AGENDA
Planning Commission

6:30 PM - Thursday, December 18, 2025
Pasco City Hall, Council Chambers & Microsoft Teams Webinar

Page

1. REMOTE MEETING INSTRUCTIONS - Individuals, who would like to provide public comment remotely, may continue to do so by filling out the online form via the City's website (www.pasco-wa.gov/publiccomment) to obtain access information to comment. Requests to comment in meetings must be received by 4:00 p.m. on the day of each meeting.

Planning Commission meetings are broadcast live on PSC-TV Channel 191 on Charter/Spectrum Cable in Pasco and Richland and streamed at www.pasco-wa.gov/psctvlive and on the City's Facebook page at www.facebook.com/cityofPasco.

2. CALL TO ORDER

3. ROLL CALL

4. WELCOME AND ANNOUNCEMENTS

5. APPROVAL OF MINUTES

3 - 7 **(a) MOTION: I move to approve the minutes from the November 20, 2025 meeting.**

6. OLD BUSINESS

7. PUBLIC HEARINGS

8 - 76 **(a) CPA 2025-001 Emergency Comp Plan Amendment Pasco School District #1 Capital Facilities Plan Adoption**

77 - 156 **(b) CPA 2025-002 Emergency Comp Plan Amendment Residential Density Amendment**

8. WORKSHOP

157 - 187 **(a) CA 2025-002 Sandwich Board Signs within Right-of-Way**

(b) Comprehensive Plan and Economic Development discussion

9. OTHER BUSINESS

(a) Director Items

10. ADJOURNMENT

11. ADDITIONAL NOTES

(a) Meetings are broadcast live on PSC-TV Channel 191 on Charter/Spectrum Cable in Pasco and Richland and streamed at www.pasco-wa.gov/psctvlive and on the City's Facebook page at www.facebook.com/cityofPasco.

(b) Please Silence Your Cell Phones.

CALL TO ORDER
City of Pasco Planning Commission meeting was called to order at 6:30 p.m., by Chair Jerry Cochran.

PLEDGE OF ALLEGIANCE
Chair Cochran led the Pledge of Allegiance.

ROLL CALL
Commissioners Present: Rosa Torres, Pat Jones, Kim Lehrman, Rob Waites, Jay Hendler, and Jerry Cochran, a quorum was declared.

Commissioners Excused: Austin Crawford and Dana Crutchfield

Staff Present: CED Director Haylie Matson, Deputy Director Craig Raymond, and Administrative Assistant II Carmen Patrick

Others Present: Denise Stiffarm, Pasco School Representative

DECLARATIONS
Chair Cochran asked if there were any Planning Commission members who have a declaration at this time regarding any of the items on the agenda.

- Commissioners Cochran and Lehrman declared they both live in the Riverview area, even though a vote was not required.

Chair Cochran asked if anyone in the audience objected to any Planning Commission member hearing any of the items on the agenda.

- No declarations were heard.

APPROVAL OF MINUTES
Commissioner Lehrman motioned to approve the Planning Commission meeting minutes of November 18, 2025. Commissioner Jones seconded, and the motion carried unanimously.

OLD BUSINESS
None

PUBLIC HEARINGS
None

WORSHOP

- **CPA2025-001 Emergency Comp Plan Amendment Pasco School District #1 Capital Facilities Plan Adoption**

Staff provided an overview of the proposed Emergency Comprehensive Plan Amendment, clarifying that the term “emergency” refers to an amendment being processed outside of the City’s normal update cycle and is not intended to imply any immediate public safety concern. The amendment is necessary due to time-sensitive items that cannot wait for the full periodic Comprehensive Plan update currently underway.

An emergency amendment is defined as a change to the Comprehensive Plan that arises from circumstances requiring expeditious action. City Council determined that such an emergency exists and, on June 17, 2025,

adopted a resolution initiating the amendment process in accordance with City Code and RCWs. A 60-day notice was provided to the Washington State Department of Commerce, and the proposal will come before the Planning Commission for a public hearing and recommendation to City Council.

The amendment incorporates the Pasco School District's updated Capital Facilities Plan into the City's Comprehensive Plan. The School District adopted the revised plan in March 2025 following an extensive planning process. The plan includes six primary elements:

- District standards of service
- Inventory of facilities
- Capacity by grade span
- Six-year enrollment forecast
- Facility needs and costs
- Financing plan and calculation of school impact fees

Staff noted that community concerns regarding school overcrowding frequently arise during annexation and subdivision hearings. However, the School District actively monitors growth trends and plans accordingly through this Capital Facilities Plan. While Pasco continues to experience significant growth, particularly in northwest Pasco, enrollment increases have remained within manageable projections, and the District has constructed multiple new school facilities to address capacity needs.

Following adoption of the updated Capital Facilities Plan, City Council approved Ordinance No. 4774 on June 15, 2025, revising school impact fees. This included elimination of the single-family dwelling school impact fee and a reduction of the multi-family fee from $4,525 per unit to $2,595 per unit.

Staff concluded the presentation by introducing Denise Stiffarm, representing the Pasco School District, who attended the meeting virtually and was available to answer questions from the Planning Commission.

Questions/Comments from Commissioners:
Chair Cochran asked while acknowledging that the elimination of single-family impact fees and the reduction of multi-family fees appears beneficial, he questioned whether increased zoning density and large multi-family developments, such as the Broadmoor project, could result in greater overall impacts to developers. He asked if any analysis had been conducted on this issue and whether feedback had been received from the development community.

Denise Stiffarm explained that the revised school impact fees are based on updates to the School District's Capital Facilities Plan. Prior plans included elementary and high school projects, which carried higher student generation rates and higher fees. Those projects are now complete and were removed from the calculation. The current fees are based on a planned new middle school, which generates fewer students and results in lower impact fees. Staff also noted that the elimination of the single-family fee reflects current data showing more students are generated from multi-family development, and while multi-family fees were reduced, they still apply.

- **CPA2025-002 Emergency Comp Plan Amendment Residential Density Amendment**

Director Matson presented the second Emergency Comprehensive Plan Amendment addressing a discrepancy between the RS-20 zoning designation and the City's residential land use designation. A 2023 Comprehensive Plan amendment allowed 2–5 units per acre in the Riverview area, while the RS-20 zone still limited development to 2 units per acre, creating a conflict that has impacted development applications.

Staff proposes revising the land use designation for RS-20 properties to 2–5 units per acre and subsequently renaming the zone to R-9 Low Density Residential, allowing a minimum lot size of approximately 8,700

square feet. This change would correct the inconsistency and allow development to proceed.

Director Matson noted that two units per acre would still allow septic systems, while densities of three units per acre or greater would require sewer connection, which is currently limited in portions of Riverview. She stated that the development community supports the proposal due to infrastructure constraints and development feasibility.

She also previewed upcoming state-mandated middle housing requirements that will require all residential lots to allow up to six units by next year. Finally, she explained that staff is requesting expedited action due to the existing code conflict, prior applicant reliance, and staffing delays. The proposal is scheduled for a public hearing in December, followed by City Council consideration in January.

Questions/Comments from Commissioners
Commissioner Hendler asked whether parking requirements have been coordinated with upcoming middle-housing mandates, noting that increased density could create significant parking challenges on some lots. He requested clarification on current parking standards and whether any flexibility is being considered.

Director Matson explained that the State is significantly reducing parking requirements for middle housing, generally allowing zero to one space per unit regardless of size. While Pasco currently requires two spaces per single-family home, state law allows one space per unit on lots over 6,000 square feet and zero spaces on lots under 6,000 square feet. Staff noted these changes may present challenges for communities like Pasco and stated the City may consider consultant assistance during future middle housing code adoption to address potential safety and parking impacts.

Commissioners expressed concern that the proposed approach could create future challenges, including emergency vehicles and garbage trucks and shared initial observations for consideration as the process moves forward.

Commissioner Jones raised concerns about potential impacts to existing residents, including whether property owners currently on septic systems could be required to connect to and help fund sewer in the future. He also expressed concern about how increased density and smaller lots could affect neighborhood expectations, particularly where existing residents believed adjacent properties would remain undeveloped or preserve views.

Director Matson stated explained that existing homeowners on septic systems are vested and generally will not be required to connect to City sewer unless their system fails and sewer is available nearby. Development in Riverview is limited to two units per acre when septic is used; any development at three units per acre or more requires sewer connection under Ben Franklin Health District standards.

Staff noted that all existing setback, fire separation, and safety requirements remain in place, and cities may adopt stricter standards in preparation for future middle-housing mandates. Regarding concerns about views and new development, staff emphasized that the City has no authority to prevent the State's upcoming middle-housing requirements, which will allow increased density on all residential lots. While the City can adjust local land-use designations, residents should not expect surrounding vacant land to remain undeveloped, as cities are required by State law to accommodate additional housing.

Commissioner Jones asked about the potential consequences of not complying with state requirements. Staff responded that failure to comply could result in the State withholding grant funding for City projects. Commissioner Hendler strong concern about the impacts of increased residential density on traffic, parking, and established low-density neighborhoods. He stated for the record that he does not support the proposed change at this time, regardless of state mandates.

Chair Cochran expressed frustration with state mandates and the loss of local control, stating that reliance on state grant funding limits the City's ability to oppose state requirements. The Commissioner noted that while change may require action at the state level, the City must also consider the importance of continued access to funding for critical infrastructure and public improvements.

Director Matson stated the public hearing will be noticed per City code, and public comments will be shared with the Commission. While lower density options remain available to support septic use, staff recommended the proposed 2–5 units per acre range to allow smaller single-family lots, provide flexibility, and better align with future state housing requirements for the Riverview area.

Commissioner Lehrman asked so point of clarification, at this point in time there's no lots that are currently being built on that have more than two units per, per lot.

Director Matson explained that any higher-density development occurring in the area has likely resulted from individual rezones to R-1 or R-4. Properties that remain zoned RS-20 are limited to two units per acre and cannot currently develop due to the existing code conflict, which has halted new applications in recent months. Staff emphasized that RS-20 has never allowed more than two units per acre under current standards.

Commissioner Crawford asked when Ordinance 4663 was, you know, passed in 2023, what were they trying to accomplish?

Director Matson explained that the 2023 density change was intended to increase residential density citywide and reduce reliance on septic systems, as a unified sewer system is more efficient to operate and maintain. However, with new Council members and upcoming state middle-housing requirements that will mandate additional density regardless of local policy, staff noted that the issue has become largely moot. Staff stated that maintaining a two-unit minimum would allow continued use of septic in Riverview, but increasing the range to 2–5 units per acre would provide a more balanced approach for future development in the RS-20 area.

She outlined that a public hearing is planned for December and emphasized the importance of having a quorum. Commissioners unable to attend were asked to notify staff in advance so alternate scheduling can be considered. Staff noted the development community is expecting resolution by year-end and will include any public feedback received in the staff report.

OTHER BUSINESS

- **Director Items**

Director Matson outlined plans for a December workshop with the Planning Commission to discuss Pasco's economic development priorities and gather input to support the Comprehensive Plan update. Staff also noted that monthly Planning Commission meetings will be required throughout the update process, with parallel coordination occurring with City Council.

Director Matson introduced new City Planner II James Bagley to the Commissioners.

She also thanked the Commissioners for the work they do, that they are volunteers and appreciated their hard work.

ADJOURNMENT

Chair Cochran stated with no other business, I recommend a motion to adjourn.

Commissioner Jones made the motion to adjourn the meeting, it was seconded by Commissioner Lehrman, and the motion passed unanimously.

Meeting adjourned at 7:33 pm.

YouTube link to watch full meeting: City of Pasco Planning Commission November 20, 2025

Respectfully submitted,

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Carmen Patrick, Administrative Assistant II
Community & Economic Development Department

REPORT TO PLANNING COMMISSION
City Hall – 525 North Third Avenue – Council Chambers
THURSDAY, NOVEMBER 20, 2025
6:30 PM

TO: Planning Commission

FROM: Craig Raymond, Deputy Director, CED

SUBJECT: Public Hearing - Comprehensive Plan Land Use Map Amendment (CPA 2025-001) – Pasco School District Capital Facilities Plan Adoption

File Number: CPA 2025-001	
Applicant:	Pasco School District No. 1 (PSD)
Description:	Adoption of Capital Facilities Plan
Environmental Determination	SEPA Determination of Non-Significance, issued March 11, 2025

Exhibits

01 CPA 2025-01 Addendum
02 Pasco School District #1 2025 Capital Facilities Plan
03 District 2025 SEPA DNS
04 Commerce Notice
05 Resolution 4675 Staff Report and Resolution
06 Public Hearing Notice

Background

Pasco School District No. 1 (PSD) recently adopted an updated Capital Facilities Plan that is intended to accomplish a number of things. The plan identifies District Capital Facility accomplishments, student enrollment trends, community growth projections and financial needs for future capital projects. Until March of 2025, the most recent adoption of an amended plan was in 2022.

The City's Comprehensive Plan must remain consistent with the capital planning efforts of local service providers, including the Pasco School District. The Capital Facilities Element of the Comprehensive Plan is required to be maintained and periodically updated to ensure alignment with the City's adopted budget and to accurately reflect planned improvements for public facilities, including schools

Discussion

Pursuant to RCW 36.70A.130, comprehensive plans and their implementing development regulations must be reviewed and, if necessary, amended to maintain internal consistency and alignment with capital facility planning and financing. Similarly, PMC 25.215 establishes the procedures and criteria for amendments to the Comprehensive Plan, including provisions for emergency amendments necessary to ensure consistency with adopted capital facility programs and ordinances. Identifying school facilities as necessary to support development is a prerequisite for the City's continued imposition of school impact fees as a funding mechanism for the Pasco School District. Without this identification, the City cannot legally collect these fees. Through Ordinance No. 4774, adopted on June 16, 2025, the City previously updated school impact fees to reflect the PSD's most recent Capital Facilities Plan. This amendment ensures that the Capital Facilities Element of the Comprehensive Plan remains consistent with both state law and the City's adopted ordinances.

General Approval Criteria

Per Pasco Municipal Code 25.215.020(8)(c), The City may approve Comprehensive Plan amendments if it finds that:

> (i) The proposed amendment bears a substantial relationship to the public health, safety, welfare, and protection of the environment;
> (ii) The proposed amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted Comprehensive Plan not affected by the amendment;
> (iii) The proposed amendment corrects an obvious mapping error; or
> (iv) The proposed amendment addresses an identified deficiency in the Comprehensive Plan.

In addition, per Pasco Municipal Code 25.215.020(9) The City must also consider the following factors prior to approving Comprehensive Plan amendments:

> (a) The effect upon the physical environment;
> (b) The effect on open space and natural features including, but not limited to, topography, streams, rivers, and lakes;
> (c) The compatibility with and impact on adjacent land uses and surrounding neighborhoods;
> (d) The adequacy of and impact on community facilities, including utilities, roads, public transportation, parks, recreation, and schools;
> (e) The quantity and location of land planned for the proposed land use type and density and the demand for such land;
> (f) The current and projected project density in the area; and
> (g) The effect, if any, upon other aspects of the Comprehensive Plan.

Below is an analysis of these criteria:

1. **Does the proposed amendment bear a substantial relationship to the public health, safety, welfare, and protection of the environment?**

The PSD Capital Facilities Plan is intended to directly support the health, safety and welfare of the community through building the necessary infrastructure necessary to support the District's standard of service.

2. **Is the proposed amendment consistent with the requirements of the Washington State Growth Management Act and to the affected portion(s) of the adopted Pasco Comprehensive Plan?**

   Yes. The adoption of the emergency amendment is intended to maintain timely updates that reflect emerging trends and maintaining consistency across various PSD and City plans and goals.

3. **Does the proposed amendment correct a mapping error?**

   The proposed amendment does not correct a mapping error.

4. **Does the proposed amendment address a deficiency in the Comprehensive Plan?**

   The proposed amendment is intended to address new PSD Capital Facility needs and financing requirements and to ensure that City Ordinances are supported by the Comprehensive Plan.

5. **What are the effects on the physical environment, including open space and natural features?**

   This is a non-projection proposal. Effects will be determined on a project specific basis if/when plans are brought forward for necessary permits and approvals.

6. **What is the compatibility and impact on adjacent land uses and surrounding neighborhoods?**

   This is a non-projection proposal. Effects will be determined on a project specific basis if/when plans are brought forward for necessary permits and approvals.

7. **What are the impacts on public facilities, and utilities, transportation system, parks, recreation, and public schools?**

   PSD Capital Facilities Plan is intended to identify "the District's standard of service, an inventory of facilities, capacity by grade span, a six year enrollment forecast, facility needs and costs, a finance plan and calculation of the school impact fees."

8. **What is the effect on other components of the adopted Comprehensive Plan?**

The proposed amendment will not adversely impact utility or public service plans.

Public and Agency Comment

The Pasco School District No. 1 acted as lead agency on the SEPA Determination on Non-Significance which was issued on March 11, 2025 (Exhibit 3).

Recommendation

Staff requests that the Planning Commission conduct the public hearing and support the adoption of the updated Pasco School District Capital Facilities Plan and incorporate into the City of 2018 Pasco Comprehensive Plan by addendum.

Suggest Motions for Comprehensive Plan Amendment (CPA 2025-001)

"I move that the Planning Commission recommend the City Council approve Comprehensive Plan Amendment CPA 2025-001, incorporating the Pasco School District 2025 Pasco School District Capital Facilities Plan into the City of Pasco 2018 Comprehensive Plan by addendum as proposed in Exhibit 1."

2018 Comprehensive Plan Amendment: Updated 2025 Capital Facilities Plan Addendum

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City of Pasco Comprehensive Plan Addendum

Pasco School District No. 1 Updated 2025 Capital Facilities Plan

Date of Adoption: TBD / Prepared B: Craig Raymond, CED Deputy Director

1. Introduction and Purpose of Addendum

This emergency amendment is intended to recognize and incorporate by addendum, the recently updated 2025 Pasco School District #1 (District) Capital Facilities Plan (CFP) (Exhibit 02) into the City of Pasco 2018 Comprehensive Plan.

The Pasco School District adopted it's updated 2025 Capital Facilities Plan in March 2025. This addendum supplements the City of Pasco's 2018 Comprehensive Plan to recognize and incorporate the recently updated CFP in order to help facilitate the District's purpose and goals.

2. Background and Need for Addendum

Pasco School District No. 1 adopted the 2025 Capital Facilities Plan in March of 2025. To facilitate the District's implementation of the plan, the City of Pasco is required to similarly recognize and adopt the updated plan. To accomplish the adoption in a timely manner, the City of Pasco is intending to adopt the plan by addendum through an Emergency Comprehensive Plan Amendment (CPA 2025-01) while the 2025 Periodic Comprehensive Plan Update is on-going. On November 17, 2025, the Pasco City Council adopted Resolution 4679 (Exhibit 05) authorizing the initiation of the emergency amendment.

3. Scope of Supersession

Recognition and adoption by addendum of CPA 2025-01 only supersedes the adoption of the District's 2016 Capital Facilities Plan. No other adopted portions of the 2018 Comprehensive Plan generally, or the Capital Facilities Element specifically are affected.

4. Findings and Policy Basis

The proposed addendum is consistent with the 2018 Comprehensive Plan because it advances the Plan's goals of:

"identifies the facilities planning, prioritization, and financial decisions necessary to maintain and improve the physical attributes of the City. Capital improvement projects are based upon the needs of the community and are consistent with and promote the City's Comprehensive Plan." and;

"Capital improvement projects are based upon the needs of the community and are consistent with and promote the City's Comprehensive Plan. The Capital Facilities Element documents all capital projects needed to accommodate projected growth. It also identifies the financing of the City-provided facilities, and the sources and levels of financial commitment and revenues necessary to meet the concurrency requirements of the GMA." and;

"identified educational facilities needs in the Pasco School District over a 6-year planning horizon"

5. Applicability

This addendum applies only to the Capital Facilities Element of the 2018 Comprehensive Plan. No other portions of the Comprehensive Plan or Capital Facilities Plans of the city are affected by this addendum.

6. Implementation and Forward Integration

This supplemental designation and map replacement remain in effect until the city completes its 2025 mandated periodic Comprehensive Plan update.

All related Comprehensive Plan text, statistics and supporting documentation will be updated as part of the City's 2025 Periodic Comprehensive Plan Update.

7. Adoption

This addendum was reviewed by the Planning Commission, subject to public notice and hearing, and adopted by the City Council as part of Comprehensive Plan Amendment CPA 2025-001, pursuant to PMC 25.215.020.

PASCO SCHOOL DISTRICT NO. 1
2025 UPDATE TO THE CAPITAL FACILITIES PLAN

BOARD OF DIRECTORS

Amanda Brown, President
Steve Simmons, Vice President
John Kennedy, Member
Steve Norberg, Member
Amy Phillips, Member

SUPERINTENDENT

Michelle Whitney

Proposed CFP Scheduled for Review by the Pasco School Board on February 11, 2025

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SECTION 1
INTRODUCTION

A. Purpose of the 2025 Update to the Capital Facilities Plan

The Pasco School District (the "District") in 2011 first adopted a Capital Facilities Plan (the "2011 CFP") in compliance with the Washington State Growth Management Act, Chapter 36.70A RCW (the "GMA"), and City of Pasco Ordinance 4046 (the "School Impact Fee Ordinance"). The City of Pasco adopted the 2011 CFP on April 16, 2012, and adopted updates to the CFP in 2014, 2016, 2019, and 2022.

Section 3.133.025 of the School Impact Fee Ordinance describes the elements that must be addressed in the CFP. They include "the District's standard of service, an inventory of facilities, capacity by grade span, a six year enrollment forecast, facility needs and costs, a finance plan and calculation of the school impact fees." Once the CFP with these elements is adopted, the Ordinance says "[t]he District shall file an update to its capital facility plan at least once every two years." And, "[a]t least once every two years, commencing on April 15, 2014, the City Council shall review and consider the District submitted capital facilities plan update." Following the 2016 CFP, the District adopted an updated CFP in April 2018 and forwarded the 2018 CFP update to the City of Pasco and Franklin County shortly thereafter. The City Council reviewed but did not act on that update. The District subsequently submitted in 2019 and 2022 updated CFPs to the City and the County, with the City subsequently adopting the 2019 and 2022 CFP. Franklin County has yet to adopt a version of the District's Capital Facilities Plan. The District intends for this 2025 CFP update to replace the 2022 CFP for all purposes, including the District's compliance with the above requirements in the School Impact Fee Ordinance. The 2025 CFP update supplements and updates the core information in the 2011 CFP. The 2025 update also includes an updated calculation for the District's school impact fees.

B. Changes in the Pasco School District

The District now serves approximately 18,523 students (Chart 3 herein – October 2024 reported enrollment), an increase of approximately 200 students since 2022. Steady residential development within the District's boundaries continues. The latest demographics study prepared by the District (Chart 3) projects that enrollment growth will continue at all grade levels over the six-year planning period and beyond. Since 2021, the City of Pasco approved the construction of more than 1,000 new single family units and approximately 35 multi-family units. There is also continuing plat activity in the District's boundaries within unincorporated Franklin County. The District continues to review new residential development applications in Franklin County subject to SEPA review. Additional SEPA-exempt residential development activity may also exist in Franklin County.

Over the past 12 years, the District has engaged in community-driven capital planning activities intended to construct all the improvements that are required to serve existing needs (including those from recent residential growth) and forecasted growth. These activities include:

November 2013 bond: This bond was developed with several strategies to significantly reduce the cost of the bond projects after the previous bond failed with a 48% yes vote in April 2011. The Board engaged a community task force to provide recommendations regarding strategies for handling enrollment growth. The task force considered multi-track/year-round options, and recommended constructing additional elementary school capacity (vs. a middle school, which

would have been a more expensive project) and that the District use the additional elementary capacity to house 6th grade students at the elementary level instead of the middle level.

- The three elementary schools approved in the 2013 bond opened in the 2014-2015 school year (one school) and the 2015-2016 school year (two schools). The added capacity allowed the District to complete the plan to transition to a K-6 and 7-8 grade configuration in 2015-2016.

November 2017 bond: The District's voters in November 2017 approved a $99.5 million bond measure with a 60.07% yes vote (approval of a bond requires 60% yes votes) to fund two new elementary schools, a new Middle School #4, and the replacement and expansion of Stevens Middle School. The District's Community Builders Group recommended these projects for the bond, with the understanding that the additional middle level capacity would cause the district to transition 6th grade back to the middle school. These projects are now complete and the District has moved back to a K-5 and 6-8 grade model.

February 2023 bond: In February 2023, the voters approved a $195.5 million bond measure with yes votes of 60.91% to fund a new comprehensive high school (Sageview High School), a smaller innovative high school (Orion High School), athletic field and facility improvements, enhanced and modernized career and technical education spaces at Chiawana and Pasco High Schools, and the purchase of land for additional schools. Sageview and Orion High Schools are on track to open in the fall of 2025.

The District has continued to engage in cost-saving measures in facilities planning, and will continue to use cost-reduction strategies and District construction standards to save taxpayer dollars. Pasco School District's construction costs have normally been lower than other school construction costs around the State of Washington. Examples of cost-reduction strategies includes the following:

- Use property already owned by the district for school sites;
- Use the updated Pasco design that has been built multiple times for Pasco schools, thereby saving A/E, construction and maintenance costs;
- Curie and Whittier Elementary Schools share one playground, reducing the amount of land to be purchased;
- Build larger elementary schools to reduce the total number needed and create efficiencies in operations;
- Build schools to serve at least 50 years; and
- Maintain school buildings well to ensure they last several decades;
- Seek alternative sources of facilities funding such as grants or private donations;
- Relocate portable classrooms to locations where enrollment is growing in lieu of purchasing additional portable classrooms, wherever possible.

The voters of Washington State passed Initiative 1351 in 2014. The initiative imposes class size values as recommended by the Legislature's Quality Education Council (QEC). The class size requirements have been implemented in part and delayed in part. Under the Supreme Court's *McCleary* decision, the Legislature is under court order to fully fund basic K-12 education, including the K-3 class size reductions. Initiative 1351 class sizes are reflected in Chart 1 and position the District for full legislative implementation.

The District implemented All-Day Kindergarten (ADK) in every elementary school in the 2015-2016 school year. The District added portable classrooms to meet this requirement.

In Chart 2 in the Appendix, State scoring matrices show that Pasco School District is effectively maintaining its schools as a community investment and asset, according to a third party review. The schools' adjusted maintenance score is significantly above its expected score for the facility's age, demonstrating effective maintenance by the district. These data mean that they will last longer and be able to serve more students before needing to be replaced.

SECTION 2
DISTRICT EDUCATIONAL PROGRAM STANDARDS

The District's core and special program needs, which are used to define the standard of service, are addressed in the 2011 Capital Facilities Plan. The District has implemented K-3 class size reduction and All Day Kindergarten and is positioned to implement I-1351's targets for grades 4-12. Below is the District's adopted educational program standards (or standard of service).

A. Elementary Educational Program Standards

The state is required to provide funding for a student-to-teacher ratio of 17-1 in grades K-3 (15-1 for high poverty schools), consistent with QEC recommendations, Initiative 1351, and *McCleary*. The class size of 15-17 impacts all elementary schools.

Elementary Class Size Requirements-Initiative 1351
Grades K-3 Enacted by the Legislature
Grades 4-12 Implementation Delayed

Grade Levels	Initiative 1351 Class Sizes		District Contract Class Sizes
	High-Poverty Schools	Non-High Poverty Schools	
K-1	15	17	21
2-3	15	17	24
4-5		25	26
4	22		
5	23		
	Capt. Gray		
	Whittier		
	Robinson	Livingston	
	Longfellow		
	Chess		
	Emerson		
	Frost		
	Twain		
	Curie		
	Franklin		
	McGee		
	Three Rivers		
	McClintock		
	Markham		
	Angelou		
	Columbia River		

B. Middle and High School Program Standards

Secondary (Middle and High) school class size standards also are projected to be reduced to levels set by Initiative 1351 with recommendations to be mandated under *McCleary* as noted below.

Secondary Class Size Requirements-Initiative 1351
Grades K-3 Enacted by the Legislature
Grades 4-12 Implementation Delayed

Grade Levels	Initiative 1351 Class Size			District Contract Class Size
	High-Poverty Schools		Non-High Poverty Schools	
6-8	23		25	30/145 per day
9-12	23		25	30/120 per day
	Stevens MS			
	Ochoa MS			
	McLoughlin MS			
	Reynolds MS			
	Pasco HS			
	Chiawana HS			
	New Horizons HS			

SECTION 3
CAPITAL FACILITIES INVENTORY

As described in the 2011 CFP, the District's facilities inventory establishes a baseline for determining the facilities necessary to accommodate future demand (student enrollment) at acceptable levels of service. While the District has not added new permanent capacity since the 2022 CFP, this 2025 CFP anticipates new high school permanent capacity opening in the fall of 2025 at Sageview and Orion High Schools. The District will also move portables between schools and grade levels as additional capacity is needed.

A. Capacity Calculation and Standard of Service

The District's Board of Directors directed staff to conduct a comprehensive review of school building capacity in 2017. The purpose of the review was to ensure consistent, reasonable measures were being used to determine the capacity of each school building, and to provide a safe and equitable standard of service for students throughout the school system.

Student safety has been a critical consideration for the District in determining this standard of service. In 2014 and again in 2018, the District conducted a comprehensive safety review of schools, including brick and mortar buildings and portable classrooms. It is the District's goal to house students in permanent facilities with controlled points of access, which can be best accomplished by housing students in one contained brick and mortar building. Portable classrooms will continue to be used as a temporary solution to provide student housing. However, to achieve the desired standard of service to enhance student and staff safety, portable classrooms should not be counted in the District's permanent classroom inventory.

The state does not count portable classrooms when calculating a school district's classroom inventory for purposes of eligibility for state assistance for construction. In the 2011 CFP, the District counted some portables into the permanent capacity calculation after consultation with the City of Pasco. However, since 2017, the District's CFP has not included portable classrooms in calculating permanent capacity but still recognizes the capacity purpose. The 2025 CFP update carries forward the 2017 CFP methodology.

B. Elementary Schools

The District currently has seventeen (17) elementary schools serving grades K-5 and providing capacity to serve 8,900 students in permanent capacity. As of October 1, 2024, there were 8,026 FTE elementary students enrolled.

Two new elementary schools, Columbia River Elementary School and Three Rivers Elementary School, providing additional capacity for 1,288 elementary students, were constructed and opened in the 2019 and 2020 school years, respectively.

As of the 2024-25 school year, there are 103 portable classrooms at the elementary schools providing additional capacity to house 2,538 students.

The District purchased the former Pasco Senior Center and an adjacent vacant lot from the City in 2016 for the purpose of the converting the building into an early learning facility. The District pursued, and was granted, two capital appropriations from the state totaling $1.3 million dollars to help offset the costs. The Early Learning Center opened in January 2018, with designated

programs transitioned to the Center by September 2018. In addition, the District used ESSER funds and impact fees to add capacity K-12 by purchasing and renovating 4403 W. Court Street. These projects have allowed the District to provide additional capacity for K-5 students in elementary buildings by relocating early learning classes from the elementary buildings to the new facilities and adding capacity for online programs K-12.

C. Middle Schools

The District has four middle schools serving grades 6-8. The middle schools provide permanent capacity to serve approximately 4,134 students. As of October 1, 2024, there were 4,255 FTE students enrolled in those schools.

Reynolds Middle School and the replacement and expansion of Stevens Middle School added permanent capacity for approximately 1,377 students in 2020 and 2021, respectively.

As of the 2024-25 school year, there are 48 portable classrooms at the middle schools providing additional capacity to house 1,094 students. Since 2011, the District added eighteen (18) new portable classrooms as temporary capacity at the middle school level. The District plans to add portable capacity at the middle school level during the six years of this CFP (either newly purchased or relocated from the elementary grade level).

D. High Schools

There are currently two traditional high schools serving grades 9-12. There is permanent capacity in those schools to serve 4,156 students. As of October 1, 2024 there were 6,119 FTE students enrolled in the high school program. Pasco High School has additional capacity to serve students in 29 portable classrooms and Chiawana High School has additional capacity to serves students in 32 portable classrooms.

New Horizons High School moved into a leased brick and mortar building on the Columbia Basin College campus in 2017. The building capacity is 248. With New Horizons the District has a total of 4,404 permanent capacity seats at the 9-12 level. The District shares capacity at Delta, a STEM based high school with Kennewick and Richland School Districts.

The opening of Sageview High School, with a capacity of 2,091, and Orion High School, with a capacity of 594, will address existing capacity needs and provide capacity for future growth needs.

E. Support Facilities

Bus parking has been expanded into the District's maintenance lay-down yard at the Port of Pasco property (Building 210). The District leased additional space from the Port to replace the lost lay-down yard capacity, and is also leasing additional warehouse space. The November 2017 bond provided funding for expansion of transportation and maintenance facilities, which is expected to be complete in December 2022.

F. Land Inventory

The District currently owns nine unimproved parcels, totaling approximately ±188 acres.

Site Name	Tax Parcel(s) #	Location/Cross Streets	Acreage	Status
Undeveloped A	115-180-042	Rd 108 & Burns Rd	70.18	Undeveloped
Undeveloped B	115-170-072	Burns Rd & Rd 90	13	Undeveloped
Undeveloped C	114-330-059	Burns/Powerline Rd & Rd 60 (N of Sageview HS)	14.32	In Progress
Undeveloped D	114-330-058, 114-330-055	Clark & Rd 52	81.2	Undeveloped
Undeveloped F	119-121-307	Rd 44 & Court St	0.56	Undeveloped
Undeveloped G	112-152-300	7th Ave & Brown St	0.59	Undeveloped
Undeveloped H	113-501-070	Salt Lake & Utah	3.49	Undeveloped
Undeveloped I	123-200-133	4171 Elm Rd	5.1	Undeveloped

SECTION 4
STUDENT ENROLLMENT PROJECTIONS AND CAPACITY BY GRADE SPAN

A. Projected Student Enrollment

Since 2016, the District received and reviewed five enrollment forecasts. For purposes of the 2025 CFP Update, the District is relying on the comprehensive forecast prepared internally by the District. The forecast considers recent trends, including enrollment anomalies occurring during the Covid-19 pandemic, previous data provided by MGT of America and demographer Paul Dennis, updated information provided by JUB Engineering, and information related to known residential development data throughout the District's boundaries. See Appendix, Chart 3.

In October 2011, there were 15,707 students enrolled in grades K-12. In October 2024, there were 18,523 headcount students enrolled, which is an increase of 2,816 students. While the global pandemic impacted enrollment in the fall of 2020 and for a short time thereafter, the District's enrollment has stabilized and steadily increased since 2022. By 2030, the forecast predicts there will be 19,943 students enrolled in grades K-12, which is an additional 1,420 students over 2024. The District plans to watch enrollment closely and will update the CFP accordingly. The District's new high school capacity, opening in the fall of 2025, will help address growth needs over the planning period of this CFP, and the District will need to add permanent and temporary capacity at the elementary and middle school levels in order to serve expected growth.

B. Capacity by Grade Span

Current enrollment at each grade level is identified in Chart 1, which provides the actual FTE enrollment in District facilities as of October 1, 2024. *Projected* available student capacity was derived by subtracting projected student 2030 enrollment (Chart 3[1]) from total existing October 2024 school capacity (Chart 1).

Enrollment in grades K-5 is expected to grow by approximately 755 students by 2030. Growth at the K-5 level is expected to continue beyond the six year planning period. The recent construction of Columbia River Elementary School and Three Rivers Elementary School helped to provide needed capacity at the elementary school level for existing and growth projected over the six-year planning period. The District plans over the six year planning period to address continued elementary needs with a new-in-lieu Markham Elementary School and converting that school to a K-8 program (and adding capacity at the elementary and middle school level), and replacing and expanding Captain Gray, Livingston, and McGee Elementary Schools.

Enrollment at the 6-8 level is projected to grow over the six year planning period and beyond, with approximately 217 middle school students added by 2030. The construction of Reynolds Middle School and the replacement/expansion of Stevens Middle School, along with grade reconfiguration in 2015, helped to provide needed capacity to serve recent growth at the 6-8 level. However, growth at the middle school grade level has continued in recent years, creating additional needs. The District will need to add capacity at the middle school level to serve, existing student needs, growth expected by 2030, and growth expected beyond 2030. In addition to the conversion to a K-8 and expansion of Markham Elementary School (as

[1] Chart 3 uses headcount enrollment vs. full-time equivalent figures (used in Chart 1).

discussed above), the District is planning to replace and expand McLoughlin Middle School and build a new Middle School No. 5.

Enrollment in grades 9-12 is also forecasted for continued growth, adding nearly 448 students by 2030. The new Sageview High School and Orion High School, planned to open in fall of 2025, will provide capacity to serve existing, recent, and future growth needs at the high school level.

The current capacity in the existing schools and the capacity that is needed to serve forecast growth through 2030 is shown on Chart 4 in the Appendix. Chart 4 does not consider capacity additions planned through 2030 (including the planned 2025 opening of Orion and Sageview High Schools) and beyond.

SECTION 5
CAPITAL FACILITIES NEEDS

To determine future facility needs, existing school program capacity was compared to projected enrollment throughout the six-year forecast period. See Section 4.

In November 2017, the District's voters passed a $99.5 million bond measure to help fund the construction of two new elementary schools (Columbia River Elementary School and Three Rivers Elementary School), a new middle school (Reynolds Middle School), the expansion and replacement of Stevens Middle School, safety and health improvements at various schools, and improvements to the District's transportation and maintenance facilities. In February 2023, the voters approved a $95.5 million bond measure funding the construction of Sageview High School and Orion High School, both expected to open in 2025, athletic field and facility improvements at Pasco High School, enhanced and modernized CTE spaces at Chiawana and Pasco High Schools, and the purchase of land for additional schools. See Chart 5, Appendix. The 2023 bond projects are ongoing.

The opening of Sageview and Orion High Schools will address existing capacity needs as well as providing available capacity to serve growth at the 9-12 level through the six-year planning period. The District is now in the planning stage for adding elementary and middle school capacity needed to serve existing and anticipated growth. Those projects are expected to include the following: planning for a new Middle School No. 5, replacing and expanding capacity at McLoughlin Middle School, replacing Markham Elementary School with expanded capacity and converting that school to a K-8 program, and replacing and expanding Captain Gray, Livingston, and McGee Elementary Schools. The District will also continue to seek to acquire land for future school projects.

Portable classrooms will be used to provide temporary facilities while funding is secured to construct brick and mortar facilities and while construction occurs over time. The new schools and portable classrooms will provide the needed capacity identified in Section 4 above.

In addition to building schools that add capacity for growth, the District will make other improvements to serve students. The improvements will be constructed in phases and cannot occur until bonds are approved by the voters. The District will continue with long term facilities planning efforts using community recommendations to identify which projects should be prioritized.

The District will continue to plan for needs beyond 2030. Chart 5 includes estimated permanent improvements and capacity conditioned on future funding. Future updates to this CFP will provide more specific information as to the District's updated planning.

SECTION 6
CAPITAL FACILITIES FINANCING PLAN

The District's ability to fund the planned improvements that will add capacity is dependent upon the passage of bond elections at a 60% supermajority and receipt of State Construction Assistance Program (SCAP) funds, also known as “state match” funds. Costs for improvements that add capacity to serve projected new growth are used to calculate school impact fees. School impact fees, or SEPA mitigation fees collected from some new development projects in unincorporated Franklin County, will be used to pay for a portion of the improvements that add growth-related capacity. The majority of the costs to construct the capacity improvements will be paid for with bonds and state match funds. See Section 6 of the 2011 CFP for a complete discussion regarding the framework for financing planned improvements.

To serve growth needs identified in this CFP, the District plans to construct new schools and new school capacity consistent with the funding identified in this CFP. Charts 5 and 6 have detailed information on the 2023 Bond projects and planned future bond projects, with the Sageview High School, Orion High School, and CTE program improvements at PHS and CHS funded by the 2023 Bond and the planned middle school capacity additions (including the new Middle School No. 5 and the additional middle school capacity resulting from the replacement/expansion of McLoughlin Middle School and replacement/expansion/K-8 conversion at Markham Elementary School) all being growth-related projects. The District may also add portables to serve interim growth needs.

In addition to construction of facilities to add capacity, the District also needs to acquire school sites for future construction, and must make a variety of improvements that are needed at existing facilities.

The Capital Facilities Financing Plan in Chart 6 demonstrates how the District intends to fund new construction and improvements to school facilities during the six-year planning period (and also includes financing information related to the 2023 projects in process).

The District continues to use a variety of strategies to plan, reduce costs, and mitigate the effects of student enrollment growth. Receipt of impact fees remains critical to ensuring the District can manage growth by providing sufficient student facilities. The forecast of steady enrollment growth over the next six years underscores the need to use a variety of financing measures, including the passage of bonds, expenditure from the General Fund, and impact fees/SEPA mitigation fees to meet the needs of the community.

SECTION 7
SCHOOL IMPACT OR MITIGATION FEES

The District's ability to fund the improvements that are needed to serve forecast growth depends on new development contributing to the cost to build the schools that will serve the students that live in new housing. The District is collecting school impact fees from development in the City and will continue to seek mitigation fees from developers in Franklin County (and continue to request that Franklin County adopt a GMA-based school impact fee ordinance). The District's desire and intent is that school mitigation is collected from all residential development within the District in an equitable and comprehensive manner. The District files annual reports with the City regarding the use of the school impact fees.

The District has calculated school impact fees using a standard school impact fee formula, adopted by the City of Pasco and many other Washington cities and counties, that complies with the Growth Management Act. The resulting figures are based on the District's cost per dwelling unit to construct schools needed to serve new development. A student factor (or student generation rate) is used to identify the average cost per dwelling unit by measuring the average number of students generated by each housing type (single-family dwellings and multi-family dwellings). The District hires a consultant to update the student factor methodology based upon the last six years of residential development data within the District, as required by the City of Pasco School Impact Fee Ordinance. In this year's CFP, the District's student generation rates are based on an analysis performed by JUB Engineering considering Franklin County and City of Pasco residential development data from 2018 through the first quarter of 2024. As required under the GMA, credits are applied in the formula to account for State School Construction Assistance funds to be reimbursed to the District and projected future property taxes to be paid by the dwelling unit. The costs of projects that do not add capacity are not included in the impact fee calculations. Furthermore, impact fees will not be used to address existing deficiencies.

The following projects are included in the impact fee calculation:

- New Middle School No. 5

Please see Chart 6.

The calculated impact fee amounts (reduced by 25%), in Appendix B, are $0 for each single family residence and $2,595. The primary reason for the significant decline in the impact fee calculated in the 2022 Capital Facilities Plan is the removal from the formula of the elementary capacity projects (Columbia River and Three Rivers Elementary Schools, completed in 2019a and 2020, but continuing to provide available capacity for new growth) and the soon to be completed high school capacity projects. While the fee formula includes this year a new middle school, using current student generation rates, the middle school project alone does not generate a single family cost per dwelling unit that exceeds the single family tax credit in the formula. As such, the tax credit nullifies any unfunded impact per single family unit. In both cases, the District's voters front-funded capacity that remains available for the benefit of new development. The District is requesting the City collect school impact fees in the following amounts:

Single Family: $0

Multi Family: $2,595

The District began receiving impact fees from the City in 2012. Through December 2024, the District has received approximately $26.9 million in impact fee and mitigation fee revenue. Of that amount, $1,250,000 was used to reduce the principal of the 2013 bond, $5,374,972 has been used for portable classrooms (new and relocated), $14.3 million has helped fund property acquisitions, and $2,000,000 was used to reduce the principal of the 2017 bond. The District plans to use remaining revenue for growth-related projects including portables, land acquisition, and reducing the cost of current and future bond projects. The District will use future impact fees and mitigation fees as allowed by law for growth-related impacts identified in the CFP.

APPENDIX A
Charts with Supporting Data

Chart 1
Building Capacity
October 2024

Elementary Schools 88% Scheduling Factor Applied	Building Capacity	Oct 1, 2024 Enrollment	Over/Under Capacity
Angelou	594	554	40
Capt. Gray	487	408	79
Chess	495	404	91
Columbia River	644	621	23
Curie	771	376	395
Emerson	474	447	27
Franklin	617	543	74
Frost	474	464	10
Livingston	423	543	120
Longfellow	405	309	96
Markham	255	209	46
McClintock	575	568	7
McGee	438	499	61
Robinson	604	474	130
Three Rivers	644	655	11
Twain	526	573	47
Whittier	474	379	95
Elementary Totals	8,900	8,026	874
Middle Schools 76% Scheduling Factor Applied	Building Capacity	Oct 1, 2024 Enrollment	Over/Under Capacity
McLoughlin	1,011	1,172	161
Reynolds	1,131	1,294	163
Ochoa	1,006	832	174
Stevens	986	957	29
Middle School Totals	4,134	4,255	121

High Schools 75% Scheduling Factor Applied	Building Capacity	Oct 1, 2024 Enrollment	Over/Under Capacity
Chiawana	2,348	3,153	805
Pasco	1,808	2,616	808
New Horizons	248	350	102
Delta*	173		
High School Totals	4,577	6,119	1,931
Academy of Learning		52	
Innovative Experiences/E-Learning		71	
Pasco Digital Learning Totals	0	123	
Grand Totals	17,611	18,523	1,178

* Delta total capacity is 518 to be shared between PSD, KSD and RSD ** iPAL high school students are enrolled in the iPAL program and their home school

Capacity Calculation Methodology

Elementary – Capacity calculated by School Design, K-3 Class Size Reduction, Grades 4-5 Collective Bargaining Agreement, Grades K-5 Weighted Average and 88% Scheduling Factor

Middle School – Capacity calculated by School Design, Collective Bargaining Agreement and 76% Scheduling Factor

High School - Capacity calculated by School Design, Collective Bargaining Agreement and 75% Scheduling Factor

Chart 2
Pasco School District Asset Preservation Program
2024 Building Condition Scores

		OSPI	2022	2023	2024
Building	**Age in Years**	**Current Draft Score by Age**	**Adjusted B.C.E.**	**Adjusted B.C.E.**	**Adjusted B.C.E.**
Emerson	27	78	82.25	79.20	79.20
Frost	27	82	81.56	81.40	82.56
Franklin	11	97	97.34	97.34	97.34
McClintock	10	96	96.21	95.57	95.57
Curie	11	97	98.04	96.4	96.4
Chiawana High School	16	86	92.05	86.73	86.78
Delta High School	11	95	N/R	96.10	95.78
Three Rivers	6	100	N/R	100	100
Columbia River	5	100	N/R	100	100
Ray Reynolds Middle School	5	100	N/R	100	100
Stevens Middle School	5	100	N/R	100	100

"B.C.E." is the Building Condition Evaluation score given by OSPI for those facilities in which State School Construction Assistance Program (state match) dollars were used. The Current Draft Score" is OSPI's expected score for the age of the facility, given average use and maintenance. Buildings were not reviewed (N/R) in 2019 due to COVID.

Pasco High School is no longer assigned a B.C.E. score for purposes of state reporting because of the age of the facility. However, the district continues to monitor and score Pasco High School for internal monitoring purposes.

Chart 3
Projected Enrollment

Pasco School District Projected Enrollment							
Grade	**24-25***	**25-26**	**26-27**	**27-28**	**28-29**	**29-30**	**30-31**
K	1,227.00	1,245.41	1,264.09	1,283.05	1,302.29	1,321.83	1,341.65
1	1,316.00	1,335.74	1,355.78	1,376.11	1,396.75	1,417.71	1,438.97
2	1,389.00	1,409.84	1,430.98	1,452.45	1,474.23	1,496.35	1,518.79
3	1,414.00	1,435.21	1,456.74	1,478.59	1,500.77	1,523.28	1,546.13
4	1,338.00	1,358.07	1,378.44	1,399.12	1,420.10	1,441.41	1,463.03
5	1,391.00	1,411.87	1,433.04	1,454.54	1,476.36	1,498.50	1,520.98
	8,075.00	***8,196.13***	***8,319.07***	***8,443.85***	***8,570.51***	***8,699.07***	***8,829.55***
6	1,425.00	1,428.56	1,432.13	1,435.71	1,439.30	1,442.90	1,446.51
7	1,461.00	1,464.65	1,468.31	1,471.98	1,475.66	1,479.35	1,483.05
8	1,443.00	1,446.61	1,479.16	1,512.44	1,546.47	1,581.26	1,616.84
	4,329.00	***4,339.82***	***4,379.60***	***4,420.14***	***4,461.44***	***4,503.52***	***4,546.40***
9	1,460.00	1,478.25	1,496.73	1,515.44	1,534.38	1,553.56	1,572.98
10	1,529.00	1,548.11	1,567.46	1,587.06	1,606.90	1,626.98	1,647.32
11	1,531.00	1,550.14	1,569.51	1,589.13	1,609.00	1,629.11	1,649.47
12	1,599.00	1,614.99	1,631.14	1,647.45	1,663.93	1,680.57	1,697.37
	6,119.00	***6,191.49***	***6,264.85***	***6,339.08***	***6,414.20***	***6,490.22***	***6,567.14***
	18,523.00	**18,727.44**	**18,963.52**	**19,203.07**	**19,446.14**	**19,692.80**	**19,943.10**

*October 2024 reported enrollment (OSPI Report 1251H)

Chart 4
2030 Student Capacity and Future Need

	Building Capacity 2024	Total Capacity (Permanent/Portable) 2024	Oct 24 Enrollment	Forecast Enrollment 2030	Needed Capacity (Permanent) 2030
Elementary (K-5)	8,900	11,438	8,075	8,830	(70)
Middle (6-8)	4,134	5,229	4,329	4,546	412
High (9-12)	4,404	5,775	6,119	6,567	2,163

"*Building Capacity"* is the number of classrooms multiplied by the weighted average I-1351 class size for non-high poverty schools, multiplied by a utilization factor to allow for planning time and other uses. See Chart 1.

"Forecast Enrollment 2030" is based on Chart 3.

"Needed Capacity" includes total (permanent/portable) capacity but does not include new capacity planned for completion through 2030 (including the opening of Sageview High School and Orion High School), portable additions/relocations, or grade reconfiguration.

Chart 5
Necessary Facility Improvements, Added Capacity and Costs
2025 Update

2023 BOND PROJECTS		
Sageview High School	2,091	$185,363,000
Orion High School	594	$37,500,000
CTE PHS/CHS	75	$12,000,000
Athletic Fields	N/A	$2,000,000
Land Acquisition	N/A	$10,000,000
Total 2023 Bond Projects	**2,760**	**$246,863,000**
ESTIMATED PERMANENT IMPROVEMENTS & ADDED/NEW CAPACITY CONDITIONED ON FUTURE BOND AND STATE ASSISTANCE		
Livingston Replacement	300	$57,825,949
Middle School #5	1,250	$90,577,498
Markham Replacement	300	$43,659,000
Land Acquisition (80 acres)	N/A	$12,000,000
McGee Replacement	220	$57,825,949
Captain Gray Replacement	300	$57,825,949
McLoughlin MS Replacement	250	$90,557,498
Total Permanent Capacity	**2,620**	**$410,271,843**
TEMPORARY CAPACITY IMPROVEMENTS		
Portable Classrooms	460	$3,250,000
Total	**460**	**$3,250,000**

Chart 6
Capital Facilities Financing Plan
Project Estimates

2023 Bond Projects and
Future Planning for Anticipated 2028 Bond

Project	New/ Added Capacity	Est. Cost	Source of Funding			
			Bonds	State Match	Impact/ Mitigation Fees	General Fund
February 2023 Bond Projects and Other Improvements						
High School #3	2,091	$185,000,000	$195,500,00	$67,514,530	Portion TBD	
Innovative High School	594	$37,500,000	$37,500,000	$0	Portion TBD	
CTE CHS/PHS	75	$12,000,000	$12,000,000	$0	Portion TBD	
Athletic Fields		$2,000,000	$2,000,000			
Land Acquisition		$10,000,000	$10,000,000		Portion TBD	
Future Bond Projects (Subject to Future Planning & Board Approval)						
Livingston Replacement	200	$57,825,949	$44,740,767	$13,085,184	Portion TBD	
Middle School #5	900	$90,577,498	$90,577,498	$0	Portion TBD	
Markham Replacement	600	$57,825,949	$57,825,949	$0	Portion TBD	
Land Acquisition (80 acres)		$12,000,000	N/A	N/A	Portion TBD	
McGee Replacement	220	$57,825,949	$44,866,849	$12,959,460	Portion TBD	
McLoughlin MS Replacement	0	$90,557,498	$57,509,658	$33,047,840	Portion TBD	
Gray Replacement	0	$13,476,263	$0	$13,476,263	Remodel	
Portable Classrooms	460	$3,250,000	$3,250,000	$0	Portion TBD	

Livingston Replacement	850	$57,825,949
Middle School #5	1,250	$90,577,498
Markham Replacement	450	$43,659,000
Land Acquisition (80 acres)	N/A	$12,000,000
McGee Replacement	850	$57,825,949
Captain Gray Replacement	850	$57,825,949
McLoughlin MS Replacement	1,250	$90,557,498
Total Permanent Capacity	**5,500**	**$410,271,843**

“State Match” refers to funds allocated by the State of Washington through the School Construction Assistance Program administered by OSPI. This number is an estimate of state matching funds and is subject to verification by OSPI.

*The “portion TBD” of impact fee revenue used to fund the growth-related capacity projects will be determined based upon impact fee revenue received from new development. Impact fee revenue may be able to offset debt service on the bonds and result in tax savings to the existing community.

APPENDIX B IMPACT FEE CALCULATIONS

PASCO SCHOOL DISTRICT			25% reduction
2024 Impact Fee			**APPENDIX B**

$$SIF = \left[CS(SF) - (SM) - \left(\frac{(1+i)^{10} - 1}{i(1+i)^{10}} \times AAV \times TLR \right) \right] \times A - FC$$

Single Family Residence:

Elementary	Middle School	High School	Formula
$0.00	$90,500,000.00	$0.00	Facility Cost
620	1400	2000	Additional Capacity
$0.00	$64,642.86	$0.00	Cost per Student (CS)
0.230	0.090	0.100	Student Factor (SF)
$0.00	**$5,817.86**	**$0.00**	**CS x SF**
$0.00	$375.00	$0.00	Boeck Index
90.00	108.00	130.00	OSPI Sq Ft
0.00%	0.00%	0.00%	State Match Eligibility %
$0.00	$0.00	$0.00	State Match Credit (SM)
$0.00	**$5,817.86**	**$0.00**	**CS x SF - SM**
		$5,817.86	**Cost per Single Family Residence**
		0.0383	Average Interest Rate
		0.456225193	Tax Credit Numerator
		0.055773425	Tax Credit Denominator
		8.179974492	Tax Credit Multiplier (TCM)
		$398,005.00	Average Assessed Value (AAV)
		3255670.75	TCM x AAV
		0.00184	Tax Levy Rate (TLR)
		$5,981.64	**TCM x AAV x TLR = (TC)**
		-$163.79	**Cost per Single Family Residence - Tax Credit**
		-$40.95	25% reduction (A)
		-$122.84	**Calculated Single Family Fee Amount**
		$0	**Recommended Fee Amount**

Multi-Family Residence:

Elementary	Middle School	High School	Formula
$0.00	$90,500,000.00	$0.00	Facility Cost
620	920	2000	Additional Capacity
$0.00	$64,642.86	$0.00	Cost per Student (CS)
0.180	0.080	0.100	Student Factor (SF)
$0.00	**$5,171.43**	**$0.00**	**CS x SF**
$0.00	$375.00	$0.00	Boeck Index
90.00	108.00	130.00	OSPI Sq Ft
0.00%	0.00%	0.00%	State Match Eligibility %
$0.00	$0.00	$0.00	State Match Credit (SM)
$0.00	**$5,171.43**	**$0.00**	**CS x SF - SM**
		$5,171.43	**Cost per Multi-Family Residence**
		0.0383	Average Interest Rate
		0.456225193	Tax Credit Numerator
		0.055773425	Tax Credit Denominator
		8.179974492	Tax Credit Multiplier (TCM)
		$113,100.00	Average Assessed Value (AAV)
		925155.12	TCM x AAV
		0.00185	Tax Levy Rate (TLR)
		$1,711.54	**TCM x AAV x TLR = (TC)**
		$3,459.89	**Cost per Multi-Family Residence - Tax Credit**
		$864.97	25% reduction (A)
		$2,594.92	**Calculated Multi- Family Fee Amount**
		$2,595	**Recommended Fee Amount**

DETERMINATION OF NONSIGNIFICANCE
Issued with a 14-day comment period

Description of Proposal:

This threshold determination analyzes the environmental impacts associated with the following actions, which are so closely related to each other that they are in effect a single course of action:

1. The adoption of the Pasco School District's Capital Facilities Plan 2025-2031 by the Pasco School District No. 1 for the purposes of planning for the facilities needs of the District; and

2. The amendment of the Comprehensive Plans of the City of Pasco to include the Pasco School District's Capital Facilities Plan 2025-2031 as part of the Capital Facilities Element of each city's Comprehensive Plan. The potential amendment of the Comprehensive Plan of Franklin County to include the Pasco School District's Capital Facilities Plan 2025-2031 as part of the Capital Facilities Element of the County's Comprehensive Plan.

Proponent: Pasco School District No. 1

Location of the Proposal:

The Pasco School District includes an area of approximately 303.07 square miles. The City of Pasco and a portion of Franklin County falls within the District's boundaries.

Lead Agency: Pasco School District No. 1

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

This Determination of Nonsignificance (DNS) is issued under WAC 197-11-340(2) and PSD Policy 92080. The lead agency will not act on this proposal for 14 days from the date of issue. Comments must be received by the District no later than by 4:00 p.m. on March 25, 2025. The responsible official will reconsider the DNS based on timely comments and may retain, modify, or, if significant adverse impacts are likely, withdraw the DNS. If the DNS is retained, it will be final after the expiration of the comment deadline. There are no administrative appeals.

Responsible Official: Michelle Whitney, Superintendent
Pasco School District No. 1

Telephone: (509) 543-6700

Address: Pasco School District
1215 W. Lewis Street
Pasco, WA 99301

Date of Issue: March 11, 2025

Washington State Department of Commerce

THANK YOU

We have received your amendment submission. Please allow 1-3 business days for review. Please keep the Submittal ID as your receipt and for any future questions. We will also send an email receipt to all contacts listed in the submittal.

Submittal ID: 2025-S-11143

Submittal Date Time: 11/17/2025

Submittal Information

Jurisdiction	City of Pasco
Submittal Type	60-day Notice of Intent to Adopt Amendment
Amendment Type	Comprehensive Plan Amendment

Amendment Information

Brief Description
This emergency amendment updates the Capital Facilities Element of the Comprehensive Plan to maintain consistency with the City's adopted budget and current capital planning needs. The amendment also relates to school impact fee policies and utilizes the Pasco School District's adopted Capital Facilities Plan.

■ **Yes, this is a part of the 10-year periodic update schedule, required under RCW 36.70A.130.**

Planning Commissions Date 11/20/2025
Planning Commissions Date 12/18/2025

City Council Date 11/17/2025

Anticipated/Proposed Date of Adoption 01/20/2026

Categories

Submittal Category
Capital Facilities
Comprehensive Plan
Emergency
Schools

Attachments

Attachment Type	File Name	Upload Date
Comprehensive Plan Amendment - Draft	____ Resolution - Initiating Emergency CPA - PSD Capital Facilities Plan (CPA2025-001) - FINAL.pdf	11/17/2025 12:35 PM
Supporting Documentation or Analysis	CPA2025-001 School Capital Facilities Plan-Agency-Notice-Cover-Sheet.docx	11/17/2025 12:36 PM
Correspondence	Emergency Comprehensive Plan Amendments Initial Notice.msg	11/17/2025 12:36 PM
Correspondence	RE Emergency Comprehensive Plan Amendments Initial Notice.msg	11/17/2025 12:37 PM
Comprehensive Plan Amendment - Draft	ECPA Coversheet to COM.pdf	11/17/2025 12:37 PM
SEPA Materials	Notice of Application CPA 2025 Emergency Amendments.pdf	11/17/2025 12:37 PM

Contact Information

Prefix Ms.
First Name Haylie
Last Name Matson
Title CED Director
Work (509) 544-4136
Cell
Email matsonh@pasco-wa.gov

■ **Yes, I would like to be contacted for Technical Assistance.**

Certification

Entered by Sarah Van Etten Leupold on 11/17/2025 12:39:31 PM

Intake Received Date 11/17/2025
Full Name Ivan Barragani
Email barragani@pasco-wa.gov

THANK YOU for your legal submission!

Your legal has been submitted for publication. Below is a confirmation of your legal placement. You will also receive an email confirmation.

ORDER DETAILS

Order Number:
IPL0293485
Order Status:
Submitted
Classification:
Legals & Public Notices
Package:
TRI - Legal Ads
Site:
tricity
Final Cost:
$722.75
Referral Code:
Application CPA 2025 Emergency Amendments
Payment Type:
Account Billed
User ID:
IPL0018633

ACCOUNT INFORMATION

Debra Barham
525 North Third Ave.
Pasco, WA 99301
509-544-3096
cityclerk@pasco-wa.gov
City of Pasco

TRANSACTION REPORT

Date
November 21, 2025 3:36:40 PM EST
Amount:
$722.75

SCHEDULE FOR AD NUMBER IPL02934850

November 26, 2025
Tri-City Herald Print Publication

PREVIEW FOR AD NUMBER IPL02934850

4.9inches x 8.31inches

City of Pasco

NOTICE OF OPEN RECORD HEARING FOR EMERGENCY COMPREHENSIVE PLAN AMENDMENTS

Si necesita ayuda para entender este aviso o necesita más información, por favor llame al Departamento de Desarrollo Comunitario y Económico de la Ciudad de Pasco a 509-545-3441.

PLEASE TAKE NOTICE:

The City of Pasco is initiating two emergency Comprehensive Plan Amendments. The Pasco Planning Commission will hold an open record public hearing to receive public comment on these proposed amendments at **6:30 p.m. on December 18, 2025**, in the Council Chambers at Pasco City Hall, 525 N. 3rd Avenue, Pasco, Washington (please use the east side Parking Lot Entrance).

Final action on the proposed emergency Comprehensive Plan Amendments will be taken by the City Council at a later date, no sooner than 60 days after November 14, 2025, which was the date this notice was provided to the Washington State Department of Commerce. This notice also serves as notification to the general public regarding the public hearing.

At this hearing, the Planning Commission will hear public testimony regarding the following proposed amendments:

CPA2025-001 Emergency Amendment-Pasco School District's 2025 update to the Capital Facilities Plan: The City of Pasco Planning Commission will hold an open record hearing to consider an emergency amendment to the Capital Facilities Element of the Comprehensive Plan. The proposed amendment, initiated by City Council resolution at the November 17, 2025 Council meeting, updates the Capital Facilities Element to maintain consistency with the City's adopted budget and reflect updated capital planning for public facilities, including schools. This amendment affects the City's Capital Facilities designations and policies related to school impact fees. The Pasco School District adopted its 2025 Capital Facilities Plan on March 25, 2025, which received a State Environmental Policy Act Determination of Non-Significance (DNS) under WAC 197-11-340(2) and PSD Policy 92080 on March 11, 2025. The City has transmitted the proposed emergency amendment to the Washington State Department of Commerce for the required 60-day agency review. The Community and Economic Development Department will process the amendment following established Comprehensive Plan procedures. For more information please contact: **509-544-4146 / barragani@pasco-wa.gov**

CPA2025-002 Emergency Amendment-Low Density Residential Land Use-R-S-20 Zone: The City of Pasco Planning Commission will hold an open record hearing to consider an emergency Comprehensive Plan Amendment, initiated by City Council resolution at the November 17, 2025 Council meeting. On April 17, 2023, the City adopted Ordinance No. 4663, which amended PMC 25.215.015 and the Comprehensive Plan Land Use Density Table (Table LU-1). The ordinance revised allowable gross densities for Low Density Residential (LDR) zoning districts from 2–5 dwelling units per acre to 3–6 dwelling units per acre, and established that all new development must meet the minimum density requirements in PMC 25.215.015. In the R-S-20 zone, classified as Low Density Residential with a minimum lot size of 20,000 square feet, a one-acre lot can accommodate only two dwelling units. Under the current standards, such development is prohibited, effectively creating a moratorium on small-lot development in the R-S-20 zone. The City has received several requests from property owners to divide land in this zone, but those applications have been denied for failing to meet the adopted density requirements. To address this issue, the Planning Division has been directed to initiate an amendment. The proposed land use designation of 2–5 units per acre would provide the policy framework for low-density housing, while the zoning code would implement this direction through parcel-level regulations. To align zoning with the revised land use designation, staff proposes replacing the R-S-20 zone with a new R-9 Low Density Residential District, establishing a minimum lot size of 8,700 square feet. This change allows zoning to support the full density range permitted by the land use designation while still accommodating larger half-acre parcels where septic systems are an option. The proposed R-9 district provides a balanced approach that restores consistency, reflects infrastructure realities, and prepares the City for future statewide housing obligations. The City of Pasco has transmitted the proposed emergency amendment to the Washington State Department of Commerce for the required 60-day agency review. A State Environmental Policy Act (SEPA) checklist will be reviewed for this action and made available for public review and comment in accordance with WAC 197-11-355, with the optional Determination of Non-Significance (DNS) process applied as appropriate. For more information please contact: **509-544-4146 / barragani@pasco-wa.gov**

Public Comment Period: Written comments must be submitted to the Community and Economic Development Department no later than **5:00 p.m. on December 18, 2025**. Any interested party may submit written comments, attend the public hearing to provide oral testimony, or request notification of the Planning Commission's findings and recommendations to the City Council, as well as the City Council's final decision when action is taken.

To submit comments, request notification, or ask questions regarding these proposals, please contact the Planning Division using the phone number or email addresses provided after each project description, or by mail or in person at the address below. Please note that written comments submitted prior to the meeting will be accepted and included in the official record. Oral testimony provided during the meeting will also be accepted and entered into the record at that time.

City of Pasco – Planning Division
P.O. Box 293
Pasco, WA 99301

In Person:
525 N. 3rd Avenue, 1st Floor (CED)
Pasco, WA 99301

If you wish to participate in the hearing virtually, please register at least 2 hours prior to the meeting at the following registration link: **Public Comment**. After registering, you will receive a confirmation email containing information about joining the webinar.

The City of Pasco welcomes full participation in public meetings by all citizens. No qualified individual with a disability shall be excluded or denied the benefit of participating in such meetings. If you wish to use auxiliary aids or require assistance to comment at this public meeting, please contact the Community Development Department at (509) 545-3441 or TDD (509) 585-4425 at least ten days prior to the date of the meeting to make arrangements for special needs.
IPL0293485
Nov 26 2025

<< Click here to print a printer friendly version >>

AGENDA REPORT

FOR: City Council — November 7, 2025

TO: Harold Stewart, City Manager — City Council Regular Meeting: 11/17/25

FROM: Haylie Matson, Director
Community & Economic Development

SUBJECT: *Resolution 4679 - Initiating Emergency Comprehensive Plan Amendment Arising from Pasco School District Capital Facilities Plan Update (CPA2025-001) (5 minute staff presentation)

I. ATTACHMENT(S):

Resolution
Exhibit A-PSD Capital Facilities Plan Update
Presentation

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

MOTION: I move to approve Resolution No. 4679, authoring the initiating an emergency amendment to the Comprehensive Plan to the City's 2023 Comprehensive Plan, amending the future land use map descriptions and Pasco Municipal Code Section 25.215.015 "Comprehensive Plan Land Use Density Table" related to the 2022 Comprehensive Plan.

III. FISCAL IMPACT:

N/A

IV. HISTORY AND FACTS BRIEF:

BACKGROUND

On March 25, 2025, the Pasco School District adopted an update to its Capital Facilities Plan.

IMPACT (OTHER THAN FISCAL)

The City's Comprehensive Plan must remain consistent with the capital planning efforts of local service providers, including the Pasco School District. The **Capital Facilities Element** of the Comprehensive Plan is required to be maintained and periodically updated to ensure alignment with the City's adopted budget and to accurately reflect planned improvements for public

facilities, including schools.

Pursuant to **RCW 36.70A.130**, comprehensive plans and their implementing development regulations must be reviewed and, if necessary, amended to maintain internal consistency and alignment with capital facility planning and financing. Similarly, **PMC 25.215** establishes the procedures and criteria for amendments to the Comprehensive Plan, including provisions for emergency amendments necessary to ensure consistency with adopted capital facility programs and ordinances.

Identifying school facilities as necessary to support development is a prerequisite for the City's continued imposition of **school impact fees** as a funding mechanism for the Pasco School District. Without this identification, the City cannot legally collect these fees.

Through **Ordinance No. 4774**, adopted on June 16, 2025, the City previously updated school impact fees to reflect the Pasco School District's most recent Capital Facilities Plan. This amendment ensures that the Capital Facilities Element of the Comprehensive Plan remains consistent with both state law and the City's adopted ordinances.

V. DISCUSSION:

RECOMMENDATION

Staffs recommendation is that we initiate this emergency Comprehensive Plan Amendment as without it we would be out of compliance with state requirements.

CONSTRAINTS (TIME OR OTHER CONSIDERATION)

Our time constraint is that the City shall transmit a copy of the proposed amendment to the Washington State Department of Commerce at least sixty (60) days prior to final action by the City Council, in order to initiate the required 60-day state agency review period. This would usually be done after the passage of the resolution but since this is considered an emergency staff notified Commerce ahead of time.

NEXT STEPS

Following approval, staff will conduct workshops with the Planning Commission and facilitate public comment through formal public hearings at these meetings. After considering input from the Commission and the public, staff will return to City Council with recommended findings and conditions for final action.

ALTERNATIVES

In this unique situation, there is no alternative course of action. Noncompliance with state statutes would place the City in violation of the law, and this matter

requires immediate attention.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF PASCO, WASHINGTON INITIATING AN EMERGENCY AMENDMENT TO THE COMPREHENSIVE PLAN ARISING FROM THE PASCO SCHOOL DISTRICT'S 2025 UPDATE TO THE CAPITAL FACILITIES PLAN, ADOPTED MARCH 25, 2025.

WHEREAS, "Emergency amendment" means any proposed change or revision to the Comprehensive Plan that arises from a situation that necessitates expeditious action to preserve the health, safety or welfare of the public, or to support the social, economic or environmental well-being of the City; and

WHEREAS, emergency amendments may be reviewed and acted upon outside the annual amendment review cycle; and

WHEREAS, such amendments shall be initiated by Resolution approved by a vote of the Council upon a finding that a situation exists that necessitates expeditious action to preserve the health, safety or welfare of the public, or to support the social, economic or environmental well-being of the City; and

WHEREAS, on March 25, 2025, the Pasco School District (PSD) adopted its 2025 Capital Facilities Plan; and

WHEREAS, amendment of the Capital Facilities Element of the Comprehensive Plan is necessary to maintain consistency with the City's adopted budget and reflect updated capital planning for public facilities, including schools; and

WHEREAS, capital facilities must be identified as necessary to support development when the City imposes school impact fees as a funding strategy for the PSD.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PASCO, WASHINGTON:

The City Council hereby finds and declares that an emergency exists, necessitating immediate action by the City to amend the Comprehensive Plan. Amending the Comprehensive Plan is necessary to support the social and economic well-being of the City and initiates an emergency amendment to the Comprehensive Plan consistent with the requirements of RCW 36.70A.130 and Pasco Municipal Code Chapter 25.215.

Be It Further Resolved, the City shall transmit a copy of the proposed amendment to the Washington State Department of Commerce at least sixty (60) days prior to final action by the City Council, in order to initiate the required 60-day State agency review period.

Be It Further Resolved, the City Manager, or his designee (e.g., Community and Economic Development Director) is hereby directed to immediately begin processing the initiated amendment in accordance with procedures established for Comprehensive Plan amendments.

Be It Further Resolved, appropriate public notice and an opportunity for public comment, as determined by the nature of the emergency, shall precede the adoption of the emergency amendment to the Comprehensive Plan.

Be It Further Resolved, that this Resolution shall take effect immediately.

PASSED by the City Council of the City of Pasco, Washington, on this ___ day of November, 2025.

_____
David Milne
Mayor

ATTEST:

_____
Debra Barham, MMC
City Clerk

APPROVED AS TO FORM:

_____
Kerr Ferguson Law, PLLC
City Attorneys

Exhibit A

PASCO SCHOOL DISTRICT NO. 1
2025 UPDATE TO THE CAPITAL FACILITIES PLAN

BOARD OF DIRECTORS

Amanda Brown, President
Steve Simmons, Vice President
John Kennedy, Member
Steve Norberg, Member
Amy Phillips, Member

SUPERINTENDENT

Michelle Whitney

Proposed CFP Scheduled for Review by the Pasco School Board on February 11, 2025

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SECTION 1
INTRODUCTION

A. Purpose of the 2025 Update to the Capital Facilities Plan

The Pasco School District (the "District") in 2011 first adopted a Capital Facilities Plan (the "2011 CFP") in compliance with the Washington State Growth Management Act, Chapter 36.70A RCW (the "GMA"), and City of Pasco Ordinance 4046 (the "School Impact Fee Ordinance"). The City of Pasco adopted the 2011 CFP on April 16, 2012, and adopted updates to the CFP in 2014, 2016, 2019, and 2022.

Section 3.133.025 of the School Impact Fee Ordinance describes the elements that must be addressed in the CFP. They include "the District's standard of service, an inventory of facilities, capacity by grade span, a six year enrollment forecast, facility needs and costs, a finance plan and calculation of the school impact fees." Once the CFP with these elements is adopted, the Ordinance says "[t]he District shall file an update to its capital facility plan at least once every two years." And, "[a]t least once every two years, commencing on April 15, 2014, the City Council shall review and consider the District submitted capital facilities plan update." Following the 2016 CFP, the District adopted an updated CFP in April 2018 and forwarded the 2018 CFP update to the City of Pasco and Franklin County shortly thereafter. The City Council reviewed but did not act on that update. The District subsequently submitted in 2019 and 2022 updated CFPs to the City and the County, with the City subsequently adopting the 2019 and 2022 CFP. Franklin County has yet to adopt a version of the District's Capital Facilities Plan. The District intends for this 2025 CFP update to replace the 2022 CFP for all purposes, including the District's compliance with the above requirements in the School Impact Fee Ordinance. The 2025 CFP update supplements and updates the core information in the 2011 CFP. The 2025 update also includes an updated calculation for the District's school impact fees.

B. Changes in the Pasco School District

The District now serves approximately 18,523 students (Chart 3 herein – October 2024 reported enrollment), an increase of approximately 200 students since 2022. Steady residential development within the District's boundaries continues. The latest demographics study prepared by the District (Chart 3) projects that enrollment growth will continue at all grade levels over the six-year planning period and beyond. Since 2021, the City of Pasco approved the construction of more than 1,000 new single family units and approximately 35 multi-family units. There is also continuing plat activity in the District's boundaries within unincorporated Franklin County. The District continues to review new residential development applications in Franklin County subject to SEPA review. Additional SEPA-exempt residential development activity may also exist in Franklin County.

Over the past 12 years, the District has engaged in community-driven capital planning activities intended to construct all the improvements that are required to serve existing needs (including those from recent residential growth) and forecasted growth. These activities include:

November 2013 bond: This bond was developed with several strategies to significantly reduce the cost of the bond projects after the previous bond failed with a 48% yes vote in April 2011. The Board engaged a community task force to provide recommendations regarding strategies for handling enrollment growth. The task force considered multi-track/year-round options, and recommended constructing additional elementary school capacity (vs. a middle school, which

would have been a more expensive project) and that the District use the additional elementary capacity to house 6th grade students at the elementary level instead of the middle level.

- The three elementary schools approved in the 2013 bond opened in the 2014-2015 school year (one school) and the 2015-2016 school year (two schools). The added capacity allowed the District to complete the plan to transition to a K-6 and 7-8 grade configuration in 2015-2016.

November 2017 bond: The District's voters in November 2017 approved a $99.5 million bond measure with a 60.07% yes vote (approval of a bond requires 60% yes votes) to fund two new elementary schools, a new Middle School #4, and the replacement and expansion of Stevens Middle School. The District's Community Builders Group recommended these projects for the bond, with the understanding that the additional middle level capacity would cause the district to transition 6th grade back to the middle school. These projects are now complete and the District has moved back to a K-5 and 6-8 grade model.

February 2023 bond: In February 2023, the voters approved a $195.5 million bond measure with yes votes of 60.91% to fund a new comprehensive high school (Sageview High School), a smaller innovative high school (Orion High School), athletic field and facility improvements, enhanced and modernized career and technical education spaces at Chiawana and Pasco High Schools, and the purchase of land for additional schools. Sageview and Orion High Schools are on track to open in the fall of 2025.

The District has continued to engage in cost-saving measures in facilities planning, and will continue to use cost-reduction strategies and District construction standards to save taxpayer dollars. Pasco School District's construction costs have normally been lower than other school construction costs around the State of Washington. Examples of cost-reduction strategies includes the following:

- Use property already owned by the district for school sites;
- Use the updated Pasco design that has been built multiple times for Pasco schools, thereby saving A/E, construction and maintenance costs;
- Curie and Whittier Elementary Schools share one playground, reducing the amount of land to be purchased;
- Build larger elementary schools to reduce the total number needed and create efficiencies in operations;
- Build schools to serve at least 50 years; and
- Maintain school buildings well to ensure they last several decades;
- Seek alternative sources of facilities funding such as grants or private donations;
- Relocate portable classrooms to locations where enrollment is growing in lieu of purchasing additional portable classrooms, wherever possible.

The voters of Washington State passed Initiative 1351 in 2014. The initiative imposes class size values as recommended by the Legislature's Quality Education Council (QEC). The class size requirements have been implemented in part and delayed in part. Under the Supreme Court's *McCleary* decision, the Legislature is under court order to fully fund basic K-12 education, including the K-3 class size reductions. Initiative 1351 class sizes are reflected in Chart 1 and position the District for full legislative implementation.

The District implemented All-Day Kindergarten (ADK) in every elementary school in the 2015-2016 school year. The District added portable classrooms to meet this requirement.

In Chart 2 in the Appendix, State scoring matrices show that Pasco School District is effectively maintaining its schools as a community investment and asset, according to a third party review. The schools' adjusted maintenance score is significantly above its expected score for the facility's age, demonstrating effective maintenance by the district. These data mean that they will last longer and be able to serve more students before needing to be replaced.

SECTION 2
DISTRICT EDUCATIONAL PROGRAM STANDARDS

The District's core and special program needs, which are used to define the standard of service, are addressed in the 2011 Capital Facilities Plan. The District has implemented K-3 class size reduction and All Day Kindergarten and is positioned to implement I-1351's targets for grades 4-12. Below is the District's adopted educational program standards (or standard of service).

A. Elementary Educational Program Standards

The state is required to provide funding for a student-to-teacher ratio of 17-1 in grades K-3 (15-1 for high poverty schools), consistent with QEC recommendations, Initiative 1351, and *McCleary*. The class size of 15-17 impacts all elementary schools.

Elementary Class Size Requirements-Initiative 1351
Grades K-3 Enacted by the Legislature
Grades 4-12 Implementation Delayed

Grade Levels	Initiative 1351 Class Sizes			District Contract Class Sizes
	High-Poverty Schools		Non-High Poverty Schools	
K-1	15		17	21
2-3	15		17	24
4-5			25	26
4	22			
5	23			
	Capt. Gray			
	Whittier			
	Robinson		Livingston	
	Longfellow			
	Chess			
	Emerson			
	Frost			
	Twain			
	Curie			
	Franklin			
	McGee			
	Three Rivers			
	McClintock			
	Markham			
	Angelou			
	Columbia River			

B. Middle and High School Program Standards

Secondary (Middle and High) school class size standards also are projected to be reduced to levels set by Initiative 1351 with recommendations to be mandated under *McCleary* as noted below.

Secondary Class Size Requirements-Initiative 1351
Grades K-3 Enacted by the Legislature
Grades 4-12 Implementation Delayed

Grade Levels	Initiative 1351 Class Size			District Contract Class Size
	High-Poverty Schools		Non-High Poverty Schools	
6-8	23		25	30/145 per day
9-12	23		25	30/120 per day
	Stevens MS			
	Ochoa MS			
	McLoughlin MS			
	Reynolds MS			
	Pasco HS			
	Chiawana HS			
	New Horizons HS			

SECTION 3
CAPITAL FACILITIES INVENTORY

As described in the 2011 CFP, the District's facilities inventory establishes a baseline for determining the facilities necessary to accommodate future demand (student enrollment) at acceptable levels of service. While the District has not added new permanent capacity since the 2022 CFP, this 2025 CFP anticipates new high school permanent capacity opening in the fall of 2025 at Sageview and Orion High Schools. The District will also move portables between schools and grade levels as additional capacity is needed.

A. Capacity Calculation and Standard of Service

The District's Board of Directors directed staff to conduct a comprehensive review of school building capacity in 2017. The purpose of the review was to ensure consistent, reasonable measures were being used to determine the capacity of each school building, and to provide a safe and equitable standard of service for students throughout the school system.

Student safety has been a critical consideration for the District in determining this standard of service. In 2014 and again in 2018, the District conducted a comprehensive safety review of schools, including brick and mortar buildings and portable classrooms. It is the District's goal to house students in permanent facilities with controlled points of access, which can be best accomplished by housing students in one contained brick and mortar building. Portable classrooms will continue to be used as a temporary solution to provide student housing. However, to achieve the desired standard of service to enhance student and staff safety, portable classrooms should not be counted in the District's permanent classroom inventory.

The state does not count portable classrooms when calculating a school district's classroom inventory for purposes of eligibility for state assistance for construction. In the 2011 CFP, the District counted some portables into the permanent capacity calculation after consultation with the City of Pasco. However, since 2017, the District's CFP has not included portable classrooms in calculating permanent capacity but still recognizes the capacity purpose. The 2025 CFP update carries forward the 2017 CFP methodology.

B. Elementary Schools

The District currently has seventeen (17) elementary schools serving grades K-5 and providing capacity to serve 8,900 students in permanent capacity. As of October 1, 2024, there were 8,026 FTE elementary students enrolled.

Two new elementary schools, Columbia River Elementary School and Three Rivers Elementary School, providing additional capacity for 1,288 elementary students, were constructed and opened in the 2019 and 2020 school years, respectively.

As of the 2024-25 school year, there are 103 portable classrooms at the elementary schools providing additional capacity to house 2,538 students.

The District purchased the former Pasco Senior Center and an adjacent vacant lot from the City in 2016 for the purpose of the converting the building into an early learning facility. The District pursued, and was granted, two capital appropriations from the state totaling $1.3 million dollars to help offset the costs. The Early Learning Center opened in January 2018, with designated

programs transitioned to the Center by September 2018. In addition, the District used ESSER funds and impact fees to add capacity K-12 by purchasing and renovating 4403 W. Court Street. These projects have allowed the District to provide additional capacity for K-5 students in elementary buildings by relocating early learning classes from the elementary buildings to the new facilities and adding capacity for online programs K-12.

C. Middle Schools

The District has four middle schools serving grades 6-8. The middle schools provide permanent capacity to serve approximately 4,134 students. As of October 1, 2024, there were 4,255 FTE students enrolled in those schools.

Reynolds Middle School and the replacement and expansion of Stevens Middle School added permanent capacity for approximately 1,377 students in 2020 and 2021, respectively.

As of the 2024-25 school year, there are 48 portable classrooms at the middle schools providing additional capacity to house 1,094 students. Since 2011, the District added eighteen (18) new portable classrooms as temporary capacity at the middle school level. The District plans to add portable capacity at the middle school level during the six years of this CFP (either newly purchased or relocated from the elementary grade level).

D. High Schools

There are currently two traditional high schools serving grades 9-12. There is permanent capacity in those schools to serve 4,156 students. As of October 1, 2024 there were 6,119 FTE students enrolled in the high school program. Pasco High School has additional capacity to serve students in 29 portable classrooms and Chiawana High School has additional capacity to serves students in 32 portable classrooms.

New Horizons High School moved into a leased brick and mortar building on the Columbia Basin College campus in 2017. The building capacity is 248. With New Horizons the District has a total of 4,404 permanent capacity seats at the 9-12 level. The District shares capacity at Delta, a STEM based high school with Kennewick and Richland School Districts.

The opening of Sageview High School, with a capacity of 2,091, and Orion High School, with a capacity of 594, will address existing capacity needs and provide capacity for future growth needs.

E. Support Facilities

Bus parking has been expanded into the District's maintenance lay-down yard at the Port of Pasco property (Building 210). The District leased additional space from the Port to replace the lost lay-down yard capacity, and is also leasing additional warehouse space. The November 2017 bond provided funding for expansion of transportation and maintenance facilities, which is expected to be complete in December 2022.

F. Land Inventory

The District currently owns nine unimproved parcels, totaling approximately ±188 acres.

Site Name	Tax Parcel(s) #	Location/Cross Streets	Acreage	Status
Undeveloped A	115-180-042	Rd 108 & Burns Rd	70.18	Undeveloped
Undeveloped B	115-170-072	Burns Rd & Rd 90	13	Undeveloped
Undeveloped C	114-330-059	Burns/Powerline Rd & Rd 60 (N of Sageview HS)	14.32	In Progress
Undeveloped D	114-330-058, 114-330-055	Clark & Rd 52	81.2	Undeveloped
Undeveloped F	119-121-307	Rd 44 & Court St	0.56	Undeveloped
Undeveloped G	112-152-300	7th Ave & Brown St	0.59	Undeveloped
Undeveloped H	113-501-070	Salt Lake & Utah	3.49	Undeveloped
Undeveloped I	123-200-133	4171 Elm Rd	5.1	Undeveloped

SECTION 4
STUDENT ENROLLMENT PROJECTIONS AND CAPACITY BY GRADE SPAN

A. Projected Student Enrollment

Since 2016, the District received and reviewed five enrollment forecasts. For purposes of the 2025 CFP Update, the District is relying on the comprehensive forecast prepared internally by the District. The forecast considers recent trends, including enrollment anomalies occurring during the Covid-19 pandemic, previous data provided by MGT of America and demographer Paul Dennis, updated information provided by JUB Engineering, and information related to known residential development data throughout the District's boundaries. See Appendix, Chart 3.

In October 2011, there were 15,707 students enrolled in grades K-12. In October 2024, there were 18,523 headcount students enrolled, which is an increase of 2,816 students. While the global pandemic impacted enrollment in the fall of 2020 and for a short time thereafter, the District's enrollment has stabilized and steadily increased since 2022. By 2030, the forecast predicts there will be 19,943 students enrolled in grades K-12, which is an additional 1,420 students over 2024. The District plans to watch enrollment closely and will update the CFP accordingly. The District's new high school capacity, opening in the fall of 2025, will help address growth needs over the planning period of this CFP, and the District will need to add permanent and temporary capacity at the elementary and middle school levels in order to serve expected growth.

B. Capacity by Grade Span

Current enrollment at each grade level is identified in Chart 1, which provides the actual FTE enrollment in District facilities as of October 1, 2024. *Projected* available student capacity was derived by subtracting projected student 2030 enrollment (Chart 3[1]) from total existing October 2024 school capacity (Chart 1).

Enrollment in grades K-5 is expected to grow by approximately 755 students by 2030. Growth at the K-5 level is expected to continue beyond the six year planning period. The recent construction of Columbia River Elementary School and Three Rivers Elementary School helped to provide needed capacity at the elementary school level for existing and growth projected over the six-year planning period. The District plans over the six year planning period to address continued elementary needs with a new-in-lieu Markham Elementary School and converting that school to a K-8 program (and adding capacity at the elementary and middle school level), and replacing and expanding Captain Gray, Livingston, and McGee Elementary Schools.

Enrollment at the 6-8 level is projected to grow over the six year planning period and beyond, with approximately 217 middle school students added by 2030. The construction of Reynolds Middle School and the replacement/expansion of Stevens Middle School, along with grade reconfiguration in 2015, helped to provide needed capacity to serve recent growth at the 6-8 level. However, growth at the middle school grade level has continued in recent years, creating additional needs. The District will need to add capacity at the middle school level to serve, existing student needs, growth expected by 2030, and growth expected beyond 2030. In addition to the conversion to a K-8 and expansion of Markham Elementary School (as

[1] Chart 3 uses headcount enrollment vs. full-time equivalent figures (used in Chart 1).

discussed above), the District is planning to replace and expand McLoughlin Middle School and build a new Middle School No. 5.

Enrollment in grades 9-12 is also forecasted for continued growth, adding nearly 448 students by 2030. The new Sageview High School and Orion High School, planned to open in fall of 2025, will provide capacity to serve existing, recent, and future growth needs at the high school level.

The current capacity in the existing schools and the capacity that is needed to serve forecast growth through 2030 is shown on Chart 4 in the Appendix. Chart 4 does not consider capacity additions planned through 2030 (including the planned 2025 opening of Orion and Sageview High Schools) and beyond.

SECTION 5
CAPITAL FACILITIES NEEDS

To determine future facility needs, existing school program capacity was compared to projected enrollment throughout the six-year forecast period. See Section 4.

In November 2017, the District's voters passed a $99.5 million bond measure to help fund the construction of two new elementary schools (Columbia River Elementary School and Three Rivers Elementary School), a new middle school (Reynolds Middle School), the expansion and replacement of Stevens Middle School, safety and health improvements at various schools, and improvements to the District's transportation and maintenance facilities. In February 2023, the voters approved a $95.5 million bond measure funding the construction of Sageview High School and Orion High School, both expected to open in 2025, athletic field and facility improvements at Pasco High School, enhanced and modernized CTE spaces at Chiawana and Pasco High Schools, and the purchase of land for additional schools. See Chart 5, Appendix. The 2023 bond projects are ongoing.

The opening of Sageview and Orion High Schools will address existing capacity needs as well as providing available capacity to serve growth at the 9-12 level through the six-year planning period. The District is now in the planning stage for adding elementary and middle school capacity needed to serve existing and anticipated growth. Those projects are expected to include the following: planning for a new Middle School No. 5, replacing and expanding capacity at McLoughlin Middle School, replacing Markham Elementary School with expanded capacity and converting that school to a K-8 program, and replacing and expanding Captain Gray, Livingston, and McGee Elementary Schools. The District will also continue to seek to acquire land for future school projects.

Portable classrooms will be used to provide temporary facilities while funding is secured to construct brick and mortar facilities and while construction occurs over time. The new schools and portable classrooms will provide the needed capacity identified in Section 4 above.

In addition to building schools that add capacity for growth, the District will make other improvements to serve students. The improvements will be constructed in phases and cannot occur until bonds are approved by the voters. The District will continue with long term facilities planning efforts using community recommendations to identify which projects should be prioritized.

The District will continue to plan for needs beyond 2030. Chart 5 includes estimated permanent improvements and capacity conditioned on future funding. Future updates to this CFP will provide more specific information as to the District's updated planning.

SECTION 6
CAPITAL FACILITIES FINANCING PLAN

The District's ability to fund the planned improvements that will add capacity is dependent upon the passage of bond elections at a 60% supermajority and receipt of State Construction Assistance Program (SCAP) funds, also known as “state match” funds. Costs for improvements that add capacity to serve projected new growth are used to calculate school impact fees. School impact fees, or SEPA mitigation fees collected from some new development projects in unincorporated Franklin County, will be used to pay for a portion of the improvements that add growth-related capacity. The majority of the costs to construct the capacity improvements will be paid for with bonds and state match funds. See Section 6 of the 2011 CFP for a complete discussion regarding the framework for financing planned improvements.

To serve growth needs identified in this CFP, the District plans to construct new schools and new school capacity consistent with the funding identified in this CFP. Charts 5 and 6 have detailed information on the 2023 Bond projects and planned future bond projects, with the Sageview High School, Orion High School, and CTE program improvements at PHS and CHS funded by the 2023 Bond and the planned middle school capacity additions (including the new Middle School No. 5 and the additional middle school capacity resulting from the replacement/expansion of McLoughlin Middle School and replacement/expansion/K-8 conversion at Markham Elementary School) all being growth-related projects. The District may also add portables to serve interim growth needs.

In addition to construction of facilities to add capacity, the District also needs to acquire school sites for future construction, and must make a variety of improvements that are needed at existing facilities.

The Capital Facilities Financing Plan in Chart 6 demonstrates how the District intends to fund new construction and improvements to school facilities during the six-year planning period (and also includes financing information related to the 2023 projects in process).

The District continues to use a variety of strategies to plan, reduce costs, and mitigate the effects of student enrollment growth. Receipt of impact fees remains critical to ensuring the District can manage growth by providing sufficient student facilities. The forecast of steady enrollment growth over the next six years underscores the need to use a variety of financing measures, including the passage of bonds, expenditure from the General Fund, and impact fees/SEPA mitigation fees to meet the needs of the community.

SECTION 7
SCHOOL IMPACT OR MITIGATION FEES

The District's ability to fund the improvements that are needed to serve forecast growth depends on new development contributing to the cost to build the schools that will serve the students that live in new housing. The District is collecting school impact fees from development in the City and will continue to seek mitigation fees from developers in Franklin County (and continue to request that Franklin County adopt a GMA-based school impact fee ordinance). The District's desire and intent is that school mitigation is collected from all residential development within the District in an equitable and comprehensive manner. The District files annual reports with the City regarding the use of the school impact fees.

The District has calculated school impact fees using a standard school impact fee formula, adopted by the City of Pasco and many other Washington cities and counties, that complies with the Growth Management Act. The resulting figures are based on the District's cost per dwelling unit to construct schools needed to serve new development. A student factor (or student generation rate) is used to identify the average cost per dwelling unit by measuring the average number of students generated by each housing type (single-family dwellings and multi-family dwellings). The District hires a consultant to update the student factor methodology based upon the last six years of residential development data within the District, as required by the City of Pasco School Impact Fee Ordinance. In this year's CFP, the District's student generation rates are based on an analysis performed by JUB Engineering considering Franklin County and City of Pasco residential development data from 2018 through the first quarter of 2024. As required under the GMA, credits are applied in the formula to account for State School Construction Assistance funds to be reimbursed to the District and projected future property taxes to be paid by the dwelling unit. The costs of projects that do not add capacity are not included in the impact fee calculations. Furthermore, impact fees will not be used to address existing deficiencies.

The following projects are included in the impact fee calculation:

- New Middle School No. 5

Please see Chart 6.

The calculated impact fee amounts (reduced by 25%), in Appendix B, are $0 for each single family residence and $2,595. The primary reason for the significant decline in the impact fee calculated in the 2022 Capital Facilities Plan is the removal from the formula of the elementary capacity projects (Columbia River and Three Rivers Elementary Schools, completed in 2019a and 2020, but continuing to provide available capacity for new growth) and the soon to be completed high school capacity projects. While the fee formula includes this year a new middle school, using current student generation rates, the middle school project alone does not generate a single family cost per dwelling unit that exceeds the single family tax credit in the formula. As such, the tax credit nullifies any unfunded impact per single family unit. In both cases, the District's voters front-funded capacity that remains available for the benefit of new development. The District is requesting the City collect school impact fees in the following amounts:

Single Family: $0

Multi Family: $2,595

The District began receiving impact fees from the City in 2012. Through December 2024, the District has received approximately $26.9 million in impact fee and mitigation fee revenue. Of that amount, $1,250,000 was used to reduce the principal of the 2013 bond, $5,374,972 has been used for portable classrooms (new and relocated), $14.3 million has helped fund property acquisitions, and $2,000,000 was used to reduce the principal of the 2017 bond. The District plans to use remaining revenue for growth-related projects including portables, land acquisition, and reducing the cost of current and future bond projects. The District will use future impact fees and mitigation fees as allowed by law for growth-related impacts identified in the CFP.

APPENDIX A
Charts with Supporting Data

Chart 1
Building Capacity
October 2024

Elementary Schools 88% Scheduling Factor Applied	Building Capacity	Oct 1, 2024 Enrollment	Over/Under Capacity
Angelou	594	554	40
Capt. Gray	487	408	79
Chess	495	404	91
Columbia River	644	621	23
Curie	771	376	395
Emerson	474	447	27
Franklin	617	543	74
Frost	474	464	10
Livingston	423	543	120
Longfellow	405	309	96
Markham	255	209	46
McClintock	575	568	7
McGee	438	499	61
Robinson	604	474	130
Three Rivers	644	655	11
Twain	526	573	47
Whittier	474	379	95
Elementary Totals	8,900	8,026	874
Middle Schools 76% Scheduling Factor Applied	Building Capacity	Oct 1, 2024 Enrollment	Over/Under Capacity
McLoughlin	1,011	1,172	161
Reynolds	1,131	1,294	163
Ochoa	1,006	832	174
Stevens	986	957	29
Middle School Totals	4,134	4,255	121

High Schools 75% Scheduling Factor Applied	Building Capacity	Oct 1, 2024 Enrollment	Over/Under Capacity
Chiawana	2,348	3,153	805
Pasco	1,808	2,616	808
New Horizons	248	350	102
Delta*	173		
High School Totals	4,577	6,119	1,931
Academy of Learning		52	
Innovative Experiences/E-Learning		71	
Pasco Digital Learning Totals	0	123	
Grand Totals	17,611	18,523	1,178

* Delta total capacity is 518 to be shared between PSD, KSD and RSD ** iPAL high school students are enrolled in the iPAL program and their home school

Capacity Calculation Methodology

Elementary – Capacity calculated by School Design, K-3 Class Size Reduction, Grades 4-5 Collective Bargaining Agreement, Grades K-5 Weighted Average and 88% Scheduling Factor

Middle School – Capacity calculated by School Design, Collective Bargaining Agreement and 76% Scheduling Factor

High School - Capacity calculated by School Design, Collective Bargaining Agreement and 75% Scheduling Factor

Chart 2
Pasco School District Asset Preservation Program
2024 Building Condition Scores

		OSPI	2022	2023	2024
Building	**Age in Years**	**Current Draft Score by Age**	**Adjusted B.C.E.**	**Adjusted B.C.E.**	**Adjusted B.C.E.**
Emerson	27	78	82.25	79.20	79.20
Frost	27	82	81.56	81.40	82.56
Franklin	11	97	97.34	97.34	97.34
McClintock	10	96	96.21	95.57	95.57
Curie	11	97	98.04	96.4	96.4
Chiawana High School	16	86	92.05	86.73	86.78
Delta High School	11	95	N/R	96.10	95.78
Three Rivers	6	100	N/R	100	100
Columbia River	5	100	N/R	100	100
Ray Reynolds Middle School	5	100	N/R	100	100
Stevens Middle School	5	100	N/R	100	100

"B.C.E." is the Building Condition Evaluation score given by OSPI for those facilities in which State School Construction Assistance Program (state match) dollars were used. The Current Draft Score" is OSPI's expected score for the age of the facility, given average use and maintenance. Buildings were not reviewed (N/R) in 2019 due to COVID.

Pasco High School is no longer assigned a B.C.E. score for purposes of state reporting because of the age of the facility. However, the district continues to monitor and score Pasco High School for internal monitoring purposes.

Chart 3
Projected Enrollment

Pasco School District Projected Enrollment							
Grade	**24-25***	**25-26**	**26-27**	**27-28**	**28-29**	**29-30**	**30-31**
K	1,227.00	1,245.41	1,264.09	1,283.05	1,302.29	1,321.83	1,341.65
1	1,316.00	1,335.74	1,355.78	1,376.11	1,396.75	1,417.71	1,438.97
2	1,389.00	1,409.84	1,430.98	1,452.45	1,474.23	1,496.35	1,518.79
3	1,414.00	1,435.21	1,456.74	1,478.59	1,500.77	1,523.28	1,546.13
4	1,338.00	1,358.07	1,378.44	1,399.12	1,420.10	1,441.41	1,463.03
5	1,391.00	1,411.87	1,433.04	1,454.54	1,476.36	1,498.50	1,520.98
	8,075.00	***8,196.13***	***8,319.07***	***8,443.85***	***8,570.51***	***8,699.07***	***8,829.55***
6	1,425.00	1,428.56	1,432.13	1,435.71	1,439.30	1,442.90	1,446.51
7	1,461.00	1,464.65	1,468.31	1,471.98	1,475.66	1,479.35	1,483.05
8	1,443.00	1,446.61	1,479.16	1,512.44	1,546.47	1,581.26	1,616.84
	4,329.00	***4,339.82***	***4,379.60***	***4,420.14***	***4,461.44***	***4,503.52***	***4,546.40***
9	1,460.00	1,478.25	1,496.73	1,515.44	1,534.38	1,553.56	1,572.98
10	1,529.00	1,548.11	1,567.46	1,587.06	1,606.90	1,626.98	1,647.32
11	1,531.00	1,550.14	1,569.51	1,589.13	1,609.00	1,629.11	1,649.47
12	1,599.00	1,614.99	1,631.14	1,647.45	1,663.93	1,680.57	1,697.37
	6,119.00	***6,191.49***	***6,264.85***	***6,339.08***	***6,414.20***	***6,490.22***	***6,567.14***
	18,523.00	**18,727.44**	**18,963.52**	**19,203.07**	**19,446.14**	**19,692.80**	**19,943.10**

*October 2024 reported enrollment (OSPI Report 1251H)

Chart 4
2030 Student Capacity and Future Need

	Building Capacity 2024	Total Capacity (Permanent/Portable) 2024	Oct 24 Enrollment	Forecast Enrollment 2030	Needed Capacity (Permanent) 2030
Elementary (K-5)	8,900	11,438	8,075	8,830	(70)
Middle (6-8)	4,134	5,229	4,329	4,546	412
High (9-12)	4,404	5,775	6,119	6,567	2,163

"*Building Capacity"* is the number of classrooms multiplied by the weighted average I-1351 class size for non-high poverty schools, multiplied by a utilization factor to allow for planning time and other uses. See Chart 1.

"Forecast Enrollment 2030" is based on Chart 3.

"Needed Capacity" includes total (permanent/portable) capacity but does not include new capacity planned for completion through 2030 (including the opening of Sageview High School and Orion High School), portable additions/relocations, or grade reconfiguration.

Chart 5
Necessary Facility Improvements, Added Capacity and Costs
2025 Update

2023 BOND PROJECTS		
Sageview High School	2,091	$185,363,000
Orion High School	594	$37,500,000
CTE PHS/CHS	75	$12,000,000
Athletic Fields	N/A	$2,000,000
Land Acquisition	N/A	$10,000,000
Total 2023 Bond Projects	**2,760**	**$246,863,000**
ESTIMATED PERMANENT IMPROVEMENTS & ADDED/NEW CAPACITY CONDITIONED ON FUTURE BOND AND STATE ASSISTANCE		
Livingston Replacement	300	$57,825,949
Middle School #5	1,250	$90,577,498
Markham Replacement	300	$43,659,000
Land Acquisition (80 acres)	N/A	$12,000,000
McGee Replacement	220	$57,825,949
Captain Gray Replacement	300	$57,825,949
McLoughlin MS Replacement	250	$90,557,498
Total Permanent Capacity	**2,620**	**$410,271,843**
TEMPORARY CAPACITY IMPROVEMENTS		
Portable Classrooms	460	$3,250,000
Total	**460**	**$3,250,000**

Chart 6
Capital Facilities Financing Plan
Project Estimates

2023 Bond Projects and
Future Planning for Anticipated 2028 Bond

Project	New/ Added Capacity	Est. Cost	Source of Funding			
			Bonds	State Match	Impact/ Mitigation Fees	General Fund
February 2023 Bond Projects and Other Improvements						
High School #3	2,091	$185,000,000	$195,500,00	$67,514,530	Portion TBD	
Innovative High School	594	$37,500,000	$37,500,000	$0	Portion TBD	
CTE CHS/PHS	75	$12,000,000	$12,000,000	$0	Portion TBD	
Athletic Fields		$2,000,000	$2,000,000			
Land Acquisition		$10,000,000	$10,000,000		Portion TBD	
Future Bond Projects (Subject to Future Planning & Board Approval)						
Livingston Replacement	200	$57,825,949	$44,740,767	$13,085,184	Portion TBD	
Middle School #5	900	$90,577,498	$90,577,498	$0	Portion TBD	
Markham Replacement	600	$57,825,949	$57,825,949	$0	Portion TBD	
Land Acquisition (80 acres)		$12,000,000	N/A	N/A	Portion TBD	
McGee Replacement	220	$57,825,949	$44,866,849	$12,959,460	Portion TBD	
McLoughlin MS Replacement	0	$90,557,498	$57,509,658	$33,047,840	Portion TBD	
Gray Replacement	0	$13,476,263	$0	$13,476,263	Remodel	
Portable Classrooms	460	$3,250,000	$3,250,000	$0	Portion TBD	

Livingston Replacement	850	$57,825,949
Middle School #5	1,250	$90,577,498
Markham Replacement	450	$43,659,000
Land Acquisition (80 acres)	N/A	$12,000,000
McGee Replacement	850	$57,825,949
Captain Gray Replacement	850	$57,825,949
McLoughlin MS Replacement	1,250	$90,557,498
Total Permanent Capacity	**5,500**	**$410,271,843**

“State Match” refers to funds allocated by the State of Washington through the School Construction Assistance Program administered by OSPI. This number is an estimate of state matching funds and is subject to verification by OSPI.

*The “portion TBD” of impact fee revenue used to fund the growth-related capacity projects will be determined based upon impact fee revenue received from new development. Impact fee revenue may be able to offset debt service on the bonds and result in tax savings to the existing community.

APPENDIX B IMPACT FEE CALCULATIONS

PASCO SCHOOL DISTRICT			25% reduction
2024 Impact Fee			APPENDIX B

$$SIF = \left[CS(SF) - (SM) - \left(\frac{(1+i)^{10} - 1}{i(1+i)^{10}} \times AAV \times TLR \right) \right] \times A - FC$$

Single Family Residence:

Elementary	Middle School	High School	Formula
$0.00	$90,500,000.00	$0.00	Facility Cost
620	1400	2000	Additional Capacity
$0.00	$64,642.86	$0.00	Cost per Student (CS)
0.230	0.090	0.100	Student Factor (SF)
$0.00	**$5,817.86**	**$0.00**	**CS x SF**
$0.00	$375.00	$0.00	Boeck Index
90.00	108.00	130.00	OSPI Sq Ft
0.00%	0.00%	0.00%	State Match Eligibility %
$0.00	$0.00	$0.00	State Match Credit (SM)
$0.00	**$5,817.86**	**$0.00**	**CS x SF - SM**
		$5,817.86	**Cost per Single Family Residence**
		0.0383	Average Interest Rate
		0.456225193	Tax Credit Numerator
		0.055773425	Tax Credit Denominator
		8.179974492	Tax Credit Multiplier (TCM)
		$398,005.00	Average Assessed Value (AAV)
		3255670.75	TCM x AAV
		0.00184	Tax Levy Rate (TLR)
		$5,981.64	**TCM x AAV x TLR = (TC)**
		-$163.79	**Cost per Single Family Residence - Tax Credit**
		-$40.95	25% reduction (A)
		-$122.84	**Calculated Single Family Fee Amount**
		$0	**Recommended Fee Amount**

Multi-Family Residence:

Elementary	Middle School	High School	Formula
$0.00	$90,500,000.00	$0.00	Facility Cost
620	920	2000	Additional Capacity
$0.00	$64,642.86	$0.00	Cost per Student (CS)
0.180	0.080	0.100	Student Factor (SF)
$0.00	**$5,171.43**	**$0.00**	**CS x SF**
$0.00	$375.00	$0.00	Boeck Index
90.00	108.00	130.00	OSPI Sq Ft
0.00%	0.00%	0.00%	State Match Eligibility %
$0.00	$0.00	$0.00	State Match Credit (SM)
$0.00	**$5,171.43**	**$0.00**	**CS x SF - SM**
		$5,171.43	**Cost per Multi-Family Residence**
		0.0383	Average Interest Rate
		0.456225193	Tax Credit Numerator
		0.055773425	Tax Credit Denominator
		8.179974492	Tax Credit Multiplier (TCM)
		$113,100.00	Average Assessed Value (AAV)
		925155.12	TCM x AAV
		0.00185	Tax Levy Rate (TLR)
		$1,711.54	**TCM x AAV x TLR = (TC)**
		$3,459.89	**Cost per Multi-Family Residence - Tax Credit**
		$864.97	25% reduction (A)
		$2,594.92	**Calculated Multi- Family Fee Amount**
		$2,595	**Recommended Fee Amount**

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November 17, 2025

Pasco City Co

Resolution Initiating Emergency CPA Arising From PSD Capital Facilities Plan Update-CPA2025-001

November 17, 2025

RCW 36.70A.130 & PMC 25.215

PMC 25.215.020 (3)(c) “Emergency amendment” means any proposed change or revision to the Comprehensive P
a situation that necessitates expeditious action to preserve the health, safety or welfare of the public, or to support t
or environmental well-being of the City. Emergency amendments may be reviewed and acted upon outside the ann
review cycle.

PMC 25.215.020 (14) *Emergency Comprehensive Plan Amendments.*

(a) Emergency amendments, as defined in this chapter, shall be initiated by resolution approved by a vote of the C
that a situation exists that necessitates expeditious action to preserve the health, safety or welfare of the public; or t
economic or environmental well-being of the City.

(b) Emergency amendments so initiated shall be forwarded to the Director who shall immediately begin processing
amendment in the manner set forth for the processing of annual Comprehensive Plan amendments.

(c) Appropriate public notice and an opportunity for public comment, as determined by the nature of the emergency
adoption of emergency amendments to the Comprehensive Plan.

RCW 36.70A.130 (2)(b) Except as otherwise provided in (a) of this subsection, all proposals shall be considered by
concurrently so the cumulative effect of the various proposals can be ascertained. However, after appropriate public
county or city may adopt amendments or revisions to its comprehensive plan that conform with this chapter whenev
exists or to resolve an appeal of a comprehensive plan filed with the growth management hearings board or with th

City of Pasco

Thank you!
Questions?

REPORT TO PLANNING COMMISSION
City Hall – 525 North Third Avenue – Council Chambers
THURSDAY, DECEMBER 18, 2025
6:30 PM

TO: Planning Commission

FROM: Haylie Matson, CED Director

SUBJECT: Public Hearing for the Comprehensive Plan Land Use Map Amendment (CPA 2025-002) – Low Density Residential Land Use Changes, and the R-S-20 Rezone with Associated Text Amendments (CA2025-006 & Z2025-011)

File Numbers: CPA 2025-002, Z2025-011 & CA2025-006	
Applicant:	City of Pasco
Description:	At the direction of the City Council, staff proposes a comprehensive plan amendment revising the City's Land Use Map (Exhibit 1) to include a new Low-Density Designation, called Low Density Residential-Riverview, (Exhibit 2) allowing for 2-5 units per acre to coincide with all properties currently zoned R-S-20 (Exhibit 3). Further, the R-S-20 zone will be revised (following the rezone and the municipal code amendment process) to allow for 2-5 units per acre resulting in a new minimum lot size of 8,700 square feet and new zone name of R-9 Low Density Residential District (Exhibit 4).
Environmental Determination	SEPA Notice provided as Exhibit 9. SEPA comment period will end on December 30, 2025.

Exhibits:
01 Existing Land Use Map
02 Proposed Land Use Map – Comprehensive Plan Amendment
03 Existing Zoning Map
04 Proposed Zoning Map – Rezone
05 Ordinance 4663
06 PMC Amendments – Multiple Chapters – Text Amendment
07 Proposed 2018 Comprehensive Plan Addendum – Comprehensive Plan Amendment
08 BFHD Table XI
09 SEPA Notice and Affidavit
10 SEPA2025-036 Checklist Submitted
11 Commerce Notice

12 Public Hearing Notice

Executive Summary – Purpose of Tonight's Planning Commission Action

Tonight, the Planning Commission is being asked to conduct a public hearing and consider a Comprehensive Plan Amendment, a companion rezone, and associated text amendments intended to correct an inconsistency between the City's land use designations and the development standards in the R-S-20 zoning district. The proposal restores a 2–5 dwelling-unit-per-acre land use designation for properties currently zoned R-S-20 and replaces that zone with a new R-9 Low Density Residential District that establishes an 8,700-square-foot minimum lot size.

This amendment resolves a conflict that has prevented subdivision activity in the R-S-20 district, aligns zoning with infrastructure realities in areas reliant on septic systems, and positions the city for long-term compliance with statewide housing requirements. Following the public hearing, the Planning Commission will consider forwarding a recommendation to the City Council for final action on the amendments.

Relationship Between Land Use Designations and Zoning in Pasco

In the City of Pasco, a land use designation is part of the Comprehensive Plan and serves as the community's long-range policy direction for how different areas of the city are intended to develop over time. These designations describe the general character of development such as residential, commercial, or industrial, and identify the planned density or intensity appropriate for each area. Land use designations guide future decision-making by outlining the City's vision and goals for growth, but they do not regulate the specific details of what can be built on individual parcels.

A zoning designation, by contrast, is a regulatory tool adopted through the Pasco Municipal Code (Title 25) that provides the specific, enforceable standards governing development on each property. Zoning districts establish detailed requirements such as minimum lot size, setbacks, building height, lot coverage, permitted uses, and other development regulations. These standards determine exactly what can occur on a site and must be followed by property owners, developers, and staff reviewing development applications.

While the Comprehensive Plan (also referred to as the Land Use Plan) provides an overarching vision, the zoning code is the mechanism that implements that vision on the ground. Zoning must be consistent with the land use designation assigned to an area, but it may regulate development

more precisely or more restrictively than the broad density ranges allowed by the Comprehensive Plan. For example, a land use designation allowing 2–5 dwelling units per acre provides a policy framework for low-density residential development, and a zoning designation such as R-S-20 (which requires a minimum lot size of 20,000 square feet) implements that policy by allowing development at the lower end of that density range. Together, the Comprehensive Plan and Zoning code ensure that development aligns with the City's long-term goals while providing clear, predictable standards for property owners.

History

On April 17, 2023, the City Council adopted Ordinance No. 4663 (Exhibit 5), amending Pasco Municipal Code (PMC) 25.215.015 and the associated Comprehensive Plan Land Use Density Table (Table LU-1). This amendment revised the allowable gross density range for areas designated as Low Density Residential from two to five dwelling units per acre (2–5 du/ac) to three to six dwelling units per acre (3–6 du/ac). Ordinance No. 4663 also established that the gross density of any proposed development within a zoning district shall not fall below the corresponding minimum density identified in PMC 25.215.015 (Exhibit 6).

Staff held a workshop with the Planning Commission related to this matter on November 20, 2025. The Planning Commission did not suggest substantial changes to the approach. Since the workshop, the public hearing has been published.

Background

Since the adoption of Ordinance 4663, several subdivision applications within the R-S-20 district have been denied due to a mismatch between the Comprehensive Plan's current minimum density requirements and the zoning district's large lot standards. Many parcels in this area are also located far from existing City sewer infrastructure, leaving septic systems as the only feasible wastewater option. Under Benton-Franklin Health District Table XI (Exhibit 08), parcels using septic on Soil Type 1 must be at least one-half acre, which limits achievable density to two units per acre below the Comprehensive Plan's current minimum density.

Because these zoning and infrastructure constraints make it impossible for property owners to meet the Plan's existing density standards, the City Council directed staff to initiate a Comprehensive Plan amendment and corresponding zoning code revisions to restore the previous 2–5 unit-per-acre designation for properties zoned R-S-20.

Discussion

Under the existing 3–6 unit-per-acre land use designation, the R-S-20 zone cannot achieve the required minimum density due to its 20,000-square-foot lot size and the reliance on septic

systems in areas lacking sewer access. These combined factors have resulted in a functional moratorium on subdivisions in the district because properties cannot meet both the density requirements of the Comprehensive Plan and the infrastructure realities on the ground.

Restoring the 2–5 unit-per-acre land use designation resolves this regulatory conflict and enables a consistent framework for both 8,700-square-foot lots and larger half-acre lots where septic remains necessary. This adjustment restores development feasibility, supports existing neighborhood patterns, and allows zoning regulations to match actual service conditions.

Septic systems remain limited to lots of at least one-half acre located more than 200 feet from an accessible sewer line, while smaller lots must connect to City sewer; therefore, infrastructure availability (not zoning) ultimately determines achievable density in these areas.

Analysis

Under the proposed amendment, the restored 2–5 unit-per-acre land use designation would provide the appropriate policy basis for low-density residential development in the Riverview area. To implement this designation, staff proposes replacing the R-S-20 zone with a new R-9 Low Density Residential District that establishes a minimum lot size of 8,700 square feet. This zoning framework enables development across the full density range allowed by the Comprehensive Plan while still accommodating larger half-acre lots in areas that rely on septic systems.

The proposed R-9 district reestablishes consistency between the Comprehensive Plan and zoning regulations, supports long-term growth management objectives, and aligns Pasco's development standards with emerging statewide housing requirements.

Analysis - Proposed Setback and Lot Coverage Revisions

Under the existing zoning standards, lots of 20,000 square feet are subject to minimum setbacks of 25 feet in the front, 10 feet on each side, and 25 feet in the rear, with a maximum lot coverage of 40 percent. These standards were established when the zone was intended to accommodate larger residential lots and greater separation between structures.

As part of the proposed zoning revision, the allowable lot size range within this district would be expanded to include lots as small as 8,700 square feet, while still allowing lots up to one-half acre. To ensure smaller lots remain reasonably buildable, staff is proposing modest reductions to the front and rear setback standards, while retaining the existing side setback requirement.

Specifically, staff proposes revising the minimum setbacks to 20 feet in the front, 10 feet on each side, and 20 feet in the rear, and increasing maximum lot coverage from 40 percent to 45 percent.

These adjustments better align development standards with the revised minimum lot size, while avoiding reductions that could significantly impact privacy or building separation between adjacent lots.

The proposed changes strike a balance between improving buildability on smaller lots and maintaining neighborhood character, particularly in areas that have historically developed with larger lot patterns. Retaining the 10-foot side setback helps preserve separation between homes, reduce privacy impacts, and maintain consistent spacing between structures, even as minimum lot sizes are reduced.

Staff will ask Planning Commission for specific feedback on this change during the meeting.

Table 1. Development Standards Comparison Table

Development Standards Comparison Table

Standard	Current Standards (20,000 sf lots)	Proposed Standards (8,700 sf–½ acre lots)
Minimum Lot Size	20,000 square feet	8,700 square feet
Maximum Lot Size	20,000 square feet	One-half acre
Front Setback	25 feet	20 feet
Side Setback	10 feet	10 feet
Rear Setback	25 feet	20 feet
Maximum Lot Coverage	40%	45%

Alternatives

The Planning Commission may:

1. Recommend Approval of the proposed comprehensive plan amendment, rezone and the associated text amendment as presented (this is staff's recommended approach, please see sample motion language below);
2. Recommend Approval with Modifications;
3. Recommend Denial; or
4. Continue the Public Hearing to a date certain for additional analysis.

General Approval Criteria for the Comprehensive Plan Amendment, Rezone and Text Amendments

Comprehensive Plan Amendment Criteria

Per Pasco Municipal Code 25.215.020(8)(c), The City may approve Comprehensive Plan amendments if it finds that:

> (i) The proposed amendment bears a substantial relationship to the public health, safety, welfare, and protection of the environment;
> (ii) The proposed amendment is consistent with the requirements of Chapter 36.70A RCW and with the portion of the City's adopted Comprehensive Plan not affected by the amendment;
> (iii) The proposed amendment corrects an obvious mapping error; or
> (iv) The proposed amendment addresses an identified deficiency in the Comprehensive Plan.

In addition, per Pasco Municipal Code 25.215.020(9) The City must also consider the following factors prior to approving Comprehensive Plan amendments:

> (a) The effect upon the physical environment;
> (b) The effect on open space and natural features including, but not limited to, topography, streams, rivers, and lakes;
> (c) The compatibility with and impact on adjacent land uses and surrounding neighborhoods;
> (d) The adequacy of and impact on community facilities, including utilities, roads, public transportation, parks, recreation, and schools;
> (e) The quantity and location of land planned for the proposed land use type and density and the demand for such land;
> (f) The current and projected project density in the area; and
> (g) The effect, if any, upon other aspects of the Comprehensive Plan.

Below is an analysis of these criteria:

1. **Does the proposed amendment bear a substantial relationship to the public health, safety, welfare, and protection of the environment?**

No. This code change would change the R-S-20 zone to allow for 2-5 units per acre. Septic systems could be permitted on lots a half-acre in size. Anything over 2 units per acre would need to be connected to city sewer.

2. Is the proposed amendment consistent with the requirements of the Washington State Growth Management Act and to the affected portion(s) of the adopted Pasco Comprehensive Plan?

Yes. The adoption of the emergency amendment is intended to retain the previous land use designation of 2–5 units per acre. The proposed zoning change to R-9 will introduce additional density and allow for smaller lot sizes within the Riverview area and that area southwest of West Court Street and Harris Road, aligning the zoning more closely with both the Comprehensive Plan and emerging state requirements.

Under the Growth Management Act (GMA), cities are expected to plan for and accommodate increased housing capacity. Larger minimum lot sizes are generally not considered best practice in Washington's urban areas, as they result in inefficient land use patterns, higher infrastructure costs, and fewer opportunities to meet mandated housing targets. Transitioning to a zoning district that supports more moderate densities is consistent with these statewide planning objectives.

Concerns regarding additional density in the area will also become less relevant by the end of 2026. State law (primarily HB 1110 and related legislation) will require Pasco to allow up to six units per residential lot citywide, regardless of existing zoning. As part of the Comprehensive Plan update to be completed by 2026, the city will be required to incorporate middle housing, much of which will be exempt from traditional density limitations under State law.

This proactive zoning adjustment positions Pasco to remain compliant with the GMA while supporting thoughtfully scaled residential growth in the Riverview area and that area southwest of West Court Street and Harris Road.

3. **Does the proposed amendment correct a mapping error**?

The proposed amendment corrects an error in the Pasco Municipal Code where the R-S-20 zone (based on the minimum lot size) does not coincide with the land use range currently adopted which is 3-6 units per acre.

4. Does the proposed amendment address a deficiency in the Comprehensive Plan?

No, the proposed amendment will modify the Comprehensive Plan, assigning a low-density range of 2-5 units per acre to properties currently located within the R-S-20 zone.

5. What are the effects on the physical environment, including open space and natural features?

Lot sizes will be a minimum of 8,700 square feet. Any critical areas will be addressed consistently with the City's critical areas ordinance outlined in Title 28.

6. What is the compatibility and impact on adjacent land uses and surrounding neighborhoods?

Introducing 8,700-square-foot lots into an established neighborhood characterized by half-acre and one-acre parcels can create noticeable shifts in development pattern and neighborhood character. Larger lots typically feature wider setbacks, greater separation between homes, and more private open space, while smaller lots result in homes placed closer together with reduced yard areas. This change in spacing, combined with differences in building scale, architectural style, and streetscape improvements such as sidewalks or street lighting, can create a visual contrast with older large-lot areas. These differences may also influence perceptions of privacy, traffic activity, and overall neighborhood feel.

However, these compatibility issues are not inherently problematic and can be effectively addressed through thoughtful planning and design. Landscaping buffers, fencing, and enhanced setbacks along shared edges can soften transitions between large-lot and smaller-lot development. Architectural standards, window placement, and streetscape design can further support compatibility and help new development blend with the existing character. With these tools, an 8,700-square-foot lot pattern can integrate successfully into older neighborhoods while still supporting the City's housing needs and planning objectives.

7. What are the impacts on public facilities, and utilities, transportation system, parks, recreation, and public schools?

Development at an 8,700-square-foot minimum lot size generally results in moderate impacts on public facilities and utilities. Compared to larger half-acre or one-acre lots, smaller lots produce more total dwelling units within the same geographic area, increasing overall demand on water, sewer, and stormwater systems. These impacts are typically manageable because the City's long-range planning under the Comprehensive Plan and Capital Facilities Plan anticipates low to moderate-density residential growth. Transportation impacts also increase modestly, as additional homes generate more daily vehicle trips; however, these increases occur within the capacity assumptions typically used in traffic modeling for low-density neighborhoods. Parks and recreation demand may rise due to a larger population in the area, though impacts remain consistent with what the city plans for under standard residential densities.

Public school impacts may include a slight increase in student generation as additional homes are added to the area. These impacts are typically anticipated under adopted school district capital facilities plans, and districts often plan for growth across a range of residential densities. Overall, development at this scale does not create significant or unmanageable impacts but may require coordination with utility providers and the school district to ensure adequate service levels. The increased efficiency of serving more households per acre can also improve long-term

infrastructure utilization compared to the much lower densities associated with large-lot development.

8. What is the effect on other components of the adopted Comprehensive Plan?

The proposed density and lot pattern generally remain consistent with the overarching goals and policies of the Comprehensive Plan, particularly those related to efficient land use, housing supply, and urban growth management. Allowing development at approximately 8,700-square-foot lots supports a more efficient use of residential land compared to existing half-acre and one-acre lots, helping the City meet its Growth Management Act (GMA) housing capacity obligations. This approach aligns with Comprehensive Plan policies that encourage compact, well-connected residential neighborhoods, more efficient infrastructure utilization, and a balanced distribution of growth across the community. It also supports broader goals related to equity, housing variety, and long-term fiscal sustainability by reducing per-unit infrastructure costs and increasing opportunities for moderately sized homes

Rezone and Text Amendment Criteria

Per Pasco Municipal Code 25.210.030, the petition for a change of zoning classification must show the following criteria provided below followed by staff analysis in ***bold italics:***

(1) The date the existing zone became effective;
The existing zone was created on April 19, 1999 via ordinance 3354**.**

(2) The changed conditions which are alleged to warrant other or additional zoning;
The rezone from R-S-20 to R-9 Low Density Residential District is needed to comply with the proposed CPA amendment change to allow for 2-5 units per acre.

(3) Facts to justify the change on the basis of advancing the public health, safety and general welfare;
The zoning amendment advances the public health, safety, and general welfare by restoring regulatory consistency; ensuring safe wastewater disposal; supporting orderly, predictable development; expanding attainable low-density housing opportunities; improving infrastructure efficiency; maintaining neighborhood compatibility; and positioning the City for compliance with statewide housing requirements. The amendment resolves a conflict that prevented lawful

development and ensures development patterns that protect environmental quality, promote public services, and preserve long-term community well-being.

(4) The effect it will have on the value and character of the adjacent property and the Comprehensive Plan;
The proposed zoning amendment will not adversely affect the value or character of adjacent property, as it maintains low-density residential development patterns similar to existing neighborhoods and promotes regulatory clarity and predictability. The amendment strengthens the Comprehensive Plan by restoring internal consistency, aligning land use designations with infrastructure realities, and supporting adopted policies regarding housing, growth management, and neighborhood quality.

(5) The effect on the property owner or owners if the request is not granted;
If the zoning change is not approved, property owners within the current R-S-20 district will remain unable to lawfully subdivide or develop their property because the existing minimum lot size and septic requirements prevent them from achieving the Comprehensive Plan's required minimum density of three dwelling units per acre. This regulatory conflict creates a functional development moratorium, limiting the owners' reasonable use of their land and preventing investment, homebuilding, and property improvement. Denial would therefore continue to restrict property rights, depress development potential, and perpetuate uncertainty regarding future land use expectations.

(6) The Comprehensive Plan land use designation for the property; and
The Comprehensive Plan criterion is met because a companion amendment establishes the Low Density Residential–Riverview designation of 2–5 dwelling units per acre for the subject properties. This restored designation reflects the development patterns and infrastructure limitations of the area and provides the appropriate policy basis for the proposed R-9 zoning district. With the land use designation and zoning aligned, the rezone is fully consistent with the Comprehensive Plan.

(7) Such other information as the Hearing Examiner requires.
This criterion is not applicable because the request is not an applicant-initiated petition but a legislative, area-wide rezone initiated by the City. Based on staff's review of the applicable code provisions, the appropriate process for a legislative rezone is a public hearing before the Planning Commission followed by a recommendation to the City Council. Staff notes that related procedural sections of the municipal code will be clarified and improved during the

comprehensive code update scheduled for next year in coordination with the Comprehensive Plan.

Public Notice & Public Comment

The public hearing notice (Exhibit 12) was processed according to PMC 27.12.090. As of the date of this staff report (December 11, 2025, no public comments have been received related to this matter.

SEPA Notice

The public comment period for the SEPA notice (Exhibit 9) will close on December 30, 2025. If any substantial SEPA-related comments are received after the Planning Commission's review, staff reserves the option to return the matter to the Commission; however, this is not anticipated. Any feedback received related to the SEPA review after the planning commission public hearing will be included in the packet for city council.

Recommendation

Staff recommend the Planning Commission to recommend approval of these changes to the City Council as outlined below in the sample motions.

Suggested Motions for Planning Commission, (note that two motions are needed)

Motion 1 for Comprehensive Plan Amendment (CPA 2025-002)

"I move that the Planning Commission recommend the City Council approve Comprehensive Plan Amendment CPA 2025-002, including the proposed Land Use Map amendment establishing the Low Density Residential–Riverview designation (2–5 du/ac) as shown in Exhibit 2 and the 2018 Comprehensive Plan Addendum shown as Exhibit 7.

Motion 2 for the Rezone and the associated zoning code revisions (Z2025-011 & CA2025-006)

"I move to replace/rezone the R-S-20 zone with the R-9 Low Density Residential District as shown in the zoning map revision, Exhibit 4, and further to approve the associated zoning and comprehensive plan text amendments shown in Exhibit 6."

Exhibit 1 Existing Land Use

LAND USE

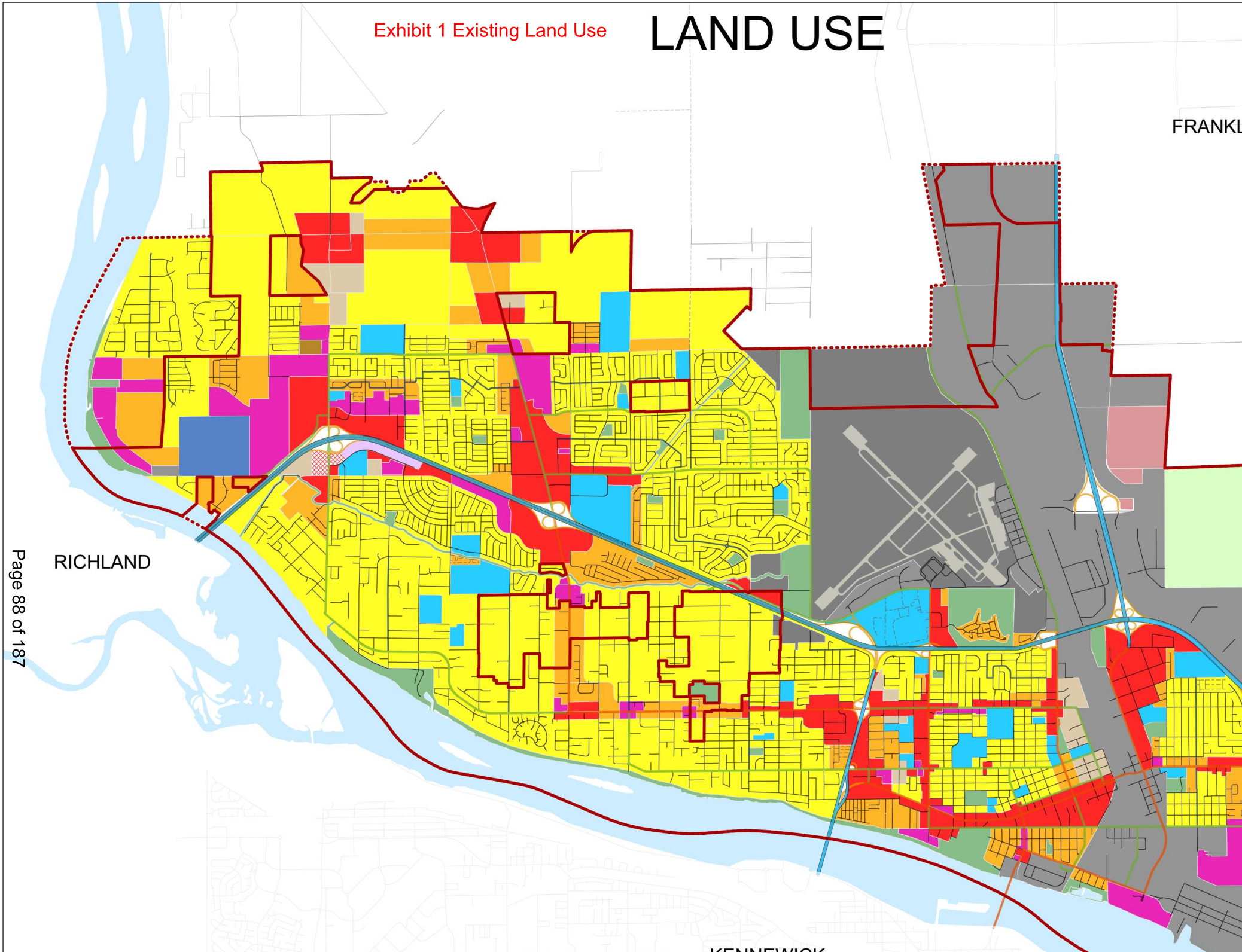


Exhibit 2 Proposed Land Use

Proposed - LAND USE

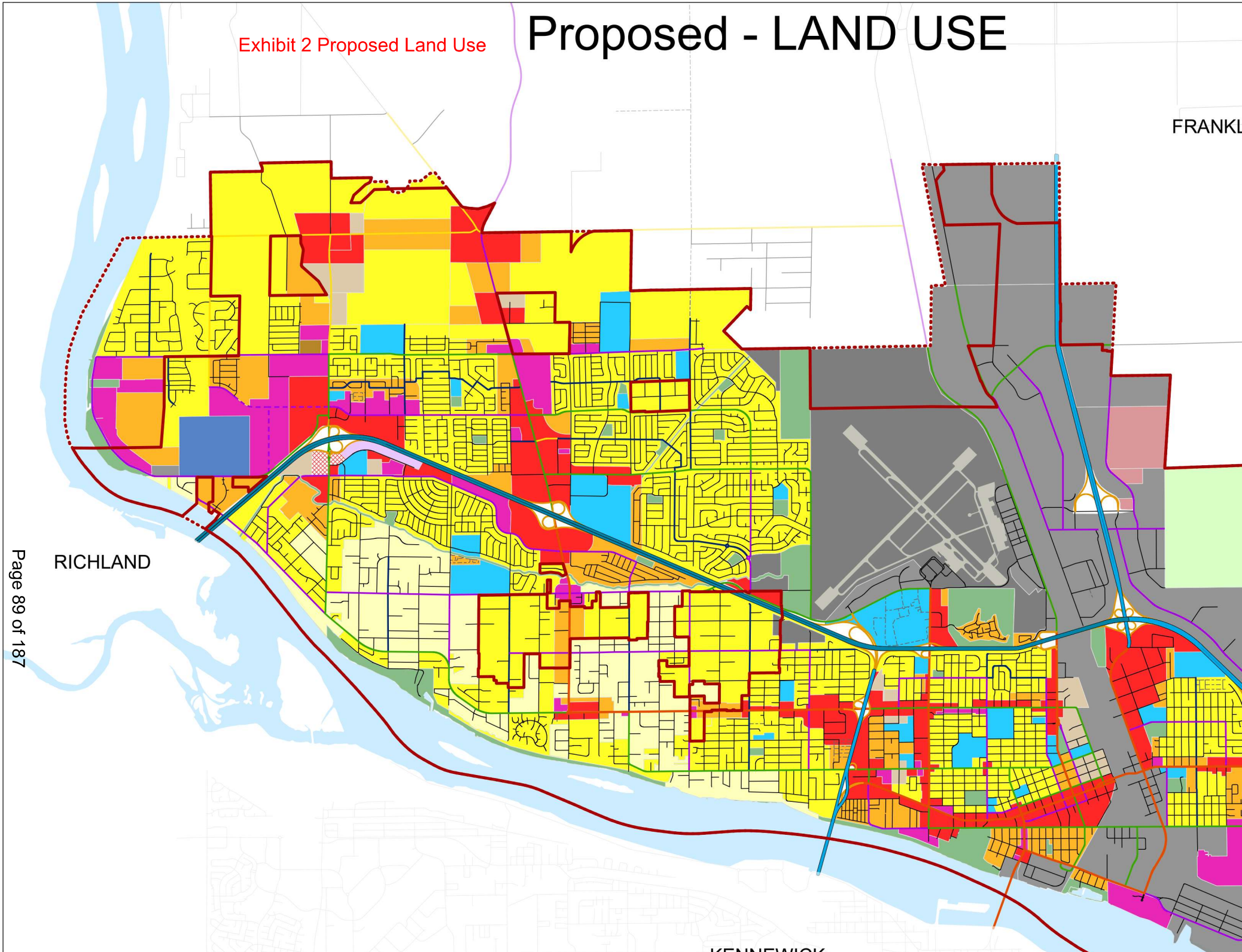


Exhibit 3 Existing Zoning

ZONING

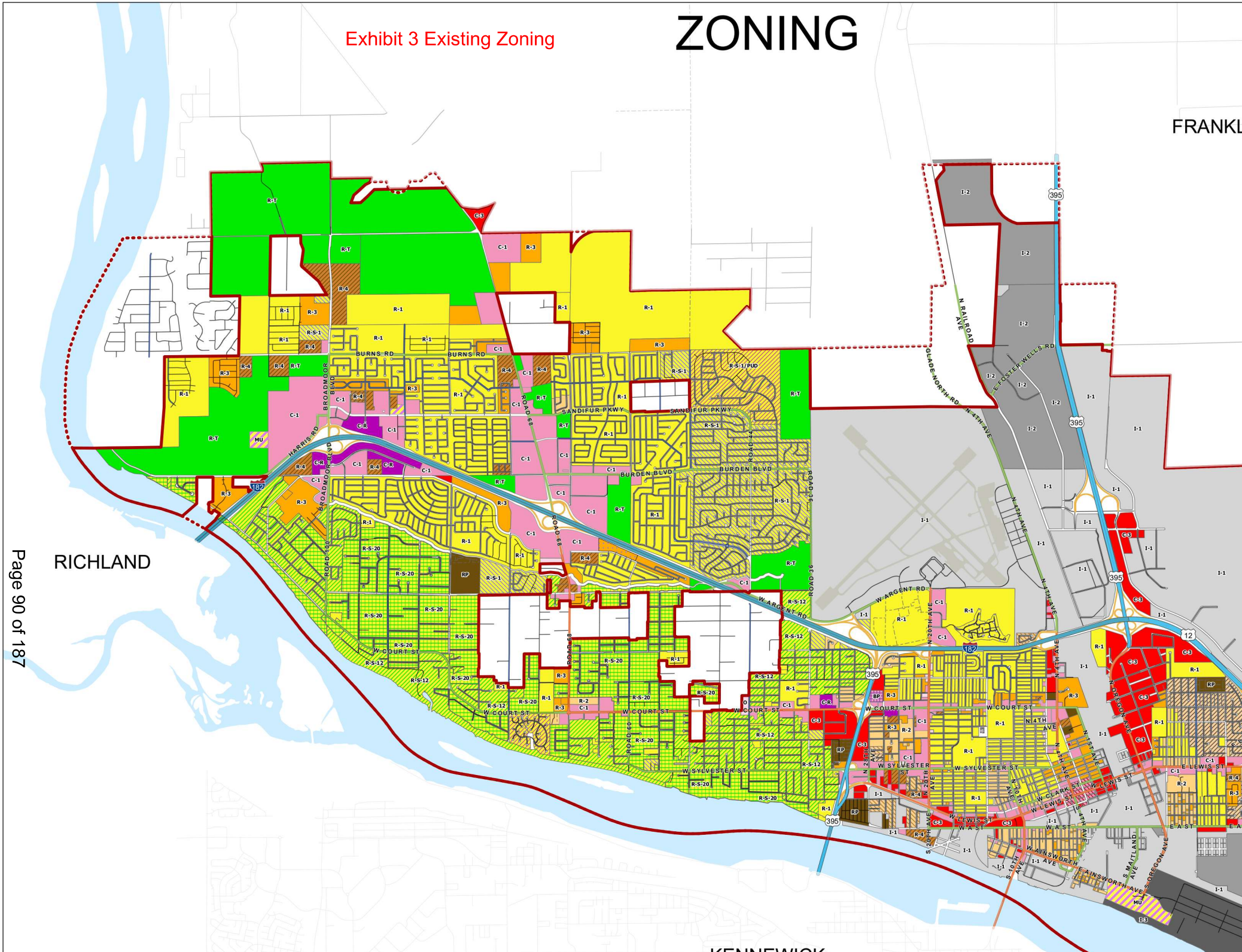
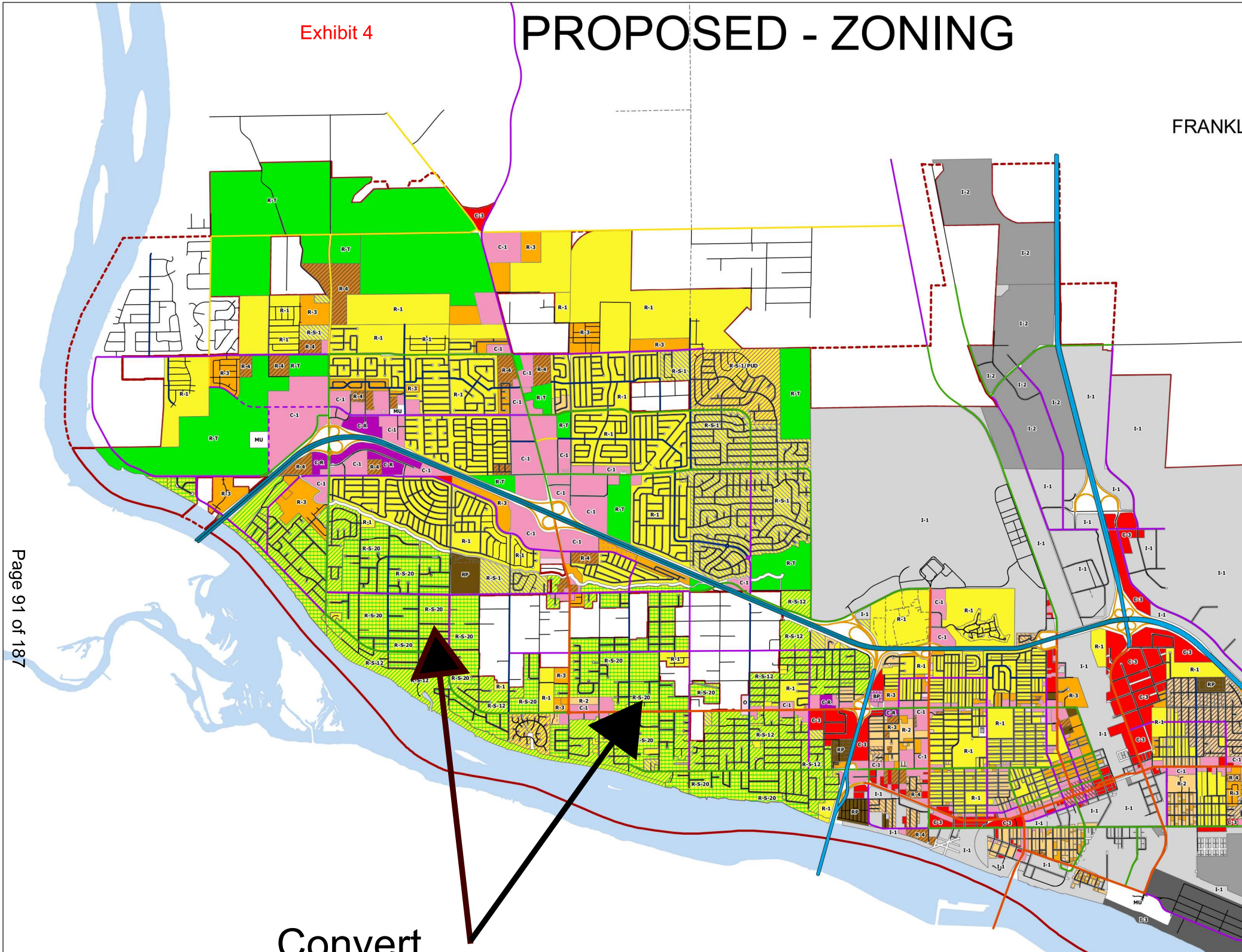


Exhibit 4

PROPOSED - ZONING



ORDINANCE NO. 4663

AN ORDINANCE OF THE CITY OF PASCO, WASHINGTON, AMENDING THE FUTURE LAND USE MAP DESCRIPTIONS AND THE PASCO MUNICIPAL CODE SECTION 25.215.015 "COMPREHENSIVE PLAN LAND USE DENSITY TABLE" RELATED TO 2022 COMPREHENSIVE PLAN DOCKET AND BROADMOOR MASTER PLAN.

WHEREAS, the Growth Management Act authorizes the City to, among other things, amend the Comprehensive Plan on an annual basis; and

WHEREAS, the Planning Commission conducted workshops and public hearings pursuant to legally required notice on the proposed amendment to the Comprehensive Plan and recommended approval to the City Council; and

WHEREAS, the City Council considered and discussed the proposed annual amendment to the Comprehensive Plan; and

WHEREAS, the City Council desires to amend the Future Land Use Map Descriptions and Density Table.

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

Section 1. The City Council finds that the amendment has met the decision criteria contained in PMC 25.215.020; and that the amendment is consistent with the Comprehensive Plan and the goals and policies of the City.

Section 2. That Section 25.215.015 entitled "Comprehensive Plan land use density table" of the Pasco Municipal Code shall be and hereby is amended and shall read as follows:

25.215.015 Comprehensive Plan land use density table.

Maximum gross density of any proposed development within any zoning district, expressed as dwelling units per acre, shall be no less than the corresponding minimum density expressed in this section and no greater than the corresponding maximum density expressed in this section, except as provided in Chapter 25.161 PMC.

Classification	Purpose and Description	Zoning
Open Space/Parks	Land where development will be severely restricted: park lands, trails and critical areas	All zoning districts (Development of parks and recreation facilities

Classification	Purpose and Description	Zoning
		requires special permit review)
Low Density Residential	~~Single-family~~ Variety of residential housing ~~development~~ at a density of ~~2 to 5~~ 3 to 6 dwelling units per acre	R-S-20; R-S-12; R-S-1; R-1; R-1-A; R-1-A2
Medium Density Residential	~~Single-family dwellings, patio homes, townhouses, apartments, and condominiums~~ Variety of residential housing at a density of 6 to 20 dwelling units per acre.	R-2 through R-4; RP
High Density Residential	~~Multiple-unit apartments or condominiums~~ Variety of residential housing at a density 21 units per acre or more	R-4
Mixed Residential/Commercial	~~Allow a combination of mixed-use residential and commercial in the same development. Single-family dwellings, patio homes, townhouses, apartments, and condominiums~~ Accommodates a diverse range of housing, non-residential uses, commercial uses, neighborhood retail and office uses, parks and recreation areas, and civic uses at a density of 5 to 29 dwelling units per acre. ~~Neighborhood shopping and specialty centers, business parks, service and office uses~~	R-1 through R-4; C-1 and O; Waterfront
Commercial	Neighborhood, community and regional shopping and specialty	O; BP; C-1; C-2; C-3; CR

Classification	Purpose and Description	Zoning
	centers, business parks, service and office uses	
Industrial	Manufacturing, food processing, storage and wholesale distribution of equipment and products, hazardous material storage, and transportation related facilities	I-1; I-2; I-3
Public and Quasi-Public	Schools, civic centers, fire stations and other public uses	By special permit in all districts (except I-3 which has various restrictions)
Airport Reserve	Land occupied by the Tri-Cities Airport	I-1
DNR Reserve	Transition lands owned and presently managed by DNR for natural resource production. Characteristics include, but are not limited to, proximity to urban-type development, road and utility infrastructure, and market demand.	I-1
~~Medium-High Density Residential~~	~~Broadmoor only; single-family dwelling units, townhouses, condominiums, and multifamily; 8-15 dwelling units per acre~~	~~MHDR~~
~~Mixed Use Interchange~~	~~Broadmoor only; along I-182 corridor; commuter services, technology and resource business parks, office and retail uses~~	~~MU-I~~

Classification	Purpose and Description	Zoning
~~Mixed Use Neighborhood~~	~~Broadmoor only; townhouses, multifamily developments, neighborhood grocers/markets and drug stores, vertically integrated buildings, live-work spaces and other neighborhood scale offices and uses~~	~~MU-N~~
~~Mixed Use Regional~~	~~Broadmoor only; general retail operations and shops, grocery stores, residential above commercial/office, high-density residential, dining, entertainment uses~~	~~MU-R~~
~~Office~~	~~Broadmoor only; professional office and personal services, resource centers~~	~~O-1~~

[Ord. 4575 § 14, 2022.]

Section 3. Severability. If any section, subsection, sentence, clause, phrase or word of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this Ordinance.

Section 4. Corrections. Upon approval by the city attorney, the city clerk or the code reviser are authorized to make necessary corrections to this Ordinance, including scrivener's errors or clerical mistakes; reference to other local, state, or federal laws, rules, or regulations; or numbering or referencing of Ordinances or their sections and subsections.

Section 5. Effective Date. This Ordinance shall take full force and effect five (5) days after approval, passage and publication as required by law.

PASSED by the City Council of the City of Pasco, Washington, on this 17th day of April, 2023.

Blanche Barajas
Mayor

ATTEST:

Debra Barham, CMC
City Clerk

APPROVED AS TO FORM:

Kerr Ferguson Law, PLLC
City Attorneys

Published: _____

Exhibit 6

PROPOSED MUNICIPAL CODE TEXT AMENDMENTS

Additions are shown in red underline; deletions are shown in ~~red strikethrough~~

Title 25 ZONING

Chapters:

- 25.05 Title – Purpose
- 25.10 Interpretation and Enforcement
- 25.15 Definitions
- 25.20 Zoning Districts Established – Zoning Map
- 25.22 Zone District Standards
- 25.25 R-T Residential Transition District
- 25.30 ~~R-S-20 Suburban District~~ R-9 Low Density Residential District
- 25.35 R-S-12 Suburban District
- 25.40 R-S-1 Suburban District
- 25.45 R-1 Low Density Residential District
- 25.50 R-1-A Low Density Residential Alternate District
- 25.55 R-1-A2 Low Density Residential Alternate District
- 25.60 R-2 Medium Density Residential District
- 25.65 R-3 Medium Density Residential District
- 25.70 R-4 High Density Residential District
- 25.75 RP Residential Park District
- 25.80 O Office District
- 25.85 C-1 Retail Business District
- 25.90 C-2 Central Business District
- 25.95 Downtown Pasco Overlay District
- 25.97 Broadmoor Overlay District
- 25.100 C-3 General Business District
- 25.105 C-R Regional Commercial District
- 25.110 BP Business Park District
- 25.115 I-1 Light Industrial District
- 25.120 I-2 Medium Industrial District
- 25.125 I-3 Heavy Industrial District
- 25.127 Mixed-Use District
- 25.130 I-182 Corridor Overlay District
- 25.135 Commercial Corridors Design Standards
- 25.140 Planned Unit Development
- 25.145 Planned Density Development
- 25.150 Home Occupations

- 25.155 Density Increase
- 25.160 Recreational Vehicle Parks
- 25.161 Accessory Dwelling Units
- 25.162 Single Room Occupancy Housing
- 25.163 Overnight Truck Parking and Habitation
- 25.165 Use Regulations
- 25.170 Nonconforming Uses
- 25.175 Site and Building Design Standards
- 25.176 Drive-Through Facility Design Standards
- 25.180 Landscaping and Screening
- 25.185 Off-Street Parking
- 25.190 Airport Overlay District
- 25.195 Land Use Hearings by Examiner
- 25.197 Mineral Lands
- 25.200 Special Permits
- 25.205 Homeless Temporary Shelters
- 25.210 Amendments and Rezoning
- 25.215 Comprehensive Plan
- 25.220 Annexation Procedure

Chapter 25.30 ~~R-S-20 SUBURBAN DISTRICT~~ R-9 Low Density Residential District

Sections:

- 25.30.010Purpose.
- 25.30.020Permitted uses.
- 25.30.030Permitted accessory uses.
- 25.30.040Conditional uses.
- 25.30.050Development standards.

25.30.010 Purpose.

The ~~R-S-20 suburban district~~ **R-9 Low Density Residential District** is established to provide a low-density residential environment permitting a gross density of two to five dwelling units per acre, as set forth in the Comprehensive Plan land use density table in PMC 25.215.015. Lands within this district shall, unless specifically allowed herein, contain suburban residential development with large lots and expansive yards. Structures in this district are limited to single-family dwellings and customary accessory structures. Certain public facilities and institutions may also be permitted, provided their nature and location are not detrimental to the intended suburban residential environment. [Ord. 4575 § 5, 2022; Ord. 3354 § 2, 1999; Code 1970 § 25.22.010.]

25.30.020 Permitted uses.

~~The following uses shall be permitted in the R-S-20 suburban district:~~

(1) Single-family dwellings; and

(2) New factory-assembled homes.

(3) Nothing contained in this section shall be deemed to prohibit the use of vacant property for gardening or fruit raising. [Ord. 4575 § 5, 2022; Ord. 3731 § 3, 2005; Ord. 3354 § 2, 1999; Code 1970 § 25.22.020.]

25.30.030 Permitted accessory uses.

~~The following uses shall be permitted as accessory to a permitted use in the R-S-20 suburban district:~~

(1) Detached residential garages as defined in PMC 25.15.090, provided they do not exceed the height of 18 feet and are no larger than 1,600 square feet in area. ~~For each additional 20,000 square feet of lot area, the gross floor area of detached shops and~~

~~garages can be increased by 400 square feet.~~ A greater height may be approved by special permit based upon the review criteria listed in PMC 25.200.080 and 25.200.090;

(2) Home occupations as defined in PMC 25.15.100;

(3) Storage buildings cumulatively not exceeding 480 square feet of gross floor area and 15 feet in height; provided no container storage, as defined in PMC 25.15.210, shall be permitted. ~~For each additional 20,000 square feet of lot area, the gross floor area of storage sheds can be increased by 400 square feet;~~

(4) Agricultural uses (limited), as defined in PMC 25.15.030 (except that the keeping of animals shall be permitted on parcels consisting of 10,000 square feet over and above an area equal in size to 12,000 square feet set aside for the dwelling on the parcel);

(5) One animal unit (as defined in PMC 25.15.030) shall be allowed for each full 10,000-square-foot increment of land over and above an area equal in size to 12,000 square feet set aside for the dwelling on the same parcel, provided all barns, barnyards, chicken houses, or corrals shall be located not less than 25 feet from a public roadway and not less than 10 feet from any adjoining property held under separate ownership; and provided, that said number of chickens, fowl or rabbits does not exceed two animal units;

(6) The keeping of dogs and cats, provided such number of animals does not exceed three dogs and three cats;

(7) Family day care home in conformance with Chapter 388-73 WAC as now existing and as amended and Chapter 25.150 PMC;

(8) Accessory dwelling units;

(9) Family home preschool in conformance with Chapter 25.150 PMC; and

(10) For lots with a minimum of ~~5,000~~ 8,700 square feet but less than one-half acre ~~22,000 square feet~~ the keeping of dogs, cats, rabbits, and chicken hens, provided such number of animals does not exceed three dogs and/or three cats, and/or three rabbits and/or three chicken hens, the total number of animals not to exceed six; in all cases, animals shall not be allowed to roam or fly to other properties; roosters are not allowed. Structures related to rabbits and/or chicken hens, such as rabbit hutches and/or chicken coops, must be at least 10 feet from any property line, may not exceed six feet in height and 30 square feet in size, and must be located behind the rear line of the dwelling. Property owners shall not allow such structures to become a nuisance due to noise or odor. [Ord. 4575 § 5, 2022; Ord. 4144 § 1, 2014; Ord. 4110 § 8, 2013; Ord. 4036 § 2, 2011; Ord. 3688 § 1, 2004; Ord. 3354 § 2, 1999; Code 1970 § 25.22.030.]

25.30.040 Conditional uses.

In addition to the unclassified uses listed in Chapter 25.200 PMC, the following uses may be permitted by special permit as provided in Chapter 25.200 PMC:

(1) Churches and similar places of worship;

(2) Public libraries and municipal office buildings;

(3) Public and private schools, public parks and playgrounds;

(4) Fire department station houses;

(5) Day-care centers and preschool centers;

(6) Agricultural use (commercial);

(7) Buildings in conjunction with an agricultural use (limited), provided the parcel contains at least five acres and the building will not be used for the conduct or support of any business activity; and

(8) Unclassified uses as listed in PMC 25.200.020. [Ord. 4575 § 5, 2022; Ord. 4110 § 8, 2013; Ord. 3667 § 1, 2004; Ord. 3354 § 2, 1999; Code 1970 § 25.22.040.]

25.30.050 Development standards.

(1) ~~Minimum lot area: 20,000 square feet.~~ Minimum lot area: 8,700 square feet; maximum density: 5 dwelling units per acre.

(2) Density: One dwelling unit per lot, except as provided in PMC 25.30.030(8).

(3) Maximum lot coverage: 4~~0~~5 percent.

(4) *Minimum Yard Setbacks.*

(a) Front: ~~25~~ 20 feet.

(b) Side: 10 feet.

(c) *Rear.* Principal building: ~~25~~ 20 feet.

Accessory buildings: Accessory buildings adjacent to an alley may be placed on the alley line, provided there are no openings in the wall adjacent to the alley. Garages with vehicle doors adjacent to an alley shall be set back from the alley 20 feet. Where there is no alley, the setback shall be 10 feet.

(5) *Maximum Building Height.*

(a) Principal building: 35 feet, except a greater height may be approved by special permit.

(b) Accessory buildings: 15 feet.

(6) Fences and hedges: See Chapter 25.180 PMC.

(7) Parking: See Chapter 25.185 PMC.

(8) Landscaping: See Chapter 25.180 PMC.

(9) Residential design standards: See PMC 25.165.100. [Ord. 4575 § 5, 2022; Ord. 4110 § 8, 2013; Ord. 3731 § 4, 2005; Ord. 3354 § 2, 1999; Code 1970 § 25.22.050.]

Chapter 25.185 OFF-STREET PARKING

25.185.030 General provisions.

(1) The off-street parking and loading facilities required by this chapter shall be established prior to the occupancy of any new or enlarged structure;

(2) Required off-street parking spaces shall provide vehicle parking only for residents, customers, patrons, and employees and shall not be used for the storage of equipment or materials, or for the sale, repair or servicing of any vehicle;

(3) Any area once designated for required off-street parking shall not be used for any other purpose unless and until equal facilities are provided elsewhere and a site plan has been approved to reflect the change, or the primary use of the property is changed to a use requiring less off-street parking;

(4) The required front yard in the single-family residential districts shall not be used for off-street parking for five or more cars. The storage and parking of vehicles in front yard areas of single-family properties shall be limited to that area formed and bounded by parallel lines extending from the outer dimension of a garage, carport, or parking slab to the right-of-way. An additional area between the nearest side property line and the driveway of not more than 10 feet by 20 feet may be used for additional parking. On lots with 100 feet of frontage or more, parking may be permitted on circular drives. All primary parking areas and driveways in front yards shall be hard surfaced, except in the ~~R-S-20~~ R-9 and R-S-12 districts, driveways may be of an all-weather surface, provided the first 20 feet from the right-of-way is hard surfaced; and

(5) In the R-2, R-3 and R-4 residential districts off-street parking spaces for multiple-family dwellings shall not be located in the front yard, except that a single two-lane drive may extend through the required front yard, provided no portion of the drive is within 10 feet of a dwelling unit entry nor five feet from any portion of a residential structure. [Ord. 4700A § 17, 2023; Ord. 3354 § 2, 1999; Code 1970 § 25.78.030.]

25.185.140 Recreational equipment parking.

Boats, motor homes, camp trailers, travel trailer, fifth wheels, pickup campers, utility trailers, and snowmobiles as defined herein may be stored in all yard areas within the R-1, R-2, R-3 and R-4 districts, and only within the side and rear yards in the ~~R-S-20~~ R-9, R-S-12 and R-S-1 districts. All storage areas shall be surfaced with all-weather materials such as asphalt, brick, stone, concrete or gravel. Additionally, the storage and parking of said items in residential districts shall, at all times, comply with the parking conditions in PMC 25.185.030(4). Bona fide guests of the occupants of the premises may temporarily

park on driveways for periods not to exceed 10 days in any 60-day period. [Ord. 4700A § 17, 2023; Ord. 3354 § 2, 1999; Code 1970 § 25.78.140.]

Chapter 25.20 ZONING DISTRICTS ESTABLISHED – ZONING MAP

5.20.010 Establishment of zoning districts.

For the purpose of promoting the public health, safety, morals, and general welfare of the City, the City is divided into the following types of zones:

R-T District	Residential Transition District
~~R-S-20 District~~	~~Residential Suburban District~~
R-9	Low-Density Residential District
R-S-12 District	Residential Suburban District
R-S-1 District	Low-Density Suburban Residential District
R-1 District	Low-Density Residential District
R-1-A District	Low-Density Residential Alternative District
R-1-A2 District	Low-Density Residential Alternative District
R-2 District	Medium-Density Residential District
R-3 District	Medium-Density Residential District
R-4 District	High-Density Residential District
RP District	Residential Park District
O District	Office District
C-1 District	Retail Business District
C-2 District	Central Business District
C-2 Overlay District	Central Business Overlay District
C-3 District	General Business District
C-R District	Regional Commercial District
BP District	Business Park District
I-182 Overlay District	I-182 Corridor Overlay District
I-1 District	Light Industrial District

I-2 District	Medium Industrial District
I-3 District	Heavy Industrial District
MU District	Mixed-Use District

[Ord. 4668 § 1, 2023; Ord. 4514 § 1, 2021; Ord. 4110 § 6, 2013; Ord. 3731 § 27, 2005; Ord. 3354 § 2, 1999; Code 1970 § 25.16.010.]

Chapter 25.175 SITE AND BUILDING DESIGN STANDARDS

25.175.020 Setbacks.

(1) *Variable Yard Requirements*. The City Council, on recommendation of the Planning Commission, and after a public hearing held by the Planning Commission, may establish a building line along certain streets throughout certain zones or throughout certain natural areas, other than the setback requirements as established herein, when it is found that to do so will protect public health, welfare and safety;

(2) Where any setback is required, no building shall be hereafter erected, altered, or placed in the setback, except:

(a) Eaves, cornices, belt courses, and similar ornamentation may project into the setback not more than two feet;

(b) Steps, platforms, and open porches may extend into the rear yard setback, but not more than four feet;

(3) An open or enclosed porch shall be considered part of a building in the determination of the front yard setback and lot coverage;

(4)

(a) Where two contiguous corner lots, or two lots separated only by an alley, form the entire frontage between two parallel streets and there is erected a solid six-foot fence, permitted accessory buildings may be located not closer than five feet from the property line along the street on which there is a solid six-foot fence. This reduced setback shall not apply to garages or accessory buildings higher than 10 feet.

(b) Where two contiguous corner lots form the entire frontage between two parallel streets, the front yard along the common flanking street shall be reduced to 15 feet. This reduction shall not apply to garages that are accessed from the flanking street.

(c) Within the ~~R-S-20~~ R-9, R-S-12, R-S-1 and R-1-A/A2 districts, where the front yard of a lawfully existing structure is less than that required for the district in which the structure is located, alteration or enlargement of said structure may be permitted, but shall not further reduce the existing front yard dimension or be located closer than 15 feet from the front property line, whichever is the most restrictive;

(d) Within the ~~R-S-20~~ R-9, R-S-12, R-S-1 and R-1-A/A2 districts, where the front yards provided for lawfully existing structures upon the majority of lots within the same block front and on the same side of the street are of less depth than required by the applicable district regulation, the minimum front yard requirement for the remaining unoccupied lots

within the same block front and on the same side of the street shall be reduced to a depth not less than the average front yard dimension provided by said existing structures, but in no case shall the front yard depth be less than 15 feet.

(e) Handicapped access ramps may encroach within the front yard setback of all residential zoning districts, provided such ramps are built to the Washington State Building Code standards. The ramps must also be constructed and finished to complement the dwelling with respect to finishes and construction materials and must be built in a workmanlike manner;

(5) *Commercial Yard Exception Requirements*. Where a lot in a commercial district abuts or adjoins a front, side or rear yard in a residential district, any building on the commercial lot shall conform to and meet the front, side or rear yard setbacks in the adjoining residentially zoned lot;

(6) *Residential Yards in Commercial Districts*. Nonconforming residential uses in commercial or industrial districts must maintain residential setbacks as provided in PMC 25.45.050; and

(7) *Vision Triangle*. No building, wall, fence or other structure higher than 36 inches above curb grade shall be placed in a C-3 or I-1 district within any vision triangle, the equal legs of which are formed by lines measured 20 feet along the property line from the intersection of two streets, or 15 feet from the intersection of a street and alley. [Ord. 4700A § 16, 2023; Ord. 3603 § 1, 2003; Ord. 3354 § 2, 1999; Code 1970 § 25.74.030.]

Chapter 21.15 STREETS

21.15.010 Street connectivity.

(1) *Connectivity to Abutting Lands*. The street system of a proposed subdivision shall be designed to provide direct and efficient connections to existing, proposed, and planned streets adjacent to the subdivision. Wherever a proposed development abuts unplatted land or a future development phase of an existing development, street stubs shall be provided to allow access to future abutting subdivisions and to extend the street system into the surrounding area. Street ends shall contain turnarounds constructed to Uniform Fire Code standards and shall be designed to facilitate future extension in terms of grading, width, and temporary barricades.

(2) *Future Street Plan*. Subdivision applicants must demonstrate, pursuant to City standards, that the proposed development does not preclude future street connections to adjacent lands.

(3) *Public Street and Street Connectivity Requirements.* Dedicating or deeding property for right-of-way or a portion thereof to the City for public streets within, or along the boundaries of all residential subdivisions or developments, shall be required as a condition of application approval where the following can be demonstrated:

(a) Facts support that such dedication is reasonably necessary as a result of the impact created by the proposed development;

(b) Such dedication will result in proportionate mitigation of the impact in the reasonably foreseeable future;

(c) Connectivity to the existing or foreseeable future public right-of-way is feasible; and

(d) One or more of the following circumstances are met:

(i) A city transportation plan indicates the necessity of a new or additional right-of-way or portion thereof for street purposes;

(ii) The dedication is necessary to provide additions of right-of-way to existing right-of-way to meet city road standards;

(iii) The dedication is necessary to extend or to complete the existing or future neighborhood street pattern;

(iv) The dedication is necessary to comply with road standards and city transportation plans;

(v) The dedication is necessary to provide a public transportation system that supports future development of abutting property consistent with the Comprehensive Plan or Pasco Municipal Code.

(4) *Dead-End Streets.* Dead-end streets are prohibited; except, where the Comprehensive Plan or preliminary plat indicates a street is to continue past the subdivider's property, the City may allow the dead end until such time as the street can be built through at a later date. Dead-end streets may be permitted in the ~~R-S-20~~ R-9 and R-S-12 districts as provided in PMC 21.15.080.

(5) *Half Streets.* Half streets shall be prohibited except that the City may permit their inclusion in cases where a normal alignment of a present or future planned street will fall half on an adjoining ownership.

(6) *Street Names.* Streets shall be named to conform with existing streets on the same or reasonably similar alignment. New street names shall be reviewed by the Planning Department, the Fire Department and/or the Emergency 911 Coordinator to ensure that no confusion with existing street names occurs. [Ord. 4694 § 6, 2023; Ord. 3736 § 1, 2005; Ord. 3398 § 2, 1999; Code 1970 § 26.12.010.]

21.15.080 Hammerhead/T.

Hammerhead/Ts are only permitted in ~~R-S-20~~ R-9 and R-S-12 zoning districts where property was platted in the county prior to annexation and existing development precludes the expectation requirement that a standard cul-de-sac can be developed.

(1) Dead-end streets with hammerheads should normally be less than 300 feet, but will be permitted up to 450 feet in length.

(2) Streets with hammerheads shall not serve more than eight lots.

(3) *Right-of-Way Widths for Streets Intersecting Hammerheads.* Minimum right-of-way widths for all dead-end streets with hammerheads serving no more than eight lots shall not be less than 40 feet, with no on-street parking.

(4) *Right-of-Way Widths for Hammerheads.* Minimum right-of-way widths for hammerheads shall not be less than 30 feet, with no on-street parking.

(5) *Roadway Widths.* Minimum roadway widths for all dead-end streets with hammerheads shall not be less than the following dimensions:

(a) Thirty-two feet from the face of curb to the face of curb;

(b) Thirty feet of pavement width where there is no curb and gutter;

(c) Twenty-eight feet of pavement for hammerheads;

(6) Hammerheads shall comply with the minimum requirements set forth in Figure 21.15.080.01 or 21.15.080.02.

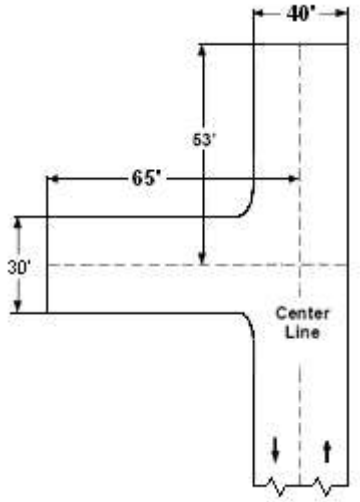


Figure 21.15.080.01. Connecting Road

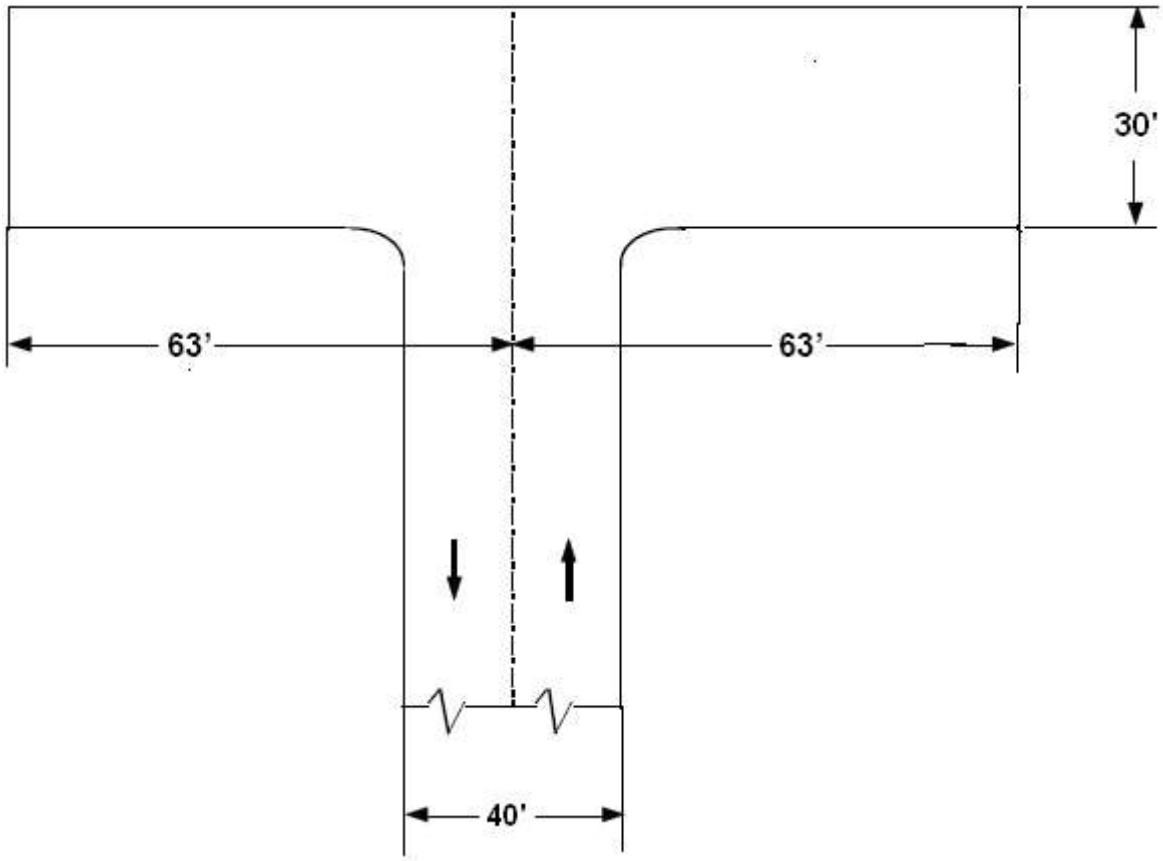


Figure 21.15.080.02. Connecting Road

[Ord. 4694 § 6, 2023; Ord. 3736 § 3, 2005; Code 1970 § 26.12.075.]

Chapter 25.165 USE REGULATIONS

25.165.200 Vehicle-related uses.

(1) Any building to be used as an auto body shop, as defined in PMC 25.15.030, shall have a spray paint room or spray paint booth which complies with the requirements of the International Fire Code and/or International Building Code;

(2) Inoperable vehicles, as defined in PMC 25.15.240, are permitted within the R-T, ~~R-S-20~~ R-9, R-S-12, R-S-1, R-1, R-2, R-3, R-4, and RFA-1/1-A districts and on all nonconforming residential uses in other districts subject to the following conditions:

(a) Only one inoperable vehicle may be stored outside of a fully enclosed building on the property, as an accessory use to a dwelling unit.

(b) The inoperable vehicle stored outside shall not be stored upon a public right-of-way or in the front or side yard areas of the property, and shall not conflict with other residential requirements, such as off-street parking and lot coverage.

(c) The trunk of the outside inoperable vehicle shall be removed or locked at all times it is unattended, and the unattended vehicle shall be completely enclosed within a six-foot fence, which is fully sight obscuring.

(d) All vehicle parts not properly installed upon a vehicle shall be stored inside a fully enclosed building, except that parts may be stored within the outside inoperable vehicle.

(3) In the C-3 and I-1 zoning districts, inoperable vehicles, as defined in PMC 25.15.240, and vehicle parts, tires and accessories that are not readily movable and for immediate sale shall be stored or parked behind screening as provided by PMC 25.180.040(1)(d). [Ord. 4700A § 14, 2023; Ord. 4121 § 3, 2013; Ord. 3354 § 2, 1999; Code 1970 § 25.70.150.]

Chapter 25.215 COMPREHENSIVE PLAN

Sections:

- 25.215.010 Adopted.
- 25.215.015 Comprehensive Plan land use density table.
- 25.215.020 Comprehensive Plan amendment.

25.215.010 Adopted.

The Pasco Comprehensive Plan is a statement of goals and policies that outline the community's vision for the future. The Plan guides City decisions on how to address rapid population growth and housing, land-use, transportation, natural and built environment, economic opportunities and where to make capital investments aimed at improving our community's quality of life. The Pasco Comprehensive Plan land use density table is hereby incorporated herein as adopted in PMC 25.215.015 as the gross density standard for the development and redevelopment of lands within the City of Pasco Urban Growth Area. [Ord. 4575 § 14, 2022; Ord. 3354 § 2, 1999; Code 1970 § 25.92.010.]

25.215.015 Comprehensive Plan land use density table.

Maximum gross density of any proposed development within any zoning district, expressed as dwelling units per acre, shall be no less than the corresponding minimum density expressed in this section and no greater than the corresponding maximum density expressed in this section, except as provided in Chapter 25.161 PMC.

Classification	Purpose and Description	Zoning
Open Space/Parks	Land where development will be severely restricted: park lands, trails and critical areas	All zoning districts (Development of parks and recreation facilities requires special permit review)
Low Density Residential - Riverview	Variety of residential housing at a density of 2-5 units per acre.	R-9
Low Density Residential	Variety of residential housing at a density of 3 to 6 dwelling units per acre	~~R-S-20;~~ R-S-12; R-S-1; R-1; R-1-A; R-1-A2

Medium Density Residential	Variety of residential housing at a density of 6 to 20 dwelling units per acre.	R-2 through R-4; RP
High Density Residential	Variety of residential housing at a density 21 units per acre or more	R-4
Mixed Residential/Commercial	Accommodates a diverse range of housing, nonresidential uses, commercial uses, neighborhood retail and office uses, parks and recreation areas, and civic uses at a density of 5 to 29 dwelling units per acre	R-1 through R-4; C-1 and O; Waterfront
Commercial	Neighborhood, community and regional shopping and specialty centers, business parks, service and office uses	O; BP; C-1; C-2; C-3; CR
Industrial	Manufacturing, food processing, storage and wholesale distribution of equipment and products, hazardous material storage, and transportation related facilities	I-1; I-2; I-3
Public and Quasi-Public	Schools, civic centers, fire stations and other public uses	By special permit in all districts (except I-3 which has various restrictions)
Airport Reserve	Land occupied by the Tri-Cities Airport	I-1
DNR Reserve	Transition lands owned and presently managed by DNR for natural resource production. Characteristics include, but are not limited to, proximity to urban-type development, road and	I-1

	utility infrastructure, and market demand.	

[Ord. 4663 § 2, 2023; Ord. 4575 § 14, 2022.]

Chapter 25.185 OFF-STREET PARKING

25.185.030 General provisions.

(1) The off-street parking and loading facilities required by this chapter shall be established prior to the occupancy of any new or enlarged structure;

(2) Required off-street parking spaces shall provide vehicle parking only for residents, customers, patrons, and employees and shall not be used for the storage of equipment or materials, or for the sale, repair or servicing of any vehicle;

(3) Any area once designated for required off-street parking shall not be used for any other purpose unless and until equal facilities are provided elsewhere and a site plan has been approved to reflect the change, or the primary use of the property is changed to a use requiring less off-street parking;

(4) The required front yard in the single-family residential districts shall not be used for off-street parking for five or more cars. The storage and parking of vehicles in front yard areas of single-family properties shall be limited to that area formed and bounded by parallel lines extending from the outer dimension of a garage, carport, or parking slab to the right-of-way. An additional area between the nearest side property line and the driveway of not more than 10 feet by 20 feet may be used for additional parking. On lots with 100 feet of frontage or more, parking may be permitted on circular drives. All primary parking areas and driveways in front yards shall be hard surfaced, except in the ~~R-S-20~~ R-9 and R-S-12 districts, driveways may be of an all-weather surface, provided the first 20 feet from the right-of-way is hard surfaced; and

(5) In the R-2, R-3 and R-4 residential districts off-street parking spaces for multiple-family dwellings shall not be located in the front yard, except that a single two-lane drive may extend through the required front yard, provided no portion of the drive is within 10 feet of a dwelling unit entry nor five feet from any portion of a residential structure. [Ord. 4700A § 17, 2023; Ord. 3354 § 2, 1999; Code 1970 § 25.78.030.]

25.185.140 Recreational equipment parking.

Boats, motor homes, camp trailers, travel trailer, fifth wheels, pickup campers, utility trailers, and snowmobiles as defined herein may be stored in all yard areas within the R-1, R-2, R-3 and R-4 districts, and only within the side and rear yards in the ~~R-S-20~~ R-9, R-S-12 and R-S-1 districts. All storage areas shall be surfaced with all-weather materials such as asphalt, brick, stone, concrete or gravel. Additionally, the storage and parking of said items in residential districts shall, at all times, comply with the parking conditions in PMC 25.185.030(4). Bona fide guests of the occupants of the premises may temporarily

park on driveways for periods not to exceed 10 days in any 60-day period. [Ord. 4700A § 17, 2023; Ord. 3354 § 2, 1999; Code 1970 § 25.78.140.]

Chapter 17.15 SIGN ALLOWANCE TABLE

17.15.010Interpretation of sign allowance table.

(1) The sign allowance table, as incorporated herein, determines whether a specific sign is allowed in a zone district or by land use activity. The zone district or land use activity is identified in the left column and the specific sign allowances are located in the rows of the table.

(2) If no symbol or number appears in the table box at the intersection of the column and row, the sign is not allowed in that category or is not subject to an allowance.

(3) If a number appears in the table box at the intersection of the column and row or in the column or row heading, the sign may be allowed subject to the appropriate requirement and specific conditions indicated in the table footnotes.

(4) All applicable requirements shall govern a sign whether or not the requirements are cross-referenced in the table.

Sign Allowance Table												
Permit requirement												
	Material restrictions											
		Number of signs										
			Allowable surface area in sq. ft. [1]									
				Height in feet [2]								
					Projection over ROW to curb line							
						Spacing in linear feet [3]						
							Visible ground plane/passage area [4]					
								Setback from adjacent property line				
									Setback from ROW in feet [5]			
										Duration (days)		
											Notes	
Access, landmark, and informational signs - all zones												

entry/exit	freestanding pedestal/pole sign	yes	durable	1	4	4				5	0		per exit/entry
landmark	wall sign/plaque	yes	durable	1	10	8				5	0		per building frontage
informational - private [6]	wall sign	no	durable	1	2	8				5	0		per building frontage
	freestanding pedestal/pole sign	no	durable	1	6	4				5	0		per street frontage
informational - public	wall sign	no	durable	1	2	8				5	0		per building frontage
	freestanding pedestal/pole sign	no	durable	1	6	4				5	0		per street frontage
Permanent signs													
Residential districts - RT, ~~R-S-20~~R-9, R-S-12, R-S-1, R-1, RFAH-1/1A, R-2, R-3, R-4, RMHP													
identification - dwelling unit	wall sign	no	durable	1	2	8				5	0		per property
	freestanding pedestal/pole sign [17]	no	durable	1	2	4				5	0		per property
identification - bldg complex	wall sign	yes	durable	1	24	20				5	0		per building frontage
	freestanding pedestal/pole sign [17]	yes	durable	1	24	4				5	0		per street frontage
daycare facility	wall sign	yes	durable	1	16	20				5	0		per building frontage
commercial	freestanding pedestal/pole sign [17]	yes	durable	1	16	15				5	0		per street frontage
school/religious use [15]	wall sign	yes	durable	1	24	20				5	0		per building frontage
	freestanding pedestal/pole sign [17]	yes	durable	1	40	15				5	0		per street frontage
	freestanding marquee/readerboard sign [17]	yes	durable	1	24	15				5	0		per street frontage

Office/commercial districts - O, C-1, C-2, C-3, C-R, BP, I-1, I-2, I-3

Composite allowance - all sign surfaces

maximum per sign	window sign [11]	no	transparent	na	25%	15							
per building/street frontage	awning sign per business	yes	durable	1	24	15	[2]		8				may extend over walkway
	canopy sign	yes	maintained	na	25%	24	[2]		8				may extend over walkway
	wall sign	yes	durable	na	25%	na			14		0		
	blade/projecting sign	yes	durable	1	125	[2]	[2]			5	0		
	freestanding pedestal sign	yes	durable	1	350	15	0			5	0		
	freestanding marquee/readerboard sign [17]	yes	durable	1	48	15				5	0		per street frontage
	freestanding pole - tenant directory sign [17]	yes	durable	1	12	35	0		6	5	0		up to 12 tenants per sign
	freestanding pole sign [17]	yes	durable	1	350	35	0		6	5	0		
	freestanding billboard sign [7][17]	yes	durable	1	250	35	0	500	6	5	0		Maximum 25 billboard sign structures in City.
	freestanding digital billboard sign [7][17]	yes	durable	1	250	35	0	500	6	5	0		
	off-premises directional sign [14]	yes	durable	1	5	15				5	0		

Commercial/industrial districts - C-3, C-R, BP, I-1, I-2, I-3

maximum per sign	freeway sign	yes	durable	1	350	70		500	6	35	35		per freeway frontage

per freeway	or freeway interchange [9] sign	yes	durable	1	480	70		500	6	35	35		per 15-acre site minimum
frontage property	and freeway readerboard [9] sign	yes	durable	1	150	35		500	6	35	35		per 15-acre site minimum
Limited duration signs													
Undeveloped property													
Residential - lot	freestanding pedestal/pole sign	yes	durable	1	24	8				5	0	15	after closing
- tract	freestanding pedestal/pole sign	yes	durable	1	60	8				5	0	15	after last closing
Commercial - lot	freestanding pedestal/pole sign	yes	durable	1	24	8				5	0	15	after closing
- tract	freestanding pedestal/pole sign	yes	durable	1	60	8				5	0	15	after closing
Construction	wall/banner sign	yes	durable	1	24	8				5	0	const	
	freestanding pedestal/pole sign	yes	durable	1	32	8				5	0	const	
Real estate sales/rentals per building or property													
Residential zones	window/poster sign	no		1	2						0	15	after closing
	freestanding pedestal/pole sign [10]	no	durable	1	6	8				5	0	15	after closing
	freestanding sign [10]	no	durable	2	2	8				5	0	15	after closing
Commercial zones [12]	window/poster sign	no		1	2						0	15	after closing
	wall/banner sign	no	durable	1	6	20				5	0	15	after closing
	freestanding pedestal/pole sign [9]	no	durable	1	6	8				5	0	15	after closing
Temporary signs													

Open house - real estate sales	sandwich - directional [10]	no	durable	4	6	4				5	0		after event
	sandwich - site [10]	no	durable	1	6	4				5	0		after event
Special event - sales, charities, etc.													
Schools, churches, parks, farmers mkt, Xmas trees	sandwich - directional [10]	no	durable	4	6	4				5	0		after event
	sandwich - site [10]	no	durable	1	6	4				5	0		after event
	window poster	no		na	50%								after event
	window banner	no	durable	1	16						0		after event
	wall sign/banner	no	durable	1	64	20				5	0		after event
	banner - mounted freestanding pole	no	durable	1	10	20	[2]		8	5	0		after event
	marquee/readerboard - portable	no	durable	1	18	4				5	0		after event
	balloons [12]	no	biodegradable	15		20				5			after event
Residential zones	sandwich - directional [10]	no	durable	2	6	4				5	0		after event
	sandwich - site [10]	no	durable	1	6	4				5	0		after event
Commercial zones	sandwich - directional [10]	no	durable	2	6	4				5	0		after event
	sandwich - site [10]	no	durable	1	6	4				5	0		after event
	window poster	no		na	50%								after event
	window banner	no	durable	1	16						0		after event
	wall sign/banner	no	durable	1	64	20				5	0		after event
	banner - mounted freestanding pole	no	durable	1	16	20	[2]		8	5	0		after event
	marquee/readerboard - portable	no	durable	1	18	4				5	0		after event
	balloons [12]	no	biodegradable	15		20				5			after event

	inflatables [13]	yes	nonflammable	1	350	70		250		5	0		after event
SR-12/395 and I-182	inflatables [13]	yes	nonflammable	1	350	70		500		5	0		after event
Political [16]	freestanding	no	durable	na	6	4				5	0	10	after election

1The area within a continuous perimeter enclosing the outer limits of the sign face, but not including structural elements, which are not a part of the display. The area of a two-sided sign equals the area of one side. The area of a spherical, cubical, or polyhedral sign equals 1/2 the total surface area.

2Height: measured from the average finished grade at the sign foundation.

Awning signs shall be at least 8 and no more than 16 feet above the walkway.

Blade/projecting signs shall not extend more than 10 feet above the building facade or 6 feet from the face of the building.

3Spacing: the linear distance between signs, or sign structures, in feet.

4The area under the sign that shall be free of obstructions to allow passage of pedestrians and vehicles.

5Setback: shall be that portion of any sign or sign structure that is closest to the property line.

6Private informational signs must be for an original purpose and may not simply repeat the same message over and over.

7Signs visible from Washington State Highways may be subject to the Highway Advertising Control Act of 1971 and require approval by the Washington State Department of Transportation in additional to local approval.

8On private property adjacent to an arterial road: not within 100 feet of a public street intersection, 300 feet of a residential district, within 250 feet of a freestanding sign of 200 sf of display area.

9Freeway interchange signs must be located within 1,000 feet of an interchange, and 300 feet of ROW, on site of business on a minimum 15-acre site.

10Square feet per one face of a two-sided sandwich board.

11Window signs may include credit card logos and advertise hours of operation and address.

12Balloons shall be no larger than 18 inches in diameter, not attached to a roofline.

13Inflatables shall be securely anchored to the ground and not create a traffic or other hazard in the event of deflation.

Inflatables shall be measured by square feet of surface volume.

14Off-premises directional signs shall be of the material, color, lettering font, and structure specified by the Building Official.

15Excepting Pasco High School Bulldogs stadium sign.

16Campaign signs on private property are limited to 32 square feet in size.

17Permanent freestanding pole signs are not allowed within the downtown core, as illustrated in PMC 25.95.050(2) of the downtown Pasco overlay zone.

[Ord. 4729 § 2, 2024; Ord. 4678A § 2, 2024; Ord. 4678 § 2, 2023; Ord. 3865 § 1, 2008; Ord. 3790 § 2, 2006; Code 1970 § 17.05.010.]

17.15.030Exempt signs.

The following signs shall not require application, fee or sign permit. These exceptions shall not be construed as relieving the owner of the sign from responsibility for its erection, and its compliance with provisions of this code or any other law or ordinance regulating the same:

(1) Changing of the advertising copy or message on theater marquees, readerboards, and similar signs.

(2) Painting, repainting, cleaning, repairing and other normal maintenance, unless structural or electrical changes are made.

(3) Signs erected or installed by or at the direction of the City, such as traffic signs, legal notices, railroad warning signs, signs showing the location of underground public utility facilities, and other signs of a nonadvertising nature erected for warning or emergency purposes.

(4) Interior signs; provided, that no interior sign shall be permitted in the R-T, ~~R-S-20~~R-9, R-S-12, R-S-1, R-l and R-2, R-3, R-4, R-1-A and R-1-A2 zoning districts.

(5) Temporary signs and decorations that are customary for special holidays and that are erected on private property.

(6) Signs directly related to a municipal building, structure or installed by the City or required by a governmental entity.

(7) Bona fide religious symbols on the buildings or grounds of religious institutions.

(8) Traffic or pedestrian control signs, signs required by law, or signs indicating scenic or historic points of interest that are erected by or on the order of a public officer in the performance of his public duty.

(9) Sculptures, fountains, mosaics, and design features that do not incorporate advertising or identification.

(10) The flags of governments or noncommercial institutions such as schools, with the poles treated as structures.

(11) Official public notices of federal, state or local governments, official court notices.

(12) Signs not intended to be viewed by the public from the street right-of-way.

(13) Lettering or symbols painted directly onto or flush-mounted magnetically onto an operable vehicle.

(14) Identification signs upon recycling collection containers for public, charitable or nonprofit organizations.

(15) Emblems of local nonprofit organizations and community service clubs, including signs less than two square feet that identify the meeting place and time.

(16) Political signs. [Ord. 3790 § 3, 2006; Code 1970 § 17.05.030.]

Chapter 12.04 REQUIRED SIDEWALK AND DRIVEWAY IMPROVEMENTS

12.04.080 Repealed ~~Optional standards for the R-S-20 and R-S-12 districts.~~

Repealed by Ord. 4454.

Exhibit 7

2018 Comprehensive Plan Amendment: Low-Density Residential-Riverview Addendum

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City of Pasco Comprehensive Plan Addendum

R-S-20 Zone & Low-Density Residential Land Use changes

Date of Adoption: TBD / Prepared B: Haylie Matson, CED Director

1. Purpose of Addendum

This amendment is intended to correct an existing internal inconsistency between the Comprehensive Plan Land Use Map and the City's zoning map by designating properties currently zoned R-S-20 as Low Density Residential – Riverview on the Comprehensive Plan/Land Use Map. This amendment does not increase development capacity beyond what is currently allowed by zoning. All related Comprehensive Plan text, land use tables, and growth and capacity analysis will be updated as part of the City's 2025 Periodic Comprehensive Plan Update.

2. Introduction and Purpose

This addendum supplements the City of Pasco's 2018 Comprehensive Plan to re-establish the appropriate density range for properties within the existing R-S-20 zoning district and introduce a new land use sub-designation, Low Density Residential–Riverview, allowing 2–5 dwelling units per acre.

This addendum does not alter, strike, or amend the adopted Comprehensive Plan document. Instead, it provides supplemental direction and replaces a specific portion of the Land Use Map for the Riverview area to ensure consistency between land use policy, zoning implementation, and infrastructure limitations.

3. Background and Need for Addendum

Following adoption of Ordinance 4663 (2023), the citywide Low Density Residential range increased from 2–5 du/acre to 3–6 du/acre. However, this amendment unintentionally created an inconsistency for the R-S-20 zone, which allows only two units per acre based on a 20,000 sq. ft. minimum lot size and the septic system requirements identified in Benton-Franklin Health District Table XI.

This inconsistency resulted in subdivision denials and prevented development within the R-S-20 district. Staff analysis determined that restoration of the 2–5 du/ac density range for these parcels is necessary to align policy with achievable development patterns and ensure internal consistency.

4. Supplemental Land Use Designation: Low Density Residential–Riverview

This addendum establishes a new sub-designation:

Low Density Residential–Riverview (2–5 dwelling units per acre)

This designation applies only to properties currently zoned R-S-20 and identified on the supplemental exhibits. It supports a range of lot sizes from 8,700 sq. ft. (when sewer is available) to 21,780 sq. ft. (for septic-dependent parcels).

This designation restores historic density assumptions for the Riverview area without changing other Low Density Residential areas in the city.

5. Replacement of Land Use Map for the Riverview Area

To maintain the integrity of the adopted 2018 Comprehensive Plan while ensuring policy consistency, this addendum replaces only the affected portion of the Land Use Map applicable to the Low Density Residential–Riverview area shown in Exhibit 2.

Adoption of Replacement Exhibits

The following exhibits are hereby adopted as the controlling land use maps for all parcels shown as Low Density Residential-Riverview in Exhibit 2:

- Exhibit 1: Existing Land Use Map
- Exhibit 2: Low Density Residential–Riverview Supplemental Land Use Map

These exhibits replace and supersede the corresponding geographic portion of the 2018 Comprehensive Plan Land Use Map without modifying any other part of the document.

All other land use designations and mapping in the 2018 Comprehensive Plan remain unchanged.

6. Scope of Supersession

- Replacement applies exclusively to the Low Density Residential-Riverview-area parcels shown in Exhibit 2.
- Outside the affected geography, the 2018 Land Use Map continues to govern.
- Staff, the Planning Commission, and the City Council shall rely on Exhibit 2 when interpreting or applying land use designations in the Riverview area.

7. Relationship to Zoning – Implementation Through R-9 Low Density Residential District

To implement the restored density range, the City proposes replacing the R-S-20 zone with a new zoning zone:

R-9 Low Density Residential District (Minimum Lot Size: 8,700 sq. ft.)

This zoning district:

- Aligns with the 2–5 du/ac land use policy framework
- Supports a mix of sewer-served lots and larger septic-served lots
- Eliminates the inconsistency created by Ordinance 4663
- Prepares the City for mandatory middle housing integration under HB 1110 by 2026

The zoning revision does not alter the Comprehensive Plan; it implements this supplemental land use direction.

8. Findings and Policy Basis

The proposed addendum is consistent with the 2018 Comprehensive Plan because it advances the Plan's goals of providing diverse and attainable housing, ensuring the efficient use of residential land, maintaining compatibility with long-range planning assumptions, and supporting fiscally responsible infrastructure planning. It also corrects a policy inconsistency created by Ordinance 4663, which established a minimum density that cannot be achieved under existing R-S-20 zoning or in areas dependent on septic systems. Restoring the 2–5 dwelling-units-per-acre range aligns achievable development patterns with the Comprehensive Plan's intent and resolves the mismatch between allowable density and infrastructure constraints. In addition, the proposed density range is consistent with the City's established planning assumptions for sewer and utility system expansion, transportation modeling, stormwater capacity, and parks and school facility planning, ensuring coordinated and predictable long-term growth.

9. Applicability

This addendum applies only to parcels labeled Low Density Residential-Riverview in Exhibit 2.

10. Implementation and Forward Integration

This supplemental designation and map replacement remain in effect until the city completes its 2026 mandated periodic Comprehensive Plan update, at which time the land use map and density ranges may be comprehensively evaluated and integrated.

11. Adoption

This addendum was reviewed by the Planning Commission, subject to public notice and hearing, and adopted by the City Council as part of Comprehensive Plan Amendment CPA 2025-002, pursuant to PMC 25.215.020.

Exhibit 8

Table XI

Minimum Land Area Requirement For Each Single-Family Residence or Unit Volume of Sewage and Minimum Usable Land Area

		Soil Type (defined by WAC 246-272A-0220)					
		1	2	3	4	5	6
Minimum Land Area	Public Water Supply	21,780 sq. ft. / 2.5 acres[1]	0.5 acre	0.5 acre	0.5 acre	0.5 acre	23,000 sq. ft.
	Nonpublic Water Supply	1.0 acre / 2.5 acres[1]	1.0 acre	1.0 acre	1.0 acre	2.0 acres	2.0 acres
Minimum Usable Land Area		.25 acre	6,250 sq. ft.	7,500 sq. ft.	9,000 sq. ft.	10,000 sq. ft.	10,000 sq. ft.

1 OSS consisting of only sewage tanks and gravity SSAS must have a minimum land area of 2.5 acres per WAC 246-272A-0234(7).

Exhibit 9

City of Pasco
Community Development Department
PO Box 293, 525 N 3rd Ave, Pasco, WA 99301
P: 509.545.3441 / F: 509.545.3499

NOTICE OF APPLICATION/SEPA DETERMINATION
(Optional DNS Process)

Si necesita ayuda para entender este aviso o necesita más información, por favor llame al Departamento de Desarrollo Comunitario y Económico de la Ciudad de Pasco a 509-545-3441.

SEPA Comment Period Deadline: **December 30, 2025**

Proposal: On April 17, 2023, the City adopted Ordinance No. 4663, which amended PMC 25.215.015 and the Comprehensive Plan Land Use Density Table (Table LU-1). The ordinance updated allowable gross densities for Low Density Residential (LDR) zoning districts from 2–5 dwelling units per acre to 3–6 dwelling units per acre and required that all new development meet the minimum density standards in PMC 25.215.015. In the R-S-20 zone, with a minimum lot size of 20,000 square feet, a one-acre lot can accommodate only two dwelling units, effectively creating a moratorium on small-lot development. Several requests from property owners to divide land in this zone have been denied for not meeting density requirements.

To address this issue, the Planning Division has initiated an emergency Comprehensive Plan amendment. The City Council adopted a resolution initiating this amendment on November 17, 2025, and the proposal was presented to the Planning Commission as a workshop on November 20, 2025. The amendment includes a land use designation of 2–5 dwelling units per acre to provide policy guidance for low-density housing, implemented at the parcel level through zoning. Staff proposes replacing the R-S-20 zone with a new R-9 Low Density Residential District with a minimum lot size of 8,700 square feet. This change allows the zoning to support the full density range permitted by the land use designation while still accommodating larger half-acre parcels where septic systems are an option. The proposed R-9 district is intended to restore consistency, reflect infrastructure realities, and prepare the City for future statewide housing obligations. The proposed emergency amendment has been transmitted to the Washington State Department of Commerce for the required 60-day agency review.

Public Comment Period: Written comments must be submitted to the Community Development Department by 5:00 p.m. on **December 30, 2025**. Only comments received by the referenced date will be included in the SEPA record. If you have questions on the proposal, contact the Planning Division at (509) 544-4146 or via e-mail to: barragani@pasco-wa.gov.

Open Record Hearing: No public hearing is required for the SEPA review. The SEPA determination will be issued administratively by the City's SEPA Administrator. The Planning Commission will hold a public hearing for the emergency Comprehensive Plan Amendment on **December 18, 2025**, and final action by the City Council will be scheduled at a later date, **no sooner than 60 days after November 14, 2025**, in accordance with Pasco Municipal Code.

Determination of Completeness: The application has been declared complete for the purpose of processing.

Environmental Documents and/or Studies Applicable to this Application: Environmental Determination No. **SEPA2025-036** has been assigned to this proposal. The SEPA comment period will end **December 30, 2025.** It is probable that a Determination of Non-Significance or Mitigated Determination of Non-Significance will be issued for this proposal (WAC 197.11.355 optional DNS process). This may be the only opportunity to comment on the environmental impacts of this proposal or to appeal any State Environmental Policy Act related decisions.

Preliminary Determination of Regulations Used for Non-Project Mitigation: To evaluate the impacts of the proposed non-project, the following may be used for mitigation, consistency, and the development of findings and conclusions:

City of Pasco
Community Development Department
PO Box 293, 525 N 3rd Ave, Pasco, WA 99301
P: 509.545.3441 / F: 509.545.3499

- Title 12 (Streets and Sidewalks), Title 16 (Buildings and Construction), Title 21 (Subdivision), Title 25 (Zoning), Title 28 (Critical Areas) regulations of the Pasco Municipal Code, and the land use policies contained in the Pasco Comprehensive Plan;
- Regulations of the Washington State Department of Fish and Wildlife, Washington State Department of Ecology, Washington State Department of Natural Resources and Washington State Department of Archaeology and Historic Preservation;
- Other required agency evaluations, approvals, permits, and mitigations as necessary.

Estimated Date of the Decision: A DNS or MDNS will be issued following the close of the comment period on **December 30, 2025**.

To receive notification of the threshold determination and any other information concerning this action, contact the Pasco Planning Division at barragani@pasco-wa.gov or at the address and telephone number listed below.

Phone: 509-544-4146

Appeals:
You may appeal the subsequent threshold determination by submitting a written appeal to one of the following addresses:

Email: barragani@pasco-wa.gov

Physical Address: City of Pasco – Community & Economic Development Department 525 N. 3rd Avenue, First Floor Pasco, WA 99301

Mailing Address: P.O. Box 293 Pasco, WA 99301

Appeals must be submitted within 14 days of issuance of the threshold determination. The appeal must be in writing, include a concise statement identifying the matter being appealed, and provide the basic rationale for the appeal. A filing fee is required in accordance with the City's Fee Resolution.

Please note: Failure to file a timely and complete appeal shall constitute a waiver of all rights to an administrative appeal under City Code.

All appeals should be directed to: Haylie Matson, CED Director

All comments should be directed to: Ivan Barragan, Planner III

Prepared: November 24, 2025

By: Ivan Barragan

THANK YOU for your legal submission!

Your legal has been submitted for publication. Below is a confirmation of your legal placement. You will also receive an email confirmation.

ORDER DETAILS

Order Number:
IPL0293939
Order Status:
Submitted
Classification:
Legals & Public Notices
Package:
TRI - Legal Ads
Site:
tricity
Final Cost:
$790.32
Referral Code:
SEPA2025-036 NOA R-S-20 ZONE CHANGES
Payment Type:
Account Billed
User ID:
IPL0018633

ACCOUNT INFORMATION

Debra Barham
525 North Third Ave.
Pasco, WA 99301
509-544-3096
cityclerk@pasco-wa.gov
City of Pasco

TRANSACTION REPORT

Date
November 24, 2025 4:43:34 PM EST
Amount:
$790.32

SCHEDULE FOR AD NUMBER IPL02939390

November 30, 2025
Tri-City Herald Print Publication

PREVIEW FOR AD NUMBER IPL02939390

4.9inches x 8.91inches

NOTICE OF APPLICATION/SEPA DETERMINATION
(Optional DNS Process)

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Estimated Date of the Decision: A DNS or MDNS will be issued following the close of the comment period on **December 30, 2025.**

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Physical Address: City of Pasco – Community & Economic Development Department 525 N. 3rd Avenue, First Floor Pasco, WA 99301

Mailing Address: P.O. Box 293 Pasco, WA 99301

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All appeals should be directed to: Haylie Matson, CED Director

All comments should be directed to: Ivan Barragan, Planner III

Prepared: November 24, 2025

By: Ivan Barragan
W00000000
Publication Dates

<< Click here to print a printer friendly version >>

SEPA ENVIRONMENTAL CHECKLIST

Purpose of checklist

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

Instructions for applicants

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

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

Instructions for lead agencies

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

Use of checklist for nonproject proposals

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

A. Background Find help answering background questions

1. **Name of proposed project, if applicable:**

   Emergency Comprehensive Plan Amendment to the Low Density Residential designation, specifically addressing changes to the R-S-20 Zone

2. **Name of applicant:**

   City of Pasco

3. **Address and phone number of applicant and contact person:**

   525 N Third Ave
   509-544-4136
   Haylie Matson

4. **Date checklist prepared:**

   11/24/2025

5. **Agency requesting checklist:**

   City of Pasco/State of Washington

6. **Proposed timing or schedule (including phasing, if applicable):**

   See last supplemental page for answer.

7. **Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.**

   There are no development plans associated with this request at this time. This is a citywide Emergency Comprehensive Plan Amendment.

8. **List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.**

   A non-project Final Environmental Impact Statement (FEIS) was completed in September 2020 for the City of Pasco Comprehensive Plan. This FEIS remains relevant and applicable to the current non-project proposal.

9. **Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.**

   The Emergency Comprehensive Plan Amendment was submitted to the Washington State Department of Commerce for review on November 14, 2025. At this time, no specific properties are affected; the amendment applies citywide.

10. **List any government approvals or permits that will be needed for your proposal, if known.**

    City Council approval of the application at a later date. SEPA Determination. Dept. of Commerce approval.

11. Give a brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

See last supplemental page for answer.

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

Throughout all R-S-20 zoned lots and Pasco Municial Code text.

B. Environmental Elements

1. Earth Find help answering earth questions

a. General description of the site:

City of Pasco R-S-20 zoned lots.

Circle or highlight one: Flat, rolling, hilly, steep slopes, mountainous, other:

Although the City is generally flat, it is difficult to provide a specific answer, as this is a citywide, non-project proposal.

b. What is the steepest slope on the site (approximate percent slope)?

This is a citywide, non-project proposal and is not specific to any individual site or action.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them, and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.

No specific soils have been identified at this time. It would be prudent to address soil-related considerations during future, site-specific project actions.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

Not applicable-non-project action.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.

Not applicable-non-project action.

f. Could erosion occur because of clearing, construction, or use? If so, generally describe.

Not applicable-non-project action.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?

Not applicable-non-project action.

h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any.

Existing City development regulations currently govern and control erosion during construction activities.

2. Air Find help answering air questions

a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.

No plans are proposed at this time, as this is a City-wide Emergency Comprehensive Plan Amendment. Specific projects will need to address this issue when they are developed.

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

Not applicable-non-project action.

c. Proposed measures to reduce or control emissions or other impacts to air, if any.

Not applicable-non-project action.

3. Water Find help answering water questions

a. Surface Water: Find help answering surface water questions

1. **Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.**

Some lots affected by this amendment may be located near the river; however, as this is a non-project action, any specific project proposals will need to address this issue at the time of development.

2. **Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.**

Not applicable-non-project action.

3. **Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.**

Not applicable-non-project action.

4. **Will the proposal require surface water withdrawals or diversions? Give a general description, purpose, and approximate quantities if known.**

Not applicable-non-project action.

5. **Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.**

Not applicable-non-project action.

6. **Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.**

Not applicable-non-project action.

b. Ground Water: Find help answering ground water questions

1. **Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give a general description, purpose, and approximate quantities if known.**

Not applicable-non-project action.

2. **Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (domestic sewage; industrial, containing the following chemicals…; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.**

Not applicable-non-project action.

c. Water Runoff (including stormwater):

a) **Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.**

Not applicable-non-project action.

b) **Could waste materials enter ground or surface waters? If so, generally describe.**

Not applicable-non-project action.

c) **Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.**

Not applicable-non-project action.

d) **Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any.**

Not applicable-non-project action.

4. Plants Find help answering plants questions

a. Check the types of vegetation found on the site:

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

Not applicable-non-project action.

b. What kind and amount of vegetation will be removed or altered?

Not applicable-non-project action.

c. List threatened and endangered species known to be on or near the site.

Not applicable-non-project action.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any.

Not applicable-non-project action.

e. List all noxious weeds and invasive species known to be on or near the site.

Not applicable-non-project action.

5. Animals Find help answering animal questions

a. List any birds and other animals that have been observed on or near the site or are known to be on or near the site.

Examples include:

- **Birds: hawk, heron, eagle, songbirds, other:**
- **Mammals: deer, bear, elk, beaver, other:**
- **Fish: bass, salmon, trout, herring, shellfish, other:**

Not applicable-non-project action.

b. List any threatened and endangered species known to be on or near the site.

Not applicable-non-project action.

c. Is the site part of a migration route? If so, explain.

Not applicable-non-project action.

d. Proposed measures to preserve or enhance wildlife, if any.

Not applicable-non-project action.

e. List any invasive animal species known to be on or near the site.

Not applicable-non-project action.

6. Energy and Natural Resources Find help answering energy and natural resource questions

1. **What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.** Not applicable-non-project action.

2. **Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.**
   Not applicable-non-project action.

3. **What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any.**
   Not applicable-non-project action.

7. Environmental Health Find help with answering environmental health questions

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur because of this proposal? If so, describe.

Not applicable-non-project action.

1. **Describe any known or possible contamination at the site from present or past uses.**
   Not applicable-non-project action.

2. **Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.**
   Not applicable-non-project action.

3. **Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.**
   Not applicable-non-project action.

4. **Describe special emergency services that might be required.**
   Not applicable-non-project action.

5. **Proposed measures to reduce or control environmental health hazards, if any.**
   Not applicable-non-project action.

b. Noise

1. **What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?** Not applicable-non-project action.

2. **What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site)?** Not applicable-non-project action.

3. **Proposed measures to reduce or control noise impacts, if any.**
   Not applicable-non-project action.

8. Land and Shoreline Use Find help answering land and shoreline use questions

a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.

This is a City-wide amendment affecting lots currently zoned R-S-20. The nature of this proposal is non-project.

b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses because of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

Not applicable-non-project action.

1. **Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how?**

   Not applicable-non-project action.

c. Describe any structures on the site.

Not applicable-non-project action.

d. Will any structures be demolished? If so, what?

Not applicable-non-project action.

e. What is the current zoning classification of the site?

R-S-20

f. What is the current comprehensive plan designation of the site?

Low Density Residential

g. If applicable, what is the current shoreline master program designation of the site?

Not applicable-non-project action.

h. Has any part of the site been classified as a critical area by the city or county? If so, specify.

Not applicable-non-project action.

i. Approximately how many people would reside or work in the completed project?

Not applicable-non-project action.

j. Approximately how many people would the completed project displace?

Not applicable-non-project action.

k. Proposed measures to avoid or reduce displacement impacts, if any.

Not applicable-non-project action.

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any.

Not applicable-non-project action.

m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any.

Not applicable-non-project action.

9. Housing Find help answering housing questions

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

Not applicable-non-project action.

b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.

Not applicable-non-project action.

c. Proposed measures to reduce or control housing impacts, if any.

Not applicable-non-project action.

10. Aesthetics Find help answering aesthetics questions

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?

Not applicable-non-project action.

b. What views in the immediate vicinity would be altered or obstructed?

Not applicable-non-project action.

c. Proposed measures to reduce or control aesthetic impacts, if any.

Not applicable-non-project action.

11. Light and Glare Find help answering light and glare questions

a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

Not applicable-non-project action.

b. Could light or glare from the finished project be a safety hazard or interfere with views?

Not applicable-non-project action.

c. What existing off-site sources of light or glare may affect your proposal?

Not applicable-non-project action.

d. Proposed measures to reduce or control light and glare impacts, if any.

Not applicable-non-project action.

12. Recreation Find help answering recreation questions

a. What designated and informal recreational opportunities are in the immediate vicinity?

Not applicable-non-project action.

b. Would the proposed project displace any existing recreational uses? If so, describe.

Not applicable-non-project action.

c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any.

Not applicable-non-project action.

13. Historic and Cultural Preservation Find help answering historic and cultural preservation questions

a. **Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe.** According to DAHP's statewide predictive model, most of the City of Pasco has a high to very high probability of containing cultural resources. Since this proposal is non-project in nature, any specific development projects will need to address these resources at the time they are proposed.

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

Not applicable-non-project action.

c. **Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.**

Not applicable-non-project action.

d. **Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.**

Not applicable-non-project action.

14. Transportation Find help with answering transportation questions

a. **Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.**

Not applicable-non-project action.

b. **Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?**

Not applicable-non-project action.

c. **Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle, or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).**

Not applicable-non-project action.

d. **Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.**

Not applicable-non-project action.

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

Not applicable-non-project action.

f. Will the proposal interfere with, affect, or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.

Not applicable-non-project action.

g. Proposed measures to reduce or control transportation impacts, if any.

Not applicable-non-project action.

15. Public Services Find help answering public service questions

a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe.

Not applicable-non-project action.

b. Proposed measures to reduce or control direct impacts on public services, if any.

Not applicable-non-project action.

16. Utilities Find help answering utilities questions

a. Circle utilities currently available at the site: electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other:

Not applicable-non-project action.

b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.

Not applicable-non-project action.

C. Signature Find help about who should sign

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

X Ivan Barragan _____

Type name of signee: Ivan Barragan

Position and agency/organization: Planner II/ City of Pasco

Date submitted: 11/24/2025

Community & Economic Development Department

This application was reviewed by the Planning Division of the Community & Economic Development Department. Any comments or changes made by the Department are entered in the body of the checklist and contain initials of the reviewer.

Signature: _____

Name of signee: Craig Raymond

Position: Deputy CED Director

Date Reviewed: 11/24/2025

D. Supplemental sheet for nonproject actions Find help for the nonproject actions worksheet

IT IS NOT REQUIRED to use this section for project actions.

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

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

1. **How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?**

   See answers below question number 7, for answers to questions 1 through 7.

   - **Proposed measures to avoid or reduce such increases are:**

2. **How would the proposal be likely to affect plants, animals, fish, or marine life?**

   - **Proposed measures to protect or conserve plants, animals, fish, or marine life are:**

3. **How would the proposal be likely to deplete energy or natural resources?**

   - **Proposed measures to protect or conserve energy and natural resources are:**

4. **How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?**

   - **Proposed measures to protect such resources or to avoid or reduce impacts are:**

5. **How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?**

   - **Proposed measures to avoid or reduce shoreline and land use impacts are:**

6. **How would the proposal be likely to increase demands on transportation or public services and utilities?**

   - **Proposed measures to reduce or respond to such demand(s) are:**

7. **Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.**

Question 6 from page 2- This proposal is non-project in nature. The anticipated timeline for this emergency Comprehensive Plan Amendment includes a public hearing with the Planning Commission scheduled for December 18, 2025. Final action by the City Council to adopt the amendments will occur at a later date, no sooner than 60 days after November 14, 2025, which is the date the Washington State Department of Commerce was notified.

Question 11 from page 3- This non-project proposal is an emergency Comprehensive Plan Amendment initiated by City Council resolution on November 17, 2025. The amendment addresses a conflict created by Ordinance No. 4663, adopted on April 17, 2023, which revised allowable gross densities in the Low Density Residential (LDR) designation from 2–5 to 3–6 dwelling units per acre and required all new development to meet minimum density standards outlined in PMC 25.215.015. In the R-S-20 zone—classified as Low Density Residential with a minimum lot size of 20,000 square feet. To resolve this inconsistency, the Planning Division has been directed to initiate an amendment establishing a land use designation of 2–5 dwelling units per acre. To align zoning with this designation, staff proposes replacing the R-S-20 zone with a new R-9 Low Density Residential District, featuring a minimum lot size of 8,700 square feet. This change would support the full permitted density range, maintain compatibility with areas reliant on septic systems, restore consistency between land use and zoning, and better position the City to meet future statewide housing obligations.

1. This proposal is a non-project Comprehensive Plan Amendment and does not authorize any specific development, construction, or physical site activity. As such, it does not directly result in discharges to water, emissions to air, noise generation, or the production, storage, or release of toxic or hazardous substances.

Any future development that may occur under the revised land use designation or new zoning district would be reviewed through separate project-level permitting processes. At that time, all environmental impacts—including stormwater, air emissions, noise, and hazardous materials—would be evaluated in accordance with applicable City, state, and federal regulations. Therefore, no direct environmental impacts are anticipated as part of this non-project action.

2. This is a non-project, policy-level amendment to the City's Comprehensive Plan and does not authorize any specific development or construction activity. As such, the proposal would not directly result in increased discharges to water, air emissions, noise generation, or the release of toxic or hazardous substances.

Any future site-specific development enabled by subsequent zoning or permit actions would be subject to separate environmental review, including evaluation of potential impacts to water, air quality, noise, and hazardous materials. Appropriate mitigation would be required at the time individual development proposals are submitted.

3. The amendment itself does not authorize construction and therefore would not directly consume or deplete energy or natural resources.

Any potential increase in development capacity resulting from future zoning changes would be evaluated during project-level permitting, at which time energy use, resource consumption, and required mitigation measures would be addressed through applicable codes and SEPA review.

4. Because this is a non-project Comprehensive Plan Amendment, it does not authorize any specific development, construction, or physical changes to the environment. As a policy-level action, the amendment only adjusts the land use designation for Low Density Residential areas and proposes replacing the R-S-20 zone with a new R-9 Low Density Residential District.

The proposal does not directly affect environmentally sensitive areas, parks, critical areas, wildlife habitat, wetlands, floodplains, or prime farmland. Any future site-specific development proposals would be reviewed under existing local, state, and federal regulations, including the City's critical areas ordinance, SEPA requirements, and applicable permitting processes. At that time, impacts to environmentally sensitive areas would be evaluated and mitigation applied as necessary.

5. Because this is a non-project legislative amendment, it will not directly change or authorize any specific land or shoreline use. The proposal adjusts the Low Density Residential land use designation to 2–5 units per acre and replaces the R-S-20 zoning designation with a new R-9 Low Density Residential District to restore consistency between the Comprehensive Plan and zoning code. These changes do not expand urban growth areas, introduce new shoreline designations, or authorize development inconsistent with the City's adopted plans.

Any future site-specific development would still be required to comply with the City's Comprehensive Plan, zoning code, shoreline regulations (if applicable), critical areas ordinance, and all permitting requirements. Therefore, the proposal is not expected to allow or encourage land or shoreline uses that are incompatible with existing plans.

6. Because this is a non-project policy amendment, it does not authorize any specific development and would not directly increase demands on transportation systems, utilities, or public services. The amendment revises the land use designation for areas currently zoned R-S-20 and establishes a framework for the eventual creation of a new R-9 Low Density Residential District.

Any future increase in demand for transportation, water, sewer, stormwater, police, fire, or other municipal services would depend on separate, site-specific development proposals, each of which would undergo its own permit review and SEPA evaluation.

The amendment itself is not expected to generate immediate or measurable increases in service or utility demands, and any future development resulting from zoning changes would be planned and reviewed in coordination with adopted Comprehensive Plan policies, the Capital Facilities Plan, and available infrastructure capacity.

7. The proposed amendment is a non-project action that adjusts Comprehensive Plan policy for Low Density Residential areas and replaces the R-S-20 zone with a new R-9 Low Density Residential District. Because it does not authorize any specific development, it does not directly conflict with local, state, or federal environmental protection requirements. Any future development occurring under the amended land use designation and zoning would remain subject to all applicable regulations, including the City's development standards, critical areas ordinance, stormwater requirements, and SEPA review at the project level.

While House Bill 1110 (Middle Housing) will be implemented by the City of Pasco at a later date, this amendment is a temporary policy and zoning correction intended solely to address density inconsistencies in the R-S-20 zone until HB 1110 is fully adopted.

THANK YOU

We have received your amendment submission. Please allow 1-3 business days for review. Please keep the Submittal ID as your receipt and for any future questions. We will also send an email receipt to all contacts listed in the submittal.

Submittal ID: 2025-S-11143

Submittal Date Time: 11/17/2025

Submittal Information

Jurisdiction	City of Pasco
Submittal Type	60-day Notice of Intent to Adopt Amendment
Amendment Type	Comprehensive Plan Amendment

Amendment Information

Brief Description
This emergency amendment updates the Capital Facilities Element of the Comprehensive Plan to maintain consistency with the City's adopted budget and current capital planning needs. The amendment also relates to school impact fee policies and utilizes the Pasco School District's adopted Capital Facilities Plan.

■ **Yes, this is a part of the 10-year periodic update schedule, required under RCW 36.70A.130.**

Planning Commissions Date 11/20/2025
Planning Commissions Date 12/18/2025

City Council Date 11/17/2025

Anticipated/Proposed Date of Adoption 01/20/2026

Categories

Submittal Category
Capital Facilities
Comprehensive Plan
Emergency
Schools

Attachments

Attachment Type	File Name	Upload Date
Comprehensive Plan Amendment - Draft	____ Resolution - Initiating Emergency CPA - PSD Capital Facilities Plan (CPA2025-001) - FINAL.pdf	11/17/2025 12:35 PM
Supporting Documentation or Analysis	CPA2025-001 School Capital Facilities Plan-Agency-Notice-Cover-Sheet.docx	11/17/2025 12:36 PM
Correspondence	Emergency Comprehensive Plan Amendments Initial Notice.msg	11/17/2025 12:36 PM
Correspondence	RE Emergency Comprehensive Plan Amendments Initial Notice.msg	11/17/2025 12:37 PM
Comprehensive Plan Amendment - Draft	ECPA Coversheet to COM.pdf	11/17/2025 12:37 PM
SEPA Materials	Notice of Application CPA 2025 Emergency Amendments.pdf	11/17/2025 12:37 PM

Contact Information

Prefix Ms.
First Name Haylie
Last Name Matson
Title CED Director
Work (509) 544-4136
Cell
Email matsonh@pasco-wa.gov

■ **Yes, I would like to be contacted for Technical Assistance.**

Certification

Entered by Sarah Van Etten Leupold on 11/17/2025 12:39:31 PM

Intake Received Date 11/17/2025
Full Name Ivan Barragani
Email barragani@pasco-wa.gov

Exhibit 12

THANK YOU for your legal submission!

Your legal has been submitted for publication. Below is a confirmation of your legal placement. You will also receive an email confirmation.

ORDER DETAILS

Order Number:
IPL0293485
Order Status:
Submitted
Classification:
Legals & Public Notices
Package:
TRI - Legal Ads
Site:
tricity
Final Cost:
$722.75
Referral Code:
Application CPA 2025 Emergency Amendments
Payment Type:
Account Billed
User ID:
IPL0018633

ACCOUNT INFORMATION

Debra Barham
525 North Third Ave.
Pasco, WA 99301
509-544-3096
cityclerk@pasco-wa.gov
City of Pasco

TRANSACTION REPORT

Date
November 21, 2025 3:36:40 PM EST
Amount:
$722.75

SCHEDULE FOR AD NUMBER IPL02934850

November 26, 2025
Tri-City Herald Print Publication

PREVIEW FOR AD NUMBER IPL02934850

4.9inches x 8.31inches

City of Pasco

NOTICE OF OPEN RECORD HEARING FOR EMERGENCY COMPREHENSIVE PLAN AMENDMENTS

Si necesita ayuda para entender este aviso o necesita más información, por favor llame al Departamento de Desarrollo Comunitario y Económico de la Ciudad de Pasco a 509-545-3441.

PLEASE TAKE NOTICE:

The City of Pasco is initiating two emergency Comprehensive Plan Amendments. The Pasco Planning Commission will hold an open record public hearing to receive public comment on these proposed amendments at **6:30 p.m. on December 18, 2025**, in the Council Chambers at Pasco City Hall, 525 N. 3rd Avenue, Pasco, Washington (please use the east side Parking Lot Entrance).

Final action on the proposed emergency Comprehensive Plan Amendments will be taken by the City Council at a later date, no sooner than 60 days after November 14, 2025, which was the date this notice was provided to the Washington State Department of Commerce. This notice also serves as notification to the general public regarding the public hearing.

At this hearing, the Planning Commission will hear public testimony regarding the following proposed amendments:

CPA2025-001 Emergency Amendment-Pasco School District's 2025 update to the Capital Facilities Plan: The City of Pasco Planning Commission will hold an open record hearing to consider an emergency amendment to the Capital Facilities Element of the Comprehensive Plan. The proposed amendment, initiated by City Council resolution at the November 17, 2025 Council meeting, updates the Capital Facilities Element to maintain consistency with the City's adopted budget and reflect updated capital planning for public facilities, including schools. This amendment affects the City's Capital Facilities designations and policies related to school impact fees. The Pasco School District adopted its 2025 Capital Facilities Plan on March 25, 2025, which received a State Environmental Policy Act Determination of Non-Significance (DNS) under WAC 197-11-340(2) and PSD Policy 92080 on March 11, 2025. The City has transmitted the proposed emergency amendment to the Washington State Department of Commerce for the required 60-day agency review. The Community and Economic Development Department will process the amendment following established Comprehensive Plan procedures. For more information please contact: **509-544-4146 / barragani@pasco-wa.gov**

CPA2025-002 Emergency Amendment-Low Density Residential Land Use-R-S-20 Zone: The City of Pasco Planning Commission will hold an open record hearing to consider an emergency Comprehensive Plan Amendment, initiated by City Council resolution at the November 17, 2025 Council meeting. On April 17, 2023, the City adopted Ordinance No. 4663, which amended PMC 25.215.015 and the Comprehensive Plan Land Use Density Table (Table LU-1). The ordinance revised allowable gross densities for Low Density Residential (LDR) zoning districts from 2–5 dwelling units per acre to 3–6 dwelling units per acre, and established that all new development must meet the minimum density requirements in PMC 25.215.015. In the R-S-20 zone, classified as Low Density Residential with a minimum lot size of 20,000 square feet, a one-acre lot can accommodate only two dwelling units. Under the current standards, such development is prohibited, effectively creating a moratorium on small-lot development in the R-S-20 zone. The City has received several requests from property owners to divide land in this zone, but those applications have been denied for failing to meet the adopted density requirements. To address this issue, the Planning Division has been directed to initiate an amendment. The proposed land use designation of 2–5 units per acre would provide the policy framework for low-density housing, while the zoning code would implement this direction through parcel-level regulations. To align zoning with the revised land use designation, staff proposes replacing the R-S-20 zone with a new R-9 Low Density Residential District, establishing a minimum lot size of 8,700 square feet. This change allows zoning to support the full density range permitted by the land use designation while still accommodating larger half-acre parcels where septic systems are an option. The proposed R-9 district provides a balanced approach that restores consistency, reflects infrastructure realities, and prepares the City for future statewide housing obligations. The City of Pasco has transmitted the proposed emergency amendment to the Washington State Department of Commerce for the required 60-day agency review. A State Environmental Policy Act (SEPA) checklist will be reviewed for this action and made available for public review and comment in accordance with WAC 197-11-355, with the optional Determination of Non-Significance (DNS) process applied as appropriate. For more information please contact: **509-544-4146 / barragani@pasco-wa.gov**

Public Comment Period: Written comments must be submitted to the Community and Economic Development Department no later than **5:00 p.m. on December 18, 2025**. Any interested party may submit written comments, attend the public hearing to provide oral testimony, or request notification of the Planning Commission's findings and recommendations to the City Council, as well as the City Council's final decision when action is taken.

To submit comments, request notification, or ask questions regarding these proposals, please contact the Planning Division using the phone number or email addresses provided after each project description, or by mail or in person at the address below. Please note that written comments submitted prior to the meeting will be accepted and included in the official record. Oral testimony provided during the meeting will also be accepted and entered into the record at that time.

City of Pasco – Planning Division
P.O. Box 293
Pasco, WA 99301

In Person:
525 N. 3rd Avenue, 1st Floor (CED)
Pasco, WA 99301

If you wish to participate in the hearing virtually, please register at least 2 hours prior to the meeting at the following registration link: **Public Comment**. After registering, you will receive a confirmation email containing information about joining the webinar.

The City of Pasco welcomes full participation in public meetings by all citizens. No qualified individual with a disability shall be excluded or denied the benefit of participating in such meetings. If you wish to use auxiliary aids or require assistance to comment at this public meeting, please contact the Community Development Department at (509) 545-3441 or TDD (509) 585-4425 at least ten days prior to the date of the meeting to make arrangements for special needs.
IPL0293485
Nov 26 2025

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REPORT TO PLANNING COMMISSION
City Hall – 525 North Third Avenue – Council Chambers
THURSDAY, DECEMBER 18, 2025
6:30 PM

TO: Planning Commission

FROM: Ivan Barragan, Planner III

SUBJECT: Code Amendment (CA 2025-002) – Sandwich Board Signs within right-of-way

File Number: CA 2025-002	
Applicant:	City of Pasco
Description:	At the direction of the City Council, staff proposes an amendment to Title 17 (Sign Code) to allow sandwich board signs within sidewalks located in the public right-of-way within the Downtown Pasco Overlay District.
Environmental Determination	This amendment is exempt from an environmental determination under WAC 197-11-800(19), as it constitutes a text amendment that does not result in any substantive environmental impacts.

Exhibits:
1 Downtown Overlay District Map
2 PMC Title 17 changes
3 Cities Sandwich Boad Signs Codes

History

On September 18, 2006, the City of Pasco adopted a comprehensive update to Title 17 Sign Code and repealed the previous code through Ordinance No. 3790. This code change introduced the definition of "sign – sandwich or A-frame."

As of September 1, 2006, private signs placed in or upon public right-of-way became prohibited, and this restriction has remained unchanged for over 19 years.

Background

Although sandwich board signs have long been used by businesses, their placement within the public right-of-way has technically remained prohibited. With recent direction from the City Council and City Manager's Office, staff is bringing forward a targeted amendment to allow these signs within the Downtown Pasco Overlay District under regulated conditions.

Discussion

The proposed amendment would allow sandwich board signs within sidewalk areas of the public right-of-way in the Downtown Pasco Overlay District, provided that:

- Signs are placed directly in front of the associated business, with no more than one sign per business frontage
- All required Americans with Disabilities Act (ADA) clearances are maintained
- Signs are displayed only during business hours
- Signs located near an intersection shall be placed at the furthest point from the intersection while still fronting the business

This approach supports business visibility and activation of the streetscape while maintaining pedestrian safety, accessibility preventing sign clutter.

Analysis

The proposed amendment creates a clearly regulated pathway for allowing small, pedestrian-oriented signs within the sidewalk right-of-way while maintaining compliance with ADA accessibility and sight-distance standards.

Key benefits include:

- Increased flexibility for Downtown businesses to advertise and activate the streetscape
- A regulatory mechanism to oversee placement, preventing the current situation where such signs—if used—are technically prohibited
- Ability for the City to apply different sight-distance considerations near signalized intersections versus stop-controlled intersections, providing context-sensitive regulation

Alternatives

1. **Take no action.**
   Sandwich board signs would remain prohibited within the public right-of-way.
2. **Allow signs in the right-of-way without regulation.**
   This could result in ADA conflicts, liability concerns, visual clutter, and safety issues.
3. **Expand the allowance citywide.**
   Allowing such signs throughout the entire City of Pasco would broaden benefits but would require additional analysis, outreach, and policy consideration.

Recommendation

Staff recommends the Planning Commission:

1. Provide input and/or ask questions regarding the proposed amendment allowing sandwich board signs within the public right-of-way in the Downtown Pasco Overlay District, including areas within 300 feet as described in PMC 25.95.020.
2. Schedule a public hearing for formal consideration of the municipal code text amendment at the next Planning Commission meeting on January 15, 2026.

Suggested Motion:

"I move to schedule a public hearing on January 15, 2026, to consider the staff-proposed text amendments to Title 17."

W-Court-St
W-Opal-St
W-Ruby-St
W-Brown-St
W-Octave-St
W-Henry-St
N-8Th-Ave
N-9Th-Ave
N-10Th-Ave
N-11Th-Ave
Astor-Way
N-13Th-Ave
N-16Th-Ave
N-17Th-Ave
W-Gartmell-St
N-18Th-Ave

17.10.010 Generally.

For the purpose of this title, certain abbreviations, terms, phrases, words, and their derivatives shall be construed as specified in this chapter and are to be used only for the implementation of this title. Words used in the singular include the plural, and the plural the singular. Words used in the masculine gender include the feminine, and the feminine the masculine.

“Alley” means a public street not designed for general travel and used primarily as a means of access to the rear of residences and business establishments.

“Building” means any structure built for the support, shelter, or enclosure of persons, animals, chattels, or property of any kind.

“Building code” means the building codes of the City adopted by PMC Title 16.

“Building line” means a line established by ordinance beyond which no building may extend.

“Building Official” means the Building Official of the City and/or the person designated to enforce the sign code by the City Manager.

“Change of copy” means the change of a logo, and/or message upon the face or faces of a legal sign.

“City” means the City of Pasco, Washington.

“Community event” means a community-wide event open to the general public and sponsored by a public agency, a public or private school, or a not-for-profit civic organization.

“Curb line” means the line at the face of the curb nearest to the street or roadway. In the absence of a curb, the City Engineer shall establish the curb line.

“Display surface” means the area made available by the sign structure for the purpose of displaying the advertising message.

“District” or “zoning district” means any district established pursuant to the provisions of PMC Title 25.

“Durable” means a nonbiodegradable material that withstands degradation from the elements such as weatherproof card stock, aluminum, metal, UV-protected plastics, treated or painted wood concrete, stone and similar materials.

“Erects” means to build, construct, attach, place, suspend, or affix, including the painting of a wall sign.

“Face of building” means the general outer surface of any exterior wall of a building or other structure.

“Facade” means the entire building front or street wall face, including the grade to the top of the parapet or eaves, and the entire width of the building elevation.

“Fence – subdivision” means a common fence constructed along the rear line of residential lots that back on arterial streets and constructed as part of the subdivision improvements.

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“Filling station, public motor fuels” means any area of land, including any structure or part thereof, that is used or designed to be used for the supply of motor fuels; also deemed to be included within this term shall be: Any area or structure used or designed to be used for polishing, greasing, washing, spraying (other than paint), dry cleaning, or otherwise cleaning or servicing such motor vehicles.

“Frontage” means the measurement of the length of the property line or building front.

“Hearing Examiner” means the Pasco Hearing Examiner as set forth in Chapter 25.195 PMC.

“Incombustible material” means any material which will not ignite at, or below, a temperature of 1,200 degrees Fahrenheit during an exposure of five minutes, and which will not continue to burn or glow at that temperature.

“Mansard roof” means a sloped roof or roof-like facade architecturally able to be treated as a building wall.

“Multiple-building complex” means a group of commercial or industrial structures.

“Multiple-tenant building” means a single structure that houses more than one retail business, office or commercial venture, but that does not include residential apartment buildings sharing the same lot, access and/or parking facilities.

“Nonconforming signs” are those which were lawfully installed, but which do not comply with the requirements of this title.

“Nonstructural trim” means the molding, batons, caps, nailing strips, latticing, cutouts or letters and walkways that are attached to the sign structure.

“Parapet” means a false front or wall extension above the roof line.

“Parcel” means the real property on which a business is located or the portion of real property designated for use of a business. “Parcel” shall include all adjacent property used by a business including yards, parking lots, and storage yards. Where more than one business is located within a building, the property on which that building is located is considered one parcel.

“Perimeter” means a square or rectangle required to enclose the sign area.

“Periphery of right-of-way” means that portion of the right-of-way lying behind the street improvement. (See definition for “Street improvements.”)

“Person” means and includes persons, firms, partnerships, associations, corporations, and other business entities.

“Premises” means the real estate as a unit, upon which is displayed the sign or signs mentioned in this chapter.

“Private road or driveway” means every way or place in private ownership and used for travel of vehicles by the owner or those having express or implied permission from the owner, but not by other persons.

“Projection” means the distance by which a sign extends over public property or beyond the property line.

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“Right-of-way (ROW)” means that area of land dedicated for public use or secured by the public for purposes of ingress and egress to abutting property and other public purposes, including that space between the adjacent property line and the back of the street and/or sidewalk improvements.

“Roadway” means that portion of a highway improved, designed, or ordinarily used for vehicular travel, exclusive of the sidewalk or shoulder. In the event a highway includes two or more separated roadways, the term “roadway” shall refer to any such roadway separately but shall not refer to all such roadways collectively.

“Roofline” means the top edge of a roof or parapet or the top line of a building silhouette.

“Setback” means the distance measured on a horizontal plane between a public right-of-way line or a property line and the closest portion of a sign thereto.

“Sidewalk” means that property between the curb lines or the lateral lines of a roadway and the adjacent property, set aside and intended for the use of pedestrians, or such portion of private property parallel and in proximity to a public highway and dedicated to use by pedestrians.

“Sign” means a name, identification, description, display or illustration that is affixed to, or represented directly or indirectly upon, a building, structure, or piece of land and that directs attention to an object, product, place, activity, person, institution, organization or business. However, a “sign” shall exclude any display of official court or public office notice, emblem or insignia of a nation, political unit, school, or religious group. A “sign” shall not include a sign located completely within an enclosed building unless the public may view the sign from a roadway or sidewalk, or the context of this chapter shall so indicate.

“Sign, abandoned” means a sign that no longer correctly directs or exhorts any person nor advertises a bona fide business, lessor, owner, product or activity conducted or available on the premises whereon such sign is located.

“Sign area” means the total area of a sign visible from any one viewpoint or direction, excluding the sign support structure, architectural embellishments, or framework that contains no written copy, and includes only one side of a double-faced sign. Individual letter signs using a wall as the background without added decoration or change in wall color shall be calculated by measuring the perimeter enclosing each letter. The combined total area of each individual letter shall be considered the total area of the sign. Module signs consisting of more than one sign cabinet shall be computed by adding together the total area of each module. Perimeter or sign area shall be established by the smallest rectangle enclosing the extreme limits of the letter module or advertising message being measured.

“Sign – awning” means a sign that is hung from and below a building awning or canopy that may extend outwards under the awning or canopy and over the walkway or parking area.

“Sign – banner” means flexible material on which a sign is painted or printed that is attached to a building or displayed on the grounds.

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"Sign – billboard" means an off-premises sign or off-premises sign structure supported by one or more uprights and braces in the ground upon which general advertising matter is placed, usually by the poster method, erected entirely upon private property.

"Sign – billboard, digital" means an off-premises sign or off-premises sign structure supported by one or more uprights and braces in the ground, erected entirely upon private property, upon which general advertising messages are changed by any electronic process or remote control; provided, that the change from one message to another message is no more frequent than once every eight seconds and the actual change process is accomplished in two seconds or less. The display will operate at an illumination intensity not to exceed three-tenths (0.3) foot-candles over ambient light as measured at 150 feet and must be equipped with a light sensor that automatically adjusts the intensity of the display in real-time according to the amount of ambient light.

"Sign – blade or projecting" means a sign that is wall-mounted perpendicular to the building that may extend upwards and above the facade and/or outwards and over the walkway or parking area.

"Sign – business" means a sign which directs attention to a business or profession conducted, or to a commodity, service, or entertainment sold, or offered upon the premises where such sign is located, or to which it is affixed.

"Sign – canopy" means a sign that is painted onto the face or edge of an awning or canopy that is mounted to the building facade.

"Sign – changing message center" means an electronically controlled public service time and temperature sign, message center, or readerboard where different copy changes of a public service or commercial nature are shown on the same lamp bank.

"Sign – combination" means any sign incorporating any combination of the features of freestanding, projecting and roof signs. "Combination sign" shall include signs commonly referred to as "fin signs."

"Sign – community event regional" means a sign that identifies events occurring at a regional sports/entertainment/convention/trade facility containing 60 or more acres located within 1,000 feet of a freeway interchange and adjacent to a highway of statewide significance.

"Sign – construction" means a temporary sign designating the contractor(s), architect(s), and engineer(s) participating in a construction project underway on the same premises. A construction sign may also include the name of the project.

"Sign – directional" means any sign designated and used solely for the purpose of indicating the location or direction of a place on the premises upon which the sign is located.

"Sign – directional off-premises kiosk" means a structure erected by the City or a private party through a license agreement with the City in approved locations bearing multiple off-premises directional signs.

"Sign – directional traffic" means a sign that is located to guide or direct pedestrian or vehicular traffic to parking entrances, exits and service areas.

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"Sign – directory of tenants" means a sign that identifies the building or project name and the tenants which share a single structure or development.

"Sign – double-faced" means a sign with two faces.

"Sign – electrical" means a sign or sign structure in which electrical wiring, connections, and/or fixtures are used as part of the sign proper.

"Sign – flashing" means an electrical sign or portion thereof that changes light intensity in a sudden transitory burst or that switches on and off in a constant pattern with more than one-third of the light source that is not constant being off at any one time.

"Sign – follow-through" means a sign which identifies the location of a business for the purpose of participating in the Washington State Department of Transportation Motorist Information Sign Program.

"Sign – freestanding pedestal" means a self-supported sign permanently attached directly to the ground upon a pedestal base or monument foundation and not attached to any building, wall or fence (also called pedestal or monument sign).

"Sign – freestanding pole" means a self-supported sign permanently attached directly to the ground supported by upright poles or posts or braces placed on or in the ground (also called ground or pole sign).

"Sign – freeway" means a freestanding sign located on the premises where the business, product or service is located, with said sign being within 250 feet of I-182, SR-395 or SR-12.

"Sign – freeway interchange" means a sign that provides only regional identification for a group of businesses within an area defined by a state-recognized business association where the businesses collectively occupy a minimum of 15 acres of land.

"Sign – garage or yard sale" means a sign advertising a private sale of personal household possessions; not for the use of any commercial venture.

"Sign height" means the vertical distance measured from the adjacent grade at the base of the sign support to the highest point of the sign or sign structure, whichever is higher.

"Sign – identification" means a sign of an informational nature that directs attention to certain uses other than businesses, individual private residences.

"Sign – inflatable" means a large balloon or balloon-like object greater than 18 inches in any dimension that uses blown air or a gas to remain inflated.

"Sign – informational private" means a sign placed for the convenience of the property owner used for the sole purpose of designating property control and warning signs such as "no trespassing," "no dumping," "patrolled by dogs," etc.

"Sign – informational public" means a sign placed for the convenience of the public used for the sole purpose of designating restrooms, hours of operations, entrances and exits to buildings and parking lots, help wanted, public telephones, public notary, etc. Also included are plaques, tablets or inscriptions that are an integral part of a building.

"Sign – interior" means any sign attached to the interior surface of the window of any building or structure, or maintained within the building or structure.

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"Sign – landmark" means a sign or plaque that is attached to the surface of the building or on a site that identifies or describes the historical, cultural, social, or other significance of a building or site.

"Sign – limited duration" means any sign advertising real estate sales or rentals or construction projects utilized for a specified period of time.

"Sign, marquee or readerboard" means a sign that displays a changing message using manually mounted lettering or electronic printout that may be mounted on a building or freestanding pedestal or pole.

"Sign, marquee or readerboard – portable" means a sign that displays a changing message using manually mounted lettering or electronic printout that may be mounted on an easel, trailer, or other movable equipment.

"Sign – nameplate" means a sign which indicates no more than the name and address of the resident of the premises.

"Sign – nonconforming" means any sign lawfully constructed prior to the enactment of the ordinance codified in this title, which fails to conform to the provisions of this title.

"Sign – off-premises" means a sign that carries a message of any kind or directs attention to a business, commodity, service, or entertainment conducted, sold, or offered elsewhere than upon the premises where such sign is located, or to which it is affixed. Signs identifying a business complex and containing the names of multiple businesses within the complex shall not be considered an off-premises sign.

"Sign – off-premises directional" means a sign providing directions to a public or other community event or facility in a location different than the property on which the sign is posted.

"Sign – off-premises informational" means a sign providing information about events conducted at a public or other community facility in a location different than the property on which the sign is posted.

"Sign – open house" means a sign welcoming viewers to a piece of residential real estate that is being offered for sale.

"Sign – pedestrian-oriented" means a sign the primary purpose of which is to provide information for pedestrians and bicyclists.

"Sign – political" means a temporary sign that identifies a candidate(s) for public elective office; urges a particular vote on a ballot measure in a pending public election, whether local, state or national; or expresses an opinion on a public issue.

"Sign – portable" means an unlighted business sign, including paper, cardboard, wood or metal, that is capable of being moved easily and that is not permanently affixed to the ground, structure or building. This includes a sidewalk or sandwich board signs, except those worn by a person.

"Sign – poster" means a decorative placard or advertisement intended to advertise a movie, theater production, video or CD, or other product or special event that is being conducted or offered for sale.

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"Sign – readerboard" means a lighted or unlighted business sign or part of a sign on which the letters are readily replaceable such that the copy can be changed from time to time at will.

"Sign – readerboard, portable" means a lighted or unlighted business sign or part of a sign on which the letters are readily replaceable such that the copy can be changed from time to time at will. A portable readerboard is capable of being moved or trailer mounted and is not permanently affixed to the ground, structure or building.

"Sign – real estate" means a temporary sign erected by the owner, or his/her agent, that advertises the real estate upon which the sign is located for rent, lease or sale, or directing people to the property.

"Sign – real estate directional" means a temporary and/or portable sign that is intended to assist people finding the location of difficult-to-locate property that is for sale, rent, or lease.

"Sign – revolving" means any sign that rotates or turns in a circular motion by electrical or mechanical means and does not exceed eight revolutions per minute.

"Sign – roof" means a business sign erected upon or above a roof or parapet of a building or structure. Mansard roof signs shall be considered wall signs.

"Sandwich board sign ~~Sign – sandwich or A-frame~~" means a temporary portable two-faced board-style sign that is readily movable and has no permanent attachment to a building, structure, or the ground.

"Sign – special event" means a temporary sign advertising activities concerning a drive or event of a political, civic, seasonal, cultural, philanthropic, educational or religious event or organization that will occur intermittently.

"Sign structure" means any structure supporting or capable of supporting any sign defined in this chapter. A sign structure may be a single pole or may or may not be an integral part of the building or structure.

"Sign – temporary" means any real estate, open house, special event, garage sale, or political sign corresponding to a specific event and displayed for a limited period of time.

"Sign – tract" means signs used for the sale of real property in a platted subdivision.

"Sign – wall" means any sign or graphic design which is attached parallel to, or flat against, or is painted on, the wall or exterior of a building or structure having a commercial message or identification.

"Sign – wall-mounted" means a sign attached or erected parallel to and extending from the facade or wall of any building to which it is attached. A wall sign is supported through its entire length with the exposed face of the sign parallel to the plane of said wall or facade. A sign painted on the wall of a building or a sign painted or attached to a marquee shall be considered a wall-mounted sign.

"Sign – window" means any sign which is painted or mounted onto an exterior window pane, or which is hung directly inside the window, including advertisements for services or products in the form of decals, emblems, paint, exposed neon, banners, etc., within three feet of the window pane.

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"Sign – window, temporary indoor" means any sign (or poster) of a temporary nature displayed within a commercial building on the inside of the glass or in close proximity to the window and may be viewed by persons outside of the building.

"Street" means a public or private way open to general public use including all classes of roadways and excepting alleys, driveways, and interstate freeways, but including major internal circulation corridors within parking lots.

"Street frontage" means the side of the building facing a street that abuts the property on which the building is located.

"Street improvements" means the paved roadway, and adjoining curb, gutter, sidewalk and landscaping.

"Structure" means anything constructed or erected, the use of which requires location on the ground or attachment to something having location on the ground.

"U.L." means Underwriters Laboratory.

Zone, Zoning District. See definition under "District."

[Ord. 4729 § 1, 2024; Ord. 4678 § 1, 2023; Ord. 4190 § 1, 2014; Ord. 3909 § 1, 2009; Ord. 3790 § 2, 2006; Code 1970 § 17.03.010.]

17.15.010 Interpretation of sign allowance table.

(1) The sign allowance table, as incorporated herein, determines whether a specific sign is allowed in a zone district or by land use activity. The zone district or land use activity is identified in the left column and the specific sign allowances are located in the rows of the table.

(2) If no symbol or number appears in the table box at the intersection of the column and row, the sign is not allowed in that category or is not subject to an allowance.

(3) If a number appears in the table box at the intersection of the column and row or in the column or row heading, the sign may be allowed subject to the appropriate requirement and specific conditions indicated in the table footnotes.

(4) All applicable requirements shall govern a sign whether or not the requirements are cross-referenced in the table.

Sign Allowance Table						
	Permit requirement					
	|	**Material restrictions**				
	|	|	**Number of signs**			
	|	|	|	**Allowable surface area in sq. ft. (1)**		
	|	|	|	|	**Height in feet (2)**	
	|	|	|	|	|	**Projection over ROW to curb line**

		|	|	|	|	|	|	**Spacing in linear feet (3)**						
		|	|	|	|	|	|	|	**Visible ground plane/passage area (4)**					
		|	|	|	|	|	|	|	|	**Setback from adjacent property line**				
		|	|	|	|	|	|	|	|	|	**Setback from ROW in feet (5)**			
		|	|	|	|	|	|	|	|	|	|			
		|	|	|	|	|	|	|	|	|	|	**Duration (days)**		
		|	|	|	|	|	|	|	|	|	|	|	**Notes**
		|	|	|	|	|	|	|	|	|	|	|	|
Access, landmark, and information signs – all zones														
entry/exit	freestanding pedestal/pole sign	yes	durable	1	4	4				5	0		per exit/entry
landmark	wall sign/plaque	yes	durable	1	10	8				5	0		per building frontage
informational - private (6)	wall sign	no	durable	1	2	8				5	0		per building frontage
	freestanding pedestal/pole sign	no	durable	1	6	4				5	0		per street frontage
informational - public	wall sign	no	durable	1	2	8				5	0		per building frontage
	freestanding pedestal/pole sign	no	durable	1	6	4				5	0		per street frontage
Permanent signs														
Residential districts - RT, R-S-20, R-S-12, R-S-1, R-1, RFAH-1/1A, R-2, R-3, R-4, RMHP														
	wall sign	no	durable	1	2	8				5	0		per property

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identification - dwelling unit	freestanding pedestal/pole sign (17)	no	durable	1	2	4				5	0		per property
identification - bldg complex	wall sign	yes	durable	1	24	20				5	0		per building frontage
	freestanding pedestal/pole sign (17)	yes	durable	1	24	4				5	0		per street frontage
daycare facility	wall sign	yes	durable	1	16	20				5	0		per building frontage
commercial	freestanding pedestal/pole sign (17)	yes	durable	1	16	15				5	0		per street frontage
school/religious use (15)	wall sign	yes	durable	1	24	20				5	0		per building frontage
	freestanding pedestal/pole sign (17)	yes	durable	1	40	15				5	0		per street frontage
	freestanding marquee/readerboard sign (17)	yes	durable	1	24	15				5	0		per street frontage
Office/commercial districts - O, C-1, C-2, C-3, C-R, BP, I-1, I-2, I-3 Composite allowance - all sign surfaces													
maximum per sign	window sign (11)	no	transparent	na	25%	15							
per building/street frontage	awning sign per business	yes	durable	1	24	15	(2)		8				may extend over walkway
	canopy sign	yes	maintained	na	25%	24	(2)		8				may extend over walkway
	wall sign	yes	durable	na	25%	na			14		0		
	blade/projecting sign	yes	durable	1	125	(2)	(2)			5	0		

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	freestanding pedestal sign	yes	durable	1	350	15	0			5	0		
	freestanding marquee/readerboard sign (17)	yes	durable	1	48	15				5	0		per street frontage
	freestanding pole - tenant directory sign (17)	yes	durable	1	12	35	0		6	5	0		up to 12 tenants per sign
	freestanding pole sign (17)	yes	durable	1	350	35	0		6	5	0		
	freestanding billboard sign (7)(17)	yes	durable	1	250	35	0	500	6	5	0		Maximum 25 billboard sign structures in City.
	freestanding digital billboard sign (7)(17)	yes	durable	1	250	35	0	500	6	5	0		
	off-premises directional sign (14)	yes	durable	1	5	15				5	0		
Commercial/industrial districts - C-3, C-R, BP, I-1, I-2, I-3													
maximum per sign	freeway sign	yes	durable	1	350	70		500	6	35	35		per freeway frontage
per freeway	or freeway interchange (9) sign	yes	durable	1	480	70		500	6	35	35		per 15-acre site minimum
frontage property	and freeway readerboard (9) sign	yes	durable	1	150	35		500	6	35	35		per 15-acre site minimum
Limited duration signs													
Undeveloped property													
Residential - lot	freestanding pedestal/pole sign	yes	durable	1	24	8				5	0	15	after closing
- tract	freestanding pedestal/pole sign	yes	durable	1	60	8				5	0	15	after last closing
Commercial			durable	1	24	8				5	0	15	

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- lot	freestanding pedestal/pole sign	yes											after closing
- tract	freestanding pedestal/pole sign	yes	durable	1	60	8				5	0	15	after closing
Construction	wall/banner sign	yes	durable	1	24	8				5	0	const	
	freestanding pedestal/pole sign	yes	durable	1	32	8				5	0	const	
Real estate sales/rentals per building or property													
Residential zones	window/poster sign	no		1	2						0	15	after closing
	freestanding pedestal/pole sign (10)	no	durable	1	6	8				5	0	15	after closing
	freestanding sign (10)	no	durable	2	2	8				5	0	15	after closing
Commercial zones (12)	window/poster sign	no		1	2						0	15	after closing
	wall/banner sign	no	durable	1	6	20				5	0	15	after closing
	freestanding pedestal/pole sign (9)	no	durable	1	6	8				5	0	15	after closing
Temporary signs													
Open house - real estate sales	sandwich - directional (10)	no	durable	4	6	4				5	0		after event
	sandwich - site (10)	no	durable	1	6	4				5	0		after event
Special event - sales, charities, etc.													
Schools, churches, parks, farmers mkt, Xmas trees	sandwich - directional (10)	no	durable	4	6	4				5	0		after event
	sandwich - site (10)	no	durable	1	6	4				5	0		after event
	window poster	no		na	50%								after event

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	window banner	no	durable	1	16						0		after event
	wall sign/banner	no	durable	1	64	20				5	0		after event
	banner - mounted freestanding pole	no	durable	1	10	20	(2)		8	5	0		after event
	marquee/readerboard - portable	no	durable	1	18	4				5	0		after event
	balloons (12)	no	biodegradable	15		20				5			after event
Residential zones	sandwich - directional (10)	no	durable	2	6	4				5	0		after event
	sandwich - site (10)	no	durable	1	6	4				5	0		after event
Commercial zones	sandwich - directional (10)	no	durable	2	6	4				5	0		after event
	sandwich - site (10)	no	durable	1	6	4	(18)			5 (18)	0		after event
	window poster	no		na	50%								after event
	window banner	no	durable	1	16						0		after event
	wall sign/banner	no	durable	1	64	20				5	0		after event
	banner - mounted freestanding pole	no	durable	1	16	20	(2)		8	5	0		after event
	marquee/readerboard - portable	no	durable	1	18	4				5	0		after event
	balloons (12)	no	biodegradable	15		20				5			after event
	inflatables (13)	yes	nonflammable	1	350	70		250		5	0		after event
SR-12/395 and I-182	inflatables (13)	yes	nonflammable	1	350	70		500		5	0		after event
Political (16)	freestanding	no	durable	na	6	4				5	0	10	after election

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1 The area within a continuous perimeter enclosing the outer limits of the sign face, but not including structural elements, which are not a part of the display. The area of a two-sided sign equals the area of one side. The area of a spherical, cubical, or polyhedral sign equals 1/2 the total surface area.

2 Height: measured from the average finished grade at the sign foundation.

Awning signs shall be at least 8 and no more than 16 feet above the walkway.

Blade/projecting signs shall not extend more than 10 feet above the building facade or 6 feet from the face of the building.

3 Spacing: the linear distance between signs, or sign structures, in feet.

4 The area under the sign that shall be free of obstructions to allow passage of pedestrians and vehicles.

5 Setback: shall be that portion of any sign or sign structure that is closest to the property line.

6 Private informational signs must be for an original purpose and may not simply repeat the same message over and over.

7 Signs visible from Washington State Highways may be subject to the Highway Advertising Control Act of 1971 and require approval by the Washington State Department of Transportation in additional to local approval.

8 On private property adjacent to an arterial road: not within 100 feet of a public street intersection, 300 feet of a residential district, within 250 feet of a freestanding sign of 200 sf of display area.

9 Freeway interchange signs must be located within 1,000 feet of an interchange, and 300 feet of ROW, on site of business on a minimum 15-acre site.

10 Square feet per one face of a two-sided sandwich board.

11 Window signs may include credit card logos and advertise hours of operation and address.

12 Balloons shall be no larger than 18 inches in diameter, not attached to a roofline.

13 Inflatables shall be securely anchored to the ground and not create a traffic or other hazard in the event of deflation.

Inflatables shall be measured by square feet of surface volume.

14 Off-premises directional signs shall be of the material, color, lettering font, and structure specified by the Building Official.

15 Excepting Pasco High School Bulldogs stadium sign.

16 Campaign signs on private property are limited to 32 square feet in size.

17 Permanent freestanding pole signs are not allowed within the downtown core, as illustrated in PMC 25.95.050(2) of the downtown Pasco overlay zone.

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[18] Except in the Downtown Pasco Overlay District sandwich board signs shall adhere to PMC 17.15.025.

[Ord. 4729 § 2, 2024; Ord. 4678A § 2, 2024; Ord. 4678 § 2, 2023; Ord. 3865 § 1, 2008; Ord. 3790 § 2, 2006; Code 1970 § 17.05.010.]

17.15.040 Prohibited signs.

From and after September 1, 2006, it is unlawful for any person to maintain, erect or place within the City:

(1) A swinging projecting sign;

(2) Signs attached to or placed upon a vehicle or trailer parked on private or public property designed to operate as a de facto permanent advertising sign. This provision is not to be construed as prohibiting the identification of a firm or its principal products on a vehicle operating during the normal course of business. This does not include automobile for sale signs or signs attached to licensed buses or taxis;

(3) Private signs placed in or upon a public right-of-way, except as expressly provided herein

(a) Sandwich board signs placed in or upon public right-of-way in the Downtown Pasco Overlay District shall adhere to PMC 17.15.025.

(4) Any sign that constitutes a traffic hazard or detriment to traffic safety because of size, location, movement, content, or method of illumination. Any sign that obstructs the vision of drivers or detracts from the visibility of any official traffic control device or diverts or tends to divert the attention of drivers of moving vehicles away from traffic movement on streets, roads, intersections, or access facilities. No sign shall be erected so that it obstructs the vision of pedestrians, or which by its glare or by its method of illumination constitutes a hazard to traffic. No sign may use words, phrases, symbols or characters in such a manner as to interfere with, mislead, or confuse the steady and safe flow of traffic;

(5) Any sign or advertising structure or supporting structure that is torn, damaged, defaced or destroyed;

(6) Signs attached to utility poles, trees, rocks or other natural features;

(7) Signs attached to subdivision fences;

(8) Signs attached to benches on public rights-of-way;

(9) Roof signs, including signs painted directly on a sloped or gabled roof surface; strobe lights, lasers; strings of streamers; and all other signs not otherwise specifically authorized or exempted by this chapter;

(10) Off-premises signs except those expressly permitted herein;

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(11) Balloons or inflatables attached, anchored or tethered to a roof of a building. [Ord. 4729 § 3, 2024; Ord. 3790 § 3, 2006; Code 1970 § 17.05.040.]

17.25.030 Traffic obstruction and visibility.

No sign shall be erected so as to obstruct the vision of vehicular traffic, or at any location where it may interfere with, or be confused with, any traffic signal or device. No sign or sign structure shall be erected within the vision triangle of a corner lot property measured (20 feet along the property line from the intersection of two streets or 15 feet from the intersection of a street and alley). Sandwich board signs in the Downtown Pasco Overlay District are exempt from this restriction provided they meet PMC 17.15.025. [Ord. 3790 § 5, 2006; Code 1970 § 17.09.030.]

17.15.025 Sandwich Board Signs

Sandwich board signs in the Downtown Pasco Overlay District shall adhere to the regulations identified as "sandwich - site[(10)]." in the PMC 17.15.010 Sign Allowance Table, as referenced under Temporary signs, Special event - sales, charities, etc., and Commercial zones.

(1) *Placement Area.*

(a) Signs shall be restricted to the area bounded by the business frontage addressed by the business.

(b) Where no building exists, signage shall be restricted to the parcel frontage.

(c) In all cases, signs shall be located between the parcel frontage sidewalk and the curb, but may be placed on private property at the business owner's discretion.

(d) In areas with unimproved right-of-way, signs shall be restricted to the road verge and parcel.

(e) Sign placement shall not block building entrances, stairways, or private driveway access.

(2) *Sign Limit.* Only one sandwich board sign is allowed per business tenant.

(3) *Hours of Display.* Signs are permitted only during the business's operating hours.

(4) *Intersection Placement.* Signs located near an intersection shall be placed at the furthest point from the intersection while still fronting the business.

(5) *Liability.* The City shall be held harmless against any and all claims arising from the presence of sandwich board signs in the public right-of-way.

(6) *Prohibited Mounting.* Signs shall not be affixed to, mounted upon, or placed on vehicles parked in the public right-of-way.

(7) *Removal of Violations.* Any sign placed in violation of this section may be summarily removed.

(8) *Return or Destruction of Removed Signs.* Signs removed pursuant to this section may be

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returned to the owner. Any sign removed more than twice from public or private property may be destroyed.

(9) *ADA Compliance.*

(a) Signs shall preserve ADA access at all times.

(b) Signs shall not encroach into any portion of a handicapped ramp.

(10) *Prohibited Locations.*

(a) Signs shall not be placed within travel lanes.

(b) Signs shall not be placed in medians.

(c) Signs shall not be placed in roundabouts.

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Definitions

(31) "Sandwich board sign"

means a temporary sign set upon the ground, consisting of two sign faces hinged at the top and separated at the bottom to make it self-standing upon the ground.

(d) Sandwich Board Signs.

(i) Sandwich board signs shall not exceed eight square feet in area on each side, for a total of 16 square feet in area.

(ii) Sandwich board signs shall not exceed three and one-half feet (42 inches) in height.

(iii) Sandwich board signs shall be permitted within public rights-of-way only where the ROW abuts a RS, RM, C or M zone, except that no sandwich board signs shall be allowed in the curb extension planting strips in the ROW abutting parcels within the CBD-Core zone. For the purposes of this regulation the abutting ROW shall be measured from the property line to the centerline of the ROW.

(iv) Commercial signs shall only be displayed during the hours the commercial premises or business is open to the general public, but in any event no earlier than 9:00 a.m. or later than 7:00 p.m. (7:00 a.m. or later than 7:00 p.m. in C and M zones), and shall be removed from the right-of-way between the hours of 7:00 p.m. to 9:00 a.m.

(v) Due to the temporary nature of the sign(s) and the requirement for daily placement and removal in accordance with the requirements set forth in subsection (1)(d)(iv) of this section, it shall be the responsibility of the sign owner to ensure proper placement. City staff is authorized to immediately remove and destroy any signs found to be in violation of the requirements of this section.

(vi) Sandwich board signs must be placed in parking or planting strips, i.e., the area between the sidewalk and the street, or where there are no sidewalks, the unimproved part of the ROW.

(vii) Sandwich board signs shall have at least four feet of clearance to ensure that they do not block a sidewalk.

(viii) Sandwich board signs shall not encroach into any portion of a handicapped ramp.

(ix) Sandwich board signs are not allowed within travel lanes, medians, or round-abouts.

(x) No sign shall be located closer than two feet from the face of curb to the nearest sign edge or six feet from the edge of pavement to the nearest sign edge along roadways with no curb.

City of Everett

D. Portable Signs. Portable signs allowed in sign categories A and B. The following regulations shall apply to all portable signs:

1. Portable signs shall not exceed eight square feet per side or forty-two inches in height.

2. No more than one portable sign may be displayed per entity.

3. All portable signs shall be located on the premises which they are serving unless located on the public sidewalk, in which case a minimum six-foot clear zone is provided. The intent of this requirement is to allow for safe and unobstructed use of the sidewalk by pedestrians.

4. Signs shall be located directly in front of the sponsoring entity during business hours only.

5. Signs shall be located so as not to create a traffic safety hazard by obstructing the vision of motorists on private property or public right-of-way.

6. Owners of such signs shall assume liability for damage or injury resulting from their use and shall provide the city with an appropriate legal document satisfactory to the city attorney holding the city harmless and indemnifying the city for such resulting loss and/or injury.

7. Portable signs shall be nonilluminated.

8. Portable signs shall be displayed only during business hours.

City of Alexandria, Virginia

Limitations for portable signs. (1) Signs shall be located on the property of the sign owner, outside a minimum lateral walkway clearance of five feet for pedestrian travel, within 15 feet of the front building wall, and a minimum of 15 feet from any driveway or intersection; and (2) Signs shall only be displayed during operating hours of the business.

City of Snoqualmie

17.75.025 Sandwich board signs.

A. For purposes of this title, a “sandwich board” sign shall mean a one- or two-faced A-frame style sign that is readily movable and has no permanent attachment to a building,

structure or the ground, and may include other styles of freestanding one- or two-sided signs that otherwise meet the requirements for sandwich board signs.

B. In addition to other permitted sign types, one sandwich board sign may be permitted for any commercial purpose when completely upon private property and upon the business premises, provided such sign meets all other requirements of this section.

C. No face of a sandwich board sign, when permitted by this title, shall exceed 24 inches by 36 inches; and further provided, the foregoing notwithstanding, no sandwich board sign shall be of such a size that it intrudes into any area required to be free of impediments pursuant to the Washington State Barrier Free or Americans with Disabilities Act regulations as they now exist or may hereafter be amended. All signs shall be of sound construction and designed to the satisfaction of the building official to withstand high winds.

D. The permit shall be issued by the director, and the fee for the issuance of such permit shall be $50.00; provided, the city council may from time to time by resolution establish a different fee. The application for such permit shall be upon a form prescribed by the director, and shall include the proposed location and dimensions of the sandwich board sign, a map drawn to a standard scale showing the location of the sign in relation to streets, sidewalks, buildings, and other features within 20 feet, and either a drawing or photograph of the sign. Applications for permits for sandwich board signs shall be exempt from the requirements of other provisions of this title, and shall be processed by the director or designee on an expedited basis. Such permits shall remain valid for an indefinite period so long as the permitted sandwich board sign meets the requirements of this section and is in compliance with any conditions of the permit; and further provided, that in addition to the permit, a valid sandwich board license has been obtained pursuant to SMC 17.35.235(B) and the license fee paid. A legible moisture resistant copy of the approved license shall be affixed to the underside of the sign at all times.

E. Sandwich board signs shall not be affixed to, mounted upon or placed upon vehicles parked within the public right-of-way.

F. 1. The director shall administer the permitting provisions of this section.

2. The building official, the code enforcement officer or any police officer may enforce the provisions of this section relating to unpermitted sandwich board signs.

3. Any sandwich board sign placed in violation of any of the provisions of this section may be summarily removed.

4. Any sandwich board sign removed pursuant to this subsection may be returned to the owner only upon the owner's securing of a permit, and a license if required; provided, any sandwich board sign removed from public or private property more than two times may be destroyed.

G. Willful violation of the requirement to obtain a permit or license for a sandwich board sign, as evidenced by three or more actions to enforce such requirements by removal of any sign owned by the same owner, shall constitute a misdemeanor. (Ord. 1198 § 22 (Exh. D), 2017; Ord. 911 § 3, 2002).

City of Puyallup

d) Sandwich Board Signs.

(i) Sandwich board signs shall not exceed eight square feet in area on each side, for a total of 16 square feet in area.

(ii) Sandwich board signs shall not exceed three and one-half feet (42 inches) in height.

(iii) Sandwich board signs shall be permitted within public rights-of-way only where the ROW abuts a RS, RM, C or M zone, except that no sandwich board signs shall be allowed in the curb extension planting strips in the ROW abutting parcels within the CBD-Core zone. For the purposes of this regulation the abutting ROW shall be measured from the property line to the centerline of the ROW.

(iv) Commercial signs shall only be displayed during the hours the commercial premises or business is open to the general public, but in any event no earlier than 9:00 a.m. or later than 7:00 p.m. (7:00 a.m. or later than 7:00 p.m. in C and M zones), and shall be removed from the right-of-way between the hours of 7:00 p.m. to 9:00 a.m.

(v) Due to the temporary nature of the sign(s) and the requirement for daily placement and removal in accordance with the requirements set forth in subsection (1)(d)(iv) of this section, it shall be the responsibility of the sign owner to ensure proper placement. City staff is authorized to immediately remove and destroy any signs found to be in violation of the requirements of this section.

(vi) Sandwich board signs must be placed in parking or planting strips, i.e., the area between the sidewalk and the street, or where there are no sidewalks, the unimproved part of the ROW.

(vii) Sandwich board signs shall have at least four feet of clearance to ensure that they do not block a sidewalk.

(viii) Sandwich board signs shall not encroach into any portion of a handicapped ramp.

(ix) Sandwich board signs are not allowed within travel lanes, medians, or round-abouts.

(x) No sign shall be located closer than two feet from the face of curb to the nearest sign edge or six feet from the edge of pavement to the nearest sign edge along roadways with no curb. (Ord. 3215 § 1, 2020; Ord. 3211 § 3, 2020).

City of Orting

13-7-7: SANDWICH BOARD SIGNS:

A. Sandwich board signs are a type of temporary sign permitted by the City in accordance with this Chapter.

B. Sandwich board signs are allowed subject to the following restrictions:

1. Sandwich board signs are limited to thirty-six inches (36") in height and thirty inches (30") in width. They must be constructed of durable materials.

2. Sandwich board signs may be located on public sidewalks or adjacent areas in a manner so as to allow adequate pedestrian circulation allowing a minimum of three (3) feet of available sidewalk path, including safe and unconstrained access to parked vehicles. Sandwich board signs shall be placed adjacent to the sign owner's business or premises except when the applicant can demonstrate a need for placement up to one hundred feet (100') from the business or premises and with the permission of the immediately adjacent property owner(s).

3. No sandwich board sign shall be placed within thirty feet (30') of another sandwich board sign.

4. Under no circumstances may a sandwich board sign be placed on the portion of the public right of way upon which vehicles regularly traverse or park. No sign shall be placed in median strips, planter/traffic islands, or in the roadway, including on vehicles. The City shall determine, at its sole discretion, the approved location of sandwich board signs to ensure pedestrian safety and vehicle circulation. Sandwich board signs shall not be located within thirty feet (30') of street intersections or where they inhibit motorist sight distances.

5. No single business or other party shall site more than one sandwich board sign within the City.

6. Sandwich board signs may only be displayed during the hours the premises or business is open to the general public, provided non-commercial sandwich board signs may be placed in the public right of way for a maximum period of twelve (12) hours per each twenty-four (24) hour period.

7. Sandwich board signs that are not permitted or are otherwise out of compliance with this Chapter shall be abated by the City, pursuant to the process set out in this Chapter.

8. The sign owner shall maintain the sign in the condition originally approved.

9. Sandwich board signs are not subject to the time limits as stated in section 13-7-8 C-1-iii.

(Ord. 2019-1041, 5-29-2019; Ord. 2023-1103, 1-25-2023; Ord. 2023-1106, 6-14-2023)

City of Redmond

H. ***Permitted Temporary Portable and Temporary Freestanding Signs.*** Temporary portable signs which are exempt from the requirement of a sign permit, unless otherwise provided, are permitted in any zone subject to the following requirements:

1. Temporary portable signs which are exempt from the requirement of a sign permit, unless otherwise provided, are permitted in any zone subject to the following requirements:

a. *Number.* The number of temporary portable commercial, real estate, and construction signs allowed shall be as follows; provided, that nothing herein shall be construed as authorizing the display of signs otherwise prohibited under applicable provisions of this code, including but not limited to home business signs:

i. For any business, or real estate unit, located in the UR, CMU, DTE, DTC, OV, OBAT, UMU, BP, MP, or I zoning districts, no more than one temporary portable commercial or real estate sign shall be allowed for each business location or real estate unit offered for sale or lease; provided, that a maximum of one portable sign shall be allowed for any multi-unit complex notwithstanding the number of rental or dwelling units therein currently available for sale or lease. For each multi-unit complex, one temporary freestanding "for sale" or "for lease" sign may be displayed per street frontage.

ii. For any business or real estate unit located in the RA-5, NMU or NR zoning district, no more than three temporary portable commercial or real estate signs shall be allowed for each business location or real estate unit offered for sale or lease. For each single-family or middle-housing residential site, one temporary freestanding "for sale" or "for lease" sign may be displayed per street frontage.

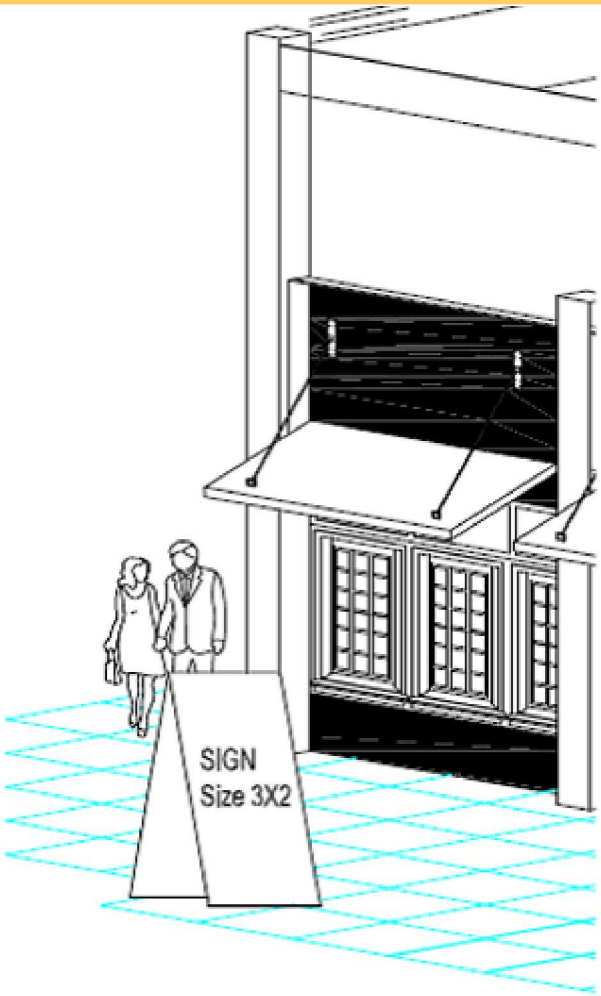
iii. For any business or real estate unit located in the NMF or the OUMF zoning district no more than one temporary portable commercial or real estate sign shall be allowed for each business location or real estate unit offered for sale or lease; provided, that a maximum of

one temporary portable sign shall be allowed for any multi-unit residential apartment or condominium complex notwithstanding the number of rental or dwelling units therein currently available for sale or lease. For each multi-unit residential apartment or condominium complex, one temporary freestanding "for sale" or "for lease" sign may be displayed per street frontage.

iv. For any construction site located in any zoning district within the City limits, no more than two temporary construction signs shall be allowed for each construction project site.

b. *Size.*

Figure 21.44.010I
Sandwich Board Sign



SANDWICH BOARD SIGN

i. Commercial and real estate temporary portable signs shall not exceed six square feet per sign face, and no such sign shall contain more than two sign faces. Commercial and

real estate temporary portable signs shall not exceed six feet in height, measured from the preexisting ground level to the top of the sign.

ii. Temporary construction signs in the UR, DTE, DTC, CMU, OV, OBAT, UMU, BP, MP, I, OUMF, or NMF zoning district shall not exceed 32 square feet per sign face, shall not contain more than two sign faces, and shall not exceed 10 feet in height when measured from preexisting ground level to the top of the sign.

iii. Temporary construction signs located in the NMU or NR zoning district, when associated with a subdivision, shall not exceed 32 square feet per sign face, shall not contain more than two sign faces, and shall not exceed 10 feet in height when measured from preexisting ground level to the top of the sign.

iv. Temporary construction signs located in the NR zoning district, when not associated with a subdivision, shall not exceed six square feet per sign face, shall not contain more than two sign faces, and shall not exceed six feet in height when measured from preexisting ground level to the top of the sign.

c. *Location*. No temporary portable commercial, real estate or construction sign shall be located within vehicle lanes, bikeways, trails, sidewalks, or median strips. No temporary portable commercial, real estate, or construction sign shall block driveways or be affixed to utility poles, trees, or traffic signs. Construction temporary signs may be affixed to fencing on a construction site, but no commercial or real estate temporary portable sign shall be affixed to a fence. No temporary portable commercial, real estate, or construction sign shall be strung between trees.

i. Temporary portable commercial, real property, and construction signs may be displayed only if the business, real property, or construction site to which they relate is located within Redmond City limits.

d. *Festoons Prohibited*. The use of balloons, festoon flags, flags, pennants, lights, or any other stand-alone display or attached display on a commercial, real estate or construction temporary portable sign is prohibited.

e. *Animation Prohibited*. No commercial, real estate or construction temporary portable sign shall be displayed while being rotated, waved, or otherwise in motion.

f. *Duration*.

i. Commercial temporary portable signs may be displayed only during the hours when the commercial establishment to which they relate is open for business.

ii. Real estate temporary portable signs may be displayed only during the hours when the real estate to which they relate is the subject of an open house or when a complex manager is available to show the unit.

iii. Temporary construction signs may be displayed only during the period between issuance of construction permits and issuance of a certificate of occupancy or final inspection approval for the construction.

iv. Temporary freestanding real estate signs may be displayed the entire time the underlying property is for sale.

City of Poulsbo

18.170.090 Sandwich board signs.

A. Permit Required. Sandwich board signs intended for permanent display (more than fourteen days in a calendar year) shall be required to obtain a sandwich board sign permit from the city.

1. As part of the sandwich board sign permit for signs to be located in the public right-of-way, the applicant shall be required to provide a signed and notarized statement assuming all liability for any damage resulting from their use of the sandwich board sign and holding the city harmless from any losses.

2. The permit application shall include the following information and be processed in accordance with Section 18.170.120:

a. Size and height.

b. Intended placement location(s) on and off premises.

c. Materials.

B. Type.

1. On-premises sandwich board signs are placed on property where the business, use or organization is located or immediately adjacent to the business, use or organization frontage.

2. Off-premises sandwich board signs are not permitted.

C. Size. Sandwich board signs shall not exceed six square feet in size per face and shall not exceed four feet in height. The sign shall not be artificially increased above the allowed maximum height by elevating the sign off of ground level by any means.

D. Number. No more than one sandwich board sign per street frontage (not to exceed two total) shall be permitted for any business, organization, or use.

E. Placement.

1. On-premises sandwich board signs must be located on property directly in front of the business displaying the sign, or in right-of-way on the same side of street and immediately adjacent to the business.

2. Sandwich board signs are not to be placed on sidewalks, except in the C-1 zoning district; provided, that minimum ADA sidewalk width remains available.

3. Signs shall not create a traffic safety hazard by obstructing the view or passage of pedestrians, cyclists or motorists.

4. Sign placement may not obstruct an entrance to a building, steps or driveway access.

5. No sign may be placed within a sight vision clearance triangle or within five feet of a wheelchair ramp.

6. No sign shall be placed within the roadway, traffic island, median or circle.

F. Sandwich board signs may be displayed only during the hours of eight a.m. to ten p.m. on days the business displaying such sign is open. When sandwich board signs are continuously displaced and not removed daily, the city shall have the authority to remove said sign pursuant to Section 18.170.140(B), and may revoke its permit.

G. Sandwich board signs determined to pose a threat to the public's safety or are located in sight clearance areas will be removed by the city, under the provisions of Section 18.170.140(B).

H. Lighting, streamers, balloons, windsocks, and other materials shall not be attached to sandwich board signs.

I. Signs shall be constructed of weather-resistant materials, professionally lettered and neatly painted. The sign shall be constructed to avoid being blown, tipping or falling from its intended location. Signs shall remain in good condition and repaired and maintained as needed. (Ord. 2024-05 § 2 (Exh. A § 14), 2024; Ord. 2013-04 § 2 (Exh. A (part)), 2013)