding of current conditions, issues, concerns, and opportunities,
3. To provide avenues for the public, applicable committees, and supporting agencies to be involved,
4. To build support for eventual adoption and implementation.

Project Advisory Team (PAT) Meetings (4): PAT members were comprised of planning staff from the cities of Walla Walla, College Place, Waitsburg, and Dayton, and Walla Walla County and the consultant team. The PAT directed and reviewed the research, outreach, and work products in support of the Walla Walla Regional Housing Action Plan. The PAT met four times from May to November 2020

Stakeholder Advisory Committee Meetings (3): The Stakeholder Advisory Committee represented a range of informed and committed stakeholder interests. It included representatives of city and county agencies, direct service providers, and other public agencies, along with local property owners, residents, and community organizers. The Committee provided recommendations on key project issues and decisions, helped to shape housing policy options, guided stakeholder and community engagement strategies, and encouraged community members to participate in the planning process. The SAC met three times from July to November 2020.

Input regarding housing issues, goals and objectives

Two housing surveys were conducted during the HAP planning effort, with input from the PAT and the SAC. The initial Housing Policy Survey was distributed to local planners, developers and housing experts in the region. The survey focused on housing development issues, barriers and policy preferences. Survey respondents were asked to identify the most effective housing policies in their jurisdiction (city and county) and were asked to identify housing actions suggested within HB 1923.

The Housing Policy Survey received five responses. The top housing issues and policies identified for the Walla Walla region included:

- Overall need for additional construction of quality market-rate housing, additional vacant developable land, the need for less development regulations, and the need for new housing development incentives.
- Survey respondents supported local implementation actions regarding: use of cluster zoning (such as lot size averaging with reduced setbacks for new buildings), a shortened subdivision

approval process, clear and objective accessory dwelling unit standards, and increased categorical exemptions for multifamily developments.

Public Input

The second survey included an electronic Regional Housing Action Plan Survey that was also developed with input from the PAT and TAC and provided in both English and Spanish. The survey focused on the identification of community-defined housing issues, housing affordability perceptions, and barriers to renting or owning a home. Survey respondents were asked to identify actions local officials could take to address housing issues in their community. While the survey is not a statistical representation of all regional residents, the issues and perceptions provided by the respondents are generally consistent with other survey input received during the recent Walla Walla (city and county) Comprehensive Plan updates.

The English survey received 419 responses and the Spanish survey received 3 responses. Survey responses were primarily from residents living in the Walla Walla zip code 99362 (80%), the College Place zip code 99324 (11%), and the Dayton zip code 99328 (4%). Detailed survey results are included in **Appendix B** and are summarized below. While the survey is not considered statistically valid, it does provide a reliable indication of community perceptions regarding housing issues.

Top 5 Perceived Housing Issues	Top 5 Housing Actions
1 Housing Cost / Affordablity	1 Development Partnerships
2 Inadequate Housing Availablity	2 Multifamily Tax Incentives
3 Homelessness	3 Grants for First-time Homebuyers
4 Range of Housing Types	4 Housing Rehabilitation Grants
5 Housing Quality	5 Increase Residential Land Inventory

Top Barriers to Homeownership

Barriers to Home Ownership	Count	Percent
Limited Housing Supply	249	21.9%
Availability of Living Wage Jobs	290	25.5%
Affordability of Available Homes	371	32.6%
Programs for Homeowners	124	10.9%
Lack of Resources/Education on Home Ownership	63	5.5%
Other	40	3.5%
Total	1,137	100.0%

Top Barriers to Rental Housing

	Count	Percent
Low Vacancy Rates	298	30.0%
Lack of Affordable Rentals	351	35.3%
Strict Rental Requirements	196	19.7%
Confusing Rental Application Process	48	4.8%
Other	101	10.2%
Total	994	100.0%

II. Housing Market Overview

Housing demand is driven by a combination of population growth, household formations and regional economic activity. Population within the Walla Walla Region (includes the cities of Walla Walla, College Place, Dayton and Waitsburg) reached a record high of 47,695 year-round residents in 2019 (*according to the WA Office of Financial Management*).

Population within the Region has been increasing at an annual average rate of 0.68% between 2010-2018, which is three times faster than unincorporated Walla Walla County, but only half the statewide average (**Exhibit 3**).

Exhibit 3: Population Trends

Population Trends	2010	2018	AGR
Washington	6,561,297	7,294,336	1.33%
Columbia County	3,957	4,001	0.14%
Dayton	2,463	2,682	1.07%
Walla Walla County	57,585	60,236	0.56%
College Place	8,502	9,136	0.90%
Waitsburg	1,194	1,188	-0.06%
Walla Walla	31,177	32,731	0.61%
Walla Walla Region	43,336	45,737	0.68%
Unincorp. Walla Walla County	14,249	14,499	0.22%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B01003)

AGR: average annual growth rate.

Household income and housing price/rent levels are good indicators of housing attainability. Median household income in Walla Walla County ($56,533) is currently well below the Washington average ($70,116). However, overall income levels in Walla Walla County and the city of Walla Walla recorded a slightly faster growth rate than the state average between 2010 and 2018 (**Exhibit 4**).

Exhibit 4: Median Income Trends, 2010-2018

	2010	2018	AGR
Washington	$57,244	$70,116	2.6%
Walla Walla County	$45,575	$56,533	2.7%
College Place	$40,137	$47,525	2.1%
Dayton	$39,861	$44,524	1.4%
Waitsburg	$45,568	$48,403	0.8%
Walla Walla	$39,397	$48,678	2.7%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25119)

AGR: average annual growth rate.

To meet HUD guidelines for housing affordability, no more than 30% of income should be allocated to housing. Hence, middle-income families earning 80% to 120% of the median household income (MHI) should be able to afford monthly rents at $1,131 to $1,696; or homes priced between $194,000

and $291,000. If middle-income households pay more than this, they would be "cost burdened" to some degree. As indicated in **Exhibit 5**, using current statistics, affordable monthly housing cost for low-income families is as follows:

- Low Income, $707 to $1,131
- Very Low Income, $424 to $707
- Extremely Low Income, $424 or less

Exhibit 5: Analysis of Attainable Housing Prices/Rents

Walla Walla County Median Household Income (2018)*	$56,533	
Market Segment by Income Level	**Lower-end**	**Upper-End**
Upper (120% or more of MHI)		120%
Middle (80% to 120% of MHI)	80%	120%
Low (50% to 80% of MHI)	50%	80%
Very Low (30% to 50% of MHI)	30%	50%
Extremely Low (less than 30% of MHI)	30%	
Qualifying Income Level	**Lower-range**	**Upper-range**
Upper (120% or more of MHI)	$67,840	or more
Middle (80% to 120% of MHI)	$45,226	$67,840
Low (50% to 80% of MHI)	$28,267	$45,226
Very Low (30% to 50% of MHI)	$16,960	$28,267
Extremely Low (less than 30% of MHI)		$16,960
Attainable Monthly Rent or Payment (@30% of income level)	**Lower-range**	**Upper-range**
Upper (120% or more of MHI)	$1,696	or more
Middle (80% to 120% of MHI)	$1,131	$1,696
Low (50% to 80% of MHI)	$707	$1,131
Very Low (30% to 50% of MHI)	$424	$707
Extremely Low (less than 30% of MHI)		$397
Approximate Attainable Home Price**	**Lower-range**	**Upper-range**
Upper (120% or more of MHI)	$291,000	or more
Middle (80% to 120% of MHI)	$194,000	$291,000
Low (50% to 80% of MHI)	$116,000	$185,000
Very Low (30% to 50% of MHI)	$69,000	$116,000
Extremely Low (less than 30% of MHI)	n/a	n/a

Notes:

** based on current U.S. Census estimates of household income for Walla Walla County.*

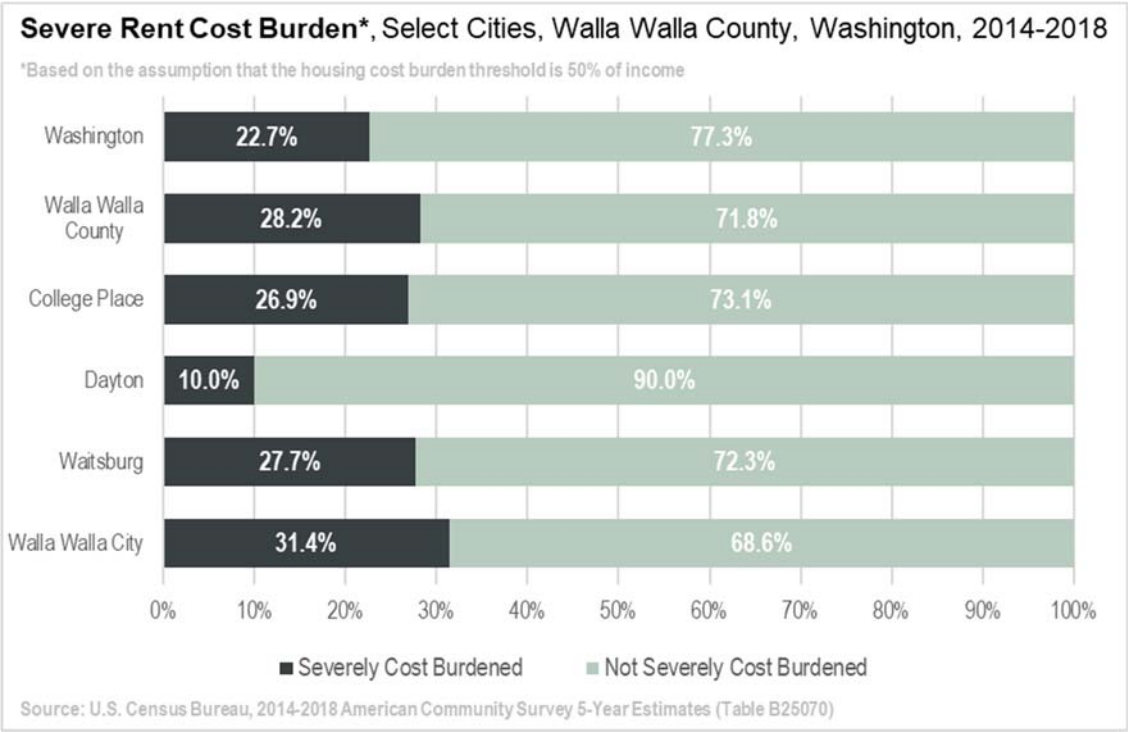
*** assumes 5% down (zero down payment for low income purchasers) on 30-yr mortgage @ 3.6% interest; and 1.89% for taxes and insurance.*

Source: analysis by FCS GROUP using U.S. Census, Amercian Community Survey data.

According to the U.S. Housing and Urban Development (HUD), households are considered "cost burdened" if they pay over 30% of their gross income on housing and utilities. Households are "severely cost burdened" if they pay over 50% of their gross income on housing and utilities.

As of 2018, nearly 3 in 10 renters (28%) in Walla Walla County were severely cost burdened by housing expenses alone **(Exhibit 6)**. If housing costs continue to rise faster than income levels, the share of severely cost burdened households will continue to increase.

Exhibit 6: Severe Housing Cost Burden by Locality



Measures of Economic Hardship

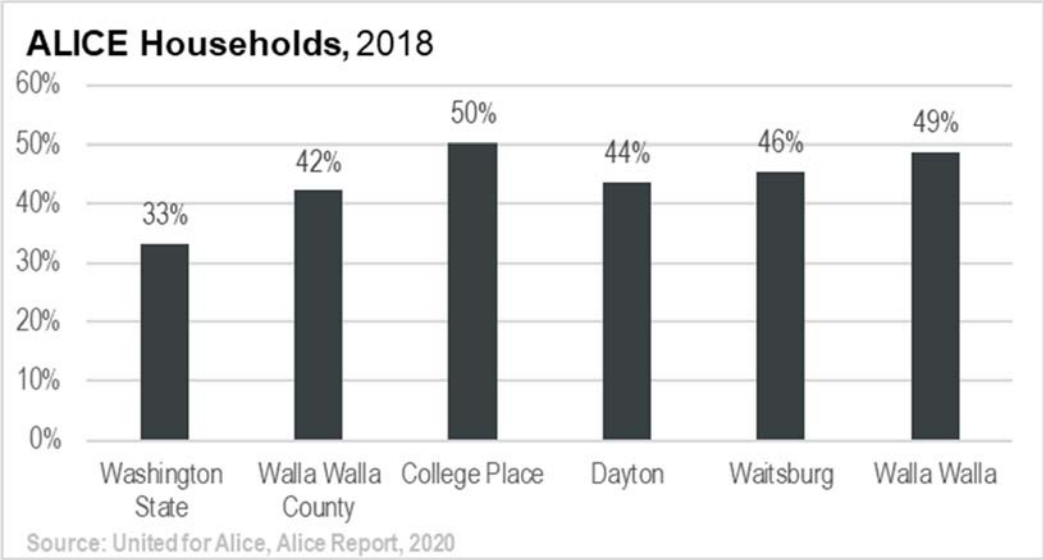
Like many rural communities across the U.S., an increasing share of households in the Region are experiencing economic hardship as the cost of living rises faster than income levels.

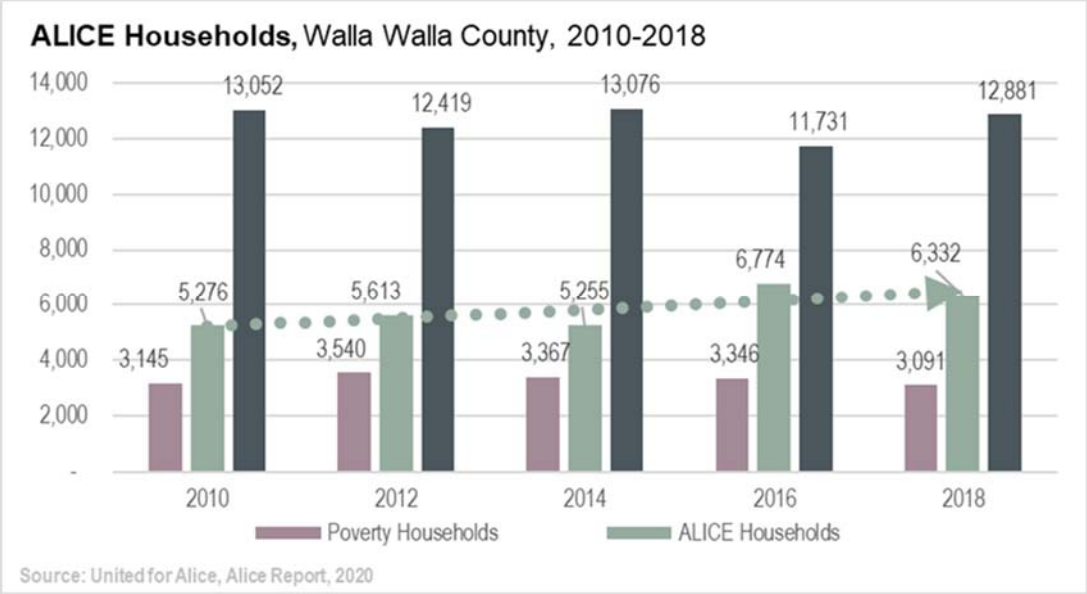
Since the War on Poverty began in 1965, the Federal Poverty Level (FPL) has provided a standard for determining the proportion of people living in poverty in the U.S. Despite the FPL's benefit of providing a nationally recognized income threshold for determining who is poor, its shortcomings include the fact that the FPL is not based on the current cost of basic household necessities, and except for Alaska and Hawaii, it is not adjusted to reflect cost of living differences across the U.S. In fact, federal poverty statistics indicate that the number of Walla Walla County households living in poverty decreased by 54 between 2010 and 2018.

In recognition of the short comings associated with federal poverty statistics, the United Way now provides a new measure of economically distressed households struggling in each county in a state. This effort provides a framework, to measure households that do not earn enough to afford basic necessities, with a population segment called **ALICE (Asset Limited, Income Constrained, Employed**). The ALICE methodology takes into account the total cost of household essentials – housing, child care, food, transportation, technology, and health care, plus taxes and a 10 percent contingency. ALICE data are calculated separately for each county, and for six different household types. For more information check out: https://www.unitedforalice.org/methodology

In 2018, 42% of the households in Walla Walla County were either in poverty or in the ALICE category, which is well above the Washington statwide average of 33%. Within the Walla Walla Region, the share of households in poverty and ALICE categories ranged from 44% in Dayton to 50% in College Place (**Exhibit 7**).

Exhibit 7: ALICE Household as Share of Total Households





Employment

Employment in the cities of the Walla Walla region has been on a steady upward trajectory since 2002, with an estimated 13,281 jobs in 2002 and 14,006 jobs in 2017 (latest available data) a 5.5% overall increase in that timeframe. Job gains varied by sector, with industries such as Transportation and Utilities, Industrial Trades, and Agriculture recording job losses, while Health Care, Services and Education sectors recording the most job gains during this time frame (**Exhibit 8**).

Exhibit 8: Employment Trends: 2002-2017

Segment	2002 - 2017 Job Growth	2002	2010	2017	Change
Agriculture, Forestry, Fishing and Hunting		230	184	150	(80)
Transportation, Communications & Utilities		700	509	427	(273)
Industrial Trades & Construction		1,978	1,642	1,594	(384)
Retail Trade		2,392	2,911	2,337	(55)
Other Services, Restaurants & Lodging		3,673	4,129	4,022	349
Educational Services		1,042	1,033	1,288	246
Health Care and Social Assistance		3,083	3,396	4,012	929
Public Administration		183	173	176	(7)
Total		**13,281**	**13,977**	**14,006**	**725**

Source: US Census Bureau, On the Map.com. Region includes four cities: Walla Walla, College Place, Waitsburg an

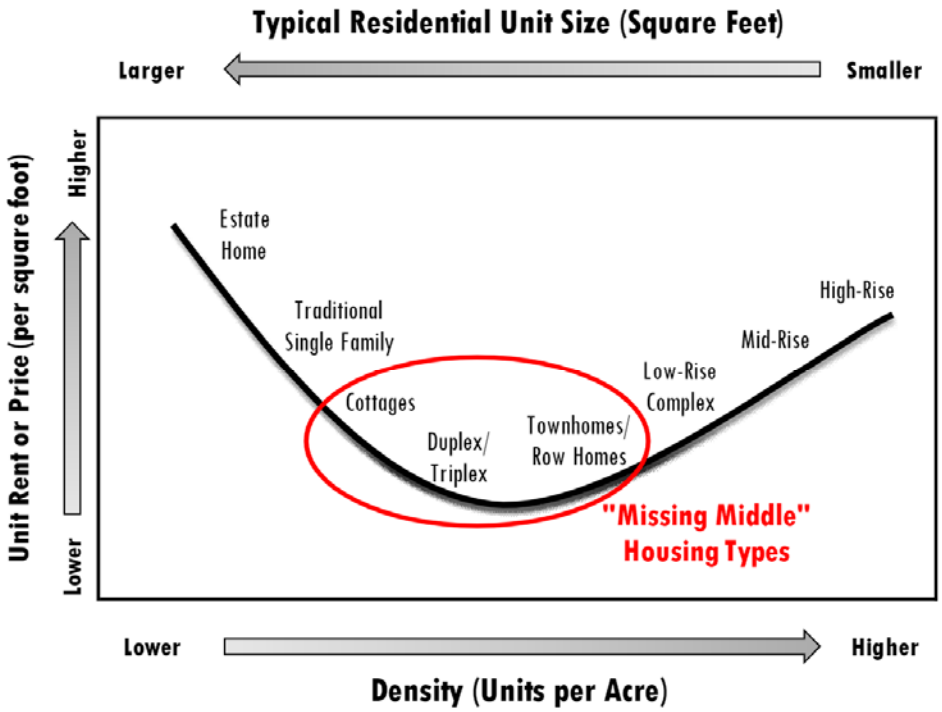
In that same timeframe in the Walla Walla MSA (Walla Walla and Columbia Counties) the civilian labor force increased by 1.9%, a figure well outpaced by job growth in the area according to the US Bureau of Labor Statistics. Unemployment in the area also dropped from 6.9% in 2002 to 4.9% in 2017.

HOUSING NEEDS FORECAST

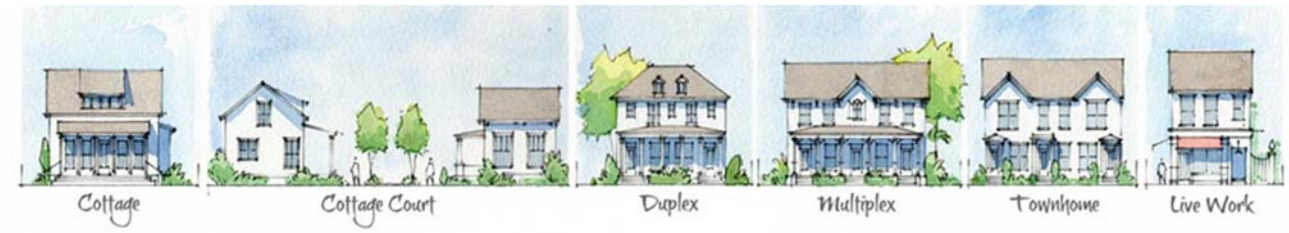
Representatives from public agencies have expressed concern over the lack of attainable and good quality housing for middle income families and local workers. To find attainable housing, some workers must travel long distances between their homes and their jobs to find attainaible housing.

The Region would benefit from development of "middle income" housing types, such as apartments, duplexes, townhomes, cottages, manufactured homes and accessory dwelling units (ADUs). These housing types can be delivered at a lower cost and rent level per square foot than standard single family detached and mid-rise housing types (**Exhibit 9)**.

Exhibit 9: Middle Housing Types



Source: Washington Department of Commerce Housing Memorandum (PNW Economics and LDC)



Housing Market Gaps

Low vacancy rates and rising home prices have resulted in deficiencies in the regional housing inventory that could largely be addressed by new housing construction. The regional *Community Council's Affordable Housing Study Report*, Summer 2019, found that median income levels in the City of Walla Walla and College Place would need to increase by at least $5,400 to enable families to purchase a home at 2018 prices.

The housing affordability gap within the region does vary significantly by location. As shown in **Exhibit 10**, regional home prices are highest in College Place ($281,000) and lowest in the cities of Dayton ($152,000) and Waitsburg ($230,000) As a result of this wide disparity in home prices, approximately 69% of the region's households could likely afford to buy a home in Dayton, but less than half of the households can afford to buy a median priced home in College Place.

Exhibit 10: Median Home Price Sales Trends & Affordability

	5/19/2019	5/20/2020	Change from prior year %	Min. Income Needed to purchase median priced home*	Share of Regioinal HHs that qualify based on income**
Washington	$403,000	$425,000	5.5%	$83,332	
Columbia County	$186,400	$208,300	11.7%	$40,842	63.1%
Dayton	$149,000	$152,000	2.0%	$29,803	69.3%
Walla Walla County	$268,000	$273,000	1.9%	$53,528	49.5%
College Place	$276,000	$281,000	1.8%	$55,097	48.9%
Waitsburg	$226,000	$230,000	1.8%	$45,097	60.4%
Walla Walla City	$268,000	$273,000	1.9%	$53,528	49.5%

Source: Zillow, (6/1/2020), Compiled by FCS GROUP.
* Assumes 30-year mortgage, 3.6% interest, 1.89% property tax & insurance; 5%
** Assumes 30% of household income dedicated to payments.

The Region's housing gap is most prevalent for long-term rentals as well as less-expensive for sale housing. In other words, there is an inadequate supply of deed-restricted rental housing as well as high-quality market rate apartments and for-sale housing priced under $300,000. Housing needs reflect an increase in demand for homes in the $291,000 to $300,000 price range, which are affordable to households earning around the median income.

As reflected in **Exhibit 11**, the lack of affordable rental housing (priced at $707/month or lower) has resulted in 791 households living in higher-cost housing than they can afford, which leads to severe rent burdens. If we assume that 33% of the housing gap can be addressed by new policies that encourage near term housing construction, we expect the Region could absorb nearly 240 market rate rentals units and at least 261 deed-restricted rental units within 1 or 2 year (**Exhibit 11**).

Exhibit 11: Rental Housing Market Gaps, Walla Walla Region, 2017

Median Household Income Range	Lower-end	Upper-End	Renter Households Counted	Affordable Monthly Rent Costs *	Level of subsidy required	Estimated Rental Units Counted	Year 2017 Housing (Gap) or Surplus
Upper (120% or more of MFI)	$67,840 or more		1,304	$1,696 & Above	Zero	580	(400)
Middle (80% to 120% of MFI)	$45,226	$67,840	1,173	$1,131-$1,686	Zero	1,497	
Low (50% to 80% of MFI)	$28,267	$45,226	1,518	$707-$1,131	Low	2,709	1,191
Very Low (30% to 50% of MFI)	$16,960	$28,267	1,177	$424-$707	Medium	1,541	(791)
Extremely Low (less than 30% of MFI)	$16,960 or less		1,830	Less than $424	High	674	
Total			7,001			7,001	

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

* Calculated at 30% of Walla Walla County median family income based on HUD guidelines

Analysis of Pent-Up Rental Housing Demand, Walla Walla Region

Median Household Income Range	Renter Households in 2017	Rental Units in 2017	Housing (Gap)	Potential Capture Rate	Pent-up Housing Demand Capture
Upper (120% or more of MFI)	1,304	580	(724)	33%	**239**
Middle (80% to 120% of MFI)	1,173	1,497	324		
Low (50% to 80% of MFI)	1,518	2,709	1,191		
Very Low (Less than 50% of MFI)	3,006	2,215	(791)	33%	**261**

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

Regional Housing Need

The 20-year regional housing demand forecast takes into account a share of the current market gap for rental housing along (noted in the preceding section) plus the amount of housing required to address demand from the projected changes in population for cities and unincorporated areas of Walla Walla and Columbia counties. Population growth rates are consistent with the adopted comprehensive plans for Walla Walla County and the cities of College Place, Walla Walla, Dayton and Waitsburg.

These plans anticipate a population increase of approximately 9,668 year-round residents by 2040 within Walla Walla County. According to the Walla Walla County Comprehensive Plan, the vast majority of population (and housing) growth is expected to occur within the Walla Walla, College Place and Waitsburg urban areas. Unincorporated areas of the county are projected to add 2,802 people. Since that forecast also reflects unincorporated portions of UGAs for the cities, we expect the majority of new population growth to occur within future annexation areas of local cities.

To estimate urbanization requirements for the four-city region, this regional housing action plan assumes that 70% of the housing growth and 90% of the group quarters population growth within unincorporated Walla Walla County will occur within the UGAs of Walla Walla, College Place, and Waitsburg. As indicated in **Exhibit 12**, this allocation of county growth equates to approximately 107 group quarters residents and 657 dwelling units. A more detailed breakdown of this analysis can be found in **Appendix C**.

Exhibit 12: Projected Regional Housing Capture of Unincorp. Walla Walla County, 2020 to 2040

	Walla Walla County	Unicorp. Walla Walla County**	Regional Housing Capture of Unincorp. County %	Regional Housing Capture of Unincorp. County
Net New Population	9,668	2,802		
New Pop in Group Quarters*	773	119	90%	107
Population in Households	8,894	2,683		
Housing Need for Permanent Residents (dwellings)	3,601	865		
Seasonal & Vacancy Allowance (@9.4 %)	358	74		
Growth-related Housing Demand (dwelling units)	3,959	939	70%	657

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormatories, group homes, institutions, etc. ** Includes unicorporated areas within urban growth areas of local cities.

The baseline housing demand forecast coverts future population growth into housing needs. To address changing demographic and householder preferences, the baseline housing demand forecast also takes into account the following assumptions:

- Future population growth forecasts for each city within the Walla Walla Region will be consistent with adopted local comprehensive land use plan forecasts (extrapolated).
- The tenancy mix and rate of homeownership will increase slightly overtime to the Washington statewide average (63% owners and 37% renters). Note, this results in a modest increase in homeownership rates within the Region from 60% currently to 63% by year 2040.
- Housing needs reflect increasing demand for attainably-priced middle housing types consistent with 30% of household income allocated to rent or mortgage (principal and interest).

- The housing needs forecast assumes a moderate shift toward middle housing types, including townhomes, plexes, apartments, ADUs and manufactured housing.

Given these assumptions, the Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand in the Region is likely to include 1,523 standard-lot single family detached homes; 1,104 small-lot detached homes; 732 townhomes/plexes; 894 multi-family units (includes some group quarters demand), and 443 government-supported affordable housing units, manufactured homes and/or ADUs (**Exhibit 13).**

Exhibit 13: Walla Walla Region Housing Needs Forcast, 2020 to 2040

	Walla Walla City	College Place	Waitsburg	Dayton	Region Total
Projected Baseline Housing Demand	2,362	494	153	11 +	3,021
Plus Share of Housing Within Unincorp. UGAs	514	107	33	2 +	657
Plus Demand to Address 33% of Housing Gap	414	87			500
Total Housing Need	3,290	688	187	13 +	4,178
Plus Group Quarters Housing Units (@1.5 people per unit)*	420	88			762
Grand Total (units)	3,710	776	187	13 +	4,685
percent of total	79%	17%	4%	0.3%	100%

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormatories, group homes, institutions, etc.

Projected Housing Need by Housing Type

Projected 2040 Housing Needs	3,710	776	187	13	9,75	
Housing Type	Walla Walla UGA	College Place UGA	Waitsburg UGA	Dayton UGA	Walla Walla Region	Remainder of Walla Walla County
Single-Family Detached						
Standard Lots	1,142	261	112	9 +	1,523	225
Small Lots, cottages, mfg. homes (lots)	899	205	-	-	1,104	-
Townhouses / Plexes (units)	556	155	19	1 +	732	-
Multi-family units (5+ units per structure)	816	78 +	-	-	894	-
Mobile homes/ADUs/other (units)	297 +	78 +	56 +	3 +	433	56 +
Total Dwelling Units	3,710	776	187	13 +	4,685	282

Projected Housing Need by Income Level

Family Income Level	Owner-Occupied	Renter-Occupied	Total	Dist. %	Attainable Housing Products
Upper (120% or more of MI)	2,361	260	2,621	56.0%	Single Family Lots
Upper Middle (80% to 120% of MI)	384	347	730	15.6%	Cottage Homes, Townhomes, Apartments
Lower Middle (50% to 80% of MI)	207	693	900	19.2%	Townhomes, Mfgd. Homes, Plexes, Apartments
Low (less than 50% of MI)	0	433	433	9.3%	ADUs, Govt. Assisted Apts.
Total	2,952	1,734	4,685	100.0%	

*Derived from Appendix A.

A more detailed analysis of group quarters housing demand indicates that the majority of this segment is likely to be supported by seniors that desire assisted living facilities, and to a lesser extent university students and special needs population segments (including inmates at the correctional center). As indicated in **Exhibit 14**, the senior housing segment is projected to account for about three quarters of the overall group quarters demand, with the need for almost 380 units of shared senior housing required by year 2040.

Exhibit 14: Projected Senior Housing Demand: Walla Walla Region

	Region Total within UGAs
Current Population	48,363
Proj. Net New Population within Region UGAs (@2.3 persons/HH)	8,485
Future Population year 2040	56,848
Population over Age 65	20%
Share of pop. over Age 65 in Nursing Homes	5.0%
Avg. Household Size within Nursing Homes	1.50
Proj. Net New Population in Nursing Homes	568
Proj. Senior Housing Need (dwelling units)	379

Source: population estimates and forecasts based on WA Office of Financial Management data; nursing home capture rates based on National Institute of Aging estimates, 2015.

Land Sufficiency Findings

According to the June 2019 Walla Walla County buildable land inventory and development capacity study, Walla Walla, College Place and Waitsburg UGAs had the potential to accommodate over 4,100 net new dwellings at full utilization (**Exhibit 15**). Note, the City of Dayton was included in a separate land capacity study for Columbia County.

Exhibit 15: Land Capacity Analysis (2019)

	Minimum Lot Size (SF)	Net Res. Land Inventory (acres)	Vacant percent	Under-developed percent	Net New Pop. Capacity	Net New Dwelling Capacity	Infill & redevel-opment Dwellings	Dwellings on Vacant Land	% infill & redevel opment
Waitsburg					1,466	621	284	337	46%
R96 Suburban Residential	9,600	50.7	62%	38%	538	228	86	142	
Residential (incorporated)	10,000	92.7	49%	51%	875	371	189	182	
Flexible Comm./Res (Incorp.)	10,000	5.6	61%	39%	53	22	9	13	
College Place					588	249	139	110	56%
Multiple Family Residential	n/a	2.1			59	25	-	25	
R-60 Single Family Residential*	6,000	21.6	30%	70%	361	153	107	46	
R-72 Single Family Residential*	7,200	0.3			4	2	-	2	
R-96 Suburban Residential (incorp.)	9,600	6.3	58%	42%	67	28	12	16	
~~R-96 Suburban Residential (area 2B)**~~	~~9,600~~	~~39.8~~	~~75%~~	~~25%~~	~~425~~	~~180~~	~~46~~	~~134~~	
R-96 Suburban Residential (area 2C)	9,600	9.2	51%	49%	97	41	20	21	
Walla Walla City					7,641	3,238	1,632	1,606	50%
Multiple Family Residential	n/a	-			-	-			
R-60 Single Family Residential ***	6,000	-			-	-			
R-72 Single Family Residential ***	7,200	54.7	21%	79%	813	344	271	73	
R-96 Suburban Residential (incorp.)	9,600	569.0	51%	49%	6,116	2,592	1,260	1,332	
R-96 Suburban Residential (other)	9,600	60.8	67%	34%	712	302	101	201	

Source: Revised Land Capacity Analysis, Technical Memorandum, June 2019, the Watershed Company. Note, this analysis was completed prior to the City of Walla Walla creating a Neighborhood Residential zone to allow reduced lot sizes.

** After 2019, College Place combined zones R-60/R-72/R-75 into a one SF District zone and allows up to two dwellings per lot.*

*** Area 2B urban growth area expansion request was denied after 2020.*

**** After 2019, Walla Walla changed code to allow 2-4 unit structures and ADUs in all single family zones.*

In the years since the aforementioned land capacity analysis was conducted, the cities of Walla Walla and College Place amended their respective zoning codes to allow development of plexes (up to 4 units per structure) within their low density zones. The estimated residential land capacity for the Walla Walla Region assumes there will be a moderate increase in housing density on single family zones in the cities of College Place and Walla Walla, and reflects significant growth potential for the city of Dayton.

As indicated **Exhibit 16**, the Walla Walla Region is now be expected to accommodate nearly 5,058 dwelling units, including 4,611 dwellings with 1 to 4 units per structure, and approximately 447 multi-family dwellings with 5+ units per structure.

Exhibit 16: Regional Residential Land Capacity and Housing Need (2021)

	Infill & redevel-opment Dwellings	Dwellings on Vacant Land	Total Dwelling Capacity	Projected 20-Year Housing Need	Net Housing Surplus or (Gap)
College Place	206	140	345	747	(402)
1 to 4 units per structure *	146	115	260	672	(412)
5 or more units per structure	60	25	85	75 +	10
Walla Walla City	2,054	1,686	3,740	3,570	170
1 to 4 units per structure *	1,714	1,686	3,400	2,785	615
5 or more units per structure **	340		340	785	(445)
Waitsburg	306	367	673	178	495
1 to 4 units per structure	298	353	651	124 +	527
5 or more units per structure	9	13	22	53	(31)
Dayton	100	200	300	12	288
1 to 4 units per structure ***	100 +	200 +	300 +	12 +	288 +
5 or more units per structure			-	-	-
Region Total	2,665	2,393	5,058	4,507	552
1 to 4 units per structure	2,257	2,354	4,611	3,593	1,018
5 or more units per structure	409	38	447	913	(466)

Findings are derived from prior tables and input provided by project advisory and stakeholder committees, Washington Dept. of Commerce staff, and the following notations.

** Assumptions for College Place and Walla Walla take into account recent code changes; assumes 5% of the land zoned for single family will be utilzed by plexes or ADUs.*

*** Multi-family capacity analysis (5+ units per structure) for Walla Walla reflects current development applications.*

**** Dayton capacity analysis derived from City of Dayton Buildable Land Inventory maps.*

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, the analysis cited above indicates that nearly half of new construction would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through "infill" is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficent to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

College Place UGA: the projected 20-year housing need of 747 dwelling units is far greater than the potential UGA capacity of 345 units, even after accounting for recent code changes and assuming 60% of net new housing will need to be constructed on infill and redevelopment lands.

Walla Walla UGA: the projected 20-year housing need of 3,570 dwelling units is below the potential UGA capacity of 3,740 dwelling units. However, the current amount of land zoned for multi-family structures may be inadquate to meet overall housing needs, even after assuming 55% of

the net new housing will be constructed on infill and redevelopment lands (including residential and commercial hosuing zones).

During the next round of local comprehensive land use plan updates, it is recommended that the cities of College Place and Walla Walla continue to work with Walla Walla County and regional housing advocates to ensure that new housing density can be optimized within current UGAs, and new areas be identified for potential UGA expansion.

Waitsburg and Dayton UGAs: the combined projected housing demand of 200 dwellings for these two small cities can be accomodated by their existing UGAs if adequate water and wastewater infrastructure is provided.

Additional policy actions and housing program consideratons are provided in the next section.

III. HOUSING POLICY, PROGRAMS & ACTIONS

The Walla Walla Region is facing unprecedented challenges to its ability to provide safe and affordable housing. Like many areas across the USA, housing costs are rising faster than income levels and there is a limited supply of skilled workers, inadequate supply of developable lots, and restrictions attributed to development regulations.[2] Local policies and actions aimed at reducing barriers to new construction can help. It is more important than ever for local jurisdictions to work together with public, private and non-profit developers, homeowners and land trusts to identify lasting solutions.

This section identifies potential code changes, affordable housing programs, and strategies to mitigate housing displacement for the most vulnerable population segments. A summary of strategies that can increase the housing supply is provided in **Exhibit 17**.

STRATEGIES TO INCREASE HOUSING SUPPLY

Code-Related Policies

In general, development regulations need to be clear and objective, and less restrictive code requirements can lower development costs and lead to a greater variety of housing types. In the Walla Walla Region, the need for code amendments varies by city. While Walla Walla and College Place have already implemented many of the state recommendations regarding increased flexibility in the types of housing allowed in low-density zones, Dayton and Waitsburg may benefit from additional code updates.

It is recommended that cities within the region consider reducing or eliminating minimum lot size requirements and removing parking and owner occupancy requirements for accessory dwelling units.

All cities can strive to improve the efficiency of their permitting process.

[2] American Planning Association. "APA Policy Guide on Housing" (2019). Guide available at https://www.planning.org/publications/document/9178529/

Some code-related best practices include the following:

1. Single Family Zones
    - Authorize cluster zoning or lot size averaging in all zoning districts that permit single-family residences to allow developers to incorporate natural features into their site plans and minor partitions.
2. Accessory Dwelling Units
    - Remove owner occupancy requirements related to accessory dwelling units.[3]
    - Remove minimum residential parking requirements related to accessory dwelling units.[4]
3. Middle Housing Types
    - Ensure that local zoning ordinances do not unduly hinder the functioning and placement of manufactured homes.
    - Ensure local zoning ordinances specifically allow slightly used manufactured homes.
    - Reduce the minimum lot size for duplex and multifamily developments to 7,500 square feet or less or eliminate minimum lot size requirements to promote the development of greater diversity of housing types.
    - Adopt other permit process improvements where it is demonstrated that the code, development regulation, or ordinance changes will result in a streamlined and more efficient permit process to attract interest from developers.[5]

Development Incentive Programs

To better understand the feasibility of developing multifamily apartments in the Region, FCS Group conducted a supplemental analysis of two prototypical multifamily developments (garden apartments and flats) in the city of Walla Walla, which is summarized in **Appendix D.** The analysis evaluated financial feasibility from the perspectives of either a for-profit or a non-profit developer. Key conclusions from the financial analysis are:

- The current housing market is strong enough to attract for-profit developers
- Garden apartments are viable without incentives
- Market rate flats over parking will likely require some form of development incentive (see list below)
- Income-restricted affordable housing developments and mixed-income housing by a for-profit developer, will also require incentives to be market feasible, such as:
    - 12-year tax abatement (for affordable housing element)

[3] RCW 36.70A.600. (2020). Washington State Legislature.https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600

[4] RCW 36.70A.600. (2020). Washington State Legislature.https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600

[5] RCW 36.70A.600. (2020). Washington State Legislature. https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600.

  - Impact fee reduction (e.g. lower utility connection charges) for deed restricted affordable housing elements.
  - Land write-down
  - Parking reductions
- The use of a non-profit developer for a 100% affordable development could make the development "pencil" with fewer incentives than would be required with a for-profit developer.

There are specific strategies that can be considered to increase the production of affordable housing and to reduce the cost of owning or renting a home:

1. Incentives for affordable housing:
   - Multifamily Tax Exemption (applies to City of Walla Walla only) is currently allowed for cities with over 15,000 people and is now a policy that applies in downtown Walla Walla. This program includes an 8 or 12-year property tax exemption based on the value of improvements for 4+ housing units, depending on the share of units that are to be set aside for low-income families. This program is designed to promote needed housing development in targeted areas of the urban core by directly addressing the financial feasibility gap.
   - It is recommended that Walla Walla consider expanding this program by including areas outside downtown that have proximity to public transit and community services.
   - Consider allowing bonus density increases for any deed-restricted affordable housing development, including single-family or multifamily residences located on real property owned or controlled by a religious organization.[6]
2. Incentives for home ownership:
   - Enhance and promote existing programs that supply down payment assistance and application support a matching grant program for first-time homebuyers.

Other Actions that can help lower development costs and housing costs

1. **Sponsor Construction-related Workforce Training**: Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Each city in the region can work with higher and secondary educational institutions to take advantage of sector-based partnerships. Construction-related training and volunteer programs (such as Habitat for Humanity) that deliver housing improve the supply of low-income housing and improve skills for workers. The goal is to create programs that offer training/apprenticeships and future job opportunities that improve the quality of jobs in the area.

2. **Pursue Public/Private Developments:** Cities and county governments can leverage private or non-profit development of under-utilized public lands. Typically formulated as private

[6] 2019-2020 Housing Laws. Washington State Department of Commerce. https://deptofcommerce.app.box.com/s/uvqd9297a8tisplk0jjulwe97fnr66px

construction of housing and/or commercial space on public land public/private partnerships can lead generate both market rate and affordable housing in the region.

3. **Support Development of a Community Land Trust:** Community land trusts create additional affordable home ownership opportunities by removing land from the costs of real estate. In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Developments that are constructed on land trust parcels tend to have more stable housing values, which are somewhat insulated from the overall real estate market and reflective of the local cost of living.

   Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households. Right of first offer places very minimal requirements on property owners. Notice would be sent that a property will be for sale and either the trust or the owner sets and offer price depending on the program framework.

DISPLACEMENT MINIMIZATION STRATEGIES

Many of the policy measures and programs listed above will help increase the housing supply while enhancing housing affordability. Additional measures are needed to address displacement that tends to occur with major redevelopment. Displacement occurs when households or businesses are involuntarily forced out of an area due to increasing housing prices/property taxes or due to economic and demographic changes that alter the neighborhood's character. Gentrification, a well-documented housing issue since the 1960s, has traditionally been associated with urban cores, but rural gentrification is now an issue in light of the ever-expanding digital workforce and access to goods online.

Gentrification typically occurs in areas with relatively low property values and nearby amenities. As demand in the region grows, areas with relatively low rents/home values and/or areas perceived as having lower-quality housing become more attractive and profitable for redevelopment. Some housing experts expect that the recent global pandemic will only increase gentrification in smaller communities.

Findings for Walla Walla Region

Vulnerability is calculated using factors closely associated with an increased probability of redevelopment coupled with the evaluation of local demographic conditions. US Census data depicting housing tenure, poverty rates, educational attainment, median home value, median gross rent, and race/ethnicity are considered in order to identify specific Census Block Groups that may be most vulnerable to displacement. While Walla Walla was the only city in the region with vulnerability on five out of six data variables, each jurisdiction in the region contains populations vulnerable to displacement. Please refer to the detailed analysis provided in **Appendix E**.

Strategies to Address Physical Displacement

- Require a displacement impact assessment to be provided by the applicant for major redevelopment projects. An impact assessment is a method of tracking how many net new housing units are being developed in a specific location after accounting for existing housing units (and households) that are likely to be displaced.

- Partner with groups offering weatherization and energy efficiency services for low-income homeowners and seniors.

Strategies to Address Economic Displacement

Strategies to improve housing outcomes for economically vulnerable populations and seniors:

- Support programs that provide emergency rental assistance for families facing eviction and/or homelessness due to temporary economic hardship.
- Consider adoption of a resolution to extend the notice period for no-cause evictions to 60 days for landlords with five or more units to allow renters additional time to plan, contact services, and hopefully relocate without a disruption in adequate housing.
- Consider new policies that preserve existing manufactured housing parks, including a new manufactured housing park zone classification.
- Address the causes of homelessness by working with local agencies and non-profits that provide direct services to this community.[7]
- Encourage the development and retrofitting of housing for seniors and people living with disabilities that is physically accessible and adheres to Universal Design Principles.[8]

Strategies to Address Cultural Displacement

Locating rental opportunities and completing multiple applications with individual documentation requirements and fees is often listed as a major barrier to obtaining adequate housing. This is particularly true for families facing unforeseeable displacement and possible homelessness and is compounded in rural areas often overlooked by statewide databases and national tenant resource websites. As regional population grows and rents increase, local government agencies can become more directly involved in the rental market and application process. As with other recommendations, this involvement exists on a spectrum depending on the severity of housing issues and the success of initial programs.

Strategies to Streamline Rental Application Process

A registration program would create a consolidated database of available government-supported affordable housing units in the region, along with cost estimates. Cities like Seattle have instituted a Rent Registration and Inspection Ordinance (RIIO)[9] that requires all rental

[7] Walla Walla Comprehensive Plan Update. (2018). City of Walla Walla. https://www.wallawallawa.gov/home/showdocument?id=854.

[8] Universal Design in Housing. (2006). The Center for Universal Design. https://projects.ncsu.edu/ncsu/design/cud/pubs_p/docs/UDinHousing.pdf.

[9] City of Seattle, Rental Registration and Inspection Ordinance, accessed March 25, 2021 via https://www.seattle.gov/sdci/codes/licensing-and-registration/rental-registration-and-inspection-ordinance

properties to register with the City and demonstrate adequate habitability. A similar database could also serve as a resource for families searching for housing.
Searchable databases of available rentals in the region could also be linked to websites providing tenant information on applications and screening. A small fee per unit could be established to fund the program, which could include a streamlined application process.

The King County Housing Authority website[10] contains housing listings for various government subsidized apartments at different eligibility requirements and market rate housing at different price points. Market rate housing listings are included by linking to Apartments.com, which appears to have a streamlined tenant screening and application process. While not a requirement, inclusion of Apartments.com serves as a powerful incentive for local landlords to list their apartments on the website.[11] New York City has created a similar searchable database called NYC Housing Search[12] and a streamlined application process for all available government subsidized housing, called NYC Connect.[13]

A streamlined and affordable mechanism for locating available housing in the region would mitigate the impacts of displacement by aiding families in locating alternative housing within their existing community. Partnering with housing groups in the area could help mitigate initial program costs. For example, Tenants Union of Washington State has a variety of resources online regarding the screening process and fees.[14]

Land Supply Strategies

In active collaboration with the cities of Walla Walla, College Place, and Waitsburg, work with Walla Walla County to review and update the 1993 Countywide Planning Policies to actively promote the development of new affordable housing opportunities. This may include, but is not limited to:

a. Updating the methodology for more realistically determining the development capacity of existing lands.

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[10] King County Housing Authority Apartment Search Resource https://www.kcha.org/
[11] Online Rental Application for Apartments.com: https://www.apartments.com/rental-manager/features/online-rental-applications?gclid=Cj0KCQjwo-aCBhC-ARIsAAkNQiuOFW_vSyyGBrtVpNem93vueHCgD_FTIwTVBQYigk6flvC50vJQ2w0aAkFpEALw_wcB&gclsrc=aw.ds
[12] New York City Housing Search database: https://www.nyhousingsearch.gov/index.html
[13] New York City Houisng Connect centralized government housing application process and fee schedule: https://www1.nyc.gov/site/hpd/services-and-information/housing-connect-rentals.page
[14] Tenants Union of Washington State, Tenant Screening Information Hub: https://tenantsunion.org/rights/tenant-screening

b. Exempting the new construction of affordable housing on publicly owned land from the assessment of the need for new housing.

c. Increase the percentage of projected new growth allocated to the cities of Walla Walla and College Place.

d. Increasing the market factor to allow for the addition of land to urban growth areas based on a finding that there is a critical shortage of affordable housing.

e. Authorizing further increases in the market factor to support specific strategies to increase the construction of new multi-family housing in cities. This may include affordable housing "bonuses".

f. Monitoring new residential development and providing for more frequent updates of the Countywide Planning Policies.

g. Ensuring that there is an adequate supply of new commercial development to serve new residential development.

h. Supporting the cost-effective planning, construction, and use of public infrastructure to serve new residential development.

It is recommended that Walla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg, inventory and assess publicly owned lands in urban growth areas as sites suitable for the construction of affordable housing.

Exhibit 17: Housing Action Plan Policy Recommendations*

City of Walla Walla Implementation Approach

FOCUS AREA	POLICY/ACTION	DETAILS	CITIES	TIMELINE	LEAD DEPT.	ASSISTING DEPT. OR ORG.	APPLICABLE TO WALLA WALLA
Code Changes	Authorize cluster zoning or lot size averaging in all zoning districts that permit single-family residences. (RCW 36.70A.600)	Allows developers to navigate around natural features and reduces development costs. May be most appropriate for large subdivisions or planned urban developments.	College Place, Dayton, Waitsburg				N/A
Code Changes	Allow for the division or redivision of land into the maximum number of lots through the short subdivision process. (RCW 36.70A.600)	"The legislative authority of any county planning under RCW 36.70A.040 that has adopted a comprehensive plan and development regulations in compliance with chapter 36.70A RCW may by ordinance increase the number of lots, tracts, or parcels to be regulated as short subdivisions to a maximum of nine in any urban growth area" (RCW 58.17.020 Definitions)	Dayton, Waitsburg				N/A
Code Changes	Adopt increase in categorical exemptions for residential or mixed-use development. (RCW 36.70A.600)	Categorically exempts government action related to development proposed to fill in an urban growth area, designated according to RCW 36.70A.110, where current density and intensity of use in the area is roughly equal to or lower than called for in the goals and policies of the applicable comprehensive plan. (RCW 43.21C.229)	ALL	Near term (1-2 years)	Develop. Services	Public Works Support Services WW Planning Commission WW City Council	

Code Changes	Authorize at least one duplex, triplex, quadplex, six-plex, stacked flat, townhouse, or courtyard apartment on each parcel in one or more zoning districts that permit single-family residences unless a city documents a specific infrastructure of physical constraint that would make this requirement unfeasible for a particular parcel. (RCW 36.70A.600)	Creates more housing options.	All cities in the region allow duplexes in single family zones; College Place and Walla Walla allow up to 4-units				N/A
Code Changes	Authorize a minimum net density of six dwelling units per acre in all residential zones, where the residential development capacity will increase within the city. (RCW 36.70A.600)	For purposes of this subsection, the calculation of net density does not include the square footage of areas that are otherwise prohibited from development, such as critical areas, the area of buffers around critical areas, and the area of roads and similar features	ALL	Near term (1-2 years)	Develop. Services	Public Works Fire Dept. Support Services WW Planning Commission WW City Council	
Code Changes	Remove minimum residential parking requirements related to accessory dwelling units. (RCW 36.70A.600)	Reduces barriers to ADU development.	ALL	Near term (1-2 years)	Develop. Services	Public Works Fire Dept. Support Services WW Planning Commission WW City Council	
Code Changes	Remove owner occupancy requirements related to accessory dwelling units (RCW 36.70A.600)	Creates more flexibility for owners who may wish to rent their ADU. Provides additional rental housing.	Dayton, Waitsburg				N/A

Code Changes	Adopt other permit process improvements where it is demonstrated that the code, development regulation, or ordinance changes will result in a more efficient permit process for customers (RCW 36.70A.600)	Streamlining can generate development interest.	ALL	Near term (1-3 years)	Develop. Services	Public Works Fire Dept.	
Code Changes	Reduce the minimum lot size for duplexes and multifamily development to 7,500 square feet or less or eliminate minimum lot size requirements.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Waitsburg				N/A
Code Changes	Reduce the required minimum lot area for new platted lots to 7,500 square feet or less or eliminate minimum lot size requirements.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Waitsburg				N/A
Code Changes	Remove "are compatible with the neighborhood characteristic" from the definition of Neighborhood Residential or clearly define how to achieve this in the code.	Best practices support using terms that are clearly defined. "Neighborhood character" may be interpreted in many different ways.	Walla Walla	Near term (1-2 years)	Develop. Services	WW Planning Commission WW City Council	
Code Changes	Reduce the minimum lot size for multifamily development from 3,600 square feet per unit to less than 2,000 square feet per unit.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Dayton				N/A
Code Changes	Remove guest parking space requirements for multifamily dwelling units.	Reduces barriers to the development of multifamily housing.	Waitsburg				N/A
Code Changes	Remove conditional use permit requirements for manufactured homes.	This creates an additional cost burden for a type of home that is valued for its affordability.	Waitsburg				N/A

Anti-Displacement	Integrate displacement into the analysis and review of potential policies, programs, and development applications by creating a standardized assessment of potentially unintended consequences upfront and enforcing reasonable mitigation efforts directly connected to the proposal.	An impact assessment tracks how many affordable units are being developed and at the cost of how many existing units. The assessment can be conducted by the applicant or city staff.	ALL	Long-term (5-7 years)	Develop. Services	Support Services (CDBG) WW Planning Commission WW City Council Community Council
Anti-Displacement	Create a rental registration program to track available units in the region and rental costs. (Affordable Housing Report)	This program would work to improve access to rental information and reduce the burden of multiple applications, fees, and credit checks.	Regional Effort	Long-term (5-7 years)	Support Services	Develop. Services WW Planning Commission Private Sector (landlords) Housing Providers Community Council
Anti-Displacement	Extend the notice period for no cause evictions to 60 days for landlords with five or more units.	Provides renters with time to plan, contact services, and relocate.	ALL	Mid-term (3-5 years)	Support Services	Housing Providers Private Sector CA Office WW City Council
Anti-Displacement	Enhance and promote existing programs that supply down payment assistance and application support to first time homebuyers.	Washington offers the Home Advantage Needs Based Downpayment Assistance Loan Program to eligible homebuyers.	ALL	Near term (1-2 years)	Support Services (CDBG)	Common Roots

Anti-Displacement	Identify job training partnerships to foster local opportunities and prosperity through improved workforce development initiatives.	Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Focus on both higher and secondary educational institutions in the region to take advantage of sector-based partnerships. Construction based partnerships in particular are likely to improve the supply of low-income housing.	ALL	Long-term (5-7 Years)	Support Services	Develop. Services Colleges/ Universities Private Sector	
Anti-Displacement	As neighborhoods change, work to eliminate the displacement of those who are under-served or under-represented.	Promotes equitable housing practices.	ALL	On-going	Develop. Services	Support Services	
Anti-Displacement Affordable Housing	Support existing programs that provide emergency rental assistance for families facing homelessness due to temporary economic hardship.	Many state and county programs offer emergency rental assistance.	ALL	On-going	Support Services	BMAC WW County Dept. of Comm. Health	
Anti-Displacement Affordable Housing	Identify and acquire sites suitable for affordable housing.	Cities can work with state agencies and an community land trust to identify "surplus property" and acquire tax lots in foreclosure. Sites should be evaluated based on cost, density, environmental quality, access to transportation, community services, and housing types that can be produced.	ALL	Long-term (5-7 years)	Support Services	WW City Council Common Roots	
Anti-Displacement Affordable Housing	Establish a community land trust to create additional affordable home ownership opportunities.	In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Thus, creating additional affordable opportunities for homebuyers by removing land from the cost of real estate.	College Place, Dayton, Waitsburg				N/A

Anti-Displacement	Create a right of first offer/refusal program for the community land trust.	Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households.	ALL	Long-term (5-7 years)	Support Services	CA Office WW City Council Common Roots	
Anti-Displacement Energy Efficiency	Partner with groups offering weatherization and energy efficiency services.	Weatherization and energy efficiency services can reduce housing costs, increasing the affordability of owning a home.	College Place, Dayton, Waitsburg				N/A
Affordable Housing	Work with the state to identify opportunities for affordable housing on public land.	Washington state (through RCW 43.63A.510 and RCW 39.33.015) directs specific state agencies to inventory under-utilized or surplus state-owned land, which can be used to develop housing for low- and very-low-income households.	ALL	Mid-term (3-5 years)	Support Services	State agencies CA Office	
Affordable Housing	Multifamily tax exemption	Promotes the development of multifamily housing.	Walla Walla	Near term (1-2 years)	Support Services	Develop. Services	
Affordable Housing	Local community land trust	Support the development of a local community land trust	ALL	On-going	Support Services	Common Roots	
Energy Efficiency	Encourage residential development that conserves water, reduces energy use, and uses sustainable materials.	Energy efficiency services can reduce housing costs and sustainable materials reduce the home's environmental impact.	ALL	Mid-term (3-5 years)	Develop. Services	State Building Code Council	
Accessibility and Seniors	Encourage the development and retrofitting of housing for seniors and people living with disabilities that is physically accessible and adheres to Universal Design Principles.	Accessible homes provide seniors and people living with disabilities independence.	ALL	On-going	Develop. Services	Fire Dept. Public Works	

Accessibility and Seniors	Allow for housing types and designs that allow seniors to age in place.	Neighborhoods with diverse housing types allow seniors to age in place by remaining in their home or moving to a smaller home in the same neighborhood.	ALL				N/A – permitted in WW
Homelessness	Address the causes of homelessness by working with local agencies and non-profits that provide services to this community (Walla Walla City policy 1.2)	Example policy that addresses underlying causes of homelessness.	Waitsburg, Dayton				N/A
Homelessness	Allow an increased density bonus consistent with local needs for any affordable housing development of any single-family or multifamily residence located on real property owned or controlled by a religious organization. (2019-2020 Housing Laws)	Provides a density bonus for affordable housing on religious organizations' land.	ALL	Mid-term (3-5 years)	Develop. Services	Support Services Public Works Fire Dept. WW Planning Commission WW City Council	
Land Supply	Walla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg review and update the Countywide Planning Policies to address the methodology for buildable lands, population allocation, and other strategies to support housing development.	Housing needs assessment identified potential concern that over 50% of the housing capacity available in the cities of College Place and Walla Walla are redevelopable lands and is that a reasonable assumption.	College Place, Waitsburg, and Walla Walla	Near term (1-2 years)	Develop. Services	Support Services WW Planning Commission WW County WW City Council	

***** *In this table, the term "affordable housing" refers to income-restricted housing units.*

Sources:

RCW 36.70A.600. (2020). Washington State Legislature. https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600.

Affordable Housing Community Council Report. (2019). Community Council. https://res.cloudinary.com/dpmykpsih/image/upload/ww-community-council-site-354/media/1125/affordable-housing-study-report_2019.pdf.

Walla Walla Comprehensive Plan Update. (2018). City of Walla Walla. https://www.wallawallawa.gov/home/showdocument?id=854.

2019-2020 Housing Laws. Washington State Department of Commerce. https://deptofcommerce.app.box.com/s/uvqd9297a8tisplk0jjulwe97fnr66px

APPENDIX A: PUBLIC OUTREACH PLAN

Walla Walla Regional Housing Action Plan
Public Outreach Plan
August 2020

1. Overview: FCS GROUP and Fregonese Associates will assist local staff in executing a public outreach strategy that is consistent with local and state requirements and best practices. The outreach process will:
    - Assist local communities of College Place, Walla Walla, Dayton and Waitsburg with identifying current and future housing needs.
    - Consider housing policies to improve housing availability and affordability.
2. Objective: To provide opportunities for community participation throughout the planning process.
    - The community participation process is designed to meet the following objectives:
        i. Provide a forum to share, develop and refine ideas and data.
        ii. Develop a shared understanding of current housing conditions, issues, concerns, and opportunities.
        iii. Provide avenues for the public, applicable committees, and supporting agencies to be involved during the planning process.
        iv. Build support for adoption of local housing policies.
3. Activities:
    - Stakeholder Advisory Committee: The Advisory Committee will represent a range of informed housing perspectives. The committee will include representatives of city and county agencies, housing providers, and other public agencies, along with local property owners, residents, and community organizers.
        i. The Committee will assist local planning staff and consultants with reviewing housing issues and helping to shape housing policy options, guiding community engagement strategies, and encouraging community members to participate in the planning process.
        ii. The Committee will meet up to four (4) times during the project at regular intervals consistent with significant milestones in the project.
            1. July 2020: Introductory Goal Setting & Outreach Strategies
            2. September 2020: Housing Gaps and Needs Assessment
            3. November 2020: Draft Housing & Displacement Minimization Strategies
            4. February 2021: Existing Policy Barriers & Final Recommendations for Housing Strategies
        iii. Consultants will conduct survey of committee members and other identified stakeholders prior to the first meeting to frame discussion of existing and suggested housing policies.
    - Stakeholder Interviews (August -September 2020)

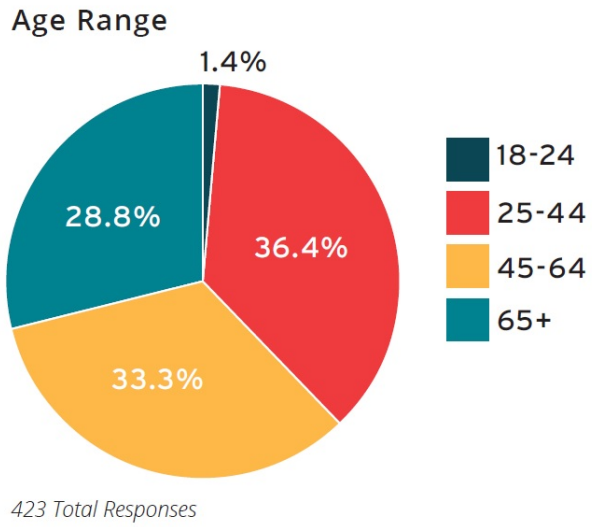
        i. Consultants will interview local, regional, and state housing experts regarding housing conditions, barriers, opportunities, and potential policy solutions. Developers of both affordable housing and higher market rate units will provide insight into existing tools they use to make projects 'pencil' and the regulatory barriers that can preempt new housing development.
        ii. A mix of virtual meetings and telephone interviews are planned.
        iii. Specific stakeholder groups are to be identified by City staff and include, but are not limited to:
            1. Walla Walla Housing Authority,
            2. Blue Mountain Action Council,
            3. Identified local community or neighborhood groups
            4. Housing developers and real estate brokers.
    - In addition, any input received from the public during the development and adoption of the regional housing action plan will be summarized by local city representatives as part of the public record.
4. Potential Additional Tools:
    - Email blasts from mailing list
    - Project website(s) with infographics, reports, and presentation summaries
5. Adoption Outreach (April to March 2021)
    - Public Comment via websites

APPENDIX B: WALLA WALLA REGIONAL HOUSING ACTION PLAN SURVEY RESULTS

Question 1: What is Your Home ZIP Code?

Zip Code	Count	Percent
87505	1	0%
97862	1	0%
99323	1	0%
99324	44	11%
99328	15	4%
99348	1	0%
99352	1	0%
99360	1	0%
99361	3	1%
99362	322	81%
99363	2	1%
98188	1	0%
89119	1	0%
90009	1	0%
98204	1	0%
85737	1	0%
99205	1	0%
98146	1	0%
99365	1	0%
Total	400	100%

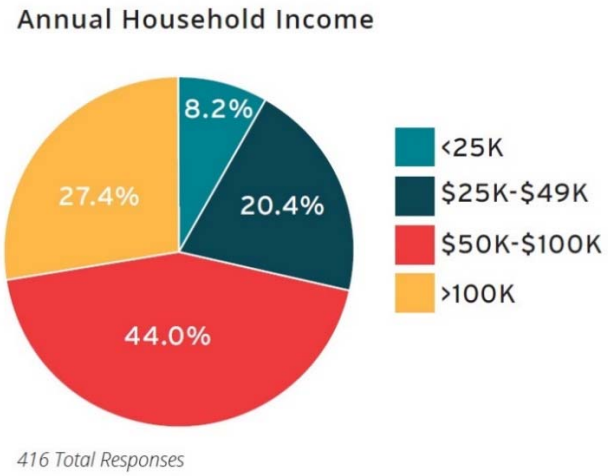
Question 2: What is Your Age Range?



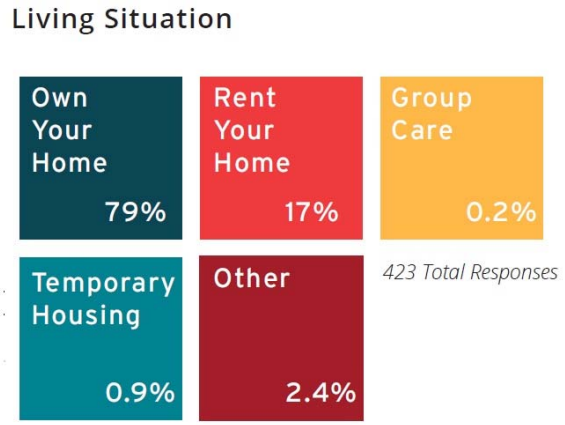
Question 3: How do you identify your race or ethnicity? (check all that apply)?

Race or Ethnicity	Count	Percent
Hispanic Latino/a/x	38	8%
White	362	80%
Native Hawaiian or Other Pacific Islander	1	0%
Multiracial or Multiethnic	10	2%
Middle Eastern or North African	2	0%
American Indian or Alaskan Native	9	2%
Asian	8	2%
Black or African	3	1%
Other	17	4%
Total	450	100%

Question 4: What is the annual income range of your household?



Question 5: Do you currently:



Question 6: What type of building do you currently live in?

Housing Type	Count	Percent
ADU/Tiny Home	2	0.5%
Apartment	22	5.2%
Attached house (duplex, triplex, townhouse)	27	6.4%
Condominium	1	0.2%
Group quarters	1	0.2%
I am currently unhoused	1	0.2%
Manufactured home	9	2.1%
Other	2	0.5%
Single family house detached	358	84.6%
Total	423	100.0%

Question 7: Please Rank the Top Five Housing Issues in the Region

Top 5 Housing Issues

1 Housing Affordability

2 Housing Availability

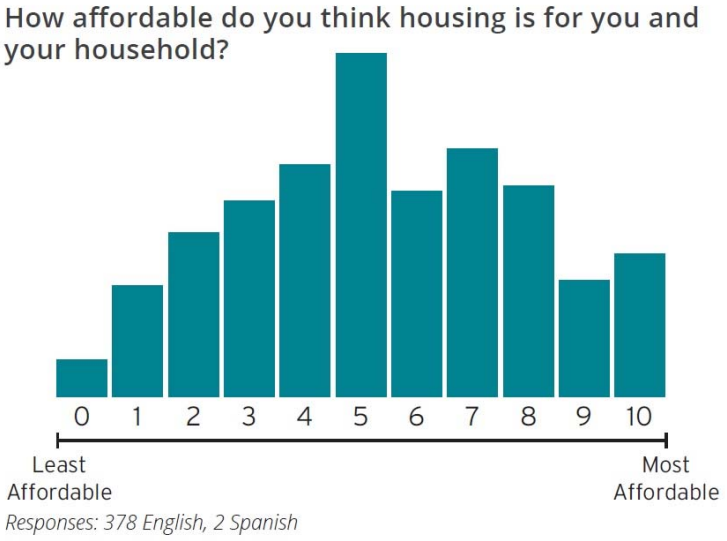
3 Homelessness

4 Range of Housing Types

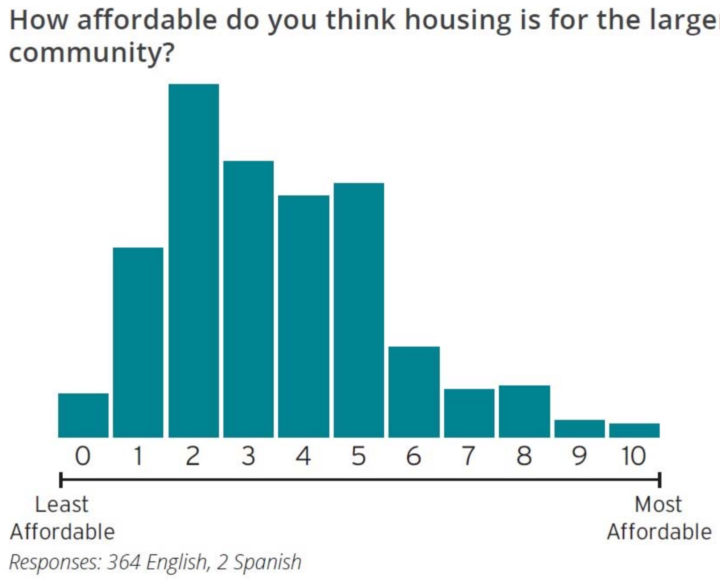
5 Housing Quality

Question 8: If you selected "Other in the question above, please describe the housing issue or issues below:

Question 9: How affordable do you thinking housing is for you and your household?



Question 10: How affordable do you think housing is for the larger community?



Question 11: What are the top three barriers to affordable housing development in your community?

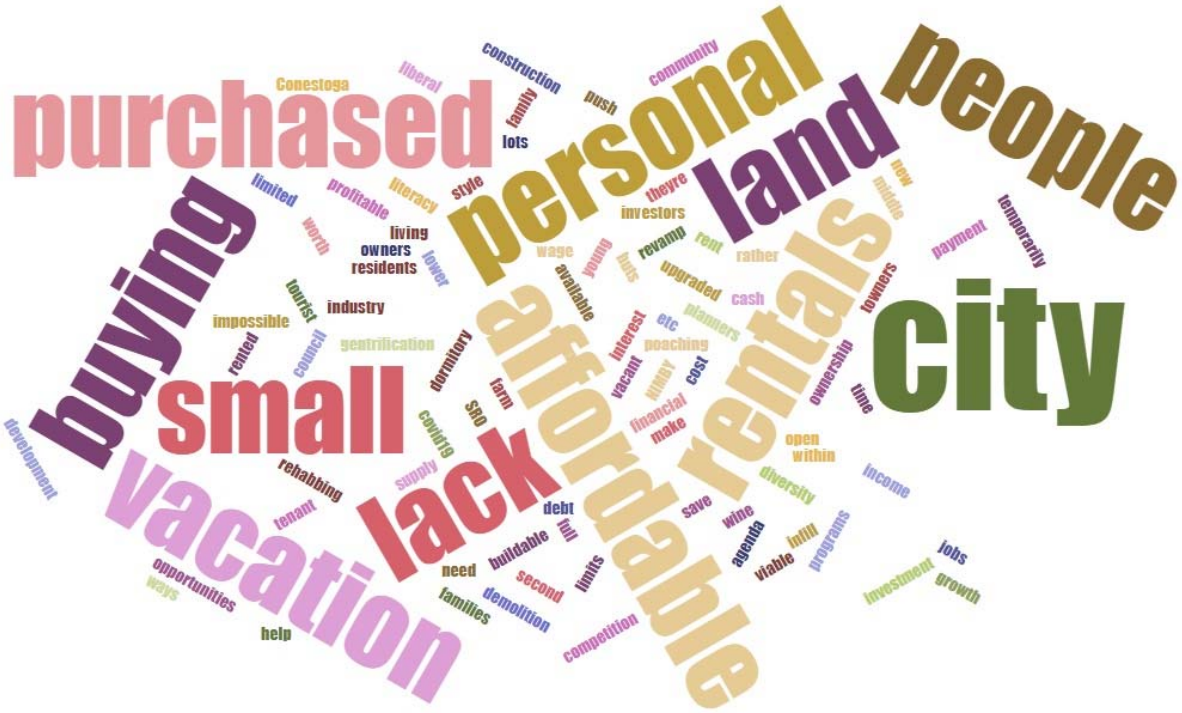
	Count	Percent
Regulations	112	10.4%
Construction Costs	246	22.7%
Lack of Incentives for Developers	151	14.0%
Cost of Infrastructure	200	18.5%
Cost of Land	257	23.8%
Other	116	10.7%
Total	1,082	100.0%

Other Responses:

Question 12: What are the top three barriers to home ownership in your community?

Barriers to Home Ownership	Count	Percent
Limited Housing Supply	249	21.9%
Availability of Living Wage Jobs	290	25.5%
Affordability of Available Homes	371	32.6%
Programs for Homeowners	124	10.9%
Lack of Resources/Education on Home Ownership	63	5.5%
Other	40	3.5%
Total	1,137	100.0%

Other Responses:



Question 13: What are the top three barriers to renting in your community?

	Count	Percent
Low Vacancy Rates	298	30.0%
Lack of Affordable Rentals	351	35.3%
Strict Rental Requirements	196	19.7%
Confusing Rental Application Process	48	4.8%
Other	101	10.2%
Total	994	100.0%

Other Responses:

Question 14: Please identify up to three actions officials should consider in addressing the housing issues you noted above.

Housing Actions	Count	Percent
Increase the supply of land for housing within the urban growth area	94	8.3%
Encourage construction of accessory dwellings by offering "how to" programs for local property owners	62	5.5%
Encourage local home ownership by providing a $5,000 matching down payment for first time homebuyers	150	13.3%
Create low interest loan or grant matching programs for homeowners that invest over $5,000 in qualifying improvements to their homes	124	11.0%
Provide tax incentives for developers that build apartments, townhomes, and plexes (eg. duplex)	52	4.6%
Provide new tax incentives for developers that build affordable housing specifically for low-income households (at/below 80% area median income)	155	13.7%
Change development standards (e.g. building height, minimum parking, setbacks)	27	2.4%
Create public-private partnerships to attract affordable housing development through a Community Housing Trust	190	16.8%
Change zoning requirements to make it easier to construct townhomes, plexes (eg. duplex), and cottage clusters in areas with low housing density	136	12.0%
Change zoning to create new opportunities for multifamily apartments	85	7.5%
Other	56	5.0%
Total	1,131	100.0%

Other Responses

APPENDIX C: HOUSING NEEDS ASSESSMENT MEMORANDUM

To: Project Advisory Team: Elizabeth Chamberlain, City of Walla Walla; Jon Rickard, City of College Place; Meagan Bailey, City of Dayton; Randy Hinchliffe, City of Waitsburg; Nikki Sharp, Walla Walla County

Date: October 23, 2020 (Revised)

From: Todd Chase & Tim Wood, FCS GROUP

CC: Violet Brown & Scott Fregonese, Fregonese & Associates

RE: **Walla Walla Regional Housing Action Plan, Task 2: Housing Needs Assessment**

This memorandum describes the existing housing inventory, evaluates market trends and establishes a baseline housing needs forecast for the Walla Walla Region.

Demographic Trends

The Region is growing! Population within the Walla Walla Region (includes the cities of Walla Walla, College Place, Dayton and Waitsburg) reached a record high of 47,695 year-round residents in 2019 (*according to the WA Office of Financial Management*). Population within the Walla Walla Region has been increasing at an annual average rate of 0.68% since 2010, which is three times faster than unincorporated Walla Walla County, but almost half the statewide average (**Figure 1**).

Annual Average Population Growth Rate, 2010-2018
Source: U.S. Census Bureau, American Community Survey 5-Year Estimates (Table B01003)

0.68%	0.22%	1.33%
Walla Walla Region	Unincorp. Walla Walla County	Washington

Figure 1. Population Trends

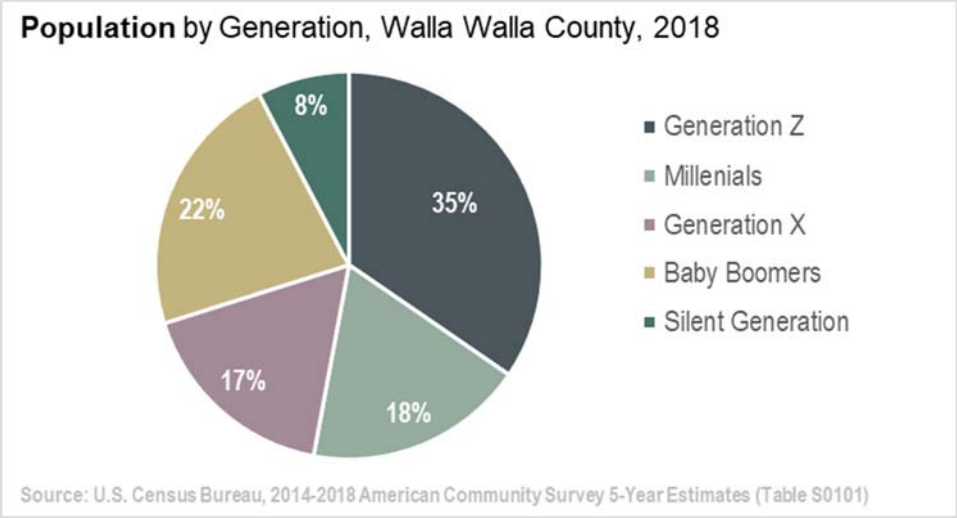
Population Trends	2010	2018	AGR
Washington	6,561,297	7,294,336	1.33%
Columbia County	3,957	4,001	0.14%
Dayton	2,463	2,682	1.07%
Walla Walla County	57,585	60,236	0.56%
College Place	8,502	9,136	0.90%
Waitsburg	1,194	1,188	-0.06%
Walla Walla	31,177	32,731	0.61%
Walla Walla Region	43,336	45,737	0.68%
Unincorp. Walla Walla County	14,249	14,499	0.22%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B01003)

AGR: average annual growth rate.

The relationship between demographic changes, income levels and housing preferences can shed light on future housing needs for the Walla Walla Region. The primary demographic age cohorts are shown in **Figure 2** and described below.

Figure 2. Population by Age Cohort Generation



Overall, the Region has a relatively younger (Generation Z) and older (Silent Generation) share of population than the statewide average, and a lower share of Millennials, Generation X and Baby Boomers.

Silent Generation (those born before 1925 to 1945)

This includes retirees over age 75, who were raised during the Great Depression or World War II. This cohort currently accounted for 8% of the Region's population in 2018 and is projected to be one of the fastest growing segment over the next 20 years. As people reach their 80s, a large share desire to move into assisted living or senior housing facilities with nearby health care and transit access.

Baby Boom Generation (born 1946 to 1964)

Baby boomers (currently age 56 to 75) accounted for 22% of the Region's residents. The boomer segment has been growing more rapidly than the other cohorts over the past 10 years and many are now entering their retirement years. Boomers prefer to "age in place" until after age 80, then may downsize or move in with family members (sometimes opting to reside in accessory dwellings).

Generation X (born 1965 to 1980)

Gen X is the demographic cohort following the baby boomers and preceding the Millennials. This cohort (currently includes people between age 40 to 55) accounts for 17% of the Region's residents and is expected to overtake the baby boom cohort in numbers within the next decade. GenX households often include families with children, and many prefer to live in single family detached dwellings.

Millennials (born 1980 to early 2000s)

Millennials (currently in their twenties or thirties) account for 18% of the Region's residents and is expected to increase moderately in the near future. Younger millennials tend to rent as they establish their careers and/or payback student loans. However, working millennials in their thirties often become first-time homebuyers, opting to purchase smaller single family detached homes or townhomes.

Generation Z (born mid-2000s or later)

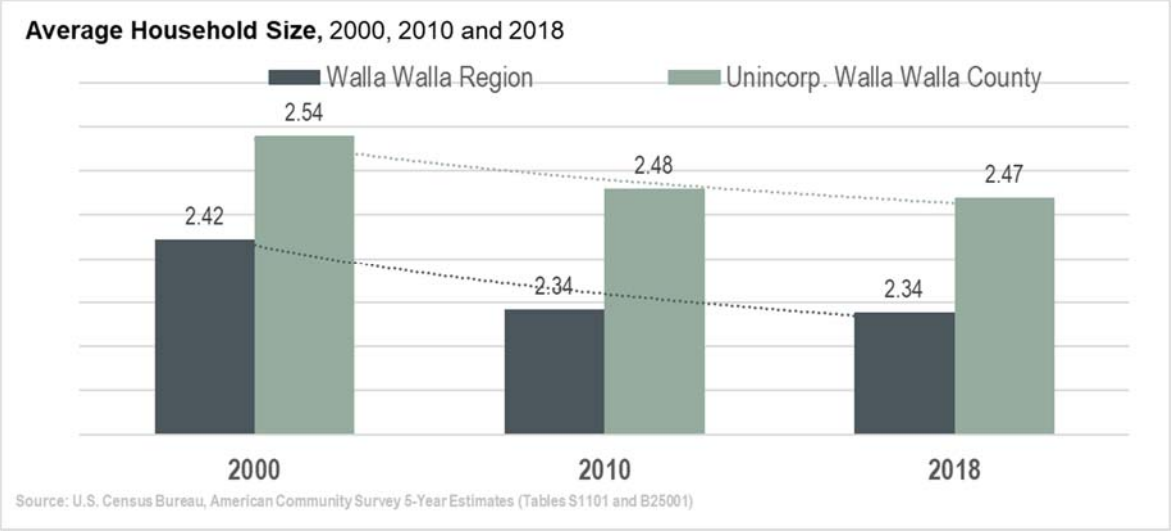
GenZ includes residents under age 20. This is the Region's largest demographic segment with 35% of the overall population. It includes people studying at Whitman and other higher education institutions and those living with GenXers and Baby Boomers. This segment has been increasing in over the past several years, but growth will likely slow down as people delay starting families and now tend to have fewer children than past generations.

Hispanic and other ethnic groups

The largest ethnic group in the Region includes the Hispanic/Latino segment, which is spread among all demographic cohorts. Hispanic/Latino population accounts for 21% of all residents within the Region compared with 12% statewide. While overall growth in this group may slow in comparison to the past, it is still projected to be the fastest growing racial/ethnic group over the next few decades.

These trends reflect a need for a mix of housing types to support demand from young families as well as aging seniors. Consistent with national trends, the average household size is also falling, as people delay starting families, families have fewer children, and seniors reach their lifespans **(Figure 3**).

Figure 3. Trends in Declining Average Household Size



Employment Trends

Long-term employment growth is also positive within the Walla Walla Region. As indicated in **Figure 4**, the region added 725 net new jobs between 2002 and 2017. Most new Regional job growth has occurred within the health care and social assistance sector (929 jobs added) followed by the service and education sectors (595 jobs added). The largest declines in employment occurred within the industrial and construction sectors (384 jobs lost) and the transportation, communications and utilities sectors (373 jobs lost).

Figure 4. Employment Trends

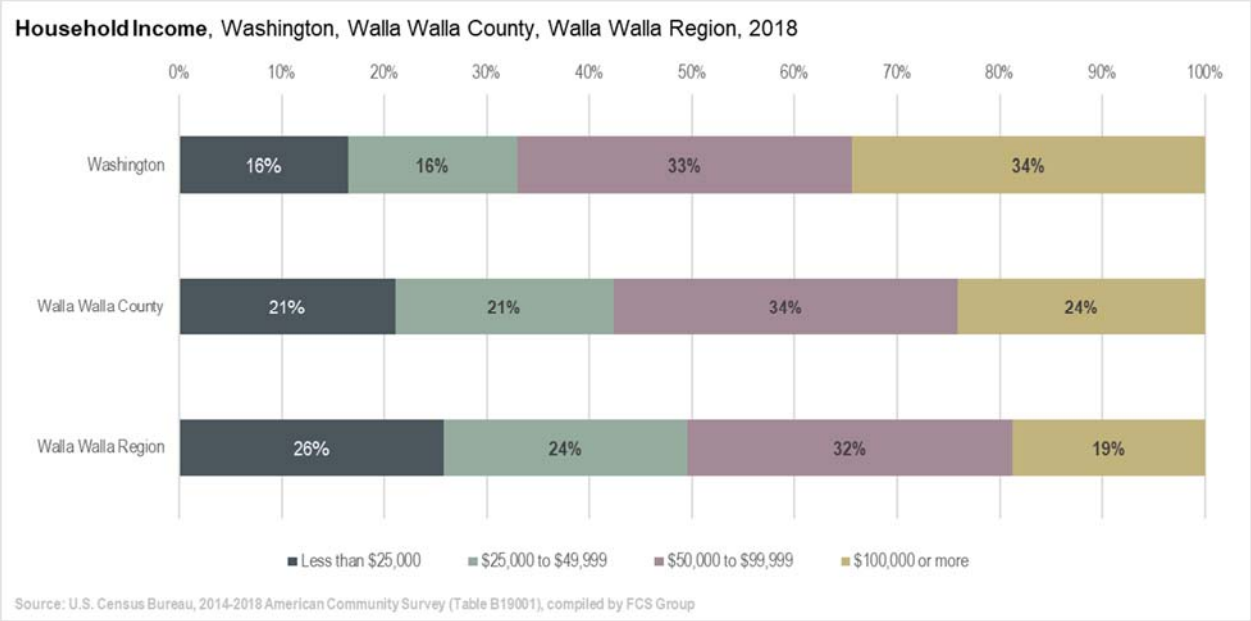
Walla Walla Region Employment Trends (at place of work employment)

Segment	2002 - 2017 Job Growth	2002	2010	2017	Change
Agriculture, Forestry, Fishing and Hunting		230	184	150	(80)
Transportation, Communications & Utilities		700	509	427	(273)
Industrial Trades & Construction		1,978	1,642	1,594	(384)
Retail Trade		2,392	2,911	2,337	(55)
Other Services, Restaurants & Lodging		3,673	4,129	4,022	349
Educational Services		1,042	1,033	1,288	246
Health Care and Social Assistance		3,083	3,396	4,012	929
Public Administration		183	173	176	(7)
Total		**13,281**	**13,977**	**14,006**	**725**

Source: US Census Bureau, On the Map.com. Region includes four cities: Walla Walla, College Place, Waitsburg and Dayton.

If the Region continues to shift away from higher paying industrial jobs to lower paying service jobs, income levels will remain well below statewide averages. Currently, the median income for Walla Walla County was $56,533 in 2018, which compares to $70,116 for Washington state. As shown in **Figure 5**, during 2018, half of all workers within the Region received under $50,000 per year.

Figure 5. Household Income

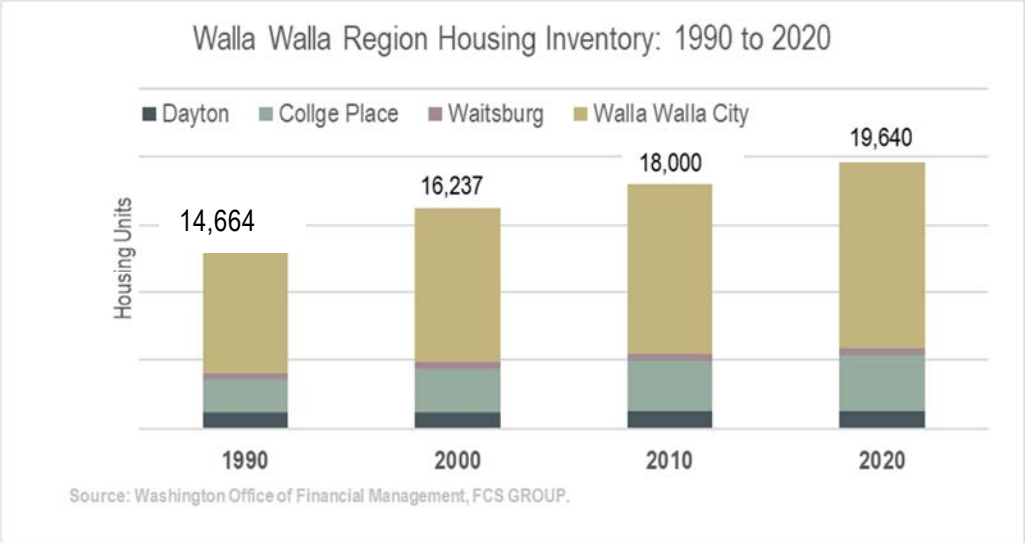


Housing Inventory

As of 2020 Q1, the four-city Region had a total housing inventory of 19,640 dwelling units. In comparison, there were 25,205 dwelling units in Walla Walla County and 2,219 units in Columbia County (**Figure 6**).

The Region's housing inventory is primarily comprised of single family detached homes (65%). Townhomes, duplexes and multifamily structures make up 29% of the inventory, followed by mobile homes with 6% of the inventory.

Figure 6.



In order to address gaps in the current housing inventory, and meet future demand for attainable housing prices, the Walla Walla Region's housing inventory will need to accommodate a wide variety of housing types. The current mix of housing types is depicted in **Figure 7**.

Figure 7. Current Housing Mix by Location, 2018

Housing Types	Walla Walla County	College Place	Dayton	Waitsburg	Walla Walla City	Walla Walla Region
Single Family Detached	70%	59%	81%	66%	65%	65%
Townhouses / Plexes	11%	26%	11%	4%	11%	14%
Multi-family (5+)	12%	7%	5%	0%	19%	15%
Mobile homes/other	7%	9%	2%	30%	5%	6%
Total	100%	100%	100%	100%	100%	100%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25024)

Housing growth in the Walla Walla Region has been driven by a combination of in-migration, natural increases in population, university student housing, second home investors and seasonal rentals. Between 2000 and 2018, the Region added 2,246 households and the average household size fell from 2.42 to 2.34 people per household (**Figure 8**).

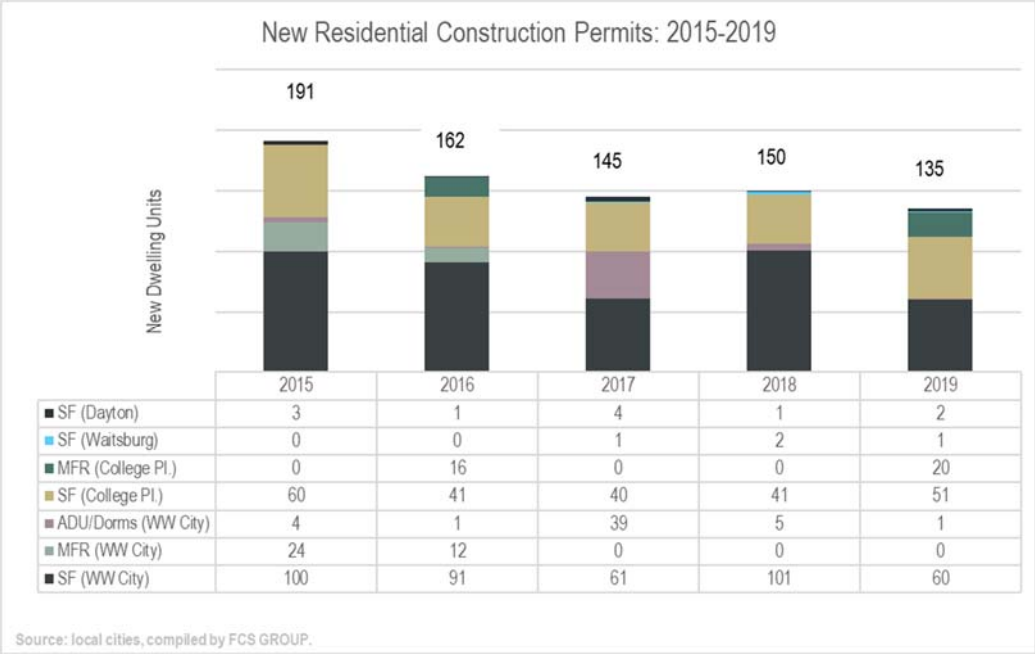
Figure 8. Trends in Household Formations and Occupied Housing Units, Walla Walla Region

	2000	2010	2018	Change: 2000-18	Annual Change
Households	15,076	16,528	17,322	2,246	125
Average household size	2.42	2.34	2.34		
Occupied Dwelling Units	16,237	18,032	19,092	2,855	159

Source: U.S. Census Bureau, 2000 Census (Tables P015, P017, H001), American Community Survey 5-Year Estimates (Tables S1101 and B25001)

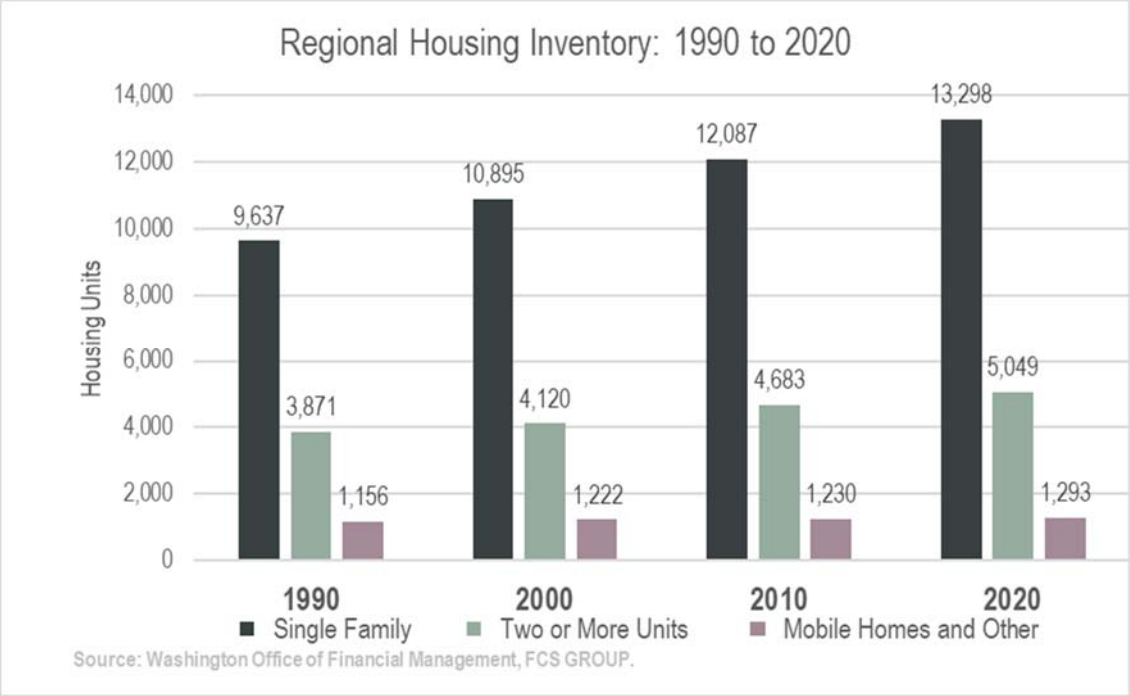
In recent years, housing production has not kept pace with housing demand. As shown in **Figure 9**, new residential construction within the Region declined from 191 permits issued in 2015 to 135 permits in 2019.

Figure 9. New Residential Construction Permits, Walla Walla Region, 2015 to 2019



Housing inventory data provided by the Washington Office of Financial Management indicates that there have been net increases in all housing types within the Region over the past two decades (**Figure 10**).

Figure 10. Housing Inventory Trends, Walla Walla Region, 1990 to 2020



Unfortunately, not all new construction has occurred without displacement of some existing housing. As indicated in **Figure 11**, the Region recorded a net increase of 1,159 single family detached homes and 62 townhomes/plexes, between 2010 and 2018, but displaced at least 80 multifamily units and 81 mobile homes during that time.

Figure 11. Net Change in Housing, Walla Walla Region, 2010 to 2018

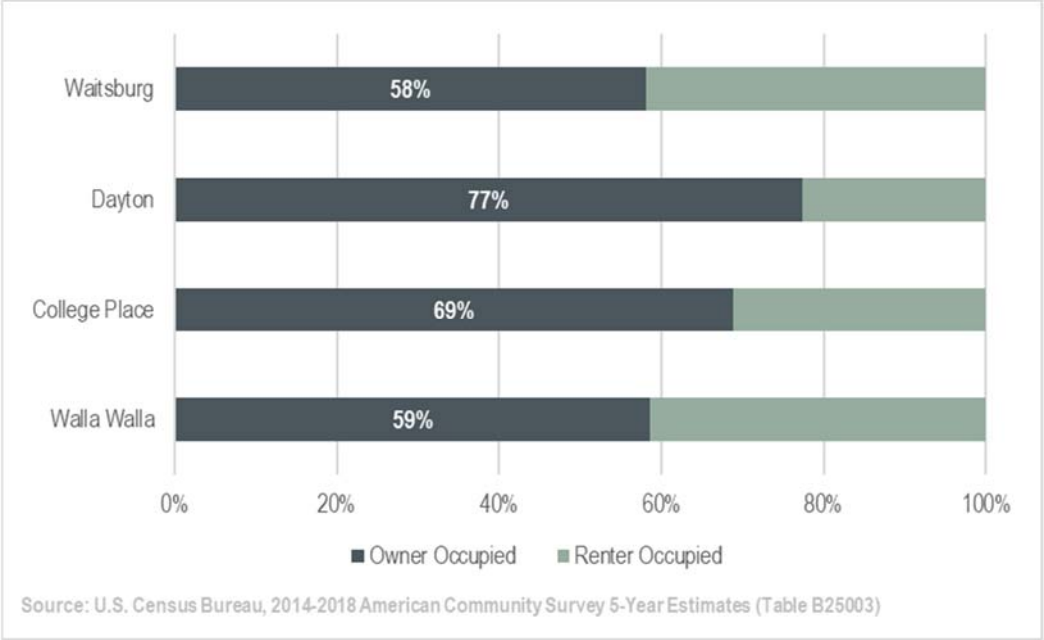
Housing Type	2010 Est. (2006-2010 ACS)	2018 Est. (2014-2018 ACS)	Change
Single Family Detached	11,235	12,394	1,159
Townhouses / Plexes	2,631	2,693	62
Multi-family (5+)	2,936	2,856	(80)
Mobile homes/other	1,230	1,149	(81)
Total	18,032	19,092	1,060

Source: U.S. Census Bureau, American Community Survey 5-Year Estimates (Table B25024).

Tenancy and Vacancy Levels

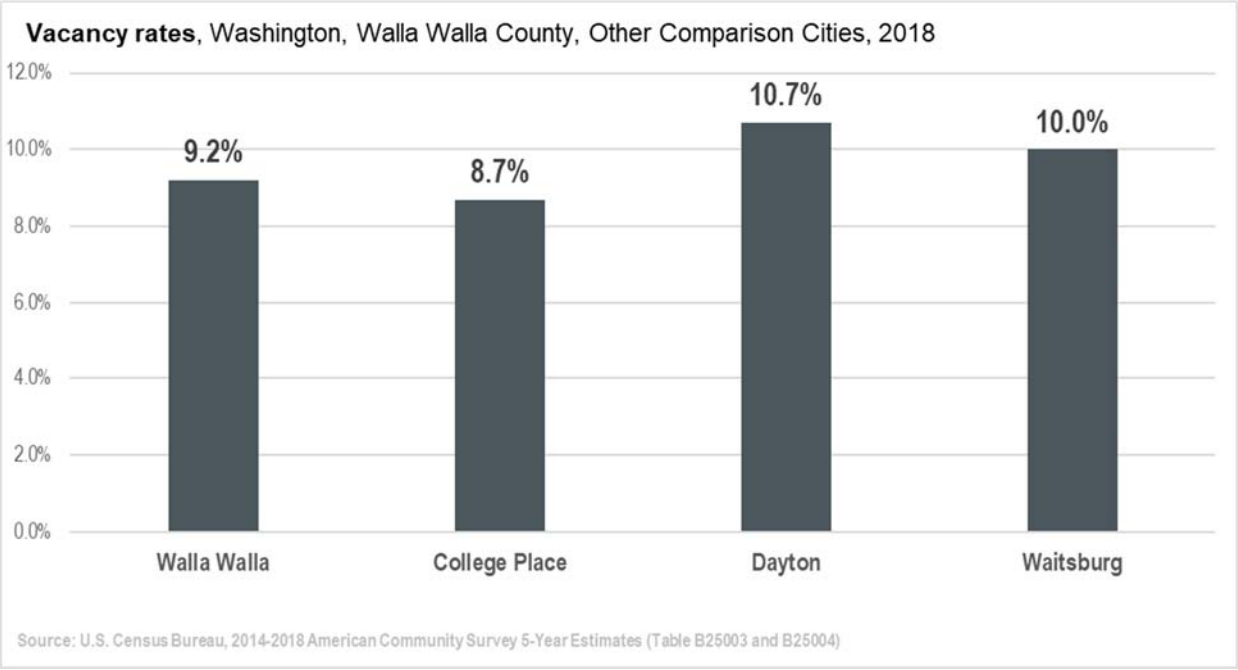
The Region's tightening housing supply is impacting homeowners and renters. Overall tenancy within the Region is comprised of 60% owners and 40% renters. As shown in **Figure 12**, the rate of homeownership varies significantly among the region's four cities.

Figure 12. Tenancy Characteristics, ACS 2014-2018



Housing vacancy rates were mostly around 10% in 2018 within the cities of College Place, Dayton, Waitsburg and Walla Walla, and are reported to be lower today (**Figure 13**). Within the Region, the highest vacant rates are in Dayton, which has a vacancy rate of 10.7%.

Figure 13. Housing Vacancy Rates, 2018



Home Prices and Rents

As vacancy rates decline, home prices and rent levels are increasing. Median home prices have increased steadily over the past several years within the Region to record levels (**Figures 14 and 15**).

Figure 14. Median Home Prices

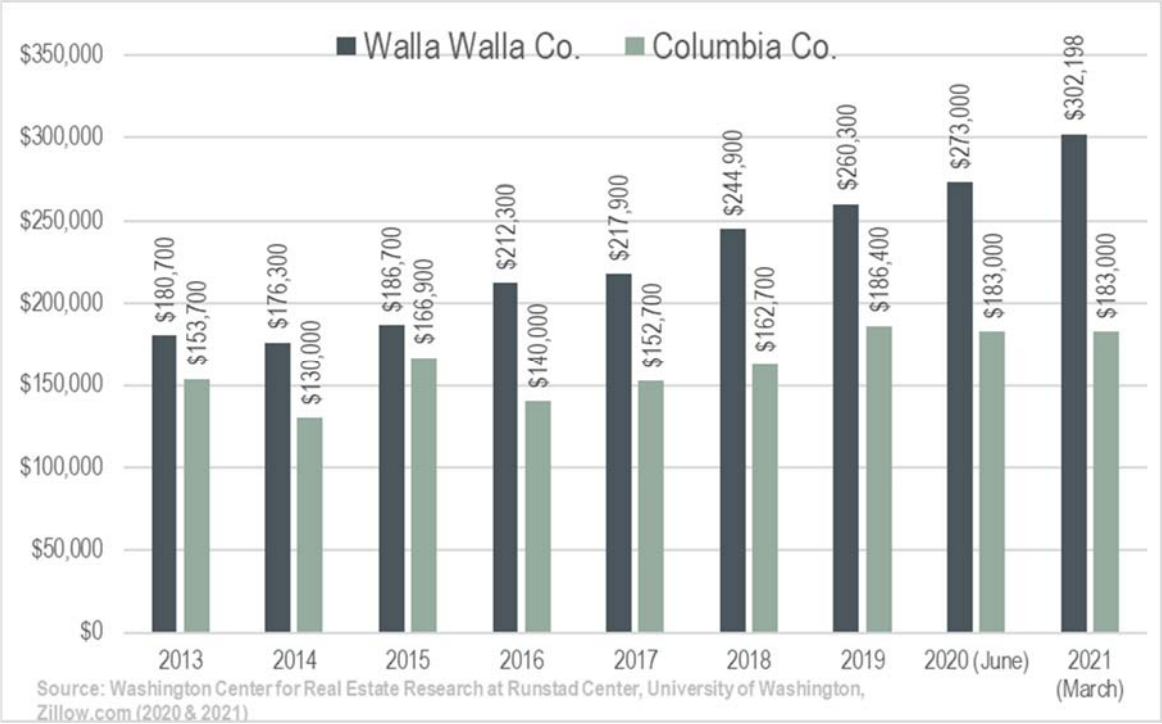


Figure 15. Median Home Prices

	3/1/2020	3/1/2021	Change from prior year %
Washington	$429,000	$488,000	13.8%
Columbia County	$182,000	$183,000	0.5%
Dayton	$172,000	$171,000	-0.6%
Walla Walla County	$283,000	$302,000	6.7%
College Place	$289,000	$309,000	6.9%
Waitsburg	$235,000	$250,000	6.4%
Walla Walla City	$283,000	$301,000	6.4%

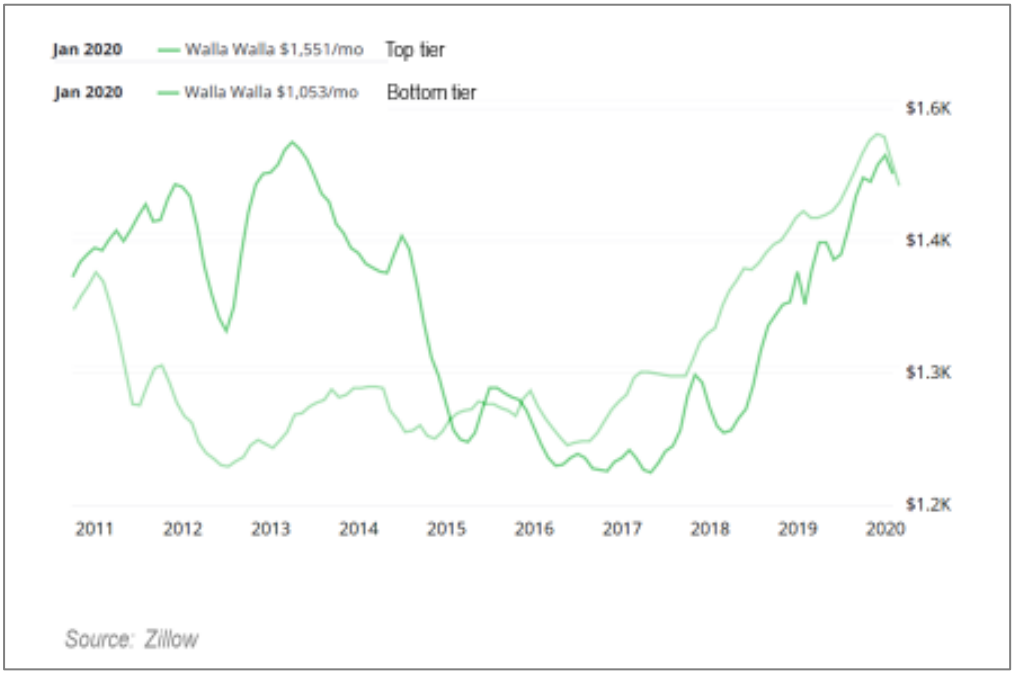
Source: Zillow, (6/1/2020), Compiled by FCS GROUP.

* Assumes 30-year mortgage, 3.6% interest, 1.89% property tax & insurance; 5% downpayment.

** Assumes 30% of household income dedicated to payments.

Monthly rents have also increased to record levels. As shown in **Figure 16**, the median rent within the Region is currently $1,486, and the price difference between the top quality and lowest quality rental housing units has narrowed considerably.

Figure 16. Median Housing Rent, Walla Walla Region, 2011 to 2020



By comparison, the current U.S. Housing and Urban Development (HUD) Fair Market Rents in Walla Walla County range from $680 for an efficiency to $1,509 for a four-bedroom unit, as shown below. According to input received from stakeholders, there are very few (if any) non-government subsidized properties that would meet HUD fair market rents in the Walla Walla Region.

HUD Fair Market Rent (FMR) by Unit Type, Walla Walla County, 2020
Source: U.S. Department of Housing and Urban Development

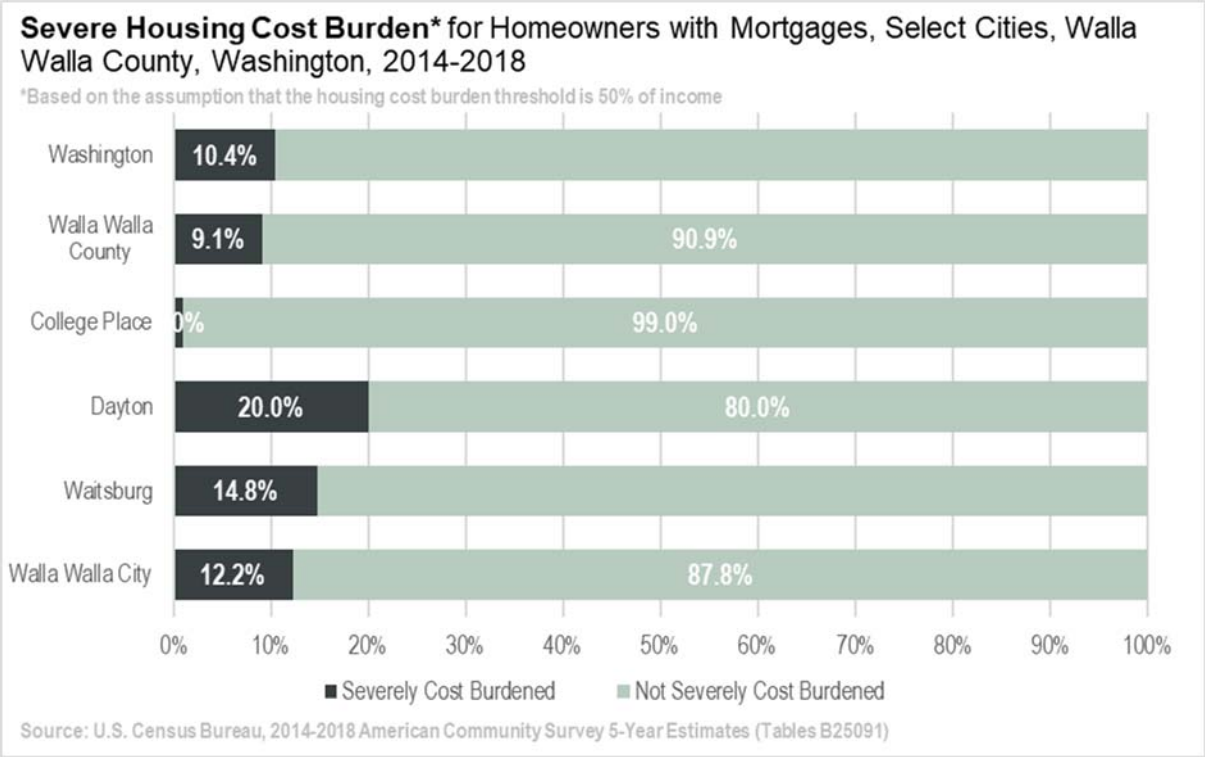
$680	$792	$1,043	$1,505	$1,509
Efficiency	1-Bedroom	2-Bedroom	3-Bedroom	4-Bedroom

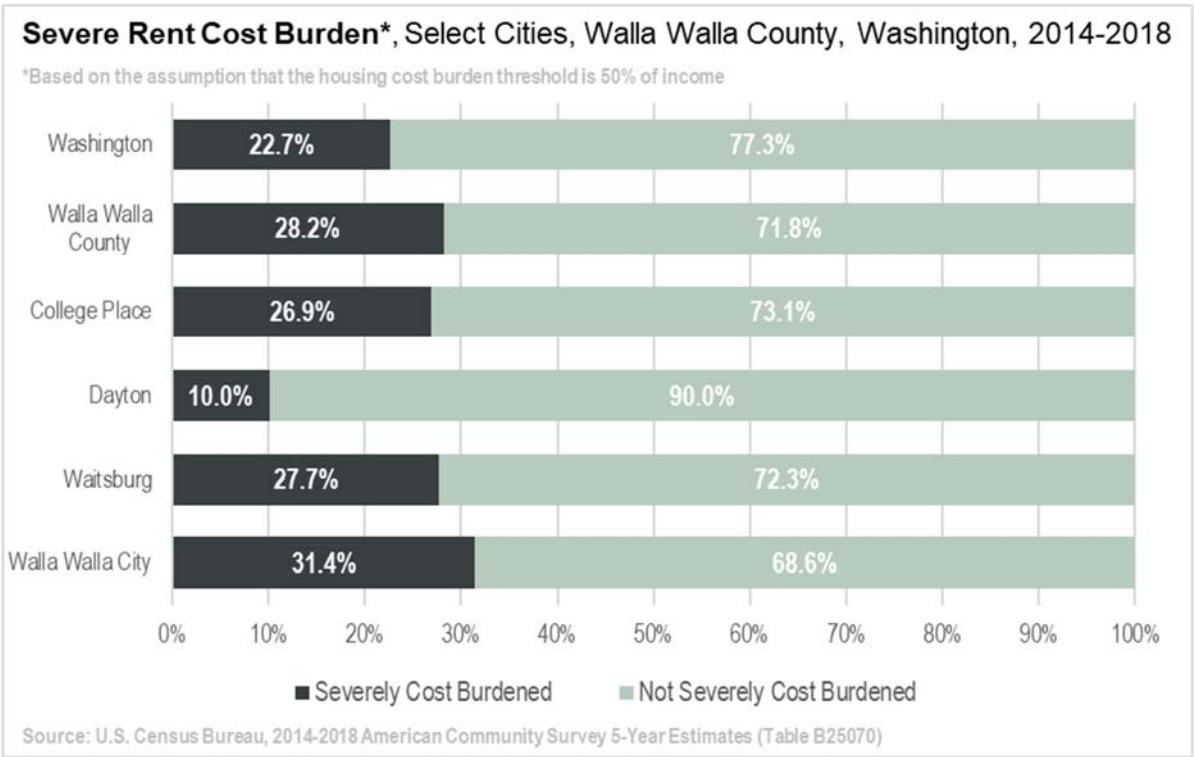
Housing Attainability

According to the U.S. Housing and Urban Development (HUD), households are considered "cost burdened" if they pay over 30% of their gross income on housing and utilities. Households are "severely cost burdened" if they pay over 50% of their gross income on housing and utilities.

As of 2018, approximately 9% of homeowners and 28% of the renters in Walla Walla County were severely cost burdened by housing expenses alone **(Figure 17)**. If housing costs continue to rise faster than incomes, the share of severely cost burdened households will continue to increase.

Figure 17. Severe Housing Cost Burden by Locality





To help gauge housing attainability, FCS GROUP examined median household income (MHI) data for selected cities within Walla Walla and Columbia counites. Median household income in Walla Walla County ($56,533) is currently well below the Washington average ($70,116). However,

income levels for households in Walla Walla County have been increasing slightly faster than the state average (**Figure 18**).

Figure 18. Median Income Trends, 2010-2018

	2010	2018	AGR
Washington	$57,244	$70,116	2.6%
Walla Walla County	$45,575	$56,533	2.7%
College Place	$40,137	$47,525	2.1%
Dayton	$39,861	$44,524	1.4%
Waitsburg	$45,568	$48,403	0.8%
Walla Walla	$39,397	$48,678	2.7%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25119)

AGR: average annual growth rate.

To meet HUD guidelines for housing affordability, no more than 30% of income should be allocated to housing. Hence, middle-income families earning 80% to 120% of the median household income (MHI) should be able to afford monthly rents at $1,131 to $1,696; or homes priced between $194,000 and $291,000. If middle-income households pay more than this, they would be "cost burdened" to some degree. As indicated in **Exhibit 19**, using current statistics, affordable monthly housing cost for low-income families is as follows:

- Low Income, $707 to $1,131
- Very Low Income, $424 to $707
- Extremely Low Income, $424 or less

Point in Time Homeless Residents

The homeless population in Walla Walla County has fluctuated between 126 and 358 over the past decade. In 2019, Walla Walla County's homeless population included an estimated 163 people or about 0.75% of the statewide homeless count, which is less than the county's 0.82% overall share of statewide population. Stakeholder input indicates that the number of homeless residents appears to have increased since the global Covid-19 pandemic began in 2020.

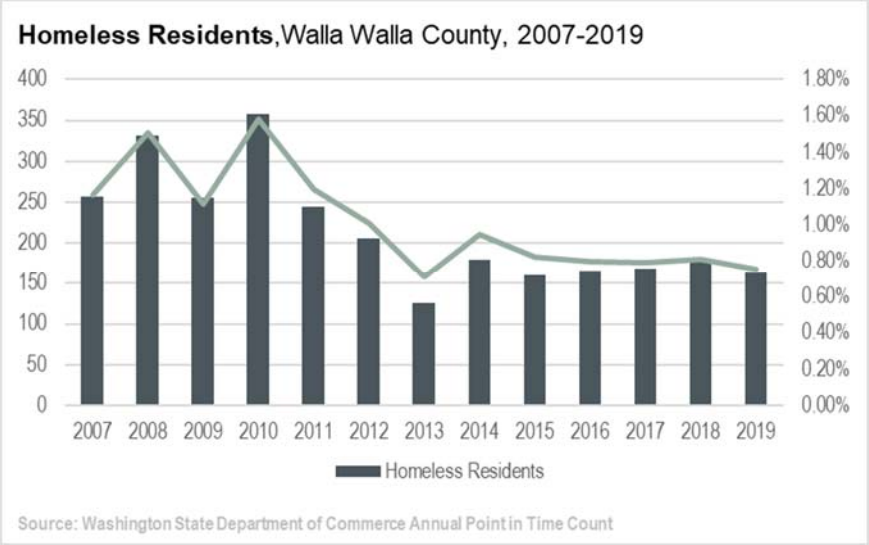


Figure 19. Analysis of Attainable Housing Prices/Rents

Housing Attainability Analysis

Walla Walla County Median Household Income (2018)*	$56,533	
Market Segment by Income Level	**Lower-end**	**Upper-End**
Upper (120% or more of MHI)		120%
Middle (80% to 120% of MHI)	80%	120%
Low (50% to 80% of MHI)	50%	80%
Very Low (30% to 50% of MHI)	30%	50%
Extremely Low (less than 30% of MHI)	30%	
Qualifying Income Level	**Lower-range**	**Upper-range**
Upper (120% or more of MHI)	$67,840	or more
Middle (80% to 120% of MHI)	$45,226	$67,840
Low (50% to 80% of MHI)	$28,267	$45,226
Very Low (30% to 50% of MHI)	$16,960	$28,267
Extremely Low (less than 30% of MHI)		$16,960
Attainable Monthly Rent or Payment (@30% of income level)	**Lower-range**	**Upper-range**
Upper (120% or more of MHI)	$1,696	or more
Middle (80% to 120% of MHI)	$1,131	$1,696
Low (50% to 80% of MHI)	$707	$1,131
Very Low (30% to 50% of MHI)	$424	$707
Extremely Low (less than 30% of MHI)		$397
Approximate Attainable Home Price**	**Lower-range**	**Upper-range**
Upper (120% or more of MHI)	$291,000	or more
Middle (80% to 120% of MHI)	$194,000	$291,000
Low (50% to 80% of MHI)	$116,000	$185,000
Very Low (30% to 50% of MHI)	$69,000	$116,000
Extremely Low (less than 30% of MHI)	n/a	n/a

Notes:

** based on current U.S. Census estimates of household income for Walla Walla County.*

*** assumes 5% down (zero down payment for low income purchasers) on 30-yr mortgage @ 3.6% interest; and 1.89% for taxes and insurance.*

Source: analysis by FCS GROUP using U.S. Census, Amercian Community Survey data.

Measures of Economic Hardship

Like many rural communities across the U.S., an increasing share of Walla Walla Region's households are experiencing economic hardship as the cost of living rises faster than income levels.

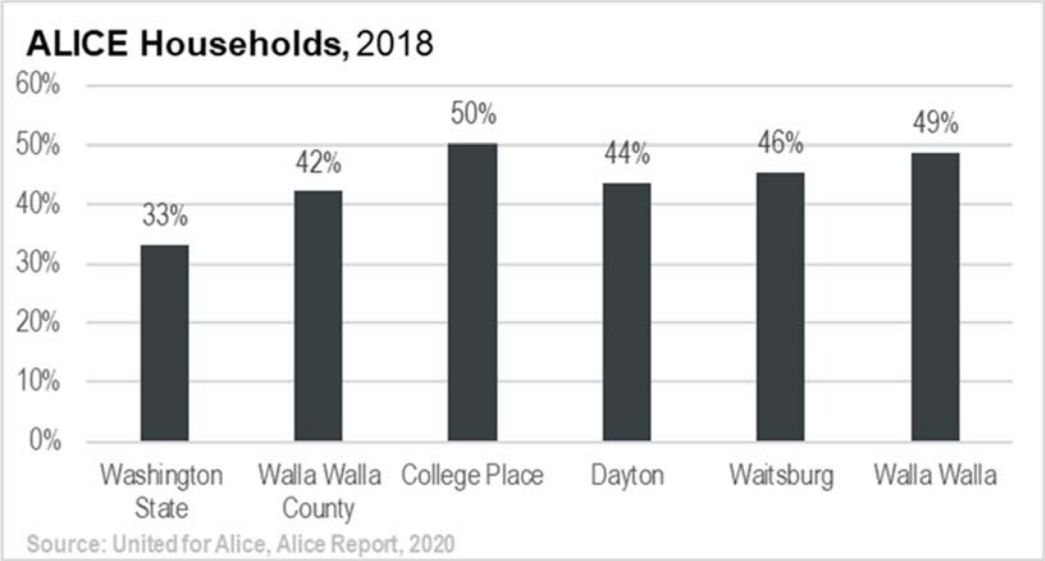
Since the War on Poverty began in 1965, the Federal Poverty Level (FPL) has provided a standard for determining the proportion of people living in poverty in the U.S. Despite the FPL's benefit of providing a nationally recognized income threshold for determining who is poor, its shortcomings include the fact that the FPL is not based on the current cost of basic household necessities, and except for Alaska and Hawaii, it is not adjusted to reflect cost of living differences across the U.S. In fact, federal poverty statistics indicate that the number of Walla Walla County households living in poverty decreased by 54 between 2010 and 2018.

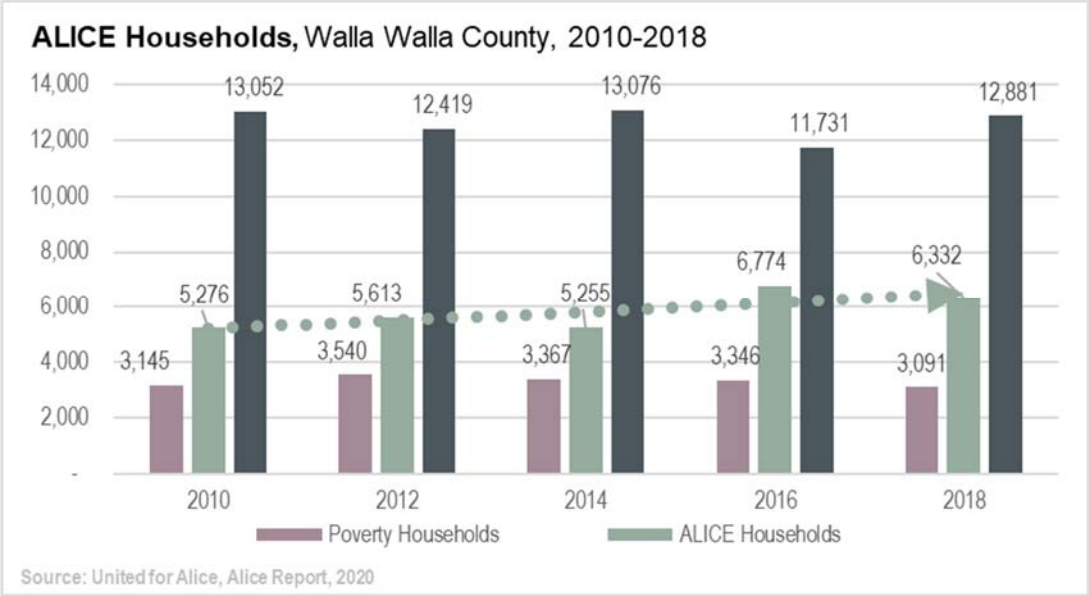
In recognition of the short comings associated with federal poverty statistics, the United Way now provides a new measure of economically distressed households struggling in each county in a state. This

effort provides a framework, to measure households that do not earn enough to afford basic necessities, with a population segment called ALICE (Asset Limited, Income Constrained, Employed). The ALICE methodology takes into account the total cost of household essentials – housing, child care, food, transportation, technology, and health care, plus taxes and a 10 percent contingency. ALICE data are calculated separately for each county, and for six different household types. For more information please check out: https://www.unitedforalice.org/methodology

In 2018, 42% of the households in Walla Walla County were either in poverty or in the ALICE category, which is well above the Washington statwide average of 33%. Within the Walla Walla Region, the share of households in poverty and ALICE categories ranged from 44% in Dayton to 50% in College Place (**Figure 20**).

Figure 20. ALICE Household as Share of Total Households



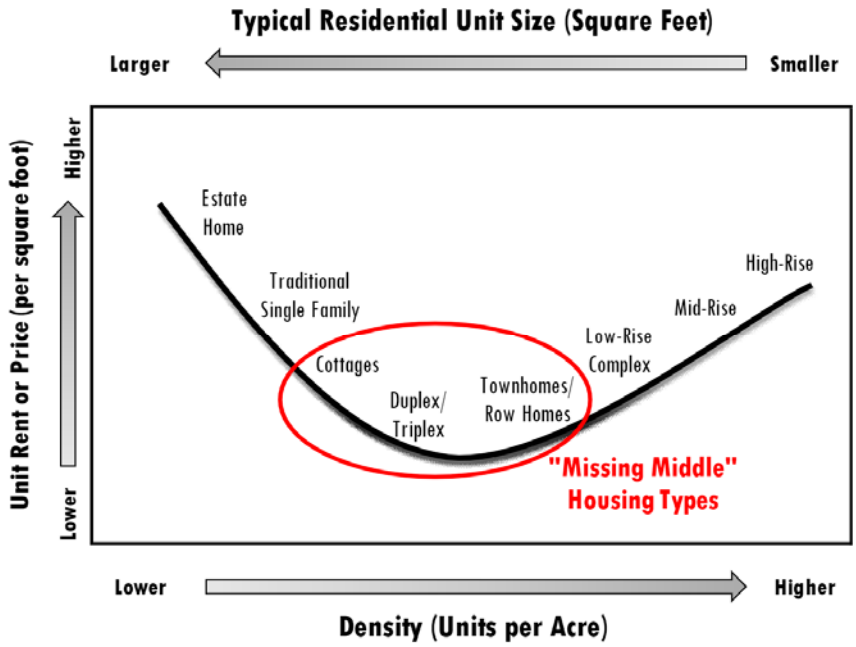


Housing Supply Gaps

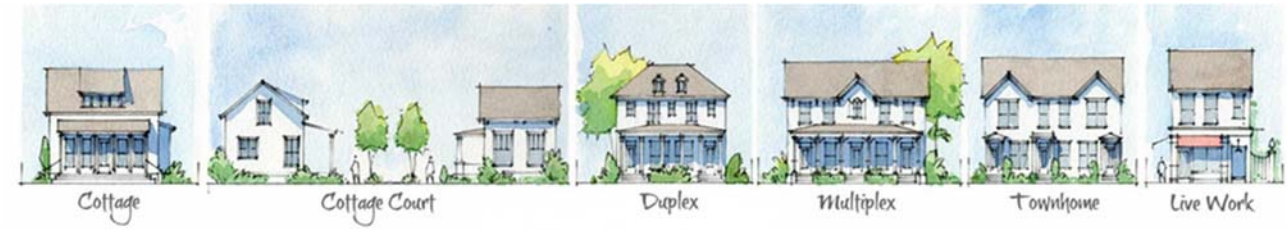
Representatives from public agencies have expressed concern over the lack of attainable and good quality housing for middle income families and local workers. To find attainable housing, some workers must travel long distances between their homes and their jobs to find attainaible housing.

Given the need for workforce housing, the Region would benefit from development of "middle income" housing types, such as apartments, duplexes, townhomes, cottages, manufactured homes and accessory dwelling units (ADUs). These housing types can be delivered at a lower cost and rent level per square foot than standard single family detached and mid-rise housing types (**Figure 21**).

Figure 21. Middle Housing Types



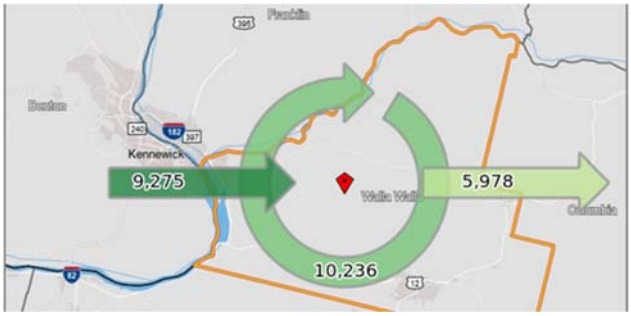
Source: Washington Department of Commerce Housing Memorandum (PNW Economics and LDC)



Transportation Considerations

Long commutes into the Walla Walla Region may represent potential pent-up demand for new housing. According to U.S. Cenus On-the-Map data, in 2017 there were 9,275 workers who commuted to work in Walla Walla County and 5,978 county residents who commuted to work outside the County (**Figure 22**). **One in five workers in the County commute over 100 miles per day**; **which is 55% higher than the statewide average**.

Figure 22. Commute Patterns, Walla Walla County, 2017



Affordability and Current Market Gaps

Low vacancy rates and rising home prices have resulted in market gaps that could be filled only by new housing construction. The regional *Affordability Housing Community Council Report*, Summer 2019, found that median income levels in the City of Walla Walla and College Place would need to increase by at least $5,400 to enable families to purchase a home at 2018 prices. This affordability gap has increased since.

The Region's rental housing gap is most prevalent at the highest and lowest income levels. In other words, there is currently an inadequate supply of quality market rate apartments (at $1,131/month or higher) or for-sale housing (at $279,000+). This is partially the reason why 400 middle and upper income households currently live in lower-quality *middle-income* rental housing. And the lack of affordable housing (at $707/month or lower) has resulted in 791 households living in higher-cost housing which leads to severe rent burdens. This analysis assumes that 33% of the current housing gap can be addressed by new policies that help stimulate near-term housing construction with 239 market rate units and 261 affordable units (**Figure 23**).

Figure 23. Rental Housing Market Gaps, Walla Walla Region, 2017

Median Household Income Range	Lower-end	Upper-End	Renter Households Counted	Affordable Monthly Rent Costs *	Level of subsidy required	Estimated Rental Units Counted	Year 2017 Housing (Gap) or Surplus
Upper (120% or more of MFI)	$67,840 or more		1,304	$1,696 & Above	Zero	580	(400)
Middle (80% to 120% of MFI)	$45,226	$67,840	1,173	$1,131-$1,686	Zero	1,497	
Low (50% to 80% of MFI)	$28,267	$45,226	1,518	$707-$1,131	Low	2,709	1,191
Very Low (30% to 50% of MFI)	$16,960	$28,267	1,177	$424-$707	Medium	1,541	(791)
Extremely Low (less than 30% of MFI)	$16,960 or less		1,830	Less than $424	High	674	
Total			7,001			7,001	

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

* Calculated at 30% of Walla Walla County median family income based on HUD guidelines

Analysis of Pent-Up Rental Housing Demand, Walla Walla Region

Median Household Income Range	Renter Households in 2017	Rental Units in 2017	Housing (Gap)	Potential Capture Rate	Pent-up Housing Demand Capture
Upper (120% or more of MFI)	1,304	580	(724)	33%	**239**
Middle (80% to 120% of MFI)	1,173	1,497	324		
Low (50% to 80% of MFI)	1,518	2,709	1,191		
Very Low (Less than 50% of MFI)	3,006	2,215	(791)	33%	**261**

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

Regional Housing Needs Forecast

The Regional housing needs forecast takes into account the potential to capture a share of the current market gap for rental housing along with the projected population growth based on the adopted comprehensive plans for Walla Walla County and the cities of College Place, Walla Walla, Dayton and Waitsburg.

These plans anticipate a population increase of approximately 9,668 year-round residents by 2040 within Walla Walla County. According to the Walla Walla County Comprehensive Plan, the unincorporated areas of the county are projected to add 2,802 people. Since that forecast also reflects unincorporated portions of UGAs for the cities, we expect the majority of new population growth to occur within future annexation areas of local cities.

This analysis assumes that 70% of the housing growth and 90% of the group quarters population growth within unincorporated Walla Walla County will occur within the UGAs of Walla Walla, College Place, Waitsburg and Dayton. As indicated in **Figure 24**, this allocation of county growth equates to approximately 107 group quarters residents and 657 dwelling units.

Figure 24. Projected Regional Housing Capture of Unincorp. Walla Walla County, 2020 to 2040

	Walla Walla County	Unicorp. Walla Walla County**	Regional Housing Capture of Unincorp. County %	Regional Housing Capture of Unincorp. County
Net New Population	9,668	2,802		
New Pop in Group Quarters*	773	119	90%	107
Population in Households	8,894	2,683		
Housing Need for Permanent Residents (dwellings)	3,601	865		
Seasonal & Vacancy Allowance (@9.4 %)	358	74		
Growth-related Housing Demand (dwelling units)	3,959	939	70%	657

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormatories, group homes, institutions, etc. ** Includes unicorporated areas within urban growth areas of local cities.

To address changing demographic and householder preferences, the baseline housing demand forecast also takes into account the following assumptions:

- Future population growth forecasts for each city within the Walla Walla Region will be consistent with adopted local comprehensive land use plan forecasts (extrapolated).
- The tenancy mix and rate of homeownership will increase slightly overtime to the Washington statewide average (63% owners and 37% renters). Note, this results in a modest increase in homeownership rates within the Region from 60% currently to 63% by year 2040.
- Housing needs reflect more attainably priced housing types consistent with attainability levels with 30% of income allocated to rent or mortgage (principal and interest).
- The housing needs forecast assumes a moderate demand shift to middle income housing types, including townhomes, plexes, apartments, ADUs and manufactured housing.

To address future housing growth, the Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand is likely to include 1,523 standard lot single family detached homes; 1,104 small lot detached homes; 732 townhomes/plexes; 894 multi-family

units (includes some group quarters demand) and 443 government-assisted housing units, manufactured homes and/or ADUs (**Figure 25).**

Figure 25. Walla Walla Region Housing Needs Forcast, 2020 to 2040

	Walla Walla City	College Place	Waitsburg	Dayton	Region Total
Projected Baseline Housing Demand	2,362	494	153	11 +	3,021
Plus Share of Housing Within Unincorp. UGAs	514	107	33	2 +	657
Plus Demand to Address 33% of Housing Gap	414	87			500
Total Housing Need	3,290	688	187	13 +	4,178
Plus Group Quarters Housing Units (@1.5 people per uni	420	88			762
Grand Total (units)	3,710	776	187	13 +	4,685
percent of total	79%	17%	4%	0.3%	100%

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormatories, group homes, institutions, etc.

Projected Housing Need by Housing Type

Projected 2040 Housing Needs	3,710	776	187	13	9,76	Remainder of
Housing Type	Walla Walla UGA	College Place UGA	Waitsburg UGA	Dayton UGA	Walla Walla Region	Walla Walla County
Single-Family Detached						
Standard Lots	1,142	261	112	9 +	1,523	225
Small Lots, cottages, mfg. homes (lots)	899	205	-	-	1,104	-
Townhouses / Plexes (units)	556	155	19	1 +	732	-
Multi-family units (5+ units per structure)	816	78 +	-	-	894	-
Mobile homes/ADUs/other (units)	297 +	78 +	56 +	3 +	433	56 +
Total Dwelling Units	3,710	776	187	13 +	4,685	282

Projected Housing Need by Income Level

Family Income Level	Owner-Occupied	Renter-Occupied	Total	Dist. %	Attainable Housing Products
Upper (120% or more of MI)	2,361	260	2,621	56.0%	Single Family Lots
Upper Middle (80% to 120% of MI)	384	347	730	15.6%	Cottage Homes, Townhomes, Apartments
Lower Middle (50% to 80% of MI)	207	693	900	19.2%	Townhomes, Mfgd. Homes, Plexes, Apartments
Low (less than 50% of MI)	0	433	433	9.3%	ADUs, Govt. Assisted Apts.
Total	2,952	1,734	4,685	100.0%	

*Derived from Appendix A.

The group quarters demand generated by 762 residents accounts for demand generated by seniors in group homes and to a lesser extent university students and special needs population segments (including inmates at the correctional center). As indicated in **Figure 26**, the senior housing segment is projected to account for about three quarters of the overall group quarters demand, with the need for almost 380 units of shared senior housing required by year 2040.

Figure 26. Projected Senior Housing Demand

	Region Total within UGAs
Current Population	48,363
Proj. Net New Population within Region UGAs (@2.3 perso	8,485
Future Population year 2040	56,848
Population over Age 65	20%
Share of pop. over Age 65 in Nursing Homes	5.0%
Avg. Household Size within Nursing Homes	1.50
Proj. Net New Population in Nursing Homes	568
Proj. Senior Housing Need (dwelling units)	379

Source: population estimates and forecasts based on WA Office of Financial Management data; nursing home capture rates based on National Institute of Aging estimates, 2015.

Please refer to **Appendix A** for a Regional forecast of owner and renter housing needs by income level.

Reconciliation of Housing Needs and Land Supply

According to the June 2019 Walla Walla County buildable land inventory and development capacity study, Walla Walla, College Place and Waitsburg UGAs had the potential to accommodate over 4,100 net new dwellings at full utilization (**Exhibit 27**). Note, the City of Dayton was included in a separate land capacity study for Columbia County.

Figure 27. Land Capacity Analysis

	Minimum Lot Size (SF)	Net Res. Land Inventory (acres)	Vacant percent	Under-developed percent	Net New Pop. Capacity	Net New Dwelling Capacity	Infill & redevel-opment Dwellings	Dwellings on Vacant Land	% infill & redevel opment
Waitsburg					1,466	621	284	337	46%
R96 Suburban Residential	9,600	50.7	62%	38%	538	228	86	142	
Residential (incorporated)	10,000	92.7	49%	51%	875	371	189	182	
Flexible Comm./Res (Incorp.)	10,000	5.6	61%	39%	53	22	9	13	
College Place					588	249	139	110	56%
Multiple Family Residential	n/a	2.1			59	25	-	25	
R-60 Single Family Residential*	6,000	21.6	30%	70%	361	153	107	46	
R-72 Single Family Residential*	7,200	0.3			4	2	-	2	
R-96 Suburban Residential (incorp.)	9,600	6.3	58%	42%	67	28	12	16	
~~R-96 Suburban Residential (area 2B)**~~	~~9,600~~	~~39.8~~	~~75%~~	~~25%~~	~~425~~	~~180~~	~~46~~	~~134~~	
R-96 Suburban Residential (area 2C)	9,600	9.2	51%	49%	97	41	20	21	
Walla Walla City					7,641	3,238	1,632	1,606	50%
Multiple Family Residential	n/a	-			-	-			
R-60 Single Family Residential ***	6,000	-			-	-			
R-72 Single Family Residential ***	7,200	54.7	21%	79%	813	344	271	73	
R-96 Suburban Residential (incorp.)	9,600	569.0	51%	49%	6,116	2,592	1,260	1,332	
R-96 Suburban Residential (other)	9,600	60.8	67%	34%	712	302	101	201	

Source: Revised Land Capacity Analysis, Technical Memorandum, June 2019, the Watershed Company. Note, this analysis was completed prior to the City of Walla Walla creating a Neighborhood Residential zone to allow reduced lot sizes.

** After 2019, College Place combined zones R-60/R-72/R-75 into a one SF District zone and allows up to two dwellings per lot.*

*** Area 2B urban growth area expansion request was denied after 2020.*

**** After 2019, Walla Walla changed code to allow 2-4 unit structures and ADUs in all single family zones.*

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, the analysis cited above indicates that nearly half of new construction would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through "infill" is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficent to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

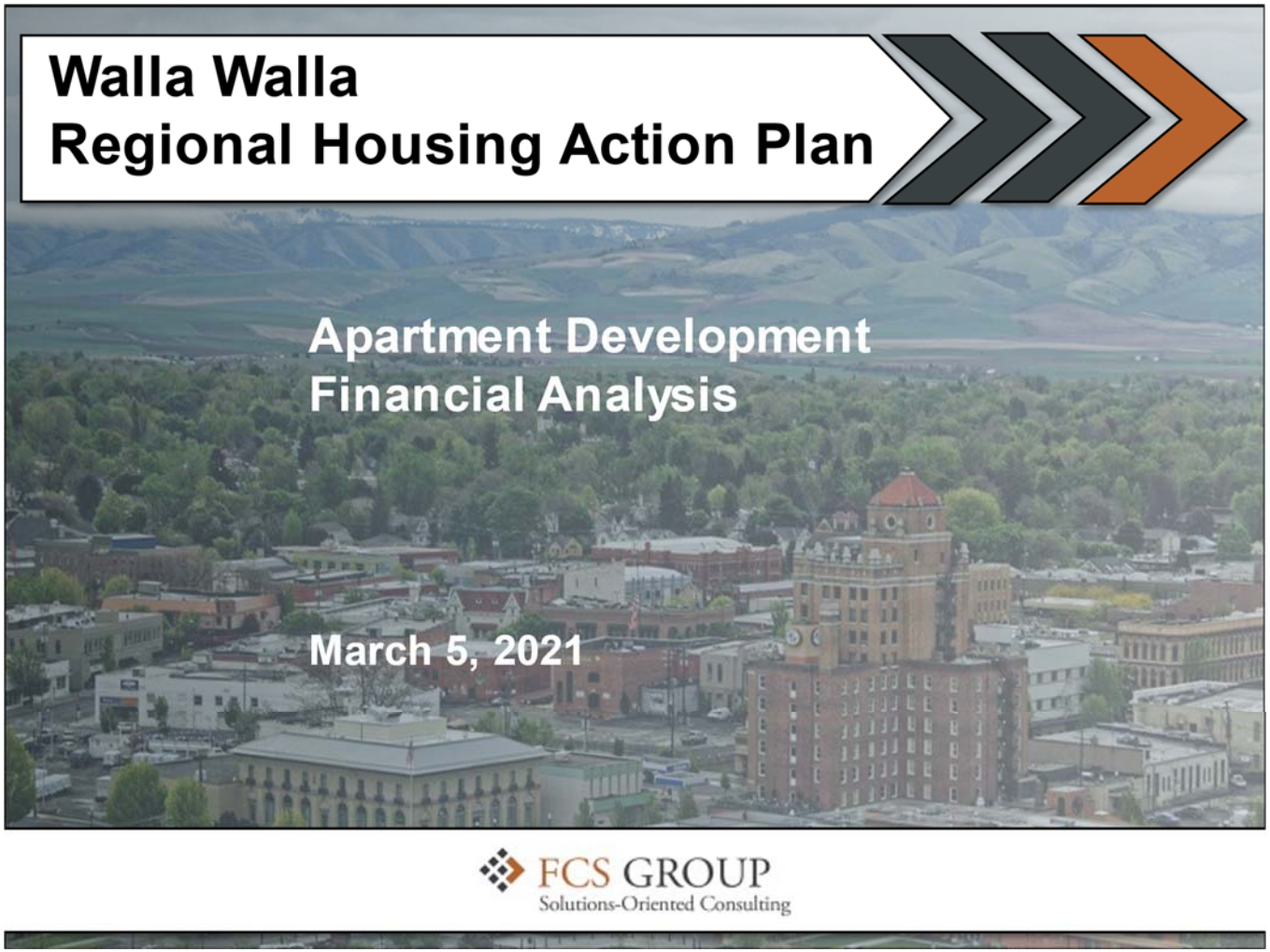
Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

College Place UGA: the projected 20-year housing need of 776 dwelling units is far greater than the potential UGA capacity of 429 units, even after assuming 43% of net new housing will be constructed on infill and redevelopment lands.

Walla Walla UGA: the projected 20-year housing need of 3,710 dwelling units is greater than the potential UGA capacity of 3,238 dwelling units, even after assuming 50% of the net new housing will be constructed on infill and redevelopment lands.

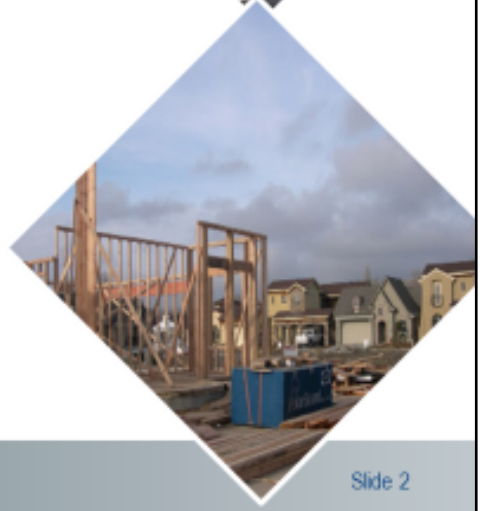
Waitsburg and Dayton UGAs: the combined projected 20-year housing need of 200 or more dwelling can be accomodated by their existing UGAs, since Waitsburg alone is presumed to have the UGA capacity to add 621 dwelling units, after assuming 46% of the net new growth occurs on infill and redevelopment lands.

APPENDIX D: FINANCIAL ANALYSIS



Financial Feasibility Objectives

- Test financial viability from developer's perspective
- With and without affordable housing
  - Scenario 1: 3-level garden apartments
  - Scenario 2: 5-level flats (over parking)
- Evaluate incentives
  - 12-year property tax abatement
  - Impact fee reduction
  - Land write-downs
  - Parking reductions



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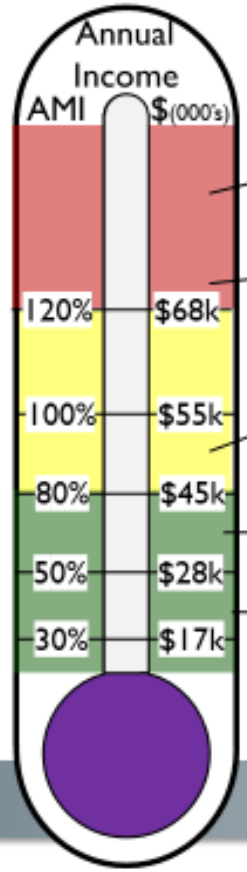
Slide 2

Housing Affordability Thermometer

- HUD uses median income to measure affordability
- HUD bases affordability on household size
- Affordability Thermometer conveys prices or rents based on expected payments
- Helps determine the market need for various housing types



Local Labor Force Demographics Example:

- **Manager**
  $96,000 (max rent: $2,600)
  (168% of AMI if HH size = 2)
- **Teacher (middle school)**
  $68,000 (max rent: $1,800)
  (121% AMI if HH size = 2)
- **Industrial worker**
  $55,511 (max rent: $1,500)
  (98% AMI: low income if HH size = 2)
- **Medical Assistant**
  $37,690 (max rent: $1,000)
  (67% AMI if HH size = 2)
- **Average SSA recipient:**
  $19,251 (max rent: $500)
  (33% AMI HH size = 1)

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Slide 3

Regional Housing Needs

Walla Walla Region will need 4,500+ dwellings over next 20 years

- **Range of dwelling types needed**
- **Need for more affordable units for owners and renters**
- **Residual Land Value Analysis: how much would a developer be willing to pay for the land for the right to build this project?**

Garden Apartments

Flats

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Slide 4

Apartment Proforma Assumptions

Particulars	Scenario 1A Apts. (100% market rate)	Scenario 1B Apts. (mixed income)	Scenario 1C Affordable Apts.	Scenario 2A Flats (100% market rate)	Scenario 2B Flats (mixed income)	Scenario 2C Affordable Flats
Site Size (acres)	2.0	2.0	2.0	2.0	2.0	2.0
Building Levels (above grade)	3	3	3	5	5	5
Dwelling Units	107	107	107	167	167	167
Affordable Units (@80% to 110% AMI)	0	15	107	0	30	167
Parking stalls	128	128	128	249	249	249
Parking Ratio (stalls per dwelling unit)	1.2	1.2	1.2	1.2	1.2	1.2
Dwellings per Acre	53	53	53	84	84	84
Est. Construction Cost*	$23 M	$23 M	$23.5 M	$41 M	$41 M	$40.6 M
Cost per Dwelling, excl. land	$ 219,615	$ 219,615	$ 219,615	$ 242,559	$ 242,559	$ 242,559
Targeted Developer Return on Equity (annual)						
with private developer	7.0%	7.0%		7.0%	7.0%	
with non-profit developer			4.0%			4.0%

Project Income Assumptions	Units	Scenario 1	Scenario 2
Market-rate units under 900 SF	per SF/month	$1.71	$2.00
Market-rate units over 900 SF	per SF/month	$1.71	$1.85
Affordable dwellings (@90% AMI)	per SF/month	$1.71	$1.74
Parking charge	per Stall/month	$0	$0

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Slide 5

Financial Analysis: Findings

	Scenario	Developer	Dwellings	Residual Land Value Per Dwelling Unit: no incentives	Residual Land Value Per Dwelling Unit: w/ tax abatement	Relative Financial Feasibility	Annual Prop. Tax Revenue to City after abatement	Cumulative Prop. Tax Revenue to City Years 1-20
1A	Apts. (100% market rate)	For Profit	107	$7,921		*Good*	$56,387	$1,127,736
1B	Apts. (mixed income)	For Profit	107	($3,926)	$12,255	*Excellent after incentives*	$56,387	$451,094
1C	Affordable Apts.	Non Profit	107		$48,950	*Excellent*		
2A	Flats (100% market rate)	For Profit	167	($8,882)	$8,984	*Good after incentives*	$97,517	$1,950,337
2B	Flats (mixed income)	For Profit	167	($15,951)	$1,915	*Fair after incentives*	$97,517	$780,135
2C	Affordable Flats	Non Profit	167		$22,988	*Excellent*		

* R.O.E. denotes estimated annual rate of targeted return on developer equity investment after debt service and before income taxes and depreciation.

- **Currently: only the market rate apartments are financially viable without incentives**
- **Non-profit developer greatly helps with affordable housing**
- **Tax Incentives plus land write-downs needed to create mixed-income apts.**

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Summary

- **Housing market is strong enough to attract for-profit developers**
- **Garden apartments are viable without incentives**
- **Market rate flats over parking is not viable without some type of incentive**
- **Affordable or mixed-income housing requires incentives with for-profit developer, such as**
  - 12-year tax abatement (for affordable housing only)
  - Impact fee reduction (for affordable housing only)
  - Land write-down
  - Parking reductions
- **Non-profit developer could make affordable housing "pencil" with fewer incentives**
- **Recommend pilot program of multifamily incentives for next 3 years**
- **Identify public-owned potential catalyst site(s) for future developments**

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Slide 7

APPENDIX E: DISPLACEMENT MINIMIZATION STRATEGY

To: Project Advisory Team: Elizabeth Chamberlain, City of Walla Walla; Jon Rickard, City of College Place; Meagan Bailey, City of Dayton; Randy Hinchliffe, City of Waitsburg; Nikki Sharp, Walla Walla County

Date: September 28, 2020

From: Violet Brown & Scott Fregonese, Fregonese Associates

CC: Todd Chase & Tim Wood, FCS GROUP

RE: Walla Walla Housing Action Plan Task 4 Anti-Displacement Best Practices

The purpose of this memorandum is to analyze the risk of displacement and gentrification in the region and to summarize best practices strategies to mitigate the impacts on local households and businesses. It builds on the findings included in FCS Group's Task 1 Issues Memo and Task 2 & 3 Trends and Needs Memo and on the work previously published in the Affordable Housing Community Council Report. [i]

SUMMARY

Housing Action Plans must, in accordance with HB1923, "encourage construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes" and "should consider strategies to minimize displacement of low-income residents resulting from redevelopment." This is particularly true in neighborhoods with communities at high risk of displacement.

As growth trends in the region predict significant opportunities for future development, that development will likely exacerbate existing issues of affordability and result in market and socioeconomic shifts linked to displacement of households and businesses in vulnerable communities.

Each jurisdiction in the Walla Walla region contains populations vulnerable to displacement. However, this memo identifies individual block groups particularly susceptible to these forces. It also recommends mitigation strategies. These recommendations represent a three-pronged approach to anti-displacement strategies:

1. Mitigation for Individuals and Families Experiencing Displacement,
2. Land Use & Development Strategies to Increase Production of Affordable Housing, and
3. Economic Strategies to Increase Opportunity.

Combating displacement requires cities to proactively apply a variety of different approaches, each supported by best practices research. The strategies are organized as a three-prong approach to anti-displacement to address the different aspects of displacement. Various action steps or programs appear

under each prong. The concept is to move forward on all three fronts in ways that are customizable for each jurisdiction.

VULNERABILITY ASSESSMENT

Displacement occurs when households or businesses are involuntarily forced out of an area due to increasing housing prices or due to economic and demographic changes that alter the neighborhood's character. Gentrification, a well-documented housing issue since the 1960s, has traditionally been associated with the urban core, but rural gentrification is gaining ground in the face of an ever-expanding digital workforce and access to goods online. These changes allow what is a traditionally urban workforce to work remotely from rural and suburban areas, benefitting from the amenities and relative affordability these areas have to offer. Gentrification typically occurs in areas with relatively low property values with amenities that have become attractive or trendy.

As demand in the region grows, areas with relatively low rent/home value or perceived as lower quality housing become more attractive and profitable for redevelopment opportunities, and thus more vulnerable to displacement of existing residents. Some experts expect that the recent pandemic will only increase the pressure on smaller communities as families seek the "suburbs and rural periphery".[ii] This post-Covid-19 migration to rural areas and small towns will be driven by a number of factors: increase remote work opportunities, perceptions of increased safety in less-dense communities, and a desire to live in rural areas for their scenery, access to nature, and other amenities.

Vulnerability calculations compare local geographies to regional averages across six variables reported by the US Census. The analysis below uses ACS 2014-2018 (five-year estimates) via Social Explorer reported by state, county, city, census tract, and block group:

- Percent of households that are renters
- Percent of households that are low-income
- Percent of adults (25 or older) without a four-year degree
- Percent of population who identify with a community of color
- Median home value
- Median gross rent

These factors are closely associated with an increased probability of redevelopment coupled with an increased difficulty in weathering rising housing costs and a higher susceptibility to involuntary displacement for both households and small business. This analysis has been adapted from work published by Dr. Lisa Bates of Portland State University for the Portland Bureau of Planning and Sustainability in 2012 and their subsequent *2018 Gentrification and Displacement Neighborhood Typology Assessment*[iii]. Changes to the methodology are designed to reflect concerns regarding smaller sample sizes and promoting easy replicability as local jurisdictions continue to monitor these variables into the future with readily available data sets.

For the purposes of this report, geographies with 5 or 6 of the variables reporting higher figures than regional thresholds are identified as areas vulnerable to displacement.

Thresholds	Walla Walla County
% People of Color	>28%
% Without College Degree	>71%
% Rentals	>35%
Poverty Status: % Doing Ok	<66%
Median Home Value	<$209,800
Median Gross Rent	<$893

Thresholds	State
% People of Color	>31%
% Without College Degree	>65%
% Rentals	>37%
Poverty Status: % Doing Ok	<73%
Median Home Value	<$311,700
Median Gross Rent	<$1,194

Vulnerability Levels	
High	>5 indicators
Moderate	3-4 indicators
Low	<3 indicators

Cities

Indicators	Walla Walla	Waitsburg	College Place	Dayton	Walla Walla County
Poverty Status: % Doing OK	60%	64%	68%	62%	66%
% Rentals	42%	23%	41%	31%	35%
Median Home Value	$ 190,000	$150,000	$ 190,000	$ 156,200	$ 209,800
Median Gross Rent	$ 919	$ 688	$ 890	$ 775	$ 893
% Without Degree	74%	80%	65%	77%	71%
% POC	33%	10%	25%	16%	28%
Total Indicators	5	4	3	4	

Table 1a. Vulnerability Analysis: Walla Walla County Cities to County Comparison.

Indicators	Walla Walla	Waitsburg	College Place	Dayton	Washington
Poverty Status: % Doing OK	60%	64%	68%	62%	73%
% Rentals	42%	23%	41%	31%	37%
Median Home Value	$ 190,000	$150,000	$ 190,000	$ 156,200	$ 311,700
Median Gross Rent	$ 919	$ 688	$ 890	$ 775	$ 1,194
% Without Degree	74%	80%	65%	77%	65%
% POC	33%	10%	25%	16%	31%
Total Indicators	6	4	4	4	

Table 1b. Vulnerability Analysis: Walla Walla County Cities to State Comparison.

All cities show vulnerability to displacement when compared to the region, which increases when compared to the state. This is particularly true for poverty rates and educational attainment, where county figures differ significantly from the state. City of Walla Walla has the highest vulnerability score when compared to both county and state thresholds. City of Walla Walla has the lowest percentage of people "doing ok", the highest percentage of rentals, and the highest percentage of people of color when compared to other cities.

Census Tracts

City	Census Tract	Poverty Status: % Doing OK	% Rentals	Median Home Value	Median Gross Rent	% Without Degree	% POC	Total Indicators
	9204	100%	0%	NA	NA	**97%**	57%	2
	9205	**46%**	54%	$ **102,600**	$ 851	87%	**66%**	6
	9206	54%	51%	$ 134,200	$ 891	84%	45%	6
Walla Walla	9207.01	67%	53%	$ 198,800	$ 878	67%	20%	3
	9207.02	68%	28%	$ 224,100	$ 1,023	56%	21%	0
	9208.01	48%	42%	$ 186,500	$ 1,000	76%	20%	4
	9208.02	49%	**55%**	$ 208,500	$ **831**	65%	24%	4
Waitsburg	9201	80%	17%	$ 254,300	$ 870	70%	12%	2
College Place	9203	69%	41%	$ 190,000	$ 890	66%	25%	3
Dayton	9602	68%	31%	$ 170,800	$ 740	75%	14%	3

Table 2. Vulnerability Analysis: Census Tract to County Comparison. Bolded data indicates the highest or lowest value for the category.

Census Tract analysis reveals two highly vulnerable tracts for City of Walla Walla (9205 and 9206). Tract 9205 has the lowest percentage of people "doing ok", the lowest median home value, and the highest percentage of people of color when compared to all census tracts in the study area. Census tracts that may become more vulnerable overtime (moving from a rank of moderate to high), include tract 9208.01 and 9208.02. These tracts exceed county thresholds for poverty, rentals, and home value.

Census tracts in the remaining cities have vulnerability ranks of low to moderate when compared to the county. No tract in the remaining cities exceeds three total indicators.

Block Groups

City	Block Group	Poverty Status: % Doing OK	% Rentals	Median Home Value	Median Gross Rent	% Without Degree	% POC	Total Indicators
Walla Walla	BG1 T9204	100%	0%	NA	NA	**97%**	57%	2
	BG1 T9205	37%	53%	$ 90,000	$ 867	91%	63%	6
	BG2 T9205	54%	60%	$ 99,200	$ 1,009	89%	**79%**	5
	BG3 T9205	50%	48%	$ 134,900	$ 775	78%	52%	6
	BG1 T9206	69%	43%	**$ 73,800**	NA	93%	41%	4
	BG2 T9206	**14%**	63%	$ 90,900	$ 709	88%	72%	6
	BG3 T9206	60%	40%	$ 119,100	NA	89%	69%	5
	BG4 T9206	64%	32%	$ 191,800	$ 900	75%	37%	4
	BG5 T9206	50%	74%	$ 260,100	$ 1,051	74%	14%	3
	BG1 T9207.01	60%	**78%**	$ 193,100	$ 714	46%	19%	4
	BG2 T9207.01	57%	41%	$ 162,200	$ 880	82%	33%	6
	BG3 T9207.01	65%	38%	$ 196,600	$ 955	60%	12%	3
	BG4 T9207.01	81%	53%	$ 218,900	$ 1,269	74%	15%	2
	BG1 T9207.02	71%	23%	$ 254,900	$ 1,291	53%	28%	0
	BG2 T9207.02	73%	17%	$ 196,100	$ 828	65%	17%	2
	BG3 T9207.02	55%	38%	$ 213,900	$ 786	40%	13%	3
	BG4 T9207.02	73%	35%	$ 175,000	$ 820	69%	27%	2
	BG1 T9208.01	58%	7%	$ 233,300	NA	76%	12%	2
	BG2 T9208.01	52%	52%	$ 164,900	$ 1,127	76%	33%	5
	BG3 T9208.01	58%	47%	$ 172,900	$ 845	69%	13%	4
	BG4 T9208.01	30%	45%	$ 183,800	$ 999	83%	16%	4
	BG1 T9208.02	35%	67%	$ 165,400	$ 897	77%	26%	4
	BG2 T9208.02	69%	38%	$ 238,500	$ 788	55%	19%	2
Waitsburg	BG4 T9201	66%	20%	$ 154,700	$ 688	80%	10%	3
College Place	BG1 T9203	73%	34%	$ 192,700	**$ 657**	71%	34%	3
	BG2 T9203	63%	66%	$ 190,400	$ 861	67%	29%	5
	BG3 T9203	44%	69%	$ 99,500	$ 828	76%	20%	5
	BG4 T9203	79%	26%	$ 200,900	$ 1,125	60%	19%	1
Dayton	BG2 T9602	56%	27%	$ 139,300	$ 795	72%	21%	4
	BG3 T9602	70%	34%	$ 226,800	$ 914	81%	13%	1
	BG4 T9602	67%	27%	$ 158,300	$ 752	77%	14%	3

Table 3. Vulnerability Analysis: Bolded data indicates the highest or lowest value for the category.

Block group analysis reveals more detailed trends in vulnerability. Overall, ten block groups are considered highly vulnerable. These block groups are in City of Walla Walla and College Place.

For City of Walla Walla, seven block groups (30.4% of all block groups in City of Walla Walla and 22.6% of all block groups in the study area) have high vulnerability rankings. Out of the seven block groups, BG2 T9206 has the lowest poverty status (14% of people "doing ok") out of all block groups in the study area. BG1 T9206 has the lowest median home value ($73,800) out of all block groups in the study area. For moderate ranking block groups, it is important to consider which indicators exceed county thresholds. Block groups that exceed thresholds for poverty, percentage of rentals, and home value (BG3-BG4 T9208.01, BG1 T9208.02) may be more vulnerable than block groups that exceed thresholds for education and people of color but have higher median home values and low poverty. A total of 20% of Walla Walla residents live within block groups that have high vulnerability ratings.

The remaining three cities include block groups with moderate to high vulnerability rankings. City of College Place has two block groups that rank high for vulnerability (BG2 T9203, BG3 T9203). BG3 has the lowest poverty score, highest percentage of rentals, lowest median home value, and highest percentage of people without a college degree for the city. A total of 35% of College Place residents live in block groups that have high vulnerability rankings.

City	Block Group	Population	% City Pop
Walla Walla	BG1 T9205	1,144	3%
	BG2 T9205	957	3%
	BG3 T9205	584	2%
	BG2 T9206	948	3%
	BG3 T9206	1,027	3%
	BG2 T9207.01	968	3%
	BG2 T9208.01	1,503	5%
College Place	BG2 T9203	1,800	20%
	BG3 T9203	1,384	15%

Table 4. High Vulnerability Block Group Population.

In response to concerns raised by the Stakeholder Advisory Committee for this project and in furtherance of state guidelines for specific consideration of vulnerable populations, the below chart includes the percentage of seniors within each population listed by block group and that block groups vulnerability index. Most of the areas with the highest concentration of seniors are not within block groups considered the most vulnerable. While this analysis does not indicate any alarming patterns, it is important that anti-displacement strategies take special note of seniors and recognize that displacement can occur across the region.

City	Block Group	% 65+	Total Indicators
Walla Walla	BG1 T9204	4%	2
	BG1 T9205	8%	6
	BG2 T9205	4%	5
	BG3 T9205	8%	6
	BG1 T9206	39%	4
	BG2 T9206	10%	6
	BG3 T9206	21%	5
	BG4 T9206	6%	4
	BG5 T9206	43%	3
	BG1 T9207.01	22%	4
	BG2 T9207.01	8%	6
	BG3 T9207.01	18%	3
	BG4 T9207.01	35%	2
	BG1 T9207.02	17%	0
	BG2 T9207.02	21%	2
	BG3 T9207.02	18%	3
	BG4 T9207.02	12%	2
	BG1 T9208.01	24%	2
	BG2 T9208.01	14%	5
	BG3 T9208.01	13%	4
	BG4 T9208.01	8%	4
	BG1 T9208.02	15%	4
	BG2 T9208.02	27%	2
Waitsburg	BG4 T9201	20%	3
College Place	BG1 T9203	28%	3
	BG2 T9203	5%	5
	BG3 T9203	18%	5
	BG4 T9203	21%	1
Dayton	BG2 T9602	24%	4
	BG3 T9602	35%	1
	BG4 T9602	23%	3

Table 5. Percent Seniors (65+) by block group.

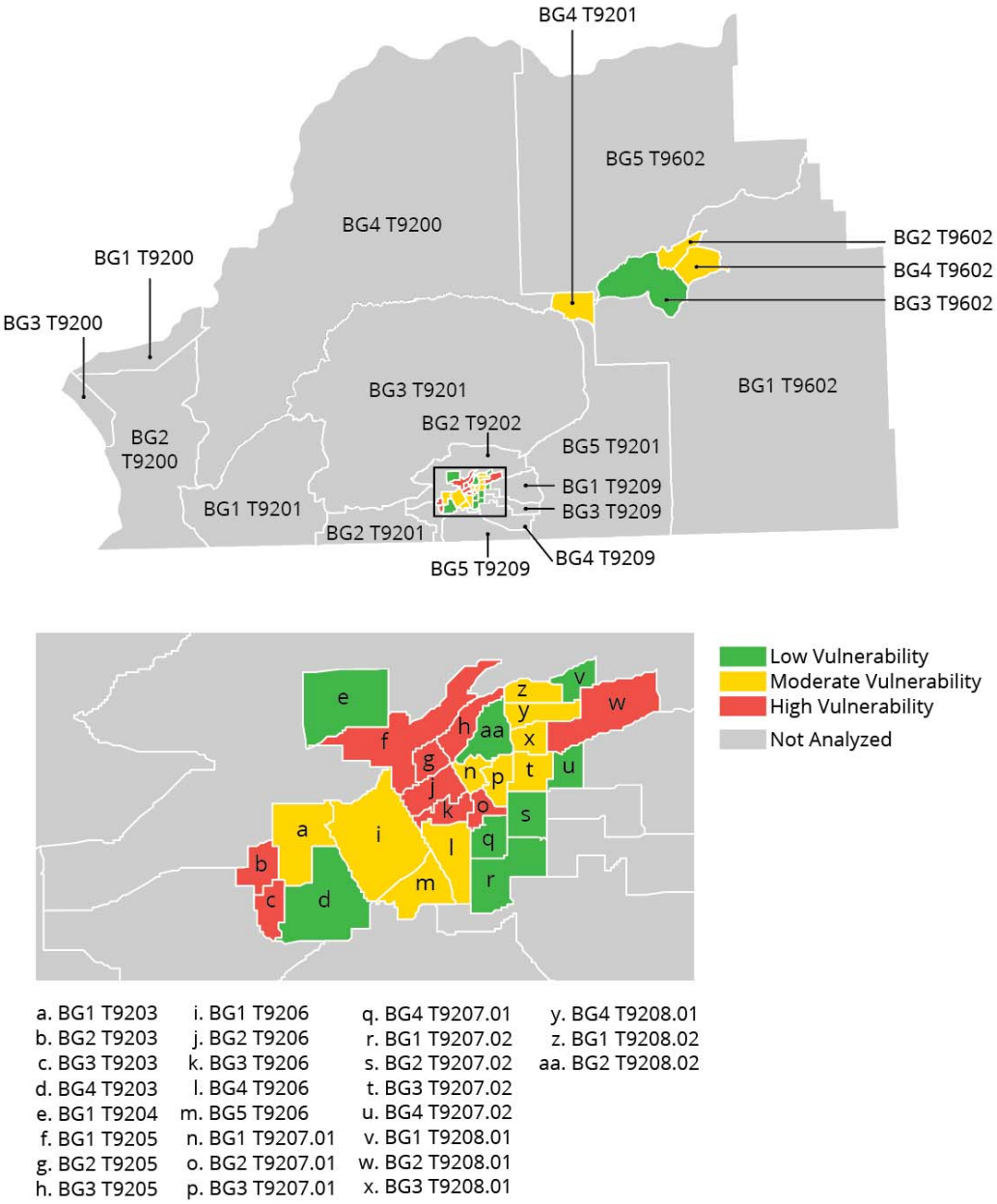

Figure 1. Block Group Map for Study Area with inset of Walla Walla and College Place.

Recommended Strategies to Mitigate Displacement

While the City of Walla Walla has the highest number of residents and blocks groups experiencing displacement vulnerability, all four cities in this study have either areas of high vulnerability or meet metrics that indicate increased susceptibility to displacement. Each of the cities should pursue a three-pronged approach to reducing displacement risk:

1. Mitigation for Individuals and Families Experiencing Displacement,
2. Land Use & Development Strategies to Increase Production of Affordable Housing, and
3. Economic Strategies to Increase Opportunity.

Each city does not necessarily need to carry out each of the strategies below. Instead, the recommended strategies should be viewed as a "menu" of policy and program choices to be implemented based on each community's risk level and the viability of the strategy based on local conditions. Reducing displacement risk should be a regional effort, but the specific approach taken can (and should) differ on the local level.

1. Create Stability for Local Residents by Mitigating the Impact of Displacement:
    - Anti-Displacement Impact Assessments

Integrate displacement into the analysis and review of potential policies, programs, and development applications by creating a standardized assessment of potentially unintended consequences upfront and enforcing reasonable mitigation efforts directly connected to the proposal. [iv] Anti-Displacement measure must include a reliable way to track the impact new development has on Naturally Occurring Affordable Housing (NOAH). While increased production of new housing is essential to preserving supply, NOAH is frequently seen as ripe for redevelopment as soon as market rates surpass current value to create a 'rent gap' making redevelopment profitable. An impact assessment is one tool to track how many affordable units are being developed and at the cost of how many existing units. This option can function on a range of intensities with the obligation and cost either assigned applicants or city staff and the weight of the assessment varying depending on the severity of the issue within each jurisdiction and the viability of the requirement within local markets.

    - Rental Registration Program

A registration program would create a consolidated database of available units in the region, rental costs, and local practices. A small fee per unit could be set to fund the program, which could include a streamlined application process. The costly and time-consuming housing application process is often listed as a practical barrier to housing access. Multiple application forms, with slightly different requirements, and compounded credit check fees are prohibitively onerous. While some local service organizations provide some assistance, a streamlined process eases the burden on renters and landlords alike and help jurisdictions track relevant data.

    - Tenant Protection Enhancements

As vacancy rates decrease, an ordinance extending the notice period for no cause evictions to 60 days for landlords with five or more units would allow renters additional time to plan, contact services, and hopefully relocate without a disruption in adequate housing. Washington State already requires a 60-day period for tenants facing eviction because the owner lost the building in a foreclosure.

    - Emergency Rental Assistance

Aiding families facing homelessness due to temporary economic hardship in the form of Emergency Rental Assistance. Washington State Department of Social & Human Services (DSHS) offers one-time cash payment to get or keep safe housing or utilities in emergency situations to families eligible for the Additional Requirements for Emergent Needs (AREN) or the Diversion Program. The Eviction Rent Assistance Program (ERAP) Grant is part of Washington State's short-term response to the COVID-19 disaster and offers three months of rent payment to prevent evictions.[v]

- Home Ownership Assistance

Enhance and promote existing programs that supply down payment assistance and application support to first time homebuyers. Washington offers the Home Advantage Needs Based Downpayment Assistance Loan Program with up to $10,000 to eligible homebuyers.[vi]

- Utility Payment Financial Assistance & Homeowner Assistance

Homeowners are also subject to raising housing costs as property taxes, maintenance, heating, and cooling costs increase. This is particularly true for seniors on fixed incomes. Partnering with groups such as BMAC/The Healthy Homes Program, which provides weatherization and energy efficiency services, can reduce the burden on seniors. Washington State Department of Commerce's Home Rehabilitation Loan Program provides low-interest loans to low-income homeowners for repairs and necessary improvements.

2. Protect Regional Housing Stock: Increase Production of Affordable Housing Options
   - Affordable Housing Fund

In 2016, Vancouver voters authorized the use of property tax revenue (residential and commercial) to create an Affordable Housing Fund that can be used "for the purpose of buying, building and preserving low-income rental housing and preventing homelessness through rental assistance and housing services."[vii] The tax is capped at $6 million and expected to generate $43M dollars before it expires in 2023. At which point, Vancouver City Council can seek an extension or let it expire. Property tax exemptions are included for seniors and people with disabilities who earn less than $40,000 a year.

- Land Banking

Cities can reserve or 'bank' land for affordable housing, similar to a popular program created in Eugene, Oregon.[viii] Sites being considered for purchase should be evaluated based on cost, density, environmental quality, and access transportation, community services, and jobs. Gentrification in more rural areas often results in lower-income households moving further away from city centers with longer commutes to jobs and services. Priority areas should be based on a combination of community vulnerability, recent Anti-Displacement Impact Assessments, and on the area's potential for offering meaning opportunities for safe and affordable housing close to jobs and services.

- Community Land Trusts

Community land trusts create additional affordable home ownership opportunities by removing land from the costs of real estate. In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Thus, creating additional affordable opportunities for homebuyers by removing land from the cost of real estate. Resale value is not determined by the real estate market but set based on the local cost of living.

- Right of First Offer/Refusal Program

Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households. Right of first offer places very minimal requirements on property owners. Notice would be sent that a property will be for sale and either the trust or the owner sets and offer price depending on the program framework. Funding assistance for this program could come from an Affordable Housing Fund.[ix]

- Affordable Housing on Public Land

Washington state (through RCW 43.63A.510 and RCW 39.33.015) directs specific state agencies to inventory under-utilized or surplus state-owned land, which can be used to develop housing for low- and moderate-income households (up to 115% of AMI).

- Zoning Protection for Manufactured Dwelling Parks

For many families, manufactured homes are an affordable housing option. They are built in a factory and transported to either a leased plot within a manufactured home park or on private property. It is important to ensure that local zoning ordinances do not unduly hinder the functioning and placement of manufactured homes. Protecting existing parks will increase affordable housing supply and mitigate involuntary displacement.

- Multifamily Tax Exemption

The Multifamily Tax Exemption (MFTE) is a tool that incentivizes the development of multifamily housing, described in depth in the Community Council Affordable Housing Report.

> *Cities with a population of at least 15,000 can use the MFTE to exempt property taxes for 12 years on new multifamily construction (with at least four units), provided 20% of the units are affordable to low- and moderate-income households (up to 115% of the median family income). In this case, the public funds go to the developer in the form of a tax break, not in the form of a rental payment. If the owner of the property decides to increase rates above the established affordability threshold, the tax exemption is cancelled, and the property is subject to additional tax penalties. Cities with populations of less than 15,000 can use this tool, provided they are the largest urban area in a county planning under the Growth Management Act. Small cities, however, may not have the financial resources to feasibly offer a property tax exemption. Another provision to the rule allows cities to exempt property taxes for multifamily development for eight years with no requirement that a percentage of the units be set aside for low-income renters. The area designated for the MFTE is determined by the local governing authority, and the intention of the legislation is to increase mixed-income residential opportunities, including affordable housing, in urban centers. Expansion of the targeted area within the urban core can open additional opportunities for incentivizing multifamily development.*

3. Protect the Local Economy: Job Training Partnerships to foster local opportunities and prosperity through improved workforce development initiatives

Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Focus on both higher and secondary educational institutions in the region to take advantage of sector-based partnerships. Construction based partnerships in particular are likely to improve the supply of low-income housing. The goal is to create programs that offer training/apprenticeships and future job opportunities that improve the quality of jobs in the area.

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[i] Community Council Report: Affordable Housing (April 2019) via https://www.wwcommunitycouncil.org/media/1125/affordable-housing-study-report_2019.pdf

[ii] Florida, Richard. "How Coronavirus Will Reshape U.S. Cities." *Bloomberg.com*, Bloomberg, 2 July 2020, www.bloomberg.com/news/features/2020-07-02/how-coronavirus-will-reshape-u-s-cities.
[iii] 2018 Gentrification and Displacement Neighborhood Typology Assessment, Key Findings and Methodology Report, Bureau of Planning and Sustainability, City of Portland, Oregon, via https://www.portland.gov/sites/default/files/2020-01/gentrification_displacement_typology_analysis_2018_10222018.pdf
[iv] King County Washington Equity Impact Review Process Overview (March 2016) via https://www.kingcounty.gov/~/media/elected/executive/equity-social-justice/2016/The_Equity_Impact_Review_checklist_Mar2016.ashx?la=en
[v] Washington State Department of Commerce, Homeless Assistance via https://www.commerce.wa.gov/serving-communities/homelessness/
[vi] Washington State Housing Finance Commission, Home Advantage Program via https://www.wshfc.org/buyers/HomeAdvantage.htm
[vii] *Affordable Housing Fund | City of Vancouver Washington*, Community Development Programs, May 2020, www.cityofvancouver.us/ced/page/affordable-housing-fund.
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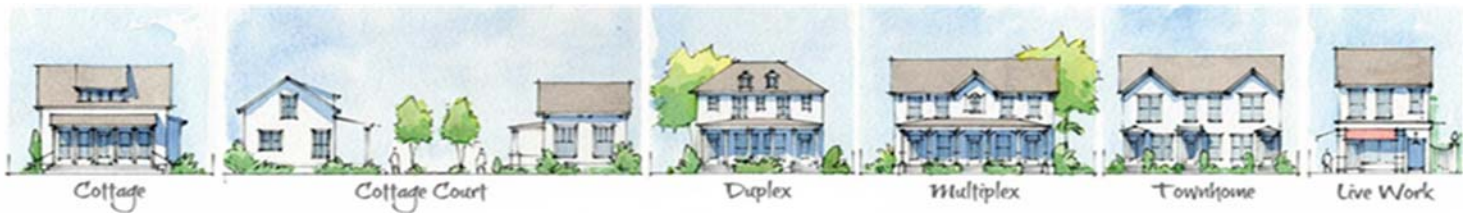
Walla Walla Regional Housing Action Plan

Cities of College Place, Dayton, Waitsburg and Walla Walla

July 21, 2021



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GLOSSARY

Accessory Dwelling Unit (ADU): A small living space located on the same lot as a single-family house.

Affordable For-Sale Housing: An owner-occupied dwelling with a monthly mortgage and property tax payment that equates to no more than 30% of household income.

Affordable Rental Housing: A dwelling that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed 30% of the household's monthly income. If income-restricted or government supported, U.S. Housing and Urban Development (HUD) income restrictions vary by family size.

Buildable Lands Inventory (BLI): An assessment of the capacity of land to accommodate forecasted housing and employment needs.

Buildable Residential Land: Includes land that is designated for residential development that is vacant and part-vacant and not constrained by existing buildings or environmental issues.

Cost Burdened: Defined by US Department of Housing and Urban Development (HUD) as households who spend over 30% of their income on housing.

Cottages: Small, single-level, detached units, often on their own lots and sometimes clustered around pockets of shared open space. A cottage is typically under 1,000 square feet in footprint.

Density: Defined by the number of housing units on one acre of land.

Development density: Expected number of dwelling units (per acre) based on current zoning designations.

Family: A group two or more people (one of whom is the householder) related by birth, marriage, or adoption and residing together.

High Density: Lots with the average density of 12+ dwelling units per acre. Best suited for multifamily housing such as apartments and condos.

Housing Unit (or Dwelling Unit): A house, an apartment or other group of rooms, or a single room is regarded as a housing unit when it is occupied or intended for occupancy as separate living quarters; that is, when the occupants do not live and eat with any other person in the structure and there is direct access from the outside or common hall.

Household: Consists of all people that occupy a housing unit.

HUD: Acronym for US Department of Housing and Urban Development, the federal agency dedicated to strengthening and supporting the housing market.

Low Density: Lots with the average density of 3-4 dwelling units per acre. Best suited for family housing such as single-family detached homes.

Manufactured Housing: is a type of prefabricated home that is largely assembled of site and then transported to sites of use. The definition of the term in the United States is regulated by federal law (Code of Federal Regulations, 24 CFR 3280): "Manufactured homes are built as dwelling units of at least 320 square feet in size, usually with a permanent chassis to assure the initial and continued transportability of the home. The requirement to have a wheeled chassis permanently attached

differentiates "manufactured housing" from other types of prefabricated homes, such as modular homes.

Median Family Income (MFI): The median sum of the income of all family members 15 years and older living in the household. Families are groups of two or more people (one of whom is the householder) related by birth, marriage, or adoption and residing together; all such people (including related subfamily members) are considered as members of one family.

Medium Density: Lots with the average density of 6-12 dwelling units per acre. Best suited for small lot housing such as single family attached, townhomes, plexes and cottages.

Middle Housing: Housing types that is generally attainable for households earning less than 120% of the area median income level. Typically includes plexes (2-4 units per structure), townhomes, apartments, accessory dwellings, cottage homes and manufactured homes.

Mixed Use: Characterized as two or more residential, commercial, cultural, institutional, and/or industrial uses into one combined building or building(s) on the same parcel of land.

Multi-Family Housing: Stacked flats in a single buildings or groups of buildings on a single lot with 5 or more units per structure. Parking is shared, and entrance to units is typically accessed through a shared lobby.

Part-vacant land: Unconstrained land that has some existing development but can be subdivided to allow for additional residential development.

Plexes and Apartments: Multiple units inside one structure on a single lot. Usually each unit has its own entry.

Seasonal dwellings: These units are intended by the owner to be occupied during only certain seasons of the year. They are not anyone's usual residence. A seasonal unit may be used in more than one season; for example, for both summer and winter sports. Published counts of seasonal units also include housing units held for occupancy by migratory farm workers. While not currently intended for year-round use, most seasonal units could be used year-round.

Residual Land Value: The amount a developer would typically be willing to pay for the land/site in order to build a specific real estate improvement based on underlying assumptions and market conditions.

Severely Cost Burdened: Defined US Department of Housing and Urban Development (HUD) as households who spend over 50% of their income on housing.

Single Family Attached: Residential structures comprised of two to four housing units with a shared wall that separates each unit. "Attached" duplexes require a single building permit for both dwelling units.

Single Family Detached: Free standing residential building, unattached, containing separate bathing, kitchen, sanitary, and sleeping facilities designed to be occupied by not more than one family, not including manufactured and mobile homes.

Townhome (also known as duplexes, rowhouse, etc.): Attached housing units, each on a separate lot, and each with its own entry from a public or shared street or common area.

Vacant housing unit: A housing unit is vacant if no one is living in it at the time of enumeration unless its occupants are only temporarily absent. Units temporarily occupied at the time of enumeration entirely by people who have a usual residence elsewhere are also classified as vacant.

Vacant land: Vacant and part-vacant land identified within the local buildable land inventory that is not developed and unconstrained for future planned residential development.

SUMMARY

The demand for adequate, safe and affordably-priced housing continues to far outpace new housing production. This Walla Walla Regional Housing Action Plan provides a strategy for strengthening and enhancing the inventory of affordable housing and less expensive market-rate housing in southeast Washington. This growing region includes a network of small and medium historic cities, that are rich in agricultural, viticulture, and education.

This Plan highlights existing housing conditions and issues and forecasts future needs based on changing demographic and socio-economic conditions. Using feedback from a dedicated project advisory committee and stakeholder committee and survey input from over 400 citizens, this plan reflects current attitudes regarding housing priorities. While significant steps have already been taken by the cities of College Place, Dayton, Waitsburg and Walla Walla, this Plan lists new housing policies and actions that can be taken for each city to further enhance housing opportunities.

As shown in the following graphic, the Housing Action Plan will be used to inform future Comprehensive Plans, Capital Facilities Plans and Land Use Policies. The Plan also guides decisions regarding implementation strategies that can affect development regulations, infrastructure spending priorities, permitting procedures, fee structures and other housing actions.

Source: Washington Dept. of Commerce and BERK, 2020.

Highlights of the Walla Walla Regional Housing Action Plan

Walla Walla Regional Housing Survey (over 400 respondents) lists the **top 5 housing issues** as:

1. Housing Cost/Affordability
2. Inadequate Housing Availability
3. Homelessness
4. Range of Housing Types
5. Housing Quality

The top 5 Housing Actions recommended by survey respondents include:

1. Development Partnerships
2. Multifamily Tax Incentives
3. Grants for First time Homebuyers
4. Housing Rehabilitation Grants
5. Increase Residential Land Inventory

The Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand in the Region is likely to include 1,523 standard-lot single family detached homes; 1,104 small-lot detached homes; 732 townhomes/plexes; 894 multi-family units (includes some group quarters demand), and 443 affordable housing units (government supported), manufactured homes and/or ADUs.

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, nearly half of new construction that is planned to occur in College Place and Walla Walla would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through "infill" is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficient to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

- **College Place UGA:** the projected 20-year housing need of 747 dwelling units is far greater than the potential UGA capacity of 345 units, even after accounting for recent code changes and assuming 60% of net new housing will need to be constructed on infill and redevelopment lands.
- **Walla Walla UGA:** the projected 20-year housing need of 3,570 dwelling units is below the potential UGA capacity of 3,740 dwelling units. However, the current amount of land zoned for multi-family structures appears to be inadequate to meet overall housing needs, even after assuming 55% of the net new housing will be constructed on infill and redevelopment lands.

  It is recommended that the cities of College Place and Walla Walla continue to work with Walla Walla County and regional housing advocates to ensure that new housing density can be optimized within current UGAs, and new areas be identified for potential UGA expansion.
- **Waitsburg and Dayton UGAs:** the combined projected housing demand of 200 dwellings for these two small cities can be accommodated by their existing UGAs if adequate water and wastewater infrastructure is provided.

Additional policy actions and housing program considerations are provided in Section III.

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I. INTRODUCTION

PURPOSE

Communities across the state of Washington are facing unprecedented challenges with providing safe and affordable housing.[1] In response, the Washington state legislature passed a measure designed to encourage cities and counties to proactively work together to identify housing needs and implement local actions to preserve affordable housing and spur new housing development.

Within the Walla Walla Region, the Community Council facilitated a community-led study regarding regional housing issues, needs and local policy recommendations in a landmark report: *Affordable Housing Study (A report to the residents of Columbia and Walla Walla counties and the Milton-Freewater area), 2019.* That report raised local awareness about issues pertaining to housing affordability and laid the foundation for advocacy around a number of recommendations to address the need for safe and affordable housing. The Affordable Housing study recommended the completion of a study on housing needs in the region and strategies for improvement; the cities of College Place. Dayton, Walla Walla, and Waitsburg applied for and were awarded a grant from the Washington State Department of Commerce to prepare this regional housing action plan.

A regional Housing Action Plan (HAP) is intended to examine housing affordability, access and structural diversity issues, as well as strategies and actions to be taken to create a more equitable housing environment. The HAP process includes a review of the region's comprehensive plans, policies, past actions, partnerships, and current regulations to determine

Housing Action Plans address the following questions:

- ***Who lives and works here and what are their socioeconomic characteristics?***
- ***What types of housing are available?***
- ***Are there any groups of people who are not able to find housing that is safe, affordable, and meets their household needs?***
- ***How much housing, and what types of housing, are needed to meet current and future housing needs?***
- ***Is there sufficient buildable land capacity to accommodate this growth and housing diversity?***
- ***What local policies and actions can be taken to produce additional affordable and market rate housing?***

[1] Unless otherwise specified, "affordable housing" in this report is defined as government-supported housing that is income restricted as well as market-rate housing where residents pay no more than 30% of their income on housing costs (monthly rents or mortgage payments).

existing conditions of the housing ecosystem. Community input is obtained to identify and evaluate potential policy changes that can be implemented to increase production of affordable and market-rate housing.

At its core, the regional HAP identifies future housing needs to serve all economic segments of the community. Based on the 20-year growth target, the housing needs assessment identifies how many units of different types are needed to optimize housing affordability.

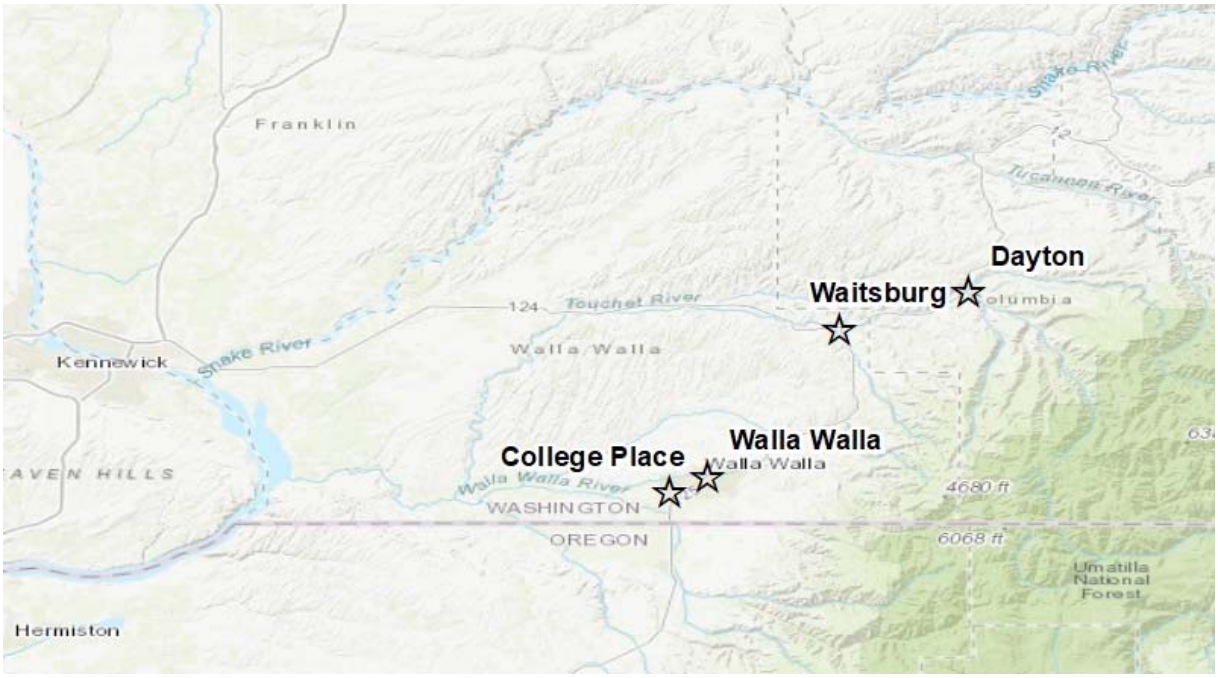
Based on Washington Department of Commerce grant funding guidelines, the focus of this study is on the existing urban growth areas (UGAs) surrounding the cities of Walla Walla, College Place, Dayton and Waitsburg. For purpose of this plan, these areas are collectively referred to as the Walla Walla Region.

REGIONAL CONTEXT

Because housing ecosystems are rarely contained within a single jurisdiction, regional analysis and coordination are necessary to understand market dynamics. For example, if safe and affordable housing is not sufficient in one community, residents are likely to search for housing in an adjacent jurisdiction rather than leave the region altogether.

The focus of this plan is on the Walla Walla Region, which includes the urban growth areas of Walla Walla, College Place, Dayton, and Waitsburg and the surrounding unincorporated areas of Walla Walla and Columbia counties (**Exhibit 1**). While the community of Milton-Freewater in Oregon is often included in the greater Walla Walla region, this analysis is limited to communities in Washington by dint of its focus on the Urban Growth Area structure laid out in Washington's Growth Management Act. The cities of College Place and Walla Walla currently function as the business and regional service center for this region. Each of the four cities provide a unique mix of housing opportunities, growth potential and community character.

Exhibit 1: Walla Walla Region



Recent Accomplishments

Prior to undertaking this work, communities within the Walla Walla Region have made strides in advancing affordable housing. Efforts completed to date include the following:

Regional Planning Coordination (Walla Walla, College Place, Waitsburg and Dayton)

- The cities of Walla Walla, College Place and Waitsburg have coordinated with Walla Walla County) to update their comprehensive plans with new growth forecasts and sections focused on housing policies.
- The city of Dayton has also coordinated with Columbia County and cities in Walla Walla County (through this planning effort) to evaluate their buildable land inventory.
- Community Council, a regional policy advocacy and education organization, convened civic, private and non-profit representation on the Affordable Housing Study Workgroup to identify housing issues and barriers to affordable housing, and to recommend policy strategies.

City of Walla Walla

- As mentioned above, the city of Walla Walla undertook a significant update of its comprehensive plan, with a new housing policy section that includes objectives aimed at expanding housing opportunities.
- 2018 Code Updates: this resulted in changes to local zoning that collapsed three single family residential zones into one zone called Neighborhood Residential. This new zone supports additional housing density in low density zone by allowing development of (up to) fourplexes on a single lot. The city also relaxed road access standards for short plats to permit private lanes to serve up to 9 dwelling units. Other changes included permitting multifamily units outright and removing the owner occupancy requirement for accessory dwelling units.
- Utility Rate Discounts: the city provides a program for providing water and sewer utility rate discounts to low-income citizens.
- The city is using Community Development Block Grant funds to provide micro-grants for property owners to complete home repair projects through a contract with the Blue Mountain Action Council.

City of College Place

- Recent Code Updates:
  - College Place created a new single-family residential zoning district and reduced minimum single-family residential lot sizes to 6,000 square feet.
  - The city increased flexibility in short plat standards.
  - Accessory dwelling units are now permitted in all residential zones.
  - Cottage and co-housing are now permitted in the Single-Family and Multi-Family Zoning Districts.
  - The City now permits dwelling units in commercial developments in both the Downtown Mixed-Use and General Commercial Zoning Districts
  - Three or more single-family dwelling units may be attached as townhomes or zero-lot line developments and the City may waive the minimum lot size and width requirement. Tiny Homes Permitted

  - Tiny homes, also known as Park Model Recreation Vehicles, are now permitted for temporary or recreational use in mobile home and RV parks and may be approved for use as a dwelling unit subject to conditions.
  - Manufactured homes, mobile homes, RV's, park models, tiny homes, and campers are now permitted for residential use in mobile home parks, manufactured housing communities, and manufactured/mobile home communities.
  - Recreational Vehicles may now be used as a residence in RV and Mobile Home Parks subject to conditions.
- Dwelling Units of 600SF or less now qualify for reduced wastewater & water capital facility charges. This includes all categories of dwelling units.

City of Dayton

- In addition to mapping their buildable lands, the city revised its zoning code to increase future development potential by allowing plexes in and reducing setbacks in single family zones.
- The city has drafted an ordinance to streamline surplus property procedures.

APPROACH

The overall project approach/schedule is shown in **Exhibit 2**. Key steps taken to create this report include the following:

- Project coordination meetings: Interim findings were shared with the HAP Plan Advisory Team (PAT) and a Stakeholder Advisory Committee (SAC) made up of regional civic leaders.
- Housing trends and forecasts: the consultant team analyzed most recent available data from a mix of sources, such as the U.S. Census Bureau, American Community Survey, Washington Office of Financial Management to confirm the existing housing inventory, quantify market gaps in housing products, and to establish baseline housing demand forecast.
- Housing gentrification and displacement risk assessment: included analysis of the availability of naturally occurring affordable housing (non-government supported) as well as income-restricted government supported housing in context with local demographic and socio-economic data. Locations where the risk of housing displacement are relatively high were mapped for each community in the region.
- Review of existing housing policies and draft policy recommendations: this included a synthesis of the current housing policies for each community, and identification of potential housing policies and actions that can be taken to address issues identified the HAP.
- Community engagement: the HAP process included stakeholder interviews, PAT and TAC meetings and public surveys with the broader community to identify and evaluate housing issues and policy actions.

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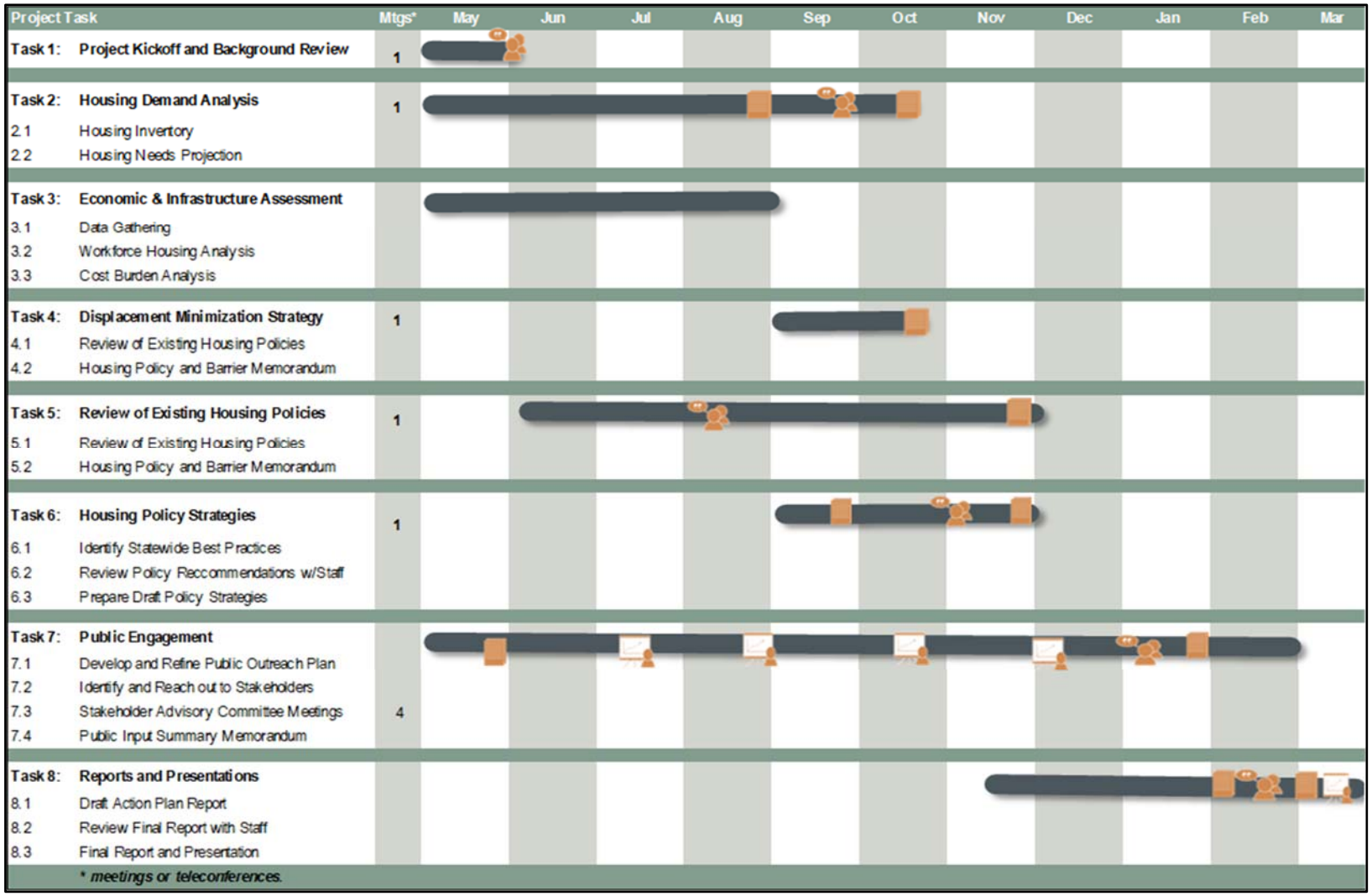
Exhibit 2: Project Approach



COMMUNITY ENGAGEMENT PROCESS

Public Engagement Plan and Groups Contacted

The Public Engagement Plan (provided in **Appendix A**) for this regional plan is consistent with local and state requirements and reflects best practices. In light of the global Covid-19 pandemic that was in-place during the planning process, the community outreach process utilized virtual video conference meetings/presentations and interactive surveys to evaluate housing affordability, availability and local policies. At the outset of the HAP, a draft Public Engagement Plan was developed and refined based on input from the Project Advisory Team. The engagement plan had four objectives:

1. To provide a forum to share, develop and refine useful information and data,
2. To ensure a shared understanding of current conditions, issues, concerns, and opportunities,
3. To provide avenues for the public, applicable committees, and supporting agencies to be involved,
4. To build support for eventual adoption and implementation.

Project Advisory Team (PAT) Meetings (4): PAT members were comprised of planning staff from the cities of Walla Walla, College Place, Waitsburg, and Dayton, and Walla Walla County and the consultant team. The PAT directed and reviewed the research, outreach, and work products in support of the Walla Walla Regional Housing Action Plan. The PAT met four times from May to November 2020

Stakeholder Advisory Committee Meetings (3): The Stakeholder Advisory Committee represented a range of informed and committed stakeholder interests. It included representatives of city and county agencies, direct service providers, and other public agencies, along with local property owners, residents, and community organizers. The Committee provided recommendations on key project issues and decisions, helped to shape housing policy options, guided stakeholder and community engagement strategies, and encouraged community members to participate in the planning process. The SAC met three times from July to November 2020.

Input regarding housing issues, goals and objectives

Two housing surveys were conducted during the HAP planning effort, with input from the PAT and the SAC. The initial Housing Policy Survey was distributed to local planners, developers and housing experts in the region. The survey focused on housing development issues, barriers and policy preferences. Survey respondents were asked to identify the most effective housing policies in their jurisdiction (city and county) and were asked to identify housing actions suggested within HB 1923.

The Housing Policy Survey received five responses. The top housing issues and policies identified for the Walla Walla region included:

- Overall need for additional construction of quality market-rate housing, additional vacant developable land, the need for less development regulations, and the need for new housing development incentives.
- Survey respondents supported local implementation actions regarding: use of cluster zoning (such as lot size averaging with reduced setbacks for new buildings), a shortened subdivision

approval process, clear and objective accessory dwelling unit standards, and increased categorical exemptions for multifamily developments.

Public Input

The second survey included an electronic Regional Housing Action Plan Survey that was also developed with input from the PAT and TAC and provided in both English and Spanish. The survey focused on the identification of community-defined housing issues, housing affordability perceptions, and barriers to renting or owning a home. Survey respondents were asked to identify actions local officials could take to address housing issues in their community. While the survey is not a statistical representation of all regional residents, the issues and perceptions provided by the respondents are generally consistent with other survey input received during the recent Walla Walla (city and county) Comprehensive Plan updates.

The English survey received 419 responses and the Spanish survey received 3 responses. Survey responses were primarily from residents living in the Walla Walla zip code 99362 (80%), the College Place zip code 99324 (11%), and the Dayton zip code 99328 (4%). Detailed survey results are included in **Appendix B** and are summarized below. While the survey is not considered statistically valid, it does provide a reliable indication of community perceptions regarding housing issues.

Top 5 Perceived Housing Issues	Top 5 Housing Actions
1 Housing Cost / Affordablity	1 Development Partnerships
2 Inadequate Housing Availablity	2 Multifamily Tax Incentives
3 Homelessness	3 Grants for First-time Homebuyers
4 Range of Housing Types	4 Housing Rehabilitation Grants
5 Housing Quality	5 Increase Residential Land Inventory

Top Barriers to Homeownership

Barriers to Home Ownership	Count	Percent
Limited Housing Supply	249	21.9%
Availability of Living Wage Jobs	290	25.5%
Affordability of Available Homes	371	32.6%
Programs for Homeowners	124	10.9%
Lack of Resources/Education on Home Ownership	63	5.5%
Other	40	3.5%
Total	1,137	100.0%

Top Barriers to Rental Housing

	Count	Percent
Low Vacancy Rates	298	30.0%
Lack of Affordable Rentals	351	35.3%
Strict Rental Requirements	196	19.7%
Confusing Rental Application Process	48	4.8%
Other	101	10.2%
Total	994	100.0%

II. Housing Market Overview

Housing demand is driven by a combination of population growth, household formations and regional economic activity. Population within the Walla Walla Region (includes the cities of Walla Walla, College Place, Dayton and Waitsburg) reached a record high of 47,695 year-round residents in 2019 (*according to the WA Office of Financial Management*).

Population within the Region has been increasing at an annual average rate of 0.68% between 2010-2018, which is three times faster than unincorporated Walla Walla County, but only half the statewide average (**Exhibit 3**).

Exhibit 3: Population Trends

Population Trends	2010	2018	AGR
Washington	6,561,297	7,294,336	1.33%
Columbia County	3,957	4,001	0.14%
Dayton	2,463	2,682	1.07%
Walla Walla County	57,585	60,236	0.56%
College Place	8,502	9,136	0.90%
Waitsburg	1,194	1,188	-0.06%
Walla Walla	31,177	32,731	0.61%
Walla Walla Region	43,336	45,737	0.68%
Unincorp. Walla Walla County	14,249	14,499	0.22%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B01003)

AGR: average annual growth rate.

Household income and housing price/rent levels are good indicators of housing attainability. Median household income in Walla Walla County ($56,533) is currently well below the Washington average ($70,116). However, overall income levels in Walla Walla County and the city of Walla Walla recorded a slightly faster growth rate than the state average between 2010 and 2018 (**Exhibit 4**).

Exhibit 4: Median Income Trends, 2010-2018

	2010	2018	AGR
Washington	$57,244	$70,116	2.6%
Walla Walla County	$45,575	$56,533	2.7%
College Place	$40,137	$47,525	2.1%
Dayton	$39,861	$44,524	1.4%
Waitsburg	$45,568	$48,403	0.8%
Walla Walla	$39,397	$48,678	2.7%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25119)

AGR: average annual growth rate.

To meet HUD guidelines for housing affordability, no more than 30% of income should be allocated to housing. Hence, middle-income families earning 80% to 120% of the median household income (MHI) should be able to afford monthly rents at $1,131 to $1,696; or homes priced between $194,000

and $291,000. If middle-income households pay more than this, they would be "cost burdened" to some degree. As indicated in **Exhibit 5**, using current statistics, affordable monthly housing cost for low-income families is as follows:

- Low Income, $707 to $1,131
- Very Low Income, $424 to $707
- Extremely Low Income, $424 or less

Exhibit 5: Analysis of Attainable Housing Prices/Rents

Walla Walla County Median Household Income (2018)*	$56,533	
Market Segment by Income Level	**Lower-end**	**Upper-End**
Upper (120% or more of MHI)		120%
Middle (80% to 120% of MHI)	80%	120%
Low (50% to 80% of MHI)	50%	80%
Very Low (30% to 50% of MHI)	30%	50%
Extremely Low (less than 30% of MHI)	30%	
Qualifying Income Level	**Lower-range**	**Upper-range**
Upper (120% or more of MHI)	$67,840	or more
Middle (80% to 120% of MHI)	$45,226	$67,840
Low (50% to 80% of MHI)	$28,267	$45,226
Very Low (30% to 50% of MHI)	$16,960	$28,267
Extremely Low (less than 30% of MHI)		$16,960
Attainable Monthly Rent or Payment (@30% of income level)	**Lower-range**	**Upper-range**
Upper (120% or more of MHI)	$1,696	or more
Middle (80% to 120% of MHI)	$1,131	$1,696
Low (50% to 80% of MHI)	$707	$1,131
Very Low (30% to 50% of MHI)	$424	$707
Extremely Low (less than 30% of MHI)		$397
Approximate Attainable Home Price**	**Lower-range**	**Upper-range**
Upper (120% or more of MHI)	$291,000	or more
Middle (80% to 120% of MHI)	$194,000	$291,000
Low (50% to 80% of MHI)	$116,000	$185,000
Very Low (30% to 50% of MHI)	$69,000	$116,000
Extremely Low (less than 30% of MHI)	n/a	n/a

Notes:

** based on current U.S. Census estimates of household income for Walla Walla County.*

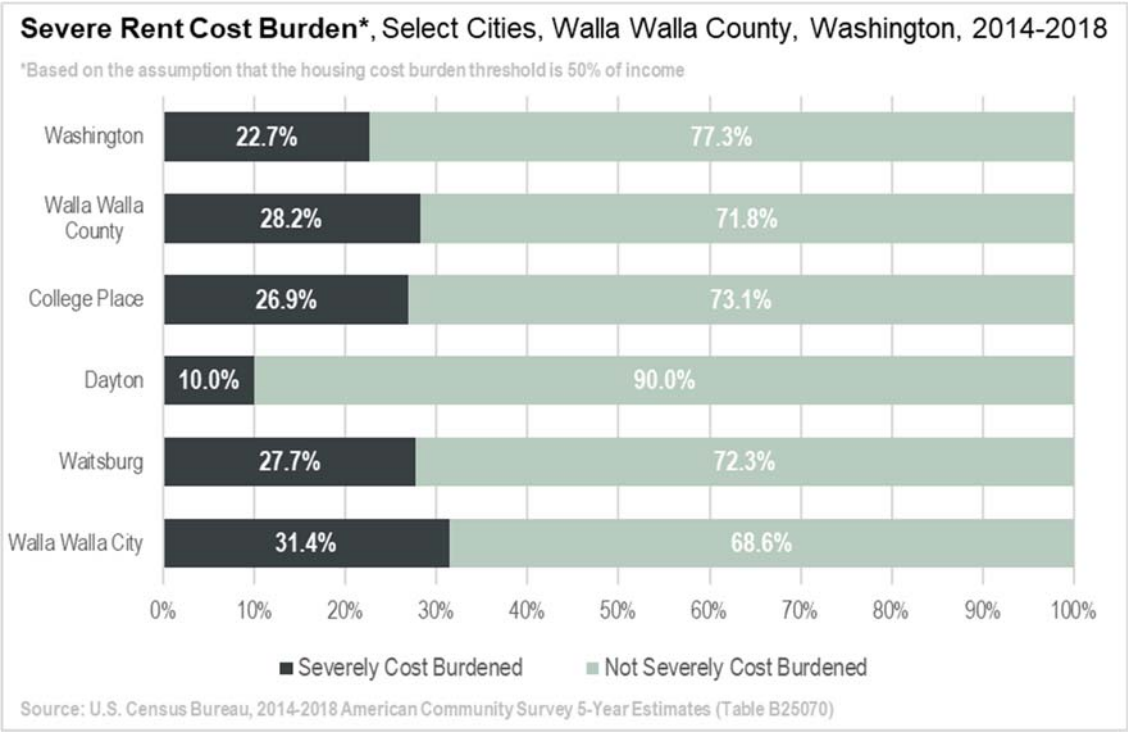
*** assumes 5% down (zero down payment for low income purchasers) on 30-yr mortgage @ 3.6% interest; and 1.89% for taxes and insurance.*

Source: analysis by FCS GROUP using U.S. Census, Amercian Community Survey data.

According to the U.S. Housing and Urban Development (HUD), households are considered "cost burdened" if they pay over 30% of their gross income on housing and utilities. Households are "severely cost burdened" if they pay over 50% of their gross income on housing and utilities.

As of 2018, nearly 3 in 10 renters (28%) in Walla Walla County were severely cost burdened by housing expenses alone **(Exhibit 6)**. If housing costs continue to rise faster than income levels, the share of severely cost burdened households will continue to increase.

Exhibit 6: Severe Housing Cost Burden by Locality



Measures of Economic Hardship

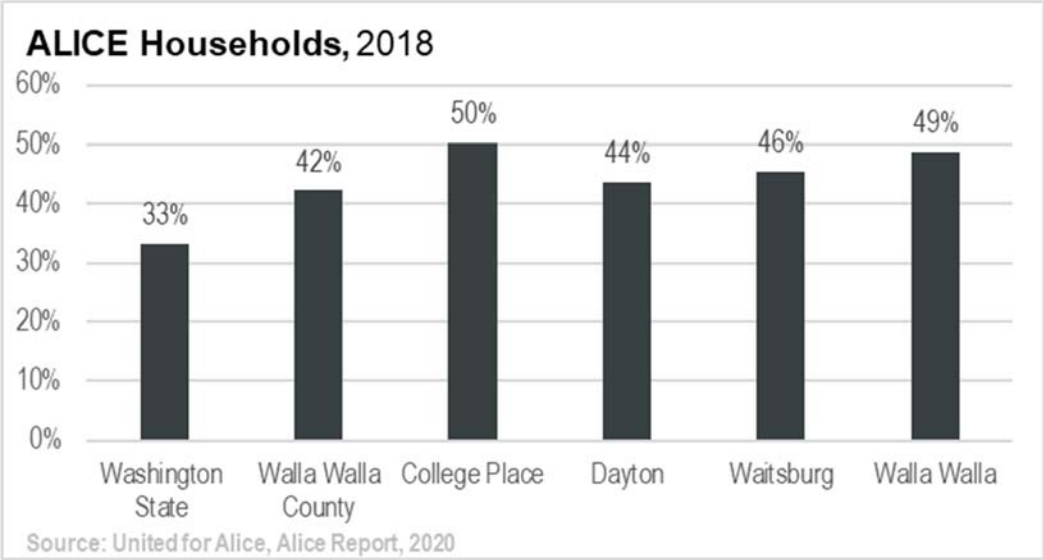
Like many rural communities across the U.S., an increasing share of households in the Region are experiencing economic hardship as the cost of living rises faster than income levels.

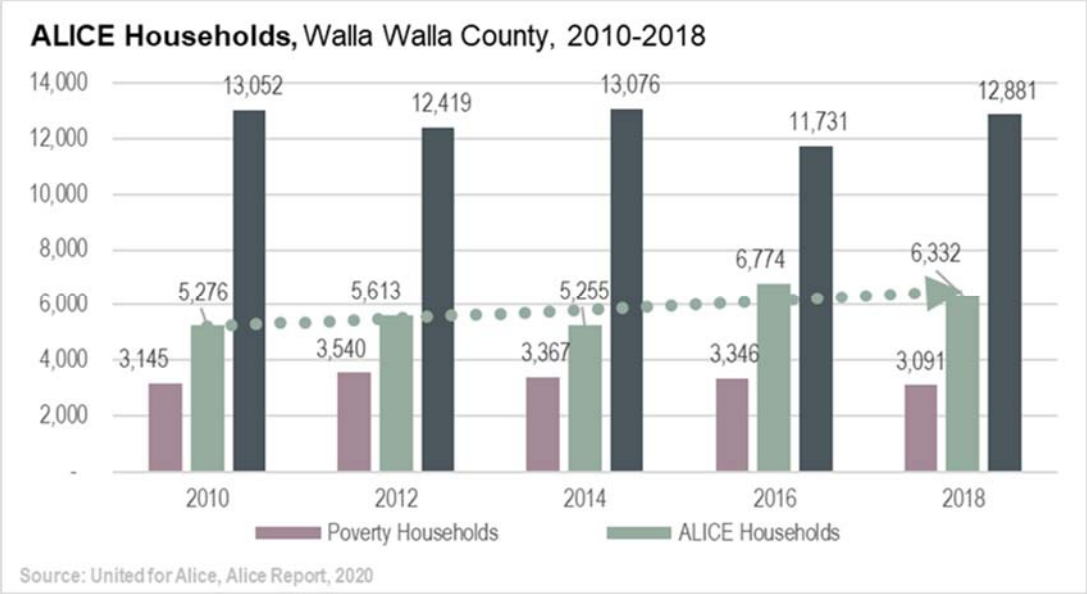
Since the War on Poverty began in 1965, the Federal Poverty Level (FPL) has provided a standard for determining the proportion of people living in poverty in the U.S. Despite the FPL's benefit of providing a nationally recognized income threshold for determining who is poor, its shortcomings include the fact that the FPL is not based on the current cost of basic household necessities, and except for Alaska and Hawaii, it is not adjusted to reflect cost of living differences across the U.S. In fact, federal poverty statistics indicate that the number of Walla Walla County households living in poverty decreased by 54 between 2010 and 2018.

In recognition of the short comings associated with federal poverty statistics, the United Way now provides a new measure of economically distressed households struggling in each county in a state. This effort provides a framework, to measure households that do not earn enough to afford basic necessities, with a population segment called **ALICE (Asset Limited, Income Constrained, Employed**). The ALICE methodology takes into account the total cost of household essentials – housing, child care, food, transportation, technology, and health care, plus taxes and a 10 percent contingency. ALICE data are calculated separately for each county, and for six different household types. For more information check out: https://www.unitedforalice.org/methodology

In 2018, 42% of the households in Walla Walla County were either in poverty or in the ALICE category, which is well above the Washington statwide average of 33%. Within the Walla Walla Region, the share of households in poverty and ALICE categories ranged from 44% in Dayton to 50% in College Place (**Exhibit 7**).

Exhibit 7: ALICE Household as Share of Total Households





Employment

Employment in the cities of the Walla Walla region has been on a steady upward trajectory since 2002, with an estimated 13,281 jobs in 2002 and 14,006 jobs in 2017 (latest available data) a 5.5% overall increase in that timeframe. Job gains varied by sector, with industries such as Transportation and Utilities, Industrial Trades, and Agriculture recording job losses, while Health Care, Services and Education sectors recording the most job gains during this time frame (**Exhibit 8**).

Exhibit 8: Employment Trends: 2002-2017

Segment	2002 - 2017 Job Growth	2002	2010	2017	Change
Agriculture, Forestry, Fishing and Hunting		230	184	150	(80)
Transportation, Communications & Utilities		700	509	427	(273)
Industrial Trades & Construction		1,978	1,642	1,594	(384)
Retail Trade		2,392	2,911	2,337	(55)
Other Services, Restaurants & Lodging		3,673	4,129	4,022	349
Educational Services		1,042	1,033	1,288	246
Health Care and Social Assistance		3,083	3,396	4,012	929
Public Administration		183	173	176	(7)
Total		**13,281**	**13,977**	**14,006**	**725**

Source: US Census Bureau, On the Map.com. Region includes four cities: Walla Walla, College Place, Waitsburg an

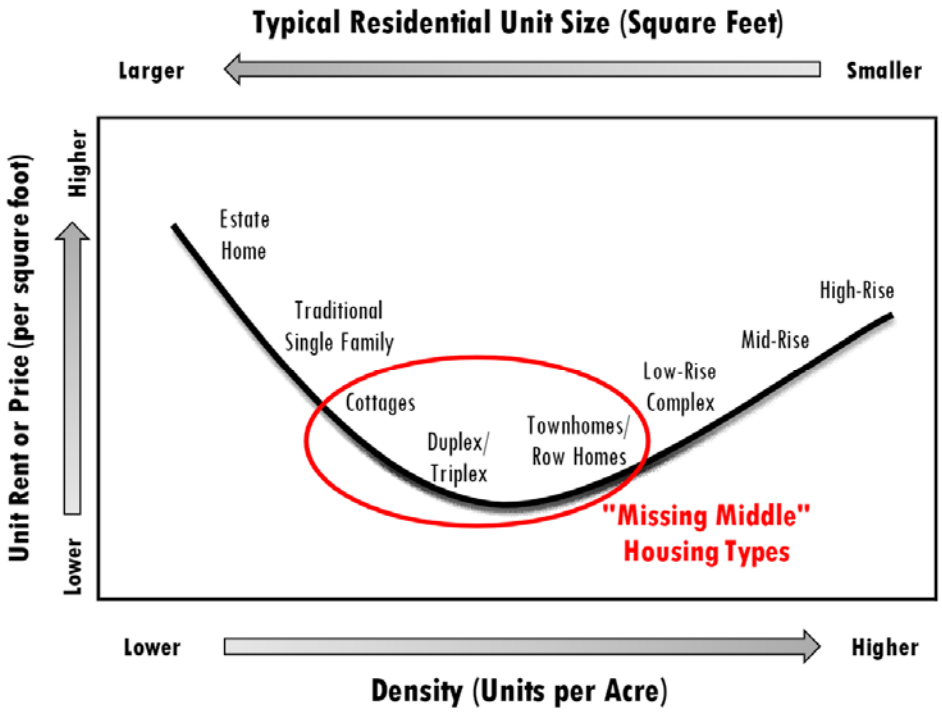
In that same timeframe in the Walla Walla MSA (Walla Walla and Columbia Counties) the civilian labor force increased by 1.9%, a figure well outpaced by job growth in the area according to the US Bureau of Labor Statistics. Unemployment in the area also dropped from 6.9% in 2002 to 4.9% in 2017.

HOUSING NEEDS FORECAST

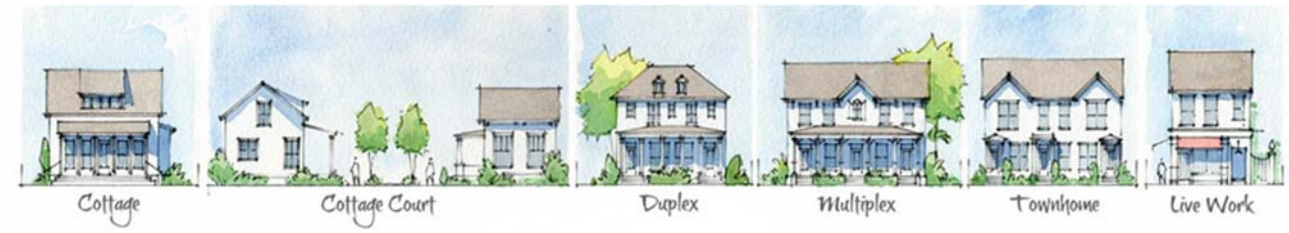
Representatives from public agencies have expressed concern over the lack of attainable and good quality housing for middle income families and local workers. To find attainable housing, some workers must travel long distances between their homes and their jobs to find attainaible housing.

The Region would benefit from development of "middle income" housing types, such as apartments, duplexes, townhomes, cottages, manufactured homes and accessory dwelling units (ADUs). These housing types can be delivered at a lower cost and rent level per square foot than standard single family detached and mid-rise housing types (**Exhibit 9)**.

Exhibit 9: Middle Housing Types



Source: Washington Department of Commerce Housing Memorandum (PNW Economics and LDC)



Housing Market Gaps

Low vacancy rates and rising home prices have resulted in deficiencies in the regional housing inventory that could largely be addressed by new housing construction. The regional *Community Council's Affordable Housing Study Report*, Summer 2019, found that median income levels in the City of Walla Walla and College Place would need to increase by at least $5,400 to enable families to purchase a home at 2018 prices.

The housing affordability gap within the region does vary significantly by location. As shown in **Exhibit 10**, regional home prices are highest in College Place ($281,000) and lowest in the cities of Dayton ($152,000) and Waitsburg ($230,000) As a result of this wide disparity in home prices, approximately 69% of the region's households could likely afford to buy a home in Dayton, but less than half of the households can afford to buy a median priced home in College Place.

Exhibit 10: Median Home Price Sales Trends & Affordability

	5/19/2019	5/20/2020	Change from prior year %	Min. Income Needed to purchase median priced home*	Share of Regioinal HHs that qualify based on income**
Washington	$403,000	$425,000	5.5%	$83,332	
Columbia County	$186,400	$208,300	11.7%	$40,842	63.1%
Dayton	$149,000	$152,000	2.0%	$29,803	69.3%
Walla Walla County	$268,000	$273,000	1.9%	$53,528	49.5%
College Place	$276,000	$281,000	1.8%	$55,097	48.9%
Waitsburg	$226,000	$230,000	1.8%	$45,097	60.4%
Walla Walla City	$268,000	$273,000	1.9%	$53,528	49.5%

Source: Zillow, (6/1/2020), Compiled by FCS GROUP.
* Assumes 30-year mortgage, 3.6% interest, 1.89% property tax & insurance; 5%
** Assumes 30% of household income dedicated to payments.

The Region's housing gap is most prevalent for long-term rentals as well as less-expensive for sale housing. In other words, there is an inadequate supply of deed-restricted rental housing as well as high-quality market rate apartments and for-sale housing priced under $300,000. Housing needs reflect an increase in demand for homes in the $291,000 to $300,000 price range, which are affordable to households earning around the median income.

As reflected in **Exhibit 11**, the lack of affordable rental housing (priced at $707/month or lower) has resulted in 791 households living in higher-cost housing than they can afford, which leads to severe rent burdens. If we assume that 33% of the housing gap can be addressed by new policies that encourage near term housing construction, we expect the Region could absorb nearly 240 market rate rentals units and at least 261 deed-restricted rental units within 1 or 2 year (**Exhibit 11**).

Exhibit 11: Rental Housing Market Gaps, Walla Walla Region, 2017

Median Household Income Range	Lower-end	Upper-End	Renter Households Counted	Affordable Monthly Rent Costs *	Level of subsidy required	Estimated Rental Units Counted	Year 2017 Housing (Gap) or Surplus
Upper (120% or more of MFI)	$67,840 or more		1,304	$1,696 & Above	Zero	580	(400)
Middle (80% to 120% of MFI)	$45,226	$67,840	1,173	$1,131-$1,686	Zero	1,497	
Low (50% to 80% of MFI)	$28,267	$45,226	1,518	$707-$1,131	Low	2,709	1,191
Very Low (30% to 50% of MFI)	$16,960	$28,267	1,177	$424-$707	Medium	1,541	(791)
Extremely Low (less than 30% of MFI)	$16,960 or less		1,830	Less than $424	High	674	
Total			7,001			7,001	

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

* Calculated at 30% of Walla Walla County median family income based on HUD guidelines

Analysis of Pent-Up Rental Housing Demand, Walla Walla Region

Median Household Income Range	Renter Households in 2017	Rental Units in 2017	Housing (Gap)	Potential Capture Rate	Pent-up Housing Demand Capture
Upper (120% or more of MFI)	1,304	580	(724)	33%	**239**
Middle (80% to 120% of MFI)	1,173	1,497	324		
Low (50% to 80% of MFI)	1,518	2,709	1,191		
Very Low (Less than 50% of MFI)	3,006	2,215	(791)	33%	**261**

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

Regional Housing Need

The 20-year regional housing demand forecast takes into account a share of the current market gap for rental housing along (noted in the preceding section) plus the amount of housing required to address demand from the projected changes in population for cities and unincorporated areas of Walla Walla and Columbia counties. Population growth rates are consistent with the adopted comprehensive plans for Walla Walla County and the cities of College Place, Walla Walla, Dayton and Waitsburg.

These plans anticipate a population increase of approximately 9,668 year-round residents by 2040 within Walla Walla County. According to the Walla Walla County Comprehensive Plan, the vast majority of population (and housing) growth is expected to occur within the Walla Walla, College Place and Waitsburg urban areas. Unincorporated areas of the county are projected to add 2,802 people. Since that forecast also reflects unincorporated portions of UGAs for the cities, we expect the majority of new population growth to occur within future annexation areas of local cities.

To estimate urbanization requirements for the four-city region, this regional housing action plan assumes that 70% of the housing growth and 90% of the group quarters population growth within unincorporated Walla Walla County will occur within the UGAs of Walla Walla, College Place, and Waitsburg. As indicated in **Exhibit 12**, this allocation of county growth equates to approximately 107 group quarters residents and 657 dwelling units. A more detailed breakdown of this analysis can be found in **Appendix C**.

Exhibit 12: Projected Regional Housing Capture of Unincorp. Walla Walla County, 2020 to 2040

	Walla Walla County	Unicorp. Walla Walla County**	Regional Housing Capture of Unincorp. County %	Regional Housing Capture of Unincorp. County
Net New Population	9,668	2,802		
New Pop in Group Quarters*	773	119	90%	107
Population in Households	8,894	2,683		
Housing Need for Permanent Residents (dwellings)	3,601	865		
Seasonal & Vacancy Allowance (@9.4 %)	358	74		
Growth-related Housing Demand (dwelling units)	3,959	939	70%	657

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormatories, group homes, institutions, etc. ** Includes unicorporated areas within urban growth areas of local cities.

The baseline housing demand forecast coverts future population growth into housing needs. To address changing demographic and householder preferences, the baseline housing demand forecast also takes into account the following assumptions:

- Future population growth forecasts for each city within the Walla Walla Region will be consistent with adopted local comprehensive land use plan forecasts (extrapolated).
- The tenancy mix and rate of homeownership will increase slightly overtime to the Washington statewide average (63% owners and 37% renters). Note, this results in a modest increase in homeownership rates within the Region from 60% currently to 63% by year 2040.
- Housing needs reflect increasing demand for attainably-priced middle housing types consistent with 30% of household income allocated to rent or mortgage (principal and interest).

- The housing needs forecast assumes a moderate shift toward middle housing types, including townhomes, plexes, apartments, ADUs and manufactured housing.

Given these assumptions, the Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand in the Region is likely to include 1,523 standard-lot single family detached homes; 1,104 small-lot detached homes; 732 townhomes/plexes; 894 multi-family units (includes some group quarters demand), and 443 government-supported affordable housing units, manufactured homes and/or ADUs (**Exhibit 13).**

Exhibit 13: Walla Walla Region Housing Needs Forcast, 2020 to 2040

	Walla Walla City	College Place	Waitsburg	Dayton	Region Total
Projected Baseline Housing Demand	2,362	494	153	11 +	3,021
Plus Share of Housing Within Unincorp. UGAs	514	107	33	2 +	657
Plus Demand to Address 33% of Housing Gap	414	87			500
Total Housing Need	3,290	688	187	13 +	4,178
Plus Group Quarters Housing Units (@1.5 people per unit)*	420	88			762
Grand Total (units)	3,710	776	187	13 +	4,685
percent of total	79%	17%	4%	0.3%	100%

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormatories, group homes, institutions, etc.

Projected Housing Need by Housing Type

Projected 2040 Housing Needs	3,710	776	187	13	9,75	
Housing Type	Walla Walla UGA	College Place UGA	Waitsburg UGA	Dayton UGA	Walla Walla Region	Remainder of Walla Walla County
Single-Family Detached						
Standard Lots	1,142	261	112	9 +	1,523	225
Small Lots, cottages, mfg. homes (lots)	899	205	-	-	1,104	-
Townhouses / Plexes (units)	556	155	19	1 +	732	-
Multi-family units (5+ units per structure)	816	78 +	-	-	894	-
Mobile homes/ADUs/other (units)	297 +	78 +	56 +	3 +	433	56 +
Total Dwelling Units	3,710	776	187	13 +	4,685	282

Projected Housing Need by Income Level

Family Income Level	Owner-Occupied	Renter-Occupied	Total	Dist. %	Attainable Housing Products
Upper (120% or more of MI)	2,361	260	2,621	56.0%	Single Family Lots
Upper Middle (80% to 120% of MI)	384	347	730	15.6%	Cottage Homes, Townhomes, Apartments
Lower Middle (50% to 80% of MI)	207	693	900	19.2%	Townhomes, Mfgd. Homes, Plexes, Apartments
Low (less than 50% of MI)	0	433	433	9.3%	ADUs, Govt. Assisted Apts.
Total	2,952	1,734	4,685	100.0%	

*Derived from Appendix A.

A more detailed analysis of group quarters housing demand indicates that the majority of this segment is likely to be supported by seniors that desire assisted living facilities, and to a lesser extent university students and special needs population segments (including inmates at the correctional center). As indicated in **Exhibit 14**, the senior housing segment is projected to account for about three quarters of the overall group quarters demand, with the need for almost 380 units of shared senior housing required by year 2040.

Exhibit 14: Projected Senior Housing Demand: Walla Walla Region

	Region Total within UGAs
Current Population	48,363
Proj. Net New Population within Region UGAs (@2.3 persons/HH)	8,485
Future Population year 2040	56,848
Population over Age 65	20%
Share of pop. over Age 65 in Nursing Homes	5.0%
Avg. Household Size within Nursing Homes	1.50
Proj. Net New Population in Nursing Homes	568
Proj. Senior Housing Need (dwelling units)	379

Source: population estimates and forecasts based on WA Office of Financial Management data; nursing home capture rates based on National Institute of Aging estimates, 2015.

Land Sufficiency Findings

According to the June 2019 Walla Walla County buildable land inventory and development capacity study, Walla Walla, College Place and Waitsburg UGAs had the potential to accommodate over 4,100 net new dwellings at full utilization (**Exhibit 15**). Note, the City of Dayton was included in a separate land capacity study for Columbia County.

Exhibit 15: Land Capacity Analysis (2019)

	Minimum Lot Size (SF)	Net Res. Land Inventory (acres)	Vacant percent	Under-developed percent	Net New Pop. Capacity	Net New Dwelling Capacity	Infill & redevel-opment Dwellings	Dwellings on Vacant Land	% infill & redevel opment
Waitsburg					1,466	621	284	337	46%
R96 Suburban Residential	9,600	50.7	62%	38%	538	228	86	142	
Residential (incorporated)	10,000	92.7	49%	51%	875	371	189	182	
Flexible Comm./Res (Incorp.)	10,000	5.6	61%	39%	53	22	9	13	
College Place					588	249	139	110	56%
Multiple Family Residential	n/a	2.1			59	25	-	25	
R-60 Single Family Residential*	6,000	21.6	30%	70%	361	153	107	46	
R-72 Single Family Residential*	7,200	0.3			4	2	-	2	
R-96 Suburban Residential (incorp.)	9,600	6.3	58%	42%	67	28	12	16	
~~R-96 Suburban Residential (area 2B)**~~	~~9,600~~	~~39.8~~	~~75%~~	~~25%~~	~~425~~	~~180~~	~~46~~	~~134~~	
R-96 Suburban Residential (area 2C)	9,600	9.2	51%	49%	97	41	20	21	
Walla Walla City					7,641	3,238	1,632	1,606	50%
Multiple Family Residential	n/a	-			-	-			
R-60 Single Family Residential ***	6,000	-			-	-			
R-72 Single Family Residential ***	7,200	54.7	21%	79%	813	344	271	73	
R-96 Suburban Residential (incorp.)	9,600	569.0	51%	49%	6,116	2,592	1,260	1,332	
R-96 Suburban Residential (other)	9,600	60.8	67%	34%	712	302	101	201	

Source: Revised Land Capacity Analysis, Technical Memorandum, June 2019, the Watershed Company. Note, this analysis was completed prior to the City of Walla Walla creating a Neighborhood Residential zone to allow reduced lot sizes.

** After 2019, College Place combined zones R-60/R-72/R-75 into a one SF District zone and allows up to two dwellings per lot.*

*** Area 2B urban growth area expansion request was denied after 2020.*

**** After 2019, Walla Walla changed code to allow 2-4 unit structures and ADUs in all single family zones.*

In the years since the aforementioned land capacity analysis was conducted, the cities of Walla Walla and College Place amended their respective zoning codes to allow development of plexes (up to 4 units per structure) within their low density zones. The estimated residential land capacity for the Walla Walla Region assumes there will be a moderate increase in housing density on single family zones in the cities of College Place and Walla Walla, and reflects significant growth potential for the city of Dayton.

As indicated **Exhibit 16**, the Walla Walla Region is now be expected to accommodate nearly 5,058 dwelling units, including 4,611 dwellings with 1 to 4 units per structure, and approximately 447 multi-family dwellings with 5+ units per structure.

Exhibit 16: Regional Residential Land Capacity and Housing Need (2021)

	Infill & redevel-opment Dwellings	Dwellings on Vacant Land	Total Dwelling Capacity	Projected 20-Year Housing Need	Net Housing Surplus or (Gap)
College Place	206	140	345	747	(402)
1 to 4 units per structure *	146	115	260	672	(412)
5 or more units per structure	60	25	85	75 +	10
Walla Walla City	2,054	1,686	3,740	3,570	170
1 to 4 units per structure *	1,714	1,686	3,400	2,785	615
5 or more units per structure **	340		340	785	(445)
Waitsburg	306	367	673	178	495
1 to 4 units per structure	298	353	651	124 +	527
5 or more units per structure	9	13	22	53	(31)
Dayton	100	200	300	12	288
1 to 4 units per structure ***	100 +	200 +	300 +	12 +	288 +
5 or more units per structure			-	-	-
Region Total	2,665	2,393	5,058	4,507	552
1 to 4 units per structure	2,257	2,354	4,611	3,593	1,018
5 or more units per structure	409	38	447	913	(466)

Findings are derived from prior tables and input provided by project advisory and stakeholder committees, Washington Dept. of Commerce staff, and the following notations.

** Assumptions for College Place and Walla Walla take into account recent code changes; assumes 5% of the land zoned for single family will be utilzed by plexes or ADUs.*

*** Multi-family capacity analysis (5+ units per structure) for Walla Walla reflects current development applications.*

**** Dayton capacity analysis derived from City of Dayton Buildable Land Inventory maps.*

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, the analysis cited above indicates that nearly half of new construction would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through "infill" is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficent to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

College Place UGA: the projected 20-year housing need of 747 dwelling units is far greater than the potential UGA capacity of 345 units, even after accounting for recent code changes and assuming 60% of net new housing will need to be constructed on infill and redevelopment lands.

Walla Walla UGA: the projected 20-year housing need of 3,570 dwelling units is below the potential UGA capacity of 3,740 dwelling units. However, the current amount of land zoned for multi-family structures may be inadquate to meet overall housing needs, even after assuming 55% of

the net new housing will be constructed on infill and redevelopment lands (including residential and commercial hosuing zones).

During the next round of local comprehensive land use plan updates, it is recommended that the cities of College Place and Walla Walla continue to work with Walla Walla County and regional housing advocates to ensure that new housing density can be optimized within current UGAs, and new areas be identified for potential UGA expansion.

Waitsburg and Dayton UGAs: the combined projected housing demand of 200 dwellings for these two small cities can be accomodated by their existing UGAs if adequate water and wastewater infrastructure is provided.

Additional policy actions and housing program consideratons are provided in the next section.

III. HOUSING POLICY, PROGRAMS & ACTIONS

The Walla Walla Region is facing unprecedented challenges to its ability to provide safe and affordable housing. Like many areas across the USA, housing costs are rising faster than income levels and there is a limited supply of skilled workers, inadequate supply of developable lots, and restrictions attributed to development regulations.[2] Local policies and actions aimed at reducing barriers to new construction can help. It is more important than ever for local jurisdictions to work together with public, private and non-profit developers, homeowners and land trusts to identify lasting solutions.

This section identifies potential code changes, affordable housing programs, and strategies to mitigate housing displacement for the most vulnerable population segments. A summary of strategies that can increase the housing supply is provided in **Exhibit 17**.

STRATEGIES TO INCREASE HOUSING SUPPLY

Code-Related Policies

In general, development regulations need to be clear and objective, and less restrictive code requirements can lower development costs and lead to a greater variety of housing types. In the Walla Walla Region, the need for code amendments varies by city. While Walla Walla and College Place have already implemented many of the state recommendations regarding increased flexibility in the types of housing allowed in low-density zones, Dayton and Waitsburg may benefit from additional code updates.

It is recommended that cities within the region consider reducing or eliminating minimum lot size requirements and removing parking and owner occupancy requirements for accessory dwelling units.

All cities can strive to improve the efficiency of their permitting process.

[2] American Planning Association. "APA Policy Guide on Housing" (2019). Guide available at https://www.planning.org/publications/document/9178529/

Some code-related best practices include the following:

1. Single Family Zones
    - Authorize cluster zoning or lot size averaging in all zoning districts that permit single-family residences to allow developers to incorporate natural features into their site plans and minor partitions.
2. Accessory Dwelling Units
    - Remove owner occupancy requirements related to accessory dwelling units.[3]
    - Remove minimum residential parking requirements related to accessory dwelling units.[4]
3. Middle Housing Types
    - Ensure that local zoning ordinances do not unduly hinder the functioning and placement of manufactured homes.
    - Ensure local zoning ordinances specifically allow slightly used manufactured homes.
    - Reduce the minimum lot size for duplex and multifamily developments to 7,500 square feet or less or eliminate minimum lot size requirements to promote the development of greater diversity of housing types.
    - Adopt other permit process improvements where it is demonstrated that the code, development regulation, or ordinance changes will result in a streamlined and more efficient permit process to attract interest from developers.[5]

Development Incentive Programs

To better understand the feasibility of developing multifamily apartments in the Region, FCS Group conducted a supplemental analysis of two prototypical multifamily developments (garden apartments and flats) in the city of Walla Walla, which is summarized in **Appendix D.** The analysis evaluated financial feasibility from the perspectives of either a for-profit or a non-profit developer. Key conclusions from the financial analysis are:

- The current housing market is strong enough to attract for-profit developers
- Garden apartments are viable without incentives
- Market rate flats over parking will likely require some form of development incentive (see list below)
- Income-restricted affordable housing developments and mixed-income housing by a for-profit developer, will also require incentives to be market feasible, such as:
    - 12-year tax abatement (for affordable housing element)

[3] RCW 36.70A.600. (2020). Washington State Legislature.https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600

[4] RCW 36.70A.600. (2020). Washington State Legislature.https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600

[5] RCW 36.70A.600. (2020). Washington State Legislature. https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600.

  - Impact fee reduction (e.g. lower utility connection charges) for deed restricted affordable housing elements.
  - Land write-down
  - Parking reductions
- The use of a non-profit developer for a 100% affordable development could make the development "pencil" with fewer incentives than would be required with a for-profit developer.

There are specific strategies that can be considered to increase the production of affordable housing and to reduce the cost of owning or renting a home:

1. Incentives for affordable housing:
   - Multifamily Tax Exemption (applies to City of Walla Walla only) is currently allowed for cities with over 15,000 people and is now a policy that applies in downtown Walla Walla. This program includes an 8 or 12-year property tax exemption based on the value of improvements for 4+ housing units, depending on the share of units that are to be set aside for low-income families. This program is designed to promote needed housing development in targeted areas of the urban core by directly addressing the financial feasibility gap.
   - It is recommended that Walla Walla consider expanding this program by including areas outside downtown that have proximity to public transit and community services.
   - Consider allowing bonus density increases for any deed-restricted affordable housing development, including single-family or multifamily residences located on real property owned or controlled by a religious organization.[6]
2. Incentives for home ownership:
   - Enhance and promote existing programs that supply down payment assistance and application support a matching grant program for first-time homebuyers.

Other Actions that can help lower development costs and housing costs

1. **Sponsor Construction-related Workforce Training**: Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Each city in the region can work with higher and secondary educational institutions to take advantage of sector-based partnerships. Construction-related training and volunteer programs (such as Habitat for Humanity) that deliver housing improve the supply of low-income housing and improve skills for workers. The goal is to create programs that offer training/apprenticeships and future job opportunities that improve the quality of jobs in the area.

2. **Pursue Public/Private Developments:** Cities and county governments can leverage private or non-profit development of under-utilized public lands. Typically formulated as private

[6] 2019-2020 Housing Laws. Washington State Department of Commerce. https://deptofcommerce.app.box.com/s/uvqd9297a8tisplk0jjulwe97fnr66px

construction of housing and/or commercial space on public land public/private partnerships can lead generate both market rate and affordable housing in the region.

3. **Support Development of a Community Land Trust:** Community land trusts create additional affordable home ownership opportunities by removing land from the costs of real estate. In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Developments that are constructed on land trust parcels tend to have more stable housing values, which are somewhat insulated from the overall real estate market and reflective of the local cost of living.

   Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households. Right of first offer places very minimal requirements on property owners. Notice would be sent that a property will be for sale and either the trust or the owner sets and offer price depending on the program framework.

DISPLACEMENT MINIMIZATION STRATEGIES

Many of the policy measures and programs listed above will help increase the housing supply while enhancing housing affordability. Additional measures are needed to address displacement that tends to occur with major redevelopment. Displacement occurs when households or businesses are involuntarily forced out of an area due to increasing housing prices/property taxes or due to economic and demographic changes that alter the neighborhood's character. Gentrification, a well-documented housing issue since the 1960s, has traditionally been associated with urban cores, but rural gentrification is now an issue in light of the ever-expanding digital workforce and access to goods online.

Gentrification typically occurs in areas with relatively low property values and nearby amenities. As demand in the region grows, areas with relatively low rents/home values and/or areas perceived as having lower-quality housing become more attractive and profitable for redevelopment. Some housing experts expect that the recent global pandemic will only increase gentrification in smaller communities.

Findings for Walla Walla Region

Vulnerability is calculated using factors closely associated with an increased probability of redevelopment coupled with the evaluation of local demographic conditions. US Census data depicting housing tenure, poverty rates, educational attainment, median home value, median gross rent, and race/ethnicity are considered in order to identify specific Census Block Groups that may be most vulnerable to displacement. While Walla Walla was the only city in the region with vulnerability on five out of six data variables, each jurisdiction in the region contains populations vulnerable to displacement. Please refer to the detailed analysis provided in **Appendix E**.

Strategies to Address Physical Displacement

- Require a displacement impact assessment to be provided by the applicant for major redevelopment projects. An impact assessment is a method of tracking how many net new housing units are being developed in a specific location after accounting for existing housing units (and households) that are likely to be displaced.

- Partner with groups offering weatherization and energy efficiency services for low-income homeowners and seniors.

Strategies to Address Economic Displacement

Strategies to improve housing outcomes for economically vulnerable populations and seniors:

- Support programs that provide emergency rental assistance for families facing eviction and/or homelessness due to temporary economic hardship.
- Consider adoption of a resolution to extend the notice period for no-cause evictions to 60 days for landlords with five or more units to allow renters additional time to plan, contact services, and hopefully relocate without a disruption in adequate housing.
- Consider new policies that preserve existing manufactured housing parks, including a new manufactured housing park zone classification.
- Address the causes of homelessness by working with local agencies and non-profits that provide direct services to this community.[7]
- Encourage the development and retrofitting of housing for seniors and people living with disabilities that is physically accessible and adheres to Universal Design Principles.[8]

Strategies to Address Cultural Displacement

Locating rental opportunities and completing multiple applications with individual documentation requirements and fees is often listed as a major barrier to obtaining adequate housing. This is particularly true for families facing unforeseeable displacement and possible homelessness and is compounded in rural areas often overlooked by statewide databases and national tenant resource websites. As regional population grows and rents increase, local government agencies can become more directly involved in the rental market and application process. As with other recommendations, this involvement exists on a spectrum depending on the severity of housing issues and the success of initial programs.

Strategies to Streamline Rental Application Process

A registration program would create a consolidated database of available government-supported affordable housing units in the region, along with cost estimates. Cities like Seattle have instituted a Rent Registration and Inspection Ordinance (RIIO)[9] that requires all rental

[7] Walla Walla Comprehensive Plan Update. (2018). City of Walla Walla. https://www.wallawallawa.gov/home/showdocument?id=854.

[8] Universal Design in Housing. (2006). The Center for Universal Design. https://projects.ncsu.edu/ncsu/design/cud/pubs_p/docs/UDinHousing.pdf.

[9] City of Seattle, Rental Registration and Inspection Ordinance, accessed March 25, 2021 via https://www.seattle.gov/sdci/codes/licensing-and-registration/rental-registration-and-inspection-ordinance

properties to register with the City and demonstrate adequate habitability. A similar database could also serve as a resource for families searching for housing.
Searchable databases of available rentals in the region could also be linked to websites providing tenant information on applications and screening. A small fee per unit could be established to fund the program, which could include a streamlined application process.

The King County Housing Authority website[10] contains housing listings for various government subsidized apartments at different eligibility requirements and market rate housing at different price points. Market rate housing listings are included by linking to Apartments.com, which appears to have a streamlined tenant screening and application process. While not a requirement, inclusion of Apartments.com serves as a powerful incentive for local landlords to list their apartments on the website.[11] New York City has created a similar searchable database called NYC Housing Search[12] and a streamlined application process for all available government subsidized housing, called NYC Connect.[13]

A streamlined and affordable mechanism for locating available housing in the region would mitigate the impacts of displacement by aiding families in locating alternative housing within their existing community. Partnering with housing groups in the area could help mitigate initial program costs. For example, Tenants Union of Washington State has a variety of resources online regarding the screening process and fees.[14]

Land Supply Strategies

In active collaboration with the cities of Walla Walla, College Place, and Waitsburg, work with Walla Walla County to review and update the 1993 Countywide Planning Policies to actively promote the development of new affordable housing opportunities. This may include, but is not limited to:

a. Updating the methodology for more realistically determining the development capacity of existing lands.

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[10] King County Housing Authority Apartment Search Resource https://www.kcha.org/
[11] Online Rental Application for Apartments.com: https://www.apartments.com/rental-manager/features/online-rental-applications?gclid=Cj0KCQjwo-aCBhC-ARIsAAkNQiuOFW_vSyyGBrtVpNem93vueHCgD_FTIwTVBQYigk6flvC50vJQ2w0aAkFpEALw_wcB&gclsrc=aw.ds
[12] New York City Housing Search database: https://www.nyhousingsearch.gov/index.html
[13] New York City Houisng Connect centralized government housing application process and fee schedule: https://www1.nyc.gov/site/hpd/services-and-information/housing-connect-rentals.page
[14] Tenants Union of Washington State, Tenant Screening Information Hub: https://tenantsunion.org/rights/tenant-screening

b. Exempting the new construction of affordable housing on publicly owned land from the assessment of the need for new housing.

c. Increase the percentage of projected new growth allocated to the cities of Walla Walla and College Place.

d. Increasing the market factor to allow for the addition of land to urban growth areas based on a finding that there is a critical shortage of affordable housing.

e. Authorizing further increases in the market factor to support specific strategies to increase the construction of new multi-family housing in cities. This may include affordable housing "bonuses".

f. Monitoring new residential development and providing for more frequent updates of the Countywide Planning Policies.

g. Ensuring that there is an adequate supply of new commercial development to serve new residential development.

h. Supporting the cost-effective planning, construction, and use of public infrastructure to serve new residential development.

It is recommended that Walla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg, inventory and assess publicly owned lands in urban growth areas as sites suitable for the construction of affordable housing.

Exhibit 17: Housing Action Plan Policy Recommendations*

City of Walla Walla Implementation Approach

FOCUS AREA	POLICY/ACTION	DETAILS	CITIES	TIMELINE	LEAD DEPT.	ASSISTING DEPT. OR ORG.	APPLICABLE TO WALLA WALLA
Code Changes	Authorize cluster zoning or lot size averaging in all zoning districts that permit single-family residences. (RCW 36.70A.600)	Allows developers to navigate around natural features and reduces development costs. May be most appropriate for large subdivisions or planned urban developments.	College Place, Dayton, Waitsburg				N/A
Code Changes	Allow for the division or redivision of land into the maximum number of lots through the short subdivision process. (RCW 36.70A.600)	"The legislative authority of any county planning under RCW 36.70A.040 that has adopted a comprehensive plan and development regulations in compliance with chapter 36.70A RCW may by ordinance increase the number of lots, tracts, or parcels to be regulated as short subdivisions to a maximum of nine in any urban growth area" (RCW 58.17.020 Definitions)	Dayton, Waitsburg				N/A
Code Changes	Adopt increase in categorical exemptions for residential or mixed-use development. (RCW 36.70A.600)	Categorically exempts government action related to development proposed to fill in an urban growth area, designated according to RCW 36.70A.110, where current density and intensity of use in the area is roughly equal to or lower than called for in the goals and policies of the applicable comprehensive plan. (RCW 43.21C.229)	ALL	Near term (1-2 years)	Develop. Services	Public Works Support Services WW Planning Commission WW City Council	

Code Changes	Authorize at least one duplex, triplex, quadplex, six-plex, stacked flat, townhouse, or courtyard apartment on each parcel in one or more zoning districts that permit single-family residences unless a city documents a specific infrastructure of physical constraint that would make this requirement unfeasible for a particular parcel. (RCW 36.70A.600)	Creates more housing options.	All cities in the region allow duplexes in single family zones; College Place and Walla Walla allow up to 4-units				N/A
Code Changes	Authorize a minimum net density of six dwelling units per acre in all residential zones, where the residential development capacity will increase within the city. (RCW 36.70A.600)	For purposes of this subsection, the calculation of net density does not include the square footage of areas that are otherwise prohibited from development, such as critical areas, the area of buffers around critical areas, and the area of roads and similar features	ALL	Near term (1-2 years)	Develop. Services	Public Works Fire Dept. Support Services WW Planning Commission WW City Council	
Code Changes	Remove minimum residential parking requirements related to accessory dwelling units. (RCW 36.70A.600)	Reduces barriers to ADU development.	ALL	Near term (1-2 years)	Develop. Services	Public Works Fire Dept. Support Services WW Planning Commission WW City Council	
Code Changes	Remove owner occupancy requirements related to accessory dwelling units (RCW 36.70A.600)	Creates more flexibility for owners who may wish to rent their ADU. Provides additional rental housing.	Dayton, Waitsburg				N/A

Code Changes	Adopt other permit process improvements where it is demonstrated that the code, development regulation, or ordinance changes will result in a more efficient permit process for customers (RCW 36.70A.600)	Streamlining can generate development interest.	ALL	Near term (1-3 years)	Develop. Services	Public Works Fire Dept.	
Code Changes	Reduce the minimum lot size for duplexes and multifamily development to 7,500 square feet or less or eliminate minimum lot size requirements.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Waitsburg				N/A
Code Changes	Reduce the required minimum lot area for new platted lots to 7,500 square feet or less or eliminate minimum lot size requirements.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Waitsburg				N/A
Code Changes	Remove "are compatible with the neighborhood characteristic" from the definition of Neighborhood Residential or clearly define how to achieve this in the code.	Best practices support using terms that are clearly defined. "Neighborhood character" may be interpreted in many different ways.	Walla Walla	Near term (1-2 years)	Develop. Services	WW Planning Commission WW City Council	
Code Changes	Reduce the minimum lot size for multifamily development from 3,600 square feet per unit to less than 2,000 square feet per unit.	Reducing or eliminating lot sizes promotes the development of a greater diversity of housing types.	Dayton				N/A
Code Changes	Remove guest parking space requirements for multifamily dwelling units.	Reduces barriers to the development of multifamily housing.	Waitsburg				N/A
Code Changes	Remove conditional use permit requirements for manufactured homes.	This creates an additional cost burden for a type of home that is valued for its affordability.	Waitsburg				N/A

Anti-Displacement	Integrate displacement into the analysis and review of potential policies, programs, and development applications by creating a standardized assessment of potentially unintended consequences upfront and enforcing reasonable mitigation efforts directly connected to the proposal.	An impact assessment tracks how many affordable units are being developed and at the cost of how many existing units. The assessment can be conducted by the applicant or city staff.	ALL	Long-term (5-7 years)	Develop. Services	Support Services (CDBG) WW Planning Commission WW City Council Community Council
Anti-Displacement	Create a rental registration program to track available units in the region and rental costs. (Affordable Housing Report)	This program would work to improve access to rental information and reduce the burden of multiple applications, fees, and credit checks.	Regional Effort	Long-term (5-7 years)	Support Services	Develop. Services WW Planning Commission Private Sector (landlords) Housing Providers Community Council
Anti-Displacement	Extend the notice period for no cause evictions to 60 days for landlords with five or more units.	Provides renters with time to plan, contact services, and relocate.	ALL	Mid-term (3-5 years)	Support Services	Housing Providers Private Sector CA Office WW City Council
Anti-Displacement	Enhance and promote existing programs that supply down payment assistance and application support to first time homebuyers.	Washington offers the Home Advantage Needs Based Downpayment Assistance Loan Program to eligible homebuyers.	ALL	Near term (1-2 years)	Support Services (CDBG)	Common Roots

Anti-Displacement	Identify job training partnerships to foster local opportunities and prosperity through improved workforce development initiatives.	Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Focus on both higher and secondary educational institutions in the region to take advantage of sector-based partnerships. Construction based partnerships in particular are likely to improve the supply of low-income housing.	ALL	Long-term (5-7 Years)	Support Services	Develop. Services Colleges/ Universities Private Sector	
Anti-Displacement	As neighborhoods change, work to eliminate the displacement of those who are under-served or under-represented.	Promotes equitable housing practices.	ALL	On-going	Develop. Services	Support Services	
Anti-Displacement Affordable Housing	Support existing programs that provide emergency rental assistance for families facing homelessness due to temporary economic hardship.	Many state and county programs offer emergency rental assistance.	ALL	On-going	Support Services	BMAC WW County Dept. of Comm. Health	
Anti-Displacement Affordable Housing	Identify and acquire sites suitable for affordable housing.	Cities can work with state agencies and an community land trust to identify "surplus property" and acquire tax lots in foreclosure. Sites should be evaluated based on cost, density, environmental quality, access to transportation, community services, and housing types that can be produced.	ALL	Long-term (5-7 years)	Support Services	WW City Council Common Roots	
Anti-Displacement Affordable Housing	Establish a community land trust to create additional affordable home ownership opportunities.	In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Thus, creating additional affordable opportunities for homebuyers by removing land from the cost of real estate.	College Place, Dayton, Waitsburg				N/A

Anti-Displacement	Create a right of first offer/refusal program for the community land trust.	Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households.	ALL	Long-term (5-7 years)	Support Services	CA Office WW City Council Common Roots	
Anti-Displacement Energy Efficiency	Partner with groups offering weatherization and energy efficiency services.	Weatherization and energy efficiency services can reduce housing costs, increasing the affordability of owning a home.	College Place, Dayton, Waitsburg				N/A
Affordable Housing	Work with the state to identify opportunities for affordable housing on public land.	Washington state (through RCW 43.63A.510 and RCW 39.33.015) directs specific state agencies to inventory under-utilized or surplus state-owned land, which can be used to develop housing for low- and very-low-income households.	ALL	Mid-term (3-5 years)	Support Services	State agencies CA Office	
Affordable Housing	Multifamily tax exemption	Promotes the development of multifamily housing.	Walla Walla	Near term (1-2 years)	Support Services	Develop. Services	
Affordable Housing	Local community land trust	Support the development of a local community land trust	ALL	On-going	Support Services	Common Roots	
Energy Efficiency	Encourage residential development that conserves water, reduces energy use, and uses sustainable materials.	Energy efficiency services can reduce housing costs and sustainable materials reduce the home's environmental impact.	ALL	Mid-term (3-5 years)	Develop. Services	State Building Code Council	
Accessibility and Seniors	Encourage the development and retrofitting of housing for seniors and people living with disabilities that is physically accessible and adheres to Universal Design Principles.	Accessible homes provide seniors and people living with disabilities independence.	ALL	On-going	Develop. Services	Fire Dept. Public Works	

Accessibility and Seniors	Allow for housing types and designs that allow seniors to age in place.	Neighborhoods with diverse housing types allow seniors to age in place by remaining in their home or moving to a smaller home in the same neighborhood.	ALL				N/A – permitted in WW
Homelessness	Address the causes of homelessness by working with local agencies and non-profits that provide services to this community (Walla Walla City policy 1.2)	Example policy that addresses underlying causes of homelessness.	Waitsburg, Dayton				N/A
Homelessness	Allow an increased density bonus consistent with local needs for any affordable housing development of any single-family or multifamily residence located on real property owned or controlled by a religious organization. (2019-2020 Housing Laws)	Provides a density bonus for affordable housing on religious organizations' land.	ALL	Mid-term (3-5 years)	Develop. Services	Support Services Public Works Fire Dept. WW Planning Commission WW City Council	
Land Supply	Walla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg review and update the Countywide Planning Policies to address the methodology for buildable lands, population allocation, and other strategies to support housing development.	Housing needs assessment identified potential concern that over 50% of the housing capacity available in the cities of College Place and Walla Walla are redevelopable lands and is that a reasonable assumption.	College Place, Waitsburg, and Walla Walla	Near term (1-2 years)	Develop. Services	Support Services WW Planning Commission WW County WW City Council	

***** *In this table, the term "affordable housing" refers to income-restricted housing units.*

Sources:

RCW 36.70A.600. (2020). Washington State Legislature. https://app.leg.wa.gov/RCW/default.aspx?cite=36.70A.600.

Affordable Housing Community Council Report. (2019). Community Council. https://res.cloudinary.com/dpmykpsih/image/upload/ww-community-council-site-354/media/1125/affordable-housing-study-report_2019.pdf.

Walla Walla Comprehensive Plan Update. (2018). City of Walla Walla. https://www.wallawallawa.gov/home/showdocument?id=854.

2019-2020 Housing Laws. Washington State Department of Commerce. https://deptofcommerce.app.box.com/s/uvqd9297a8tisplk0jjulwe97fnr66px

APPENDIX A: PUBLIC OUTREACH PLAN

Walla Walla Regional Housing Action Plan
Public Outreach Plan
August 2020

1. Overview: FCS GROUP and Fregonese Associates will assist local staff in executing a public outreach strategy that is consistent with local and state requirements and best practices. The outreach process will:
    - Assist local communities of College Place, Walla Walla, Dayton and Waitsburg with identifying current and future housing needs.
    - Consider housing policies to improve housing availability and affordability.
2. Objective: To provide opportunities for community participation throughout the planning process.
    - The community participation process is designed to meet the following objectives:
        i. Provide a forum to share, develop and refine ideas and data.
        ii. Develop a shared understanding of current housing conditions, issues, concerns, and opportunities.
        iii. Provide avenues for the public, applicable committees, and supporting agencies to be involved during the planning process.
        iv. Build support for adoption of local housing policies.
3. Activities:
    - Stakeholder Advisory Committee: The Advisory Committee will represent a range of informed housing perspectives. The committee will include representatives of city and county agencies, housing providers, and other public agencies, along with local property owners, residents, and community organizers.
        i. The Committee will assist local planning staff and consultants with reviewing housing issues and helping to shape housing policy options, guiding community engagement strategies, and encouraging community members to participate in the planning process.
        ii. The Committee will meet up to four (4) times during the project at regular intervals consistent with significant milestones in the project.
            1. July 2020: Introductory Goal Setting & Outreach Strategies
            2. September 2020: Housing Gaps and Needs Assessment
            3. November 2020: Draft Housing & Displacement Minimization Strategies
            4. February 2021: Existing Policy Barriers & Final Recommendations for Housing Strategies
        iii. Consultants will conduct survey of committee members and other identified stakeholders prior to the first meeting to frame discussion of existing and suggested housing policies.
    - Stakeholder Interviews (August -September 2020)

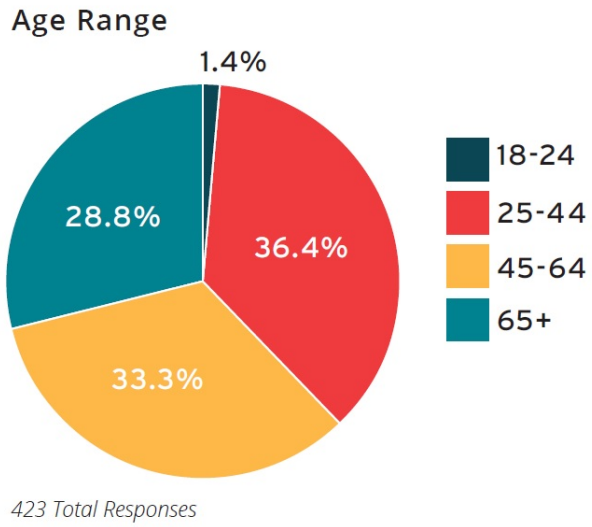
        i. Consultants will interview local, regional, and state housing experts regarding housing conditions, barriers, opportunities, and potential policy solutions. Developers of both affordable housing and higher market rate units will provide insight into existing tools they use to make projects 'pencil' and the regulatory barriers that can preempt new housing development.
        ii. A mix of virtual meetings and telephone interviews are planned.
        iii. Specific stakeholder groups are to be identified by City staff and include, but are not limited to:
            1. Walla Walla Housing Authority,
            2. Blue Mountain Action Council,
            3. Identified local community or neighborhood groups
            4. Housing developers and real estate brokers.
    - In addition, any input received from the public during the development and adoption of the regional housing action plan will be summarized by local city representatives as part of the public record.
4. Potential Additional Tools:
    - Email blasts from mailing list
    - Project website(s) with infographics, reports, and presentation summaries
5. Adoption Outreach (April to March 2021)
    - Public Comment via websites

APPENDIX B: WALLA WALLA REGIONAL HOUSING ACTION PLAN SURVEY RESULTS

Question 1: What is Your Home ZIP Code?

Zip Code	Count	Percent
87505	1	0%
97862	1	0%
99323	1	0%
99324	44	11%
99328	15	4%
99348	1	0%
99352	1	0%
99360	1	0%
99361	3	1%
99362	322	81%
99363	2	1%
98188	1	0%
89119	1	0%
90009	1	0%
98204	1	0%
85737	1	0%
99205	1	0%
98146	1	0%
99365	1	0%
Total	400	100%

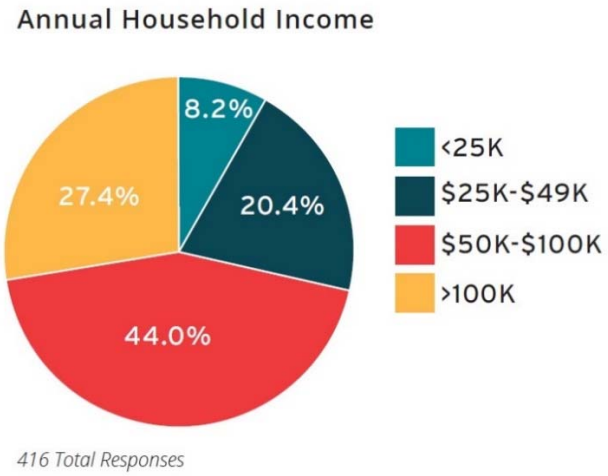
Question 2: What is Your Age Range?



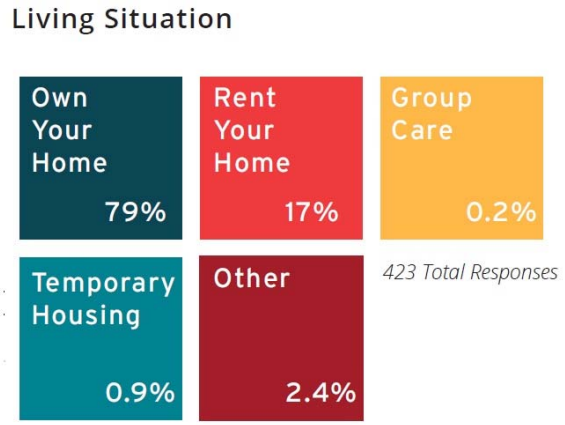
Question 3: How do you identify your race or ethnicity? (check all that apply)?

Race or Ethnicity	Count	Percent
Hispanic Latino/a/x	38	8%
White	362	80%
Native Hawaiian or Other Pacific Islander	1	0%
Multiracial or Multiethnic	10	2%
Middle Eastern or North African	2	0%
American Indian or Alaskan Native	9	2%
Asian	8	2%
Black or African	3	1%
Other	17	4%
Total	450	100%

Question 4: What is the annual income range of your household?



Question 5: Do you currently:



Question 6: What type of building do you currently live in?

Housing Type	Count	Percent
ADU/Tiny Home	2	0.5%
Apartment	22	5.2%
Attached house (duplex, triplex, townhouse)	27	6.4%
Condominium	1	0.2%
Group quarters	1	0.2%
I am currently unhoused	1	0.2%
Manufactured home	9	2.1%
Other	2	0.5%
Single family house detached	358	84.6%
Total	423	100.0%

Question 7: Please Rank the Top Five Housing Issues in the Region

Top 5 Housing Issues

1 Housing Affordability

2 Housing Availability

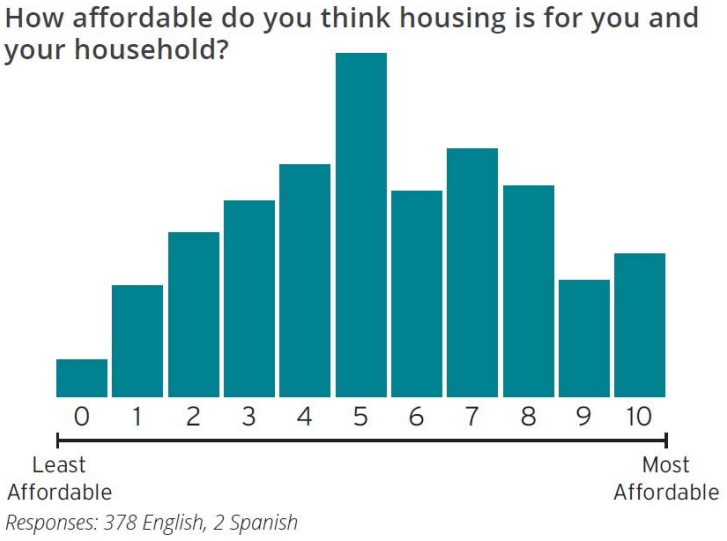
3 Homelessness

4 Range of Housing Types

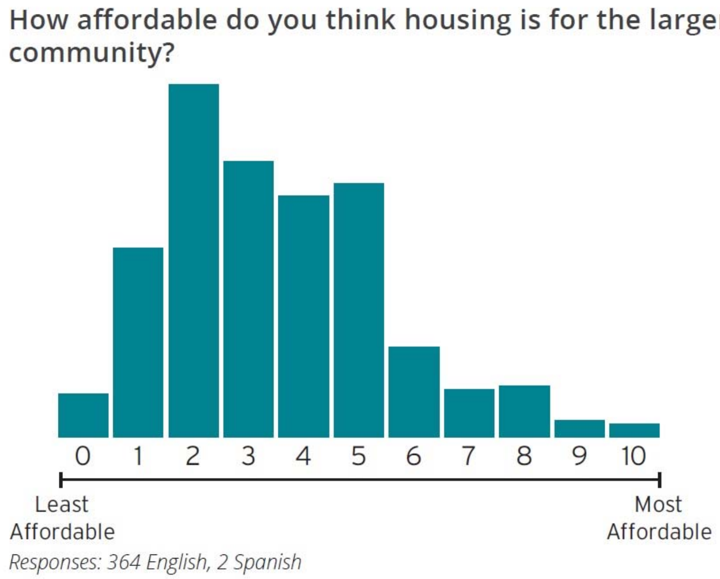
5 Housing Quality

Question 8: If you selected "Other in the question above, please describe the housing issue or issues below:

Question 9: How affordable do you thinking housing is for you and your household?



Question 10: How affordable do you think housing is for the larger community?



Question 11: What are the top three barriers to affordable housing development in your community?

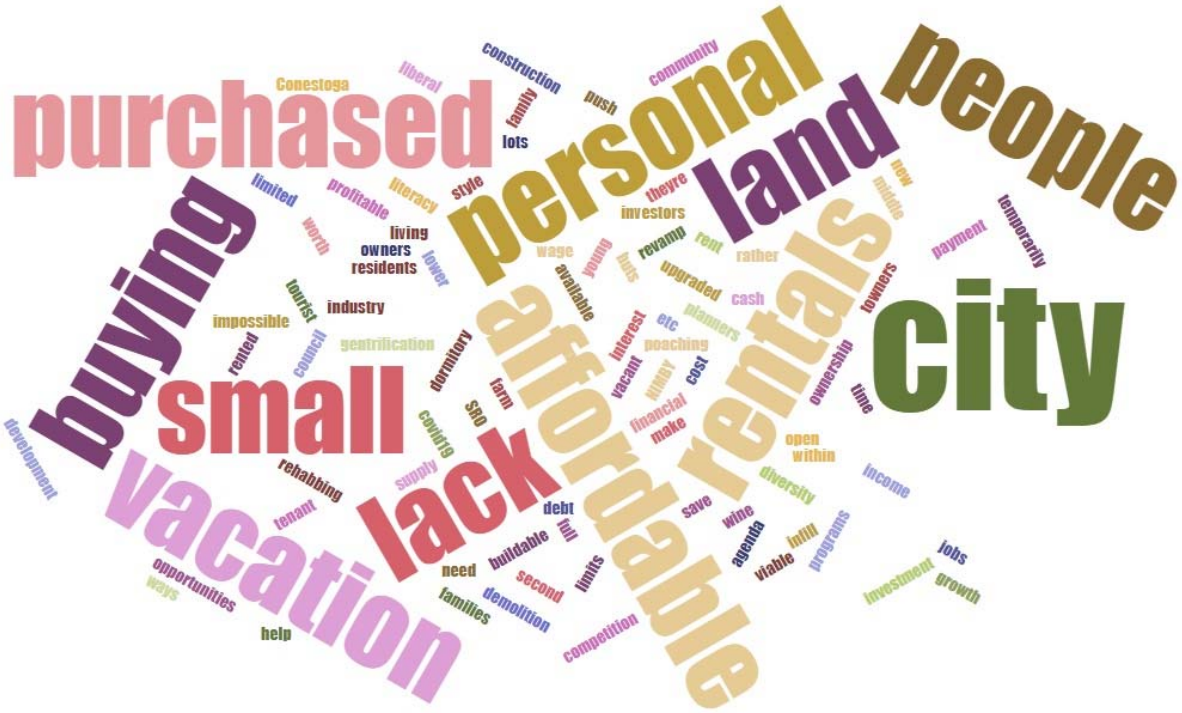
	Count	Percent
Regulations	112	10.4%
Construction Costs	246	22.7%
Lack of Incentives for Developers	151	14.0%
Cost of Infrastructure	200	18.5%
Cost of Land	257	23.8%
Other	116	10.7%
Total	1,082	100.0%

Other Responses:

Question 12: What are the top three barriers to home ownership in your community?

Barriers to Home Ownership	Count	Percent
Limited Housing Supply	249	21.9%
Availability of Living Wage Jobs	290	25.5%
Affordability of Available Homes	371	32.6%
Programs for Homeowners	124	10.9%
Lack of Resources/Education on Home Ownership	63	5.5%
Other	40	3.5%
Total	1,137	100.0%

Other Responses:



Question 13: What are the top three barriers to renting in your community?

	Count	Percent
Low Vacancy Rates	298	30.0%
Lack of Affordable Rentals	351	35.3%
Strict Rental Requirements	196	19.7%
Confusing Rental Application Process	48	4.8%
Other	101	10.2%
Total	994	100.0%

Other Responses:

Question 14: Please identify up to three actions officials should consider in addressing the housing issues you noted above.

Housing Actions	Count	Percent
Increase the supply of land for housing within the urban growth area	94	8.3%
Encourage construction of accessory dwellings by offering "how to" programs for local property owners	62	5.5%
Encourage local home ownership by providing a $5,000 matching down payment for first time homebuyers	150	13.3%
Create low interest loan or grant matching programs for homeowners that invest over $5,000 in qualifying improvements to their homes	124	11.0%
Provide tax incentives for developers that build apartments, townhomes, and plexes (eg. duplex)	52	4.6%
Provide new tax incentives for developers that build affordable housing specifically for low-income households (at/below 80% area median income)	155	13.7%
Change development standards (e.g. building height, minimum parking, setbacks)	27	2.4%
Create public-private partnerships to attract affordable housing development through a Community Housing Trust	190	16.8%
Change zoning requirements to make it easier to construct townhomes, plexes (eg. duplex), and cottage clusters in areas with low housing density	136	12.0%
Change zoning to create new opportunities for multifamily apartments	85	7.5%
Other	56	5.0%
Total	1,131	100.0%

Other Responses

APPENDIX C: HOUSING NEEDS ASSESSMENT MEMORANDUM

To: Project Advisory Team: Elizabeth Chamberlain, City of Walla Walla; Jon Rickard, City of College Place; Meagan Bailey, City of Dayton; Randy Hinchliffe, City of Waitsburg; Nikki Sharp, Walla Walla County

Date: October 23, 2020 (Revised)

From: Todd Chase & Tim Wood, FCS GROUP

CC: Violet Brown & Scott Fregonese, Fregonese & Associates

RE: **Walla Walla Regional Housing Action Plan, Task 2: Housing Needs Assessment**

This memorandum describes the existing housing inventory, evaluates market trends and establishes a baseline housing needs forecast for the Walla Walla Region.

Demographic Trends

The Region is growing! Population within the Walla Walla Region (includes the cities of Walla Walla, College Place, Dayton and Waitsburg) reached a record high of 47,695 year-round residents in 2019 (*according to the WA Office of Financial Management*). Population within the Walla Walla Region has been increasing at an annual average rate of 0.68% since 2010, which is three times faster than unincorporated Walla Walla County, but almost half the statewide average (**Figure 1**).

Annual Average Population Growth Rate, 2010-2018
Source: U.S. Census Bureau, American Community Survey 5-Year Estimates (Table B01003)

0.68%	0.22%	1.33%
Walla Walla Region	Unincorp. Walla Walla County	Washington

Figure 1. Population Trends

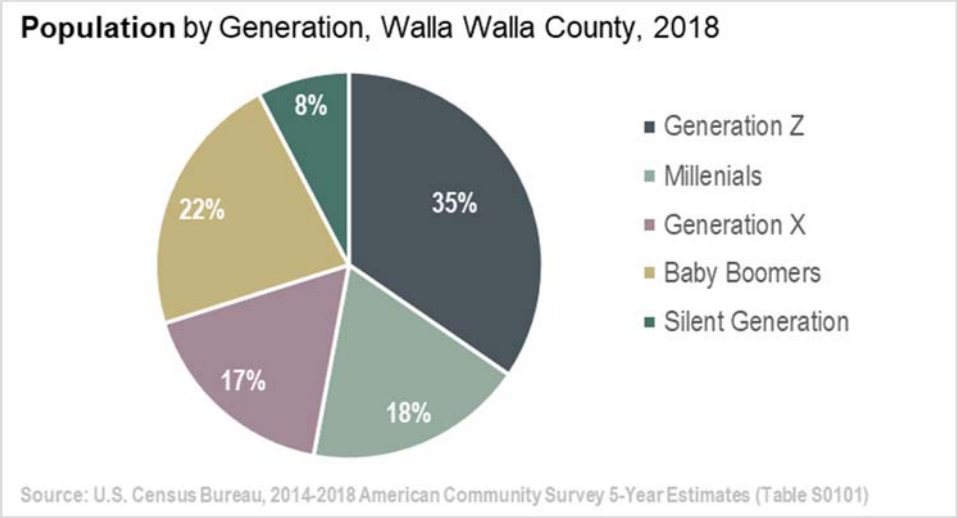
Population Trends	2010	2018	AGR
Washington	6,561,297	7,294,336	1.33%
Columbia County	3,957	4,001	0.14%
Dayton	2,463	2,682	1.07%
Walla Walla County	57,585	60,236	0.56%
College Place	8,502	9,136	0.90%
Waitsburg	1,194	1,188	-0.06%
Walla Walla	31,177	32,731	0.61%
Walla Walla Region	43,336	45,737	0.68%
Unincorp. Walla Walla County	14,249	14,499	0.22%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B01003)

AGR: average annual growth rate.

The relationship between demographic changes, income levels and housing preferences can shed light on future housing needs for the Walla Walla Region. The primary demographic age cohorts are shown in **Figure 2** and described below.

Figure 2. Population by Age Cohort Generation



Overall, the Region has a relatively younger (Generation Z) and older (Silent Generation) share of population than the statewide average, and a lower share of Millennials, Generation X and Baby Boomers.

Silent Generation (those born before 1925 to 1945)

This includes retirees over age 75, who were raised during the Great Depression or World War II. This cohort currently accounted for 8% of the Region's population in 2018 and is projected to be one of the fastest growing segment over the next 20 years. As people reach their 80s, a large share desire to move into assisted living or senior housing facilities with nearby health care and transit access.

Baby Boom Generation (born 1946 to 1964)

Baby boomers (currently age 56 to 75) accounted for 22% of the Region's residents. The boomer segment has been growing more rapidly than the other cohorts over the past 10 years and many are now entering their retirement years. Boomers prefer to "age in place" until after age 80, then may downsize or move in with family members (sometimes opting to reside in accessory dwellings).

Generation X (born 1965 to 1980)

Gen X is the demographic cohort following the baby boomers and preceding the Millennials. This cohort (currently includes people between age 40 to 55) accounts for 17% of the Region's residents and is expected to overtake the baby boom cohort in numbers within the next decade. GenX households often include families with children, and many prefer to live in single family detached dwellings.

Millennials (born 1980 to early 2000s)

Millennials (currently in their twenties or thirties) account for 18% of the Region's residents and is expected to increase moderately in the near future. Younger millennials tend to rent as they establish their careers and/or payback student loans. However, working millennials in their thirties often become first-time homebuyers, opting to purchase smaller single family detached homes or townhomes.

Generation Z (born mid-2000s or later)

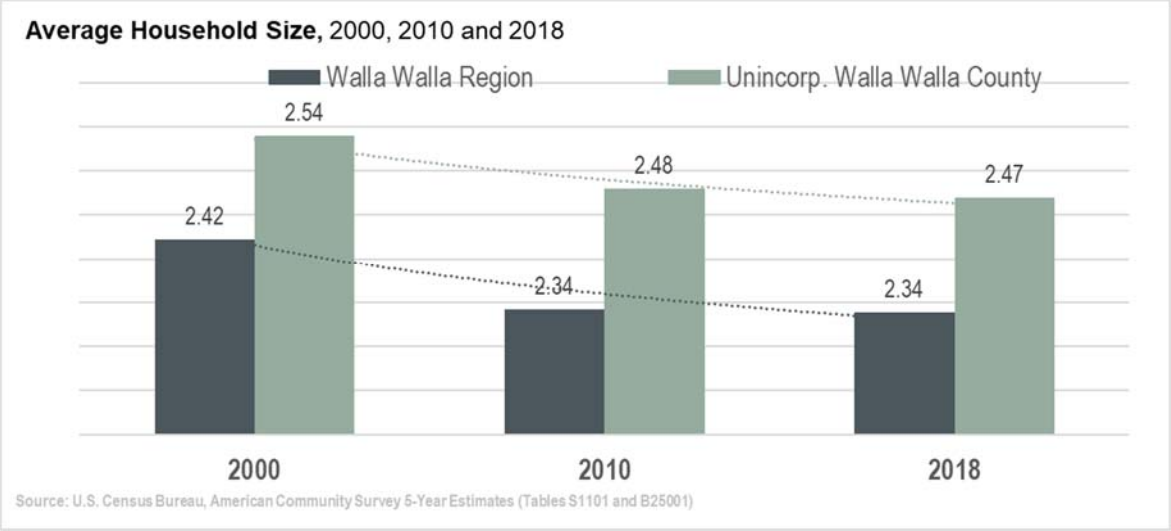
GenZ includes residents under age 20. This is the Region's largest demographic segment with 35% of the overall population. It includes people studying at Whitman and other higher education institutions and those living with GenXers and Baby Boomers. This segment has been increasing in over the past several years, but growth will likely slow down as people delay starting families and now tend to have fewer children than past generations.

Hispanic and other ethnic groups

The largest ethnic group in the Region includes the Hispanic/Latino segment, which is spread among all demographic cohorts. Hispanic/Latino population accounts for 21% of all residents within the Region compared with 12% statewide. While overall growth in this group may slow in comparison to the past, it is still projected to be the fastest growing racial/ethnic group over the next few decades.

These trends reflect a need for a mix of housing types to support demand from young families as well as aging seniors. Consistent with national trends, the average household size is also falling, as people delay starting families, families have fewer children, and seniors reach their lifespans **(Figure 3**).

Figure 3. Trends in Declining Average Household Size



Employment Trends

Long-term employment growth is also positive within the Walla Walla Region. As indicated in **Figure 4**, the region added 725 net new jobs between 2002 and 2017. Most new Regional job growth has occurred within the health care and social assistance sector (929 jobs added) followed by the service and education sectors (595 jobs added). The largest declines in employment occurred within the industrial and construction sectors (384 jobs lost) and the transportation, communications and utilities sectors (373 jobs lost).

Figure 4. Employment Trends

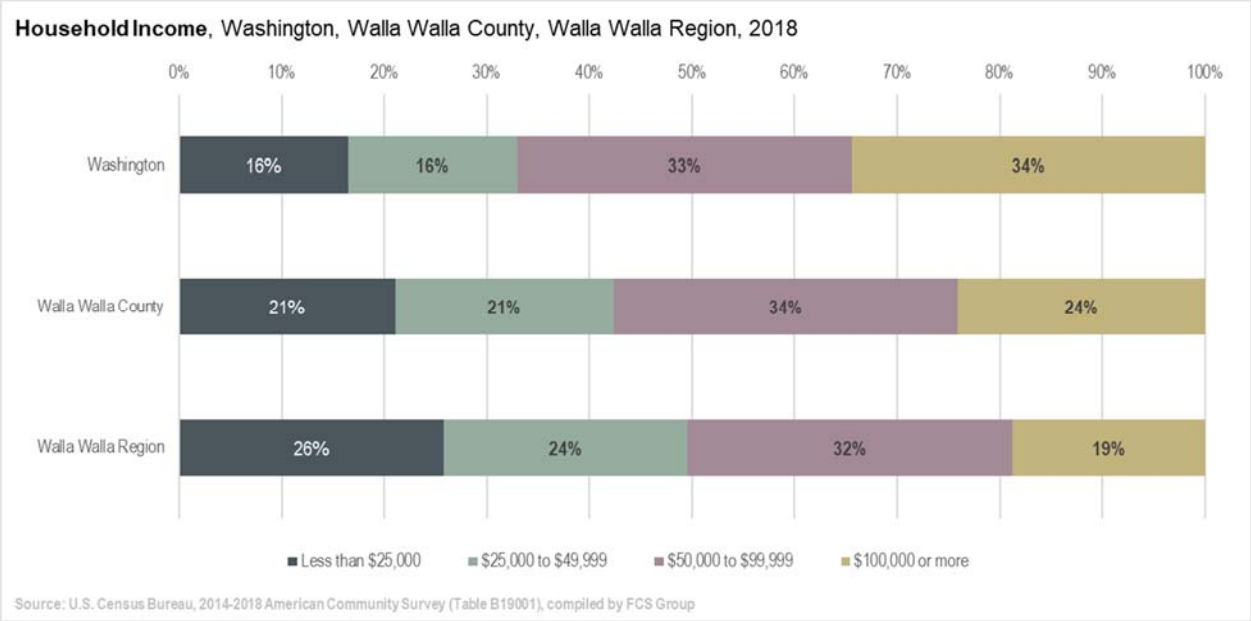
Walla Walla Region Employment Trends (at place of work employment)

Segment	2002 - 2017 Job Growth	2002	2010	2017	Change
Agriculture, Forestry, Fishing and Hunting		230	184	150	(80)
Transportation, Communications & Utilities		700	509	427	(273)
Industrial Trades & Construction		1,978	1,642	1,594	(384)
Retail Trade		2,392	2,911	2,337	(55)
Other Services, Restaurants & Lodging		3,673	4,129	4,022	349
Educational Services		1,042	1,033	1,288	246
Health Care and Social Assistance		3,083	3,396	4,012	929
Public Administration		183	173	176	(7)
Total		**13,281**	**13,977**	**14,006**	**725**

Source: US Census Bureau, On the Map.com. Region includes four cities: Walla Walla, College Place, Waitsburg and Dayton.

If the Region continues to shift away from higher paying industrial jobs to lower paying service jobs, income levels will remain well below statewide averages. Currently, the median income for Walla Walla County was $56,533 in 2018, which compares to $70,116 for Washington state. As shown in **Figure 5**, during 2018, half of all workers within the Region received under $50,000 per year.

Figure 5. Household Income

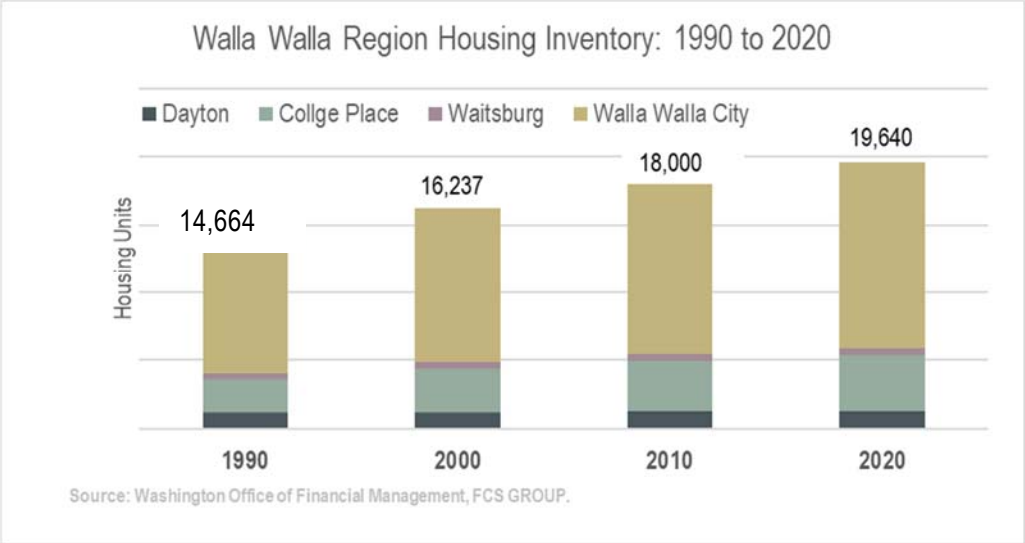


Housing Inventory

As of 2020 Q1, the four-city Region had a total housing inventory of 19,640 dwelling units. In comparison, there were 25,205 dwelling units in Walla Walla County and 2,219 units in Columbia County (**Figure 6**).

The Region's housing inventory is primarily comprised of single family detached homes (65%). Townhomes, duplexes and multifamily structures make up 29% of the inventory, followed by mobile homes with 6% of the inventory.

Figure 6.



In order to address gaps in the current housing inventory, and meet future demand for attainable housing prices, the Walla Walla Region's housing inventory will need to accommodate a wide variety of housing types. The current mix of housing types is depicted in **Figure 7**.

Figure 7. Current Housing Mix by Location, 2018

Housing Types	Walla Walla County	College Place	Dayton	Waitsburg	Walla Walla City	Walla Walla Region
Single Family Detached	70%	59%	81%	66%	65%	65%
Townhouses / Plexes	11%	26%	11%	4%	11%	14%
Multi-family (5+)	12%	7%	5%	0%	19%	15%
Mobile homes/other	7%	9%	2%	30%	5%	6%
Total	100%	100%	100%	100%	100%	100%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25024)

Housing growth in the Walla Walla Region has been driven by a combination of in-migration, natural increases in population, university student housing, second home investors and seasonal rentals. Between 2000 and 2018, the Region added 2,246 households and the average household size fell from 2.42 to 2.34 people per household (**Figure 8**).

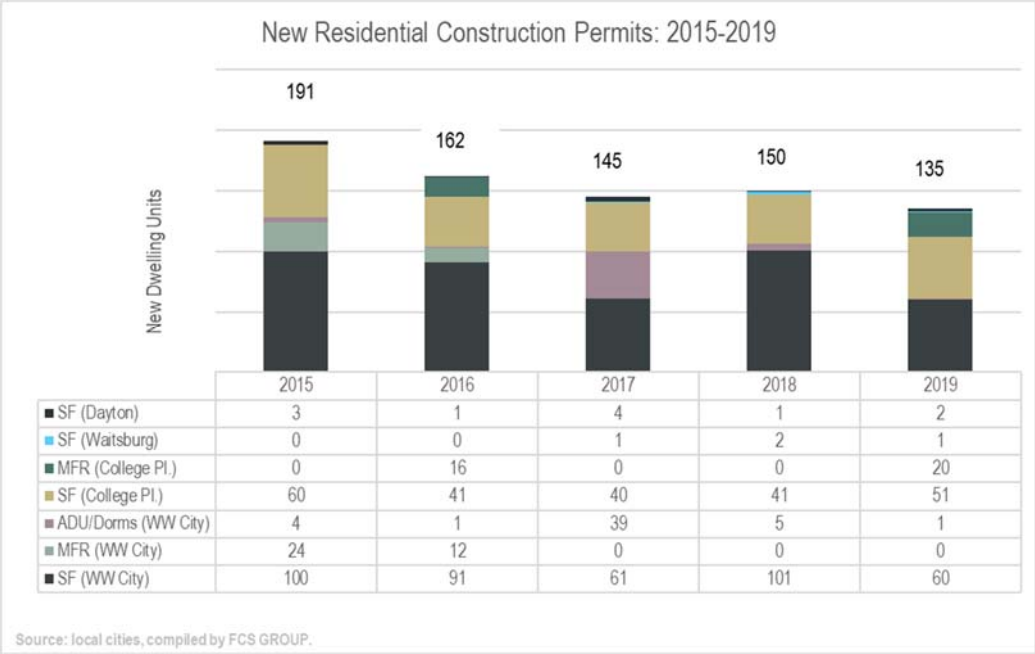
Figure 8. Trends in Household Formations and Occupied Housing Units, Walla Walla Region

	2000	2010	2018	Change: 2000-18	Annual Change
Households	15,076	16,528	17,322	2,246	125
Average household size	2.42	2.34	2.34		
Occupied Dwelling Units	16,237	18,032	19,092	2,855	159

Source: U.S. Census Bureau, 2000 Census (Tables P015, P017, H001), American Community Survey 5-Year Estimates (Tables S1101 and B25001)

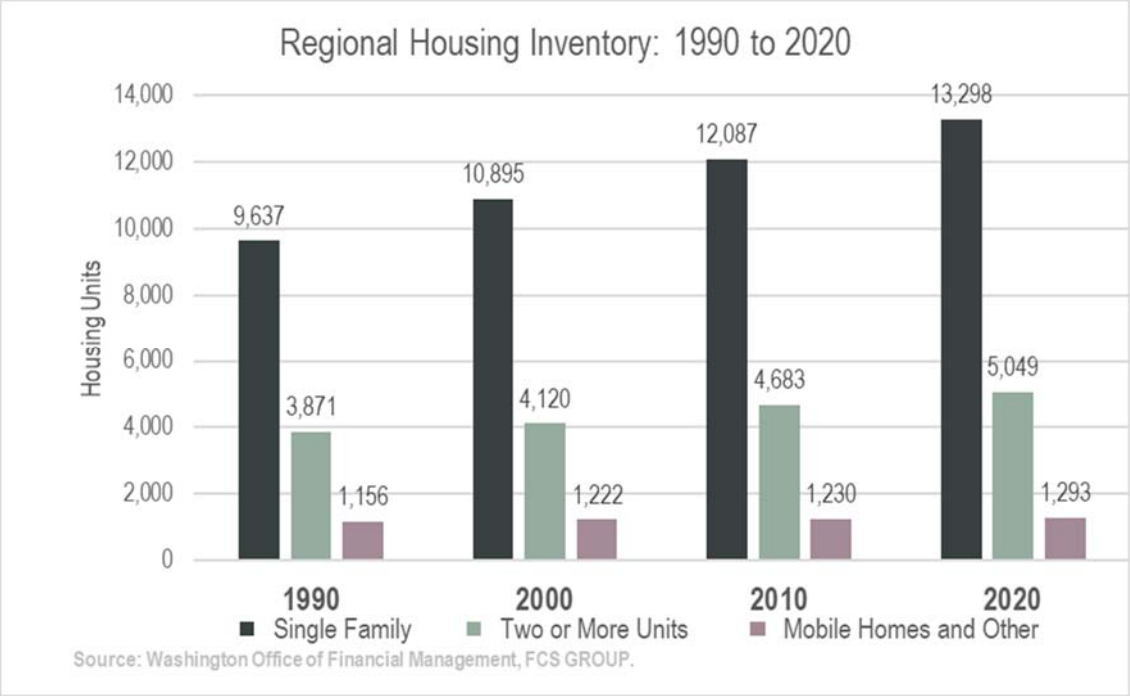
In recent years, housing production has not kept pace with housing demand. As shown in **Figure 9**, new residential construction within the Region declined from 191 permits issued in 2015 to 135 permits in 2019.

Figure 9. New Residential Construction Permits, Walla Walla Region, 2015 to 2019



Housing inventory data provided by the Washington Office of Financial Management indicates that there have been net increases in all housing types within the Region over the past two decades (**Figure 10**).

Figure 10. Housing Inventory Trends, Walla Walla Region, 1990 to 2020



Unfortunately, not all new construction has occurred without displacement of some existing housing. As indicated in **Figure 11**, the Region recorded a net increase of 1,159 single family detached homes and 62 townhomes/plexes, between 2010 and 2018, but displaced at least 80 multifamily units and 81 mobile homes during that time.

Figure 11. Net Change in Housing, Walla Walla Region, 2010 to 2018

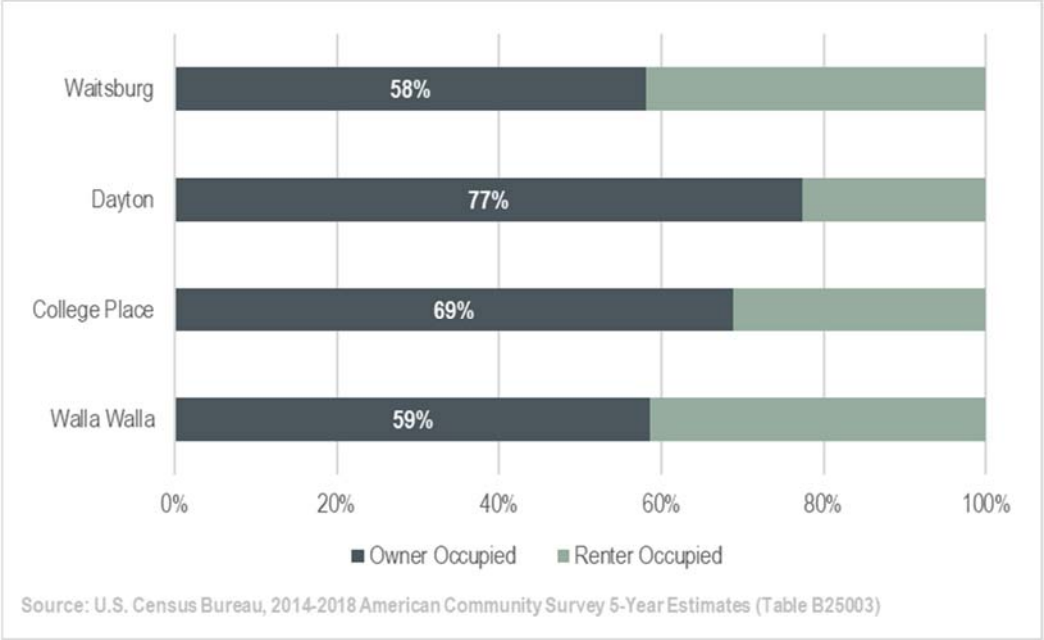
Housing Type	2010 Est. (2006-2010 ACS)	2018 Est. (2014-2018 ACS)	Change
Single Family Detached	11,235	12,394	1,159
Townhouses / Plexes	2,631	2,693	62
Multi-family (5+)	2,936	2,856	(80)
Mobile homes/other	1,230	1,149	(81)
Total	18,032	19,092	1,060

Source: U.S. Census Bureau, American Community Survey 5-Year Estimates (Table B25024).

Tenancy and Vacancy Levels

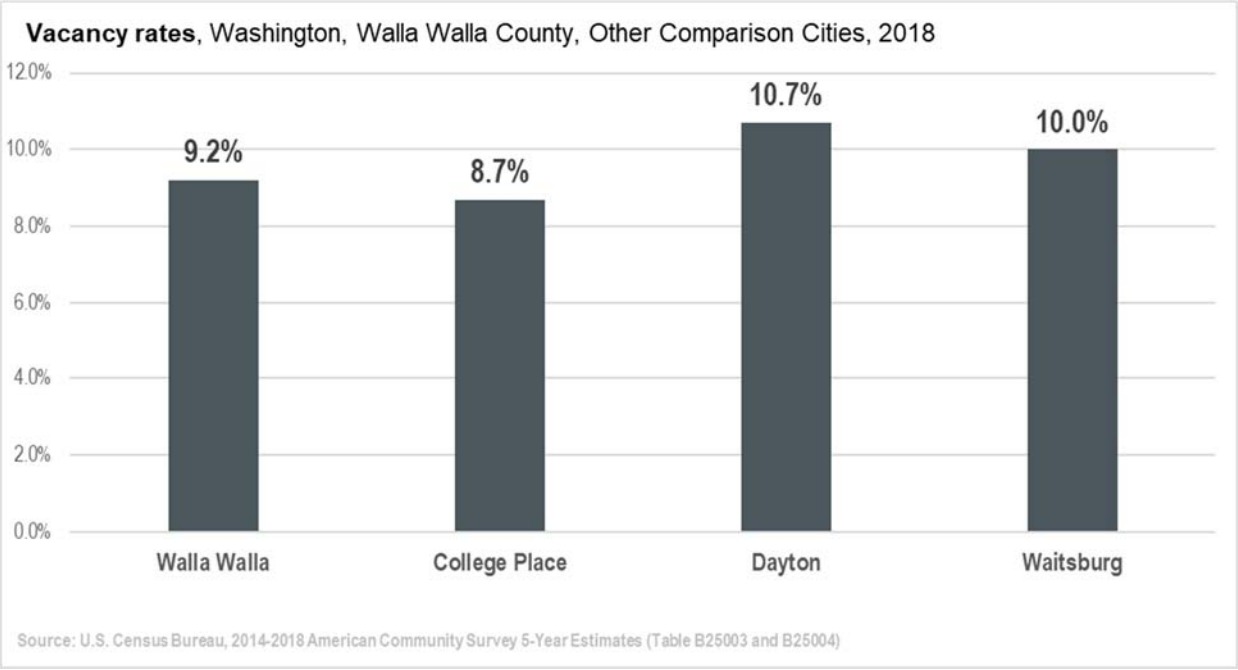
The Region's tightening housing supply is impacting homeowners and renters. Overall tenancy within the Region is comprised of 60% owners and 40% renters. As shown in **Figure 12**, the rate of homeownership varies significantly among the region's four cities.

Figure 12. Tenancy Characteristics, ACS 2014-2018



Housing vacancy rates were mostly around 10% in 2018 within the cities of College Place, Dayton, Waitsburg and Walla Walla, and are reported to be lower today (**Figure 13**). Within the Region, the highest vacant rates are in Dayton, which has a vacancy rate of 10.7%.

Figure 13. Housing Vacancy Rates, 2018



Home Prices and Rents

As vacancy rates decline, home prices and rent levels are increasing. Median home prices have increased steadily over the past several years within the Region to record levels (**Figures 14 and 15**).

Figure 14. Median Home Prices

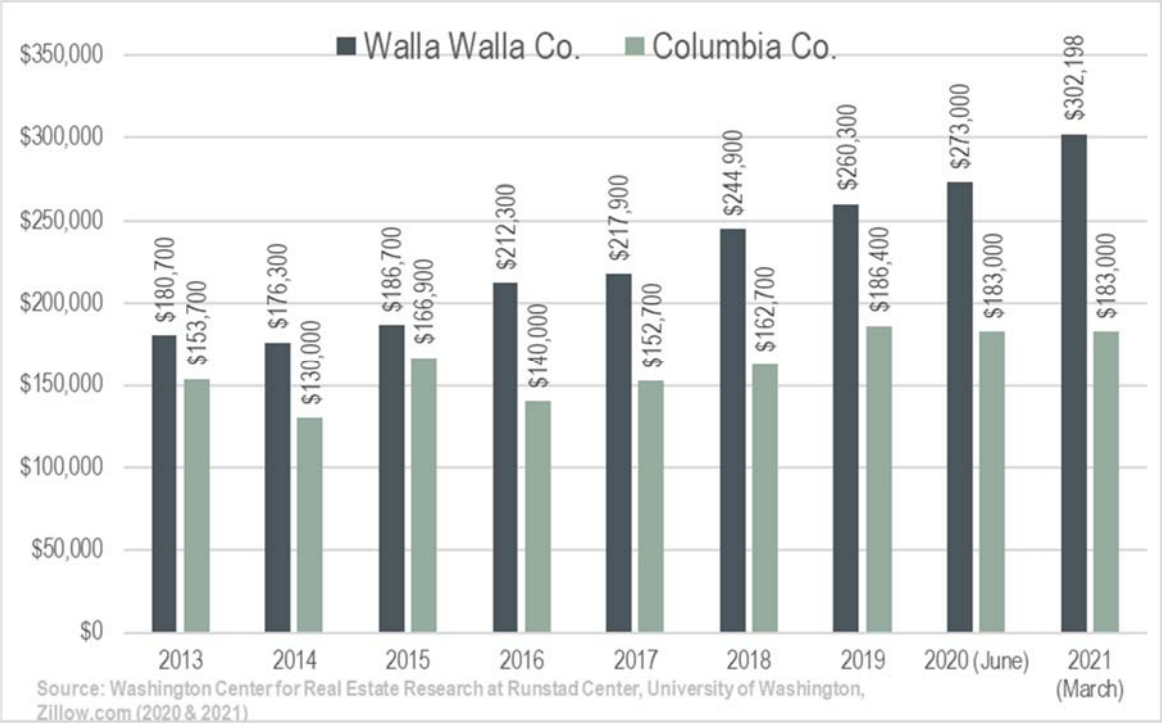


Figure 15. Median Home Prices

	3/1/2020	3/1/2021	Change from prior year %
Washington	$429,000	$488,000	13.8%
Columbia County	$182,000	$183,000	0.5%
Dayton	$172,000	$171,000	-0.6%
Walla Walla County	$283,000	$302,000	6.7%
College Place	$289,000	$309,000	6.9%
Waitsburg	$235,000	$250,000	6.4%
Walla Walla City	$283,000	$301,000	6.4%

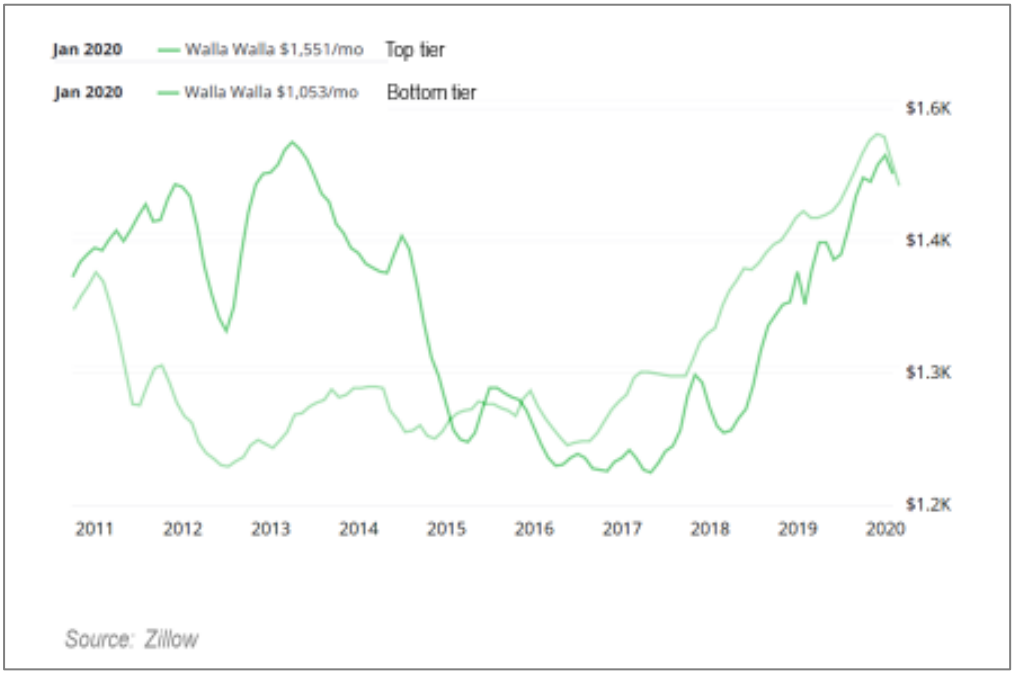
Source: Zillow, (6/1/2020), Compiled by FCS GROUP.

* Assumes 30-year mortgage, 3.6% interest, 1.89% property tax & insurance; 5% downpayment.

** Assumes 30% of household income dedicated to payments.

Monthly rents have also increased to record levels. As shown in **Figure 16**, the median rent within the Region is currently $1,486, and the price difference between the top quality and lowest quality rental housing units has narrowed considerably.

Figure 16. Median Housing Rent, Walla Walla Region, 2011 to 2020



By comparison, the current U.S. Housing and Urban Development (HUD) Fair Market Rents in Walla Walla County range from $680 for an efficiency to $1,509 for a four-bedroom unit, as shown below. According to input received from stakeholders, there are very few (if any) non-government subsidized properties that would meet HUD fair market rents in the Walla Walla Region.

HUD Fair Market Rent (FMR) by Unit Type, Walla Walla County, 2020
Source: U.S. Department of Housing and Urban Development

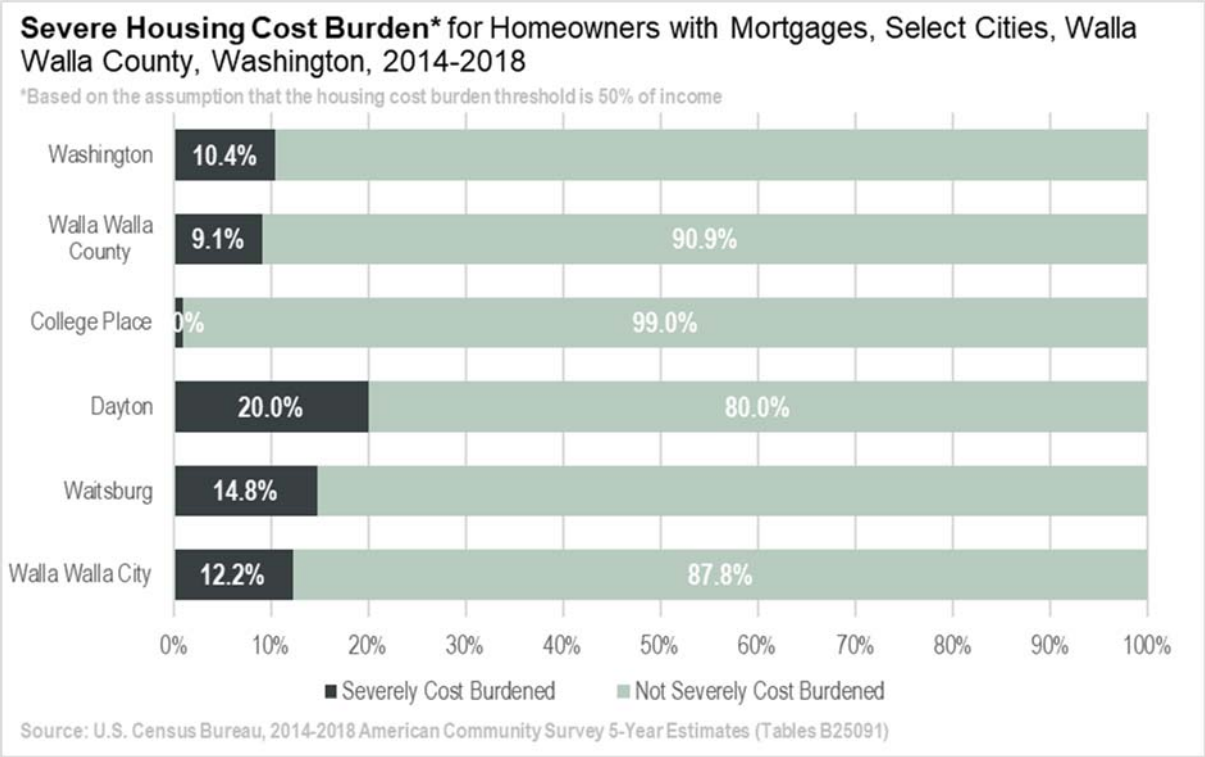
$680	$792	$1,043	$1,505	$1,509
Efficiency	1-Bedroom	2-Bedroom	3-Bedroom	4-Bedroom

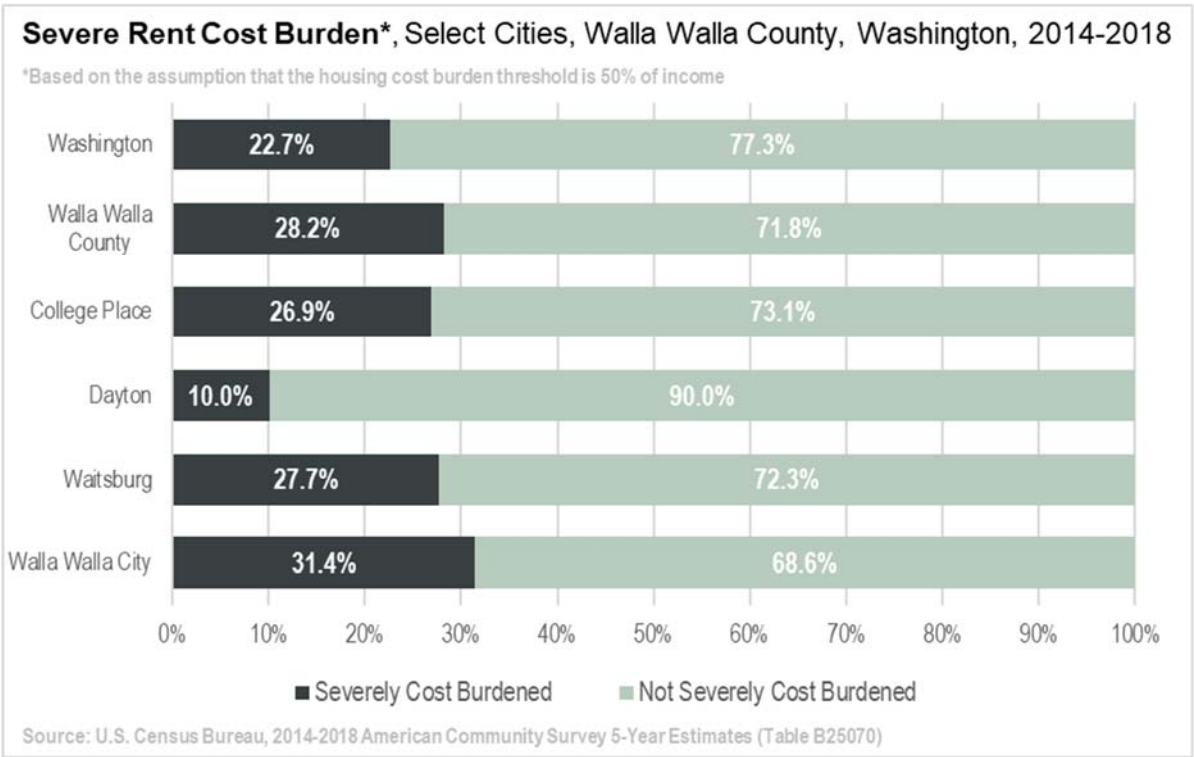
Housing Attainability

According to the U.S. Housing and Urban Development (HUD), households are considered "cost burdened" if they pay over 30% of their gross income on housing and utilities. Households are "severely cost burdened" if they pay over 50% of their gross income on housing and utilities.

As of 2018, approximately 9% of homeowners and 28% of the renters in Walla Walla County were severely cost burdened by housing expenses alone **(Figure 17)**. If housing costs continue to rise faster than incomes, the share of severely cost burdened households will continue to increase.

Figure 17. Severe Housing Cost Burden by Locality





To help gauge housing attainability, FCS GROUP examined median household income (MHI) data for selected cities within Walla Walla and Columbia counites. Median household income in Walla Walla County ($56,533) is currently well below the Washington average ($70,116). However,

income levels for households in Walla Walla County have been increasing slightly faster than the state average (**Figure 18**).

Figure 18. Median Income Trends, 2010-2018

	2010	2018	AGR
Washington	$57,244	$70,116	2.6%
Walla Walla County	$45,575	$56,533	2.7%
College Place	$40,137	$47,525	2.1%
Dayton	$39,861	$44,524	1.4%
Waitsburg	$45,568	$48,403	0.8%
Walla Walla	$39,397	$48,678	2.7%

Source: U.S. Census Bureau, 2014-2018 American Community Survey 5-Year Estimates (Table B25119)

AGR: average annual growth rate.

To meet HUD guidelines for housing affordability, no more than 30% of income should be allocated to housing. Hence, middle-income families earning 80% to 120% of the median household income (MHI) should be able to afford monthly rents at $1,131 to $1,696; or homes priced between $194,000 and $291,000. If middle-income households pay more than this, they would be "cost burdened" to some degree. As indicated in **Exhibit 19**, using current statistics, affordable monthly housing cost for low-income families is as follows:

- Low Income, $707 to $1,131
- Very Low Income, $424 to $707
- Extremely Low Income, $424 or less

Point in Time Homeless Residents

The homeless population in Walla Walla County has fluctuated between 126 and 358 over the past decade. In 2019, Walla Walla County's homeless population included an estimated 163 people or about 0.75% of the statewide homeless count, which is less than the county's 0.82% overall share of statewide population. Stakeholder input indicates that the number of homeless residents appears to have increased since the global Covid-19 pandemic began in 2020.

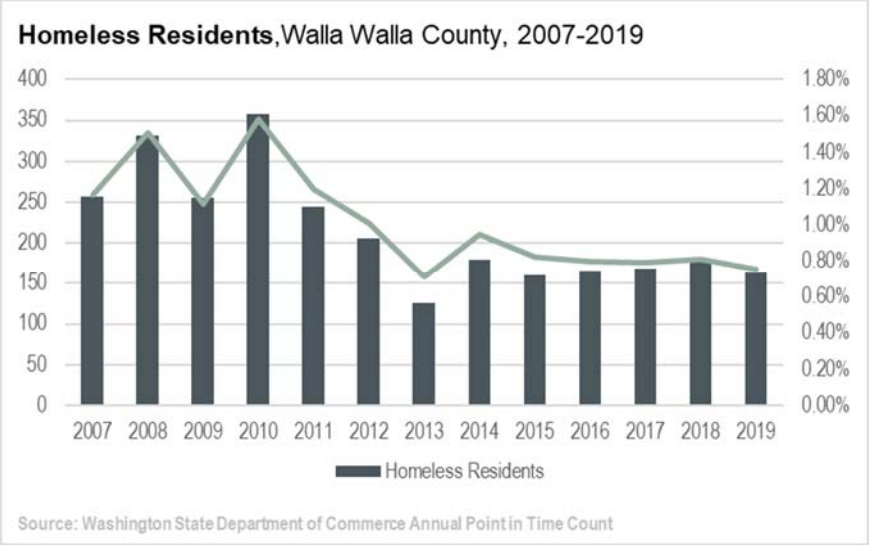


Figure 19. Analysis of Attainable Housing Prices/Rents

Housing Attainability Analysis

Walla Walla County Median Household Income (2018)*	$56,533	
Market Segment by Income Level	**Lower-end**	**Upper-End**
Upper (120% or more of MHI)		120%
Middle (80% to 120% of MHI)	80%	120%
Low (50% to 80% of MHI)	50%	80%
Very Low (30% to 50% of MHI)	30%	50%
Extremely Low (less than 30% of MHI)	30%	
Qualifying Income Level	**Lower-range**	**Upper-range**
Upper (120% or more of MHI)	$67,840	or more
Middle (80% to 120% of MHI)	$45,226	$67,840
Low (50% to 80% of MHI)	$28,267	$45,226
Very Low (30% to 50% of MHI)	$16,960	$28,267
Extremely Low (less than 30% of MHI)		$16,960
Attainable Monthly Rent or Payment (@30% of income level)	**Lower-range**	**Upper-range**
Upper (120% or more of MHI)	$1,696	or more
Middle (80% to 120% of MHI)	$1,131	$1,696
Low (50% to 80% of MHI)	$707	$1,131
Very Low (30% to 50% of MHI)	$424	$707
Extremely Low (less than 30% of MHI)		$397
Approximate Attainable Home Price**	**Lower-range**	**Upper-range**
Upper (120% or more of MHI)	$291,000	or more
Middle (80% to 120% of MHI)	$194,000	$291,000
Low (50% to 80% of MHI)	$116,000	$185,000
Very Low (30% to 50% of MHI)	$69,000	$116,000
Extremely Low (less than 30% of MHI)	n/a	n/a

Notes:

** based on current U.S. Census estimates of household income for Walla Walla County.*

*** assumes 5% down (zero down payment for low income purchasers) on 30-yr mortgage @ 3.6% interest; and 1.89% for taxes and insurance.*

Source: analysis by FCS GROUP using U.S. Census, Amercian Community Survey data.

Measures of Economic Hardship

Like many rural communities across the U.S., an increasing share of Walla Walla Region's households are experiencing economic hardship as the cost of living rises faster than income levels.

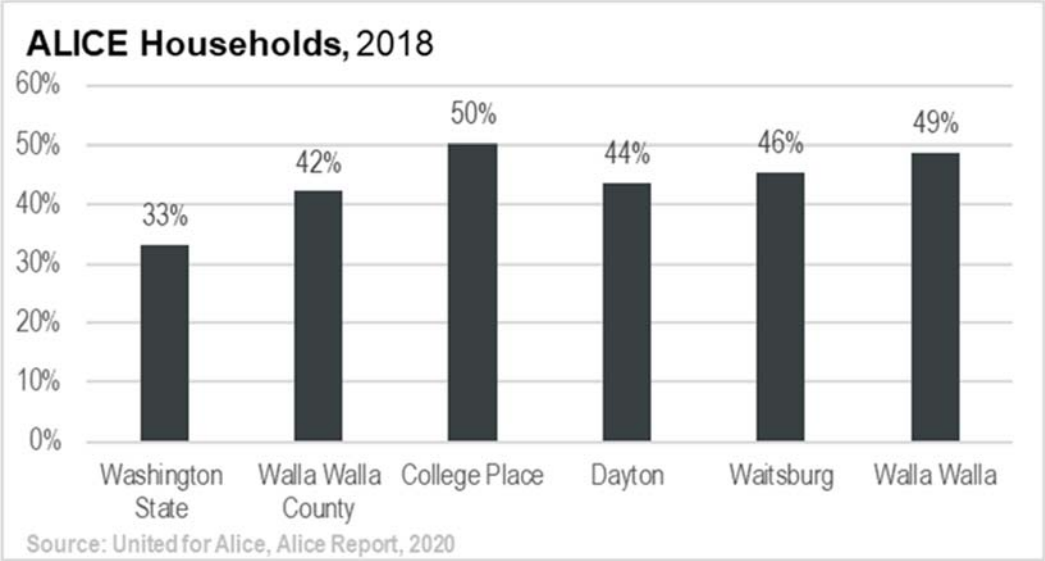
Since the War on Poverty began in 1965, the Federal Poverty Level (FPL) has provided a standard for determining the proportion of people living in poverty in the U.S. Despite the FPL's benefit of providing a nationally recognized income threshold for determining who is poor, its shortcomings include the fact that the FPL is not based on the current cost of basic household necessities, and except for Alaska and Hawaii, it is not adjusted to reflect cost of living differences across the U.S. In fact, federal poverty statistics indicate that the number of Walla Walla County households living in poverty decreased by 54 between 2010 and 2018.

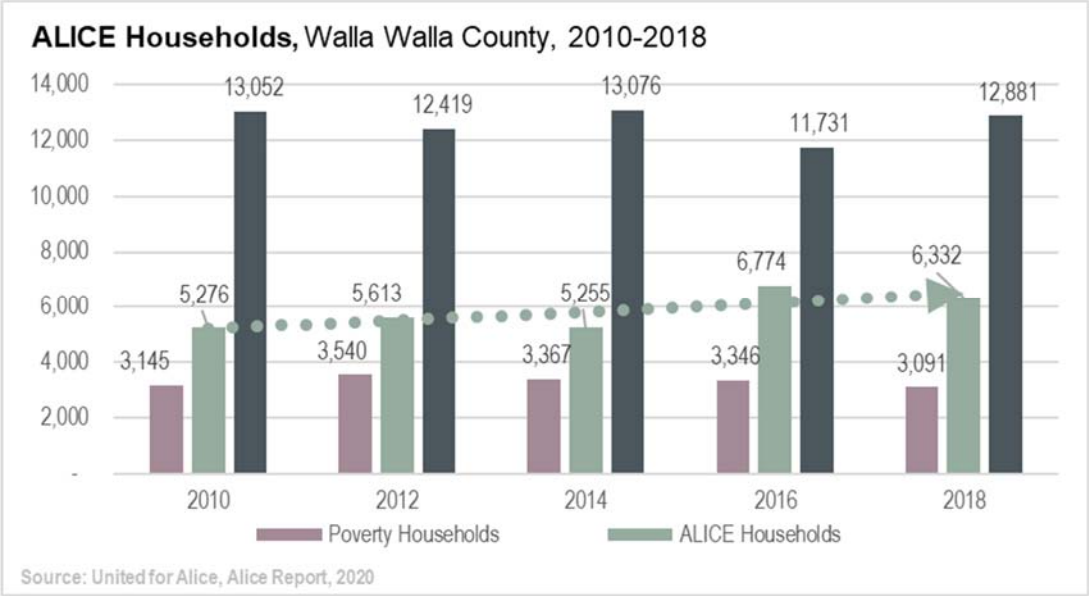
In recognition of the short comings associated with federal poverty statistics, the United Way now provides a new measure of economically distressed households struggling in each county in a state. This

effort provides a framework, to measure households that do not earn enough to afford basic necessities, with a population segment called ALICE (Asset Limited, Income Constrained, Employed). The ALICE methodology takes into account the total cost of household essentials – housing, child care, food, transportation, technology, and health care, plus taxes and a 10 percent contingency. ALICE data are calculated separately for each county, and for six different household types. For more information please check out: https://www.unitedforalice.org/methodology

In 2018, 42% of the households in Walla Walla County were either in poverty or in the ALICE category, which is well above the Washington statwide average of 33%. Within the Walla Walla Region, the share of households in poverty and ALICE categories ranged from 44% in Dayton to 50% in College Place (**Figure 20**).

Figure 20. ALICE Household as Share of Total Households



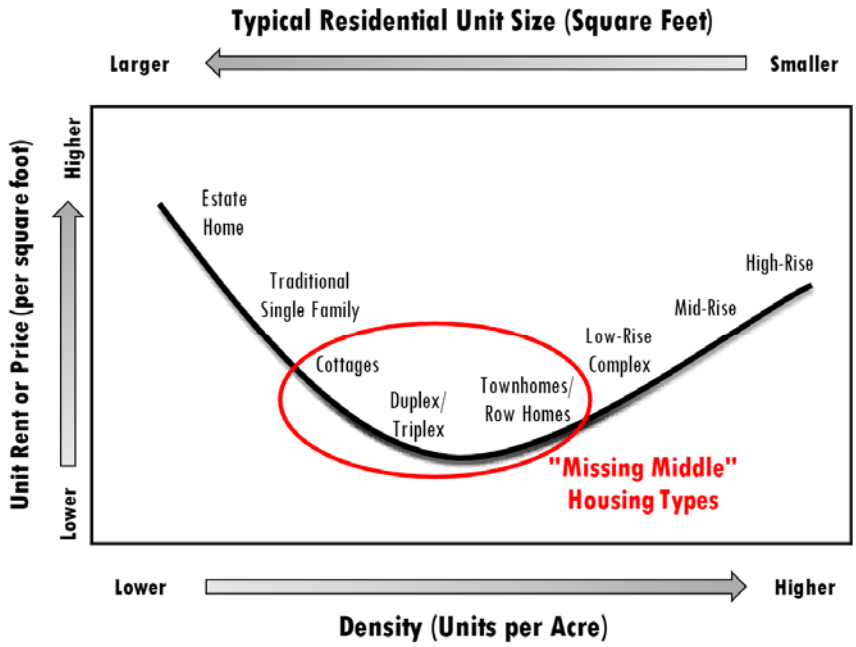


Housing Supply Gaps

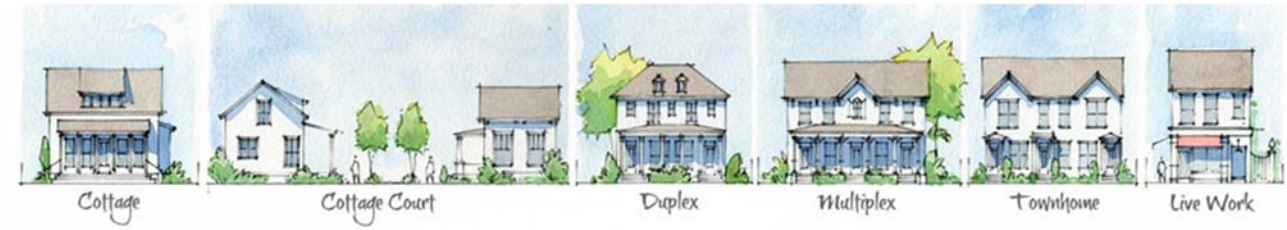
Representatives from public agencies have expressed concern over the lack of attainable and good quality housing for middle income families and local workers. To find attainable housing, some workers must travel long distances between their homes and their jobs to find attainaible housing.

Given the need for workforce housing, the Region would benefit from development of "middle income" housing types, such as apartments, duplexes, townhomes, cottages, manufactured homes and accessory dwelling units (ADUs). These housing types can be delivered at a lower cost and rent level per square foot than standard single family detached and mid-rise housing types (**Figure 21**).

Figure 21. Middle Housing Types



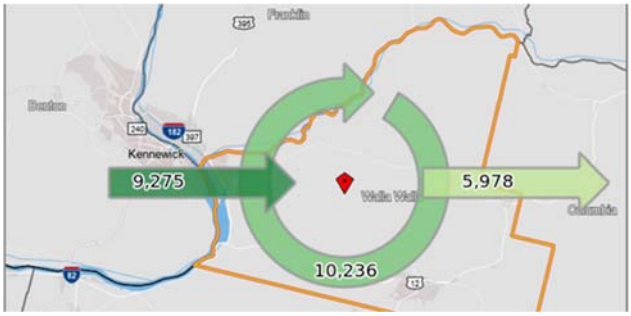
Source: Washington Department of Commerce Housing Memorandum (PNW Economics and LDC)



Transportation Considerations

Long commutes into the Walla Walla Region may represent potential pent-up demand for new housing. According to U.S. Cenus On-the-Map data, in 2017 there were 9,275 workers who commuted to work in Walla Walla County and 5,978 county residents who commuted to work outside the County (**Figure 22**). **One in five workers in the County commute over 100 miles per day**; **which is 55% higher than the statewide average**.

Figure 22. Commute Patterns, Walla Walla County, 2017



Affordability and Current Market Gaps

Low vacancy rates and rising home prices have resulted in market gaps that could be filled only by new housing construction. The regional *Affordability Housing Community Council Report*, Summer 2019, found that median income levels in the City of Walla Walla and College Place would need to increase by at least $5,400 to enable families to purchase a home at 2018 prices. This affordability gap has increased since.

The Region's rental housing gap is most prevalent at the highest and lowest income levels. In other words, there is currently an inadequate supply of quality market rate apartments (at $1,131/month or higher) or for-sale housing (at $279,000+). This is partially the reason why 400 middle and upper income households currently live in lower-quality *middle-income* rental housing. And the lack of affordable housing (at $707/month or lower) has resulted in 791 households living in higher-cost housing which leads to severe rent burdens. This analysis assumes that 33% of the current housing gap can be addressed by new policies that help stimulate near-term housing construction with 239 market rate units and 261 affordable units (**Figure 23**).

Figure 23. Rental Housing Market Gaps, Walla Walla Region, 2017

Median Household Income Range	Lower-end	Upper-End	Renter Households Counted	Affordable Monthly Rent Costs *	Level of subsidy required	Estimated Rental Units Counted	Year 2017 Housing (Gap) or Surplus
Upper (120% or more of MFI)	$67,840 or more		1,304	$1,696 & Above	Zero	580	(400)
Middle (80% to 120% of MFI)	$45,226	$67,840	1,173	$1,131-$1,686	Zero	1,497	
Low (50% to 80% of MFI)	$28,267	$45,226	1,518	$707-$1,131	Low	2,709	1,191
Very Low (30% to 50% of MFI)	$16,960	$28,267	1,177	$424-$707	Medium	1,541	(791)
Extremely Low (less than 30% of MFI)	$16,960 or less		1,830	Less than $424	High	674	
Total			7,001			7,001	

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

* Calculated at 30% of Walla Walla County median family income based on HUD guidelines

Analysis of Pent-Up Rental Housing Demand, Walla Walla Region

Median Household Income Range	Renter Households in 2017	Rental Units in 2017	Housing (Gap)	Potential Capture Rate	Pent-up Housing Demand Capture
Upper (120% or more of MFI)	1,304	580	(724)	33%	**239**
Middle (80% to 120% of MFI)	1,173	1,497	324		
Low (50% to 80% of MFI)	1,518	2,709	1,191		
Very Low (Less than 50% of MFI)	3,006	2,215	(791)	33%	**261**

Source: US Census Bureau 2013-2017 ACS, analysis by FCS GROUP.

Regional Housing Needs Forecast

The Regional housing needs forecast takes into account the potential to capture a share of the current market gap for rental housing along with the projected population growth based on the adopted comprehensive plans for Walla Walla County and the cities of College Place, Walla Walla, Dayton and Waitsburg.

These plans anticipate a population increase of approximately 9,668 year-round residents by 2040 within Walla Walla County. According to the Walla Walla County Comprehensive Plan, the unincorporated areas of the county are projected to add 2,802 people. Since that forecast also reflects unincorporated portions of UGAs for the cities, we expect the majority of new population growth to occur within future annexation areas of local cities.

This analysis assumes that 70% of the housing growth and 90% of the group quarters population growth within unincorporated Walla Walla County will occur within the UGAs of Walla Walla, College Place, Waitsburg and Dayton. As indicated in **Figure 24**, this allocation of county growth equates to approximately 107 group quarters residents and 657 dwelling units.

Figure 24. Projected Regional Housing Capture of Unincorp. Walla Walla County, 2020 to 2040

	Walla Walla County	Unicorp. Walla Walla County**	Regional Housing Capture of Unincorp. County %	Regional Housing Capture of Unincorp. County
Net New Population	9,668	2,802		
New Pop in Group Quarters*	773	119	90%	107
Population in Households	8,894	2,683		
Housing Need for Permanent Residents (dwellings)	3,601	865		
Seasonal & Vacancy Allowance (@9.4 %)	358	74		
Growth-related Housing Demand (dwelling units)	3,959	939	70%	657

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormatories, group homes, institutions, etc. ** Includes unicorporated areas within urban growth areas of local cities.

To address changing demographic and householder preferences, the baseline housing demand forecast also takes into account the following assumptions:

- Future population growth forecasts for each city within the Walla Walla Region will be consistent with adopted local comprehensive land use plan forecasts (extrapolated).
- The tenancy mix and rate of homeownership will increase slightly overtime to the Washington statewide average (63% owners and 37% renters). Note, this results in a modest increase in homeownership rates within the Region from 60% currently to 63% by year 2040.
- Housing needs reflect more attainably priced housing types consistent with attainability levels with 30% of income allocated to rent or mortgage (principal and interest).
- The housing needs forecast assumes a moderate demand shift to middle income housing types, including townhomes, plexes, apartments, ADUs and manufactured housing.

To address future housing growth, the Walla Walla Region should plan to add approximately 4,685 net new housing units over the next 20 years. Future housing demand is likely to include 1,523 standard lot single family detached homes; 1,104 small lot detached homes; 732 townhomes/plexes; 894 multi-family

units (includes some group quarters demand) and 443 government-assisted housing units, manufactured homes and/or ADUs (**Figure 25).**

Figure 25. Walla Walla Region Housing Needs Forcast, 2020 to 2040

	Walla Walla City	College Place	Waitsburg	Dayton	Region Total
Projected Baseline Housing Demand	2,362	494	153	11 +	3,021
Plus Share of Housing Within Unincorp. UGAs	514	107	33	2 +	657
Plus Demand to Address 33% of Housing Gap	414	87			500
Total Housing Need	3,290	688	187	13 +	4,178
Plus Group Quarters Housing Units (@1.5 people per uni	420	88			762
Grand Total (units)	3,710	776	187	13 +	4,685
percent of total	79%	17%	4%	0.3%	100%

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters reflects people in dormatories, group homes, institutions, etc.

Projected Housing Need by Housing Type

Projected 2040 Housing Needs	3,710	776	187	13	9,76	Remainder of
Housing Type	Walla Walla UGA	College Place UGA	Waitsburg UGA	Dayton UGA	Walla Walla Region	Walla Walla County
Single-Family Detached						
Standard Lots	1,142	261	112	9 +	1,523	225
Small Lots, cottages, mfg. homes (lots)	899	205	-	-	1,104	-
Townhouses / Plexes (units)	556	155	19	1 +	732	-
Multi-family units (5+ units per structure)	816	78 +	-	-	894	-
Mobile homes/ADUs/other (units)	297 +	78 +	56 +	3 +	433	56 +
Total Dwelling Units	3,710	776	187	13 +	4,685	282

Projected Housing Need by Income Level

Family Income Level	Owner-Occupied	Renter-Occupied	Total	Dist. %	Attainable Housing Products
Upper (120% or more of MI)	2,361	260	2,621	56.0%	Single Family Lots
Upper Middle (80% to 120% of MI)	384	347	730	15.6%	Cottage Homes, Townhomes, Apartments
Lower Middle (50% to 80% of MI)	207	693	900	19.2%	Townhomes, Mfgd. Homes, Plexes, Apartments
Low (less than 50% of MI)	0	433	433	9.3%	ADUs, Govt. Assisted Apts.
Total	2,952	1,734	4,685	100.0%	

*Derived from Appendix A.

The group quarters demand generated by 762 residents accounts for demand generated by seniors in group homes and to a lesser extent university students and special needs population segments (including inmates at the correctional center). As indicated in **Figure 26**, the senior housing segment is projected to account for about three quarters of the overall group quarters demand, with the need for almost 380 units of shared senior housing required by year 2040.

Figure 26. Projected Senior Housing Demand

	Region Total within UGAs
Current Population	48,363
Proj. Net New Population within Region UGAs (@2.3 perso	8,485
Future Population year 2040	56,848
Population over Age 65	20%
Share of pop. over Age 65 in Nursing Homes	5.0%
Avg. Household Size within Nursing Homes	1.50
Proj. Net New Population in Nursing Homes	568
Proj. Senior Housing Need (dwelling units)	379

Source: population estimates and forecasts based on WA Office of Financial Management data; nursing home capture rates based on National Institute of Aging estimates, 2015.

Please refer to **Appendix A** for a Regional forecast of owner and renter housing needs by income level.

Reconciliation of Housing Needs and Land Supply

According to the June 2019 Walla Walla County buildable land inventory and development capacity study, Walla Walla, College Place and Waitsburg UGAs had the potential to accommodate over 4,100 net new dwellings at full utilization (**Exhibit 27**). Note, the City of Dayton was included in a separate land capacity study for Columbia County.

Figure 27. Land Capacity Analysis

	Minimum Lot Size (SF)	Net Res. Land Inventory (acres)	Vacant percent	Under-developed percent	Net New Pop. Capacity	Net New Dwelling Capacity	Infill & redevel-opment Dwellings	Dwellings on Vacant Land	% infill & redevel opment
Waitsburg					1,466	621	284	337	46%
R96 Suburban Residential	9,600	50.7	62%	38%	538	228	86	142	
Residential (incorporated)	10,000	92.7	49%	51%	875	371	189	182	
Flexible Comm./Res (Incorp.)	10,000	5.6	61%	39%	53	22	9	13	
College Place					588	249	139	110	56%
Multiple Family Residential	n/a	2.1			59	25	-	25	
R-60 Single Family Residential*	6,000	21.6	30%	70%	361	153	107	46	
R-72 Single Family Residential*	7,200	0.3			4	2	-	2	
R-96 Suburban Residential (incorp.)	9,600	6.3	58%	42%	67	28	12	16	
~~R-96 Suburban Residential (area 2B)**~~	~~9,600~~	~~39.8~~	~~75%~~	~~25%~~	~~425~~	~~180~~	~~46~~	~~134~~	
R-96 Suburban Residential (area 2C)	9,600	9.2	51%	49%	97	41	20	21	
Walla Walla City					7,641	3,238	1,632	1,606	50%
Multiple Family Residential	n/a	-			-	-			
R-60 Single Family Residential ***	6,000	-			-	-			
R-72 Single Family Residential ***	7,200	54.7	21%	79%	813	344	271	73	
R-96 Suburban Residential (incorp.)	9,600	569.0	51%	49%	6,116	2,592	1,260	1,332	
R-96 Suburban Residential (other)	9,600	60.8	67%	34%	712	302	101	201	

Source: Revised Land Capacity Analysis, Technical Memorandum, June 2019, the Watershed Company. Note, this analysis was completed prior to the City of Walla Walla creating a Neighborhood Residential zone to allow reduced lot sizes.

** After 2019, College Place combined zones R-60/R-72/R-75 into a one SF District zone and allows up to two dwellings per lot.*

*** Area 2B urban growth area expansion request was denied after 2020.*

**** After 2019, Walla Walla changed code to allow 2-4 unit structures and ADUs in all single family zones.*

While the overall land capacity within the Region appears to be adequate for addressing the long-term housing need for Waitsburg and Dayton, the analysis cited above indicates that nearly half of new construction would need to occur on under-developed (part vacant) tax lots. If property owners do not wish to subdivide their tax lots, the likelihood of meeting housing needs through "infill" is unlikely.

These findings also indicate that the current zoning and related land capacity within the College Place and Walla Walla UGAs (combined) may not be sufficent to fully accommodate multi-family demand. This issue is particularly acute in College Place, where the housing demand for single family and middle housing (672 units) is expected to exceed its zoned land capacity by 412 dwellings.

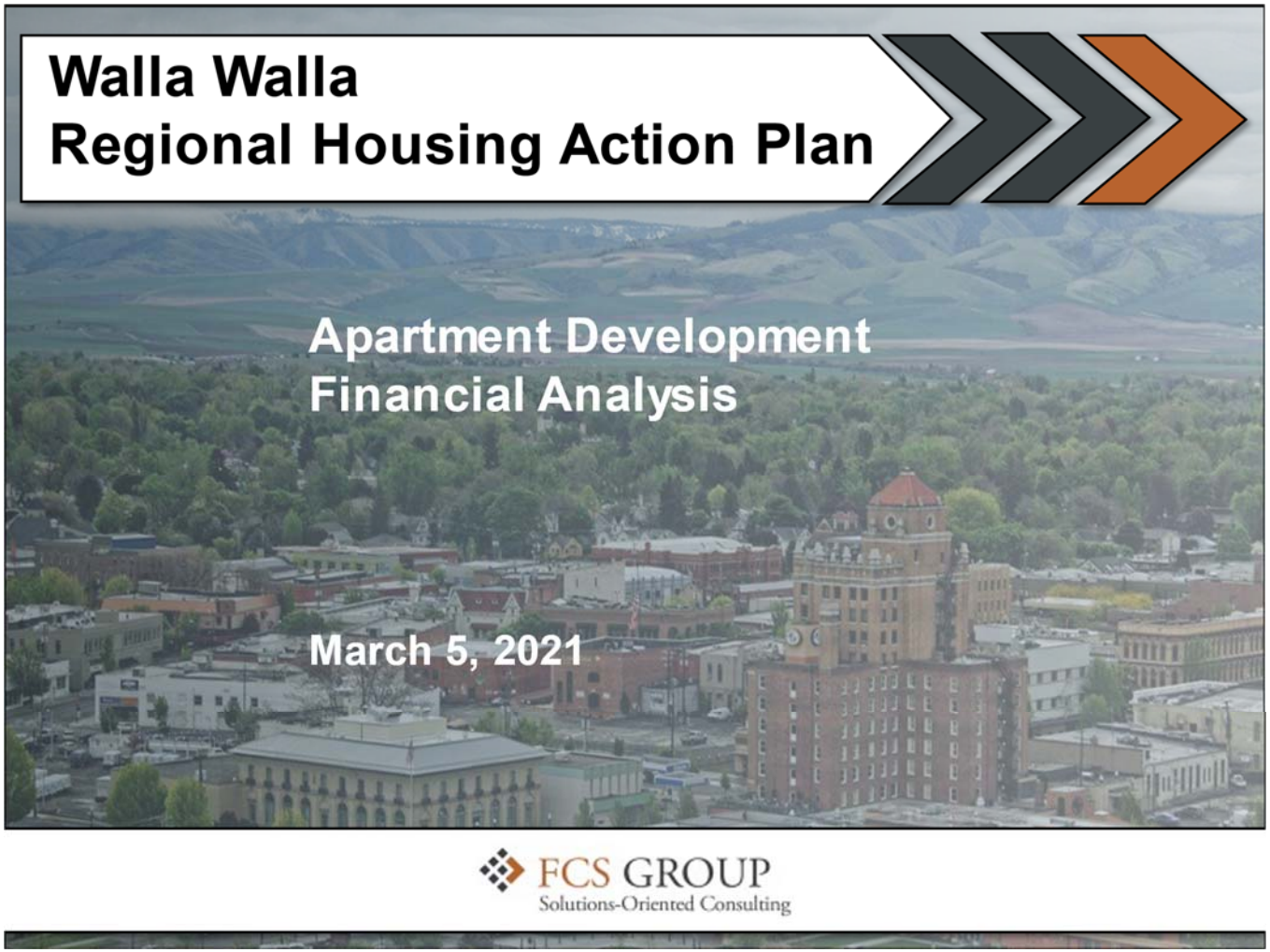
Based on the residential capacity analysis and this housing needs assessment, the following conclusions are made:

College Place UGA: the projected 20-year housing need of 776 dwelling units is far greater than the potential UGA capacity of 429 units, even after assuming 43% of net new housing will be constructed on infill and redevelopment lands.

Walla Walla UGA: the projected 20-year housing need of 3,710 dwelling units is greater than the potential UGA capacity of 3,238 dwelling units, even after assuming 50% of the net new housing will be constructed on infill and redevelopment lands.

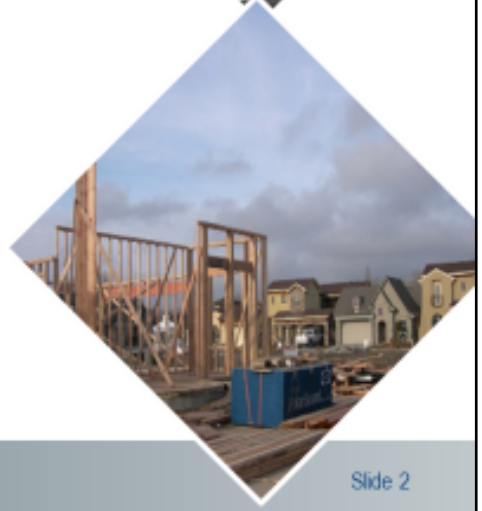
Waitsburg and Dayton UGAs: the combined projected 20-year housing need of 200 or more dwelling can be accomodated by their existing UGAs, since Waitsburg alone is presumed to have the UGA capacity to add 621 dwelling units, after assuming 46% of the net new growth occurs on infill and redevelopment lands.

APPENDIX D: FINANCIAL ANALYSIS



Financial Feasibility Objectives

- Test financial viability from developer's perspective
- With and without affordable housing
  - Scenario 1: 3-level garden apartments
  - Scenario 2: 5-level flats (over parking)
- Evaluate incentives
  - 12-year property tax abatement
  - Impact fee reduction
  - Land write-downs
  - Parking reductions



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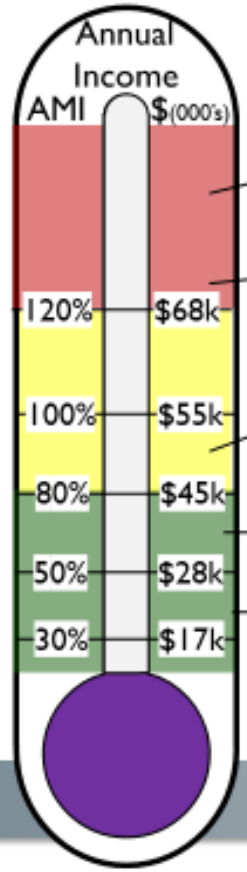
Slide 2

Housing Affordability Thermometer

- HUD uses median income to measure affordability
- HUD bases affordability on household size
- Affordability Thermometer conveys prices or rents based on expected payments
- Helps determine the market need for various housing types



Local Labor Force Demographics Example:

- **Manager**
  $96,000 (max rent: $2,600)
  (168% of AMI if HH size = 2)
- **Teacher (middle school)**
  $68,000 (max rent: $1,800)
  (121% AMI if HH size = 2)
- **Industrial worker**
  $55,511 (max rent: $1,500)
  (98% AMI: low income if HH size = 2)
- **Medical Assistant**
  $37,690 (max rent: $1,000)
  (67% AMI if HH size = 2)
- **Average SSA recipient:**
  $19,251 (max rent: $500)
  (33% AMI HH size = 1)

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Slide 3

Regional Housing Needs

Walla Walla Region will need 4,500+ dwellings over next 20 years

- **Range of dwelling types needed**
- **Need for more affordable units for owners and renters**
- **Residual Land Value Analysis: how much would a developer be willing to pay for the land for the right to build this project?**

Garden Apartments

Flats

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Slide 4

Apartment Proforma Assumptions

Particulars	Scenario 1A Apts. (100% market rate)	Scenario 1B Apts. (mixed income)	Scenario 1C Affordable Apts.	Scenario 2A Flats (100% market rate)	Scenario 2B Flats (mixed income)	Scenario 2C Affordable Flats
Site Size (acres)	2.0	2.0	2.0	2.0	2.0	2.0
Building Levels (above grade)	3	3	3	5	5	5
Dwelling Units	107	107	107	167	167	167
Affordable Units (@80% to 110% AMI)	0	15	107	0	30	167
Parking stalls	128	128	128	249	249	249
Parking Ratio (stalls per dwelling unit)	1.2	1.2	1.2	1.2	1.2	1.2
Dwellings per Acre	53	53	53	84	84	84
Est. Construction Cost*	$23 M	$23 M	$23.5 M	$41 M	$41 M	$40.6 M
Cost per Dwelling, excl. land	$ 219,615	$ 219,615	$ 219,615	$ 242,559	$ 242,559	$ 242,559
Targeted Developer Return on Equity (annual)						
with private developer	7.0%	7.0%		7.0%	7.0%	
with non-profit developer			4.0%			4.0%

Project Income Assumptions	Units	Scenario 1	Scenario 2
Market-rate units under 900 SF	per SF/month	$1.71	$2.00
Market-rate units over 900 SF	per SF/month	$1.71	$1.85
Affordable dwellings (@90% AMI)	per SF/month	$1.71	$1.74
Parking charge	per Stall/month	$0	$0

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Slide 5

Financial Analysis: Findings

	Scenario	Developer	Dwellings	Residual Land Value Per Dwelling Unit: no incentives	Residual Land Value Per Dwelling Unit: w/ tax abatement	Relative Financial Feasibility	Annual Prop. Tax Revenue to City after abatement	Cumulative Prop. Tax Revenue to City Years 1-20
1A	Apts. (100% market rate)	For Profit	107	$7,921		*Good*	$56,387	$1,127,736
1B	Apts. (mixed income)	For Profit	107	($3,926)	$12,255	*Excellent after incentives*	$56,387	$451,094
1C	Affordable Apts.	Non Profit	107		$48,950	*Excellent*		
2A	Flats (100% market rate)	For Profit	167	($8,882)	$8,984	*Good after incentives*	$97,517	$1,950,337
2B	Flats (mixed income)	For Profit	167	($15,951)	$1,915	*Fair after incentives*	$97,517	$780,135
2C	Affordable Flats	Non Profit	167		$22,988	*Excellent*		

* R.O.E. denotes estimated annual rate of targeted return on developer equity investment after debt service and before income taxes and depreciation.

- **Currently: only the market rate apartments are financially viable without incentives**
- **Non-profit developer greatly helps with affordable housing**
- **Tax Incentives plus land write-downs needed to create mixed-income apts.**

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Slide 6

Summary

- **Housing market is strong enough to attract for-profit developers**
- **Garden apartments are viable without incentives**
- **Market rate flats over parking is not viable without some type of incentive**
- **Affordable or mixed-income housing requires incentives with for-profit developer, such as**
  - 12-year tax abatement (for affordable housing only)
  - Impact fee reduction (for affordable housing only)
  - Land write-down
  - Parking reductions
- **Non-profit developer could make affordable housing "pencil" with fewer incentives**
- **Recommend pilot program of multifamily incentives for next 3 years**
- **Identify public-owned potential catalyst site(s) for future developments**

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Slide 7

APPENDIX E: DISPLACEMENT MINIMIZATION STRATEGY

To: Project Advisory Team: Elizabeth Chamberlain, City of Walla Walla; Jon Rickard, City of College Place; Meagan Bailey, City of Dayton; Randy Hinchliffe, City of Waitsburg; Nikki Sharp, Walla Walla County

Date: September 28, 2020

From: Violet Brown & Scott Fregonese, Fregonese Associates

CC: Todd Chase & Tim Wood, FCS GROUP

RE: Walla Walla Housing Action Plan Task 4 Anti-Displacement Best Practices

The purpose of this memorandum is to analyze the risk of displacement and gentrification in the region and to summarize best practices strategies to mitigate the impacts on local households and businesses. It builds on the findings included in FCS Group's Task 1 Issues Memo and Task 2 & 3 Trends and Needs Memo and on the work previously published in the Affordable Housing Community Council Report. [i]

SUMMARY

Housing Action Plans must, in accordance with HB1923, "encourage construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes" and "should consider strategies to minimize displacement of low-income residents resulting from redevelopment." This is particularly true in neighborhoods with communities at high risk of displacement.

As growth trends in the region predict significant opportunities for future development, that development will likely exacerbate existing issues of affordability and result in market and socioeconomic shifts linked to displacement of households and businesses in vulnerable communities.

Each jurisdiction in the Walla Walla region contains populations vulnerable to displacement. However, this memo identifies individual block groups particularly susceptible to these forces. It also recommends mitigation strategies. These recommendations represent a three-pronged approach to anti-displacement strategies:

1. Mitigation for Individuals and Families Experiencing Displacement,
2. Land Use & Development Strategies to Increase Production of Affordable Housing, and
3. Economic Strategies to Increase Opportunity.

Combating displacement requires cities to proactively apply a variety of different approaches, each supported by best practices research. The strategies are organized as a three-prong approach to anti-displacement to address the different aspects of displacement. Various action steps or programs appear

under each prong. The concept is to move forward on all three fronts in ways that are customizable for each jurisdiction.

VULNERABILITY ASSESSMENT

Displacement occurs when households or businesses are involuntarily forced out of an area due to increasing housing prices or due to economic and demographic changes that alter the neighborhood's character. Gentrification, a well-documented housing issue since the 1960s, has traditionally been associated with the urban core, but rural gentrification is gaining ground in the face of an ever-expanding digital workforce and access to goods online. These changes allow what is a traditionally urban workforce to work remotely from rural and suburban areas, benefitting from the amenities and relative affordability these areas have to offer. Gentrification typically occurs in areas with relatively low property values with amenities that have become attractive or trendy.

As demand in the region grows, areas with relatively low rent/home value or perceived as lower quality housing become more attractive and profitable for redevelopment opportunities, and thus more vulnerable to displacement of existing residents. Some experts expect that the recent pandemic will only increase the pressure on smaller communities as families seek the "suburbs and rural periphery".[ii] This post-Covid-19 migration to rural areas and small towns will be driven by a number of factors: increase remote work opportunities, perceptions of increased safety in less-dense communities, and a desire to live in rural areas for their scenery, access to nature, and other amenities.

Vulnerability calculations compare local geographies to regional averages across six variables reported by the US Census. The analysis below uses ACS 2014-2018 (five-year estimates) via Social Explorer reported by state, county, city, census tract, and block group:

- Percent of households that are renters
- Percent of households that are low-income
- Percent of adults (25 or older) without a four-year degree
- Percent of population who identify with a community of color
- Median home value
- Median gross rent

These factors are closely associated with an increased probability of redevelopment coupled with an increased difficulty in weathering rising housing costs and a higher susceptibility to involuntary displacement for both households and small business. This analysis has been adapted from work published by Dr. Lisa Bates of Portland State University for the Portland Bureau of Planning and Sustainability in 2012 and their subsequent *2018 Gentrification and Displacement Neighborhood Typology Assessment*[iii]. Changes to the methodology are designed to reflect concerns regarding smaller sample sizes and promoting easy replicability as local jurisdictions continue to monitor these variables into the future with readily available data sets.

For the purposes of this report, geographies with 5 or 6 of the variables reporting higher figures than regional thresholds are identified as areas vulnerable to displacement.

Thresholds	Walla Walla County
% People of Color	>28%
% Without College Degree	>71%
% Rentals	>35%
Poverty Status: % Doing Ok	<66%
Median Home Value	<$209,800
Median Gross Rent	<$893

Thresholds	State
% People of Color	>31%
% Without College Degree	>65%
% Rentals	>37%
Poverty Status: % Doing Ok	<73%
Median Home Value	<$311,700
Median Gross Rent	<$1,194

Vulnerability Levels	
High	>5 indicators
Moderate	3-4 indicators
Low	<3 indicators

Cities

Indicators	Walla Walla	Waitsburg	College Place	Dayton	Walla Walla County
Poverty Status: % Doing OK	60%	64%	68%	62%	66%
% Rentals	42%	23%	41%	31%	35%
Median Home Value	$ 190,000	$150,000	$ 190,000	$ 156,200	$ 209,800
Median Gross Rent	$ 919	$ 688	$ 890	$ 775	$ 893
% Without Degree	74%	80%	65%	77%	71%
% POC	33%	10%	25%	16%	28%
Total Indicators	5	4	3	4	

Table 1a. Vulnerability Analysis: Walla Walla County Cities to County Comparison.

Indicators	Walla Walla	Waitsburg	College Place	Dayton	Washington
Poverty Status: % Doing OK	60%	64%	68%	62%	73%
% Rentals	42%	23%	41%	31%	37%
Median Home Value	$ 190,000	$150,000	$ 190,000	$ 156,200	$ 311,700
Median Gross Rent	$ 919	$ 688	$ 890	$ 775	$ 1,194
% Without Degree	74%	80%	65%	77%	65%
% POC	33%	10%	25%	16%	31%
Total Indicators	6	4	4	4	

Table 1b. Vulnerability Analysis: Walla Walla County Cities to State Comparison.

All cities show vulnerability to displacement when compared to the region, which increases when compared to the state. This is particularly true for poverty rates and educational attainment, where county figures differ significantly from the state. City of Walla Walla has the highest vulnerability score when compared to both county and state thresholds. City of Walla Walla has the lowest percentage of people "doing ok", the highest percentage of rentals, and the highest percentage of people of color when compared to other cities.

Census Tracts

City	Census Tract	Poverty Status: % Doing OK	% Rentals	Median Home Value	Median Gross Rent	% Without Degree	% POC	Total Indicators
	9204	100%	0%	NA	NA	**97%**	57%	2
	9205	**46%**	54%	$ **102,600**	$ 851	87%	**66%**	6
	9206	54%	51%	$ 134,200	$ 891	84%	45%	6
Walla Walla	9207.01	67%	53%	$ 198,800	$ 878	67%	20%	3
	9207.02	68%	28%	$ 224,100	$ 1,023	56%	21%	0
	9208.01	48%	42%	$ 186,500	$ 1,000	76%	20%	4
	9208.02	49%	**55%**	$ 208,500	$ **831**	65%	24%	4
Waitsburg	9201	80%	17%	$ 254,300	$ 870	70%	12%	2
College Place	9203	69%	41%	$ 190,000	$ 890	66%	25%	3
Dayton	9602	68%	31%	$ 170,800	$ 740	75%	14%	3

Table 2. Vulnerability Analysis: Census Tract to County Comparison. Bolded data indicates the highest or lowest value for the category.

Census Tract analysis reveals two highly vulnerable tracts for City of Walla Walla (9205 and 9206). Tract 9205 has the lowest percentage of people "doing ok", the lowest median home value, and the highest percentage of people of color when compared to all census tracts in the study area. Census tracts that may become more vulnerable overtime (moving from a rank of moderate to high), include tract 9208.01 and 9208.02. These tracts exceed county thresholds for poverty, rentals, and home value.

Census tracts in the remaining cities have vulnerability ranks of low to moderate when compared to the county. No tract in the remaining cities exceeds three total indicators.

Block Groups

City	Block Group	Poverty Status: % Doing OK	% Rentals	Median Home Value	Median Gross Rent	% Without Degree	% POC	Total Indicators
Walla Walla	BG1 T9204	100%	0%	NA	NA	**97%**	57%	2
	BG1 T9205	37%	53%	$ 90,000	$ 867	91%	63%	6
	BG2 T9205	54%	60%	$ 99,200	$ 1,009	89%	**79%**	5
	BG3 T9205	50%	48%	$ 134,900	$ 775	78%	52%	6
	BG1 T9206	69%	43%	**$ 73,800**	NA	93%	41%	4
	BG2 T9206	**14%**	63%	$ 90,900	$ 709	88%	72%	6
	BG3 T9206	60%	40%	$ 119,100	NA	89%	69%	5
	BG4 T9206	64%	32%	$ 191,800	$ 900	75%	37%	4
	BG5 T9206	50%	74%	$ 260,100	$ 1,051	74%	14%	3
	BG1 T9207.01	60%	**78%**	$ 193,100	$ 714	46%	19%	4
	BG2 T9207.01	57%	41%	$ 162,200	$ 880	82%	33%	6
	BG3 T9207.01	65%	38%	$ 196,600	$ 955	60%	12%	3
	BG4 T9207.01	81%	53%	$ 218,900	$ 1,269	74%	15%	2
	BG1 T9207.02	71%	23%	$ 254,900	$ 1,291	53%	28%	0
	BG2 T9207.02	73%	17%	$ 196,100	$ 828	65%	17%	2
	BG3 T9207.02	55%	38%	$ 213,900	$ 786	40%	13%	3
	BG4 T9207.02	73%	35%	$ 175,000	$ 820	69%	27%	2
	BG1 T9208.01	58%	7%	$ 233,300	NA	76%	12%	2
	BG2 T9208.01	52%	52%	$ 164,900	$ 1,127	76%	33%	5
	BG3 T9208.01	58%	47%	$ 172,900	$ 845	69%	13%	4
	BG4 T9208.01	30%	45%	$ 183,800	$ 999	83%	16%	4
	BG1 T9208.02	35%	67%	$ 165,400	$ 897	77%	26%	4
	BG2 T9208.02	69%	38%	$ 238,500	$ 788	55%	19%	2
Waitsburg	BG4 T9201	66%	20%	$ 154,700	$ 688	80%	10%	3
College Place	BG1 T9203	73%	34%	$ 192,700	**$ 657**	71%	34%	3
	BG2 T9203	63%	66%	$ 190,400	$ 861	67%	29%	5
	BG3 T9203	44%	69%	$ 99,500	$ 828	76%	20%	5
	BG4 T9203	79%	26%	$ 200,900	$ 1,125	60%	19%	1
Dayton	BG2 T9602	56%	27%	$ 139,300	$ 795	72%	21%	4
	BG3 T9602	70%	34%	$ 226,800	$ 914	81%	13%	1
	BG4 T9602	67%	27%	$ 158,300	$ 752	77%	14%	3

Table 3. Vulnerability Analysis: Bolded data indicates the highest or lowest value for the category.

Block group analysis reveals more detailed trends in vulnerability. Overall, ten block groups are considered highly vulnerable. These block groups are in City of Walla Walla and College Place.

For City of Walla Walla, seven block groups (30.4% of all block groups in City of Walla Walla and 22.6% of all block groups in the study area) have high vulnerability rankings. Out of the seven block groups, BG2 T9206 has the lowest poverty status (14% of people "doing ok") out of all block groups in the study area. BG1 T9206 has the lowest median home value ($73,800) out of all block groups in the study area. For moderate ranking block groups, it is important to consider which indicators exceed county thresholds. Block groups that exceed thresholds for poverty, percentage of rentals, and home value (BG3-BG4 T9208.01, BG1 T9208.02) may be more vulnerable than block groups that exceed thresholds for education and people of color but have higher median home values and low poverty. A total of 20% of Walla Walla residents live within block groups that have high vulnerability ratings.

The remaining three cities include block groups with moderate to high vulnerability rankings. City of College Place has two block groups that rank high for vulnerability (BG2 T9203, BG3 T9203). BG3 has the lowest poverty score, highest percentage of rentals, lowest median home value, and highest percentage of people without a college degree for the city. A total of 35% of College Place residents live in block groups that have high vulnerability rankings.

City	Block Group	Population	% City Pop
Walla Walla	BG1 T9205	1,144	3%
	BG2 T9205	957	3%
	BG3 T9205	584	2%
	BG2 T9206	948	3%
	BG3 T9206	1,027	3%
	BG2 T9207.01	968	3%
	BG2 T9208.01	1,503	5%
College Place	BG2 T9203	1,800	20%
	BG3 T9203	1,384	15%

Table 4. High Vulnerability Block Group Population.

In response to concerns raised by the Stakeholder Advisory Committee for this project and in furtherance of state guidelines for specific consideration of vulnerable populations, the below chart includes the percentage of seniors within each population listed by block group and that block groups vulnerability index. Most of the areas with the highest concentration of seniors are not within block groups considered the most vulnerable. While this analysis does not indicate any alarming patterns, it is important that anti-displacement strategies take special note of seniors and recognize that displacement can occur across the region.

City	Block Group	% 65+	Total Indicators
Walla Walla	BG1 T9204	4%	2
	BG1 T9205	8%	6
	BG2 T9205	4%	5
	BG3 T9205	8%	6
	BG1 T9206	39%	4
	BG2 T9206	10%	6
	BG3 T9206	21%	5
	BG4 T9206	6%	4
	BG5 T9206	43%	3
	BG1 T9207.01	22%	4
	BG2 T9207.01	8%	6
	BG3 T9207.01	18%	3
	BG4 T9207.01	35%	2
	BG1 T9207.02	17%	0
	BG2 T9207.02	21%	2
	BG3 T9207.02	18%	3
	BG4 T9207.02	12%	2
	BG1 T9208.01	24%	2
	BG2 T9208.01	14%	5
	BG3 T9208.01	13%	4
	BG4 T9208.01	8%	4
	BG1 T9208.02	15%	4
	BG2 T9208.02	27%	2
Waitsburg	BG4 T9201	20%	3
College Place	BG1 T9203	28%	3
	BG2 T9203	5%	5
	BG3 T9203	18%	5
	BG4 T9203	21%	1
Dayton	BG2 T9602	24%	4
	BG3 T9602	35%	1
	BG4 T9602	23%	3

Table 5. Percent Seniors (65+) by block group.

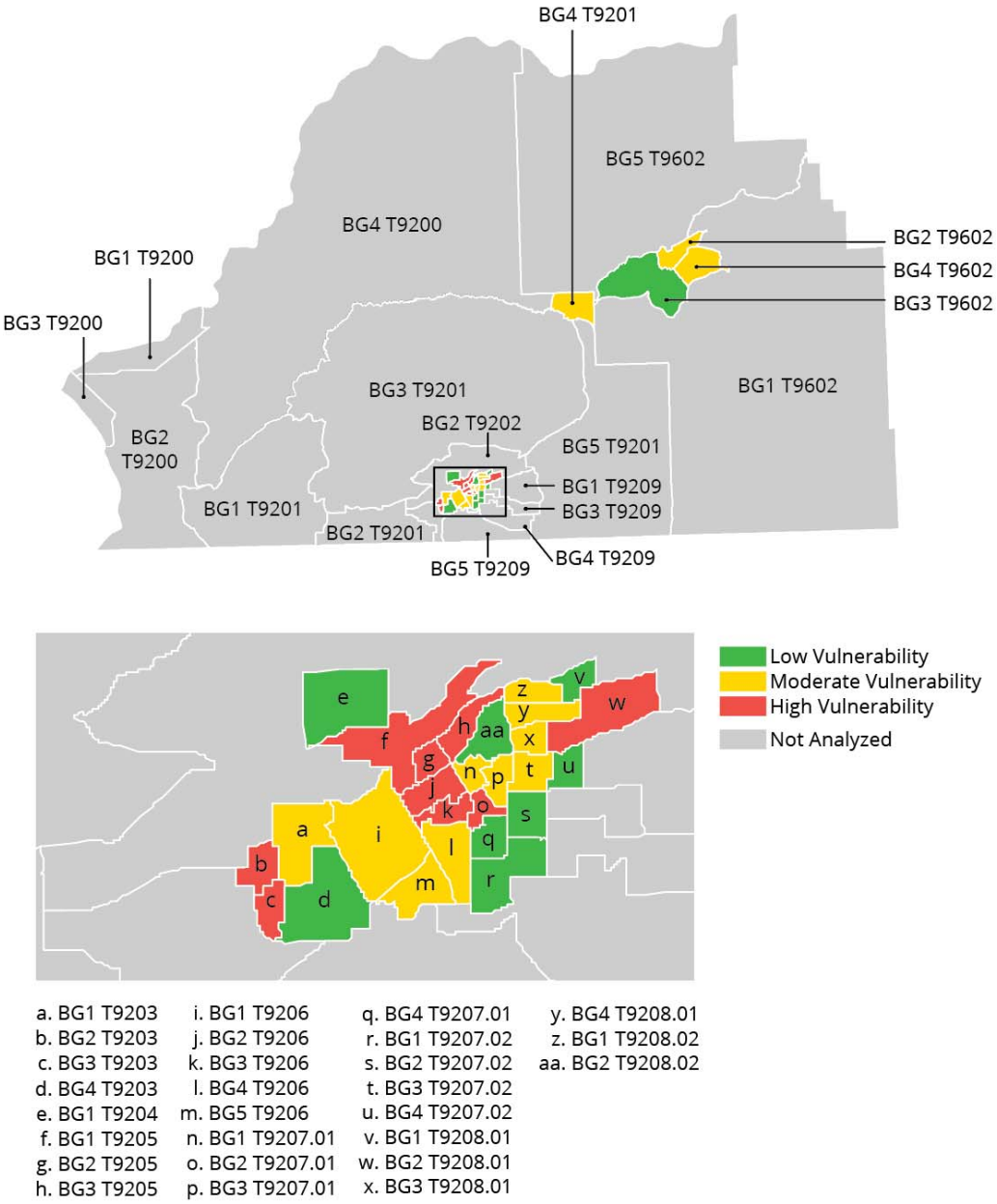

Figure 1. Block Group Map for Study Area with inset of Walla Walla and College Place.

Recommended Strategies to Mitigate Displacement

While the City of Walla Walla has the highest number of residents and blocks groups experiencing displacement vulnerability, all four cities in this study have either areas of high vulnerability or meet metrics that indicate increased susceptibility to displacement. Each of the cities should pursue a three-pronged approach to reducing displacement risk:

1. Mitigation for Individuals and Families Experiencing Displacement,
2. Land Use & Development Strategies to Increase Production of Affordable Housing, and
3. Economic Strategies to Increase Opportunity.

Each city does not necessarily need to carry out each of the strategies below. Instead, the recommended strategies should be viewed as a "menu" of policy and program choices to be implemented based on each community's risk level and the viability of the strategy based on local conditions. Reducing displacement risk should be a regional effort, but the specific approach taken can (and should) differ on the local level.

1. Create Stability for Local Residents by Mitigating the Impact of Displacement:
    - Anti-Displacement Impact Assessments

Integrate displacement into the analysis and review of potential policies, programs, and development applications by creating a standardized assessment of potentially unintended consequences upfront and enforcing reasonable mitigation efforts directly connected to the proposal. [iv] Anti-Displacement measure must include a reliable way to track the impact new development has on Naturally Occurring Affordable Housing (NOAH). While increased production of new housing is essential to preserving supply, NOAH is frequently seen as ripe for redevelopment as soon as market rates surpass current value to create a 'rent gap' making redevelopment profitable. An impact assessment is one tool to track how many affordable units are being developed and at the cost of how many existing units. This option can function on a range of intensities with the obligation and cost either assigned applicants or city staff and the weight of the assessment varying depending on the severity of the issue within each jurisdiction and the viability of the requirement within local markets.

    - Rental Registration Program

A registration program would create a consolidated database of available units in the region, rental costs, and local practices. A small fee per unit could be set to fund the program, which could include a streamlined application process. The costly and time-consuming housing application process is often listed as a practical barrier to housing access. Multiple application forms, with slightly different requirements, and compounded credit check fees are prohibitively onerous. While some local service organizations provide some assistance, a streamlined process eases the burden on renters and landlords alike and help jurisdictions track relevant data.

    - Tenant Protection Enhancements

As vacancy rates decrease, an ordinance extending the notice period for no cause evictions to 60 days for landlords with five or more units would allow renters additional time to plan, contact services, and hopefully relocate without a disruption in adequate housing. Washington State already requires a 60-day period for tenants facing eviction because the owner lost the building in a foreclosure.

    - Emergency Rental Assistance

Aiding families facing homelessness due to temporary economic hardship in the form of Emergency Rental Assistance. Washington State Department of Social & Human Services (DSHS) offers one-time cash payment to get or keep safe housing or utilities in emergency situations to families eligible for the Additional Requirements for Emergent Needs (AREN) or the Diversion Program. The Eviction Rent Assistance Program (ERAP) Grant is part of Washington State's short-term response to the COVID-19 disaster and offers three months of rent payment to prevent evictions.[v]

- Home Ownership Assistance

Enhance and promote existing programs that supply down payment assistance and application support to first time homebuyers. Washington offers the Home Advantage Needs Based Downpayment Assistance Loan Program with up to $10,000 to eligible homebuyers.[vi]

- Utility Payment Financial Assistance & Homeowner Assistance

Homeowners are also subject to raising housing costs as property taxes, maintenance, heating, and cooling costs increase. This is particularly true for seniors on fixed incomes. Partnering with groups such as BMAC/The Healthy Homes Program, which provides weatherization and energy efficiency services, can reduce the burden on seniors. Washington State Department of Commerce's Home Rehabilitation Loan Program provides low-interest loans to low-income homeowners for repairs and necessary improvements.

2. Protect Regional Housing Stock: Increase Production of Affordable Housing Options
   - Affordable Housing Fund

In 2016, Vancouver voters authorized the use of property tax revenue (residential and commercial) to create an Affordable Housing Fund that can be used "for the purpose of buying, building and preserving low-income rental housing and preventing homelessness through rental assistance and housing services."[vii] The tax is capped at $6 million and expected to generate $43M dollars before it expires in 2023. At which point, Vancouver City Council can seek an extension or let it expire. Property tax exemptions are included for seniors and people with disabilities who earn less than $40,000 a year.

- Land Banking

Cities can reserve or 'bank' land for affordable housing, similar to a popular program created in Eugene, Oregon.[viii] Sites being considered for purchase should be evaluated based on cost, density, environmental quality, and access transportation, community services, and jobs. Gentrification in more rural areas often results in lower-income households moving further away from city centers with longer commutes to jobs and services. Priority areas should be based on a combination of community vulnerability, recent Anti-Displacement Impact Assessments, and on the area's potential for offering meaning opportunities for safe and affordable housing close to jobs and services.

- Community Land Trusts

Community land trusts create additional affordable home ownership opportunities by removing land from the costs of real estate. In a traditional Community Land Trust model, the homeowner owns the home (and the value of any improvements), but a nonprofit owns the land. Thus, creating additional affordable opportunities for homebuyers by removing land from the cost of real estate. Resale value is not determined by the real estate market but set based on the local cost of living.

- Right of First Offer/Refusal Program

Community land trusts can be granted the right of first offer or right of first refusal to allow them to purchase homes in specifically vulnerable communities to provide homeownership opportunities to households with low-income households. Right of first offer places very minimal requirements on property owners. Notice would be sent that a property will be for sale and either the trust or the owner sets and offer price depending on the program framework. Funding assistance for this program could come from an Affordable Housing Fund.[ix]

- Affordable Housing on Public Land

Washington state (through RCW 43.63A.510 and RCW 39.33.015) directs specific state agencies to inventory under-utilized or surplus state-owned land, which can be used to develop housing for low- and moderate-income households (up to 115% of AMI).

- Zoning Protection for Manufactured Dwelling Parks

For many families, manufactured homes are an affordable housing option. They are built in a factory and transported to either a leased plot within a manufactured home park or on private property. It is important to ensure that local zoning ordinances do not unduly hinder the functioning and placement of manufactured homes. Protecting existing parks will increase affordable housing supply and mitigate involuntary displacement.

- Multifamily Tax Exemption

The Multifamily Tax Exemption (MFTE) is a tool that incentivizes the development of multifamily housing, described in depth in the Community Council Affordable Housing Report.

> *Cities with a population of at least 15,000 can use the MFTE to exempt property taxes for 12 years on new multifamily construction (with at least four units), provided 20% of the units are affordable to low- and moderate-income households (up to 115% of the median family income). In this case, the public funds go to the developer in the form of a tax break, not in the form of a rental payment. If the owner of the property decides to increase rates above the established affordability threshold, the tax exemption is cancelled, and the property is subject to additional tax penalties. Cities with populations of less than 15,000 can use this tool, provided they are the largest urban area in a county planning under the Growth Management Act. Small cities, however, may not have the financial resources to feasibly offer a property tax exemption. Another provision to the rule allows cities to exempt property taxes for multifamily development for eight years with no requirement that a percentage of the units be set aside for low-income renters. The area designated for the MFTE is determined by the local governing authority, and the intention of the legislation is to increase mixed-income residential opportunities, including affordable housing, in urban centers. Expansion of the targeted area within the urban core can open additional opportunities for incentivizing multifamily development.*

3. Protect the Local Economy: Job Training Partnerships to foster local opportunities and prosperity through improved workforce development initiatives

Economic development strategies that improve local resiliency through workforce training bolster opportunity for existing residents. Focus on both higher and secondary educational institutions in the region to take advantage of sector-based partnerships. Construction based partnerships in particular are likely to improve the supply of low-income housing. The goal is to create programs that offer training/apprenticeships and future job opportunities that improve the quality of jobs in the area.

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[i] Community Council Report: Affordable Housing (April 2019) via https://www.wwcommunitycouncil.org/media/1125/affordable-housing-study-report_2019.pdf

[ii] Florida, Richard. "How Coronavirus Will Reshape U.S. Cities." *Bloomberg.com*, Bloomberg, 2 July 2020, www.bloomberg.com/news/features/2020-07-02/how-coronavirus-will-reshape-u-s-cities.
[iii] 2018 Gentrification and Displacement Neighborhood Typology Assessment, Key Findings and Methodology Report, Bureau of Planning and Sustainability, City of Portland, Oregon, via https://www.portland.gov/sites/default/files/2020-01/gentrification_displacement_typology_analysis_2018_10222018.pdf
[iv] King County Washington Equity Impact Review Process Overview (March 2016) via https://www.kingcounty.gov/~/media/elected/executive/equity-social-justice/2016/The_Equity_Impact_Review_checklist_Mar2016.ashx?la=en
[v] Washington State Department of Commerce, Homeless Assistance via https://www.commerce.wa.gov/serving-communities/homelessness/
[vi] Washington State Housing Finance Commission, Home Advantage Program via https://www.wshfc.org/buyers/HomeAdvantage.htm
[vii] *Affordable Housing Fund | City of Vancouver Washington*, Community Development Programs, May 2020, www.cityofvancouver.us/ced/page/affordable-housing-fund.
[viii] Landbanking Program for Affordable Housing, Government Innovators Network, Harvard Kennedy School Ash Center for Democratic Governance and Innovation, 2007 Finalist, https://www.innovations.harvard.edu/landbanking-program-affordable-housing
[ix] Kim, Jihyeon; Knapp-Rossi, Malia; Lance, Jeff; Meyers, Joseph; Moulton, Aster; and Stone, Tay, "Reside Vancouver: An Anti-Displacement Plan" (2019). *Master of Urban and Regional Planning Workshop Projects*. 170. https://archives.pdx.edu/ds/psu/29217

Walla Walla Regional Housing Action Plan
July 7, 2021

Proposed Amendments to
Chapter III Housing Policy, Programs, and Actions
July 12, 2021

Offered by the City of College Place

The Housing Action Plan documents the need for additional land suitable for residential development in the cities of Walla Walla and College Place over the next 20 years. If this need is not addressed housing costs and the affordability gap will continue to increase. In addition, the Action Plan may contain overly optimistic assumptions about the rate of infill development that may occur in both cities. If this proves to be the case, the critical shortfall of land will only get worse.

To address this critical need, the City of College Place proposes that the following strategies be added to Chapter III Housing Policy, Programs, and Actions to further increase housing supply:

<u>Increased Land Supply</u>

1. It is recommended that Walla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg, review and update the 1993 Countywide Planning Policies to actively promote the development of new affordable housing opportunities. This may include, but is not limited to:

    a. Updating the methodology for more realistically determining the development capacity of existing lands.

    b. Exempting the new construction of affordable housing on publicly owned land from the assessment of the need for new housing.

    c. Increase the percentage of projected new growth allocated to the cities of Walla Walla and College Place.

    d. Increasing the market factor to allow for the addition of land to urban growth areas based on a finding that there is a critical shortage of affordable housing.

    e. Authorizing further increases in the market factor to support specific strategies to increase the construction of new multi-family housing in cities. This may include affordable housing "bonuses".

    f. Monitoring new residential development and providing for more frequent updates of the Countywide Planning Policies.

2. It is recommended that Walla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg, review and update the Countywide Planning Policies to actively promote the development of sustainable new housing. This shall include, but is not limited to:

    a. Ensuring that there is an adequate supply of new commercial development to serve new residential development.

    b. Supporting the cost-effective planning, construction, and use of public infrastructure to serve new residential development.

3. It is recommended that Walla Walla County, in active collaboration with the cities of Walla Walla, College Place, and Waitsburg, inventory and assess publicly owned lands in and near urban growth areas as sites suitable for the construction of affordable housing.

College Place Planning Commission- ELECTRONIC MEETING (Tuesday, August 17, 2021)
Generated by Shelli Williams on Wednesday, August 18, 2021

1. OPENING ITEMS

Procedural: 1.01 Call To Order
Chair Roth called the meeting to order at 7:05 PM

Information, Procedural: 1.02 Roll Call

PRESENT:

Commission Members - Via Web	Position 2 - Brian Roth, Chair Position 3 - Ben Dawson Position 4 - Dennis Olson Position 7 - Todd Reiswig, Vice-Chair
Staff	Community Development Director, Jon Rickard; Deputy City Clerk, Shelli Williams
Guest	Gregg Dohrn

MEMBERS EXCUSED: Position 1 - Wrandoll Brenes-Morua, Position 6 - Leroy Waggoner
MEMBERS ABSENT: Position 5 - Eileen Davis

1.03 Public Comment

2. CONSENT AGENDA

2.01 Approve Agenda for June 17, 2021
2.02 Approve Minutes from June 15, 2021
2.03 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Planning Commission by a single motion. Most of the items listed under the consent agenda have gone through previous review either at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Planning Commission and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Planning Commission member.

Commissioner Olson made a motion to approve the consent agenda. Second by Commissioner Reiswig and the motion passed 4-0.

3. PUBLIC HEARING

3.01 Public Hearing Comment
Jon Rickard gave a presentation on the Regional Housing Action Plan that included the project overview, plan components, housing needs assessment and recommendations.

Commissioner Roth called the Public Hearing at 7:21PM. Two comments were heard on the Regional Housing Action Plan. Emily Brown with the Blue Zone spoke in favor of the RHAP. Dorothy Knudson also spoke in favor of the RHAP. Commissioner Roth ended the Public Hearing at 7:23PM

3.02 Regional Housing Action Plan

Commissioner Reiswig made a motion to recommend to City Council. Second by Commissioner Olson and it passed 4-0.

4. REGULAR AGENDA

4.01 Affordable Housing - Comprehensive Plan and Development Code Updates
Gregg Dohrn discussed the proposed Manufactured Housing Zoning District, Revisions to the Comprehensive based on amendments proposed by the Community Council - Affordable Housing Implementation Task Force, amendments initiated by the City, and "housekeeping" amendments to the City's Unified Development Code. Rachel Efelbein of the Community Council clarified their proposal.

5. CLOSING ITEMS

DRAFT

5.01 Adjourn - Next regularly scheduled meeting is September 21, 2021

Commissioner Dawson made a motion to adjourn the meeting at 8:31 PM. Second by Commissioner Reiswig, with no objection, the meeting was adjourned.

Approved:

Brian Roth - Chair

Attest:

Jon Rickard - Community Development Director

The foregoing minutes are the official record of the Planning Commission meeting that occurred August 17, 2021. Further detail may be obtained by reviewing the actual audio recording made during this session.

DRAFT

Annexation Application

Community Development Department

625 S College Avenue, College Place, WA 99324 (509)529-1200 planbuild@cpwa.us

PROJECT LOCATION:				DATE RECEIVED:
Address or General location of property:	995 NE C ST			RECEIVED By Jon Rickard at 4:52 pm, May 24, 2021
Parcel Number:	350725523744	Size of Parcel:	0.77 acre	
Is the property within the College Place Urban Growth Area?		YES		
Is the property contiguous to the College Place Municipal Boundary?		YES		
Present Land Use Designation:	Single Family Residential	What is the proposed zoning?	Single Family Residential	
Sewage Disposal Method	SEPTIC	If not City sewer will a connection be needed?		YES
Source of Water:	WELL	If not City water will a connection be needed?		NO
Irrigation District:	GREEN TANK	Source of Electricity:	PACIFIC POWER	

Has there ever been any Walla Walla County Code violations? If yes, explain the violation and how it was resolved.

NO

Property Owner Name:	DONALD SHARP / TRUDY SHARP				
Mailing Address:	995 NE C ST COLLEGE PLACE, WA 99324				
E-mail:	JACKSHARP5990@MAC.COM	Day Phone:	—	Cell Phone:	5098761988
Applicant Name:	SAME AS PROP OWNER				
Mailing Address:					
E-mail:		Day Phone:		Cell Phone:	

The following *must* be submitted with this completed form in order for the application to be determined to be complete; all material shall be submitted in an electronic format (.pdf preferred):

- ☐ Application fee of $250.00.
- ☐ A completed and signed Agreement to Pay Fees.
- ☐ A legal description of the property provided from a title company. (or a deed to the property)
- ☐ Signed Majority (50+%) Property Owner Petition to Commence Annexation form.
- ☐ Signed Intent to Commence Annexation Proceedings form Signed Majority (50+%) Property Owner Petition to Commence Annexation form.
- ☐ Signed Majority (50+%) Registered Voter Petition to Commence Annexation form (this must be filled out by any registered voter living on said property whether they have ownership in the land or not).

APPLICANT CERTIFICATION:

(We) (I) certify that the information furnished within this application is a true and correct to the best of my (our) (my) knowledge. In addition, I understand that acceptance of this application and fees do not constitute submittal of a valid application until so informed in writing by the Planning Director.

Signature of Applicant: Owner (or) Authorized Agent	Donald Sharp / Trudy Sharp	Date:	5/16/2021
Print Name:	Donald Sharp / Trudy Sharp		

AGREEMENT TO PAY FEES
COMMUNITY DEVELOPMENT DEPARTMENT
CITY OF COLLEGE PLACE

625 S College Ave, College Place, WA 99324
Phone 509-525-0510 FAX 509-526-4094
www.ci.college-place.wa.us

This agreement between the City of College Place and Donald and Trudy Sharp

Whose interest in the project is Owners,
(i.e., owner, agent, etc...)

Is entered into this _____ day of _____, 200____.

This agreement is applicable to the project known as: 915 NE C St College Place, WA 99324
(Project address or filename)

That individuals and parties named herein as having an interest in the above described property or project agrees to the following:

1. Reimburse the City of College Place for actual costs or fees incurred by the City of College Place for project reviews and/or consultants services plus a ten percent (10%) administrative charge, and will be billed monthly as accrued. Any final billing amounts, to include any late fees or any other expenses incurred in the collection of an overdue amount must be paid to the City's acceptance of the project and prior to filing.

2. Reimburse the City of College Place for legal fees for special agreements. Reimbursement will be based on the actual bill of the City Attorney. These agreements may include but not limited to:

   ☐ Franchise Agreement ☐ Latecomers Agreement ☐ Lease/Use Agreement
   ☐ Other Agreement(s) _____
   ☐ Not Applicable (if no agreements are required, mark this box)

3. Estimated amounts deposited with the City are itemized and attached as an addendum to this agreement. Any unused portion of those funds will be returned to the applicant upon completion and/or finalization of the project.

4. The undersigned agrees that fees are due and payable upon receipt of the billing as specified above.

5. Any invoices not paid within thirty (30) days of the invoice date will be subjected to a late fee

charge of 1.5% per month (18% per year) on the unpaid balance of the account and any accrued late fee charges. In addition, if any outstanding balances on the account for this project are not paid within thirty (30) days of the invoice date, no further reviews of the project documents will be conducted until the entire account balance is paid. Any balance on the account for this project not paid within sixty-five (65) days of the invoice date may result in legal action or the initiation of other collection procedures, including referral to a collection agency. The sponsor will be liable for any and all expenses incurred by the City for the collection of overdue accounts.

6. Upon applicant request, an estimate will be provided prior to execution of any third party review.

7. The monthly billing should be sent to the attention of:

   Name: Donald or Trudy Sharp
   Address: 995 NE C St
   City, State: College Place, WA 99324

I understand that failure to pay these fees may result in delay in completion or approval of the project or other possible sanctions.

If this Fee Agreement is completed by someone other than the Sponsor (i.e., the project owner or a principal in the firm sponsoring the project), such as the engineer designing the project, then written authorization from the sponsor specifically authorizing the agent to execute this Fee Agreement is attached to this Fee Agreement.

Applicant's Signature

"Jack" Donald Sharp

Printed Name

5/16/2021 Trudy Sharp

Date

City Representative Signature

Position

Addendum Attached: ☐ Yes ☐ No

PROPERTY TAX STATEMENT

GORDON R. HEIMBIGNER, CFE, CPFIM
WALLA WALLA COUNTY TREASURER
PO Box 777, Walla Walla, WA 99362

Owner ID: 61953

1966*6**G50**0.711**1/1*********AUTO5-DIGIT 99362
SHARP DONALD B & TRUDY MARIE
995 NE C ST
COLLEGE PLACE WA 99324

2021

DISTRIBUTION SUMMARY:	
STATE SCHOOL	481.00
STATE SCHOOL PART 2	246.74
LIBRARY	108.88
PORT	77.25
COUNTY ROAD	463.24
EMS	116.75
SCHOOL	1,099.04
COUNTY	325.93
FIRE DISTRICT	270.11
Gross Tax	**3,188.94**

STATEMENT #	
148-61953	
Total Taxable Value:	233,500
Voter Approved Taxes:	1,099.04
MILL CREEK FLOOD	20.13
STORMWATER UTILITY	36.00
DIST#11 DRINKING WTR	687.00
Assessment/Fees	**743.13**
$	**3,932.07**

Parcel #	Abbreviated Legal Description	Situs Address	Imp. or Equip	Land	Exempt	Total
350725523744	BLALOCK ORCHARDS E1/2 OF LOT 8 BLK 37 LESS SLY 5'	995 NE C ST	159,040	74,460	0	233,500

Tax Area	Levy Rate	Acres	Gross Tax	Assmts	Fees	April	October	Dlq. Yrs	Total
313	13.65711	0.7700	3,188.94	743.13	0.00	1,966.06	1,966.01	0.00	3,932.07

Parcel #	Abbreviated Legal Description	Situs Address	Imp. or Equip	Land	Exempt	Total

Tax Area	Levy Rate	Acres	Gross Tax	Assmts	Fees	April	October	Dlq. Yrs	Total

Parcel #	Abbreviated Legal Description	Situs Address	Imp. or Equip	Land	Exempt	Total

Tax Area	Levy Rate	Acres	Gross Tax	Assmts	Fees	April	October	Dlq. Yrs	Total

This will be the only statement you will receive for 2021 taxes. Please retain for 2nd half payment.

COUPON MUST ACCOMPANY PAYMENT

Amount Due

Years	Base Amount	Interest	Penalty	4/30	10/31	Total
2021	3,932.07	0.00	0.00	1,966.06	1,966.01	3,932.07
2020	0.00	0.00	0.00	0.00		0.00
2019	0.00	0.00	0.00	0.00		0.00
2018 & prior	0.00	0.00	0.00	0.00		0.00

Please fold on perforation BEFORE tearing

Stmt # 148-61953 Owner Name: SHARP DONALD B & TRUDY MARIE Property Count: 1

☐ Please check box to indicate mailing address changes and provide information on the back side of this coupon.

SECOND HALF PAYMENT

Payments of prior year taxes must include all interest and penalty due. Delinquent payments received without interest and penalty will be returned.

2

Amount Due by 10/31/2021 If 1st half and prior paid by 04/30/2021	**1,966.01**

Pay or Postmark by October 31

Make Checks Payable To: WALLA WALLA COUNTY TREASURER
PO BOX 777
WALLA WALLA, WA 99362

Go Paperless
eNoticesOnline.com
AUTHORIZATION CODE
WAL-QRC9MTWP

0000000148000006195300001966010000000000000000000000000000000000000000000039

MAJORITY (50+%) PROPERTY OWNER PETITION TO COMMENCE ANNEXATION

We, the undersigned, who are owners of property totaling not less than a majority (50+%) of the acreage proposed for annexation, wish to inform the Honorable Mayor and College Place City Council that we intend to commence the procedures for annexation to the City of College Place. By signing this petition, we legally acknowledge that we are asking to be 1.) Assessed for the City's existing bonded indebtedness including all outstanding bonds, levies, and loans, 2.) Regulated in compliance with the College Place Municipal Code.

WARNING: Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

Annexation Proposal Contact Person: Donald or Trudy Sharp **Phone Number:** (509) 876-1988 / (509) 386-7052
Mailing Address: 995 NE C St College Place, WA 99324
Legal Description of Proposed Annexation Area (attached):

Property Owner Signature	Property Owner Printed Name	Property Owner Mailing Address	Property Tax Parcel Number	Property Acreage	Date Signed
	Trudy Sharp	995 NE C St	350725523744	0.77	5/16/21
	Donald Sharp	995 NE C St	"	"	5/16/21

This page may be one of a group of pages containing identical text intended by the signers of this petition to be presented and considered as one petition and may be filed with other pages containing additional signatures which cumulatively may be considered as a single petition.

Attachments Must Include:

1.) An approved legal description and map showing the proposed annexation boundary;
2.) The official minutes of the public meeting at which the annexation process was initiated by the College Place City Council;
3.) A list of specific conditions for approval of the proposed annexation, as per RCW 35.21.005.

MAJORITY (50+%) REGISTERED VOTER PETITION TO COMMENCE ANNEXATION

We, the undersigned, who are registered voters totaling not less than a majority (50+%) of the registered voters living within the area proposed for annexation, wish to inform the Honorable Mayor and College Place City Council that we intend to commence the procedures for annexation to the City of College Place. By signing this petition, we legally acknowledge that we are asking to be 1.) Assessed for the City's existing bonded indebtedness including all outstanding bonds, levies, and loans, 2.) Regulated in compliance with the College Place Municipal Code.

WARNING: Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

Annexation Proposal Contact Person: Donald or Trudy Sharp **Phone Number:** (509) 876-1988 (509) 386-7052
Mailing Address: 995 NE C St College Place, WA 99324
Legal Description of Proposed Annexation Area (attached):

Registered Voter Signature	Registered Voter Printed Name	Registered Voter Mailing Address	Confirm Voter Registration (Walla Walla County Auditor)	Date Signed
	Trudy Sharp	995 NE C St	#	5/16/21
	Donald Sharp	995 NE C St	#	5/16/21
			#	
			#	
			#	
			#	
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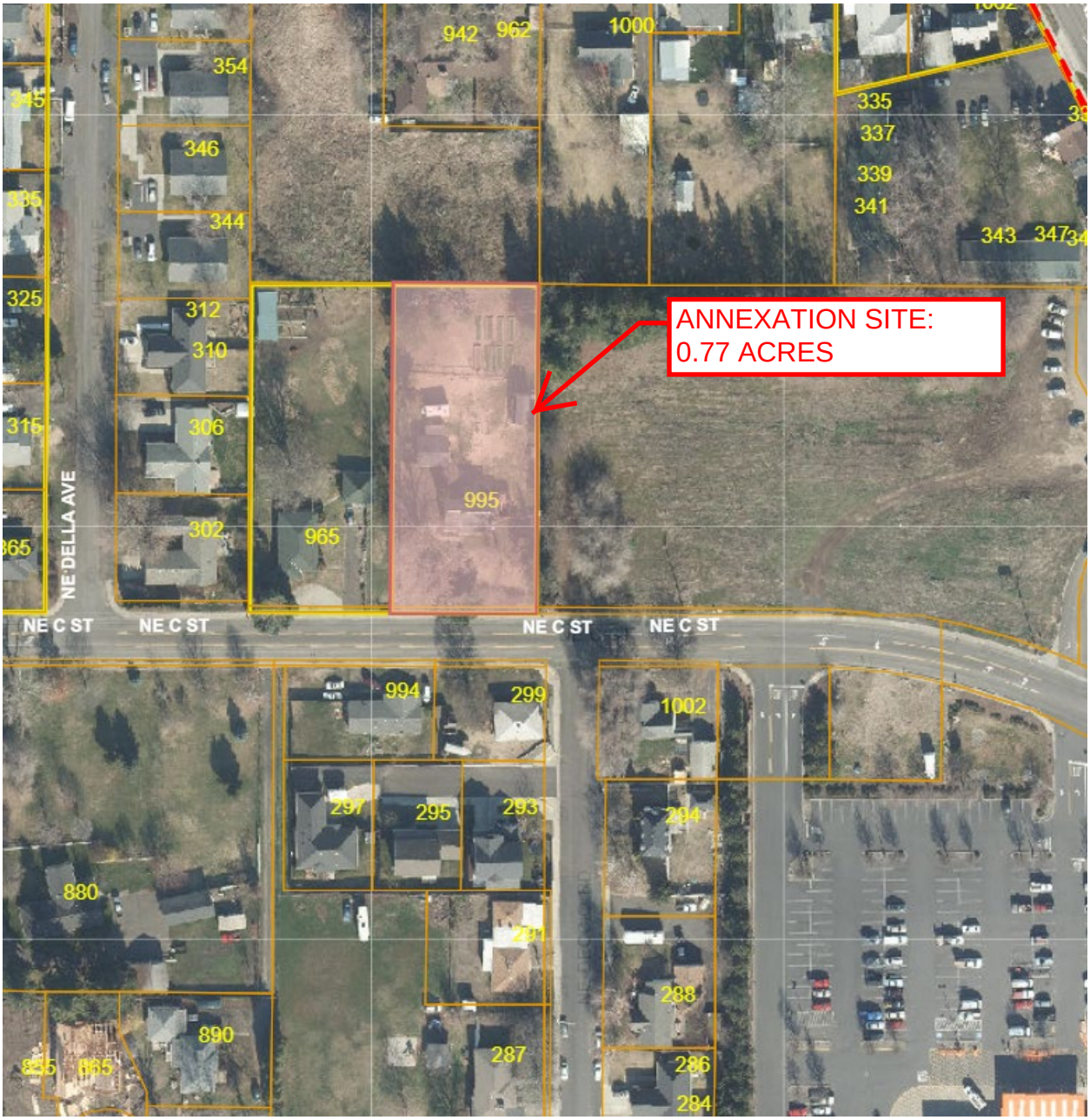
3.) A list of specific conditions for approval of the proposed annexation, as per RCW 35.21.005.

SHARP ANNEXATION



City of College Place
Job Description

TITLE: Police Lieutenant	**REPORTS TO**: Chief or designee

Position Summary:

A Police Lieutenant serves as an administrative position with police powers who reports directly to the Chief. The Police Lieutenant is tasked with daily operations of the agency and supervision of first-line supervisors and other programs assigned by the Chief.

Lieutenants act as liaison with the public and all other local, state, federal and public service agencies. Provides guidance and assistance to sergeants and officers in accomplishing the goals and objectives of the department. Serves as on-scene incident commander for a full range of moderate to major incidents and/or events.

Lieutenants are able to perform all of the duties of sergeant and police officer, with added supervisory and administrative obligations to include; responsibility of protecting life and property through enforcing statues and laws. Personal conduct and behavior (on duty as well as off duty) must be such that it does not bring disrepute or unnecessarily endanger the public's trust or confidence in the agency or its members. Primary functions include:

- Police supervision.
- Incident command.
- Budgeting
- Staffing/scheduling
- Oversight of Department programs, Operations plan, goals & Objectives
- Oversight of Accreditation
- Oversight of Professional Standards
- Oversight of Police patrol activities.
- Liaison with public and other agencies
- Direct support to the Chief
- Oversight of Crime trends with knowledge of strategies to reduce crime
- Data collection and interpretation
- Investigating criminal activity, apprehending and arresting law breakers
- Conducts traffic law enforcement and investigates collisions
- Oversight of confidential investigations, report review, and determines factors, recommends enforcement when appropriate; and provides the information to appropriate authorities and recommends preventative measures
- Helping those persons in need of a variety of different kinds of assistance
- Testifies in court.

SUPERVISION RECEIVED:

Serves under the direction of the Chief of Police

SUPERVISION EXERCISED:

Supervision of Sergeants, patrol officers and/or designated employees.

ESSENTIAL FUNCTIONS

Depending upon assignment, the incumbent may perform a combination of some or all of the following duties, which are a representative sample of the level of work appropriate to this class.

Provides information, material, equipment, and direction to first-line supervisors and patrol officers in accomplishing the goals and objectives of the department.

Performs monthly, quarterly, semi-annual, and annual personnel reviews and evaluations; documenting deficiencies and recommending areas for improvement.

Provides on-scene supervision for field incidents.

Works cooperatively with other law enforcement agencies, courts, and prosecutor's office.

Provide training, instruction, and oversight on criminal investigations, and traffic law enforcement.

Maintain full range of schedules.

Monitors equipment, enforcement activity, crime trends, collision investigation reports, and case files of assigned personnel for accuracy and completeness.

Works independently with minimum supervision in the investigation(s) of violations of law or duties related to position.

Keep their chain of command apprised of situations, collisions, and other incidents that may be of concern to the district commander.

Maintains resources on rules, regulations, policies, and procedures, and provides interpretation to assigned personnel for proper compliance.

Prepares correspondence to public, local agencies, and others as necessary; forwarding as appropriate through their chain of command for approval and dissemination.

Serves as the initial point of contact of citizen complaints or issues involving department personnel, policies, or practices.

Performs other requested and/or assigned duties by the Chief.

Supervise and respond to calls for service, the public's needs, and department assignments.

Observe and recall incidents and situations encountered while on duty.

Supervise the investigation of crimes and/or traffic collisions, enforcement and incidents.

Prepare and present reports and information as required.

Maintain relations with citizens and agencies in the community.

Accomplishment and adherence to mission, vision, values, goals, objectives, policies, rules, and regulations of the department.

Maintain records chronologically in accordance with department rules and procedures.

Works with Records Coordinator to organize, locate and archive all reports as required by the State Retention Schedule.

Notify Communications or a supervisor of their location when off duty as needed to establish availability for emergencies in accordance with rules of the Policy Manual.

Represent the College Place Police Department at events, schools, and other public gatherings.

Maintains vehicle, uniforms, tools, equipment, and work area in a clean and professional manner.

Committed to the departments operations plan, mission, vision, goals, and objectives.

Ensure compliance with the rules, regulations, directives, orders, and/or policies of the state of City of College Place and College Place Police Department.

Ensure employees adhere to a standard of conduct in the work environment that is respectful, courteous, non-offensive, and non-discriminatory.

Provide a workplace environment free from any form of harassment, discrimination, or retaliation. Clearly communicate to all subordinate officers and support staff that harassment, discrimination, and/or retaliation against any employee while in city offices, facilities, work sites, vehicles, any location reasonably regarded as an extension of the workplace, or while conducting state business is inappropriate, unacceptable, and forbidden. Respond to and report any incident of harassment or discrimination through the chain of command in a timely manner.

Demonstrate strong leadership skills; directing personnel activities under emergency, unusual, or stressful conditions.

Ability to testify in court regarding criminal arrests, investigations and infractions.

Pushing/pulling – for example, disabled vehicles, violators, cuffing resistant persons, operating vehicle controls, removing people from vehicles, forcing a jammed vehicle door open at collision scene, opening and closing patrol car door.

Climbing/jumping – for example, negotiating all terrains (icy, bumpy, graded, loose gravel, or dirt) at collision and investigation scenes, nuisance code, obstacles when in foot pursuit or providing assistance to someone, jumping onto hood of vehicle to safety; climbing over guardrails, fences or gates.

Squatting/kneeling – for example, retrieving evidence at crime scene, reading tape measure at collision scenes, checking vehicle equipment, rendering first aid, and picking up dropped items.

Bending/stooping – for example, operating, entering, and exiting vehicles quickly, applying bandages to injured person, accessing reference materials, and effecting physical arrests or restraining a person.

Twisting/turning – for example, exiting vehicle quickly to engage in foot pursuit, operating vehicle shield, conducting vehicle inventories, applying first aid to victim within a vehicle, picking up evidence at crime scenes, drawing weapons, arresting persons, reaching for handcuffs, or opening doors.

Handling/grasping – for example, operating vehicle controls, handling weapons, flashlight, ticket books, reports, telephones, radios, writing instruments, door handles, handcuffing, or collecting evidence.

Finger dexterity – for example, writing reports, pulling trigger of firearms with both hands, and drawing collision scene diagrams.

Smelling – for example, distinguishing odors of gasoline, propane, diesel, fertilizers, insecticides at collision scenes or spills; marijuana or odors associated with the manufacture of illegal drugs.

Feeling – for example, locating controls of vehicle or using firearms in the dark, locating a pulse during first aid, or determining if an engine is warm or cold at crime scenes.

Pushing/pulling – for example, obtaining items from vehicle, lifting objects, putting a spare tire onto lugs for motorists, and closing vehicle trunk.

Squatting/kneeling – for example, applying tire chains during inclement weather.

Bending/stooping – for example, retrieving evidence from crime scene, picking up dropped item, obtaining tread depth readings at collision scenes, removing spare tire from trunk, and reaching supplies on shelves.

Shoveling – for example, snow, sand, or clearing debris.

Hammering – for example, PK nail at collision scene.

Twisting/turning – for example, retrieving spare tire, accessing reference materials from shelf, or reaching for supplies in storeroom.

Handling/grasping – for example, handling rifle, shotgun, ballistic shield, tire-iron, jack, wrench, grasping tire pressure or tread depth gauges.

Reaching – for example, items from glove box, supplies in cabinets.

Machinery, tools, equipment, personal protective equipment:

Patrol vehicle, firearms (sidearm, shotgun, optional rifle) flashlight, taser, emergency equipment, handcuffs, ballistic vest, baton (asp), PBT, first aid equipment, speed monitoring devices, OC-10 spray, ballistic shield, flashlight, vehicle jack, lug wrench, jump pack, tire chains, mobile data terminal (MDT) computer terminal, radio and video device.

Protective equipment include: bloodborne pathogens protection (gloves, face shield, tyvek suit); HEPA filter mask, gas mask, ballistic vest, and riot helmet.

Office equipment include: laptop or desktop computer, copier, printer, shredder, calculator, telephone, fax machine, blackberry, or cell phone.

MINIMUM QUALIFICATIONS:
Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

- Law enforcement supervision experience and have the required supervisory abilities and attributes.
- Complete the State of Washington Mid-Manager course and complete career level certification within one year of appointment set forth by the Washington State Criminal Justice Training Commission.
- Complete an approved Commanders school at the direction of the Chief.
- Have good oral and written communication abilities.

- Able to plan, organize, and coordinate department functions, operations, and responsibilities; and project leadership necessary to successfully command.

- Reaching (overhead, outward) – for example, arresting or handcuffing, operation of vehicle controls, radios, handing objects to others, measuring collision scenes, obtaining items from vehicle interior, firing weapons (shotgun, rifle, pistol, taser); answering telephones, writing reports, opening doors, restraining resistant prisoner, and manual traffic control.

- Know and interpret federal and state laws, case laws, as well as departmental rules, regulations, policies and procedures, and training concerning assigned personnel and the public.

- Know the uses, capabilities, and guidelines for required specialized police equipment.

- Know when to assume command, recognizing stressful and/or dangerous situations and take appropriate action as necessary to address the situation.

- Willingness and desire to supervise and assume responsibility over other people, and be able to effectively deal with diverse interpersonal relationships, corrective action, and personnel matters.

- Possess the necessary traits and supervisory abilities to perform as a Lieutenant.

- Ability and desire to demonstrate and perform the functions of patrol.

- Possess a valid Washington State Driver's license.

- Lifting – for example:

    1) Lightweight objects (25 pounds or less), such as flashlight, ticket books, reports, and tape measures.
    2) Medium weight objects (25 to 100 pounds), such as debris in roadway.
    3) Heavy objects (100 – 250 pounds), such as during physical arrests, apprehending suspects, lifting bodies, removing obstructions from highway, carrying stretchers.

- Sitting for long periods of time, including but not limited to the following; road closures, criminal investigations, and other emergency activities.

- Standing for long periods of time while conducting the following task; traffic control, investigations, security functions, and contacting violators.

- Maintaining balance for example, at grades or rough surface at collision scenes, on trestles or bridges.

- Walking for long periods of time for example, making violator contacts, contacting the public, completing reports, obtaining information, and conducting investigations.

- Walking on rough terrain at collision scenes, or searching for wanted persons.

- Running during a foot pursuit, rendering aid, or assisting fellow officers.

- Have the ability to communicate knowledgeably while making violator contacts, court testimony, contacting the public, and communicating on the car radio or phone.

- Hear- Possess the ability to hear the following; radio traffic, court testimony, violator contacts, contacting the public, hearing alarms, ascertaining where sound is coming from during building searches, apprehending criminals, and approaching traffic; and discrimination among environmental sounds as in building searches, apprehending criminals, and criminal investigation scenes.

- Vision – for example, close vision for reading reports and statures in the English language, conducting sobriety tests, perceiving minute items of evidentiary value, or perceiving dangers; far vision for observing danger, reading license plates, identifying persons or vehicles, observing traffic, reading traffic control devices in the English language; side (peripheral) vision; for observing movement, such as violators, oncoming traffic perceiving danger; depth perception for discerning distances at collision scenes, distances between vehicles following too closely approaching traffic, or danger; night vision for observing person, objects, motion, and other characteristics in darkness, driving, operating vehicle controls, and contacting violators in the dark, glare recovery from oncoming headlights or signs, and perceiving danger in the dark; and color vision for discerning the color of hit-and-run vehicles, color of clothing of suspects of criminal activity, colors of buildings or homes to contact the public, and color of traffic control devices or signing

KNOWLEDGE REQUIRED:

Must have served as a commissioned Peace Officer.

Must have Law enforcement supervisory experience and have the required supervisory abilities and attributes.

Have good oral and written communication abilities.

Able to plan, organize, and coordinate detachment functions, operations, and responsibilities; and project leadership necessary to successfully command.

Know and interpret federal and state laws, case laws, as well as departmental rules, regulations, policies and procedures, and training concerning assigned personnel and the public.

Understand and follow applicable laws, regulations, and other standards to maintain a safe working environment.

Adhere to established safety policies and procedures; carefully observe and report potential hazards or breaches of security plans while in the work place.

Maintain and properly utilize personal protective equipment as required by training and or division/district policy/procedure.

Know when to assume command, recognizing stressful and/or dangerous situations and take appropriate action as necessary to address the situation.

Willingness and desire to supervise and assume responsibility over other people, and be able to effectively deal with diverse interpersonal relationships, corrective action, and personnel matters.

SKILLS/ABILITIES REQUIRED

Application and enforcement of federal and state laws; along with departmental rules, regulations, policies, and procedures.

Responsible to commanding officers for the proper and efficient enforcement of all laws over which they have been given authority and for the efficient service of personnel under their supervision.

Accurate and timely dissemination of departmental information to all personnel under their supervision.

Conduct regularly scheduled detachment meetings; submitting a written report as required through the chain of command.

Keep Chief and City Officials advised as to any conditions that may require action.

Willingly and faithfully perform lawful duties as ordered by agency commanding officers.

Accept and properly process all complaints reported by citizens involving agency personnel. As assigned, investigate and report on complaints.

Responsible for overseeing the work of personnel under their supervision and for extending aid and guidance to them as necessary for the proper understanding and efficient performance of their assigned duties.

Work with personnel under their supervision, paying particular attention to the personnel's care and operation of equipment, manner in handling the public, as well as initiative, judgment, attitude, industry, adherence to training, and morale.

Review performance records of each member under their supervision for the purpose of taking appropriate action to maintain productivity and efficiency.

Read, inspect, and approve reports as necessary submitted from personnel under their supervision; providing counsel when changes or improvements are needed.

Effectively and efficiently administer the affairs of their assigned area as required by their supervisor while following the proper chain of command.

As required, inspections shall be conducted on all personnel under their supervision, ensuring discrepancies are properly documented and successfully rectified.

As required, conduct investigations of any allegations or incidents involving department equipment. Also, immediately inform the chain of command of all available information and submit a complete investigative report.

Maintain the public's safety when dealing under stress and pressure situations and take a human life in self-defense or when necessary to protect the public.

Willingness to work with and serve all people in a wide variety of situations.

Communicate orally and in writing with a variety of people in different settings.

Recognize and appropriately respond to potentially dangerous or stressful situations.

Ability and willingness to learn and apply common sense in all situations to the best of their ability.

Ability to adjust to and perform well in rapidly changing situations.

Meet the physical demands of police work, including use of physical force, compatible with the psychological requirements of police work.

Knowledge of investigative procedures, evidential and departmental reporting requirements, and the use of proper arrest techniques.

Take decisive action and be self-reliant when patrolling and providing security.

Knowledge of departmental objectives, procedures, rules, regulations, city ordinances, federal and state law.

Use of specialized police equipment and instruments.

Use of police firearms and knowledge of safety procedures and legal controls.

Knowledge of locations of allied city, county, state and federal or emergency agencies in assigned geographical areas of responsibility.

WORKING CONDITIONS:

Work is performed in office and outdoor settings, in all weather conditions, including extreme temperature, and exposed to various pollens, dusts, and insects.

Individual may be exposed to conditions and hazards associated with obstacles, heights, use of firearms, motor vehicle operation and maintenance, emergency response to fires, spills, or hazardous material, collisions involving power lines or flames.

Work may be performed alone in remote locations.

Individual may be exposed to hazards associated with law enforcement, such as physical altercations, use of force, and/or exposed as a target for other persons.

LICENSE & OTHER REQUIREMENTS:

Valid State of Washington driver's license and driving record acceptable to our insurance provider.

Classification History

Created:
FLSA: Non-Exempt, Non-Union

Mike Rizzitiello, City Administrator	Date
Mayor	Date
Employee	Date

Police Lieutenant Salary Comparison - 2021

Organization	Population	Benchmark position	Minimum salary	Maximum salary	Flat rate	Exempt status
Raymond	2,925.00	Police Lieutenant	$5,965.00		$5,965.00	Non-exempt
City of Cle Elum	2,075.00	Police Lieutenant	$6,052.00	$6,208.00		Non-exempt
City of College Place	Current	Sergeant	$6,488.00	$7,303.00		Non-exempt
City of Sequim	7,940.00	Police Lieutenant	$6,905.00	$8,852.00		Exempt
City of Sunnyside	17,400.00	Police Lieutenant	$6,979.00	$8,746.00		Exempt
Airway Heights	10,030.00	Police Lieutenant	$6,999.00	$8,358.00		Exempt
Ruston	1,060.00	Police Lieutenant	$7,079.14		$7,079.14	Exempt
City of College Place	**Suggested**	**Police Lieutenant**	**$7,178.00**	**$8,079.00**		**Non-exempt**
City of Lake Forest Park	13,370.00	Police Lieutenant	$7,323.00	$9,764.00		Exempt
Ridgefield	11,560.00	Police Lieutenant	$7,583.00	$9,985.00		Exempt
City of Kelso	12,410.00	Police Captain	$7,829.00	$9,525.00		Exempt
Cheney	12,010.00	Police Captain	$7,989.00	$8,831.00		Exempt
West Richland	16,710.00	Police Lieutenant	$8,000.00	$10,500.00		Exempt
City of Anacortes	18,050.00	Police Lieutenant	$8,117.28	$8,653.47		Non-exempt
City of Ephrata	8,345.00	Police Captain	$8,306.00		$8,306.00	Exempt
City of Union Gap	6,430.00	Police Lieutenant	$8,419.48		$8,419.48	Exempt
City of Clyde Hill	3,055.00	Police Lieutenant	$8,484.00		$8,484.00	Exempt
City of Blaine	5,700.00	Police Lieutenant	$8,499.00		$8,499.00	Non-exempt
West Richland	16,710.00	Police Captain	$8,500.00	$12,000.00		Exempt
City of Sedro-Woolley	11,900.00	Police Lieutenant	$8,944.00		$8,944.00	Exempt
City of Poulsbo	11,660.00	Police Lieutenant	$9,161.00	$10,620.00		Exempt
Ferndale	15,270.00	Police Lieutenant	$9,877.00	$10,184.00		Exempt

City of College Place, Washington
ORDINANCE NO. 21-XXX~~011~~

AN ORDINANCE REPEALING ORDINANCE NO. 21-0XX~~1108~~ AND ADOPTING SALARIES AND COMPENSATION FOR THE MAYOR, CITY COUNCIL, APPOINTED OFFICERS, AND EMPLOYEES OF THE CITY OF COLLEGE PLACE AND FIXING THE EFFECTIVE DATE THEREOF.

BE IT ORDAINED by the City Council of the City of College Place, Washington, that;

Section 1. The salaries and wages of the various appointive officers and employees are fixed as set out in this ordinance. The salaries and wages as set out herein shall be effective from and after September~~June~~ 1, 2021 for all officers and employees. These salaries shall remain in effect until changed by the City Council by a duly enacted ordinance. All salaries and wages are stated at the rate per month except where otherwise indicated. Unless otherwise shown, the positions have been approved with a five-step salary scale.

Position Title	**Salary Range**				
TITLE	STEP 1	STEP II	STEP III	STEP IV	STEP V
Section 2. NON-UNION, EXEMPT					
City Administrator	10,722				
Police Chief	9,607				
City Attorney	9,600				
Public Works Director	8,648	8,907	9,174	9,449	9,733
Engineer	7,933	8,171	8,416	8,668	8,928
Finance Director	7,681	7,911	8,149	8,393	8,645
Community Development Director	7,459	7,683	7,913	8,150	8,395
Fire Chief	7,240	7,457	7,681	7,911	8,148
Engineering Division Manager	5,724	5,895	6,072	6,254	6,442
City Clerk	5,551	5,717	5,889	6,066	6,248
HR Manager	5,551	5,717	5,889	6,066	6,248
Deputy Finance Director/HR Assistant	4,659	4,799	4,943	5,091	5,244
Section 3. NON-UNION, NON EXEMPT					
Police Lieutenant	7,178	7,393	7,615	7,844	8,079
Building Official	6,515	6,710	6,911	7,119	7,332
Police Sergeant	6,488	6,683	6,883	7,090	7,303
Operations Manager	5,457	5,621	5,789	5,963	6,142
Building Inspector	5,389	5,551	5,718	5,889	6,066
Chief Clerk - Police Department	4,008	4,128	4,252	4,379	4,511
Section 4. PUBLIC EMPLOYEE UNION					
Public Works Foreman	4,767	4,897	5,031	5,170	5,312
Fleet Maintenance Manager	4,516	4,639	4,765	4,896	5,030
Water Quality Operator	4,516	4,639	4,765	4,896	5,030
Water Utility III	4,516	4,639	4,765	4,896	5,030
Stormwater Engineering Tech	4,469	4,600	4,734	4,873	5,016
Public Works Inspector	4,469	4,600	4,734	4,873	5,016
Special Enforcement Officer	4,060	4,170	4,282	4,398	4,517
Accounting Clerk III	4,060	4,170	4,282	4,398	4,517
Deputy City Clerk/Events Coordinator	4,060	4,170	4,282	4,398	4,517

Section 4. PUBLIC EMPLOYEE UNION – Cont.					
Water Utility II	4,060	4,170	4,282	4,398	4,517
Street Worker III - Applicator	4,060	4,170	4,282	4,398	4,517
~~Section 4. PUBLIC EMPLOYEE UNION – Cont.~~					
Street Worker II	3,751	3,851	3,954	4,060	4,170
Parks Worker II	3,751	3,851	3,954	4,060	4,170
Stormwater Worker II	3,751	3,851	3,954	4,060	4,170
Water Utility I	3,654	3,751	3,851	3,954	4,060
Accounting Clerk II	3,654	3,751	3,851	3,954	4,060
Records Clerk	3,654	3,751	3,851	3,954	4,060
Administrative Assistant I	3,654	3,751	3,851	3,954	4,060
Street Worker I	3,561	3,655	3,752	3,852	3,955
Accounting Clerk I	3,294	3,381	3,470	3,562	3,655
Section 5. POLICE UNION					
Probationary (starting pay without state certification) *4,803*					
Detective	5,766	5,939	6,118	6,301	6,490
Police Officer	5,594	5,761	5,934	6,112	6,296
Section 6. FIRE FIGHTER UNION					
Firefighter	5,121	5,275	5,433	5,596	5,764
Section 7. MISCELLANEOUS					
Reserve Officer / per hour	15.00				
Part-time Police Records Clerk / per hour	21.59	Maximum 16 hours/week			
Laborer / per hour	Minimum Wage to $18.00 per hour				
Intern / Work Study Program	Negotiated by Administration				
Hiring Bonus	Up to $5,000.00 per hire to be negotiated by Administration				

Section 8. 2.08.060 Compensation of Mayor. The Mayor shall be paid the sum of one thousand five hundred dollars per month and in addition receive reimbursement for actual expenses incurred in the discharge of his official duties upon presentation of claim for such expenses and approval by members of the City Council. The City Council will provide, by appropriate resolution from time to time, additional necessary supportive expenses for the carrying out of the necessary functions of the Mayor and his/her office.

Section 9. 2.08.070 Compensation of Council. Each member of the Council of the City, if elected subsequent to the effective date of the ordinance codified in this section, shall receive the sum of three hundred seventy-five dollars per month.

Section 10. Insurance - Non-Union, Exempt employees. As a part of the compensation, the City of College Place will provide the following to full-time Non-Union, Exempt employees: medical, dental, and vision insurance (full family), up to a $100,000.00 life insurance policy (as offered by vendor), and Long Term Disability Insurance.

Section 11. Insurance - Non-Union, Non-Exempt. As a part of the compensation, the City of College Place will provide the following to full-time Non-Union, Non-Exempt employees: medical, dental, and vision insurance (full family) with an employee contribution of $40.00/month, up to a $100,000.00 life insurance policy (as offered by vendor), and Long Term Disability Insurance.

Section 12. Additional Compensation. Occasionally, the Fire Chief may work as part of a Washington State Incident Management Team involved in fighting fires, wildfires, or other disaster. The City will pay the Fire Chief for work

outside of his normal work hours while deployed at 1.5 times his regular rate of pay. The City will subsequently be reimbursed by the agency utilizing his services for the amount of wages and benefits expended.

Section 13. Paid family and Medical Leave Act. The City will contribute the employer portion of the premium and the employee will contribute the employee portion of the premium.

Section 14. Ordinance No. 21-011~~08~~ is hereby repealed.

Section 15: Clerical Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 16: Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 17: Effective Date. This ordinance shall be effective retroactive to September ~~June~~ 1, 2021 upon its passage and publication as required by law.

PASSED by the City Council of the City of College Place, Washington, this 28~~10~~th day of ~~August~~September, 2021.

_____
Norma L. Hernández, Mayor

Attest:

_____
Lisa R. Neissl, City Clerk

Approved as to form:

_____
Rea Culwell, City Attorney

City of College Place
Job Description

TITLE: Public Works Inspector	**REPORTS TO**: Operations Manager

Position Summary:

The Public Works Inspector performs inspections on right-of-way work, projects, developments, and works with the building division regarding certificate of occupancy requirements. Also works in the various divisions of public works performing operations & maintenance tasks.

SUPERVISION RECEIVED:

Serves under the direction of the Operations Manager.

SUPERVISION EXERCISED:

None

ESSENTIAL FUNCTIONS
Depending upon assignment, the incumbent may perform a combination of some or all of the following duties, which are a representative sample of the level of work appropriate to this class.

- Performs Right-of-Way Inspections.
- Performs Project Inspections.
- Performs Development Inspections.
- Examines road repairs completed by utility companies or other third parties for compliance with plans and specifications.
- Reviews plans for new construction of and repairs to existing roads and road surfaces.
- Assists with the review and updating of Standards.
- Issues Right of Way Permits
- Performs Certificate of Occupancy Inspections.
- Operate CDL and non-CDL required vehicles.
- Keep accurate maintenance records.
- Use Power Hand Tools.
- Responds to Emergencies.
- Performs public works operations & maintenance tasks.
- Performs other duties as assigned.

MINIMUM QUALIFICATIONS:
Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

- Basic First Aid & CPR certificate or ability to obtain within 6 months.
- Washington State Approved Flagging and Traffic Control Certificate or ability to obtain within 6 months.
- High School Diploma or equivalent.
- Five years of experience in road or sewer construction.
- Experience in inspection work preferred.

KNOWLEDGE REQUIRED:
- Background with computer programs including Microsoft Office.
- City organization, operations, policies and objectives.

SKILLS/ABILITIES REQUIRED

- Ability to work well with a team and also independently.
- Strong oral and written communication skills.
- Ability to conduct inspections and make professional assessments of work.
- Physical ability to perform the essential job functions.
- Excellent time management skills with a proven ability to meet deadlines.
- Excellent organizational skills and attention to detail.
- Safety compliance is a condition of employment.

WORKING CONDITIONS:
Work is performed in a variety of environments.

- Frequently works near moving, mechanical parts.
- Frequently working in an environment of fumes and airborne particles.
- Frequently works in an environment that is loud.
- Will work in all climate conditions.
- Frequently required to stoop, kneel, crouch, or crawl.
- Must be able to walk, climb on ladders, and reach with hands and arms.
- Must be able to use hands to finger, handle, or feel objects, tools, or controls.
- Occasionally work is performed at high elevations, in trenches, and confined spaces.
- Ability to perform heavy labor is required. This position frequently requires lifting 50 pounds and, occasionally, 75 to 100+ pounds.
- Physically able to inspect road and sewer construction and systems.

LICENSE & OTHER REQUIREMENTS:

- Valid State of Washington or Oregon driver's license with Class A Commercial Driver's License (CDL) including tank, trailer, and air brake endorsements.
- Certified Erosion & Sediment Control Lead or ability to obtain within 6 months.

Classification History

Created: 9/9/2021
FLSA: Non-Exempt, Union

Mike Rizzitiello, City Administrator	Date
Mayor	Date
Employee	Date

Public Works Inspector Salary Comparison - 2021

Organization	Title	Minimum Salary	Maximum Salary	Comments	Source
Jefferson County	Community Dev Tech I	$3,052.40	$3,908.67		
Kitsap County	Construction Technician	$3,594.54	$5,432.37		AWC 2020 Salary Survey
Yakima	Construction Technician	$3,594.54	$5,432.27		AWC 2020 Salary Survey
Sequim	DCD Specialist	$3,891.00	$4,641.25		AWC 2020 Salary Survey
Yakima	Construction Inspector	$3,993.00	$4,799.00		AWC 2020 Salary Survey
College Place	**Current position-Street Worker III-Applica**	**$4,060.00**	**$4,517.00**		**2021 Salary Ordinance**
Walla Walla County	**Public Works Technician III**	**$4,285.00**	**$5,743.00**		AWC 2020 Salary Survey
Cowlitz County	Code Tech II-III	$4,287.00	$5,723.00		AWC 2020 Salary Survey
Liberty Lake	Engineering Technician	$4,361.00	$4,911.00		2021 Salary Ordinance
Kitsap County	Construction Inspector 2	$4,444.27	$6,278.14		AWC 2020 Salary Survey
College Place	**Suggested**	**$4,469.00**	**$5,016.00**		
W. Richland	PW Construction Inspector	$4,500.00	$6,500.00		
Walla Walla City	Engineering Technician Inspector	$4,587.00	$5,855.00		AWC 2020 Salary Survey
Kelso	Construction Management Specialist	$4,689.00	$5,705.00		AWC 2020 Salary Survey
Cheney	Engineer Technician	$4,813.00	$6,326.00		2021 Salary Ordinance
Liberty Lake	Construction Inspector	$4,824.00	$5,432.00	Part-time hourly calculated to monthly	2021 Salary Ordinance
Enumclaw	Construction Inspector	$5,115.00	$6,291.00		AWC 2020 Salary Survey
Jefferson County	Right of Way Representative	$5,363.00	$6,806.00	Responsibilities greatly exceed CP	Job Advertisement
Airway Heights				No comparable position found	
Clarkston				No comparable position found	
E. Wenatchee				No comparable position found	
Ephrata				No comparable position found	
Grandview				No comparable position found	
Othello				No comparable position found	
Prosser				No comparable position found	
Toppenish				No comparable position found	
Union Gap				No comparable position found	

City of College Place, Washington
ORDINANCE NO. 21-XXX~~011~~

AN ORDINANCE REPEALING ORDINANCE NO. 21-0XX~~1108~~ AND ADOPTING SALARIES AND COMPENSATION FOR THE MAYOR, CITY COUNCIL, APPOINTED OFFICERS, AND EMPLOYEES OF THE CITY OF COLLEGE PLACE AND FIXING THE EFFECTIVE DATE THEREOF.

BE IT ORDAINED by the City Council of the City of College Place, Washington, that;

Section 1. The salaries and wages of the various appointive officers and employees are fixed as set out in this ordinance. The salaries and wages as set out herein shall be effective from and after September~~June~~ 1, 2021 for all officers and employees. These salaries shall remain in effect until changed by the City Council by a duly enacted ordinance. All salaries and wages are stated at the rate per month except where otherwise indicated. Unless otherwise shown, the positions have been approved with a five-step salary scale.

Position Title	**Salary Range**				
TITLE	STEP 1	STEP II	STEP III	STEP IV	STEP V
Section 2. NON-UNION, EXEMPT					
City Administrator	10,722				
Police Chief	9,607				
City Attorney	9,600				
Public Works Director	8,648	8,907	9,174	9,449	9,733
Engineer	7,933	8,171	8,416	8,668	8,928
Finance Director	7,681	7,911	8,149	8,393	8,645
Community Development Director	7,459	7,683	7,913	8,150	8,395
Fire Chief	7,240	7,457	7,681	7,911	8,148
Engineering Division Manager	5,724	5,895	6,072	6,254	6,442
City Clerk	5,551	5,717	5,889	6,066	6,248
HR Manager	5,551	5,717	5,889	6,066	6,248
Deputy Finance Director/HR Assistant	4,659	4,799	4,943	5,091	5,244
Section 3. NON-UNION, NON EXEMPT					
Police Lieutenant	7,178	7,393	7,615	7,844	8,079
Building Official	6,515	6,710	6,911	7,119	7,332
Police Sergeant	6,488	6,683	6,883	7,090	7,303
Operations Manager	5,457	5,621	5,789	5,963	6,142
Building Inspector	5,389	5,551	5,718	5,889	6,066
Chief Clerk - Police Department	4,008	4,128	4,252	4,379	4,511
Section 4. PUBLIC EMPLOYEE UNION					
Public Works Foreman	4,767	4,897	5,031	5,170	5,312
Fleet Maintenance Manager	4,516	4,639	4,765	4,896	5,030
Water Quality Operator	4,516	4,639	4,765	4,896	5,030
Water Utility III	4,516	4,639	4,765	4,896	5,030
Stormwater Engineering Tech	4,469	4,600	4,734	4,873	5,016
Public Works Inspector	4,469	4,600	4,734	4,873	5,016
Special Enforcement Officer	4,060	4,170	4,282	4,398	4,517
Accounting Clerk III	4,060	4,170	4,282	4,398	4,517
Deputy City Clerk/Events Coordinator	4,060	4,170	4,282	4,398	4,517

Section 4. PUBLIC EMPLOYEE UNION – Cont.					
Water Utility II	4,060	4,170	4,282	4,398	4,517
Street Worker III - Applicator	4,060	4,170	4,282	4,398	4,517
~~Section 4. PUBLIC EMPLOYEE UNION – Cont.~~					
Street Worker II	3,751	3,851	3,954	4,060	4,170
Parks Worker II	3,751	3,851	3,954	4,060	4,170
Stormwater Worker II	3,751	3,851	3,954	4,060	4,170
Water Utility I	3,654	3,751	3,851	3,954	4,060
Accounting Clerk II	3,654	3,751	3,851	3,954	4,060
Records Clerk	3,654	3,751	3,851	3,954	4,060
Administrative Assistant I	3,654	3,751	3,851	3,954	4,060
Street Worker I	3,561	3,655	3,752	3,852	3,955
Accounting Clerk I	3,294	3,381	3,470	3,562	3,655
Section 5. POLICE UNION					
Probationary (starting pay without state certification) *4,803*					
Detective	5,766	5,939	6,118	6,301	6,490
Police Officer	5,594	5,761	5,934	6,112	6,296
Section 6. FIRE FIGHTER UNION					
Firefighter	5,121	5,275	5,433	5,596	5,764
Section 7. MISCELLANEOUS					
Reserve Officer / per hour	15.00				
Part-time Police Records Clerk / per hour	21.59	Maximum 16 hours/week			
Laborer / per hour	Minimum Wage to $18.00 per hour				
Intern / Work Study Program	Negotiated by Administration				
Hiring Bonus	Up to $5,000.00 per hire to be negotiated by Administration				

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PASSED by the City Council of the City of College Place, Washington, this 28~~10~~th day of ~~August~~September, 2021.

_____
Norma L. Hernández, Mayor

Attest:

_____
Lisa R. Neissl, City Clerk

Approved as to form:

_____
Rea Culwell, City Attorney

Quote

#2295

3/23/2021

Bill To	Ship To	TOTAL
	City of College Place, Washington 625 S. College Avenue College Place WA 99324 United States	$2,417.79

Expires	Memo	Sales Rep	Shipping Method
4/22/2021			Best Way

Quantity	Item	Tax	Rate	Amount
80	N3915CH EARTH 2 (LUXE), CHROME, 1.5 GPM	Yes	$2.83	$226.40
80	N2915CH FM EARTH, 3F, 1.5 GPM, CH	Yes	$3.12	$249.60
80	N3179 1 PC RAIN GAUGE	Yes	$0.87	$69.60
14	N3210NFTP-PC-TU Tube of 6: 1.0 GPM AERATOR, PR	Yes	$6.02	$84.28
80	N3126P-C KT AERATOR, DS, 1.5 GPM, CH	Yes	$2.03	$162.40
80	SS010-S STOP IN TIME SHOWER TIMER GEN, RED	Yes	$0.88	$70.40
80	N3137 TOILET TANK BANK	Yes	$0.45	$36.00
80	N3140 DYE TABLET, 2PK	Yes	$0.09	$7.20
80	NB5179-B HOSE NOZZLE 7 SPRAY BLUE	Yes	$2.17	$173.60
80	56731-7B HOSE NOZZLE 7-SPRAY DELUXE BLUE	Yes	$3.58	$286.40
80	62018-I HOSE TIMER	Yes	$8.23	$658.40

Subtotal	$2,024.28
Shipping Cost	$200.00
Tax (8.7%)	$193.51
Total	$2,417.79

2295

Water Conservation - Gallon Savings Over One & Nine Yer Period			
Sector	**Item**	**Gallons Saved Over Nine Years**	**Gallons Per Year**
Single & Multifamily Outdoor	Rain Guage	128,307	14,256
Single & Multifamily Indoor	Female Tamper-Proof Needle Spray Series	70,158	7,795
Single & Multifamily Outdoor	Twist Dual Spray Swivel Series	64,154	7,128
Single & Multifamily Indoor	5-Minute Stop in Time Shower Timer	419,996	46,666
Single & Multifamily Indoor	Earth 3-Spray Showerhead Series	1,011,931	112,437
Single & Multifamily Indoor	Earth Luxe	1,199,326	133,258
Single & Multifamily Indoor	Leak Detection Dye Tablets	550,274	61,142
Single & Multifamily Indoor	Toilet Bank	1,082,272	120,252
Single & Multifamily Outdoor	Seven Spray Water Saving Garden Hose Nozzle	64,154	7,128
Single & Multifamily Outdoor	Heavy Duty Water-Saving 7-Spray Garden Hose	70,157	7,795
Single & Multifamily Outdoor	Nozzle	70,157	7,795
Single & Multifamily Outdoor	Lawn and Garden Hose Timer	103,521	11,502
Totals		**4,834,404**	**537,156**

Table 5-4 Conservation Package A

Sector	Measure	Annual Water Savings at Full Program Implementation (gallons)[1]	Direct Cost over Planning Period	Cost per 1,000 Gallons Saved Over Planning Period[2]
Single Family Indoor	Free toilet-leak detection tablets and repair information	1,448,090	$551	$0.04
	Free toilet-tank displacement devices	2,848,084	$5,444	$0.19
	Encourage reduced toilet flushes	2,403,216	$0	$0.00
	Free low-flow showerheads - 2.5 gpm	2,662,976	$7,676	$0.29
	Encourage reduced shower use (5-minute timer)	1,142,017	$16,962	$1.49
	Free bathroom faucet aerators - 2.2 gpm	3,156,120	$1,478	$0.05
	Free kitchen faucet aerators - 2.2 gpm	887,659	$2,502	$0.28
	Encourage reduced faucet use	1,401,567	$0	$0.00
	Encourage reduced partial clothes washer loads	883,104	$0	$0.00
Single Family Outdoor	Free audits for automatic irrigation	5,472,000	$102,547	$1.87
	Free outdoor irrigation devices	168,825	$22,591	$13.38
	Encourage less lawn	645,914	$0	$0.00
Multifamily Indoor	Free toilet-leak detection tablets and repair information	1,305,579	$276	$0.02
	Free toilet-tank displacement devices	2,470,400	$2,623	$0.11
	Encourage reduced toilet flushes	2,266,968	$0	$0.00
	Free low-flow showerheads - 2.5 gpm	2,577,247	$4,952	$0.19
	Encourage reduced shower use (5-minute timer)	1,105,252	$10,944	$0.99
	Free bathroom faucet aerators - 2.2 gpm	3,054,515	$795	$0.03
	Free kitchen faucet aerators - 2.2 gpm	859,082	$2,421	$0.28
	Encourage reduced faucet use	1,356,446	$0	$0.00
	Encourage reduced partial clothes washer loads	272,424	$0	$0.00
Multifamily Outdoor	Free outdoor irrigation devices	168,825	$19,131	$11.33
	Encourage less lawn	184,623	$0	$0.00
Non-Residential Indoor	Free toilet-leak detection tablets and repair information	316,019	$34	$0.01
	Free toilet-tank displacement devices	366,204	$340	$0.09
	Free low-flow showerheads - 2.5 gpm	876,693	$20,847	$2.38
	Free bathroom faucet aerators - 2.2 gpm	2,931,782	$392	$0.01
	Free efficient restaurant spray heads	208,311	$1,698	$0.82
Non-Residential Outdoor	Free outdoor irrigation devices	168,825	$2,108	$1.25
Total		43,608,767	$226,312	$0.52

1. The savings from free riders, those who would have implemented the measure even without the City's program, are excluded in order to reflect the true cost-effectiveness of the measures.
2. This cost effectiveness number is based on the 2012-2021 planning period and assumes full implementation of each measure in 2012. Additionally, the savings from free riders are excluded in order to reflect the true cost-effectiveness of the measures.

CP is 38% population of Moscow

226,312 x .38 = 85,998.56/9 =

$9,555.40/year = 2% inflation/9 years

$11,275.37 in 2021 Dollars

Table 5-5 Conservation Package B

Sector	Measure	Annual Water Savings at Full Program Implementation (gallons)[1]	Direct Cost over Planning Period	Cost per 1,000 Gallons Saved Over Planning Period[2]
Single Family Indoor	**Ultra low flow toilet (ULFT) rebates - 1.6 gpf**	**11,434,200**	**$298,185**	**$2.61**
	Free toilet-leak detection tablets and repair information	1,448,090	$551	$0.04
	Free toilet-tank displacement devices	2,848,084	$5,444	$0.19
	Encourage reduced toilet flushes	2,403,216	$0	$0.00
	Free low-flow showerheads - 2.5 gpm	2,662,976	$7,676	$0.29
	Encourage reduced shower use (5-minute timer)	1,142,017	$16,962	$1.49
	Free bathroom faucet aerators - 2.2 gpm	3,156,120	$1,478	$0.05
	Free kitchen faucet aerators - 2.2 gpm	887,659	$2,502	$0.28
	Encourage reduced faucet use	1,401,567	$0	$0.00
	Encourage reduced partial clothes washer loads	883,104	$0	$0.00
Single Family Outdoor	Free audits for automatic irrigation	5,472,000	$102,547	$1.87
	Free outdoor irrigation devices	168,825	$22,591	$13.38
	Free low water use plants guidebook	**645,914**	**$1,056**	**$0.16**
	Encourage less lawn	645,914	$0	$0.00
Multifamily Indoor	**Ultra low flow toilet (ULFT) rebates - 1.6 gpf**	**9,917,929**	**$143,691**	**$1.45**
	Free toilet-leak detection tablets and repair information	1,305,579	$276	$0.02
	Free toilet-tank displacement devices	2,470,400	$2,623	$0.11
	Encourage reduced toilet flushes	2,266,968	$0	$0.00
	Free low-flow showerheads - 2.5 gpm	2,577,247	$4,952	$0.19
	Encourage reduced shower use (5-minute timer)	1,105,252	$10,944	$0.99
	Free bathroom faucet aerators - 2.2 gpm	3,054,515	$795	$0.03
	Free kitchen faucet aerators - 2.2 gpm	859,082	$2,421	$0.28
	Encourage reduced faucet use	1,356,446	$0	$0.00
	Encourage reduced partial clothes washer loads	272,424	$0	$0.00
Multifamily Outdoor	Free outdoor irrigation devices	168,825	$19,131	$11.33
	Free low water use plants guidebook	**184,623**	**$1,215**	**$0.66**
	Encourage less lawn	184,623	$0	$0.00
Non-Residential Indoor	**Ultra low flow toilet (ULFT) rebates - 1.6 gpf**	**650,623**	**$12,415**	**$1.91**
	Low volume urinal rebates - 1.0 gpf	**1,142,557**	**$18,623**	**$1.63**
	Free toilet-leak detection tablets and repair information	316,019	$34	$0.01
	Free toilet-tank displacement devices	366,204	$340	$0.09
	Free low-flow showerheads - 2.5 gpm	876,693	$20,847	$2.38
	Free bathroom faucet aerators - 2.2 gpm	2,931,782	$392	$0.01
	Free efficient restaurant spray heads	208,311	$1,698	$0.82
Non-Residential Outdoor	Free outdoor irrigation devices	168,825	$2,108	$1.25
Total		67,584,613	$701,497	$1.04

BOLD TEXT = Measures in addition to those in Package A.

1. The savings from free riders, those who would have implemented the measure even without the City's program, are excluded in order to reflect the true cost-effectiveness of the measures.
2. This cost effectiveness number is based on the 2012-2021 planning period and assumes full implementation of each measure in 2012. Additionally, the savings from free riders are excluded in order to reflect the true cost-effectiveness of the measures.

9 years

CR is 38% pop of Moscow

701,497 x .38 = 266,569.19 ÷ 9 = $26,619/year

2% inflation 9 years

$31,410.42 in year 2021 dollars

CONSERVATION PROGRAMS

The Moscow Water Department is offering free water saving devices for inside and outside the home to the citizens of Moscow. Please note that the City can only give devices to residents who obtain their water from the Moscow Water Department.

To pick up your free water conserving devices please stop by 201 North Main Street between the hours of 7 a.m.to 4 p.m.

Toilet Leak Tabs

Five Minute Shower Timer

Earth Shower Head

Earth Shower Head

Bathroom Aerator

Kitchen Aerator

Rain Guage

Dramm Pistol Nozzle

Hunter Rain Click

Contact Us

Nichole Baker

Water Conservation and Sustainability Coordinator

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Wisescape® Guidebook

Water-Efficient Landscaping on the Palouse

A Partnership of the City of Moscow and the City of Pullman

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Introduction

With the historic decline of the Palouse Basin's Grande Ronde aquifer, local municipalities, universities, and other water-pumping entities in the area have collaborated to reduce the demand on the local water supply. In 1967, the group now known as the Palouse Basin Aquifer Committee (PBAC) formed with the mission "to ensure a long-term, quality water supply for the Palouse Basin region." In 1992, PBAC generated a groundwater management plan which established voluntary pumping goals. Each member has implemented various water conservation programs. The City of Pullman promotes and implements water efficient landscaping practices and has an active Water Conservation Plan. The City of Moscow has an active conservation program, recently expanded by a Water Conservation Plan adopted in 2016. Both programs showcase many examples of water efficient landscaping known as Xeriscaping. The City of Moscow Xeriscape program has been refined for the Palouse region and given the name of Wisescape. With a shared water resource and common conservation goals, the communities of Moscow and Pullman have taken the next step in enhanced water conservation efforts through the formation of a partnership to promote water efficient landscaping on the Palouse. This partnership will develop the use of the Wisescape Program in both communities.

What is Wisescape?

Wisescape promotes water-efficient landscaping on the Palouse, taking into consideration landscape design, reduction of resource use, soil enhancements, and plant selection. A practical and aesthetically pleasing design for all seasons, limiting traditional turf, plant selection based on local climate, and efficient irrigation methods are also key elements.

Why Wisescape?

To reduce outdoor water use while still maintaining an attractive yard. Other benefits include the reduction of fertilizers and pesticides, year round color, and once established, limited maintenance requirements. Not sure where to start? This guidebook includes step-by-step instructions and planting plans to help you on your way to a Wisescape.

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Design

Imagine a beautiful landscape that has color, shape, texture, and beauty during all seasons. A yard that is less work, uses fewer resources, and one you can spend your time relaxing in instead of maintaining.

Design is the important first step to accomplishing your dream Wisescape. Clearly identify your goals and keep them in mind as you create your design. Is it for aesthetics, for privacy screening, a gathering place for friends and family, to attract pollinators, or to provide shade for your home?

Consider the space you are working with and create a diagram of your existing property. Include in the diagram your home, driveway, sidewalks, patios, pathways, high-traffic areas, microclimates, large rocks, and any existing vegetation that will not be removed.

Once you have decided on your overall design concept and identified your site details, start thinking about what you want to plant. Do you want visual interest throughout the seasons, evergreens, bulbs for spring colors, or plants that will attract birds?

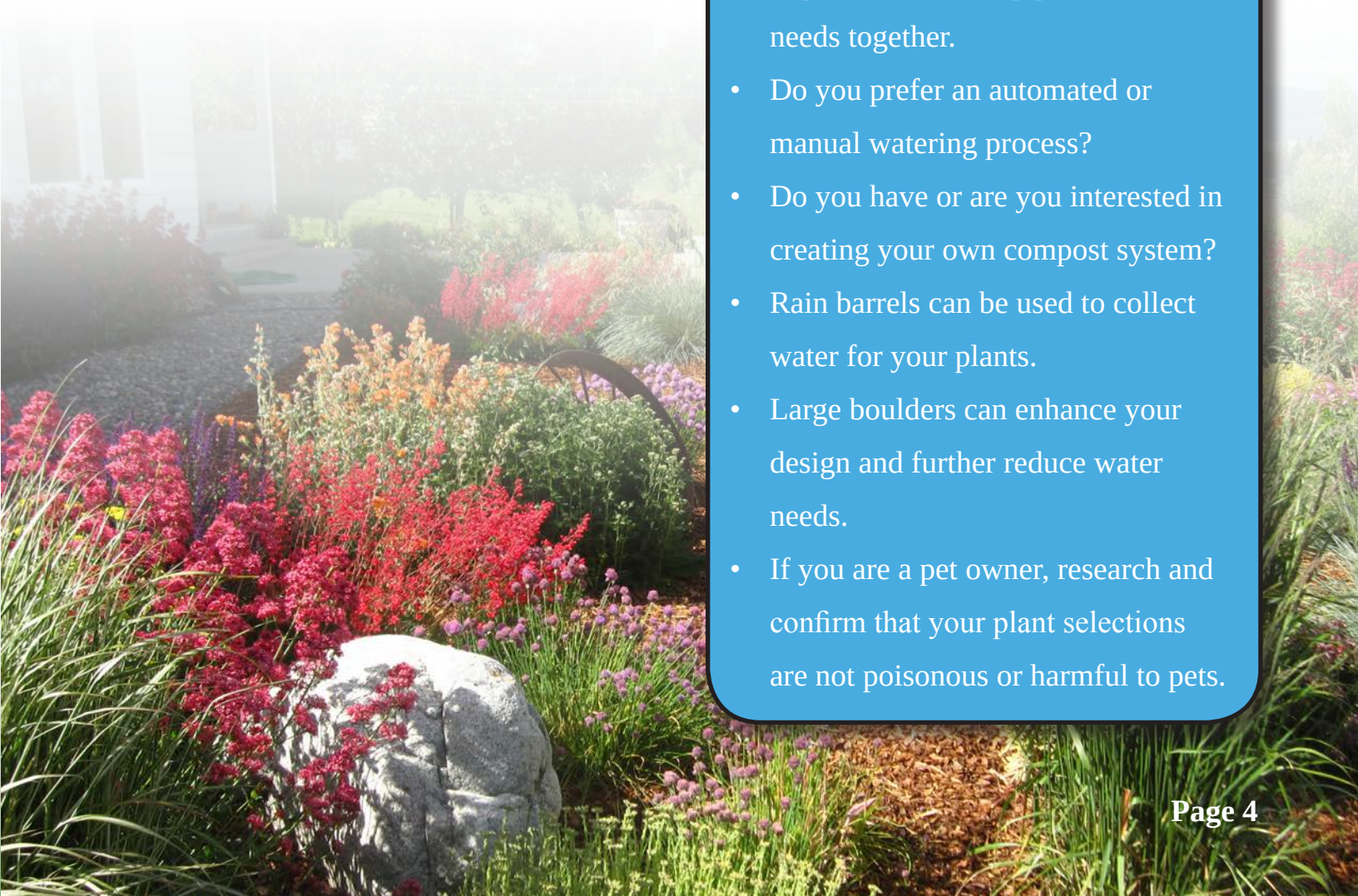
Do not be overwhelmed by this step. Start with larger plants as your focal points and fill in the areas with smaller perennials and shrubs. Plant placement is key to your Wisescape success. Group plants with similar water and sunlight needs together. Remember your microclimates to ensure proper plant placement.

To keep the work load and cost down, an alternative to redesigning your whole yard is to work on a smaller section and add to that as time and money allows.

Having "designer's block," or looking for ideas and inspiration? Look inside for planting plans created by local Wisescapers (pp 17-22). Have fun, be creative, and start planning!

Consider the following:

- It may help you to visualize your design if you stake out the area you will be converting.
- Limit turf areas. Use alternatives to turf, or design turf to be surrounded by plants. That way overspray will be used to water plants and not hardscapes.
- Select plants based on water requirements, climate zone, microclimates, and light requirements. Group plants with like needs together.
- Do you prefer an automated or manual watering process?
- Do you have or are you interested in creating your own compost system?
- Rain barrels can be used to collect water for your plants.
- Large boulders can enhance your design and further reduce water needs.
- If you are a pet owner, research and confirm that your plant selections are not poisonous or harmful to pets.



Turf Removal

There are multiple options when it comes to removing existing turf, and it is the first step to preparing the ground for your new Wisescape.

Removing turf sets the stage for adding nutrients, creating a quality soil base, and placing new water-efficient plants. Options for removing turf include excavation, solarizing, and tilling.

Excavation involves the use of a sod cutter for larger areas or a square shovel to remove sod from smaller areas. For successful lawn removal, let the grass die before excavating it and make certain to cut deep enough to remove the root system from the grass.

Solarizing requires the summer heat and a period of at least six weeks, so it is a good method if starting early in the spring for fall planting, or in fall for planting that next spring. To begin, mow your lawn on the lowest setting. Next, wait until rain or wet the soil to 12” deep, which aids in decomposition. Cover your freshly cut and watered lawn with breathable landscape fabric, newspaper, or cardboard. Come planting time, you can cut holes in the landscape fabric for planting, while newspaper and cardboard will break down on its own. Check to see if the grass is dead after six weeks, checking in two-week intervals

if not ready at the six-week mark. Once the grass is dead and decomposed, you can now turn the soil if you used newspaper or cardboard. Another approach is to just add top soil and plant through the layers. Be aware that the heat from solarizing kills essential nutrients, microorganisms, and worms in the soil. Adding back the necessary nutrients through soil amendments is addressed in the next section.

Tilling utilizes a rototiller to break up compacted soil and root networks. Well-established turf may require a larger tiller. After tilling the area, remove and shake the soil from any remaining clumps of grass. Advantages to tilling are that nutrients and beneficial microorganisms are retained and it allows for immediate planting. Tilling may also turn up weed seeds, requiring more weeding in the early stages.

Keep any remaining lawn from spreading into your new garden space by edging eight inches deep around the perimeter or adding an edging barrier. Edging barriers can be made from brick, concrete, plastic, or other materials. Be sure to leave four inches of barrier exposed above ground level to help hold the mulch in place.

Consider the following:

- How do you plan on removing turf?
- What type of edging barrier do you prefer? Check your local gardening center for options. Are there materials you can repurpose?
- Allow the removed sod to break down into compost for later soil amendments.

Soil Amendments

Now that your lawn is removed, it is time to take a look at your soil. Since healthy soil grows healthy plants, this step will save you a lot of time and resources later. An environment that is full of nutrients with water-holding capabilities creates the perfect foundation for your plants to flourish.

Start by removing any large rocks that are not placed for drainage purposes. Large woody debris and dead, unwanted root systems should be removed as well.

The type of soil amendments appropriate for your area depends on your particular needs. It is a good idea to have your soil tested for nutrients so you know what you are starting with. There are a variety of organic soil amendments such as compost and peat

Consider the following:

- Do you have, or do you plan on creating, a home composting bin?
- What amendments are needed to make your existing soil the best environment for your new plants?
- Have you left at least four inches of space between the top of your soil and the top of the edging? This will be needed when you add in mulch during a later step?
- If you create your own compost bins, use products that will not leach toxins.

that are often used. Soil amendments made from organic materials improve the soil's properties, which results in a stable supply of nutrients to encourage healthy plant growth. Soil improvement can be seen quickly when using fast-decomposing organic materials such as manure or grass clippings. Longer-lasting soil improvement goals can be achieved with the use of composts. Peat and wood chips will decompose much more slowly. Make certain the wood variety you choose will not leach compounds that will hinder plant growth. In addition to nutrient-building additions, incorporating some sand can be helpful for our Palouse soil. Any amendment you are using should be well mixed into the existing soil in order to improve its physical properties.

Once your amendments are all done, create a gentle grade leading away from your home. This prevents water from settling near your foundation. If your design includes topographic changes to your landscape, now is the time to move the soil to your preferred shape. Finish up by leaving a few inches below any hardscapes or edging to keep in mulch (added later). A mulch layer four or more inches deep suppresses weeds.

Irrigation - Phase I

You can choose to water manually or with an automatic irrigation system. To save time and water it is recommended that an automatic irrigation system be installed. Installation of below-ground irrigation should be done before planting.

Automatic irrigation is a wonderful way to conserve water, reduce the long-term work of watering, preserve soil structure and nutrients, help to prevent plant diseases, and reduce weed growth.

Underground water lines, connections, and other equipment need to be in place ahead of planting to avoid disturbing plants. If you are installing an automatic irrigation system, it is recommended that you contact an irrigation or plumbing professional. You will also need to contact your local governing agency to obtain the appropriate permits. Components to include in your irrigation system include:

- A backflow device that is properly installed to prevent water contamination. Your backflow device will require annual testing to maintain compliance.
- A control box that enables you to customize your irrigation system for the watering requirements of different zones.
- Sensors and smart timers with weather stations water only when the plants really need it. They are also able to detect when there is enough existing moisture in the soil, helping to save water and money.

Consider the following:

- Automated irrigation is not your only option, hand watering with a soaker hose is another good option.
- Drip irrigation is an efficient choice.

Once your system is in place, set your timer so that it is in compliance with City irrigation codes or voluntary restrictions that may be in place. After plants are in place, you will want

to encourage deep root growth by setting your timer to water deeply and infrequently.

Planting

Your hard work preparing the site is going to pay off now that it is time to plant. Make sure to meet the needs of your foliage by reviewing the plant label. Arrange plants according to their needs, and consider future growth. Laying out your plants in position, according to your design, before planting them will provide you with the advantage of seeing what your Wisescape looks like prior to planting. Consider the size your plants will be when established and place them far enough from structures and other plants to allow them room to grow. Since you have already completed soil amendments, your plants will be healthy once in the ground. Dig a hole wider than the plant's root base. When you remove the root base from the pot, carefully loosen the roots so they are not compacted. Partially fill the hole and firm up the soil. Add enough soil to fill the remainder of the hole and firmly pack. You can shape a water-holding basin around plants on a slope. There will be a fair amount of space between plants, but within a few seasons it will fill in with plant growth and provide you a low-maintenance, water-saving, beautiful Wisescape.

Consider the following:

- Native plants tend to be hearty and grow deep roots quickly. For other ideas see Themes (pp 15-16).
- Have you grouped plants with like needs together?
- Have you thought about color throughout the seasons?
- Do you want to attract pollinators or urban wildlife?
- Beautiful ground covers that are prolific once established can help crowd out weeds and fight soil erosion.

Irrigation - Phase II

With your plants in place, the second step to your automatic irrigation system is necessary so that the appropriate amount of water for growth and plant establishment is applied. The goal is to water deeply and infrequently. In-line drip and drip tubing are optimal to get water to your plants. In-line drip, pictured below, works well when a lot of small plants are grouped together to form a single ground cover. Drip irrigation is an excellent way to get the water to the roots where it is needed. Other options for above-ground watering include hand watering and soaker hoses. Avoid using sprinklers, as they tend to apply water inefficiently and often end up applying water to areas that do not actually need it, such as impervious surfaces or weed seeds between plants. Recognize the different zones as you set up a system to water. Appropriate spacing and the use of irrigation emitters will help you meet your specific watering needs. Also consider your microclimates for different zones. A sunny, dry area may need more frequent watering than a shady area. Putting those into different zones gives you the freedom of only watering the higher need zone. It is key that you get the water to the roots, and meet, but not exceed, the needs of each plant.

Mulch

Mulch offers cover for your above-ground irrigation and contributes to moisture retention while providing the visual appeal of a finished space. It also insulates roots and works as a weed suppressant, cutting down on the labor needed to maintain your new water-efficient landscape. Mulch may consist of shredded wood chips, bark, straw, or other woody debris. Distribute a 4-inch layer of mulch evenly over exposed soil and irrigation lines, meeting or slightly below the top of the edging barrier you installed in the second step, Turf Removal (pp 5-6). Water plants thoroughly after mulch has been distrubuted.

Management

The installation steps described in this guidebook will reduce the long-term management needs of your new Wisescape. The first year will be the most labor-intensive, but eventually less water will be needed and fewer weeds will emerge. After one year, most perennial and native plants have had time to establish and develop deep roots that require little to no water.

As plants grow, you may want to move some or add others. Add rock accents and other low-maintenance additions. Rocks have zero upkeep requirements and can serve as accent pieces and weed barriers. Plants which act as ground covers prevent soil erosion and weed growth.

Check your mulch coverage annually, adding as much mulch as necessary to maintain a 4-inch cover. The area in mulch will typically lessen as your plants grow and spread.

Do not be discouraged if your water conserving design is not as effective during the first year. Establishing your new plants will require more water at first, with substantially less required in following years.

By the third year, you will see a significant reduction in labor and water needs. Once established, a Wisescape may only require a spring or fall cleanup and trimming. Water use will be reduced significantly compared to a traditional lawn.

Summary

With a bit of imagination and hard work, you can switch from a traditional turf lawn to a new water-efficient Wisescape. It can be like those pictured in this book, or created uniquely as your own. Each step of the process is one you can do yourself, but you may prefer to hire a professional to help with the desired updates.

You can look forward to saving resources, labor, energy, and water. Your yard's ecosystem will benefit from increased microorganic activity in the soil and less demand will be placed on our local aquifers.

Continue to evaluate your newly created Wisescape in subsequent years to see if you would like to add further diversity, which can increase year-round interest and assist with plant survival if a pest invades. Certain plants attract pollinators, while other planting selections can create inviting shelter for birds and other urban wildlife.

Most important, make sure to enjoy your beautiful and water-efficient space! Enjoy the process, enjoy the immediate result, and enjoy seeing the positive impact grow over time.

Themes

You may want to tie together the design and layout by setting a theme for your Wisescape. The following suggested themes are included to help inspire you. Be creative and experiment with the different approaches. Feel free to mix and match themes.

Pollinators: Attracting pollinators is beneficial for your and surrounding gardens. Pollinators come in many forms and so do the plants that can invite them. Plan for a diversity of plants and pollinators in your space.

Native Species: After a year of establishment, the deep roots of native species require very little resources. Because they are adapted to our specific region and climate, natives are an excellent addition. For a diverse and colorful look, you can combine them with your favorite ornamentals.

Edibles: Edible berries, plants and herbs can provide water-saving ground cover and a healthy snack.

Bulbs: Add variety and color for the spring and summer months without adding more work.

Shade: Shade does not always have to mean moist. There are plenty of dry shade loving plants to choose from!

Wildlife Attractors: Incorporate food, water and shelter to provide a backyard habitat for local critters.

Evergreens: Plants that provide foliage year round, minimize water use, and look vibrant during all seasons are a great addition to any yard.

Color Year Round: Check bloom times to design for plants that encourage color throughout the year.

Propagators: Have fun spreading the plants you love the easy way! Produce new plants from the parent stock already in your yard.

Weed Control: Experiment with ground covers that are prolific. Ground covers will crowd out weeds, spread easily, and do well on slopes to prevent erosion. An additional benefit is that ground covers will act as a living mulch to retain water.

Pet Friendly: Don't forget our furry family members. Wisescape safe outdoor areas for your pet.

Glossary of Terms

Hardscape: Concrete, pavement, or any other nonliving or man-made fixtures of a planned outdoor area.

Microclimate: Distinct atmospheric zone within the landscape where the climate differs significantly from the surrounding area, and may be different in temperature, moisture received, lighting received, or slope gradient. An example is the area next to pavement, where the excess heat from that surface radiates into your landscape.

Planting Zone: A geographically defined zone in which a specific category of plant life is capable of growing, as defined by temperature hardiness or ability to withstand the minimum temperatures of the zone.

PLANTING CONCEPT # 1

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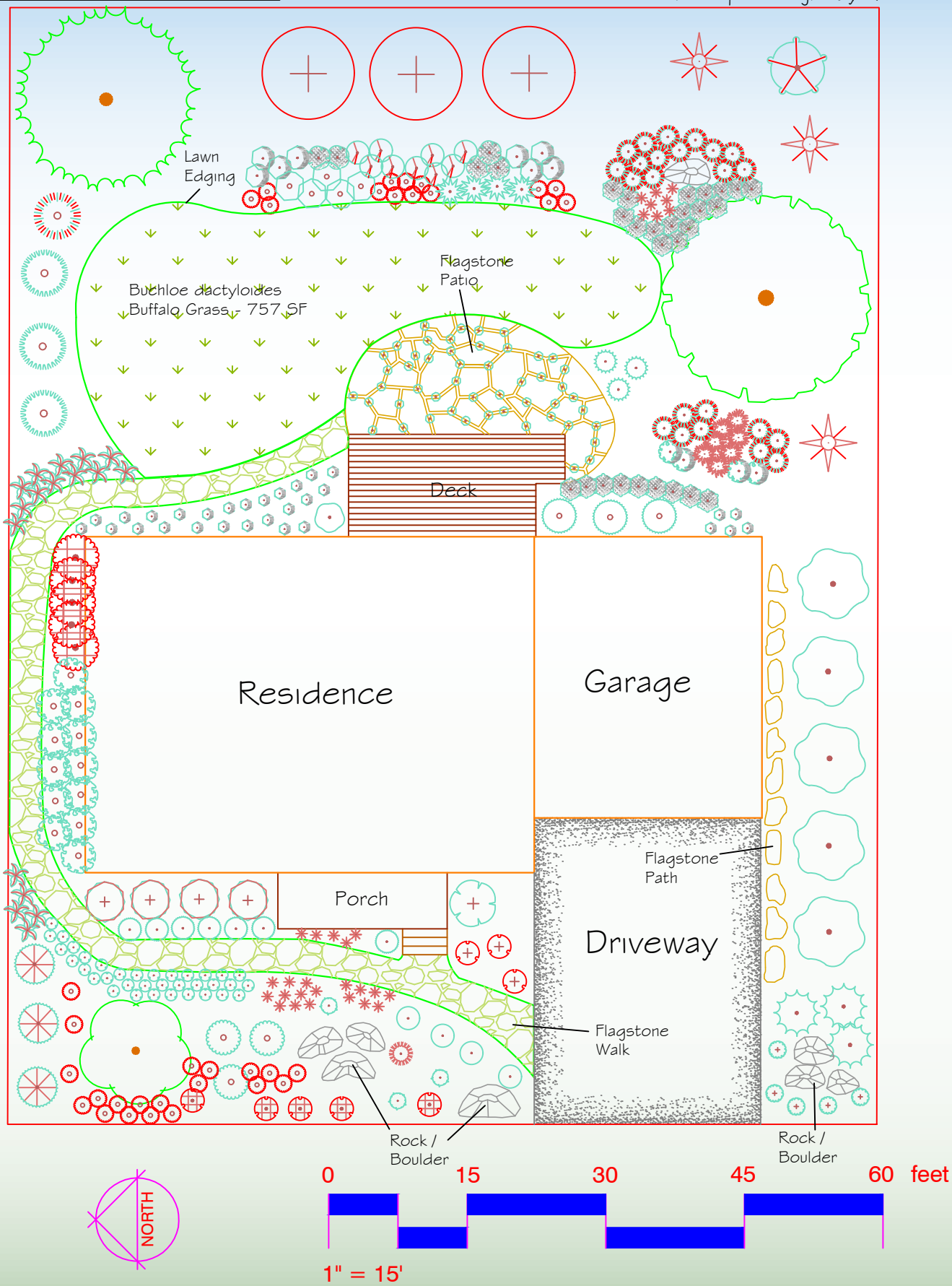
Landscape Designs by Kim



PLANT SCHEDULE LANDSCAPE #1

TREES	BOTANICAL NAME / COMMON NAME	QTY
	Picea pungens `Baby Blueeyes` / Baby Blue Eyes Spruce	1
	Pyrus calleryana `Chanticleer` / Chanticleer Pear	1
	Vitex agnus-castus / Chaste Tree	1
SHRUBS	**BOTANICAL NAME / COMMON NAME**	**QTY**
	Berberis thunbergii `Crimson Pygmy` / Crimson Pygmy Barberry	3
	Berberis thunbergii `Kobold` TM / Kobold Barberry	1
	Berberis thunbergii `Rose Glow` / Rosy Glow Barberry	3
	Cornus sericea `Kelseyi` / Kelseyi Dogwood	3
	Cornus sericea `Redosier` / Red Twig Dogwood	3
	Forsythia x intermedia `Kolgold` / Magical Gold Forsythia	1
	Ligustrum vulgare `Lodense` / Lodense Privet	4
	Lonicera sempervirens `Major Wheeler` / Honeysuckle	5
	Nepeta x faassenii `Walkers Low` / Walkers Low Catmint	7
	Paxistima myrsinites / Oregon Boxwood	3
	Physocarpus malvaceus / Mallow Ninebark	1
	Prunus besseyi / Sand Cherry	1
	Ribes sanguineum / Red Flowering Currant	5
	Spiraea nipponica `Snowmound` / Snowmound Spirea	1
	Spiraea x bumalda `Dolchica` / Dolchica Spirea	3
	Syringa meyeri `Palibin` / Dwarf Korean Lilac	3
	Thuja occidentalis `Bobazam` / Mr. Bowling Ball™ Arborvitae	3
	Thuja occidentalis `Emerald` / Emerald Arborvitae	3

PLANT SCHEDULE LANDSCAPE #1

ANN/PER	BOTANICAL NAME / COMMON NAME	QTY
	Achillea millefolium `Moonshine` / Yarrow	4
	Alchemilla spp. / Lady`s Mantle	12
	Asclepias tuberosa subsp. interior / Butterfly Milkweed	34
	Centranthus ruber / Red Valerian	5
	Dianthus gratianopolitanus `Firewitch` / Firewitch Cheddar Pinks	35
	Echinacea purpurea / Purple Coneflower	8
	Hemerocallis spp. / Daylily	30
	Iris spp. / Iris	17
	Penstemon digitalis `Husker Red` / Beardtongue	4
	Rosa x `Meigalpio` / Red Drift Rose	5
	Rudbeckia amplexicaulis / Black-eyed Susan	9
	Salvia nemorosa `May Night` / May Night Sage	5
	Sedum spathulifolium `Cape Blanco` / Cape Blanco Sedum	26
	Sedum spectabile `Autumn Joy` / Stonecrop	4
	Thymus serpyllum `Pink Chintz` / Pink Chintz Thyme	50
	Zauschneria garrettii `Orange Carpet` / Hummingbird Trumpet	5
GRASS	**BOTANICAL NAME / COMMON NAME**	**QTY**
	Calamagrostis x acutiflora `Karl Foerster` / Feather Reed Grass	7
	Festuca glauca `Boulder Blue` / Boulder Blue Fescue	30
	Helictotrichon sempervirens / Blue Oat Grass	23
	Miscanthus sinensis `Gracillimus` / Maiden Grass	3
GR AREA	**BOTANICAL NAME / COMMON NAME**	**QTY**
	Buchloe dactyloides / Buffalo Grass	757 SqFt

PLANTING CONCEPT #2

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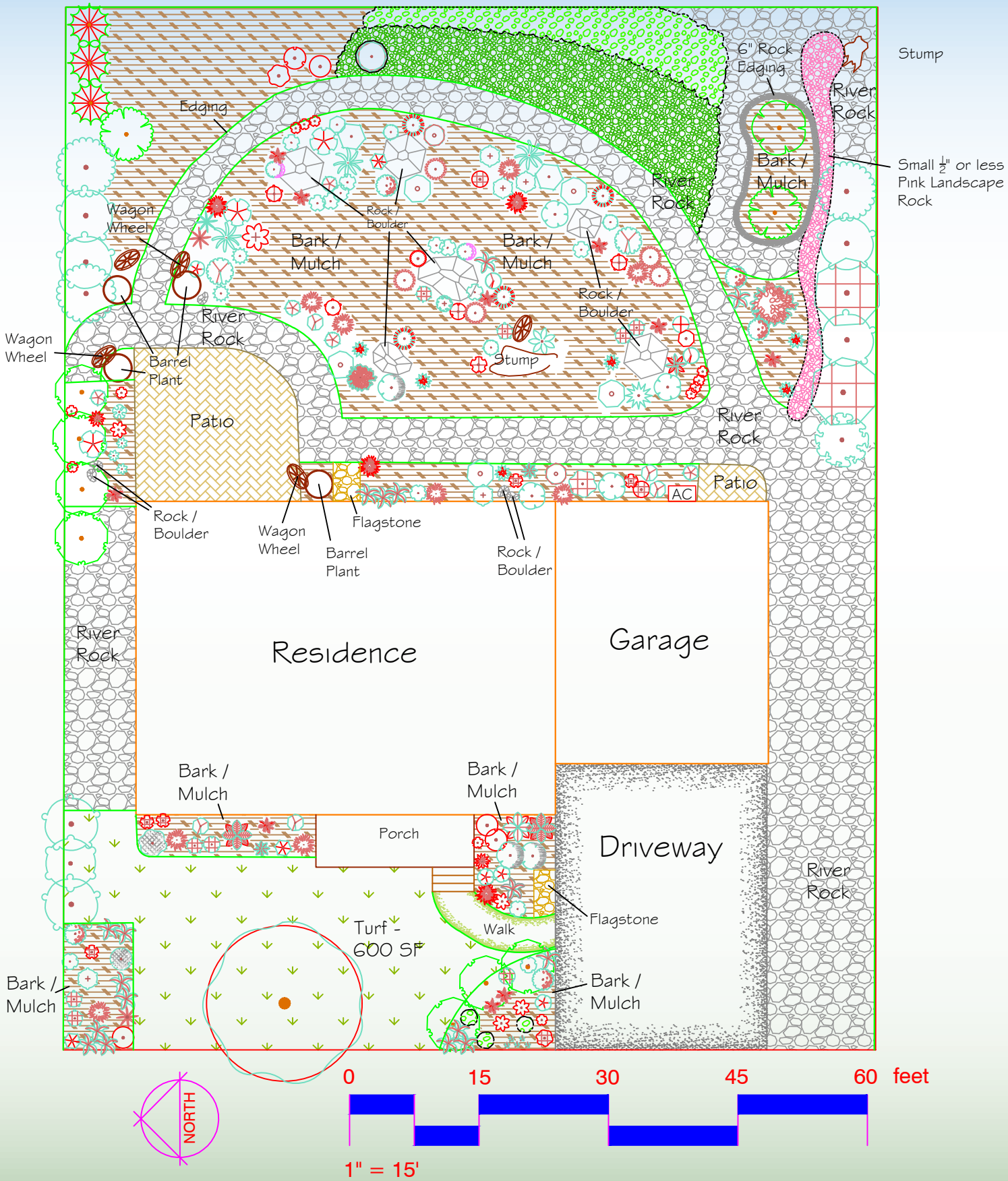
Don Regan & Maureen Taylor Regan



PLANT SCHEDULE LANDSCAPE #2

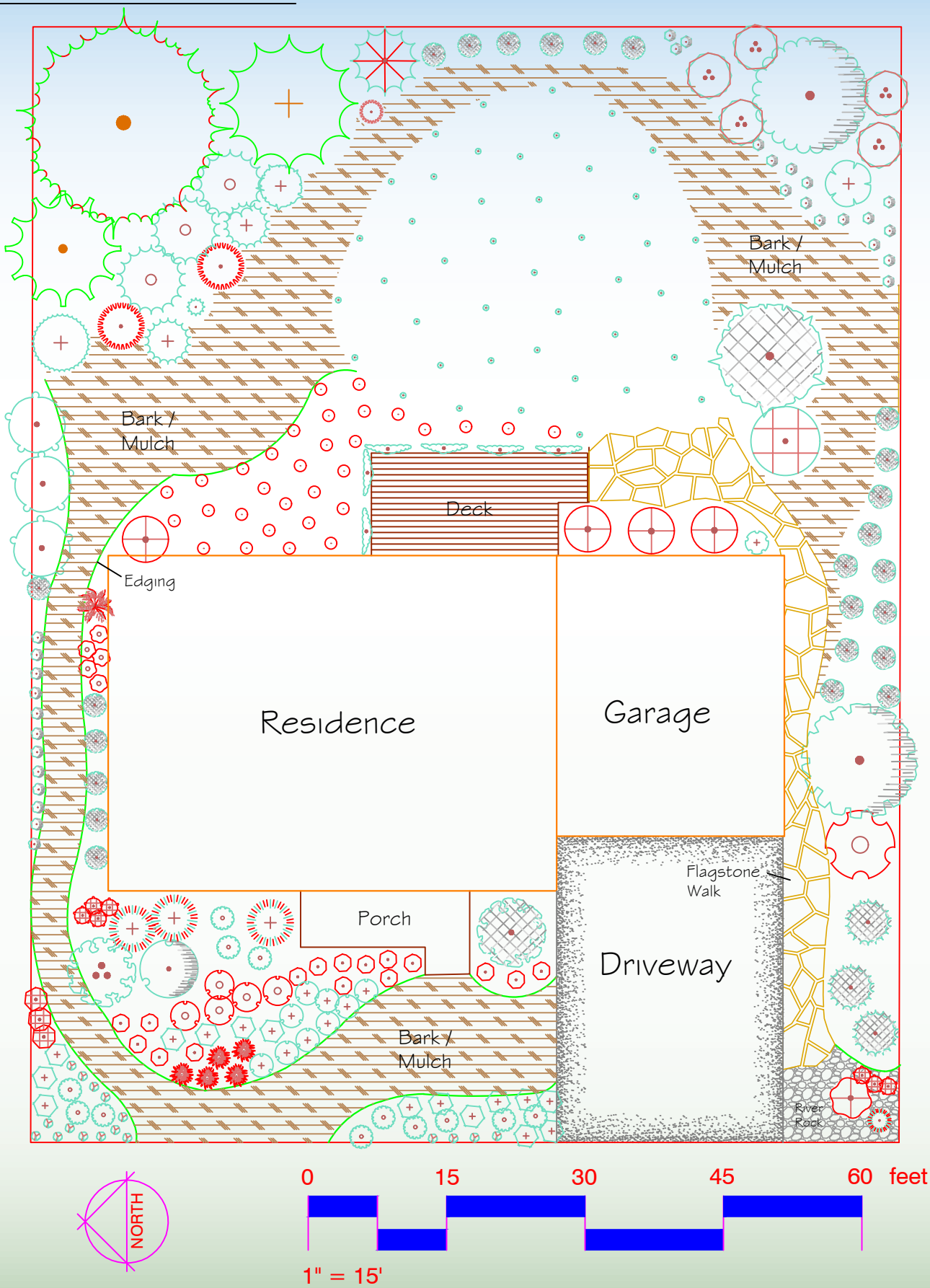
TREES	BOTANICAL NAME / COMMON NAME	QTY
	Populus tremuloides / Quaking Aspen	7
	Prunus cerasifera / Flowering Plum	1
	Pyrus communis `Bartlett` / Bartlett Pear	2
	Pyrus communis `Comice` / Comice Pear	1
	Thuja spp / Arborvitae	3
SHRUBS	**BOTANICAL NAME / COMMON NAME**	**QTY**
	Arctostaphylos spp / Manzanita	1
	Berberis thunbergii `Crimson Pygmy` / Crimson Pygmy Barberry	3
	Euonymus alatus / Winged Euonymus	1
	Juniperus squamata `Blue Star` / Blue Star Juniper	5
	Lavandula spp / Lavender	5
	Ligustrum spp / Privet	2
	Perovskia atriplicifolia / Russian Sage	2
	Picea abies `Nidiformis` / Nest Spruce	2
	Rosa x `Barn Dance` / Barn Dance Rose	2
	Rosa x `Golden Unicorn` / Golden Unicorn Rose	1
	Rosa x `Griff`s Red` / Griff`s Red Rose	3
	Spiraea japonica `Little Princess` / Little Princess Japanese Spirea	1
	Syringa meyeri / Korean Lilac	1
	Syringa vulgaris `Alba` / Common White Lilac	1
	Syringa vulgaris `Lavender Lady` TM / Common Lilac	6
	Viburnum opulus `Roseum` / European Snowball Viburnum	3
ANN/PER	**BOTANICAL NAME / COMMON NAME**	**QTY**
	Achillea millefolium `Moonshine` / Yarrow	1
	Achillea millefolium `New Vintage White` / Vintage White Yarrow	1
	Achillea millefolium `Red Beauty` / Red Beauty Yarrow	1
	Allium spp. / Ornamental Chives	6
	Antennaria neglecta / Field Pussy-toes	1
	Aquilegia x / Columbine	4
	Arenaria alfacarensis / Sandwort	1
	Artemisia schmidtiana / Silver Mound Artemisia	1
	Aster jessicae / Jessica`s Aster	3
	Aurinia saxatilis / Basket of Gold	5
	Camassia quamash / Small Camas	2
	Centranthus ruber `Coccineus` / Jupiter`s Beard	4
	Coreopsis grandiflora `Early Sunrise` / Early Sunrise Coreopsis	3
	Coreopsis x `Red Elf` / Red Elf Tickseed	1
	Crocus spp. / Crocus	2
	Dianthus deltoides / Maiden Pink	1
	Dicentra spectabilis `Alba` / White Japanese Bleeding heart	1

PLANT SCHEDULE LANDSCAPE #2

ANN/PER	BOTANICAL NAME / COMMON NAME	QTY
	Dicentra spectabilis `Old Fashioned` / Bleeding Heart	2
	Echinacea spp. / Coneflower	9
	Eriogonum umbellatum / Sulfurflower Buckwheat	1
	Eriogonum umbellatum `Kannah Creek` / Kannah Creek Sulphur Flower	1
	Eschscholzia californica / California Poppy	233 SqFt
	Geranium ssp. / Cranesbill	3
	Geum chiloense `Mrs. Bradshaw` / Mrs. Bradshaw Geum	2
	Geum triflorum / Prairie Smoke	2
	Hemerocallis x `Stella de Oro` / Stella de Oro Daylily	1
	Heuchera x `Apple Crisp` / Apple Crisp Coral Bells	6
	Heuchera x `Fire Alarm` / Fire Alarm Coral Bells	2
	Iris cristata / Cream Iris	5
	Iris spp. / Iris	17
	Linum lewisii / Lewis Flax	3
	Lithodora diffusa / Lithodora	1
	Lupinus spp. / Lupine	125 SqFt
	Muscari armeniacum / Grape Hyacinth	12
	Narcissus spp. / Daffodil	4
	Paeonia lactiflora `Bowl of Beauty` / Double Pink Peony	1
	Paeonia lactiflora `Karl Rosenfield` / Karl RosenField Peony	1
	Penstemon eatonii / Firecracker Penstemon	1
	Penstemon schmidel `Red Riding Hood` / Red Riding Hood Penstemon	2
	Penstemon x / Penstemon	2
	Phlox spp. / Phlox	5
	Phlox stolonifera / Creeping Phlox	4
	Rudbeckia spp. / Coneflowers	5
	Salvia nemorosa `May Night` / May Night Sage	5
	Salvia nemorosa `Snow Hill` / Woodland Sage	2
	Sedum x `Autumn Joy` / Autumn Joy Sedum	5
	Solidago rugosa `Fireworks` / Wrinkleleaf Goldenrod	1
	Sphaeralcea ambigua / Desert Globemallow	1
	Tulipa spp. / Tulip	10
	Tulipa tarda / Tulip	2
	Yucca filamentosa / Adam`s Needle	3
GRASS	**BOTANICAL NAME / COMMON NAME**	**QTY**
	Calamagrostis x acutiflora `Karl Foerster` / Feather Reed Grass	9
	Calamagrostis x acutiflora `Overdam` / Overdam Feather Reed Grass	1
	Deschampsia cespitosa `Northern Lights` / Northern Lights Hair Grass	2
	Festuca glauca / Blue Fescue	4
	Glyceria canadensis / Rattlesnake Grass	1
	Helictotrichon sempervirens / Blue Oat Grass	4

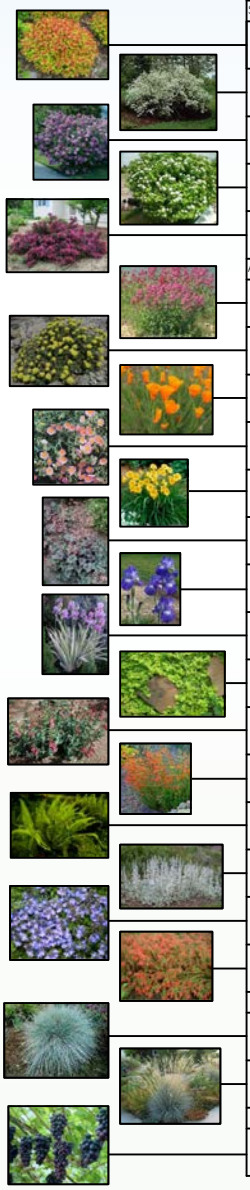
PLANTING CONCEPT #3

Landscape Design by Nichole Baker, City of Moscow



PLANT SCHEDULE LANDSCAPE #3

TREES	BOTANICAL NAME / COMMON NAME	QTY
	Picea glauca `Densata` / Black Hills Spruce	1
	Picea pungens / Colorado Spruce	1
	Thuja standishii x plicata `Green Giant` / Green Giant Arborvitae	1
SHRUBS	**BOTANICAL NAME / COMMON NAME**	**QTY**
	Aronia melanocarpa / Chokeberry	1
	Artemisia tridentata / Big Sagebrush	1
	Berberis thunbergii `Atropurpurea` / Red Leaf Japanese Barberry	2
	Chamaebatiaria millefolium / Desert Sweet	1
	Cotinus coggygria / Smoke Tree	1
	Cotoneaster horizontalis / Rock Cotoneaster	1
	Daphne x burkwoodii `Carol Mackie` / Carol Mackie Daphne	1
	Juniperus chinensis `Gold Coast` TM / Gold Coast Juniper	1
	Juniperus scopulorum `Wichita Blue` / Wichita Blue Juniper	3
	Juniperus squamata `Blue Star` / Blue Star Juniper	1
	Juniperus x pfitzeriana / Sea of Gold Juniper	2
	Lavandula angustifolia / English Lavender	3
	Mahonia repens / Creeping Mahonia	12
	Picea abies `Nidiformis` / Nest Spruce	1
	Picea pungens `Globosa` / Dwarf Globe Blue Spruce	1
	Pinus mugo `Pumilio` / Mugo Pine	1
	Pinus sylvestris `Glauca Nana` / Dwarf Scotch Pine	1
	Prunus laurocerasus `Otto Luyken` / Luykens Laurel	4
	Rosa woodsii / Mountain Rose	5
	Rubus idaeus / Raspberry	3



PLANT SCHEDULE LANDSCAPE #3

SHRUBS	BOTANICAL NAME / COMMON NAME	QTY
	Spiraea japonica `Goldflame` / Spirea	1
	Spiraea nipponica `Snowmound` / Snowmound Spirea	1
	Syringa vulgaris `Lavender Lady` TM / Common Lilac	3
	Viburnum opulus / European Cranberrybush	1
	Weigela florida `Bokraspiwi` / Spilled Wine Weigela	1
ANN/PER	**BOTANICAL NAME / COMMON NAME**	**QTY**
	Centranthus ruber / Red Valerian	12
	Eriogonum umbellatum / Sulfurflower Buckwheat	16
	Eschscholzia californica / California Poppy	17
	Helianthus nummularium `Wisley Pink` / Wisley Pink Sunflower	9
	Hemerocallis spp. / Daylily	17
	Heuchera spp. / Coral Bells	5
	Iris germanica `City Lights` / German Iris	7
	Iris pallida `Variegata` / Variegated Sweet Iris	3
	Lysimachia nummularia `Aurea` / Golden Creeping Jenny	12
	Penstemon clutei / Sunset Penstemon	5
	Penstemon pinifolius / Threadleaf Beardtongue	15
	Polystichum munitum / Western Sword Fern	1
	Stachys byzantina / Lamb`s Ear	12
	Veronica liwanensis / Turkish Veronica	43
	Zauschneria garrettii / Hummingbird Trumpet	31
GRASS	**BOTANICAL NAME / COMMON NAME**	**QTY**
	Festuca glauca / Blue Fescue	5
	Helictotrichon sempervirens / Blue Oat Grass	1
VINE	**BOTANICAL NAME / COMMON NAME**	**QTY**
	Vitis vinifera / Grape	6

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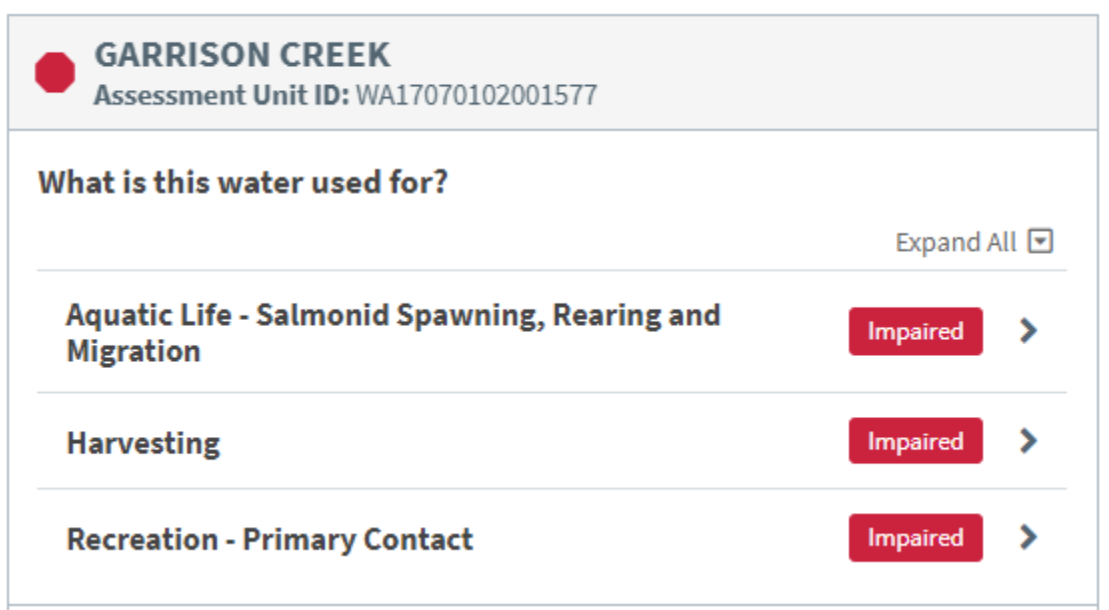
STORMWATER INFILTRATION FEASIBILITY STUDY

Spencer Myrlie

City of College Place

BACKGROUND

- City's stormwater discharges are permitted through NPDES Phase II EWA Permit
- Majority of City's stormwater is discharged to Garrison and Stone Creek
- Garrison Creek federally impaired waterway
- Regional stormwater facility included in 6-year Capitol Facility Plan for $2 million
- City desires to infiltrate stormwater locally



FEASIBILITY STUDY

- Funded by Community Development Block Grant (CDBG)
- Conducted by Aspect Consulting
- Small-scale pit infiltration tests conducted at 4 locations
- Results show feasibility for subsurface infiltration with possible soil amendments

Infiltration Test Location

5 High Priority Focus Area / Problem Area

Hydrant

Project Area Census Blocks

City Limits

N

0 100 200

Feet

High Priority Focus Areas / Problem Areas for Infiltration Testing

Drywell Feasibility Study
City of College Place, WA

Aspect CONSULTING	JUN-2021	BY: EBP	FIGURE NO.
	PROJECT NO. 210093	REVISED BY: - - -	1

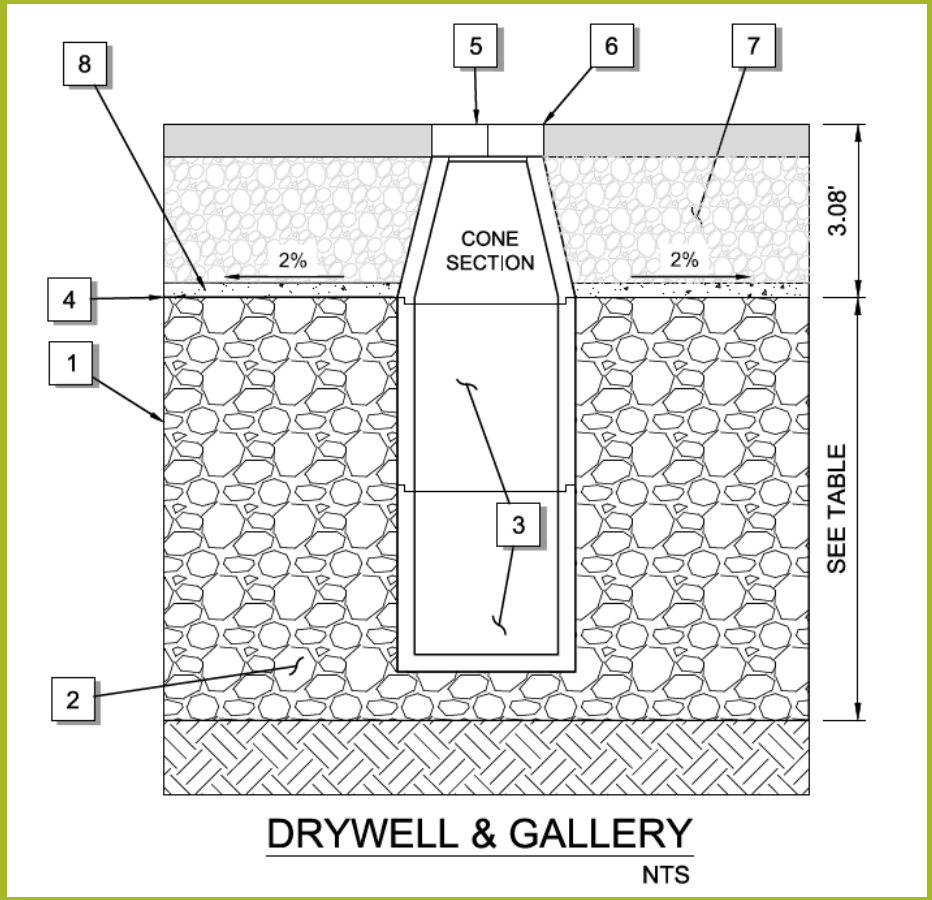
GIS Path: L:\Projects\210093 College Place Drywell Feasibility\GIS\mxds\InfiltrationTestMapRev.mxd || Coordinate System: NAD 1983 StatePlane Washington South FIPS 4602 Feet || Date Saved: 6/24/2021 || User: eprunieda || Print Date: 6/24/2021

Ideal soil conditions

Soil amendment required

MOVING FORWARD

- Begin including stormwater infiltration into planned road/sidewalk projects
  - CDBG for sidewalk on SW 6th (College to Davis) and SW 8th (College to Bade)



Comment Response Tracking Table

College Place Drywell Feasibility Study

Document Type:	Document Name & Description:
☐ Calculation ☐ Drawing ☐ Specification ☒ Study-Report ☐ Other:	Infiltration Testing Study Memorandum

SUBMITTAL: ☐ ITR COPY ☒ City Review COPY

DATE: August 20, 2021	**COMMENTS DUE DATE:** September 7, 2021	**RETURN COMMENTS TO:** Erik Pruneda, PE, epruneda@aspectconsulting.com

REVIEWER NAME: City of College Place	**TITLE:**	**DEPARTMENT:**

No.	Page #	Line #	Priority (1, 2 or 3)	Comment	Commentor	Response
1	9	9	2	Could you mention that the treatment requirements for medium and low Vadose Zones are the same for all pollutant loadings except high? It was a little confusing with the multipole Vados Zone treatment capacities but the same treatment requirement without looking at the SWMMEW.	Spencer	Clarification added to the bottom of Table 9.
2	5	19-23	2	Can you clarify the difference between the Measured Infiltration Rate and the Measured Depth Dependent Infiltration Rate?	Spencer	Clarification added to the bottom of Page 5.
3	10	15	2	Would the soil amendment for UICs need to be at least 5' deep to meet the requirement of a high treatment capacity Vadose Zone?	Spencer	Soil amendment for UIC's would only need to be 18 inches thick to qualify for a high treatment capacity vadose zone classification, but the separation to groundwater would still need to be a minimum of 5 feet. Clarification added to Table 11.
4	6	9	2	Please add a sentence or two about how the City generally uses a safety factor of 4 or 0.25 for simplicity, unless the City Engineer determines otherwise.	Spencer	Sentence added to the bottom of Page 6.
6						
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Priority 1: Critical issue requiring discussion
Priority 2: Factual or substantive error or issue that should be corrected prior to publication
Priority 3: Editorial suggestion to improve readability or other idea

MEMORANDUM

Project No.: 210093-A

August 31, 2021

To: Spencer Myrlie, City of College Place

From:

8/31/21

Erik Pruneda, PE, CPESC, CFM
Senior Water Resources Engineer
epruneda@aspectconsulting.com

John Knutson, PE
Principal Water Resources Engineer
jknutson@aspectconsulting.com

Re: **College Place Drywell Feasibility Study – Infiltration Testing Study Memorandum**

Introduction

The City of College Place (City) has retained Aspect Consulting, LLC (Aspect) to provide stormwater infiltration retrofit feasibility services for the City's Drywell Feasibility Study project (Project). A large portion of City stormwater runoff is currently collected and conveyed to local creeks including Garrison and Stone Creek, and the City's 2018 – 2023 Capital Improvement Plan identifies the need for future, regional stormwater flow control and water quality facilities in the City's storm drainage basins to reduce flooding and stormwater pollution and enhance aquatic habitat in local creeks and wetlands. To meet these goals, the City desires to infiltrate some stormwater through regional, infiltration-based facilities before discharging to local waterbodies.

Work for this project included the following key elements:

- Site evaluation, prioritization, and selection of high priority sites for field testing
- Infiltration planning, testing, and results
- Assess feasibility and suitability of surface and/or subsurface infiltration BMPs

Site Evaluation, Prioritization, and Selected Testing Locations

The City identified several drainage problem locations within the project area where stormwater infiltration BMP retrofits are being considered. Aspect developed prioritization criteria to rank each drainage problem location and identify four high priority sites for infiltration testing. Prioritization criteria are provided in Attachment 1 and included: likely soil/groundwater suitability, availability of existing nearby infiltration test data, planned roadway/utility improvement projects, severity of drainage problem, existing nearby stormwater infrastructure, and average daily traffic counts / pollutant loading benefit. The four high priority sites selected for infiltration testing are shown in Attachment 2 and are described below:

- INF-1 – Infiltration test performed in the roadway of SE 10th Street east of the intersection of SE Birch Avenue on the south side of the road.
- INF-2 – Infiltration test performed in the roadway of SW 12th Street west of the intersection of SW Bade Avenue on the south side of the road.
- INF-3 – Infiltration test performed in the roadway of SE 9th Street east of the intersection of S College Avenue on the south side of the road.
- INF-4 – Infiltration test performed in the roadway of SE 6th Street east of the intersection of SE Birch Avenue on the south side of the road.

Infiltration Planning, Testing, and Results

Infiltration Planning

Aspect prepared an Infiltration Testing Plan to guide field work. The testing plan covered issues such as: property access, water supply, traffic control, test methods, soil samples/tests, test phasing and schedule, utility issues, and field work safety considerations.

Infiltration Testing

Aspect completed four pilot infiltration tests (PITs) from July 20 thru July 23, 2021. Infiltration test locations were selected to assess the feasibility and suitability of infiltration BMPs and provide field infiltration data for determining design infiltration rates at high priority drainage problem locations within the City. Infiltration test depths were selected to target receptor soil depths representative of potential surface or subsurface infiltration facilities. The following subsections describe observed subsurface conditions and infiltration testing methodology.

Subsurface Conditions

All explorations were excavated and completed by subcontractor, Richardson Excavation. Soils were classified per the Unified Soil Classification System (USCS) in general accordance with the American Society for Testing and Materials (ASTM) D2488, Standard Practice for Description and Identification of Soils (Visual and Manual Procedure) (2012). The relative density/consistency of excavated materials was roughly evaluated by observing the excavated material and samples taken from the excavation.

The material encountered in the explorations observed by Aspect generally agreed with the materials that were expected based on research of well logs and NRCS soil surveys in the project area. A breakdown of the consistency of the soils encountered is shown in Table 1. Detailed descriptions of the subsurface conditions encountered in our explorations, as well as the depths where characteristics of the soils changed, are indicated on the test pit logs presented in Attachment 3. Photographs of each test pit are provided in Attachment 4.

Table 1. Soils Encountered

Location	Description	Cobble	Gravel	Sand	Fines
INF-1	Gravel w/ Trace Sand	4%	82%	11%	3%
INF-2	Sandy Silt	0%	0%	36.6%	63.4%
INF-3	Gravel w/ Trace Sand	9%	72%	14%	5%
INF-4	Gravel w/ Trace Sand	4%	68%	24%	4%

Groundwater was not encountered in any of the excavations. Following the infiltration tests, INF-1, INF-3, and INF-4 were over-excavated to a depth of 7.5 feet below the ground surface; no change in subsurface conditions and no indication of mounding was observed.

Sample Collection and Laboratory Testing

Manual soil grab samples were collected from the bottom of each test pit (see test pit logs in Attachment 3). The collected samples were submitted to a contracted analytical laboratory for grain size analysis, organic matter content, and cation exchange capacity (CEC). Results of the laboratory testing are provided in Attachment 5 and summarized in Table 2.

Table 2. Laboratory Results

Location	Organic Matter Content (%)	Cation Exchange Capacity (meq/100g)
INF-1	3.30	23.3
INF-2	1.95	17.2
INF-3	3.33	24.5
INF-4	1.63	13.7

Note: Per 2019 SWMMEW, native soils suitable for treatment must have an organic content greater than 1% and cation exchange capacities greater than 5 meq/100g.

Infiltration Test Methods

Small-scale PITs were performed at each location in general accordance with the 2019 Stormwater Management Manual for Eastern Washington (SWMMEW). Test durations were shortened in order to accomplish testing at a single test location within an eight-hour onsite workday. PIT details are summarized in Table 3.

Table 3. Pilot Infiltration Test Details

Location	Target Test Type	Test Date	Excavation Depth (ft)	PIT Surface Area (sq-ft)
INF-1	Small	7/22/21	6	24
INF-2	Small	7/20/21	6	26
INF-3	Small	7/23/21	6	22.5
INF-4	Small	7/21/21	6	24

PIT Design

The PIT design included preparation of the test pit areas following the small-scale PIT guidelines with excavation depths at an assumed depth (bottom) of proposed infiltration BMPs. The bottom of each test area was leveled to the extent practical. A representative of Aspect observed test area preparation, logged soils, and collected soil samples for laboratory testing.

Water for the infiltration tests was supplied from a water truck supplied by the City. Direct-read flow meters and valving equipment were installed by Aspect to monitor discharge to the excavations during execution of the small-scale PITs.

Small-scale PITs were generally performed in four parts:

1. **Filling** – Test areas are filled with water to a targeted water level (approximately 12 inches).
2. **Pre-Soaking Evaluation** – Once the water level in the test area reached the target level, the water flow to the test pit area is turned off temporarily allowing field crew members an opportunity to visually monitor a decline in water level (head) and verify that infiltration is occurring before proceeding with the constant head portion of the test.
3. **Constant Head Test** – During this portion of the test, the water flow rate into the test area is recorded using a flow meter, and the water level is monitored using a staff gage along with a pressure transducer placed at the bottom of the excavation to monitor water level continuously. The water flow rate into the test area is adjusted as needed to achieve a constant water level for a constant flow rate.
4. **Falling Head Test** – Upon completion of the constant head test, flow into the test area is stopped, and the rate of water level decline is monitored.

The small-scale PIT procedure described above was modified in the field as needed depending on the initial observed infiltration rates and available time to complete the tests. At each test area, Aspect reduced and leveled off flows upon reaching the targeted test water level (approximately 12 inches).

The constant head/constant flow data is used to calculate the measured infiltration rate that, when safety factors are applied, determines the long-term infiltration rate for designing infiltration facilities for the test site. The falling head data, also with safety factors applied, is used to verify that a planned infiltration facility will drain down within an allowable timeframe.

Infiltration Testing Results

Results for the constant head portion for each PIT are summarized in Table 4. Results for the falling head portion are summarized in Table 5. PIT data for each site is presented in Attachment 6.

The measured infiltration rates were completed at constant head water depths ranging from 12.0 to 12.6 inches with PIT bottom areas ranging from of 22.5 to 26 square feet and with PIT sidewall areas ranging from 20 to 21 square feet. Since for a small PIT sidewall infiltration likely contributed significantly to the overall infiltration flow rate, measured infiltration rates were conservatively calculated using the PIT bottom and sidewall areas. Based on Darcy's Law and infiltration dynamics, it is reasonable to assume that the infiltration rate changes approximately linearly with head – increasing the depth of ponding on the infiltration surface will roughly proportionally increase the infiltration rate. The maximum infiltration rate occurs through the PIT bottom area and at the bottom of the sidewalls where the water pressure head is at a maximum. The head and sidewall infiltration rate approaches zero at the top of the ponded water. Therefore, since the average ponded head on the sidewall is one half the total head, the average sidewall infiltration rate is assumed to be approximately one half the bottom infiltration rate for a given water depth. This relationship is used to calculate the maximum (bottom) infiltration rate given the constant infiltration flow rate, the associated constant head water depth, the test pit bottom area, and the test pit wetted sidewall area for the given depth.

As water depth (or head) varies in the facility, so does the water pressure on the infiltrating surfaces, which results in higher infiltration rates for deeper water (higher pressure) and lower infiltration for shallower water (lower pressure). The measured infiltration rates presented in Table 4 correspond to the water depth during the test. For other water depths, a depth dependent infiltration rate was also calculated that assumes that infiltration rates vary linearly with water depth.

General Infiltration BMP Sizing Approaches

Constant Infiltration Rate Approach: Assumes the infiltration rate is constant for all facility water depths, resulting in a constant flow rate out of the facility at each time step. Can result in a more conservative facility size when anticipated water depths are greater than the constant head infiltration test depth.

Depth Dependent Infiltration Rate Approach: Accounts for the head in the facility and the corresponding infiltration rate to estimate a flow rate out of the facility at a each timestep. Results in a more accurately sized facility.

Table 4. Constant Head Test Results

Location	Average Flow Rate		Total Infiltration Area[1]		Approx. Constant Water Depth (in)	Measured Infiltration Rate (in/hr)	Measured Depth Dependent Infiltration Rate (in/hr/ft)
	gal/min	in^3/hr	ft^2	in^2			
INF-1	26.2	362,527	44.4	6,394	12.2	73.6	72.2
INF-2	1.1	15,147	47.0	6,768	12.0	2.9	2.9
INF-3	8.7	120,582	42.5	6,113	12.6	25.8	24.6
INF-4	23.7	328,212	44.2	6,365	12.1	66.8	66.2

Notes:
[1] Total Infiltration Area includes PIT bottom area and sidewall area.

Table 5. Falling Head Test Results

Location	Initial Reading		Final Reading		Change in Reading		Measured Drawdown Rate (in/hr)
	Time	Water Level (in)	Time	Water Level (in)	Elapsed Time (min)	Water Level (in)	
INF-1	12:30	1.06	12:44	0.07	14	0.99	16.8
INF-2	13:30	1.00	15:30	0.60	120	0.40	0.8
INF-3	12:13	1.06	13:13	0.15	60	0.91	3.6
INF-4	12:08	1.00	12:24	0.07	16	0.93	13.8

To determine the design (long-term) infiltration rate for each site, appropriate correction factors must be applied to the measured (short-term) infiltration rate. Selected correction factors from Table 6.4 of the SWMMEW are described below:

- Site variability and number of locations tested = 0.75
- Test method (small-scale PIT) = 0.5
- Degree of influent control to prevent siltation and bio-buildup = 0.9

The total correction factor is determined by multiplying the individual correction factors together (0.75 x 0.5 x 0.9 = 0.33). Note that the City typically uses/specifies a safety factor of 0.25 for simplicity unless the City Engineer determines otherwise.

The design (long-term) depth dependent infiltration rate is calculated by multiplying the measured depth dependent infiltration rate by the total correction factor. The design depth dependent infiltration rate for each test location is shown in Table 6.

Table 6. Design Infiltration Rates

Location	Measured Depth Dependent Infiltration Rate (in/hr/ft)	Correction Factor	Design Depth Dependent Infiltration Rate (in/hr/ft)
INF-1	72.2	0.33	23.8
INF-2	2.9	0.33	1.0
INF-3	24.6	0.33	8.1
INF-4	66.2	0.33	21.8

Site Feasibility and Suitability for Infiltration BMPs

The feasibility and suitability for surface and subsurface infiltration BMPs was evaluated. Guidance for the design of surface infiltration BMPs is presented in Section 5.4 of the SWMMEW, while guidance for the design of subsurface infiltration BMPs is presented in Section 5.6 of the SWMMEW.

Surface Infiltration Suitability Criteria

For surface infiltration BMPs, site suitability criteria (SSC) must be considered when siting the BMPs. The following site suitability criteria relate to the infiltration testing results and observed subsurface conditions.

SSC-4 Soil Infiltration Rate / Drawdown Time

For infiltration BMPs used for treatment purposes, the design (long-term) infiltration rates should be ≤ 3 in/hr per the SSC-4 requirement in the SWMMEW. The design (long-term) infiltration rates for INF-1 thru INF-4 are 23.8, 1.0, 8.1, and 21.8 in/hr, respectively. The INF-2 test location meets the SSC-4 requirement; however, the remaining test locations do not. Aspect recommends amending the base of each infiltration facility with 18-inches of treatment soil meeting the requirements of Bioretention Soil Media (SWMMEW Section BMP T5.31: Bioretention, Bioretention Soil Media).

The proposed infiltration facilities must meet the 72-hour or less SSC-4 drawdown time requirement. For this evaluation, a design drawdown rate was calculated for each test location by multiplying the measured drawdown rate (from Table 5) by the total correction factor (0.33), as shown in Table 7. The design drawdown rates were then used to calculate the estimated time (in hours) for drawdown assuming facility depths of 1-foot and 2-foot. Note that both a 1-foot or 2-foot facility depth will meet the 72-hour or less drawdown time requirement.

Table 7. Approximate Drawdown Time

Test Location	Measured Drawdown Rate (in/hr)	Correction Factor	Design Drawdown Rate (in/hr)	Drawdown Time 1-ft Facility (hrs)	Drawdown Time 2-ft Facility (hrs)
INF-1	50.9	0.33	16.8	0.7	1.4
INF-2	2.4	0.33	0.8	15.2	30.3
INF-3	10.9	0.33	3.6	3.3	6.7
INF-4	41.9	0.33	13.8	0.9	1.7

SSC-5 Depth to Bedrock, Groundwater Table, or Impermeable Layer

The base of all infiltration facilities should be ≥ 5 feet above the seasonal groundwater table, bedrock, hardpan, or other low-permeability layer.

Groundwater was not encountered in any of the test pit explorations completed as part of this work to a depth of 6 feet below ground surface (bgs) for INF-2 and up to 7.5 feet bgs for INF-1, INF-3, and INF-4. Based on a review of available well logs in the project vicinity, surficial soils are generally comprised of silt, sands, and gravels, down to approximately 30 to 50 feet bgs. These surficial soils are underlain by deeper gravels and sands associated with the shallow unconfined gravel aquifer underlying the valley floor. Based on the well logs reviewed, static water levels were reported from 15 to 65 feet bgs at the time of drilling. Based on available geotechnical reports in the vicinity of the test locations, static water levels were not encountered at the time of exploration, but were reported to be greater than 15-feet in the vicinity of INF-1, INF-3, and INF-4 and greater than 25-feet in the vicinity of INF-2 based on the completed exploration depths.

Bedrock, hardpan, or other restrictive layer was not encountered in any of the test pit explorations completed as part of this work or any of the prior geotechnical explorations reviewed.

SSC-6 Soil Physical and Chemical Suitability for Treatment

The texture and chemical characteristics of receptor soils at each test location meet Ecology's stormwater treatment Site Suitability Criteria for surface infiltration facilities (SSC-6):

- Organic matter content is greater than 1 percent, ranging from 1.6 to 3.3 percent.
- Cation exchange capacity is greater than 5 meq/100 grams, ranging from 13.7 to 24.5 meq/100 grams.

SSC-6 also requires a minimum treatment soil depth of 18 inches below the base of the infiltration facility. Over-excavation of INF-1, INF-3, and INF-4 revealed similar subsurface materials for a depth of 18-inches below the base of the excavation. INF-2 was not over-excavated, but is presumed to have similar subsurface materials for a depth of 18-inches below the base of the excavation based on the results of the infiltration testing and available nearby geotechnical information.

Since all four test locations meet the SSC-6 requirements, the use of amended soils or basic treatment of the water quality storm event prior to infiltration will not be required; however, Section 5.4.3 of the SWMMEW states that "*Infiltration BMPs must be preceded by a pretreatment BMP, such as a presettling basin or emerging technology, to reduce the occurrence of plugging*". To reduce plugging of infiltration BMPs, Aspect recommends incorporating pre-settling basins or similar sediment pre-treatment methods into the overall design where appropriate.

Subsurface Infiltration Suitability Criteria

Subsurface infiltration BMPs (e.g., drywells or infiltration trenches with perforated pipe) must be designed and constructed following either the presumptive or demonstrative approach per the SWMMEW. The following presumptive approach criteria and site suitability criteria relate to the infiltration testing results and observed subsurface conditions.

Vadose Zone Treatment Capacity

The treatment capacity of the vadose zone between the bottom of the UIC well and the top of the highest known seasonal groundwater table is determined using Table 5.21 from the SWMMEW. Observed subsurface soil conditions, sieve analyses, saturated hydraulic conductivities / infiltration rates, organic content, cation exchange capacity, and other physical properties are used to identify the vadose zone treatment capacity category (High, Medium, Low, and None). Aspect utilized available data to assign each test location to one of the four vadose zone treatment capacity categories, as shown in Table 8. For INF-1, INF-3, and INF-4, the soil physical and chemical properties had attributes falling across more than one category.

Table 8. Vadose Zone Treatment Capacity

Test Location	Assumed Vadose Zone Treatment Capacity	Required Minimum Thickness (feet)
INF-1	Med / Low	10 / 25
INF-2	High	5
INF-3	Med / Low	10 / 25
INF-4	Med / Low	10 / 25

Pollutant Loading Classification

Areas contributing stormwater runoff to subsurface infiltration facilities are grouped into four classification categories based on expected pollutant loading potential: Insignificant, Low, Medium, and High. Following Table 5.22 from the SWMMEW, all four test locations would be classified as having a Low pollutant loading.

Treatment Required for Solids, Oil, and Metals

Subsurface infiltration facilities must have an appropriate level of treatment for solids, oil, and metals prior to runoff entering the facility. Table 5.23 from the SWMMEW lists the required treatment based on the vadose zone treatment capacity and the pollutant loading classification. A summary of the required treatment for each test location is provided in Table 9.

Table 9. Treatment Required for Subsurface Infiltration

Test Location	Vadose Zone Treatment Capacity	Pollutant Loading	Treatment Required
INF-1	Med/Low	Low	Pretreatment[1]
INF-2	High	Low	Two-Stage Drywell[2]
INF-3	Med/Low	Low	Pretreatment[1]
INF-4	Med/Low	Low	Pretreatment[1]

Notes:
[1] Pretreatment removes solids, but at a level less than basic treatment. Ecology's definition for pretreatment is 50% removal. Aspect has specified the use of a sedimentation manhole with down-turned elbow for prior projects with Ecology approval. Note that treatment requirements are the same for facilities with Low or Medium vadose zone treatment capacities and Low pollutant loading (refer to Table 5.23 in the SWMMEW).
[2] A two-stage drywell has a catch basin or other presettling device that traps small quantities of oils and solids.

Drawdown Time

Subsurface infiltration facilities should be designed to drain down within 72 hours after flow to the facility has ceased. For this evaluation, the design drawdown rates from Table 7 were used to calculate the estimated time (in hours) for drawdown assuming facility depths of 4-foot and 8-foot. This could correspond to a 4-foot deep infiltration trench or 4- or 8-foot drywell. As shown in Table 10, all test locations could generally accommodate 4-foot and 8-foot deep subsurface infiltration facilities, with the exception of INF-2 which would need to be limited to a 4-foot deep facility in order to meet the drawdown time requirement.

Table 10. Approximate Drawdown Time for Subsurface Infiltration Facilities

Test Location	Design Drawdown Rate (in/hr)	Drawdown Time 4-ft Facility (hrs)	Drawdown Time 8-ft Facility (hrs)
INF-1	16.8	2.8	5.7
INF-2	0.8	60	120
INF-3	3.6	13.3	26.7
INF-4	13.8	3.5	6.9

SSC-5 Depth to Bedrock, Groundwater Table, or Impermeable Layer
Similar to surface infiltration facilities, the base of all subsurface infiltration facilities should be ≥ 5 feet above the seasonal groundwater table, bedrock, hardpan, or other low-permeability layer. However, when following the presumptive approach, the required minimum thickness of the vadose zone depends on the vadose zone treatment capacity of the native soil (see Table 8). However, Ecology may allow the use of amended soil below and around

As discussed previously, groundwater was not encountered in any of the test pit explorations and static water levels are reported to range from 15 to 65 feet bgs based on review of available well logs and inferred from prior geotechnical work. In addition, bedrock, hardpan, or other restrictive layer was not encountered in any of the test pit explorations completed as part of this work or any of the prior geotechnical explorations reviewed.

Recommended Category of Infiltration BMP

Infiltration testing results and review of available groundwater depth information suggest that both surface and subsurface infiltration facilities are likely suitable at each of the test locations. Recommended surface infiltration BMPs that may work well in a roadside setting include infiltration swales or bio-infiltration swales. Recommended subsurface infiltration BMPs include infiltration trenches with perforated pipe or drywells. To meet Ecology's subsurface infiltration pretreatment requirement, Aspect recommends the use of a sedimentation manhole with a down-turned elbow for the removal of sediment, debris, and small amounts of oil which will help extend the life of the subsurface infiltration facility.

Given the uncertainty in the depth to groundwater, shallow infiltration facilities may be more appropriate for use within the City. However, during the planning phase of a potential stormwater retrofit project, a more detailed groundwater exploration may show a larger separation to groundwater which would allow the use of deeper subsurface infiltration facilities and may also use of the native soil vadose zone to meet treatment requirements.

Recommended infiltration BMPs along with limiting factors and recommended key design issues are provided in Table 11 for each test location.

Table 11. Recommended Infiltration BMPs by Test Location

Test Location	Infiltration BMP Category & Example BMPs	Limiting Factors	Recommended Key Design Issues
INF-1 INF-3 INF-4	**Surface** Infiltration Swale, Bio-Infiltration Swale	• Measured initial infiltration rates > 9 in/hr (per SSC-4 requirement). • Potentially limited separation to groundwater. • Space constraints.	• Utilize amended treatment soil to address high infiltration rate. • Consider forward compatibility with planned roadway/utility projects. • Consider continuous inflow, curb cut, or piped inflow. • Driveway ingress/egress. • Connect overflow to existing storm infrastructure or consider downstream impacts of excess flows.
	Subsurface Infiltration Trench, Drywell, or other Proprietary Device	• Measured initial infiltration rates > 9 in/hr (per SSC-4 requirement). • Vadose zone treatment capacity (Med/Low) requires a greater separation to season high groundwater. • Potentially limited separation to groundwater.	• Vadose treatment capacity can be considered High if basic treatment is used in advance of facility or 18 inches of amended treatment soil is placed beneath infiltration trench, allowing a minimum separation of 5-feet to seasonal high groundwater. • Conduct site specific groundwater exploration. • Connect overflow to existing storm infrastructure or consider downstream impacts of excess flows.
INF-2	**Surface** Infiltration Swale, Bio-Infiltration Swale	• Potentially limited separation to groundwater. • Space constraints.	• Consider forward compatibility with planned roadway/utility projects. • Consider continuous inflow, curb cut, or piped inflow. • Driveway ingress/egress. • Connect overflow to existing storm infrastructure or consider downstream impacts of excess flows.
	Subsurface Infiltration Trench, Drywell, or other Proprietary Device	• Potentially limited separation to groundwater.	• Conduct site specific groundwater exploration. • Connect overflow to existing storm infrastructure or consider downstream impacts of excess flows.

References

Washington State Department of Ecology (Ecology), 2019, Stormwater Management Manual for Eastern Washington (SWMMEW).

Limitations

Work for this project was performed for the City of College Place (Client), and this memorandum was prepared in accordance with generally accepted professional practices for the nature and conditions of work completed in the same or similar localities, at the time the work was performed. This memorandum does not represent a legal opinion. No other warranty, expressed or implied, is made.

All reports prepared by Aspect Consulting for the Client apply only to the services described in the Agreement(s) with the Client. Any use or reuse by any party other than the Client is at the sole risk of that party, and without liability to Aspect Consulting. Aspect Consulting's original files/reports shall govern in the event of any dispute regarding the content of electronic documents furnished to others.

Attachments:
- Attachment 1 – Problem Area Prioritization Matrix
- Attachment 2 – Infiltration Test Location Maps
- Attachment 3 – Test Pit Logs
- Attachment 4 – Test Pit Photo Log
- Attachment 5 – Laboratory Test Results
- Attachment 6 – Pilot Infiltration Test Results

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ATTACHMENT 1

Problem Area Prioritization Matrix

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City of College Place - Drywell Feasibility Study

Problem Area Prioritization Matrix

			Prioritization Criteria						
Problem Area	**Problem Area Location**	**Problem Description**	**Soil/Groundwater Suitability**	**Existing Nearby Infiltration Test Data**	**Planned Roadway/Utility Improvement Project**	**Severity of Drainage Problem**	**Exist. Stormwater Infrastructure**	**ADT / Pollutant Loading Benefit**	**Total**
1	SE Birch (4th to 12th St)	Assume not enough storm drains, undersized storm pipe.	5	1	3	1	1	0.5	**11.5**
2	SW 12th St @ SW Bade	Lack of proper storm drains.	5	2	0	0	1	0.5	**8.5**
3*	SW 10th St (College Ave to Dead End)	Street has lost its crown and is sinking in. A lot of the street is sheet draining to Garrison Creek.	5	2	3	1	0	0.5	**11.5**
4*	SW Puff Ln	Lack of storm inlets, road is sinking in.	5	2	3	1	1	0.5	**12.5**
5	SE 9th St (College Ave to Dead End)	No storm infrastructure, unmanaged dirt road.	5	2	3	0	1	1	**12**
6*	SW Bade Ave (9th to 11th St)	Lack of storm inlets.	5	2	3	1	0	0.5	**11.5**
7	SE 6th St (College Ave to Birch)	Lack of storm inlets, street crown starting to falter.	0	2	3	1	0	1	**7**
8	SW 5th St (Bade to Dead End)	Road surface in bad condition, lack of storm infrastructure.	0	2	0	0	1	0.5	**3.5**
9	SE 3rd St (College Ave to Ash)	Road chip sealed many times. Sacrifices storm runoff.	0	1	0	0	0	1	**2**
10	SW 3rd (Davis to Academy)	No curb and gutter or storm infrastructure.	3	1	0	1	1	0.5	**6.5**
11	SW 2nd (Davis to Academy)	No curb and gutter or storm infrastructure.	3	1	0	1	1	0.5	**6.5**
12	SW 1st (Davis to Academy)	No curb and gutter or storm infrastructure.	3	1	0	1	1	0.5	**6.5**
13	NW Earl Ln (Whitman to Evans)	Street has lost its crown and is sinking in. Lots of stormwater pools in middle of roadway. Lack of storm inlets.	5	2	0	1	1	0.5	**9.5**
14	NW Spagnuolo Lp (NW B, NW B)	Lack of storm inlets.	5	0	0	0	1	0.5	**6.5**
15	E Whitman @ Ash St	Lack of storm inlets, lots of storm runoff running downhill on Ash from Davis Elementary area.	0	1	0	2	0	1	**4**

High Priority for Infiltration Testing - Based on Prioritization Ranking and City Preference

* Infiltration testing for these high ranking problem areas will be deferred due to upcoming chip seal projects.

Prioritization Criteria	
Soil/Groundwater Suitability	0 - Likely Not Suitable for Surface or Sub-Surface Infiltration
	3 - Likely Suitable for Surface Only Due to Shallow Groundwater
	5 - Likely Suitable for Surface or Sub-Surface Infiltration
Existing Nearby Infiltration Test Data	0 - Infiltration Test Data Very Close By
	1 - Some data in the vicinity
	2 - No Data nearby
Planned Roadway/Utility Improvement Project	0 - No planned projects, stand-alone BMP retrofits would be necessary
	3 - Infiltration test can be used to support design of planned project and/or infiltration BMPs can be installed as part of the planned project
Severity of Drainage Problem	0 - Nuisance issues - insignificant/very minor damage/disruptions
	1 - Drainage issues, causes minor to moderate damage/disruptions
	2 - Causes significant damages/disruptions
Existing Stormwater Infrastructure	0 - Existing stormwater conveyance infrastructure (trunklines) are nearby and have sufficient capacity to accept additional runoff. 1 - No existing stormwater conveyance infrastructure nearby.
ADT / Pollutant Loading Benefit	0.5 - Residential Land Use / Low ADT, Less Water Quality Benefit
	1 - Some Commercial / Moderate ADT / Unpaved Roadway, More Water Quality Benefit

ATTACHMENT 2

Infiltration Test Location Maps

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Infiltration Test Location

5 High Priority Focus Area / Problem Area

Hydrant

Project Area Census Blocks

City Limits

N

0 100 200

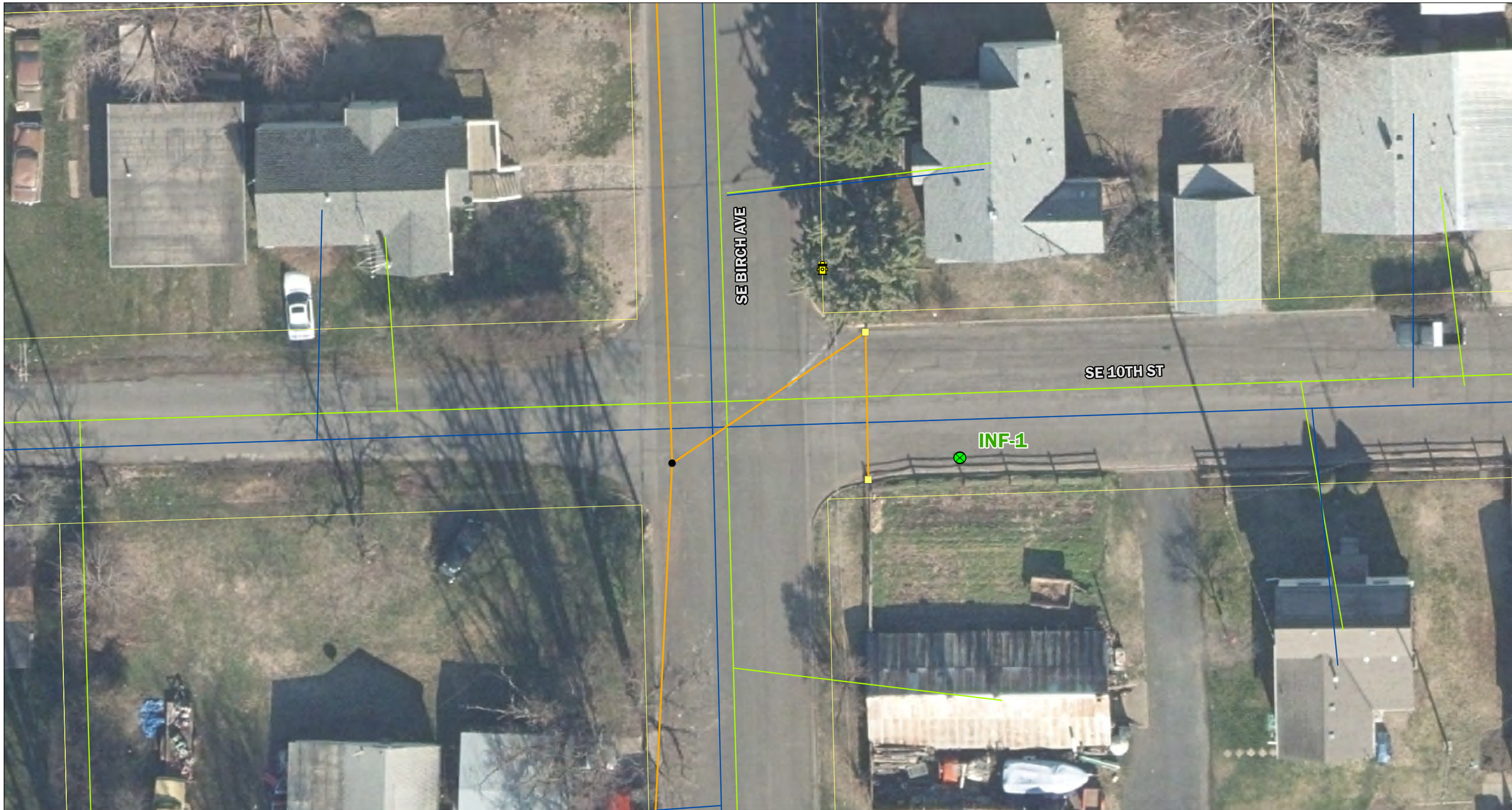
Feet

High Priority Focus Areas / Problem Areas for Infiltration Testing

Drywell Feasibility Study
City of College Place, WA

Aspect CONSULTING	JUN-2021	BY: EBP	FIGURE NO.
	PROJECT NO. 210093	REVISED BY: - - -	1

GIS Path: L:\Projects\210093 College Place Drywell Feasibility\GIS\mxds\InfiltrationTestMapRev.mxd || Coordinate System: NAD 1983 StatePlane Washington South FIPS 4602 Feet || Date Saved: 6/24/2021 || User: eprunieda || Print Date: 6/24/2021



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Infiltration Test Location
Stream
Storm Catch Basin
Storm Outfall
Storm Manhole
Storm UIC
Storm Outlet
Storm Inlet
Storm Culvert
Ditch
Storm Infiltration Trench
Storm Pipe
Storm Infiltration Swale
Storm Biofiltration Swale
Hydrant
Water Line
Sanitary Sewer
City Limits
Parcel

INF #1
Latitude = 46.040209988
Longitude = -118.385885338
Approximate Excavation Dimensions =
4' Wide x 6' Long x 4' Deep

Note: Utilities shown are approximate. City staff to perform utility locates prior to excavation.

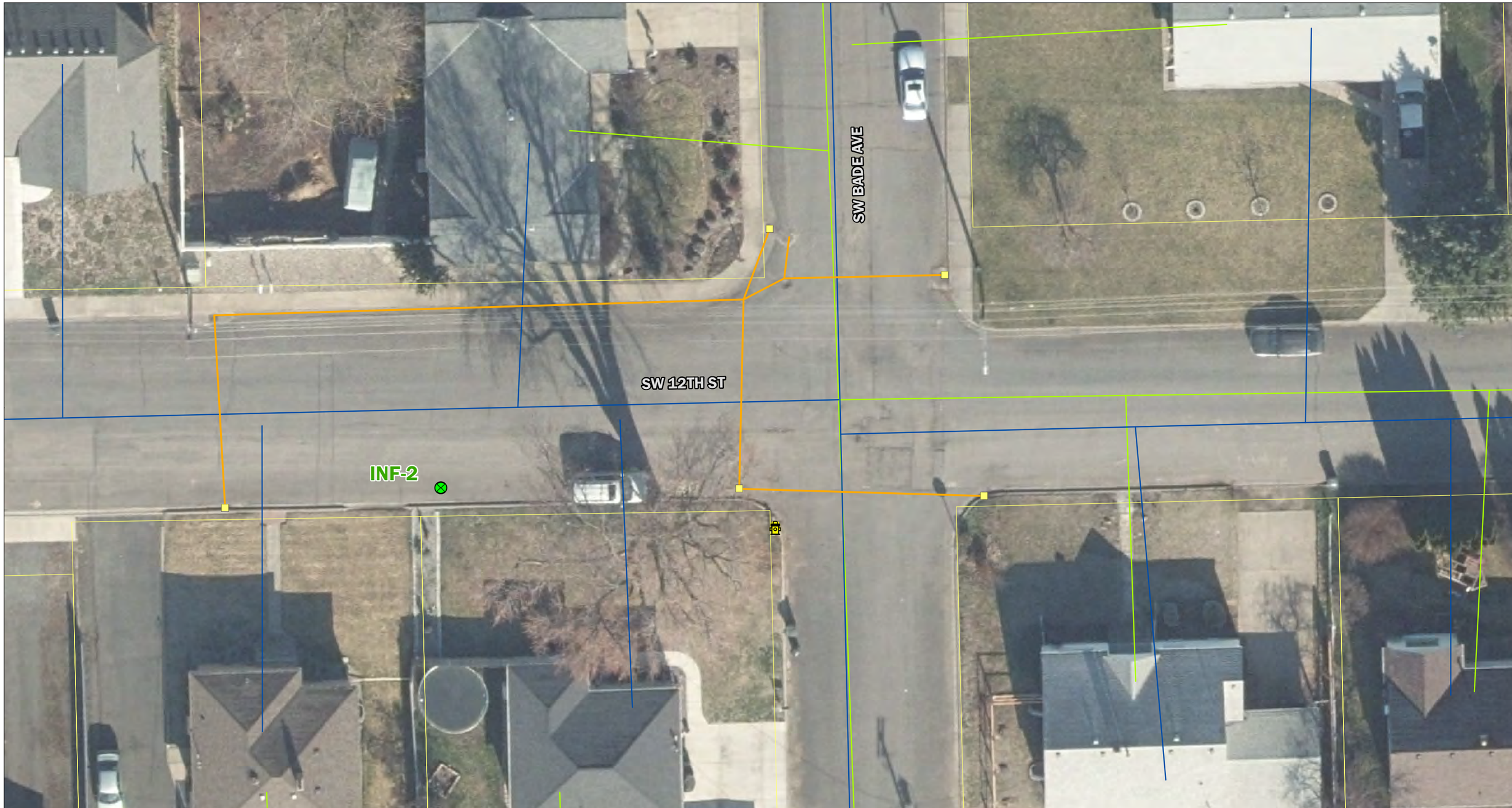
N

0 20 40
Feet

Infiltration Test #1 (INF-1)

Drywell Feasibility Study
City of College Place, WA

Aspect CONSULTING	JUN-2021	BY: EBP	FIGURE NO.
	PROJECT NO. 210093	REVISED BY: ---	2



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- Infiltration Test Location
- Stream
- Storm Catch Basin
- Storm Outfall
- Storm Manhole
- Storm UIC
- Storm Outlet
- Storm Inlet
- Storm Culvert
- Ditch
- Storm Infiltration Trench
- Storm Pipe
- Storm Infiltration Swale
- Storm Biofiltration Swale
- Hydrant
- Water Line
- Sanitary Sewer
- City Limits
- Parcel

INF #2
Latitude = 46.038390604
Longitude = -118.391637558
Approximate Excavation Dimensions =
4' Wide x 6' Long x 4' Deep

Note: Utilities shown are approximate. City staff to perform utility locates prior to excavation.

N

0 20 40
Feet

Infiltration Test #2 (INF-2)

Drywell Feasibility Study
City of College Place, WA

Aspect CONSULTING	JUN-2021	BY: EBP	FIGURE NO.
	PROJECT NO. 210093	REVISED BY: - - -	3

GIS Path: L:\Projects\210093 College Place Drywell Feasibility\GIS\maps\InfiltrationTest#3.mxd || Coordinate System: NAD 1983 StatePlane Washington South FIPS 4602 Feet || Date Saved: 6/24/2021 || User: eprunda || Print Date: 6/24/2021

Infiltration Test Location
Stream
Storm Catch Basin
Storm Outfall
Storm Manhole
Storm UIC
Storm Outlet
Storm Inlet
Storm Culvert
Ditch
Storm Infiltration Trench
Storm Pipe
Storm Infiltration Swale
Storm Biofiltration Swale
Hydrant
Water Line
Sanitary Sewer
City Limits
Parcel

INF #3
Latitude = 46.041425465
Longitude = -118.388012931
Approximate Excavation Dimensions =
4' Wide x 6' Long x 4' Deep

Note: Utilities shown are approximate. City staff to perform utility locates prior to excavation.

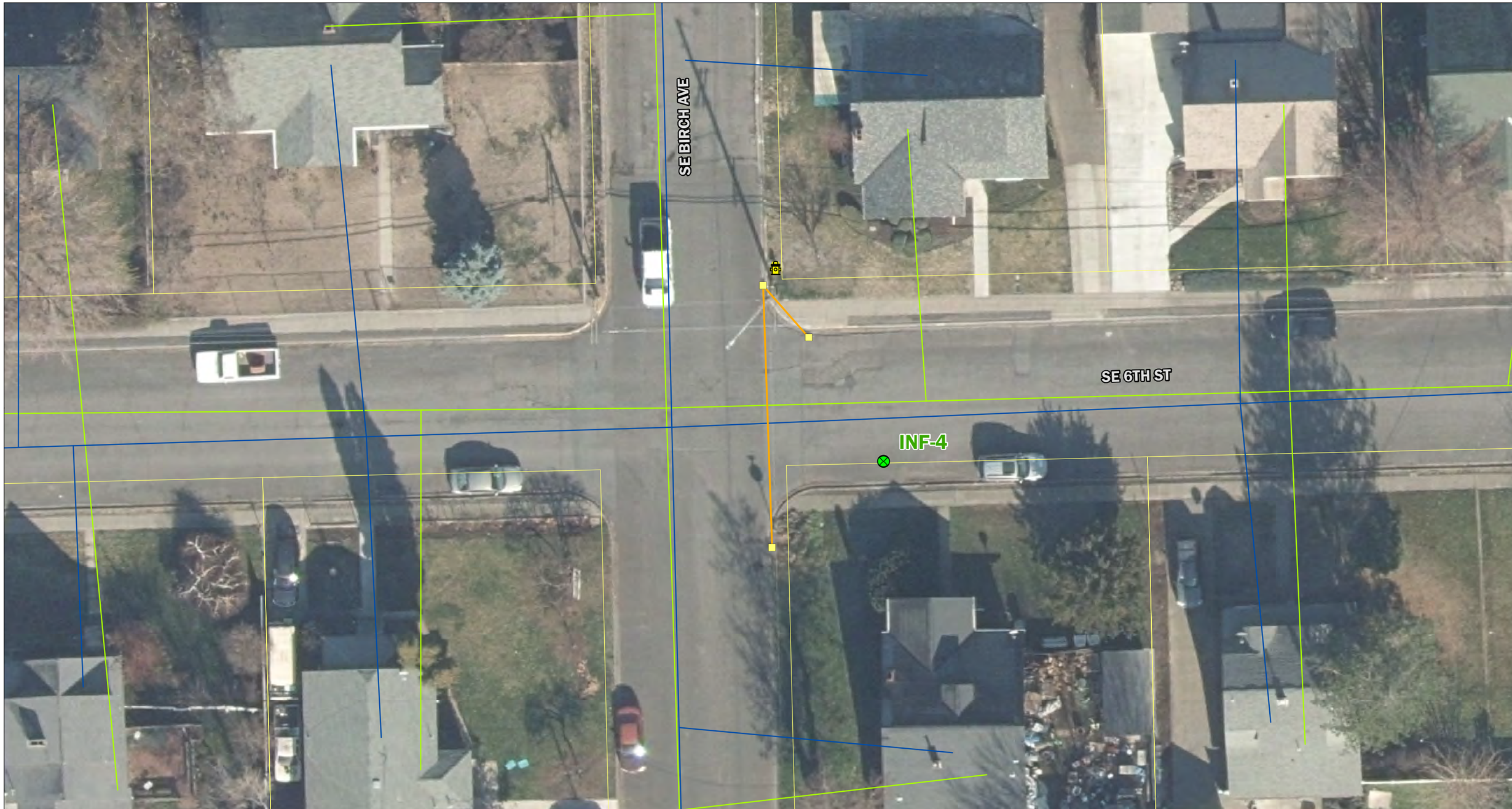
N

0 30 60
Feet

Infiltration Test #3 (INF-3)

Drywell Feasibility Study
City of College Place, WA

Aspect CONSULTING	JUN-2021	BY: EBP	FIGURE NO.
	PROJECT NO. 210093	REVISED BY: - - -	4



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Infiltration Test Location	Storm UIC	Storm Infiltration Trench	Water Line
Stream	Storm Outlet	Storm Pipe	Sanitary Sewer
Storm Catch Basin	Storm Inlet	Storm Infiltration Swale	City Limits
Storm Outfall	Storm Culvert	Storm Biofiltration Swale	Parcel
Storm Manhole	Ditch	Hydrant	

INF #4
Latitude = 46.043828944
Longitude = -118.385899228
Approximate Excavation Dimensions =
4' Wide x 6' Long x 4' Deep

Note: Utilities shown are approximate. City staff to perform utility locates prior to excavation.

N

0 20 40
Feet

Infiltration Test #4 (INF-4)

Drywell Feasibility Study
City of College Place, WA

Aspect CONSULTING	JUN-2021	BY: EBP	FIGURE NO.
	PROJECT NO. 210093	REVISED BY: - - -	5

ATTACHMENT 3

Test Pit Logs

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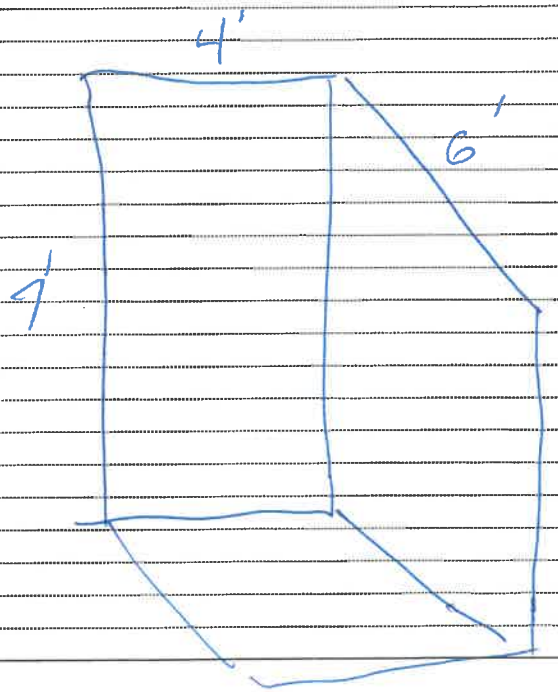
BORING LOG

SHEET ____ OF

LOCATION OF BORING	INF-1
PROJECT NO.	210693
PROJECT NAME	COLLEGE PLACE INF TESTING
BORING NO.	INF-1
SKETCH OF LOCATION	
DRILLING METHOD:	INFILTRATION TEST
LOGGED BY:	GUTTON
DRILLER:	RICHARDSON
SAMPLING METHOD:	INFILTRATION TEST
HAMMER WEIGHT/SAMPLER DIAMETER	
OBSERVATION WELL INSTALL	YES ____ NO ____
START TIME	7/22
FINISH TIME	
START DATE	0756
FINISH DATE	
WATER LEVEL / TIME / DATE / CASING DEPTH	
DATUM	
GRADE ELEV.	
SURFACE CONDITION	

SIZE (%) GRAVEL	SAND (SIZE RANGE)	FINES	SAMPLE NO. / SAMPLE TYPE	SAMPLE DEPTH	INCHES DRIVEN / INCHES RECV'D	DEPTH IN FEET	PENETRATION RESISTANCE	USCS SUMMARY	DESCRIPTION: Density, moisture, color, minor, MAJOR CONSTITUENT. NON-SOIL SUBSTANCES: Odor, staining, sheen, scrap, slag, etc. DRILL ACTION
									ASPHALT / ~~BASE COURSE GRAVEL~~ 3" TOP LAYER
40	20	40				1			DARK SANDY SILT W/ GRAVEL
50	20	30				2			DARK SANDY SILT SMALLER GRAVEL ~~[illegible]~~
50	20	30				3			2.5' DOWN PIPE DISCOVERY (1" DIAM.) SOUTH EDGE OF PIT
						4			DARK SANDY SILT W/ PEA GRAVEL
60	15	25		6'		5			DARK SANDY SILT W/ 6" MINUS GRAVEL
						6			TEST BOTTOM @ 6'
						7			
						8			OVEREXCAVATE TO 8' NO CHANGE MATERIAL WET
						9			
						0			
						1			
						2			
						3			
						4			
						5			
						6			
						7			
						8			
						9			
						0			



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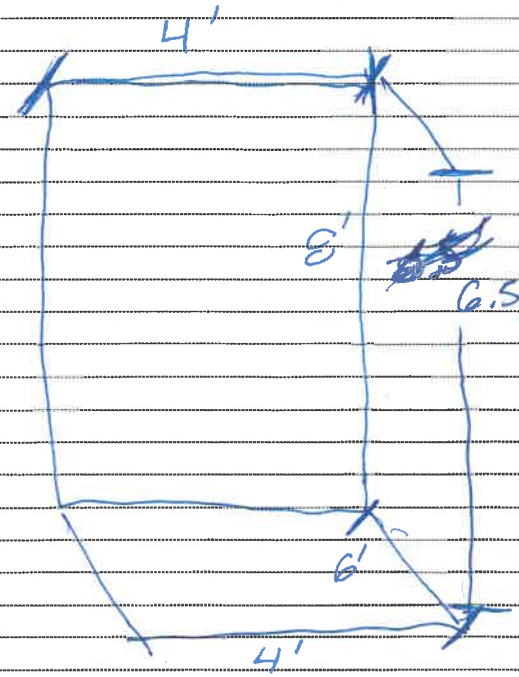
BORING LOG

SHEET _____ OF

LOCATION OF BORING	INF-2
PROJECT NO.	210093
PROJECT NAME	CP INF TESTING
BORING NO.	
SKETCH OF LOCATION	
DRILLING METHOD:	EXCAVATOR
LOGGED BY:	GUYTON
DRILLER:	RICHARDSON
SAMPLING METHOD:	INF TESTING SMALL PIT
HAMMER WEIGHT/SAMPLER DIAMETER	
OBSERVATION WELL INSTALL	YES _____ NO _____
START	
FINISH	
WATER LEVEL	
TIME	0808
DATE	7/20/21
DATUM	
GRADE ELEV.	
CASING DEPTH	
SURFACE CONDITION	

SIZE (%) GRAVEL	SAND (SIZE RANGE)	FINES	SAMPLE NO. / SAMPLE TYPE	SAMPLE DEPTH	INCHES DRIVEN / INCHES RECV'D	DEPTH IN FEET	PENETRATION RESISTANCE	USCS SUMMARY	DESCRIPTION: Density, moisture, color, minor, MAJOR CONSTITUENT. NON-SOIL SUBSTANCES: Odor, staining, sheen, scrap, slag, etc. DRILL ACTION
									ASPHALT / BASE COURSE TOP 12"
						1			
						2			LT BROWN LOAM ~~SHEEN~~ SANDY SILT
									6" GRAVEL FILL FOR GAS LINE? SOUTH SIDE ONLY
						3			DARK BROWN SANDY SILT LOW LATENCY
						4			
						5			SOME ROOTS
2	25	73		6'		6			TEST BOTTOM 6 FEET
						7			
						8			
						9			
						0			
						1			
						2			
						3			
						4			
						5			
						6			
						7			
						8			
						9			
						0			



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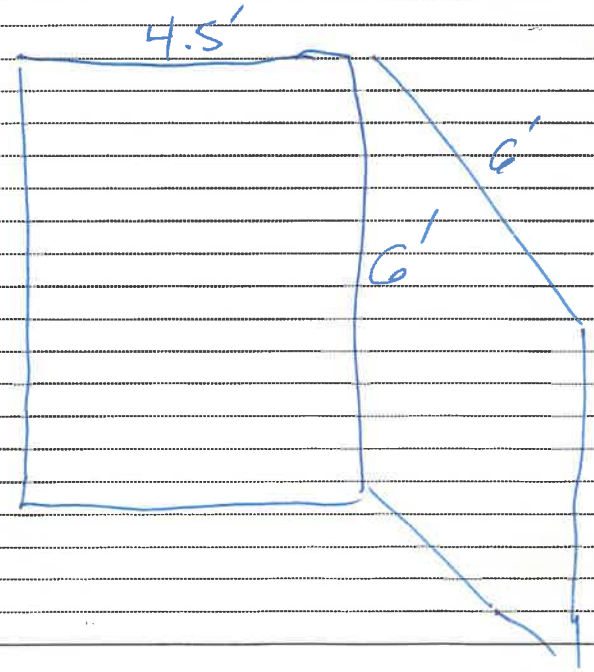
BORING LOG

SHEET ____ OF

LOCATION OF BORING	INF-3
PROJECT NO.	210093
PROJECT NAME	COLLEGE PLACE
BORING NO.	INF-3
SKETCH OF LOCATION	
DRILLING METHOD:	EXCAVATOR
LOGGED BY:	GUYTON
DRILLER:	RICHARDSON
SAMPLING METHOD:	SMALL SCALE PIT
HAMMER WEIGHT/SAMPLER DIAMETER	
OBSERVATION WELL INSTALL	YES ____ NO ____
START	
FINISH	
WATER LEVEL	
TIME	
DATE	
CASING DEPTH	
START TIME	
FINISH TIME	
START DATE	7/23/21
FINISH DATE	
DATUM	
GRADE ELEV.	
SURFACE CONDITION	

SIZE (%) GRAVEL	SAND (SIZE RANGE)	FINES	SAMPLE NO. / SAMPLE TYPE	SAMPLE DEPTH	INCHES DRIVEN / INCHES RECV'D	DEPTH IN FEET	PENETRATION RESISTANCE	USCS SUMMARY	DESCRIPTION: Density, moisture, color, minor, MAJOR CONSTITUENT. NON-SOIL SUBSTANCES: Odor, staining, sheen, scrap, slag, etc. DRILL ACTION
30	30	40				1			TOP 2" 3/4" MINUS GRAVEL LIGHT BROWN SANDY SILT
5	15	80				2			DARK BROWN SANDY SILT HIGHER MOISTURE
						3			
						4			
50	15	35				5			INCREASE OF COBBLES 6" MINUS ORANGE COLOR INTERMITTENTLY
70	10	20		6'		6			TEST PIT BOTTOM 6'
						7			OVEREXCAVATE TO 7' SAME MATERIAL
						8			
						9			
						0			
						1			
						2			
						3			
						4			
						5			
						6			
						7			
						8			
						9			
						0			



Aspect consulting
earth + water

BORING LOG

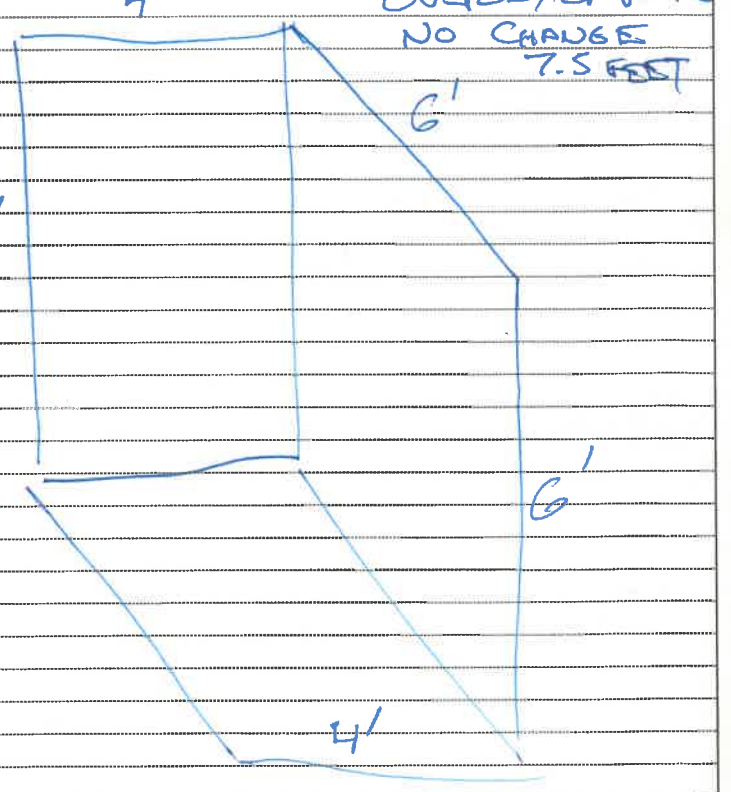
SHEET ____ OF

LOCATION OF BORING	INF-4
PROJECT NO.	210093
PROJECT NAME	CP INF TESTING
BORING NO.	
SKETCH OF LOCATION	
DRILLING METHOD:	EXCAVATOR
LOGGED BY:	GUTTON
DRILLER:	RICHARDSON
SAMPLING METHOD:	INF TESTING SMALL PIT
HAMMER WEIGHT/SAMPLER DIAMETER	
OBSERVATION WELL INSTALL	YES ____ NO ____
DATUM	
GRADE ELEV.	

					START	FINISH
WATER LEVEL					TIME	TIME
TIME						
DATE					DATE	DATE
CASING DEPTH					7/21/21	

SURFACE CONDITION

SIZE (%) GRAVEL	SAND (SIZE RANGE)	FINES	SAMPLE NO. / SAMPLE TYPE	SAMPLE DEPTH	INCHES DRIVEN / INCHES RECV'D	DEPTH IN FEET	PENETRATION RESISTANCE	USCS SUMMARY	DESCRIPTION: Density, moisture, color, minor, MAJOR CONSTITUENT. NON-SOIL SUBSTANCES: Odor, staining, sheen, scrap, slag, etc. DRILL ACTION
									ASPHALT / BASE COURSE FIRST 12"
						1			
~~[illegible]~~	~~[illegible]~~	~~[illegible]~~							DARK BROWN HIGH MOISTURE
						2			WARM TEMP MED ORGANICS
5	35	60							LOW DILATENCY
						3			
50	20	30							INCREASE ROCK 4"-5" MINUS
						4			ANGULAR BASALT
						5			
				6'					
						6			TEST BOTTOM / 6-FEET
						7			
						8			
						9			
						0			
						1			
						2			
						3			
						4			
						5			
						6			
						7			
						8			
						9			
						0			



ATTACHMENT 4

Test Pit Photo Log

Aspect
CONSULTING

Photograph 1. INF #1 small-scale PIT. (July 22, 2021)

Photograph 2. INF #1 small-scale PIT. (July 22, 2021)

Photograph 3. INF #2 small-scale PIT. (July 20, 2021)

Photograph 4. INF #2 small-scale PIT. (July 20, 2021)

Photograph 5. INF #3 small-scale PIT. (July 23, 2021)

Photograph 6. INF #3 small-scale PIT. (July 23, 2021)

Photograph 7. INF #4 small-scale PIT. (July 21, 2021)

Photograph 8. INF #4 small-scale PIT. (July 21, 2021)

ATTACHMENT 5

Laboratory Test Results

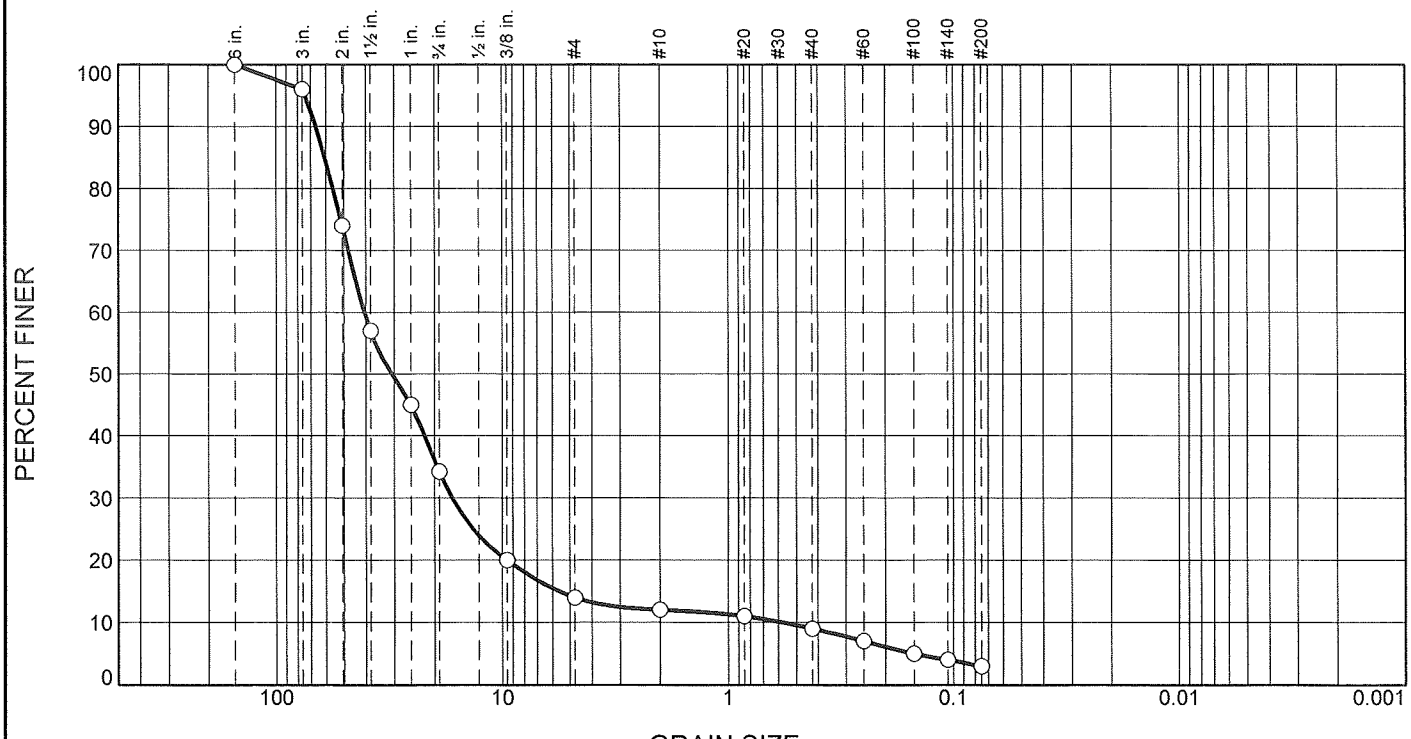
Aspect CONSULTING

LABORATORY SUMMARY

LABORATORY NUMBER			70339	70340	70341	70342
SAMPLE NUMBER			1	2	3	4
SAMPLE DATE			7/22/21	7/20/21	7/20/21	7/21/21
SAMPLE TYPE			Bulk	Bulk	Bulk	Bulk
SAMPLED BY			Client	Client	Client	Client
DATE RECEIVED			7/23/21	7/23/21	7/23/21	7/23/21
SAMPLE LOCATION			INF-1 (6')	INF-2 (6')	INF-3 (6')	INF-4 (6')
			210093	210093	210093	210093
	UNITS	Test Methods				
[1]**ORGANIC MATTER**	%	ASTM D2974	3.30	1.95	3.33	1.63
[1]**CATION EXCHANGE CAPACITY**	meq/100g	EPA 9081	23.3	17.2	24.5	13.7
SAMPLE MOISTURE	%	ASTM D2213	10.3	20.9	21.7	7.8
SIEVE ANALYSIS		ASTM D6913				
6"			100		100	100
3"			96		91	96
2"			74		73	83
S 1 1/2"			57		62	71
I 1"	%		45		46	55
E 3/4"			34.2		36.3	47.0
V 3/8"	P		20	100	24	35
E #4	A		14	100	19	28
#10	S		12	99.7	15	24
S #20	S		11	99.3	13	20
I #40	I		9	98.3	10	16
Z #60	N		7	93.9	8	11
E #100	G		5	82.6	7	7
#140			4	73.7	6	5
#200			3	63.4	5	4

[1]Conducted by our subcontractor, NW Agricultural Consultants

Particle Size Distribution Report



% +3"	% Gravel		% Sand			% Fines	
	Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
4.0	61.8	20.2	2.0	3.0	6.0	3.0	

Test Results (ASTM D6913 & ASTM D 1140)

Opening Size	Percent Finer	Spec.* (Percent)	Pass? (X=Fail)
6"	100.0		
3"	96.0		
2"	74.0		
1.5"	57.0		
1"	45.0		
3/4"	34.2		
3/8"	20.0		
#4	14.0		
#10	12.0		
#20	11.0		
#40	9.0		
#60	7.0		
#100	5.0		
#140	4.0		
#200	3.0		

* (no specification provided)

Material Description

Gravel w/ Trace Sand

Atterberg Limits (ASTM D 4318)

PL= LL= PI=

Classification

USCS (D 2487)= GP AASHTO (M 145)=

Coefficients

D_{90}= 66.4228 D_{85}= 60.6101 D_{60}= 40.4992
D_{50}= 30.6945 D_{30}= 16.7096 D_{15}= 5.5835
D_{10}= 0.5765 C_u= 70.25 C_c= 11.96

Remarks

Sampled By: Client
Moisture: 10.3%

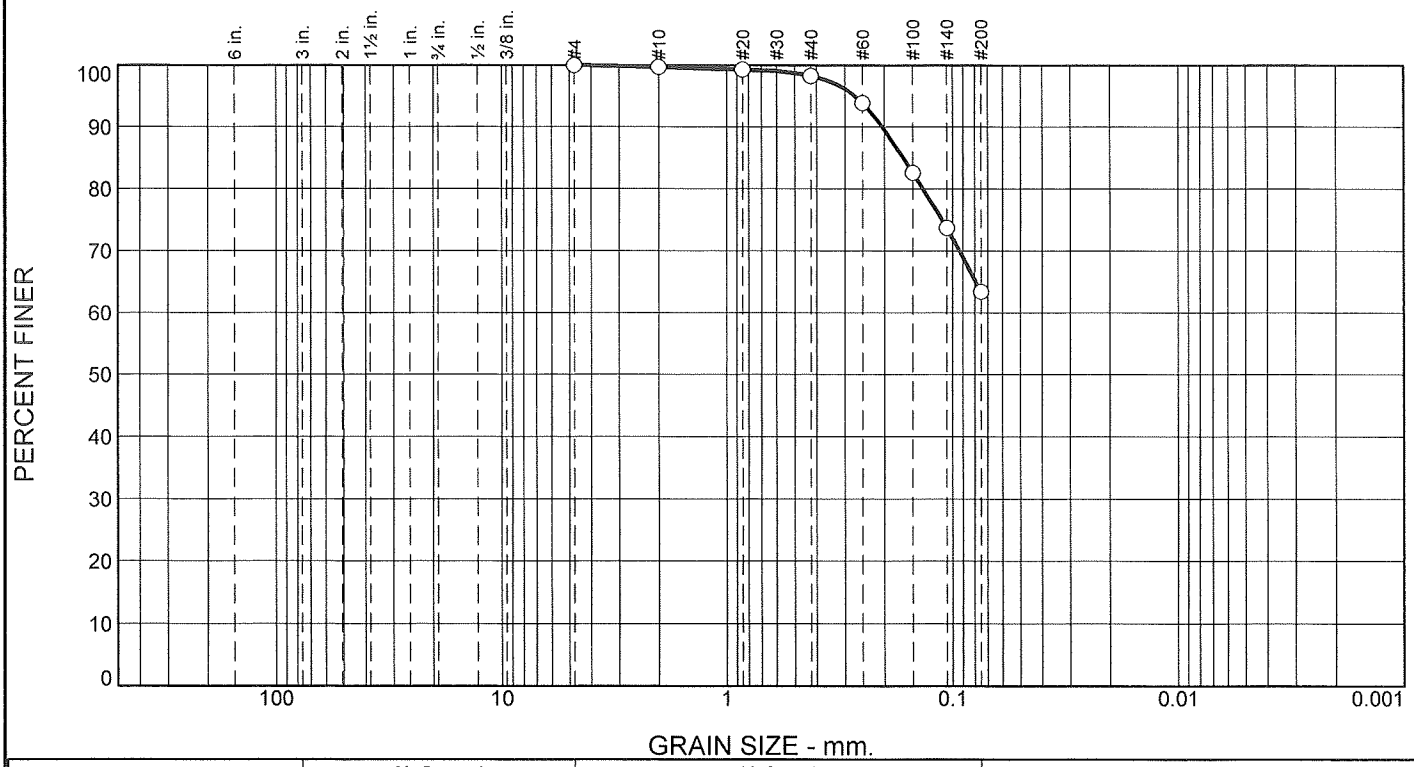
Date Received: 7/23/21 **Date Tested:** 7/30/21
Tested By: PH
Checked By: SW
Title: CSM

Location: INF 1
Sample Number: 70339 **Depth:** -6'
Date Sampled:

Intermountain Materials Testing & Geotechnical

Client: Aspect Consulting
Project: College Place Infiltration Testing
Project No: L21134 **Figure**

Particle Size Distribution Report



% +3"	% Gravel		% Sand			% Fines	
	Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
0.0	0.0	0.0	0.3	1.4	34.9	63.4	

Test Results (ASTM D6913 & ASTM D 1140)

Opening Size	Percent Finer	Spec.* (Percent)	Pass? (X=Fail)
#4	100.0		
#10	99.7		
#20	99.3		
#40	98.3		
#60	93.9		
#100	82.6		
#140	73.7		
#200	63.4		

* (no specification provided)

Material Description

Sandy Silt

Atterberg Limits (ASTM D 4318)

PL= LL= PI=

Classification

USCS (D 2487)= AASHTO (M 145)=

Coefficients

D_{90}= 0.2040 D_{85}= 0.1652 D_{60}=
D_{50}= D_{30}= D_{15}=
D_{10}= C_u= C_c=

Remarks

Sampled By: Client

Date Received: 7/23/21 **Date Tested:** 7/30/21

Tested By: PH

Checked By: SW

Title: CSM

Location: INF 2
Sample Number: 70340 **Depth:** -6'

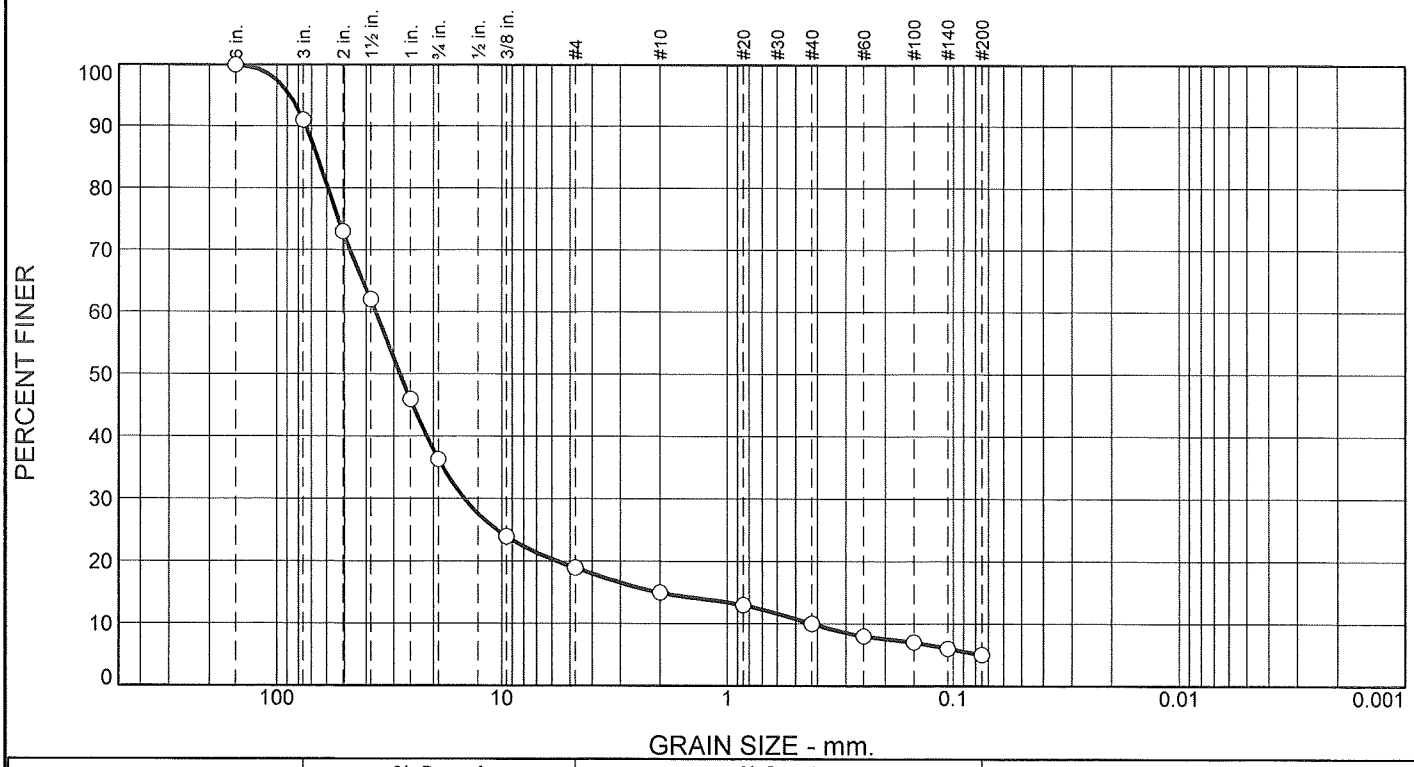
Date Sampled:

Intermountain Materials Testing & Geotechnical

Client: Aspect Consulting
Project: College Place Infiltration Testing

Project No: L21134 **Figure**

Particle Size Distribution Report



% +3"	% Gravel		% Sand			% Fines	
	Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
9.0	54.7	17.3	4.0	5.0	5.0	5.0	

Test Results (ASTM D6913 & ASTM D 1140)

Opening Size	Percent Finer	Spec.* (Percent)	Pass? (X=Fail)
6"	100.0		
3"	91.0		
2"	73.0		
1.5"	62.0		
1"	46.0		
3/4"	36.3		
3/8"	24.0		
#4	19.0		
#10	15.0		
#20	13.0		
#40	10.0		
#60	8.0		
#100	7.0		
#140	6.0		
#200	5.0		

* (no specification provided)

Material Description

Gravel w/ Trace Sand

Atterberg Limits (ASTM D 4318)

PL= LL= PI=

Classification

USCS (D 2487)= AASHTO (M 145)=

Coefficients

D_{90}= 74.1483 D_{85}= 65.8410 D_{60}= 36.1620
D_{50}= 28.1475 D_{30}= 14.6010 D_{15}= 2.0000
D_{10}= 0.4250 C_u= 85.09 C_c= 13.87

Remarks

Sampled By: Client

Date Received: 7/23/21 **Date Tested:** 7/30/21

Tested By: PH

Checked By: SW

Title: CSM

Location: INF 3
Sample Number: 70341 **Depth:** -6'

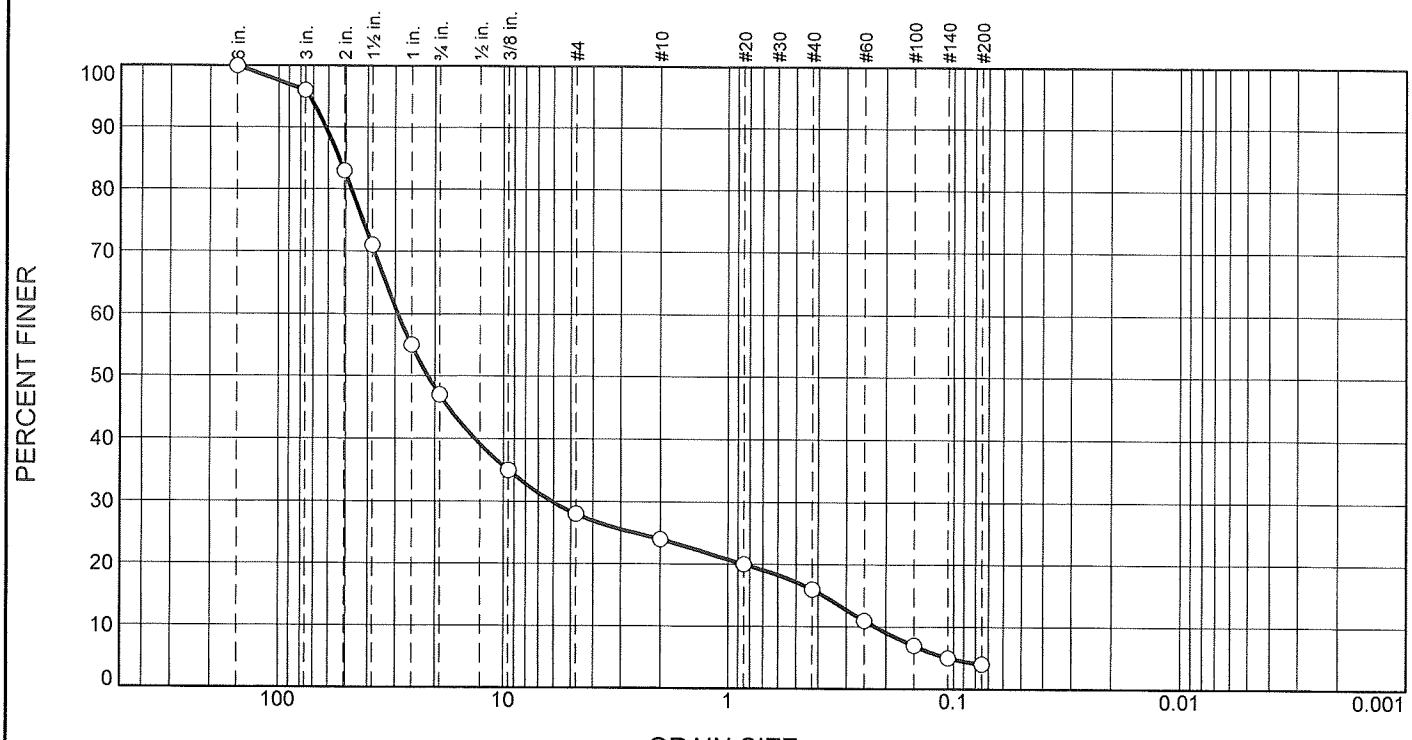
Date Sampled:

Intermountain Materials Testing & Geotechnical

Client: Aspect Consulting
Project: College Place Infiltration Testing

Project No: L21134 **Figure**

Particle Size Distribution Report



% +3"	% Gravel		% Sand			% Fines	
	Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
4.0	49.0	19.0	4.0	8.0	12.0	4.0	

Test Results (ASTM D6913 & ASTM D 1140)

Opening Size	Percent Finer	Spec.* (Percent)	Pass? (X=Fail)
6"	100.0		
3"	96.0		
2"	83.0		
1.5"	71.0		
1"	55.0		
3/4"	47.0		
3/8"	35.0		
#4	28.0		
#10	24.0		
#20	20.0		
#40	16.0		
#60	11.0		
#100	7.0		
#140	5.0		
#200	4.0		

* (no specification provided)

Material Description

Gravel w/ Trace Sand

Atterberg Limits (ASTM D 4318)

PL= LL= PI=

Classification

USCS (D 2487)= GP AASHTO (M 145)=

Coefficients

D_{90}= 61.4262 D_{85}= 53.4718 D_{60}= 29.1788
D_{50}= 21.4785 D_{30}= 6.0771 D_{15}= 0.3787
D_{10}= 0.2233 C_u= 130.69 C_c= 5.67

Remarks

Sampled By: Client

Date Received: 7/23/21 **Date Tested:** 7/30/21

Tested By: PH

Checked By: SW

Title: CSM

Location: INF 4
Sample Number: 70342 **Depth:** -6'

Date Sampled:

Intermountain Materials Testing & Geotechnical

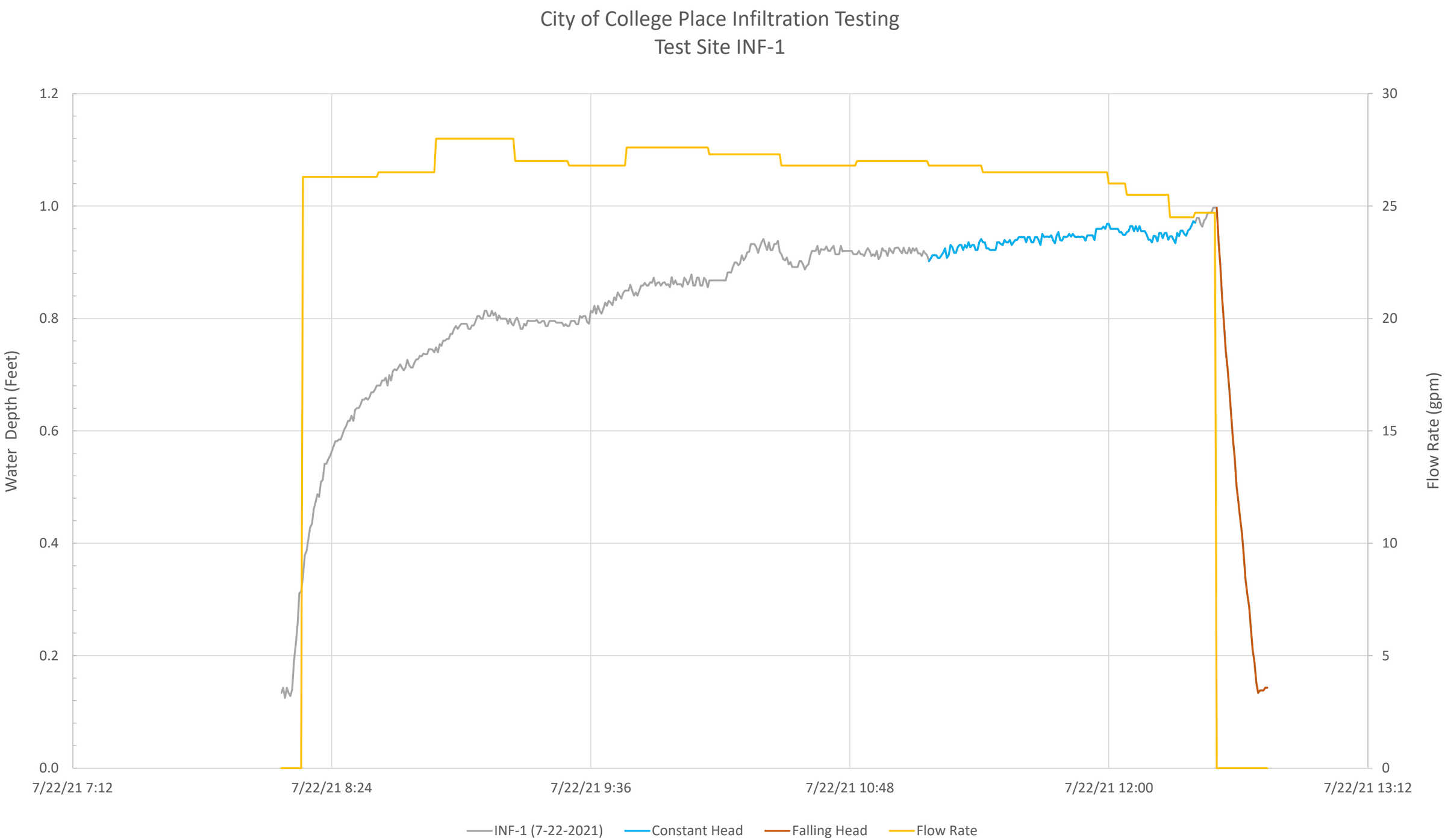
Client: Aspect Consulting
Project: College Place Infiltration Testing

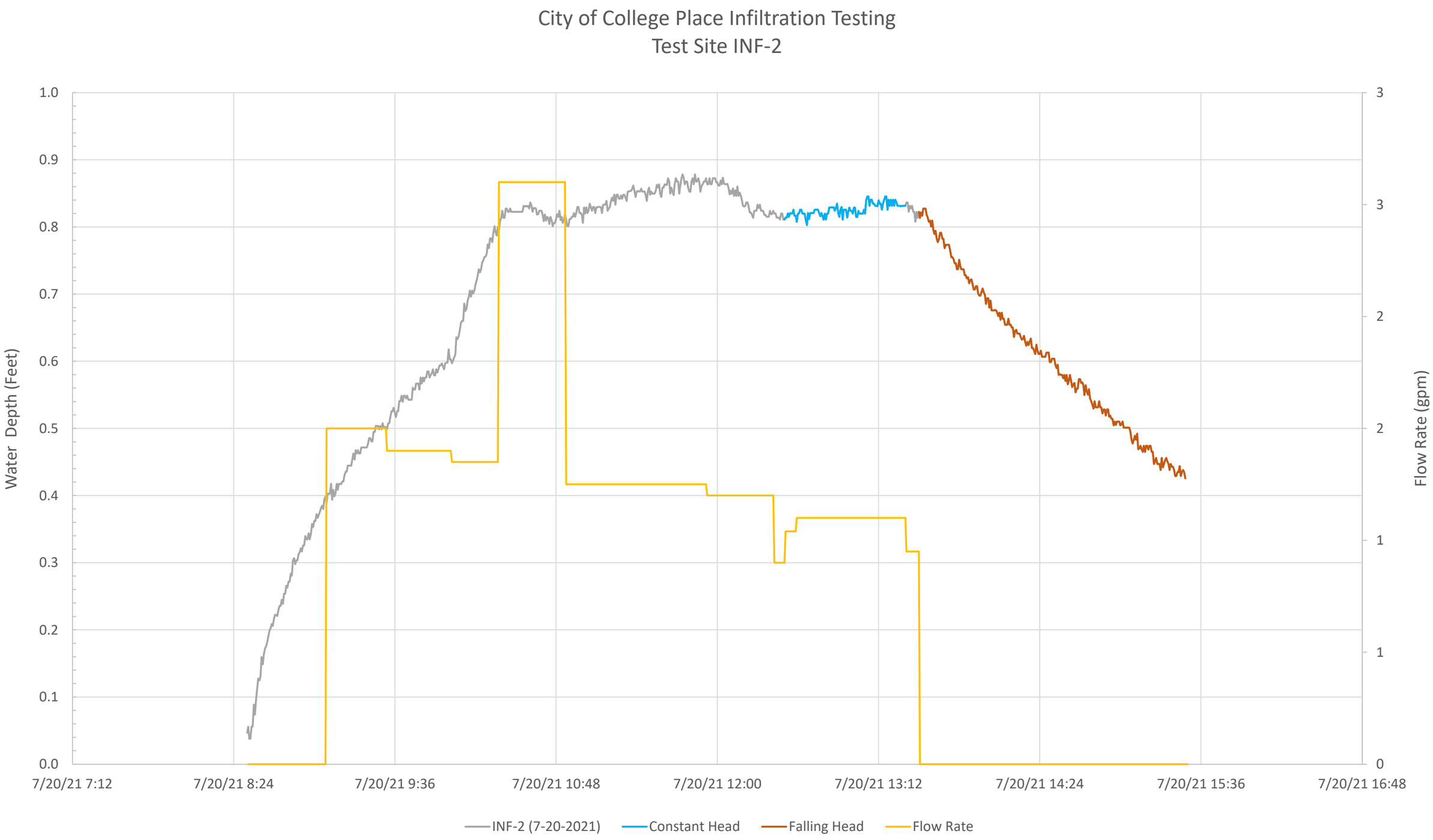
Project No: L21134 **Figure**

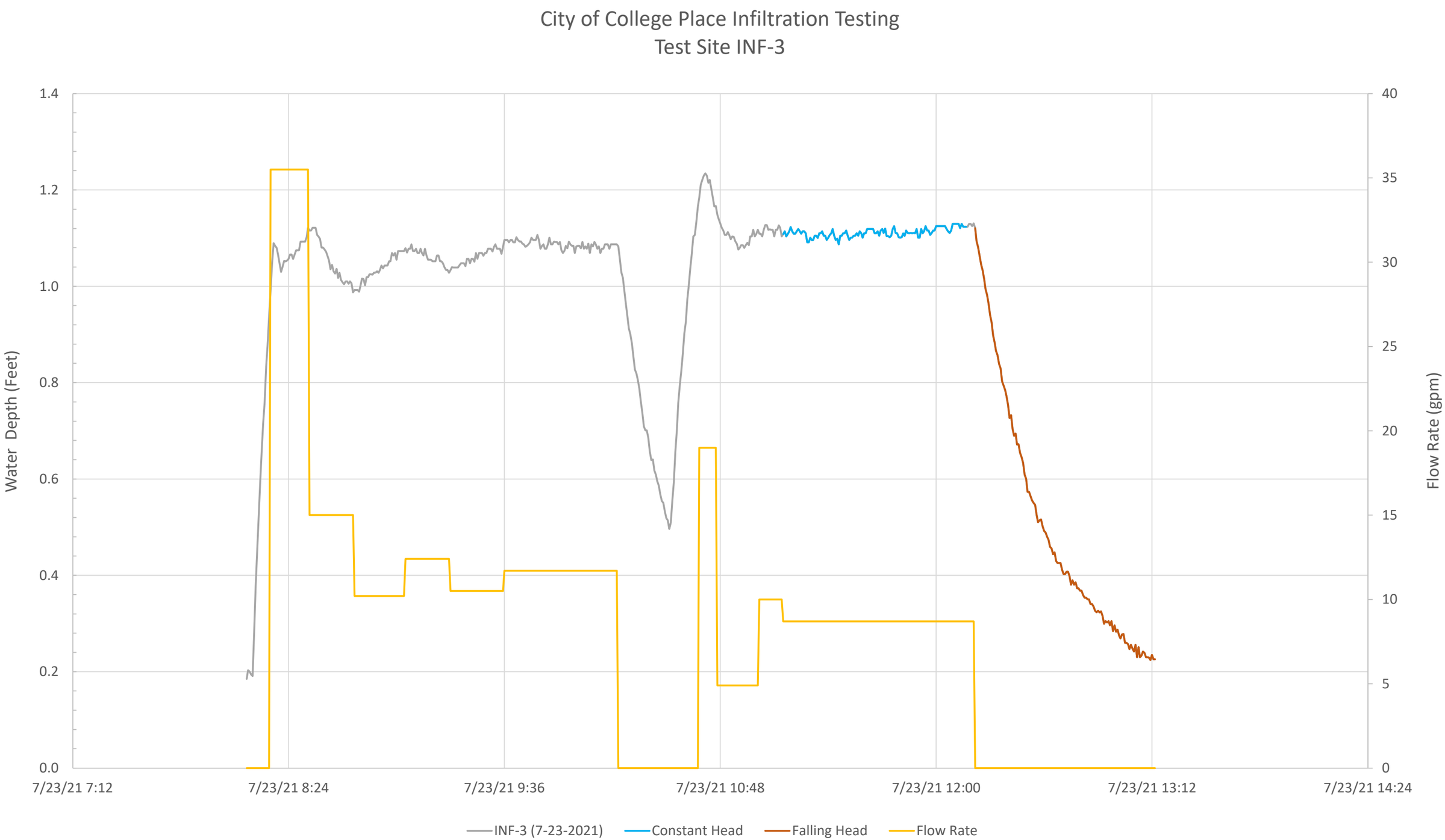
ATTACHMENT 6

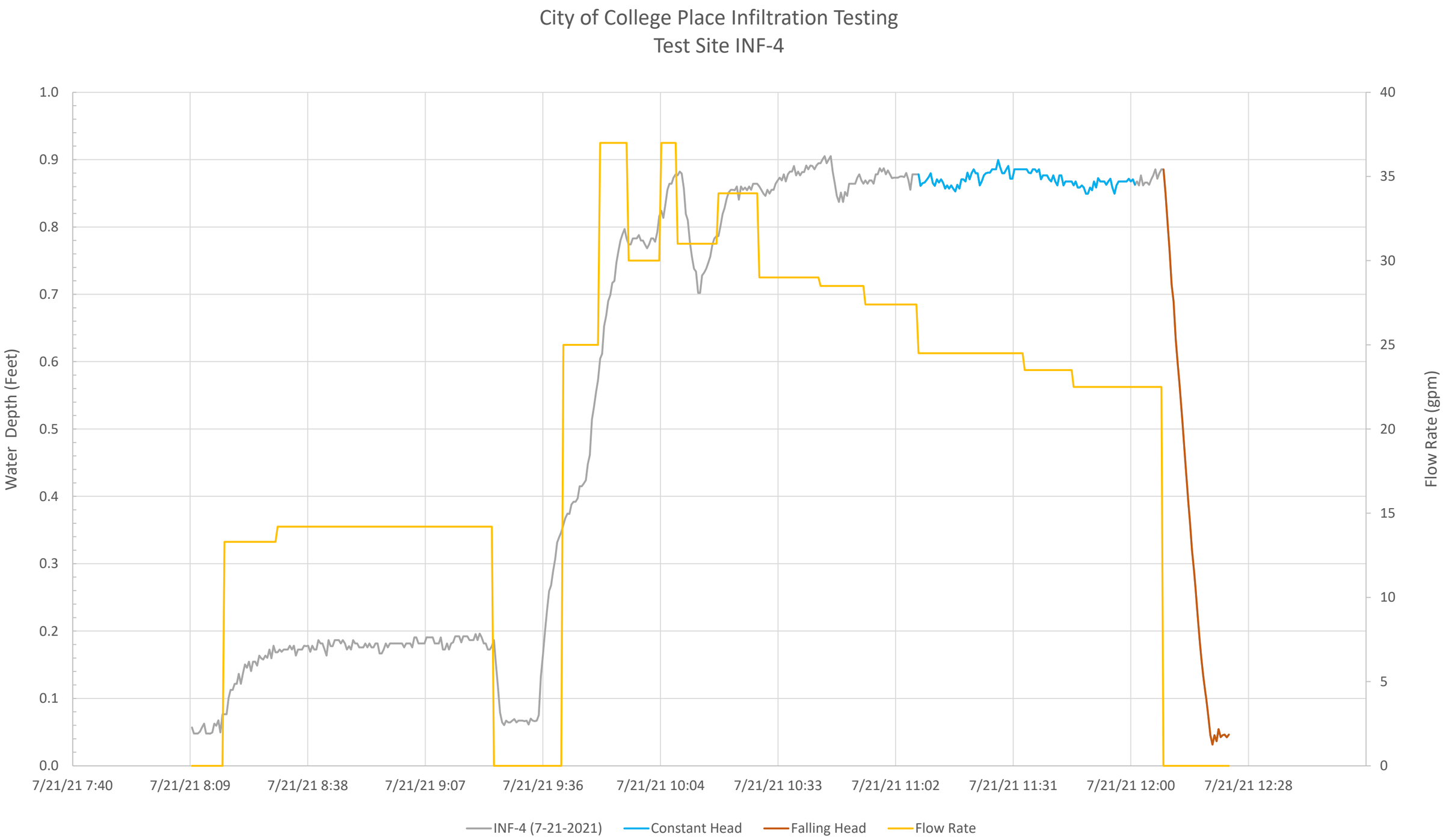
Pilot Infiltration Test Results

Aspect CONSULTING


City of College Place Infiltration Testing
Test Site INF-1
Water Depth (Feet)
Flow Rate (gpm)
1.2
1.0
0.8
0.6
0.4
0.2
0.0
30
25
20
15
10
5
0
7/22/21 7:12
7/22/21 8:24
7/22/21 9:36
7/22/21 10:48
7/22/21 12:00
7/22/21 13:12
INF-1 (7-22-2021)
Constant Head
Falling Head
Flow Rate


City of College Place Infiltration Testing
Test Site INF-2
Water Depth (Feet)
Flow Rate (gpm)
1.0
0.9
0.8
0.7
0.6
0.5
0.4
0.3
0.2
0.1
0.0
3
3
2
2
1
1
0
7/20/21 7:12
7/20/21 8:24
7/20/21 9:36
7/20/21 10:48
7/20/21 12:00
7/20/21 13:12
7/20/21 14:24
7/20/21 15:36
7/20/21 16:48
INF-2 (7-20-2021)
Constant Head
Falling Head
Flow Rate


City of College Place Infiltration Testing
Test Site INF-3
Water Depth (Feet)
Flow Rate (gpm)
1.4
1.2
1.0
0.8
0.6
0.4
0.2
0.0
40
35
30
25
20
15
10
5
0
7/23/21 7:12
7/23/21 8:24
7/23/21 9:36
7/23/21 10:48
7/23/21 12:00
7/23/21 13:12
7/23/21 14:24
INF-3 (7-23-2021)
Constant Head
Falling Head
Flow Rate


City of College Place Infiltration Testing
Test Site INF-4
Water Depth (Feet)
Flow Rate (gpm)
1.0
0.9
0.8
0.7
0.6
0.5
0.4
0.3
0.2
0.1
0.0
40
35
30
25
20
15
10
5
0
7/21/21 7:40
7/21/21 8:09
7/21/21 8:38
7/21/21 9:07
7/21/21 9:36
7/21/21 10:04
7/21/21 10:33
7/21/21 11:02
7/21/21 11:31
7/21/21 12:00
7/21/21 12:28
INF-4 (7-21-2021)
Constant Head
Falling Head
Flow Rate