AGENDA
City Council Workshop Meeting

6:00 PM - Monday, February 23, 2026
Pasco City Hall, Council Chambers & Microsoft Teams Webinar

Page

1. **MEETING INSTRUCTIONS for REMOTE ACCESS** - 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 this workshop.

   The Pasco City Council Workshops 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.

   To listen to the meeting via phone, call 1-332-249-0718 and use access code 175 979 286#.

   Audio equipment available for the hearing impaired; contact the Clerk for assistance.

   Servicio de intéprete puede estar disponible con aviso. Por favor avisa la Secretaria Municipal dos dias antes para garantizar la disponiblidad. (Spanish language interpreter service may be provided upon request. Please provide two business day's notice to the City Clerk to ensure availability.)

2. **CALL TO ORDER**

3. **ROLL CALL**

   (a) Pledge of Allegiance

4. **VERBAL REPORTS FROM COUNCILMEMBERS**

5. **ITEMS FOR DISCUSSION WITH OPPORTUNITY FOR PUBLIC COMMENT** – the public may comment on each topic scheduled for discussion, up to 2 minutes per person with a total of 8 minutes per item. If

opposing sides wish to speak, then both sides receive an equal amount of time to speak or up to 4 minutes each side.

3 - 52 **(a) Office of the Attorney General: Open Public Meeting Act & Public Records Training (90 minute presentation)**

Presentation by Melissa Drewry, Local Government Public Records Consultant

53 - 70 **(b) Resolution - City of Pasco Comprehensive Safety Action Plan (CSAP) Update and Adoption (10 minute staff presentation)**

Presentation by Veronica Sullivan, DKS Associates, Consultant Project Manager.

71 - 95 **(c) Regional Lift Station and Private Pressurized Systems (15 minute staff presentation)**

96 - 100 **(d) Land Capacity Analysis (LCA) – Comprehensive Plan Update Briefing (10 minutes staff presentation)**

101 - 221 **(e) Water Rights History and Code Clarification (10 minute staff presentation)**

222 - 227 **(f) Ordinance - Emergency Comprehensive Plan Amendment-School District Capital Facilities Plan Update (5 minute staff presentation)**

228 - 337 **(g) Ordinance - Emergency Low Density Residential Land Use Comprehensive Plan Amendment and R-S-20 Rezone (8 minute staff presentation)**

6. MISCELLANEOUS COUNCIL DISCUSSION

7. EXECUTIVE SESSION

8. ADJOURNMENT

9. ADDITIONAL NOTES

338 - 339 **(a) Adopted Council Goals (Reference Only)**

AGENDA REPORT

FOR: City Council — February 9, 2026

TO: Harold Stewart, City Manager — City Council Workshop Meeting: 2/23/26

FROM: Richa Sigdel, Deputy City Manager
City Manager

SUBJECT: Office of the Attorney General: Open Public Meeting Act & Public Records Training

I. ATTACHMENT(S):

Presentation

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

Presentation by Melissa Drewry, Local Government Public Records Consultant

III. FISCAL IMPACT:

IV. HISTORY AND FACTS BRIEF:

V. DISCUSSION:

This training will provide a review of statutory requirements, compliance expectations, and best practices related to open meetings and public records. Topics include meeting procedures (regular, special, emergency, and remote meetings), executive session limitations, public comment requirements, public records response timelines, exemptions, records searches, and potential penalties for non-compliance.

This training supports Council's ongoing commitment to transparency, accountability, and compliance with Washington State law.

Open Government training & refresher

FEBRUARY 23, 2026

Local Government Public Records Consultation Program

Assisting local governments with PRA best practices.

Morgan Damerow (360) 570-3418
Melissa Drewry (360) 570-7412

PRAConsultation@atg.wa.gov

Technical Assistance – Training – Risk Mitigation

OUTLINE

Significance of Open Government & Transparency

The Open Public Meetings Act

The Public Records Act

DISCLAIMER

This presentation is educational only and is not legal advice or a legal opinion. The OPMA and PRA change over time. Later court decisions, or changes in statutes, can impact these laws, an agency's obligations and the expectations on individuals.

OPEN GOVERNMENT TRAINING

- OPMA & PRA training required for every member of a governing body within 90 days of taking their oath or assuming their duties.
- Refresher training no later than every four years.
- Training can be taken online or in person

Training resources, videos, and more information about the Act are available on the Attorney General's Office Open Government Training Web Page: http://www.atg.wa.gov/OpenGovernmentTraining.aspx

RCW 42.30.205; RCW 42.56.150

A BIT OF HISTORY ON TRANSPARENCY LAWS

Washington's Open Public Meetings Act

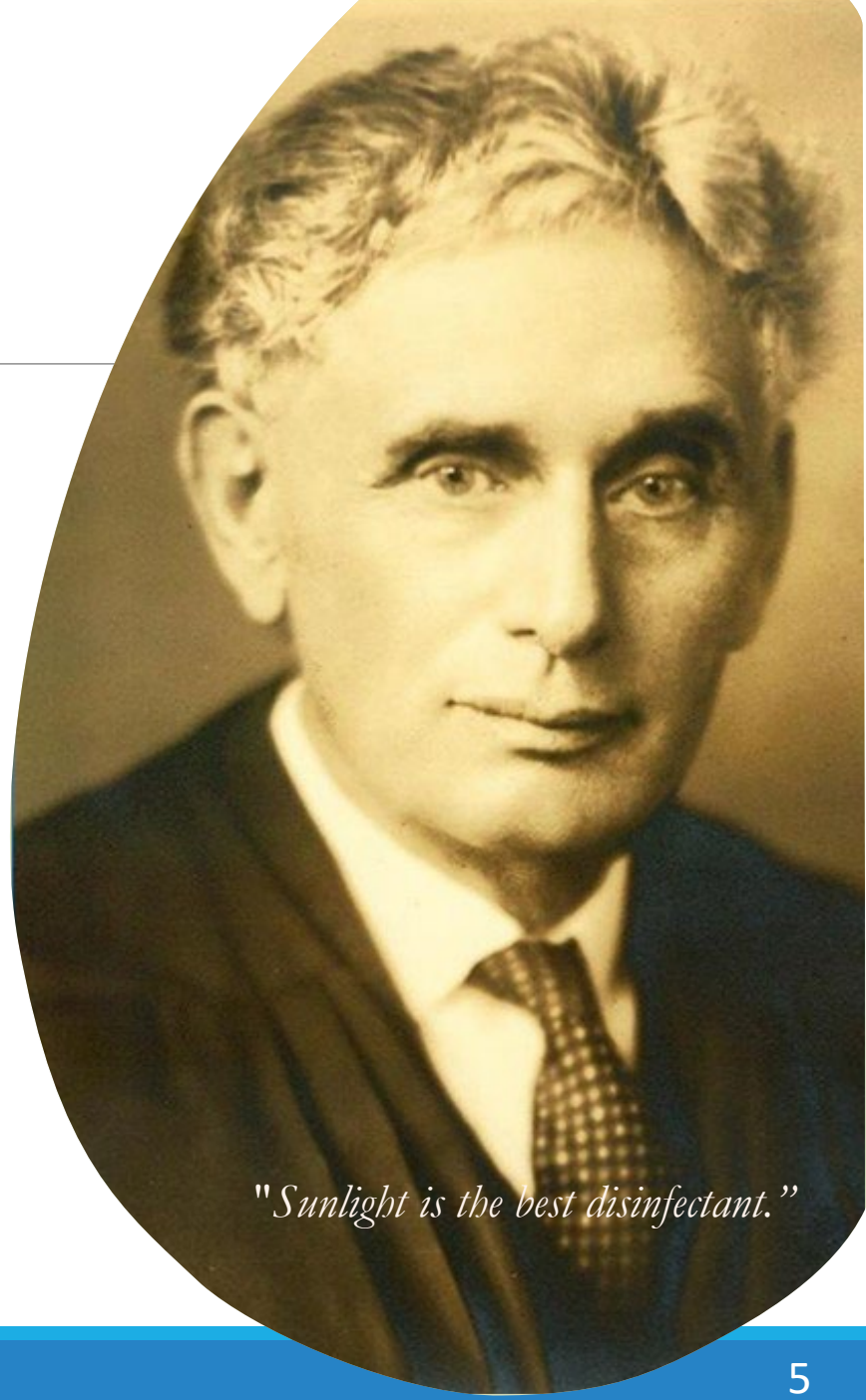
Passed in 1971.

Requires meetings to be open to the public, gavel to gavel.

Washington's Public Records Act

Passed in 1972.

Requires access to non-exempt public records.

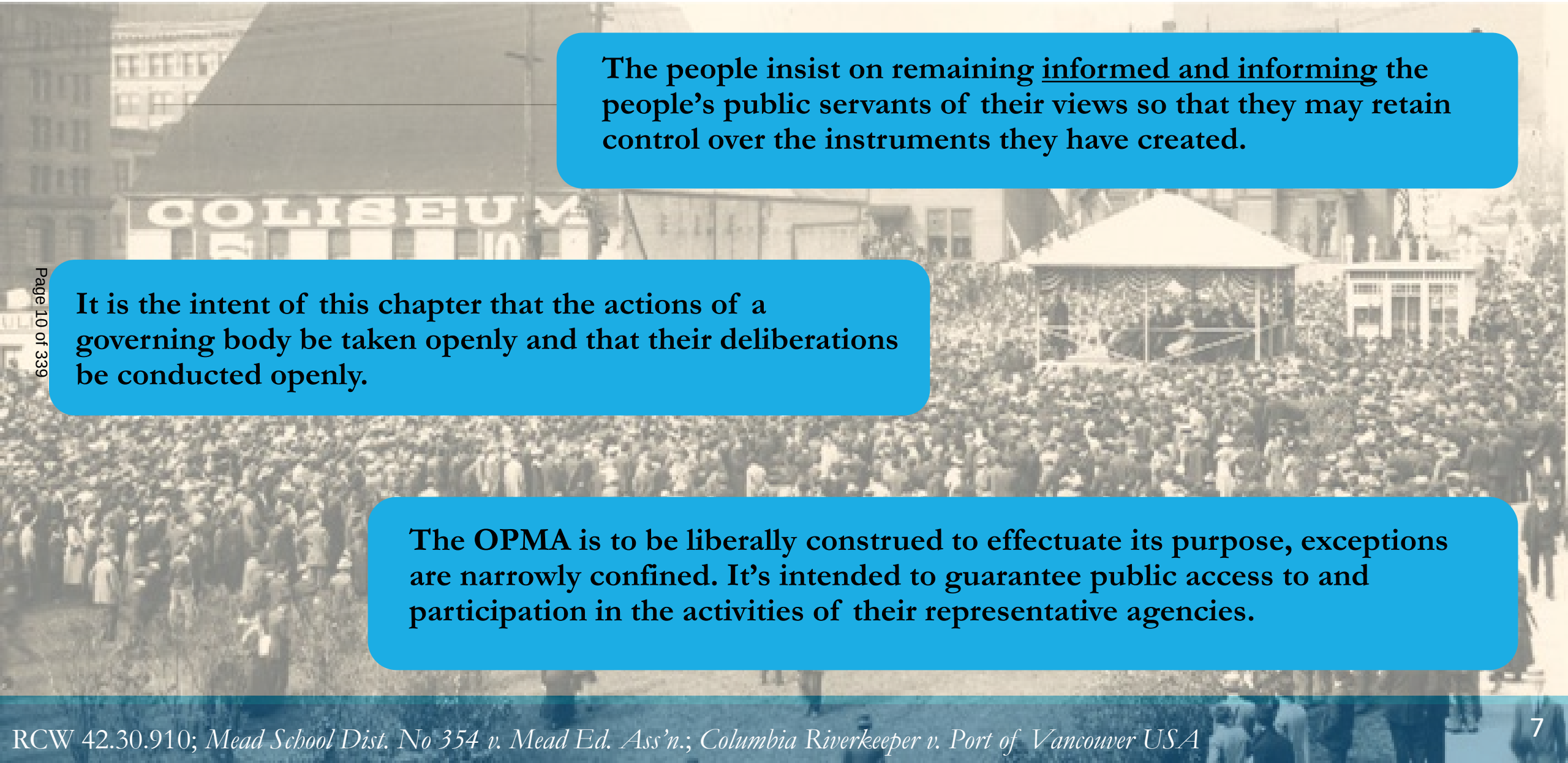


U. S. Supreme Court Justice Louis Brandeis, 1916 - 1939



OPEN PUBLIC MEETINGS ACT
CHAPTER 42.30 RCW

CORE OPMA PRINCIPLES



The people insist on remaining informed and informing the people's public servants of their views so that they may retain control over the instruments they have created.

It is the intent of this chapter that the actions of a governing body be taken openly and that their deliberations be conducted openly.

The OPMA is to be liberally construed to effectuate its purpose, exceptions are narrowly confined. It's intended to guarantee public access to and participation in the activities of their representative agencies.

RCW 42.30.910; *Mead School Dist. No 354 v. Mead Ed. Ass'n.*; *Columbia Riverkeeper v. Port of Vancouver USA*

THE BASICS



All **MEETINGS** of the **GOVERNING BODY** of a **PUBLIC AGENCY** shall be open and public.

All persons shall be permitted to attend any meeting of the governing body of a public agency, except as otherwise provided in RCW 42.30.

RCW 42.30.030

MEETING

Meeting means gathering, at which the public agency takes "action."

Physical presence not required – an exchange of e-mail could constitute a meeting, a virtual gathering. (Serial meetings)

Requires a majority of the members (quorum). No meeting if less than a quorum.

Does not need to be titled "meeting" – may be a "retreat," "workshop," "study session," etc.

Simply receiving information without comment is not a meeting.

RCW 42.30.020

ACTION

The transaction of the official business of the public agency and includes but is not limited to:

Public Testimony	All Deliberations	Discussions
Considerations	Reviews	Evaluations
	Final Action	

See upcoming slide on Final Action.

The requirements of the OPMA are triggered whether or not "final" action is taken.

FINAL ACTION

- "**Final action**" is a collective positive or negative decision, or an actual vote, by a majority of the governing body, or by the "committee thereof."
- Must be taken in public, even if deliberations were in executive session.
- Secret ballots are not allowed.



RCW 42.30.060; RCW 42.30.020

A "MEETING" REQUIRES A COLLECTIVE INTENT TO MEET

Citizens Alliance v. San Juan County,
184 Wn.2d 428, 359 P.3d 753 (2015).

No OPMA violation because the commissioners were not aware that the communications included a majority, and passive receipt of information is not "action" under the OPMA.

Egan v. City of Seattle,
14 Wn. App.2d 594, 471 P.3d 899 (2020).

OPMA violation found. Over two dozen communications occurred between individual councilmembers, as well as city staff, during a three-day period. Communications included in-person meetings, emails, phone calls, text messages, and distribution of hard copies of a draft press release.

MEETING TYPES

REGULAR

Recurring meetings held in accordance with a periodic schedule by ordinance, resolution, bylaws or other rule.

SPECIAL

A “special meeting” is a meeting that is not a regular meeting.

REGULAR MEETING PROCEDURES

- Agenda available online at least 24 hours in advance of the published start time of the meeting.
- Agenda may be modified.
- Any otherwise legal action taken at a regular meeting, where agenda was not posted 24 hours in advance, is not invalidated. Failure to post agenda is not the basis for attorney fees, mandamus or injunction.

RCW 42.30.077

SPECIAL MEETINGS PROCEDURES



Can be called by presiding officer OR majority of the members.

Notice of Meeting

Written notice, **24 hours** before the meeting of the **Time**, **Place** and **Business to be Transacted**.

Exception: not required when the notice cannot be posted with reasonable safety.

How Notice is Provided

- To each member of the governing body (unless waived).
- To each local newspaper of general circulation, radio, and TV station which has a notice request on file.
- Posted on the agency's website [with certain exceptions in RCW 42.30.080(2)(b)].
- Prominently displayed at the main entrance of the agency's principal location and the meeting site (if not at the same location, or not remote).

EMERGENCY SPECIAL MEETINGS

Notice is not required for a special meeting called to deal with an emergency.

Emergency means circumstances involving injury or damage to persons or property or the likelihood of such injury or damage.

Time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage.

OR

The required notice cannot be posted or displayed with reasonable safety, including but not limited to declared emergencies in which travel to physically post notice is barred or advised against.







RCW 42.30.080(4)

REMOTE EMERGENCY MEETINGS

Requirements for an emergency remote meeting:

- Declared emergency at the local, state or federal level AND the agency determines it cannot hold a meeting in person with reasonable safety where members or public are in attendance.
- Public must be able to listen, if not, meeting prohibited - except executive session.
- Notice of meeting must include remote participation instructions and otherwise comply with the OPMA notice requirements.



Structure of an emergency remote meeting:

- *Option 1: Hold an all-remote meeting without a physical location.*
- *Option 2: Hold a meeting with governing body present but some or all of the public excluded.*

Members of a governing body may participate in a meeting remotely, with no declared emergency, if otherwise permitted by agency policy or practice.

RCW 42.56.230

WHAT IS A GOVERNING BODY?

Multimember boards, commissions, councils, or other policy or rule-making bodies of a public agency.

INCLUDES

– Committees and Subcommittees –

Acting on behalf of governing body, taking testimony or public comment, or conducting hearings.

– Advisory Bodies –

If the body's advice is necessary for the governing body to act, and the body was created by the legislative body.

RCW 42.30.020

Public Agencies subject to the OPMA

<u>Multi-member</u> public state and local agencies, such as boards and commissions:

- Any state board, commission, committee, department, educational institution, or other state agency which is created by or pursuant to statute, other than courts and the legislature.
- Any county, city, school district, special purpose district, or other municipal corporation or political subdivision of Washington.
- Any subagency of a public agency which is created by or pursuant to statute, ordinance, or other legislative act, including but not limited to planning commissions, library or park boards, commissions, and agencies.
- Any policy group whose membership includes representatives of publicly owned utilities formed by or pursuant to the laws of this state when meeting together as or on behalf of participants who have contracted for the output of generating plants being planned or built by an operating agency.

THE OPMA DOES NOT APPLY TO

These entities:

- Courts
- Legislature
- Agencies not defined as "public agency" in OPMA, such as agencies governed by a single individual.
- Private organizations, i.e., HOA's, Youth Sports Clubs.

These activities:

- Licensing/permitting for businesses, occupations or professions or their disciplinary proceedings (or proceedings to receive a license for a sports activity, or to operate a mechanical device or motor vehicle).
- Quasi-judicial matters.
- Matters governed by the Washington Administrative Procedure Act, RCW 34.05.
- Collective bargaining.

PUBLIC ATTENDANCE



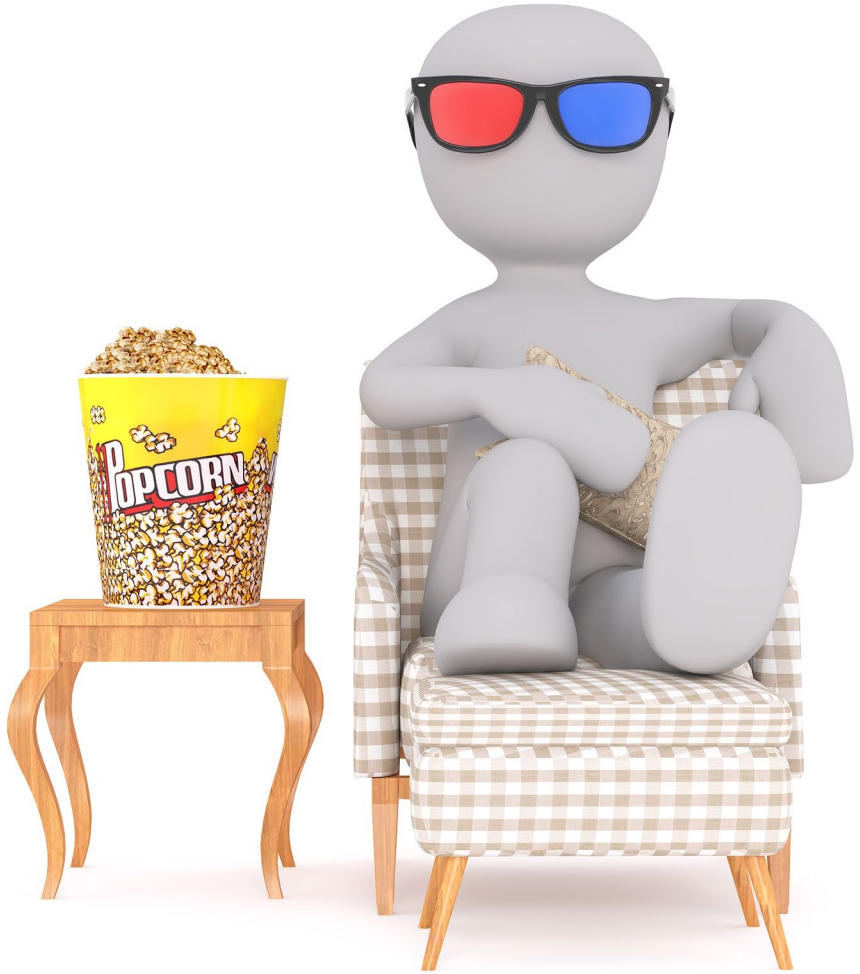
- A public agency can't place conditions on public to attend meetings subject to OPMA.
- Reasonable rules of conduct can be set.
- Governing body may adopt generally applicable conditions determined to be reasonably necessary to protect public health or safety, or to protect against interruptions.
- Agencies encouraged to provide remote access that does not require an additional cost to access the meeting.
- Cameras and tape recorders are permitted unless disruptive.

RCW 42.30.040; *Zink v. City of Mesa*, AGO Opinion 1998 No. 15.

REMOTE OBSERVATION AND PARTICIPATION

Agencies are encouraged to:

- Provide remote access that does not require an additional cost to access the meeting.
- Provide an online streaming option for all regular meetings.
- Make audio or video recordings and make recordings available online for a minimum of six months.



RCW 42.30.220

PUBLIC COMMENT

Oral or written public comment required at or before every regular meeting at which final action is taken.

Oral Comment

- The governing body shall, when reasonable, provide people with a disability, limited mobility or any other reason that makes physical attendance difficult, the opportunity to make oral comment.
- May put guidelines in place for public comment i.e., time limits.

Written Comment

- Written testimony must be distributed to the governing body.
- May have reasonable deadlines for submission of written testimony.

EXECUTIVE SESSION

- Part of a regular or special meeting that is closed to the public.
- Limited to specific purposes set out in the OPMA, RCW 42.30.110.
- Purpose of the executive session and the time it will end must be announced by the presiding officer before it begins.
- Time may be extended. Must be announced by presiding officer.
- Purpose of executive session must be entered into the minutes.

EXECUTIVE SESSION

Sample of allowed purposes for an Executive Session.

- To evaluate qualifications of applicant for public employment.
- Consideration of the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. Final action selling or leasing public property must be taken at open meeting.
- Review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs.
- Meet with legal counsel regarding enforcement actions, litigation or potential litigation.
- National Security.

Examples above may be summaries. Please review the statute's actual provisions.
Other purposes are identified in RCW 42.30.110(1).

TRAVEL AND GATHERING

A majority of the members of a governing body may travel together or gather for purposes other than a regular meeting or a special meeting, so long as no action is taken.

Discussion or consideration of official business would be action; action triggers the OPMA's requirements.



RCW 42.30.070

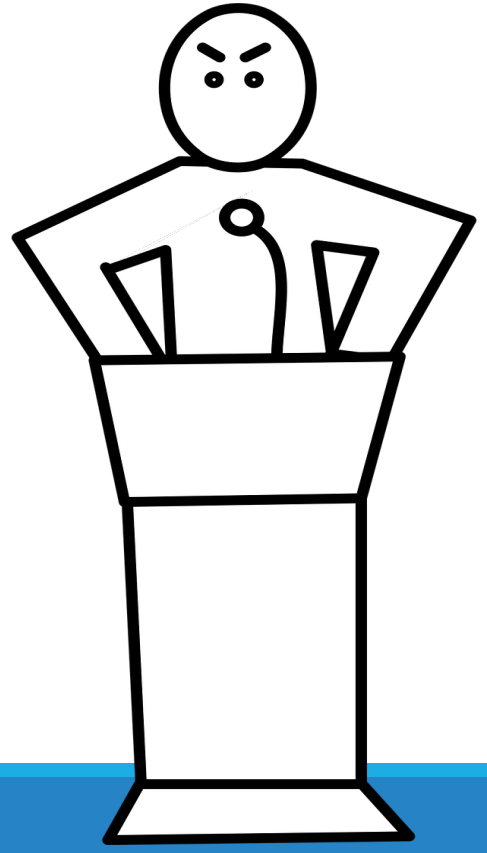
MINUTES

- Minutes of public meetings must be promptly recorded and open to public inspection.
- Minutes of an executive session are not required.
- No format specified in law.
- Executive session's purpose must be recorded in the minutes.
- If meeting provides remote option, add relevant information to the minutes like links & phone numbers.

RCW 42.30.035

INTERRUPTIONS AND DISRUPTIONS

- May stop individuals from speaking when not recognized to speak.
- The OPMA provides a procedure for dealing with situations where a meeting being interrupted, the orderly conduct of the meeting is unfeasible, and order cannot be restored by removal of the disruptive persons.
- OPMA provides hierarchy for restoration of an orderly meeting, through removal of individuals who are interrupting the meeting, clearing the meeting room, or moving the meeting to another location. Final disposition can occur only on matters appearing on the agenda. More details set out in the OPMA.



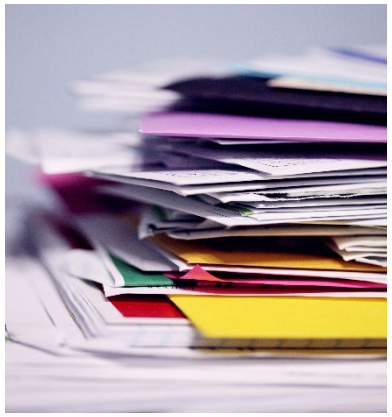
OPMA PENALTIES

- Penalty may be imposed against individual members of the governing body for knowing violations by the courts.
  - **$500** fine for the first violation.
  - **$1,000** for subsequent violation.
  - **Costs and attorney fees.**
- Final action at illegal meetings may be declared void.
- Mandamus or injunctive action to stop violations



RCW 42.30.120

OPEN GOVERNMENT TRAINING







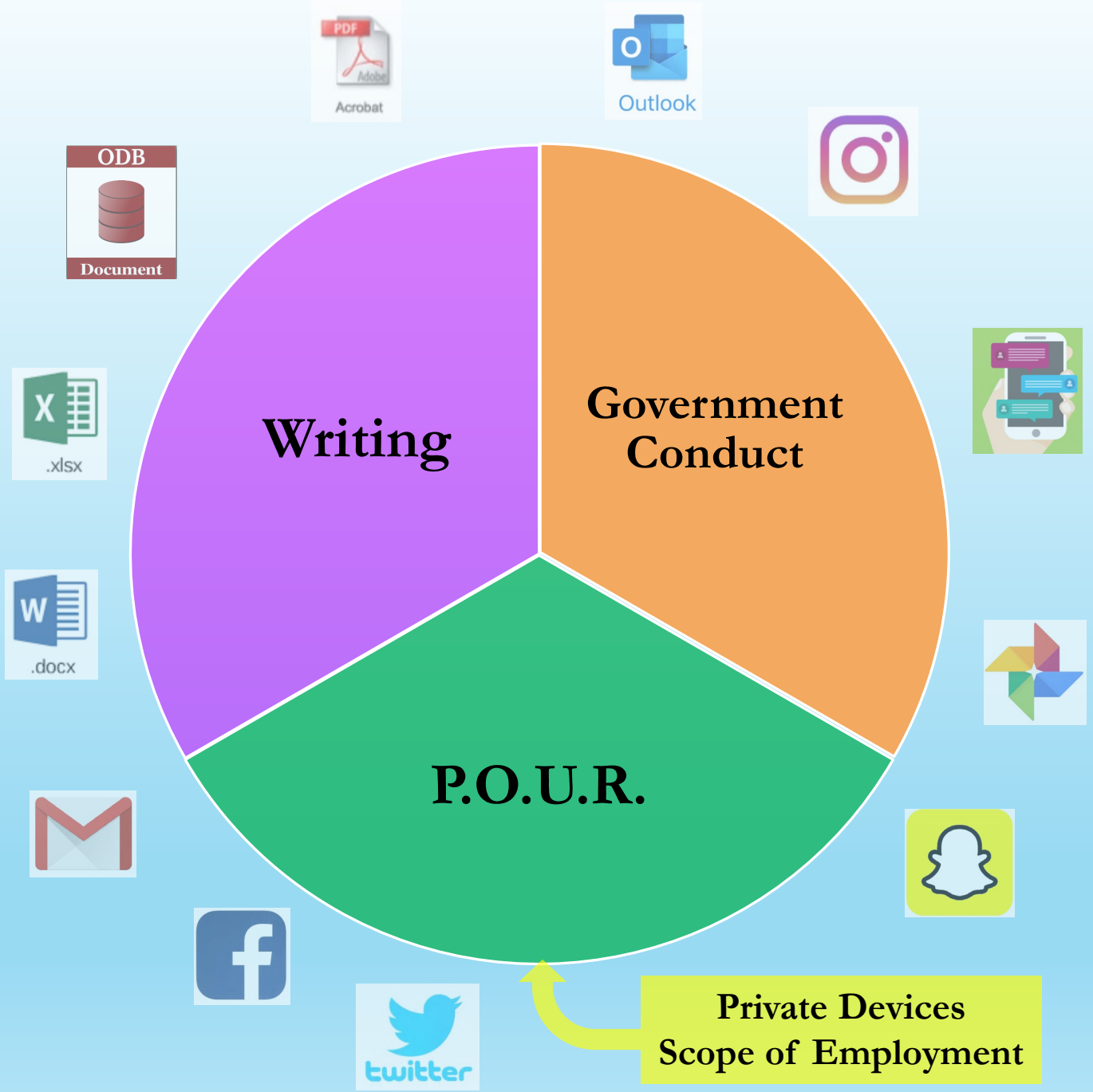






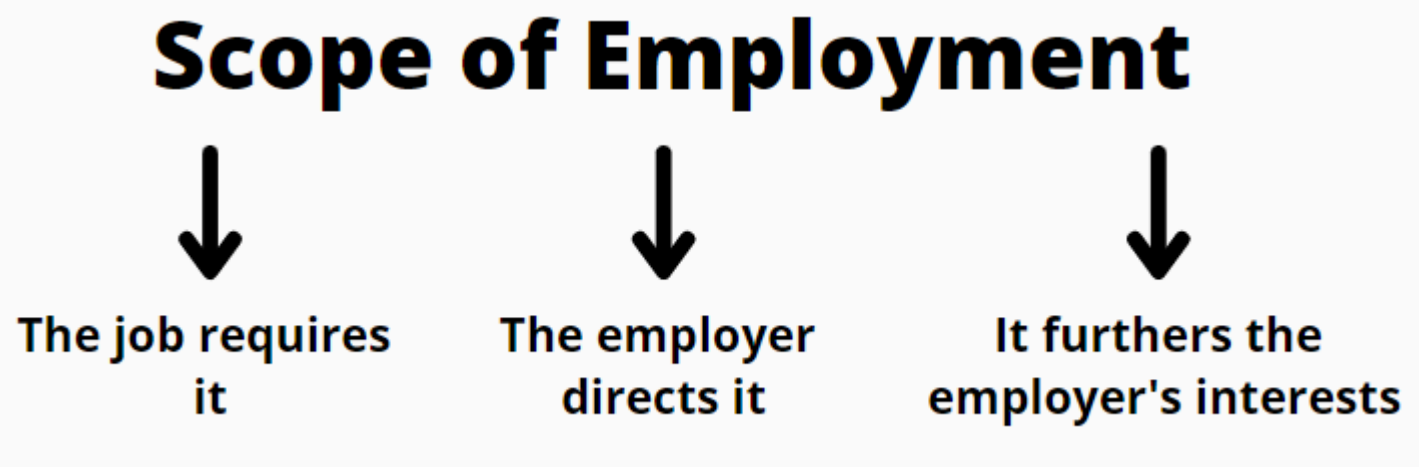
PUBLIC RECORDS ACT
CHAPTER 42.56 RCW

PUBLIC RECORDS DEFINED



PERSONAL DEVICES & ACCOUNTS

Includes - personal cell phones, text messages, email accounts, and social media accounts.

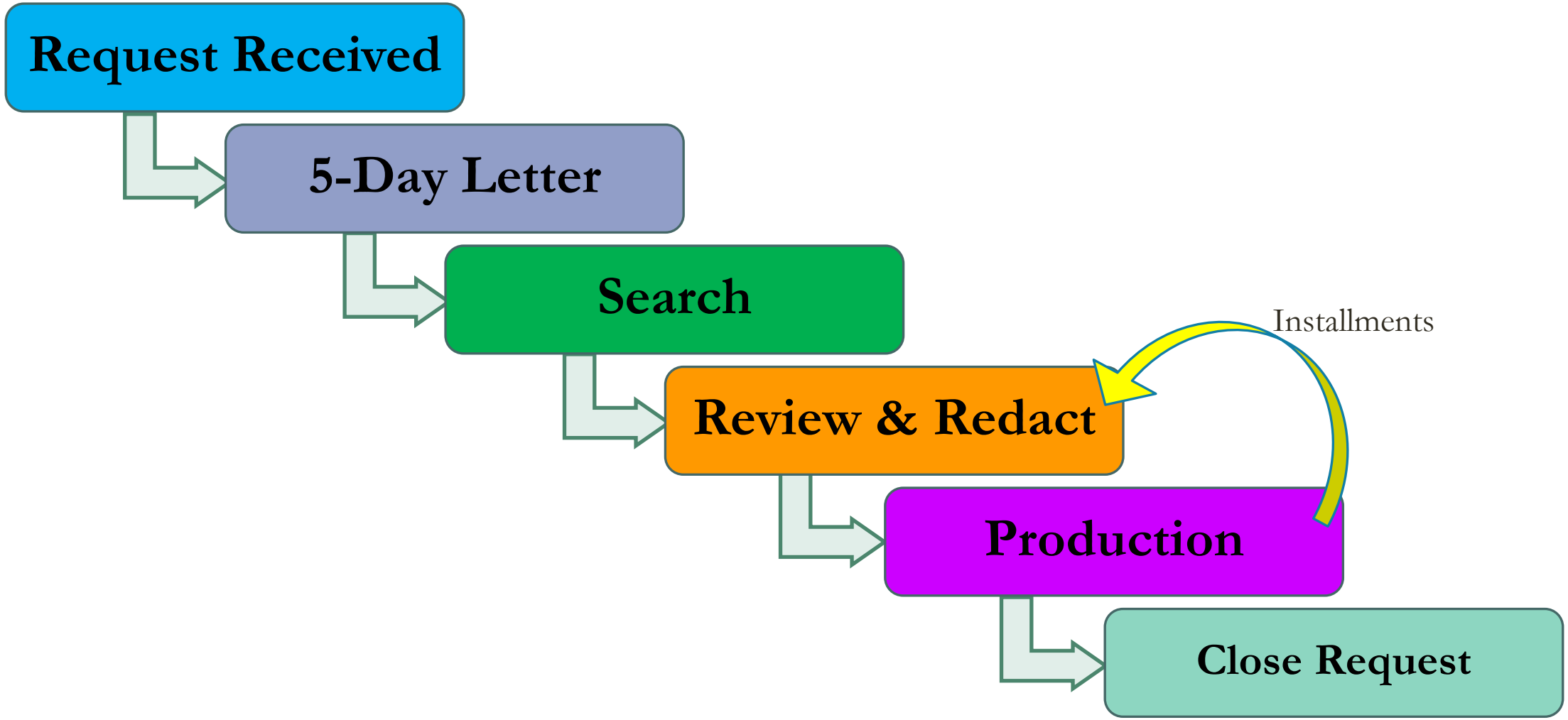


The public employee must obtain, segregate and produce to the employer those public records that are responsive to a PRA request from the employee's personal accounts, files, and devices.

Bottom Line

Records belong to the agency. They are not personal records.

THE PUBLIC RECORDS PROCESS



THE REQUEST

Format

Agencies shall honor requests received in person during an agency's normal office hours, or by mail or email, for identifiable public records unless exempted by provisions of this chapter. No official format is required for making a records request; however, agencies may recommend that requestors submit requests using an agency provided form or web page.

Submission

Identified Portals

- Email
- Webpage
- Portals
- PRO

Informal Options

- Everything Else

WHAT DOES A PRA REQUEST LOOK LIKE?

Did you receive one? Test: "FAIR NOTICE"

- Says "I am making **a public records request** for…."
- On the agency's **Public Records Request form**
- Says it is a "**Public Records Act**" or "**PRA**" request
- Cites PRA - **RCW 42.56,** "**Freedom of Information Act**" or "**FOIA"**
- Says "Attention: **Public Records Officer**"

Must accept in person requests made during normal office hours.

A request for "information" is not a request for "records" under the PRA.

BEST PRACTICE

REFER PERSONS TO PUBLIC RECORDS OFFICER.

IF YOU RECEIVE A COMMUNICATION SUCH AS THOSE ABOVE, GET IT TO PUBLIC RECORDS OFFICER ASAP.

REQUESTER IDENTITY

- Treat all requesters the same.
- Does not mean they all get the same records.

  City of Fife v. Hicks, 186 Wn. App. 122, 345 P.3d 1 (2015).

- While the default is neutrality, identity of the requester may matter.

  E.g. Student Records, News Media, Commercial Purpose, Juvenile Justice Records…

THE 5-DAY LETTER OPTIONS

1. Provide the record;
2. Provide an internet address and link on the agency's website;
3. Acknowledge receipt the request and providing a reasonable estimate of the time to respond to the request;
4. Acknowledge receipt and request clarification; or
5. Denying the public record request.

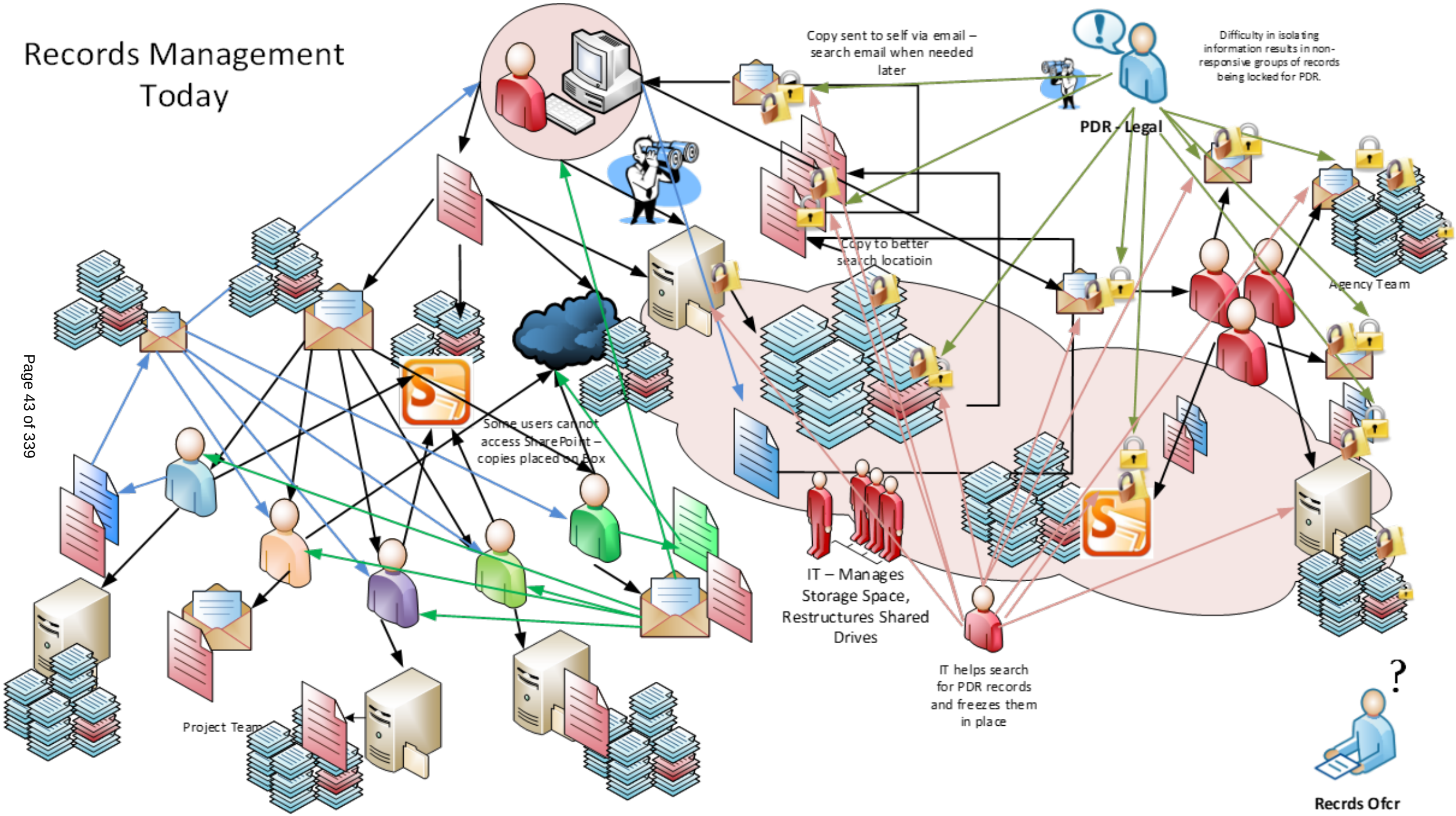
SEARCHING FOR RECORDS

"The adequacy of a search is judged by a standard of reasonableness, that is, the search must be reasonably calculated to uncover all relevant documents."

Discussion – How are you currently documenting your search?



Records Management Today



Plan searches:

- Understand your agency. Who holds what records. What are the records storage locations and systems.
- "Easy" vs Complex searches.
- Talk about potential search terms.
- Be aware of acronyms, misspellings, or alternative spellings.
- Follow the breadcrumbs. Additional Searches may be needed.
- How do YOU communicate with the public and staff?

Cast a wide net and document your efforts:

- Search terms used.
- Locations searched.
- Description of records produced & how.
- Description of records not produced.





Members:

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Andy LaBarre	
Anna Hayman	
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Brad O'Conner	
Brian Merlos	
Brittany LLoyd	
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Exemptions – a foundation

- Records are presumed open.
- An exemption must exist in law (state or federal; PRA or other laws).
- Exemptions are narrowly construed.
- The individual asserting the exemption bears the burden of proof.
- An agency must, in writing, cite the exemption for the requester and provide a brief explanation. Typically agencies provide an "Exemption Log."
- No "silent withholding."
- The majority of exemptions are discretionary.

PRIVACY AS AN EXEMPTION

There is **no general "privacy"** exemption.

If privacy is an express element of another exemption, privacy is invaded only if disclosure would be:

Highly offensive to the reasonable person, and

Not of legitimate concern to the public.

If information does not satisfy both factors, it cannot be withheld as "private" information under other statutes. RCW 42.56.050

Example: RCW 42.56.230(3)
Personal information in files maintained for employees, appointees, or elected officials of any public agency to the extent that disclosure would violate their right to privacy (information regarding misconduct is not exempt).

THE "DRAFT" EXEMPTION - RCW 42.56.280

- There is no "Draft" exemption.
- There is a deliberative process exemption.
  - Temporarily provides an exemption to allow a full and robust discussion of a policy level issue.
  - Protects discussion of decision makes and communication from other staff.
  - Does not protect underlying factual records.
  - A specific record is not exempt when publicly cited by an agency.
  - Protection ends when decision is made.
  - Does not apply to implementation records.



RCW 42.56.250(1)(i) – *Domestic Violence, Stalking … Survivors*

What is Exempt: Any employee's name or other personally identifying information, including but not limited to birthdate, job title, addresses of work stations and locations, work email address, work phone number, bargaining unit, or other similar information, maintained by an agency in personnel-related records or systems, or responsive to a request for a list of individuals subject to the commercial purpose prohibition under RCW 42.56.070(8).

Employee Must provide:

Sworn statement under penalty of perjury; verified by the director or designee; that "they" are a survivor with reasonable basis to believe risk continues, OR

Proof of participation in the address confidentiality program under chapter 40.24 RCW.

Key Considerations:

Applies if employee, or the dependent of the employee is the victim.

Also protects all documentation maintained to administer the exemption.

DOES NOT APPLY to records requests from the news media as defined in RCW 5.68.010(5). *See Green v. Pierce County*, 197 Wn.2d 841, 487 P.3d 499 (2021).

CLOSE THE REQUEST

1) Agency must provide a final, definitive response to a PRA request with the following requirements:

    1. How the PRA request was fulfilled and why the agency is now closing the request, "Closed" is insufficient.
    2. That the PRA's one-year statute of limitations to seek judicial review has started to run because the agency does not intend to further address the request, and
    3. That the requester may ask follow-up questions within a reasonable time frame.

2) Closing letters must be written in plain, clear, language.



Why You Should Care About PRA Laws

PRA Penalties & Judgments

$2.6 M – City of Tacoma

$14.00 – Office of the Governor



The Columbian

Clark County, WA • Locally Owned Since 1890

WA State Patrol fined $750,000 for failing to disclose public records after crash

RCW 42.56.550(4) Judicial Review of Agency Action
Any person who prevails against an agency … shall be awarded all costs, including reasonable attorney fees, … In addition, … an amount not to exceed one hundred dollars for each day that he or she was denied the right to inspect or copy said public record.

Any questions?



Local Government Public Records Consultation Program



Assisting local governments with PRA best practices.

Morgan Damerow (360) 570-3418
Melissa Drewry (360) 570-7412

PRAConsultation@atg.wa.gov

Technical Assistance – Training – Risk Mitigation

AGENDA REPORT

FOR: City Council — January 28, 2026

TO: Harold Stewart, City Manager — City Council Workshop Meeting: 2/23/26

FROM: Maria Serra, Public Works Director
Public Works

SUBJECT: Resolution - City of Pasco Comprehensive Safety Action Plan (CSAP) Update and Adoption (10 minute staff presentation)

I. ATTACHMENT(S):

Draft Resolution
Presentation
Link to City of Pasco - Comprehensive Safety Action Plan (CSAP)
Link to City of Pasco - CSAP Webpage

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

Presentation by Veronica Sullivan, DKS Associates, Consultant Project Manager.

III. FISCAL IMPACT:

Adoption of the CSAP does not require an immediate capital expenditure; however, it is a mandatory prerequisite for the City to remain eligible for the secured federal Safe Streets for All (SS4A) Planning Grant Program and other future state/federal funding opportunities. Having an adopted plan significantly strengthens the City's competitive position for millions of dollars in future grant funding to support safety projects identified within the document.

IV. HISTORY AND FACTS BRIEF:

Background
In early 2020, the City completed a Local Road Safety Plan (LRSP), and later updated it in June 2022, using a framework established in Washington State's Target Zero effort to provide data-driven collision reduction strategies on the City's roads. To continue this commitment, in 2023, the City of Pasco secured a federal grant through the U.S. Department of Transportation's (USDOT) Safe Streets and Roads for All (SS4A) program to develop a Comprehensive Safety Action Plan (CSAP). This data-driven, context-sensitive plan is tailored to

Pasco’s unique infrastructure needs and aligns with the USDOT Safe System Approach. Its primary objective is to identify high-risk areas, recommend proven countermeasures, and prioritize safety improvements that protect all road users, with a specific focus on eliminating fatalities and serious injuries.

A formal adoption of this plan is critical to the City's immediate funding strategy. The City is currently preparing a grant application for a safety infrastructure-based improvement IB2 (Systemic Pedestrian Crossings) for the Highway Safety Improvement Program (HSIP), which has a submission deadline of March 6, 2026. This funding program aims to reduce fatal and serious injury crashes on city streets through targeted funding and engineering improvements. Formal adoption of the CSAP is a mandatory prerequisite for this HSIP application; any delay in approval would jeopardize the City’s eligibility for this and future funding opportunities. Without an adopted plan, the City will struggle to secure future SS4A Action Plan funds, significantly limiting its ability to address high-priority safety needs.

The CSAP aligns with the City’s core strategic goals by directly addressing crash reduction through targeted engineering and policy solutions. It provides a prioritized list of non-infrastructure and infrastructure capital improvements for integration into the City’s Transportation Improvement Program (TIP) and ensures that safety investments are equitably distributed to benefit underserved communities that are disproportionately impacted by traffic incidents. Adoption of the CSAP will provide a clear roadmap for the City to secure state and federal funding opportunities for the projects prioritized within the plan. Once adopted, the City will apply for grant opportunities as criteria fits project scopes; once funding is secured, the City will be able to begin design, right-of-way acquisition, and construction activities until the project is complete. Ultimately, these improvements and policies will foster a safer, more connected, and more equitable transportation network that directly improves the daily quality of life and physical well-being of every Pasco resident.

To oversee the plan’s development, the City established a Technical Advisory Committee (TAC) composed of cross-departmental leadership:

- Andrey Avetisyan – Engineering Manager
- Faigda Garcia – Engineer I/Project Manager
- Kevin Crowley – Fire Chief
- Michael Andrews – Police Traffic Sergeant
- Matthew Decker – Police Lieutenant
- Mark Trumpy – Public Works Street Lead Maintenance

The project team performed a rigorous assessment of safety needs by analyzing five years of crash data (2020–2024), conducting extensive community engagement, and evaluating underserved areas alongside local policies and standards. This process culminated in the creation of a High Injury

Network (HIN) to score and prioritize project locations. Proposed interventions are categorized into Safety Policy Strategies and Infrastructure Safety Projects, supported by a transparent progress-tracking methodology.

A key requirement of the SS4A program is a formal commitment to a safety timeline. In August 2025, through Resolution No. 4641, the City Council officially adopted a goal to reduce roadway fatalities and serious injuries by 50% by the year 2035. This CSAP represents a collaborative foundation for making Pasco's roadways safer for everyone, incorporating continuous feedback from the Public Works Department and the TAC.

Impact (other than fiscal)

Adoption of the Comprehensive Safety Action Plan (CSAP) ensures the City of Pasco's compliance with the U.S. Department of Transportation's (USDOT) Safe Streets and Roads for All (SS4A) program. Additionally, serving as a strategic gateway, allowing the City to leverage the plan's recommended safety improvements to secure future state and federal grants.

Any delays to adoption will affect our eligibility to apply for the earliest grant opportunity for Highway Safety Improvement Program (HSIP) funding due on March 6, 2026.

Choosing not to adopt the plan will compromise the City's eligibility for future federal and state funding opportunities and hinder efforts to secure future SS4A Action Plan grants, significantly limiting the City's ability to address high-priority safety needs.

V. DISCUSSION:

Recommendation

This presentation provides a comprehensive update on the project's development and formally introduces the Final Comprehensive Safety Action Plan (CSAP) for City Council review and consideration.

Staff recommends that the City Council formally adopt the Comprehensive Safety Action Plan at the Council meeting on March 2, 2026. This action fulfills the requirements of the SS4A funding program, aligns with the City's long-term strategic goals for multimodal safety, and establishes a strategic framework for eliminating traffic-related fatalities and serious injuries within the community.

Next Steps

Following this workshop, the project team will incorporate any final feedback from Council into the document. The CSAP is scheduled for formal adoption at the next regular City Council meeting. Once adopted, the City will be eligible to apply for implementation funding through various state and federal grant

programs in the upcoming cycles.

Alternatives
At this time, the plan is presented for information and discussion only.

A formal adoption at the March 2, 2026, Council Meeting is essential to maintain the City's eligibility for the upcoming City Safety Program (HSIP) funding cycle, which has a strict application deadline of March 6, 2026. Any delay in adoption will result in the loss of this immediate grant opportunity.

Choosing not to adopt the plan will compromise the City’s eligibility for future federal and state funding opportunities and hinder efforts to secure future SS4A Action Plan grants, significantly limiting the City's ability to address high-priority safety needs.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF PASCO, WASHINGTON, APPROVES THE ADOPTION OF THE CITY OF PASCO COMPREHENSIVE SAFETY ACTION PLAN (CSAP).

WHEREAS, in 2024, the City of Pasco secured federal funding from the U.S. Department of Transportation's Safe Streets and Roads for All (SS4A) Program to help develop a Comprehensive Safety Action Plan (CSAP).

WHEREAS, the CSAP aims to reduce fatal and serious injuries on city roadways through engineering improvements and countermeasures.

WHEREAS, as commitment to the eventual goal of zero roadway fatalities and serious injuries, the City Council of the City of Pasco approved Resolution No. 4641, adopting the commitment goal to reduce the number of fatal and serious injuries by 50% by the year 2035.

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

That the City Council of the City of Pasco is committed to the eventual goal of zero roadway fatalities and serious injuries, and

Be It Further Resolved, that the City Council of the City of Pasco adopts the City of Pasco Comprehensive Safety Action Plan (CSAP), and

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 _____, 2026.

_____
Charles Grimm
Mayor

ATTEST:

_____
Krystle Shanks
Deputy City Clerk

APPROVED AS TO FORM:

_____
Ogden Murphy Wallace, PLLC
City Attorney

Pasco City Council

Workshop

February 23, 2026

City of Pasco Washington

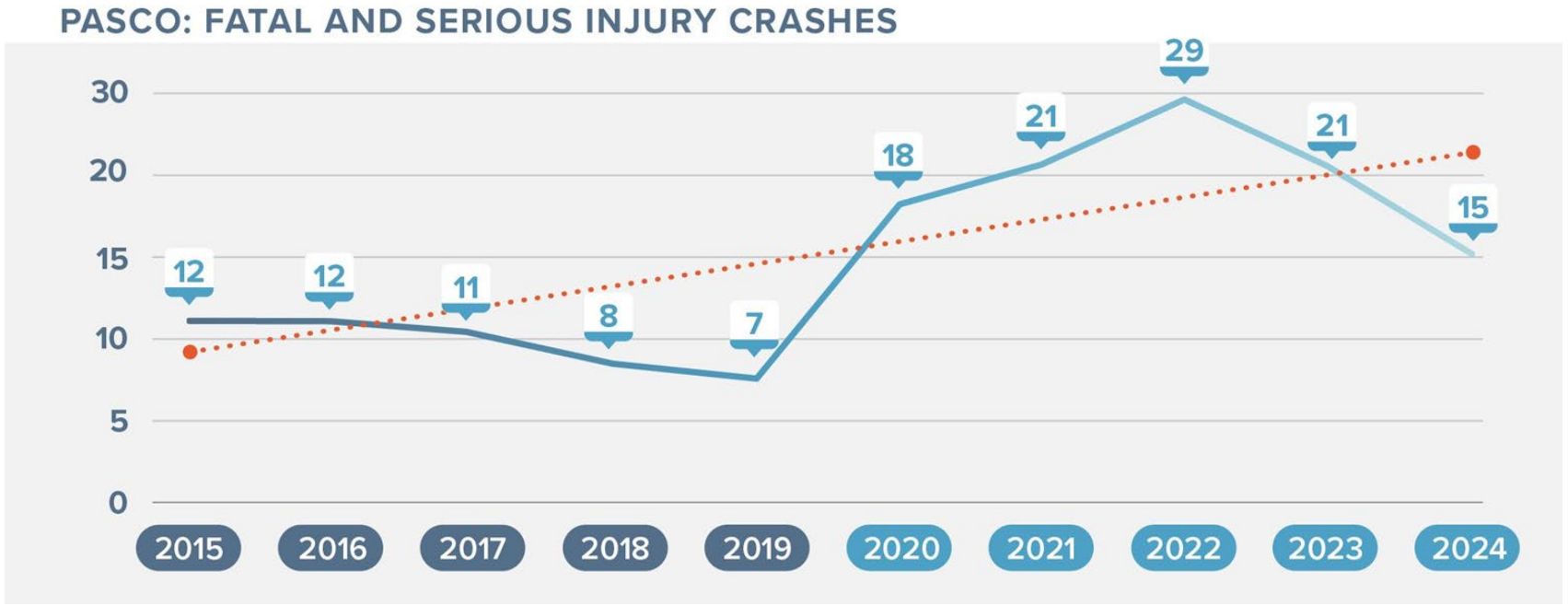
Pasco City Council

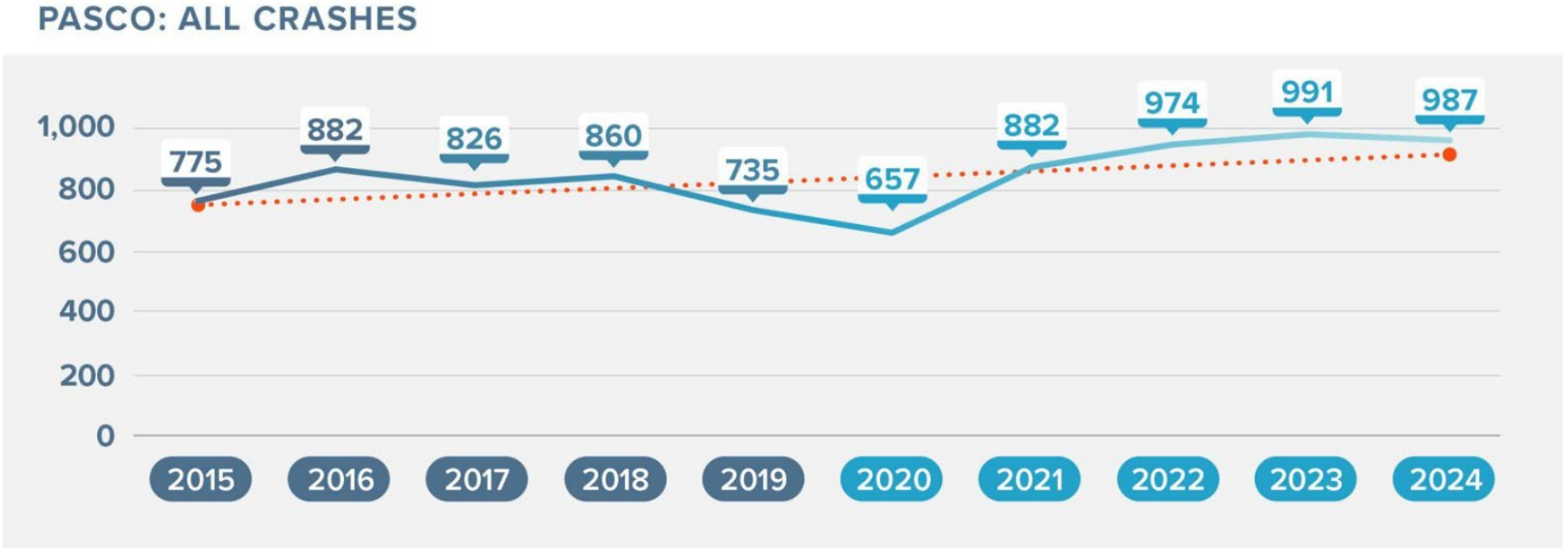
Comprehensive Safety Action Plan (CSAP)

February 23, 2026

City of Pasco Washington

Crash Data


PASCO: FATAL AND SERIOUS INJURY CRASHES
30
20
15
10
5
0
12
12
11
8
7
18
21
29
21
15
2015
2016
2017
2018
2019
2020
2021
2022
2023
2024


PASCO: ALL CRASHES
1,000
800
600
400
200
0
775
882
826
860
735
657
882
974
991
987
2015
2016
2017
2018
2019
2020
2021
2022
2023
2024

Safe Streets and Roads for All Funding

City of Pasco received $320,000 in planning funding to develop a Comprehensive Safety Action Plan, with a key goal of securing an implementation grant for initiating projects.

CSAP Technical Advisory Committee Members

Police Dept: Matthew Decker and Michael Andrews

Fire Dept: Kevin Crowley

PW Operations: Mark Trumpy

PW Engineering: Andrey Avetisyan and Faigda Garcia

What is a Comprehensive Safety Action Plan (CSAP)?

- A plan to enhance public safety across all modes of transportation.
- Investigates risk factors, performs a safety analysis, implements strategies and proposes data-driven infrastructure improvements.



City of Pasco Commitment Goal



In August 2025, the City of Pasco formally committed to:

A 50% reduction of fatal and serious injury crashes on city roads by 2035.

RESOLUTION NO. 4641

RESOLUTION NO. 4641

A RESOLUTION OF THE CITY OF PASCO, WASHINGTON, ADOPTING A COMMITMENT GOAL TO REDUCE FATAL AND SERIOUS INJURIES ON CITY ROADS BY 50% BY 2035.

WHEREAS, in 2024, the City of Pasco secured federal funding from the U.S. Department of Transportation's Safe Streets and Roads for All (SS4A) Program to help develop a Comprehensive Safety Action Plan (CSAP); and

WHEREAS, the CSAP aims to reduce fatal and serious injuries on city roadways through engineering improvements and countermeasures; and

WHEREAS, to be eligible to apply for SS4A grant funds, cities must have a governing body committed to the eventual goal of zero roadway fatalities and serious injuries; and

WHEREAS, the City of Pasco is committed to reducing fatal and serious injuries by 50% by the year 2035.

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

That the City Council of the City of Pasco is committed to the eventual goal of zero roadway fatalities and serious injuries.

Be It Further Resolved, that the City Council of the City of Pasco approves the commitment goal to reduce the number of fatal and serious injuries by 50% by the year 2035.

Be It Further Resolved, that the City Manager is authorized to take all necessary actions to implement this goal.

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

PASSED by the City Council of the City of Pasco, Washington, on this 18th day of August, 2025.

DocuSigned by:
David Milne
0C4D0BB2A56E4AE...
David Milne
Mayor

ATTEST:
Signed by:
Debby Barham
7A5B1B9B53A4B0...
Debra Barham, CMC
City Clerk

APPROVED AS TO FORM:
Signed by:
Eric Ferguson
Ferguson Law, PLLC
City Attorneys

Map of Fatal and Serious Injuries (FSI) 2020-2024

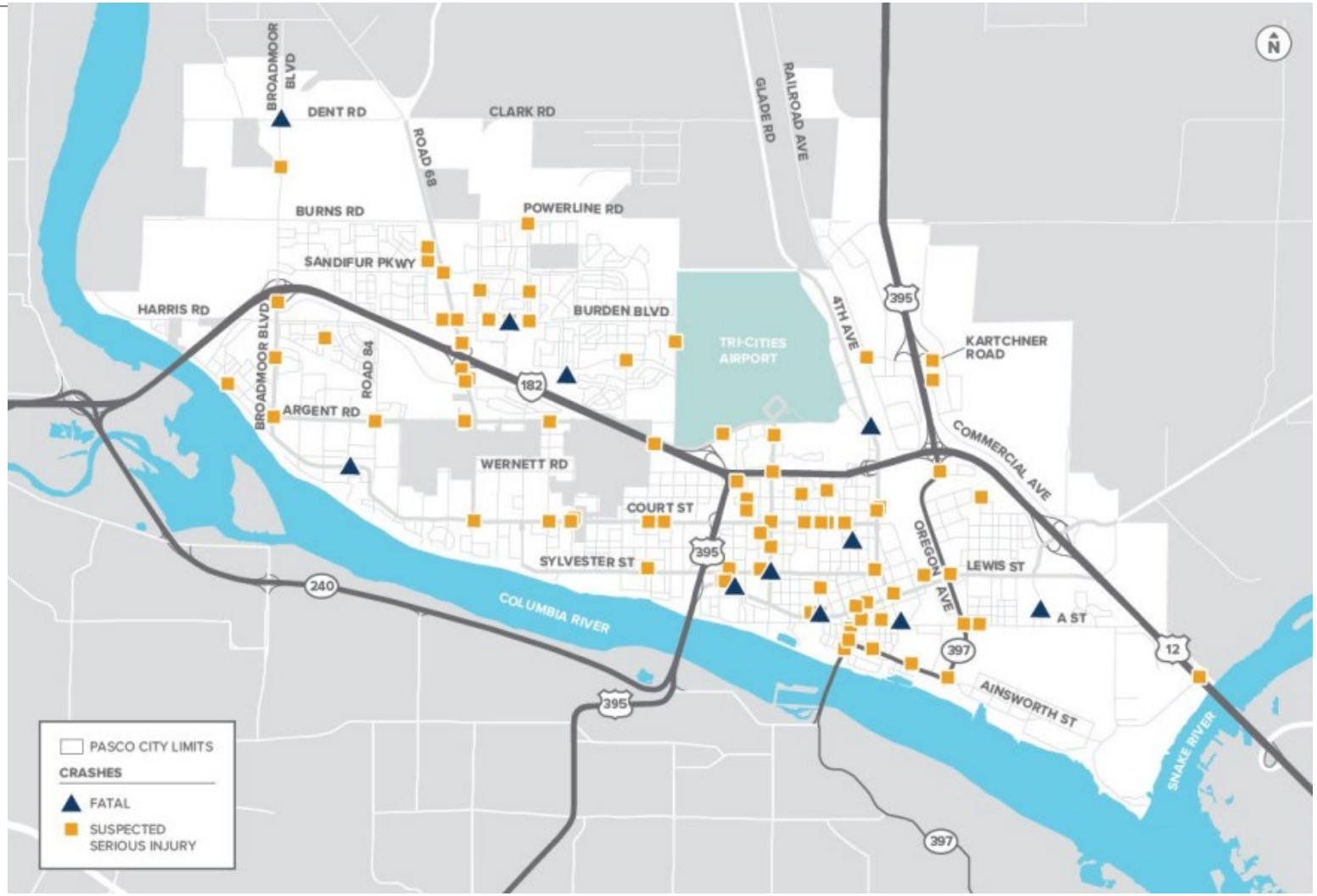
PASCO CITY LIMITS

CRASHES

FATAL

SUSPECTED SERIOUS INJURY

Study corridors include city-maintained streets. Not including Highway 12, 182 and 395.



Public Engagement





Engagement Summary:

4 In-person events

2 Virtual events

440+ People spoken to

46 Surveys completed

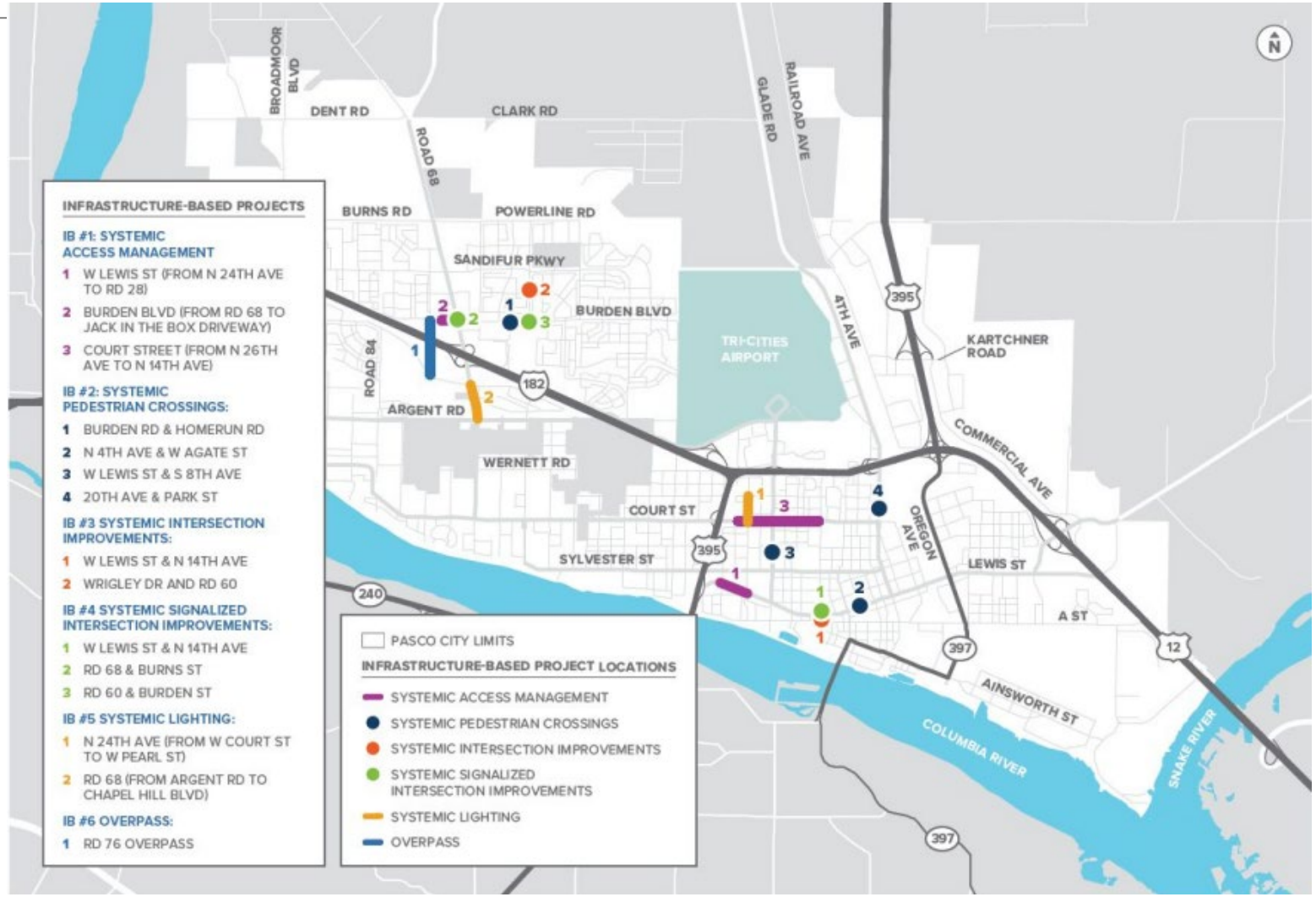
142 Online comments on Comment Map

Common Concerns:

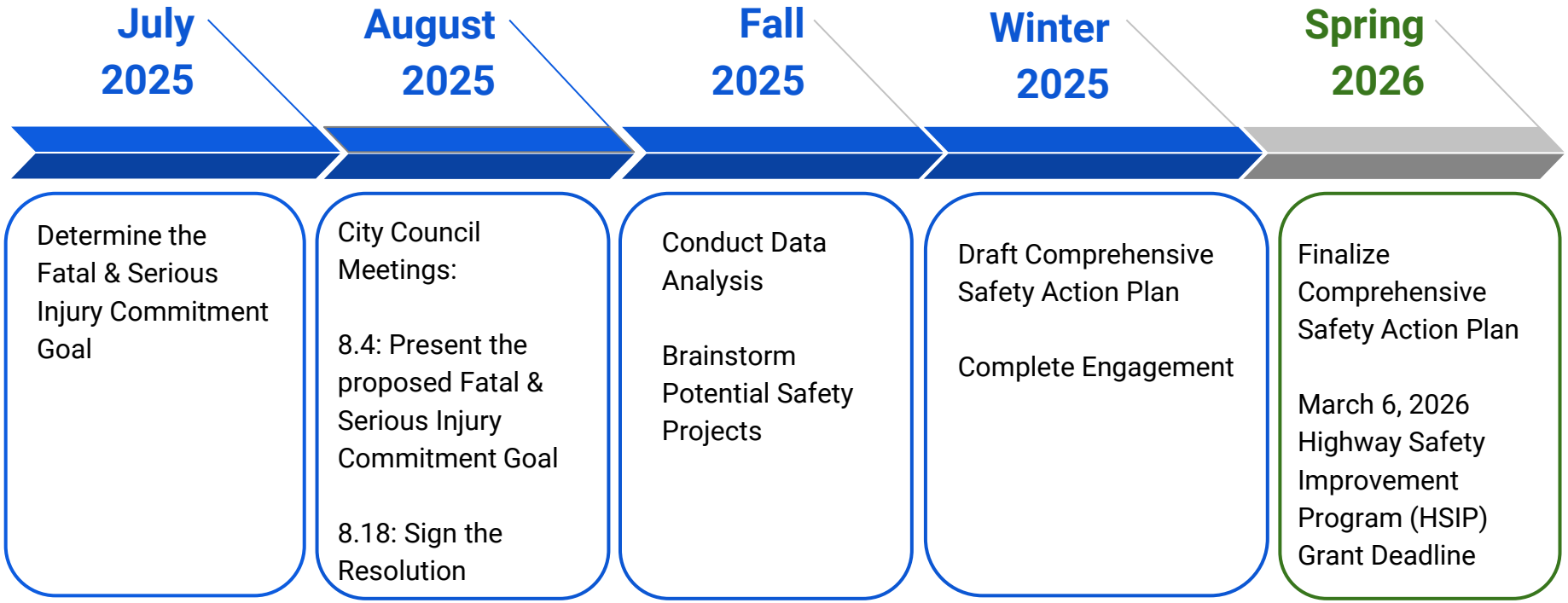
- Observed drivers exhibiting risky behaviors (i.e. speeding)
- Need more connections across highway 182 for all modes
- Some areas have inadequate pedestrian and bicycle infrastructure (sidewalks, bike lanes, crosswalks, etc.)
- There is a need for safer access to public transit

Proposed Infrastructure Projects

1. Access Management (add hardened curbs to reduce turning)
2. Enhanced Pedestrian Crossings (4)
3. Intersection Improvements at stop locations (3)
4. Signalized Intersection Improvements
5. Lighting Enhancements (2 corridors)
6. Rd 76 Overpass



CSAP Timeline



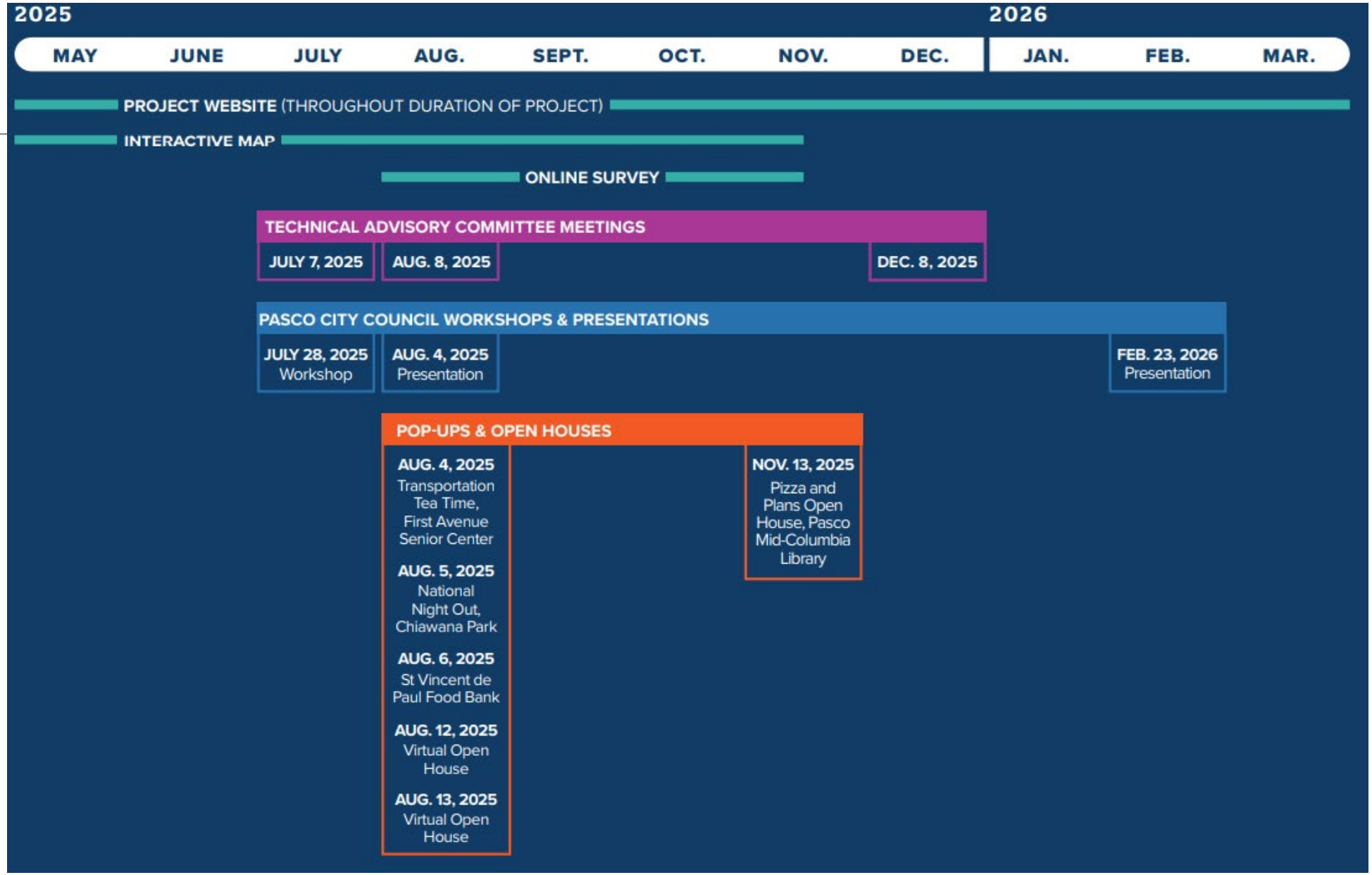
Engagement: TAC Meetings, Social Pinpoint Website, Public Open Houses, Pop-ups

Visit: **dks-engage.com/pasco-safety**

City of Pasco

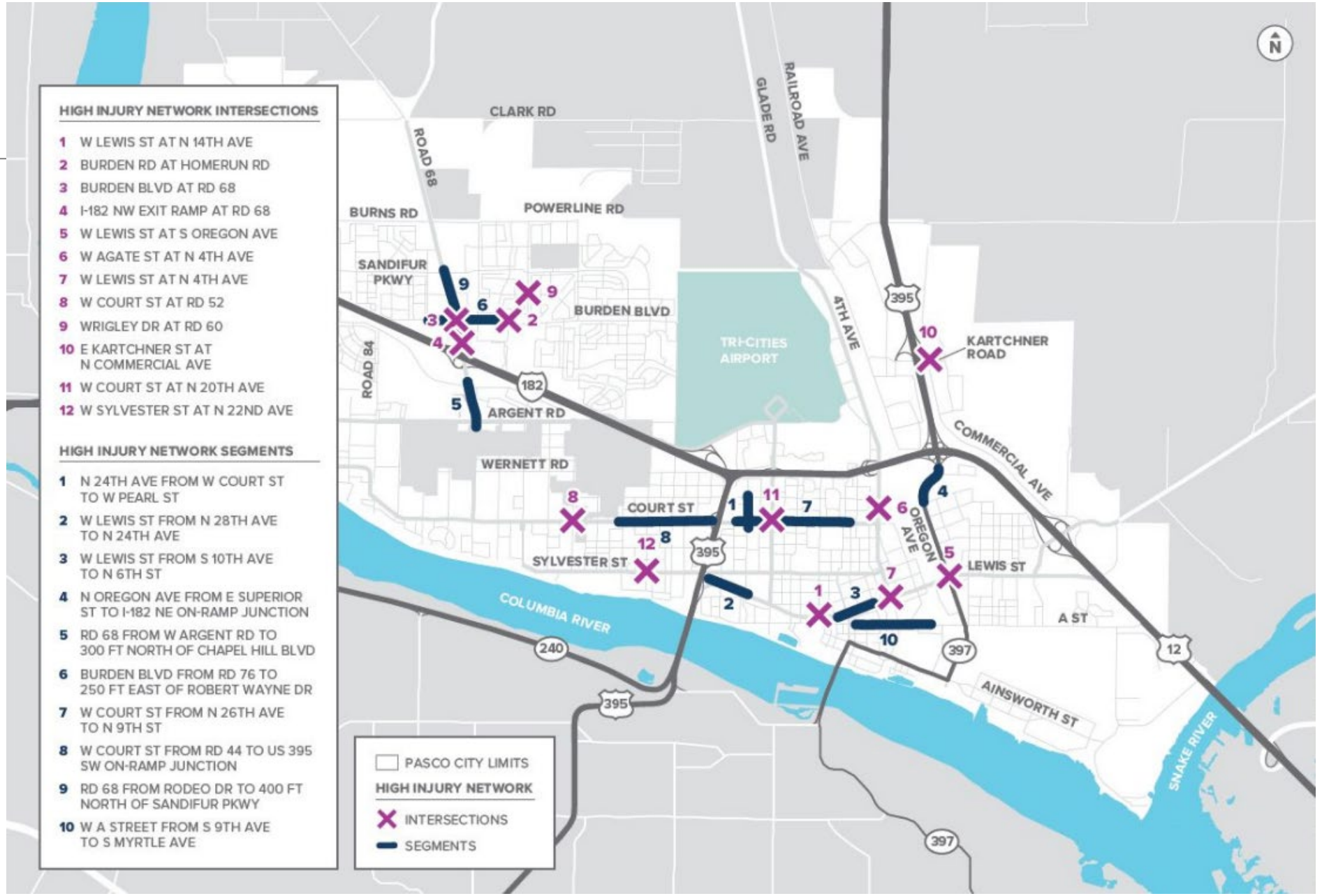
Questions?

City of Pasco



City of Pasco

High Injury Network



AGENDA REPORT

FOR: City Council — January 30, 2026

TO: Harold Stewart, City Manager — City Council Workshop Meeting: 2/23/26

FROM: Maria Serra, Director
Public Works

SUBJECT: Regional Lift Station and Private Pressurized Systems

I. ATTACHMENT(S):

Presentation Only

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

No action is requested at this time. This item is for information and policy discussion.

III. FISCAL IMPACT:

Regional Lift Stations:

- Higher upfront capital investment due to construction of centralized facilities and force mains.
- Reduced long-term operations cost per connection through economies of scale.
- Centralized maintenance and professional oversight may improve lifecycle cost control.

Private Pressurized Systems:

- Lower initial cost per lot in areas where gravity sewer is not an option.
- Higher long-term operations and maintenance costs borne by individual property owners, homeowners' associations, or utility entities like a City.
- Lifecycle cost varies based on pump type, frequency of use, and maintenance practices.

NOTE: that a shared private system poses a bigger risk to users, and may require the City to step in and make emergency repairs if a health/safety risk arises.

IV. HISTORY AND FACTS BRIEF:

Under Washington's Growth Management Act (RCW 36.70A), sanitary sewer service is considered an urban governmental service and must be planned to support growth within designated Urban Growth Areas. Comprehensive plans are required to include a Utilities Element that identifies existing sewer facilities, describes their general location and capacity, and plans for future sewer extensions and system upgrades needed to serve projected development. Sewer planning must align with land use assumptions and discourage extension of urban sewer service into rural areas except where necessary for public health, supporting compact and efficient urban growth.

In Pasco, sewer planning under the Growth Management Act is implemented through the Comprehensive Plan Utilities Element, the Comprehensive Sewer System Plan, and the six-year Capital Improvement Program (CIP). These documents establish wastewater flow projections, evaluate collection and treatment capacity, and identify capital improvements needed to serve future growth.

Together, these planning tools ensure that sewer infrastructure is planned, sized, and funded to accommodate anticipated development at identified densities in growth and infill areas while maintaining adopted levels of service.

City Council has previously considered sewer infrastructure needs in growth areas where gravity sewer is not available due to topography or low development density. In such cases, traditional gravity collection systems transition to pressurized conveyance, typically through publicly owned and operated lift stations that pump wastewater through force mains to downstream gravity systems. Low-pressure sewer systems or private individual pressurized systems have historically been reserved for limited conditions where neither gravity sewer nor regional lift stations are an option.

V. DISCUSSION:

Recent increased interest in private pressurized sewer systems has prompted the need to more clearly define the benefits and limitations of regional lift stations compared to localized or individual systems. These systems are not mutually exclusive; both have a role in enabling development where gravity sewer is not feasible. However, the choice of sewer method directly influences development patterns and has long-term implications for community costs, service reliability, and quality of life.

Regional Lift Stations:

Advantages:

- Centralized operation simplifies maintenance and staffing.
- Typically more efficient for managing larger flows.
- Scalable as service areas grow.

Limitations:

• Higher initial capital cost.
• Requires careful siting and environmental permitting.

Private Pressurized Systems:

Advantages:

• Lower upfront cost per connection in difficult terrain.
• May reduce the need for deep excavation.

Limitations:

• Long-term costs may exceed centralized systems if pumps require frequent replacement or repair.
• A blockage on a shared system would impact many more people, with greater cost and delay to address
The source of such a blockage would be difficult to determine, exacerbating that problem.
• System failure could present a significant health and safety risk for other users connected to that system, leading to pressure on a city to assume responsibility for that low-pressure system.

While individual pressurized systems can reduce the need for deep excavation and eliminate a centralized station, they shift operational complexity from a single public facility to multiple private locations and increased risk, particularly when shared force mains are involved. Failures of a system could create a duty for the City to fix them and take responsibility for the system, leaving ratepayers on the hook.

A gravity system discharging into a regional lift station has a built in layer of protection as the sump at the station, the pipe, and manholes provides capacity to surcharge in case of a failure. A shared force main would almost immediately back up into houses.

The City of Pasco does not prohibit grinder pumps on individual pressurized sewer systems. This is a common misconception. The use of grinder pumps and low pressure sewer systems is reserved for small pockets of otherwise unserviceable parcels. Historically, the City has allowed grinder pumps only when the force main they discharge into is also private and individually owned.

Because grinder pumps are privately owned and operated, regular professional maintenance cannot be assured. A shared force main would create public health and safety risks if even one user fails to properly maintain or replace equipment.

Policy and Planning Considerations:

• Growth Areas: In future subdivisions where gravity sewer is infeasible, pressurized systems may enable development at lower initial cost.
• Maintenance Strategy: A policy decision is needed regarding whether the City

would assume responsibility for decentralized systems or require homeowners' associations or utility districts to manage them.

• Risk and Liability: Failures affecting multiple properties raise questions regarding liability, service expectations, and political and operational pressures on the City. These challenges emerge as the system ages, homeowners change, and homeowners' associations (HOAs) become inactive.

Recommendation:

Staff recommends that City continue to be discerning in its use of private pressure where a regional sewer solution exists or is planned in the Sewer System Plan, individual grinder pumps should not be permitted. Similarly, where a gravity sewer system is feasible, pressurized systems should not be used.

Legislative Update. Bill 6234:

Senate Bill 6234 is being discussed at the legislature, it establishes that Grinder Pumps and low pressure systems shall not be prohibited by cities or sewer districts. At the time of writing this report, the bill is still at the senate in readings and committees, with potential substitute bills being proposed and discussed.

Pasco City Council

Workshop

February 23, 2026

City of Pasco Washington

Pasco City Council

Regional Lift Stations and Pressurized Private Sewer Systems

February 23, 2026

City of Pasco Washington

Regional Lift Stations and Pressurized Private Sewer System

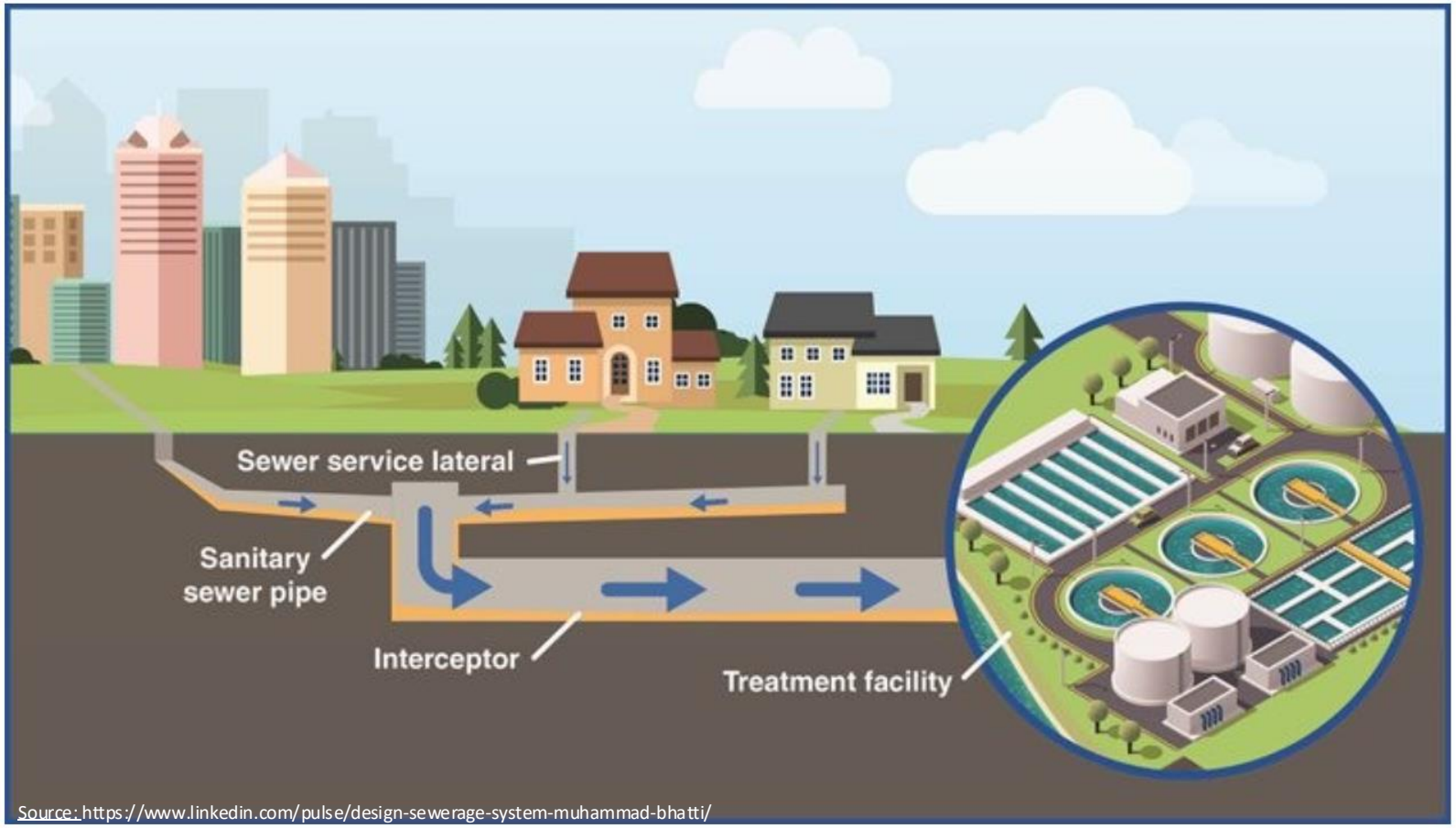
1. Gravity sewer and lift stations/pressurized systems
2. Brief overview of the City's Sewer System
3. Current regulations and framework
4. Wastewater infrastructure options for future development
5. Cost, reliability, and long-term responsibility
6. Information to support policy decisions

Regional Lift Stations and Pressurized Private Sewer System

Relevance

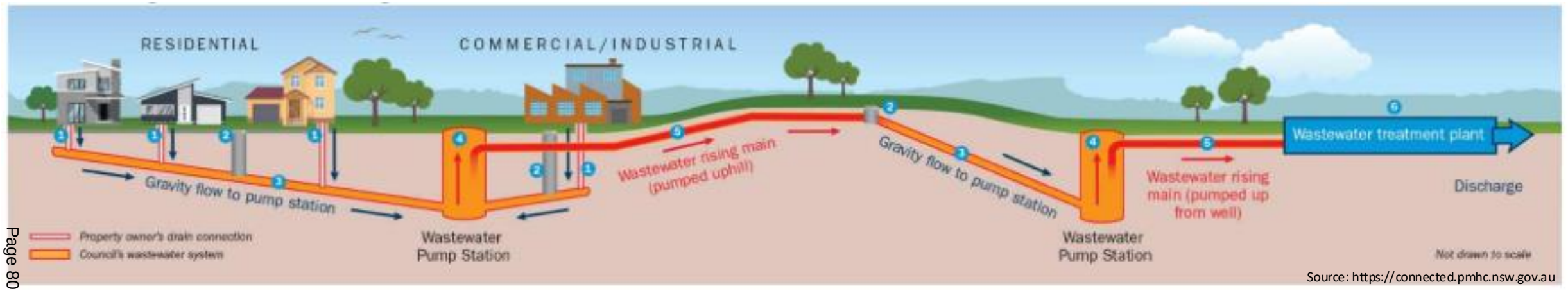
- Growth in areas without existing gravity sewer service
- Wastewater must be pumped uphill or long distances
- Infrastructure choices affect:
  - City and individuals' budgets
  - Reliability
  - Public health and the environment
  - Long-term maintenance obligations

Gravity Sewer



Source: https://www.linkedin.com/pulse/design-sewerage-system-muhammad-bhatti/

Regional Lift Stations



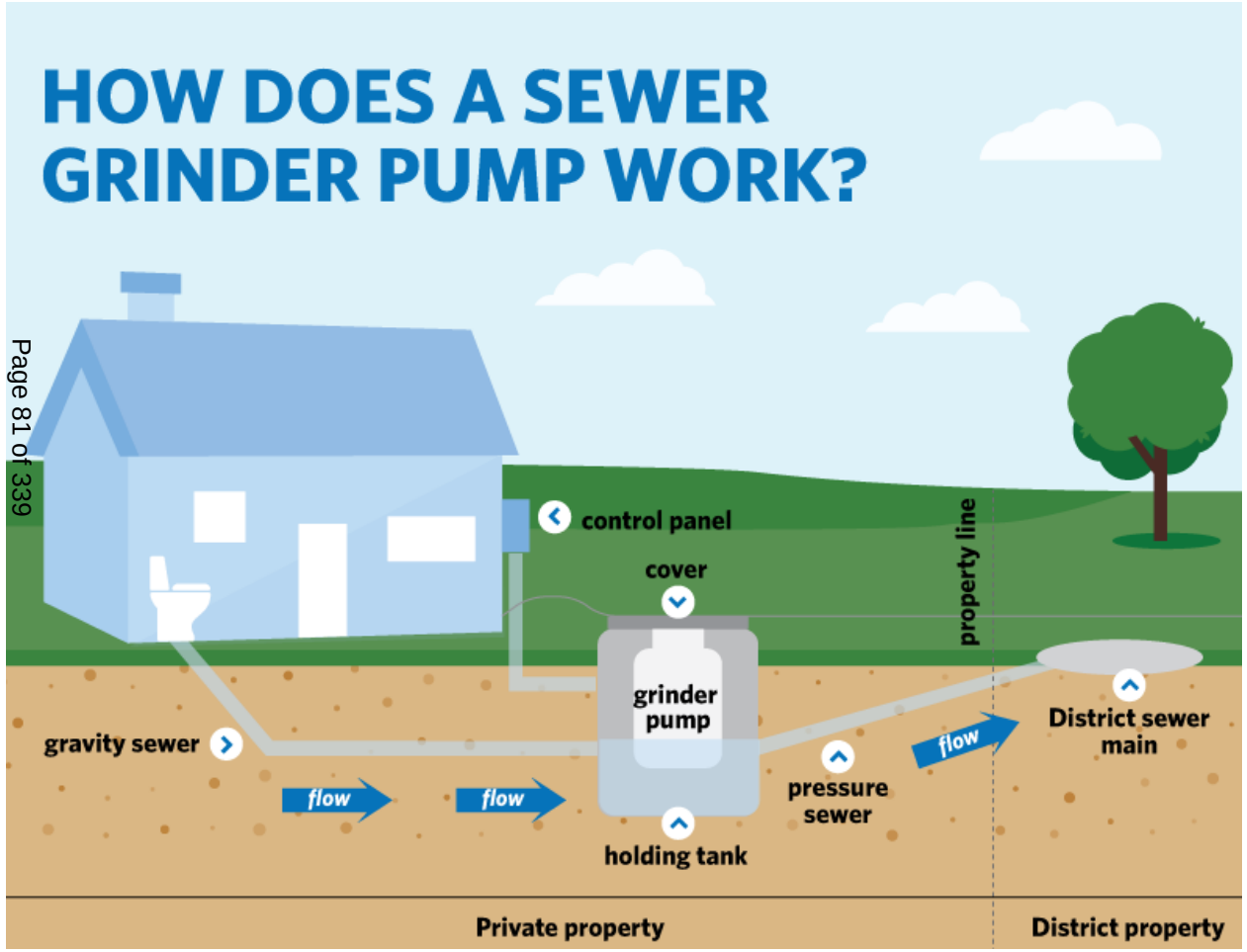
Source: https://connected.pmhc.nsw.gov.au

- Centralized lift (pump) stations serving multiple properties in an area
- City-owned and operated
- Designed as permanent public infrastructure
- Common in traditional sewer systems

Public infrastructure characteristics

- Wetwell and multiple pumps
- Redundant equipment and alarms
- Backup power capability
- Professionally maintained and monitored

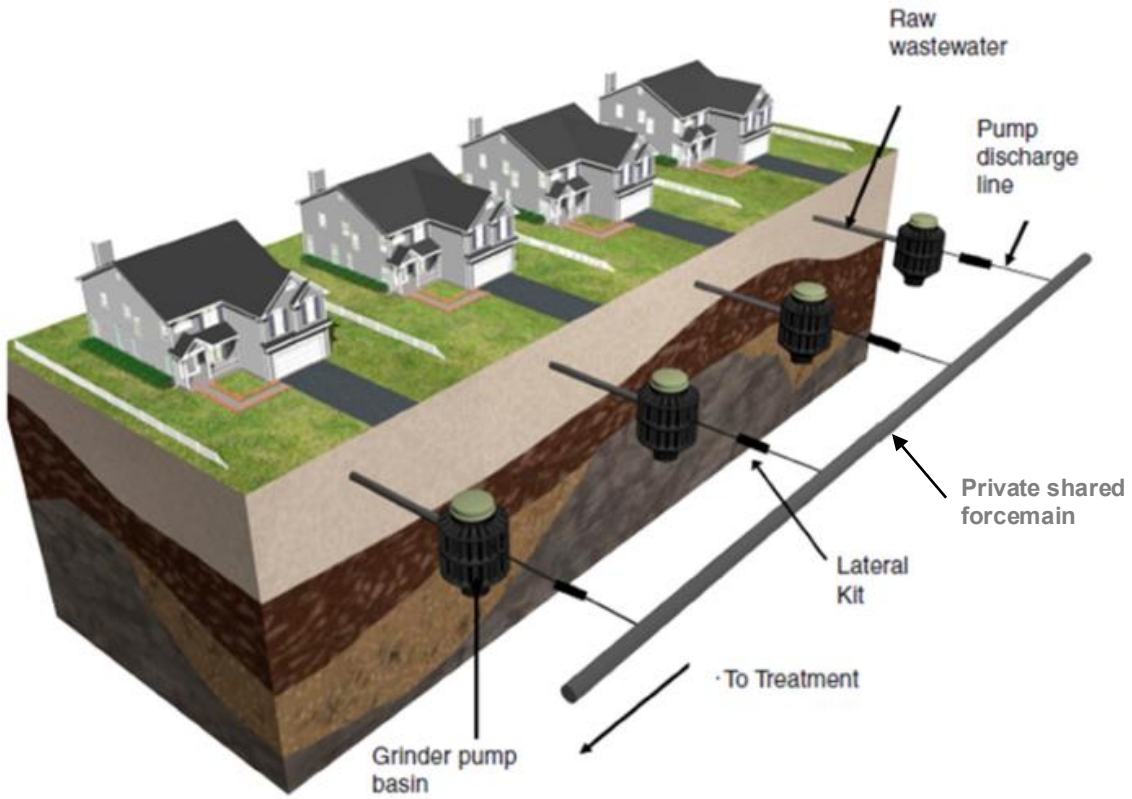
Individual Private Pressurized Systems



Source: Grinder Pumps | District of West Vancouver

- Individual pump or grinder at each unit or property
- Pumps wastewater into individual private pressure main
- The system (pump and main) is homeowner-owned and maintained
- Performance dependent on individual maintenance

Shared Private Pressurized Systems



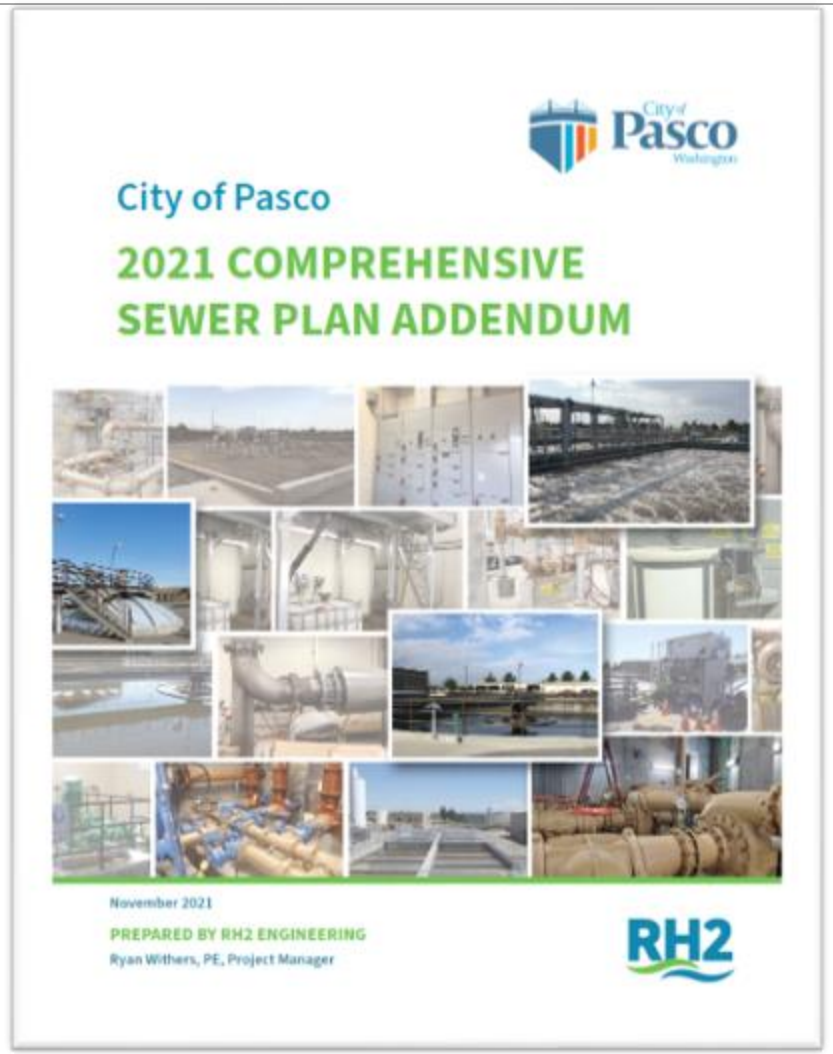
Source:Certified Grinder Pump Repair Upstate NY

- Individual pump or grinder at each unit or property
- Pumps wastewater into shared private pressure main
- The pump is homeowner-owned and maintained
- The forcemain is HOA owned and maintained
- Performance dependent HOA and Homeowners maintenance and behavior

Comparison

	Regional lift Stations	Individual Private Pressurized Systems	Shared Private Pressurized Systems
Upfront Capital Cost	Highest	Medium	Lowest
Reliability and Risk	Built-in redundancy Central monitoring and alarms Professional maintenance response	Single-point failures at each property Greater risk during power outages Slower response to failures	Single-point failures at each property Higher risk of failure due to blockage of shared forcemain impact to others using this private system Greater risk during power outages Slower response to failures
Ownership	Public	Private individual	Private but shared
Currently allowed	YES	YES	NO

Overview of City's Sewer System





STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY
4601 N. Monroe Street • Spokane, Washington 99205-1295 • (509) 329-3400

January 27, 2022

Steve Worley, P.E.
Public Works Director
City of Pasco Engineering
525 N. 3rd Avenue
Pasco, WA 99301

RE: Approval of City of Pasco 2021 Comprehensive Sewer Plan Addendum
NPDES Permit WA0044962

Dear Steve Worley:

The Department of Ecology (Ecology) APPROVES the City of Pasco 2021 Comprehensive Sewer Plan Addendum. This approval is in accordance with RCW 90.48.110 and Chapter 173-240 WAC.

The City of Pasco (Pasco) must notify this office immediately of any proposed changes or revisions to the approved documents. Pasco must provide changes or revisions in the form of addenda, technical appendices, or supplemental reports to the original approved package of documents to Ecology for review and approval. Additionally, Pasco must maintain copies of the approved engineering report, plans and specifications, operations and maintenance manual, permit, and Discharge Monitoring Reports (DMRs) on-site at your facility in Pasco, Washington.

Ecology's review and approval of these documents only assures compliance and consistency with the appropriate rules, regulations, guidelines, planning and design criteria, terms of any loan agreement, and/or other similar documents and is not a quality control check. Pasco should not consider this approval as satisfying other applicable federal, state or local statutes, ordinances or regulations.

Please contact Diana Washington at (509) 329-3519, (509) 385-5529, or dwas461@ecy.wa.gov if you have questions or need additional information.

Sincerely,

Adriane P. Borgias

Adriane P. Borgias
Water Quality Section Manager
Eastern Regional Office

APB:red
cc: Maria Serra, City of Pasco
Ryan Withers, PE, RH2
Diana Washington, Ecology, Eastern Region
File

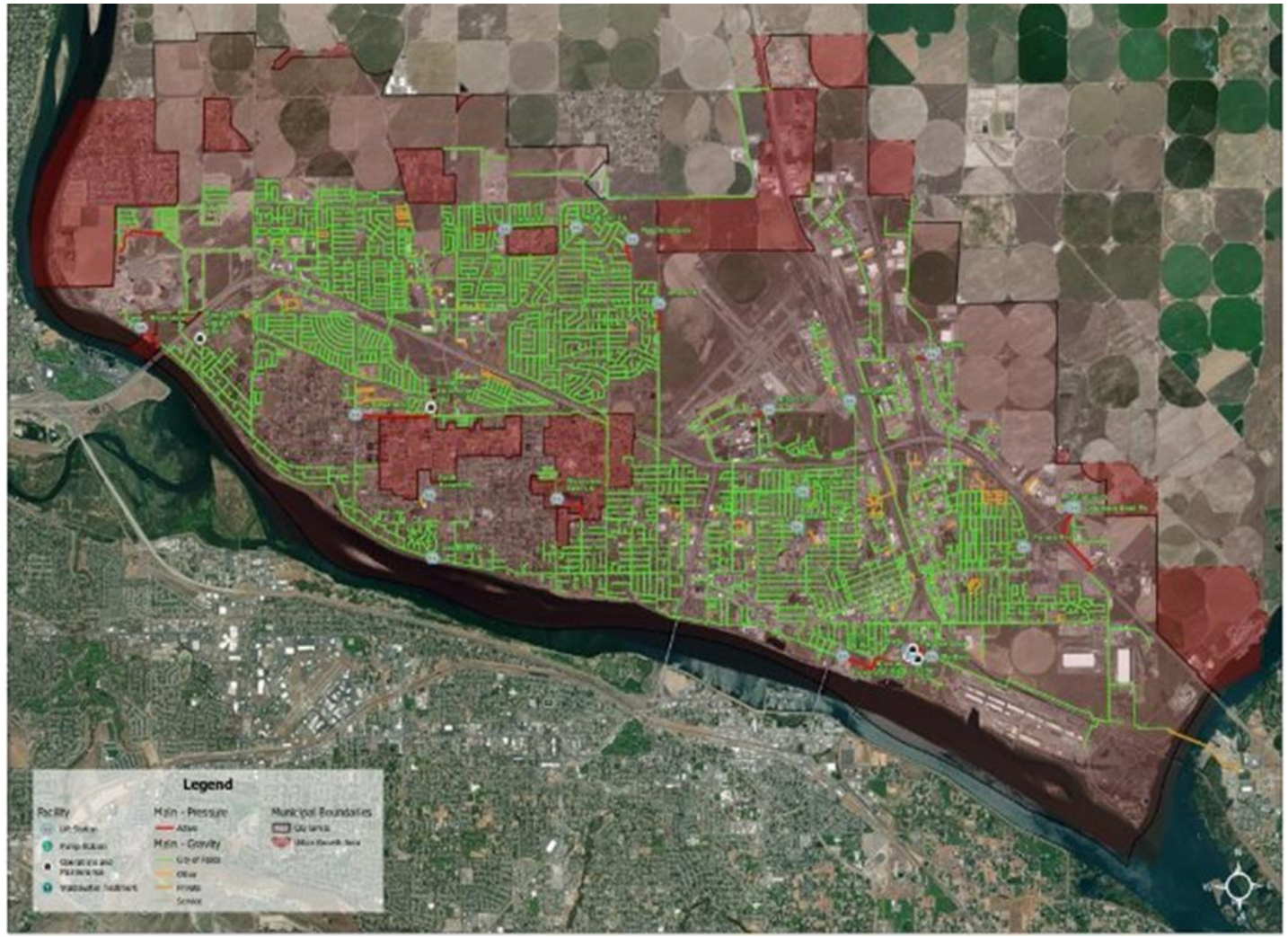
Overview of City's Sewer System

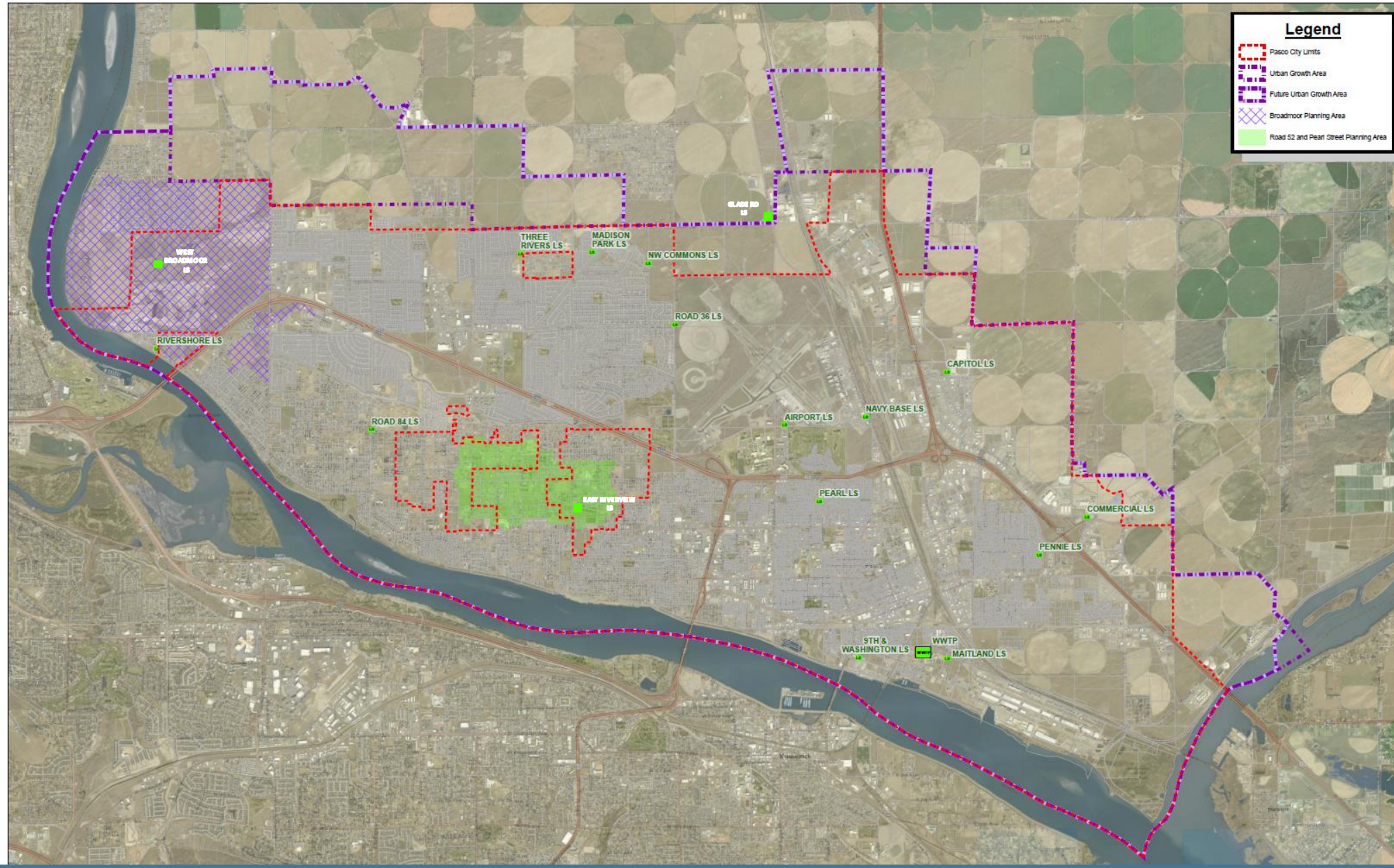
Components

Wastewater Treatment Plant

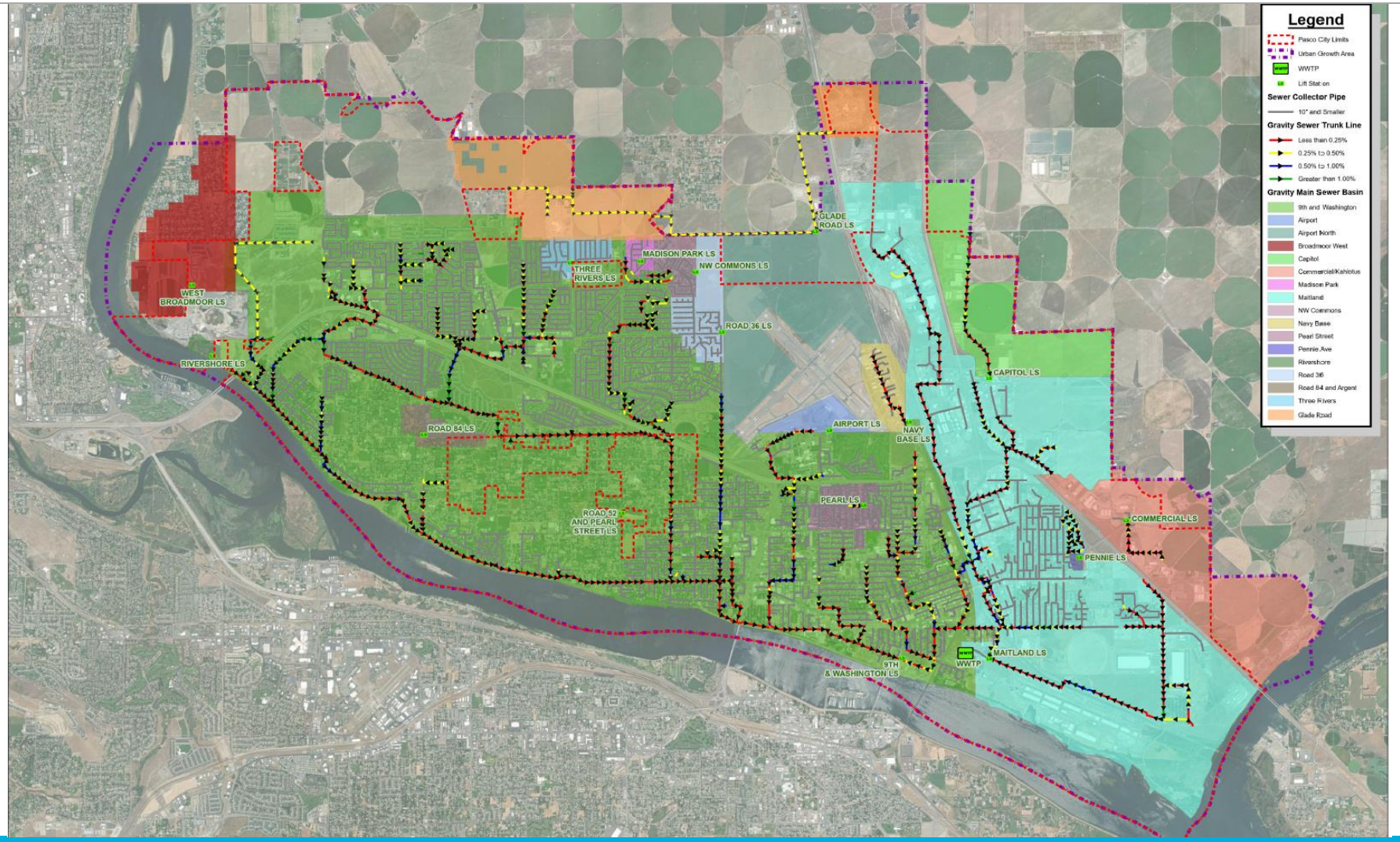
Collection System:
290 miles of gravity sewer mains
17 Regional Lift stations
7.6 miles of force mains

X lots served with private individual pressurized systems

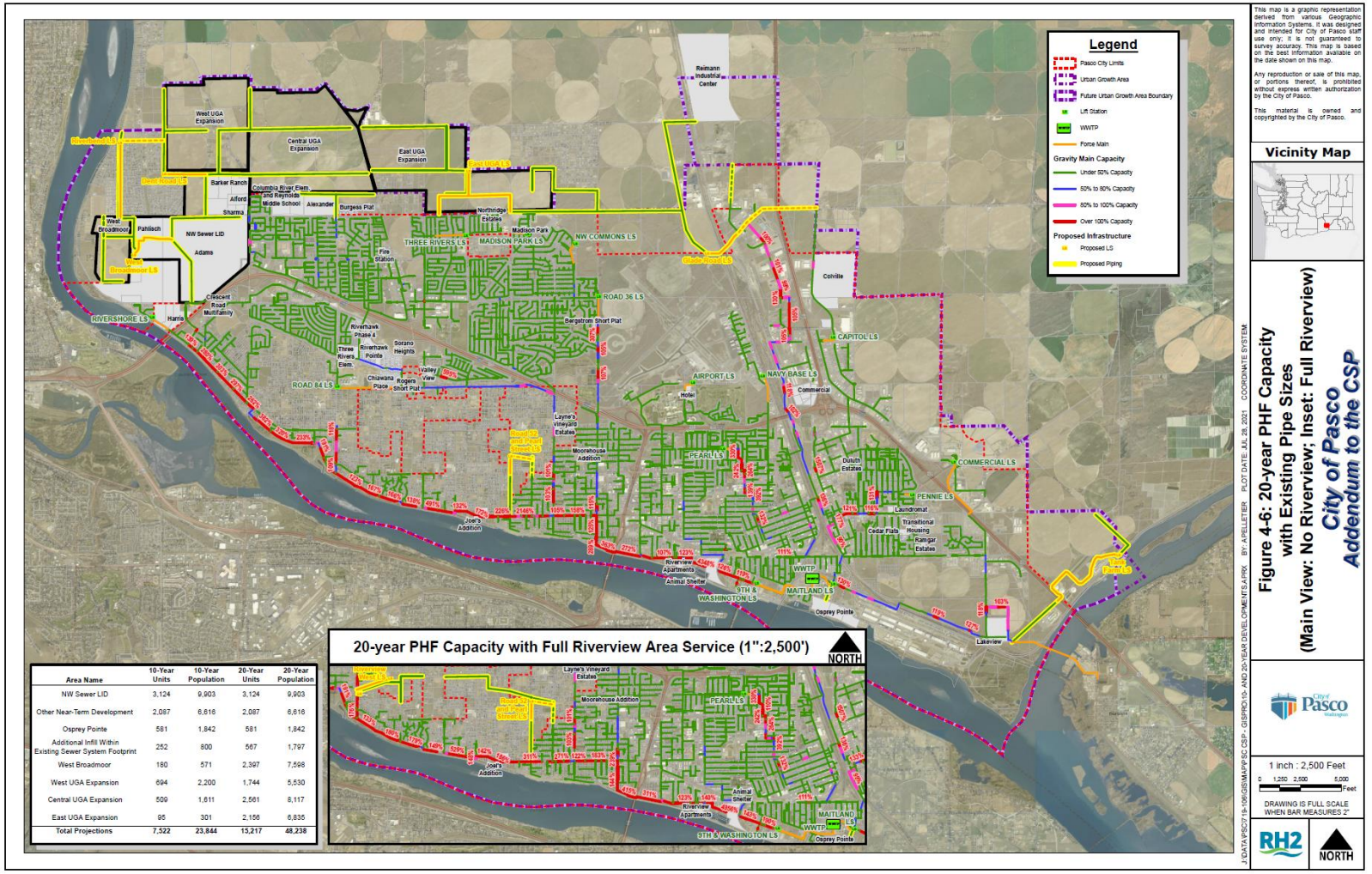



Legend
Pasco City Limits
Urban Growth Area
Future Urban Growth Area
Broadmoor Planning Area
Road 52 and Pearl Street Planning Area
THREE RIVERS LS
MADISON PARK LS
NW COMMONS LS
ROAD 36 LS
RIVERSHORE LS
CAPITOL LS
ROAD 84 LS
AIRPORT LS
NAVY BASE LS
PEARL LS
COMMERCIAL LS
PENNIE LS
9TH & WASHINGTON LS
WWTP
MAITLAND LS

Overview of City's Sewer System

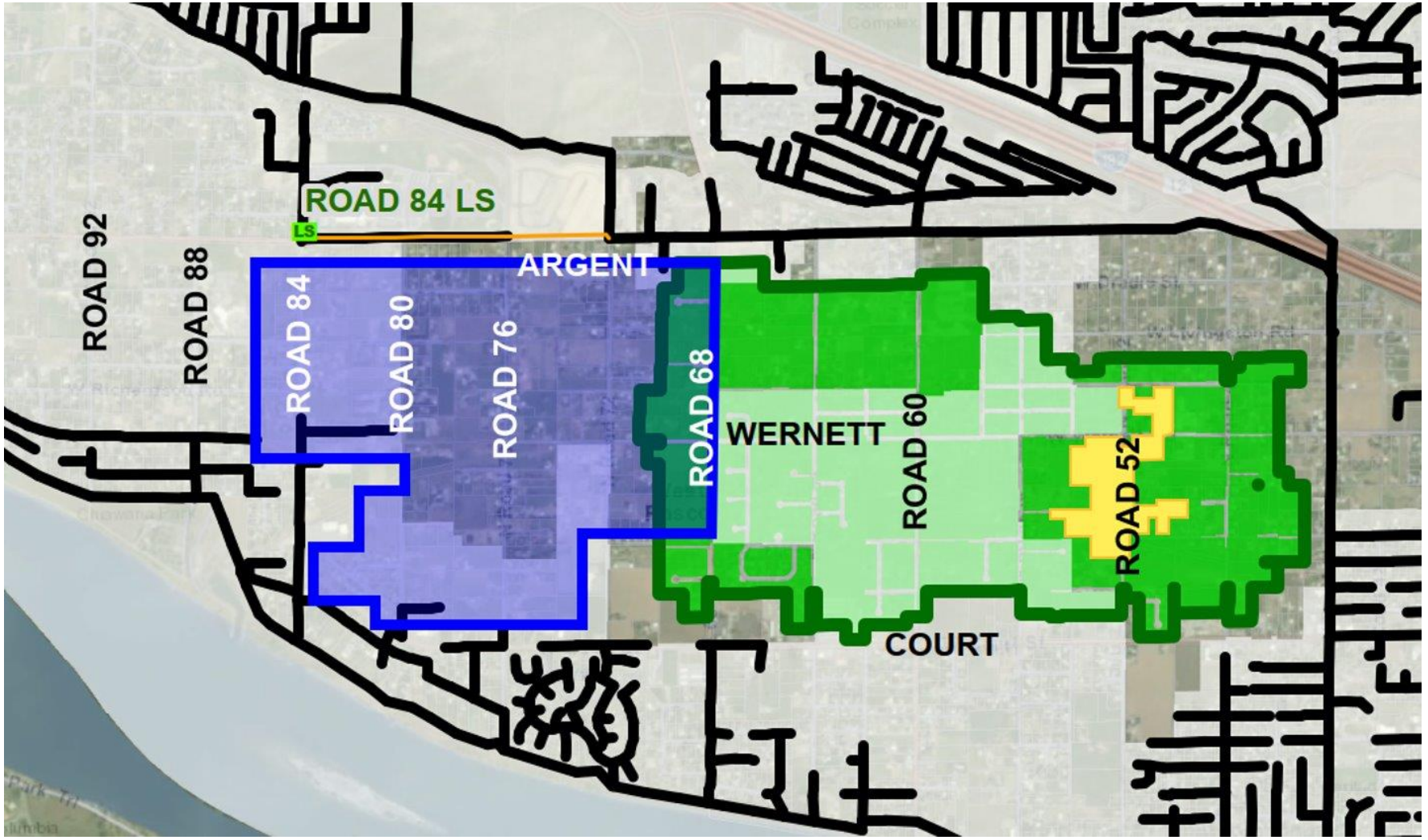


Overview of City's Sewer System

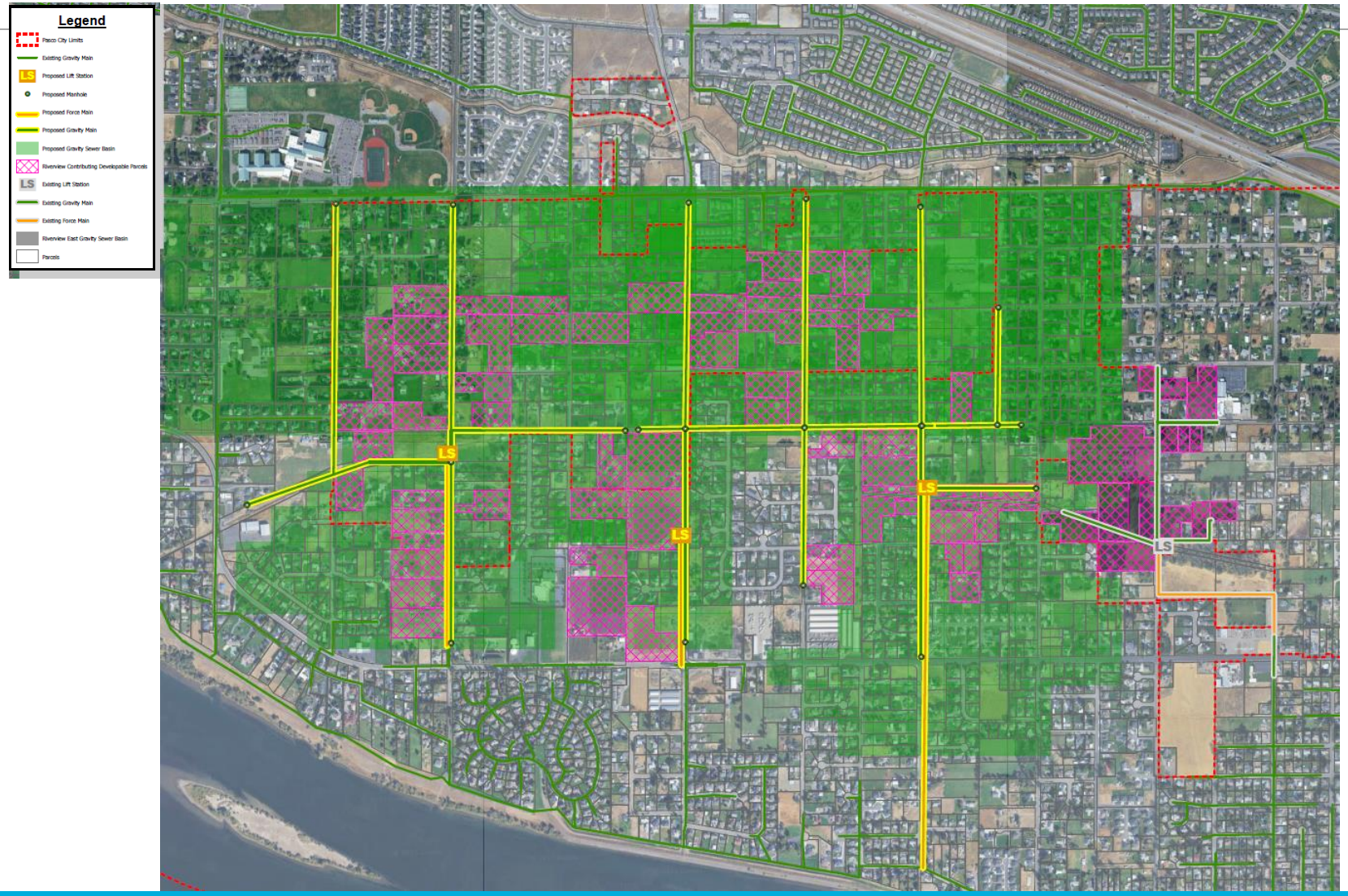


Area Name	10-Year Units	10-Year Population	20-Year Units	20-Year Population
NW Sewer LID	3,124	9,903	3,124	9,903
Other Near-Term Development	2,087	6,616	2,087	6,616
Osprey Pointe	581	1,842	581	1,842
Additional Infill Within Existing Sewer System Footprint	252	800	567	1,797
West Broadmoor	180	571	2,397	7,598
West UGA Expansion	694	2,200	1,744	5,530
Central UGA Expansion	509	1,611	2,561	8,117
East UGA Expansion	95	301	2,156	6,835
Total Projections	**7,522**	**23,844**	**15,217**	**48,238**

Focusing on Riverview Area



Focusing on Riverview Area



Current regulations and framework

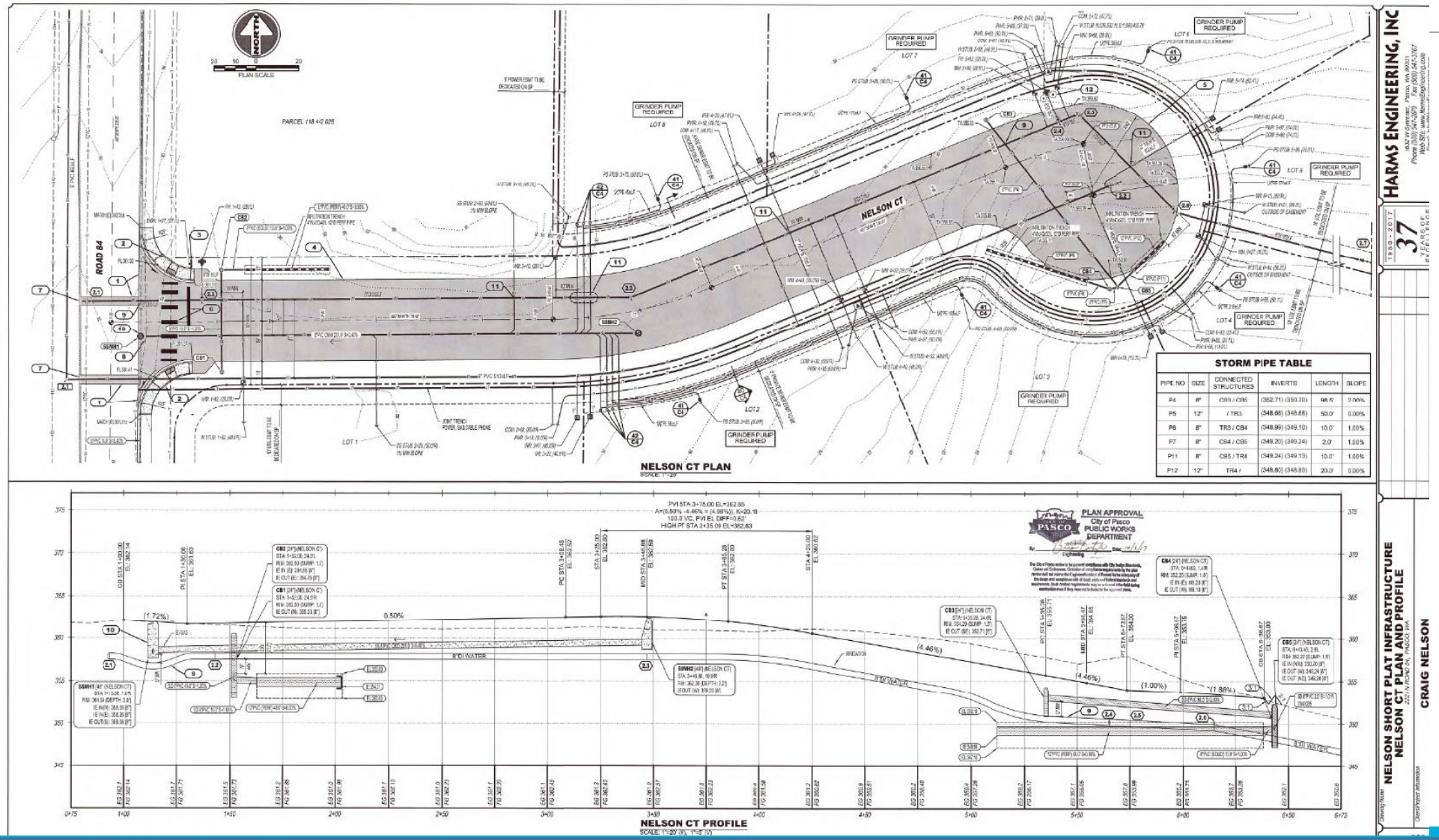
1. **Gravity** is required where feasible

2. **Regional Lift Stations** are planned in adopted Sewer System Plan, approved by Ecology.

3. **Individual Private Pressurized Systems are allowed in Pasco**. Their application is reserved for localized low spots, where gravity cannot serve the parcel(s) and a regional facility is not already planned.

4. **Shared Private Pressurized Systems** have not been allowed in Pasco.

Current regulations and framework



What other cities are doing

Regional Feedback

- **Prosser:** Allows shared pressurized systems but will not accept as public infrastructure; requires HOA ownership and maintenance.

- **Kennewick:** Previously allowed for isolated sites; now **disallows grinder pumps where gravity sewer is available**, regardless of cost.

- **West Richland:** More permissive; older sewer plan (1997) may explain broader approvals.

Policy discussion

- Clear ownership and responsibility vs. fragmented control
  - Who owns and maintains the system long-term?

- Emergency response coordination
- Liability for backups or overflows
- Enforcement challenges when private systems fail
  - How much operational risk is acceptable?
  - What is the City's duty to respond to health and safety issues?

- Equity concerns for homeowners
  - What protects future residents and other ratepayers?

City of Pasco

Questions?

AGENDA REPORT

FOR: City Council — January 28, 2026

TO: Harold Stewart, City Manager — City Council Workshop Meeting: 2/23/26

FROM: Haylie Matson, Director
Community & Economic Development

SUBJECT: Land Capacity Analysis (LCA) – Comprehensive Plan Update Briefing

I. ATTACHMENT(S):

Land Capacity Analysis City Council Presentation – February 2026

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

No formal action is requested. Staff recommends that Council receive the Land Capacity Analysis as informational and use it as a reference document during upcoming Comprehensive Plan policy discussions. Council may also provide direction to staff regarding preferred housing strategies or request additional analysis of specific land use or zoning approaches for further review with the Planning Commission prior to advancing any Comprehensive Plan amendments.

III. FISCAL IMPACT:

None.

IV. HISTORY AND FACTS BRIEF:

Under the Washington Growth Management Act (GMA), jurisdictions are required to periodically evaluate whether sufficient land capacity exists within the Urban Growth Area (UGA) to accommodate projected population, housing, and employment growth. The Land Capacity Analysis (LCA) was prepared as part of Pasco's Comprehensive Plan update to meet this requirement and to inform future land use and zoning decisions.

Background

The LCA evaluates current land use, zoning, development constraints, and market trends to determine realistic development capacity through the 2046

planning horizon. The analysis considers vacant, underdeveloped, pipeline, and constrained parcels and applies density assumptions based on existing development standards. The LCA also evaluates the income levels served by different zoning categories to assess housing affordability capacity.

To summarize, Pasco currently has a surplus of higher-priced housing and a deficit of more affordable options. Simply put, building more housing overall is not the full solution. What is most needed is smaller-scale and lower-cost housing types, such as condominiums, apartments, row houses, and small-lot development.

Pasco's mandate under the Growth Management Act (GMA) is to accommodate housing growth across the affordability spectrum. While the City currently has sufficient land capacity to meet projected growth in median- and higher-income households, the LCA indicates there is not enough capacity to meet anticipated demand for housing serving lower-income households.

To increase the City's capacity for housing types that serve more affordable households (including townhomes, duplexes, triplexes, appropriately scaled apartment buildings, cottage clusters, and similar housing) staff is seeking input from the City Council and Planning Commission on potential strategies to pursue as part of the Comprehensive Plan update. Staff is particularly interested in understanding which strategies, or combination of strategies, these bodies prefer and which approaches should be deprioritized.

The City Council should also be prepared for what these changes could mean in practice, including development patterns, zoning considerations, and neighborhood design. These discussions will follow in future meetings.

In short, if the core challenge is that lower-income residents cannot afford the current housing stock, that challenge will persist under the existing development model. While the City has made meaningful progress over the past five years, continued education and clarity will help the City Council, Planning Commission and the community better understand the issue and the types of solutions needed to address it.

Impact (other than fiscal)

The LCA identifies that while Pasco has adequate capacity to accommodate projected employment growth, existing zoning does not fully accommodate projected housing demand, particularly for low- and moderate-income households. The analysis highlights a structural housing capacity gap that may affect housing availability, affordability, and long-term community sustainability if not addressed through policy decisions.

V. DISCUSSION:

The LCA does not change zoning or land use regulations. Instead, it provides a technical foundation for policy discussion during the Comprehensive Plan update.

Potential strategies for the City Council consideration include:

Increasing residential density where multifamily housing is already allowed (commercial and mixed-use areas). Directly increases capacity in zones assumed to serve households below 80% of the area medium income (AMI).

Allowing more "missing-middle" housing in lower-density residential areas. Reduces reliance on apartments as the sole means of addressing the housing gap and introduces more gradual forms of density.

Increasing height limits in commercial and mixed-use areas. Could be paired with form-based standards such as stepbacks, transition areas, and design controls to manage scale and compatibility.

Expanding available commercial and mixed-use zoned land. Could support vertical mixed-use development in targeted areas.

Note: Expanding lower-intensity residential zones through greenfield development at the edge of the City or UGA will not address the identified housing capacity gap. Doing so would primarily add capacity for housing types that tend to serve middle- and higher-income households, where the City already has sufficient capacity.
These strategies will require further analysis, public engagement, and Planning Commission direction before implementation.

Scenario Testing and Capacity Sensitivity Analysis
As part of the Land Capacity Analysis (LCA), staff and consultants evaluated several sensitivity scenarios to understand how potential zoning and development-assumption changes could affect housing capacity within city limits. These scenarios are intended to inform policy discussion during the Comprehensive Plan update and do not represent adopted policy direction.

The following modeling assumptions were tested:

Increased density assumptions in higher-intensity zones. Density assumptions in the Mixed-Use (MU) and R-4 zones were adjusted to reflect potential development capacity based on minimum lot size standards. The MU density assumption was increased from 29 to approximately 43.6 dwelling units

per acre, and the R-4 density assumption was increased from 21 to approximately 34.8 dwelling units per acre. These adjustments resulted in an estimated increase of approximately 970 housing units.

Residential development assumptions in commercial zones. To reflect the potential for vertical mixed-use development, staff modeled a modest residential development share in commercial zones. This included applying a density assumption of 29 dwelling units per acre and assuming a 10 percent residential development share in the C-1, C-2, and C-3 zones, resulting in approximately 1,070 additional housing units.

Moderate infill assumptions in lower-density residential zones. Staff modeled a conservative infill scenario assuming approximately 5 percent of parcels in the R-1, R-2, and R-3 zones with existing single-family homes would add additional housing units over time, similar to accessory dwelling unit assumptions used in comparable analyses. This resulted in approximately 490 additional housing units.

Collectively, these modeled adjustments reduced the projected housing capacity deficit identified in the LCA. However, the analysis still indicates a remaining deficit of approximately 1,000 housing units overall and approximately 4,000 units serving households at or below 80 percent of Area Median Income (AMI) within city limits.

These results suggest that addressing the identified housing capacity gap will likely require a combination of strategies considered through the Comprehensive Plan update process.

Recommendation
Staff recommends that Council receive the Land Capacity Analysis as informational and use it as a reference document during upcoming Comprehensive Plan policy discussions. Council may also provide direction to staff regarding preferred housing strategies or request additional analysis of specific land use or zoning approaches for further review with the Planning Commission prior to advancing any Comprehensive Plan amendments.

Constraints (time or other considerations)
The LCA must be completed and adopted as part of the Comprehensive Plan update to remain compliant with GMA requirements. Policy changes informed by the LCA will require additional process, including public review and Council action, within established planning timelines.

Next Steps
Staff will incorporate LCA findings into the Comprehensive Plan update and return to Council with policy options, analysis, and recommendations for

addressing identified housing capacity gaps later on in the year.

Alternatively, Council May
Provide directions to staff regarding preferred housing strategies or request additional analysis on specific land use or zoning to look into with the Planning Commission prior to advancing Comprehensive Plan amendments.

AGENDA REPORT

FOR: City Council — February 5, 2026

TO: Harold Stewart, City Manager — City Council Workshop Meeting: 2/23/26

FROM: Richa Sigdel, Deputy City Manager
City Manager

SUBJECT: Water Rights History and Code Clarification

I. ATTACHMENT(S):

Presentation
January 2018 Water Rights Staff Report
October 2023 Water Rights Staff Report
November 2023 Water Rights Staff Report
January 2024 Water Rights Staff Report
April 2024 Water Rights Staff Report
June 2024 Water Rights Staff Report
2025 Water Rights Metering Letter

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

Discussion and direction.

III. FISCAL IMPACT:

Staff is requesting discussion and direction. Impact will vary based on Council's direction.

- If Council desired to grandfather the entire ordinance (old fee and no surcharge), the Water utility has to fund nearly $4 million in additional water rights fees.
- If the 50% surcharge applies when the property had water rights and the owner chose to move them from the property and pay in-lieu fees, the Water utility has to fund $2.5 million in additional water rights fees.

IV. HISTORY AND FACTS BRIEF:

Water rights in Washington State are a legal authorization to use public water for a beneficial purpose, regulated by the Department of Ecology (DOE). These rights are separate from land ownership and specify source, quantity, place of

use, and purpose. Transfers or changes require DOE approval.

For Pasco, water rights are critical because:

1. Growth depends on water availability: Without sufficient water rights, the City cannot legally supply water to new developments.
2. DOE limits withdrawals: Even if water is physically available, legal rights govern usage.
3. Economic development: Adequate water rights enable housing projects, commercial expansion, and industrial recruitment.

Historical Context

- Early 2000s: Pasco joined West Richland, Richland, and Kennewick to acquire Quad City water rights to support rapid residential and commercial growth on its west side. Despite this acquisition, the Department of Ecology remained concerned that Pasco's water supply could not meet escalating potable and irrigation demands, leading to the inclusion of these concerns in Quad City water rights litigation.
- 2002: Ordinance 3547 required ALL developments, including commercial and residential, to provide water rights, either through transfer or payment in lieu of.
- 2006: Ordinance 3795 specifically removed the requirement for commercial development to provide water rights, either through transfer or payment in lieu of in an effort to spur commercial growth.
- 2018: Highlighted inadequacy of original fees and recommended requiring developers to bring water rights or pay fees reflecting market costs.
- 2023: Increased in-lieu fee from $1,725 to $4,150 per acre-foot and added a 50% surcharge for properties that had had water rights within the last 10 years (and were stripped or banked detaching them from the developable property). This ordinance also reintroduced the requirement for all types of development to provide sufficient water rights, either through transfer of payment in lieu of.
- 2024: Implemented Water Rights Subcommittee recommendations, removed retroactive surcharge beyond Dec. 3, 2023, and required biennial fee review.

V. DISCUSSION:

Current Challenges:

1. Available Water Rights
    1. System A (Columbia River surface rights):
        a. Authorized 21,097 acre-feet;
        b. 2025 Usage - 20,133 acre-feet
        c. Utilization - 964 acre-feet under authorization, i.e., available spare capacity
    2. System B (non-508-14 groundwater):

a. Authorized 3,844 acre-feet;
b. 2025 use 3,612 acre-feet
c. Utilization - 232 acre-feet under authorization, i.e., available spare capacity

3. System C (508-14 groundwater):
    a. Authorized 2,263 acre-feet;
    b. 2025 Usage - 3,761 acre-feet
    c. Utilization - 1,498 acre-feet over authorization (primary compliance risk)
4. PWRF spray fields:
    - Authorized 8,230 acre-feet;
    - 2025 Usage - 3,691 acre-feet
    - Utilization - 4,539 acre-feet under authorization, i.e., available spare capacity

Staff is working with the Washington State Department of Ecology to provide flexibility in the City's use of existing water rights for broader municipal purposes. The City will also continue efforts to acquire additional water rights as necessary to support service demands across its systems.

2. Grandfathering Preliminary Plats
    - PMC 13.45.060 requires the transfer of water rights when connecting to City water or pay in lieu fee if no water rights are associated with the parcel. A 50% surcharge applies if the water rights from the developing property have been removed from the property (stripped or banked) between December 3, 2023 and the time the connection occurs.
    - **Council in early 2024 verbally agreed to exempt developments with completed preliminary plat from paying revised fees, but this was not codified.**
    - Clarification needed on whether Council intended to grandfather ALL aspects, including commercial and industrial exemptions and the 50% surcharge. For e.g., for grandfathered preliminary plats, if the property had water rights in the past: is the developer exempt from the 50% surcharge? In other words, will the developer pay the grandfathered rate of $1,725 or the surcharged rate of $2,587?
    - Vesting Doctrine does not apply to water rights. Fees can legally be assessed at current rates.

Recommendation:
Staff requests Council discussion and direction on this matter and recommends codifying the agreed-upon approach.

Constraints:
As development progresses, the City aims to provide clear and predictable

guidelines. The goal is to obtain Council direction and implement the policy immediately.

Alternatives:

1. Maintain existing codes with verbal direction to staff.
2. Make additional changes to the code beyond staff's recommendation.

Next Steps:

After receiving direction from the Council, staff will proceed with either notifications or outreach efforts, based on the scope of the proposed changes.

Pasco City Council

Workshop

February 23, 2026

City of Pasco
Washington

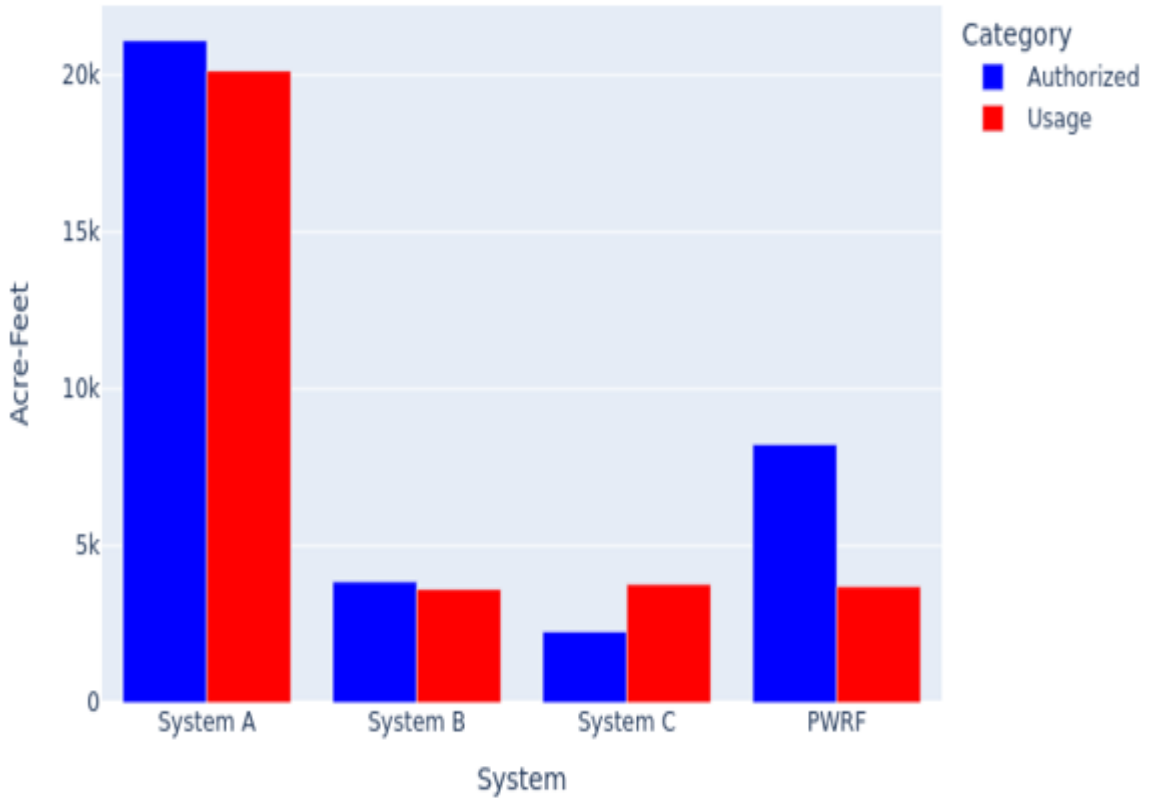
WATER RIGHTS

- Legal authorization to use public water for a beneficial purpose, regulated by the Department of Ecology (DOE)
- Separate from land ownership
- Growth depends on water availability
- DOE limits withdrawals even if water is physically available
- Economic development relies on adequate water rights

HISTORY

- Early 2000s: Quad City water rights acquisition
- 2002: All developments required water rights or in-lieu fee
- 2006: Commercial/Industrial development were exempted 2018: Fees and exemptions deemed inadequate
- 2023/2024: Fee increased to $4,150/acre-foot and 50% surcharge if water rights are removed from the land to be developed

2025 Usage



Systems

- System A (Columbia River Surface Rights)
- System B (Non 508-14 Groundwater)
- System C (508-14 Groundwater)
- System D (PWRF Spray Fields)

COMPLIANCE RISK

- System C overuse; primary compliance risk
- Overall Water Rights balance

MITIGATION

- DOE collaboration for flexibility
- Ongoing acquisition efforts

2023 ORDINANCE CHANGES

- Fee increased to $4,150/acre-foot
- Commercial and industrial exemptions removed
- 50% surcharge for rights removed within last 10 years

2024 COUNCIL SUBCOMMITEE

- Outreach to developers
- 50% surcharge for rights revised from past 10 years **TO** active as of passage of 2023 Ordinance
- Evaluate fees every 2 years
- Explore water conservation programs
- Grandfather all approved preliminary plats

CLARIFICATION

- Does grandfathering apply to all aspects of the ordinance
  - Commercial and industrial exemption
  - 50% surcharge if water rights transferred from land

NEXT STEPS

- Staff recommends codifying of direction from Council to provide predictability and clarity to development community.

City of Pasco

Feedback

AGENDA REPORT

FOR: City Council — January 4, 2018

TO: Dave Zabell, City Manager — Workshop Meeting: 1/8/18

FROM: Rick Terway, Public Works Director
Public Works

SUBJECT: Water Rights and Private Property Development

I. REFERENCE(S):

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

Discussion

III. FISCAL IMPACT:

N/A

IV. HISTORY AND FACTS BRIEF:

Background

In the early 2000's the City was involved in acquiring the Quad City water right with West Richland, Richland and Kennewick. For Pasco, a major impetus behind this effort was that the City was beginning to experience the rapid residential and commercial growth on the west side of town that continues to this day. At the time the Department of Ecology (Ecology) was concerned that even with the increase in water rights the City could realize from the Quad City water right, Pasco had limited water rights to meet the rapidly growing demand for potable and irrigation water. Ecology made this concern a part of the Quad City water right litigation.

In a nod to Ecology's concern, the city adopted ordinances to assure that water rights of developing properties would be transferred to the City at the time of development. They can be found in the Pasco Municipal Code Title 3, Title 13 and Title 26.

V. DISCUSSION:

Conditions have changed and the water rights ordinances approved in the 2000's have become inadequate for the conditions of today, specifically Title 3.07 City Fee Summary. Currently, a property owner developing property utilizing city water, within or outside the city, is required to assign to the water right associated with the property to the city if one exists. In cases where no water exists the property owner is required to pay a water right acquisition fee of $1,725 an acre-foot. An acre-foot of water currently can go for anywhere from $1,750 per acre-foot to $5,000 per acre-foot. It is calculated a 10,000 square foot residential lot with potable and irrigation water services will consume approximately 20.52 ac-feet of water in 20 years. The cost to the city to purchase a water right at $1,725 per acre-foot to serve this property for 20 years is $36,225. This makes the original acquisition fee of $1,725 inadequate to meet the city's future needs in purchasing water rights. The current requirements, while in theory could work, in actuality has in many cases resulted in the developer paying a relatively modest fee to the city with the burden of acquiring sufficient water rights to account for growth shifted to the city at the expense of the water ratepayers.

Staff is suggesting that development requirements be made such that the developer bring sufficient water rights to the city for the property they wish to develop or in the alternative remit what fees and charges will be required to cover current and future cost to obtain the amount of water needed to cover both potable and irrigation water associated with the development.

Conclusion

The current water right fees in Title 3.07 do not reflect current financial impacts to the city when purchasing water rights to support residential growth. Industrial growth is not mentioned in the water rights fees resulting in further impacts to the city.

Staff suggests the following to begin discussion on the cost of water to the city.

1) A requirement that new development (residential, commercial or industrial) supply or transfer to the city a water right to the city sufficient to meet the developments annual water needs (potable and irrigation or potable only) at the time of development.

2) In a case where no water rights exist for a property, require a payment to the city equal to the annual water needs at the current market rate plus the administrative costs of acquisition.

3) Negotiate and purchase a water right from the Bureau of Reclamation sufficient to meet the needs of the development. Since this will be an annual

charge to the city by the Bureau of Reclamation, the city will pass that charge onto those within the development in the form of a surcharge to their monthly bill. The surcharge will be calculated based on residential use, commercial use or industrial use.

4) Negotiate and purchase a water right from Ecology sufficient to meet the needs of the development. Since this will be an annual charge to the city by Ecology, the city will pass that charge onto those within the development in the form of a surcharge to their monthly bill. The surcharge will be calculated based on residential use, commercial use or industrial use.

Staff requests Council direction/discussion relating to development-related water rights and long-term action through the Bureau of Reclamation, Ecology or both.

AGENDA REPORT

FOR: City Council — October 3, 2023

TO: Adam Lincoln, City Manager — City Council Workshop Meeting: 10/10/23

FROM: Steve Worley, Director
Public Works

SUBJECT: Ordinance - Amending PMC Sections 3.35.160 and 13.45.060 to Amend Water Rights Acquisition Fee

I. REFERENCE(S):

Draft Ordinance
Water Rights Market Analysis
Water Rights Fee Update 2023

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

Discussion

III. FISCAL IMPACT:

Thr proposed fee amendment will increase revenues to the water rights fund allowing the City to purchase water rights at current market rates to help provide sufficient water for future development.

IV. HISTORY AND FACTS BRIEF:

For the City to serve its residents and businesses with enough municipally treated water, the City must have an appropriate amount of water rights that allow the withdrawal of large amounts of water from the Columbia River. Currently the City has approximately 18,883 acre-feet of the Department of Ecology (Ecology) approved water rights. In 2022, the City used approximately 15,873 acre-feet of water to serve its potable water customers. An acre-foot of water is equal to one acre of land covered by one foot of water or 325,851 gallons.

It is important for the City to ensure there is a sufficient amount of water rights available to serve new and future developments. This is done through the transfer of water rights from land owners to the City as development occurs. If a developer does not have water rights to transfer to the City, a Water Rights

Acquisition Fee is paid. The monies collected through this fee are then used to purchase more water rights.

The purchase of water rights to support future development is becoming increasingly more difficult as landowners recognize the increased market value of water rights. The market for water rights acquisition has increased significantly over the past several years such that the value of water rights far exceeds the City's current Water Rights Acquisition Fee of $1,725.00 per acre-foot.

This increase in value of water rights has resulted in developments within the city choosing to pay the current Water Rights Acquisition Fee of $1,725.00 per acre-foot and then selling their water rights to others for a higher amount based on the current market value.

Staff is also aware that some property owners are transferring their water rights to properties outside the City, paying the current Water Rights Acquisition Fee of $1,725.00 per acre-foot, and requesting water service from the City.

It has also become increasingly more difficult for the City to acquire water rights due to the City's lack of sufficient funds collected from the current Water Rights Acquisition Fee and property owners are showing more interest in leasing water rights through long-term contracts rather than selling the water rights outright. The lease approach puts cities like Pasco in a position of owning nothing after making 20 years of lease payments, which does not seem to be a prudent course of action.

V. DISCUSSION:

In September 2022, the City contracted with Darryll Olson of Pacific Northwest Project to evaluate the water rights market and provide a recommendation to the City regarding the fair market value of water right purchases. That market analysis estimated the current water rights value to be $4,150.00 per acre-foot. This is a 140.6% increase over the current Water Rights Acquisition Fee.

It is in the City's best interest for developers to transfer available water rights to the City and discourage payment of the Water Rights Acquisition Fee. Therefore, staff recommends the proposed Water Rights Acquisition Fee include a 50% surcharge. This will allow for future increases in market value and encourage transfer of water rights to the City.

The Pasco Municipal Code (PMC) Section 13.45.060 requires, as a condition of extending water beyond the city limit to serve new development, water rights must be transferred to the City in a quantity sufficient to serve the new development. It is in the City's interest to require the transfer of available water

rights to the City for the provision of City water for all new developments; those within and beyond the city limit and for commercial as well as residential.

Staff desires to have a discussion with Council on the proposed changes to the Water Rights Acquisition Fee and the applicability of this fee to developments both within and beyond city limits.

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF PASCO, WASHINGTON, AMENDING THE PASCO MUNICIPAL CODE SECTION 3.35.160 WATER UTILITY ADJUSTING THE WATER RIGHTS ACQUISITION FEE AND SECTION 13.45.060 ASSIGNMENT OF WATER RIGHTS–EXTENSION OF CITY WATER SERVICES BEYOND CITY LIMITS.

WHEREAS, recent water rate studies and fees of utility systems are generally conducted on periodic intervals to ensure they provide adequate revenue for the utilities, and to ensure rates, charges, and fees are, and continue to be, in conformance with state law; and

WHEREAS, the purchase of water rights by the City of Pasco (City) to support future development is becoming increasingly more difficult as landowners recognize the increased market value of water rights; and

WHEREAS, the market for water rights acquisition has increased significantly over the past several years such that the value of water rights far exceeds the City's current Water Rights Acquisition Fee of $1,725.00 per acre-foot; and

WHEREAS, the increase in value of water rights has resulted in developments within the city choosing to pay the current Water Rights Acquisition Fee of $1,725.00 per acre-foot and selling their water rights for a higher amount based on the current market value; and

WHEREAS, staff is also aware that some owners of property within the city are transferring their water rights to properties outside the city and then paying the current Water Rights Acquisition Fee of $1,725.00 per acre-foot; and

WHEREAS, it is increasingly more difficult for the City to acquire water rights at the current market price as landowners recognize the increased market value of water rights and the City's lack of sufficient funds collected from the current Water Rights Acquisition Fee; and

WHEREAS, owners of water rights are showing more interest in leasing water rights through long-term contracts rather than selling the water rights, which would put cities like Pasco in a position of owning nothing after making 20 years of lease payments; and

WHEREAS, in September 2022, the City contracted with Darryll Olson of Pacific Northwest Project to evaluate the water rights market and provide a recommendation to the City regarding the fair market value of water right purchases; and

WHEREAS, in October 2022 Pacific Northwest Project provided the City with the results of their market analysis and estimated a current water rights value of $4,150.00 per acre-foot, a 140.6% increase over the current Water Rights Acquisition Fee; and

FOR LEGAL REVIEW

WHEREAS, it is in the City's best interest to discourage payment of the Water Rights Acquisition Fee and instead have developers transfer available water rights to the City to help serve new development in Pasco; and

WHEREAS, to ensure the City's ability to purchase water rights in the future to adequately serve new developments, the proposed Water Rights Acquisition Fee includes a 50% surcharge to account for future increases in market value and encourage the transfer of water rights to the City rather than payment of the Water Rights Acquisition Fee; and

WHEREAS, the PMC Section 13.45.060 "Assignment of Water Rights – Extension of City Water Services beyond City Limits" requires, as a condition of extending water beyond the city limit to serve new development, water rights must be transferred to the City; and

WHEREAS, it is in the City's interest to require the transfer of available water rights to the City for all new development both within and beyond the city limit.

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

Section 1. All water rights acquisition fees shall be subject to an adjustment. PMC Section 3.35.160 is hereby amended and shall read as follows:

3.35.160 Water utility effective January 1, 2022.

	Fee/Charge						**Reference**
	2021	**2022**	**2023**	**2024**	**2025**	**2026**	
Inside city:							
Consumption – per 100 cubic feet:							
Residential/commercial	**$0.88**	**$0.94**	**$1.00**	**$1.07**	**$1.12**	**$1.18**	**13.20.050**
Bulk – per 1,000 gallons	**$1.45**	**$1.54**	**$1.64**	**$1.75**	**$1.84**	**$1.93**	**13.20.080**
Residential – single-family base fees:							
3/4 and 5/8 inch – per month	**$20.55**	**$21.89**	**$23.31**	**$24.83**	**$26.07**	**$27.37**	**13.20.020**
1 inch – per month	**$30.81**	**$32.82**	**$34.95**	**$37.22**	**$39.08**	**$41.03**	**13.20.020**
Senior reduced/low income:							
3/4 and 5/8 inch – per month	**$6.83**	**$7.27**	**$7.74**	**$8.24**	**$8.65**	**$9.08**	**3.65.150**
1 inch – per month	**$10.30**	**$10.97**	**$11.68**	**$12.44**	**$13.06**	**$13.71**	**3.65.150**

FOR LEGAL REVIEW

	Fee/Charge						Reference
	2021	2022	2023	2024	2025	2026	
Commercial – base fees:							
3/4 inch – per month	$28.97	$30.85	$32.86	$35.00	$36.75	$38.59	13.20.030
1 inch – per month	$42.37	$45.12	$48.05	$51.17	$53.73	$56.42	13.20.030
1-1/2 inch – per month	$81.60	$86.90	$92.55	$98.57	$103.50	$108.68	13.20.030
2 inch – per month	$130.86	$139.37	$148.43	$158.08	$165.98	$174.28	13.20.030
3 inch – per month	$178.74	$190.36	$202.73	$215.91	$226.71	$238.05	13.20.030
4 inch – per month	$257.54	$274.28	$292.11	$311.10	$326.66	$342.99	13.20.030
6 inch – per month	$402.01	$428.14	$455.97	$485.61	$509.89	$535.38	13.20.030
8 inch – per month	$557.10	$593.31	$631.88	$672.95	$706.60	$741.93	13.20.030

	Fee/Charge	Reference
Outside City; effective 11/1/02:		
Consumption – per 100 cubic feet:		
Residential/commercial	**90% surcharge**	**13.20.090**
Bulk – per 1,000 gallons	**90% surcharge**	**13.20.090**
Residential – single-family base fees:		
3/4 and 5/8 inch – per month	**90% surcharge**	**13.20.090**
1 inch – per month	**90% surcharge**	**13.20.090**
Senior reduced/low income	**90% surcharge**	**13.20.090**
Commercial – base fees:		
All sizes	**90% surcharge**	**13.20.090**

	Fee/Charge	Reference
Fire hydrants:		
Meter rental:		
Refundable deposit	**Not to exceed 110% of Cost, as determined by the Director of**	**13.20.080**

FOR LEGAL REVIEW

	Fee/Charge						Reference
	2021	2022	2023	2024	2025	2026	
			Finance				
Nonrefundable removal fee			$30.00				13.20.080
Monthly base rental fee			$62.00				
Late payment and not returning meter after 48 hrs. (per day)			$50.00				
Hydrant rental – outside corporate limits, per year			$20.00				13.20.070
Charges for water meters and services:							
Meter and service costs equal to average cost to City based on prior year							13.45.010
Move meter for owner			Cost + 15%				13.30.060
Change meter size			Cost + 15%				13.30.050
Water system capital expansion/replacement charges							
Inside City limits:							
3/4-inch meter			$360.00				13.25.010
1-inch meter			$601.00				13.25.010
1-1/2-inch meter			$1,198				13.25.010
2-inch meter			$1,918				13.25.010
3-inch meter			$3,599				13.25.010
4-inch meter			$5,999				13.25.010
6-inch meter			$11,995				13.25.010
8-inch meter			$19,192				13.25.010
10-inch meter			$27,591				13.25.010
Outside City limits:							
3/4 – 10-inch meter			90% surcharge				13.25.020

FOR LEGAL REVIEW

	Fee/Charge						Reference
	2021	2022	2023	2024	2025	2026	
Front footage (per foot):							
Residential:							
In and out City limits			**$20.00**				**13.45.020**
Commercial:							
In and out City limits			**$25.00**				**13.45.020**
Square Footage (per sq. ft.):							
Residential:							
In and out City limits			**$0.0388**				**13.45.020**
Commercial:							
In and out City limits			**$0.0426**				**13.45.020**
Water rights acquisition fee – per acre foot			**~~$1,725.00~~$6,225.00**				**13.45.060(2) 21.05.120(2)**
Base water rights acquisition fee – per residential unit ~~($1,725.00~~$6,225.00 per acre foot x potable use factor .30)			**~~$517.50~~$1,867.50**				**13.15.030(1)**
Potable water irrigation fee (no irrigation water available)			**Equal to 50% of the area of the lot or parcel to be served expressed in acres or portion of acres x 3.5-acre feet of water x ~~$1,725.00~~$6,225.00 (per acre foot)**				**13.15.030(1)**
Water rights transfer fee			**$1,000.00**				**13.15.030(5)**

[Ord. 4561 § 1, 2021; Ord. 4406 § 2, 2018; Ord. 4252, 2015; Ord. 4160, 2014; Ord. 4139, 2014; Ord. 3961, 2010; Ord. 3827, 2007; Ord. 3693 § 1, 2004; Ord. 3655, 2004; Ord. 3610, 2003; Ord. 3575, 2002; Ord. 3553, 2002; Ord. 3543, 2002; Code 1970 § 3.07.160.]

FOR LEGAL REVIEW

Section 2. The water rights acquisition fee shall be applicable to all developments, both within and beyond the City Limits. The PMC Section 13.45.060 is hereby amended and shall read as follows:

> **13.45.060 Assignment of water rights – Extension of City water services within and beyond City limits.**
>
> (1) As a condition for the ~~extension of a City water main~~ provision of City water service within or beyond the City limits as a primary source of City water for potable or irrigation uses within a residential subdivision or other development, any property owner or developer of such property shall assign and transfer to the City any certificate, permit or claim to a water rights for the withdrawal of ground or surface waters, or such other water rights as may be appurtenant to such property, including exempt well water rights in the quantity and manner set forth in PMC 13.15.030.
>
> (2) In the event there are no water rights represented either by perfected application, certificate, permit or right for withdrawal appurtenant to the real property benefited in subsection (1) of this section, the property owner or developer shall pay to the City, in lieu thereof, a water rights acquisition fee as established in the City Fee Summary Ordinance, Chapter 3.35 PMC.

Section 3. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to the 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.

FOR LEGAL REVIEW

PASSED by the City Council of the City of Pasco, Washington, on this ___ day of _____, 2023.

_____
Blanche Barajas
Mayor

ATTEST:

_____
Debra Barham, CMC
City Clerk

APPROVED AS TO FORM:

_____
Kerr Ferguson Law, PLLC
City Attorneys

Published: _____

FOR LEGAL REVIEW

Markets for Water
City of Pasco, WA, Request for Proposals

The City of Pasco, WA, is reviewing potential water right lease purchases for future municipal development. The City will accept proposals from credible water right holders that meet the long-term water right lease qualifications and conditions stipulated below.

Terms and Conditions:

- The City's RFP conditions are non-negotiable, with a fixed price-point, lease terms, and valuation components:
- Proposals will be considered for incremental water "blocks" of 500 acre-ft., up to 2,000 acre-ft. The City will require initial delivery by January 1, 2024.
- The water right lessee must be able to demonstrate secure water right ownership upon RFP response. No other ownership conditions are acceptable.
- The lease term will be for twenty years. The lease(s) will be nonrevocable; and can only be terminated prior to twenty-years by written consent from the Pasco City Manager or Public Works Director.
- The leases will provide an annual payment of $310/acre-ft./year for the lease term, with no escalators applied. This is a capital equivalent of about $4,150/acre-ft., based on the City's financial discount rate. Full capital payment would be considered for water right ownership (title) transfers to the City (separate from a lease agreement).

Regulatory/Transfer Requirements:

- Potential water rights for lease must have direct hydraulic continuity with the McNary Pool, Columbia River.
- The water rights for potential change/transfer must comply with RCW 90.03.380. It is the responsibility of the lessee to confirm such with proposal submission.
- For potential lease agreements, the City will initially provide a letter of intent, while completing further due diligence. The City will prepare a purchase and sale agreement for an accepted proposal.
- The City will conduct water right change/transfers through the Franklin County Water Conservancy Board, for either prior Ecology Trust actions with Ecology or new transfers.

Proposal Contact/Administration:

The City's agent for proposal review and oversight is Darryll Olsen, Ph.D., Pacific Northwest Project, and he may be contacted at 509-783-1623. Succinct written proposals may be sent to DOlsenEcon@aol.com at any time. This RFP action will terminate on December 1, 2022.

Proposals that do not comply with the RFP provisions will be rejected. The City has sole discretion for acceptance of potential lease/purchase offerings.

City of Pasco

Pasco City Council Meeting

October 9, 2023

Water Right Acquisition Fee Adjustment

Water Rights

Potable Water

- Source: Columbia River
- Available withdrawal: 18,883 acre-feet/yr.
- Ecology leased water: 10,000 acre-feet/yr.
  - $35/acre-ft = $350,000/yr. (2020)
- 2022 Usage: 15,873 acre-feet

Water Rights Acquisition

PMC 13.45.160 – Water & Sewers

- Extending water beyond the city limit

PMC 21.05.120 - Subdivision Regulations

- Assignment of water rights for subdivision of land

Water Rights Acquisition

PMC 3.35.160 – Revenue and Finance

- In-lieu Fees: **$1,725/acre-foot**
  - **Irrigation**: 50% of site @ 3 ½ acre-feet/year per acre
  - **Potable Water:** 0.3 acre-feet/residential unit
  - Transfer Fee (Ecology)

City of Pasco Water Rights Acquisition

What is Missing?

Irrigation & Water Rights Transfers for:

- Commercial Developments
  - Large Industrial Users: Food processors
  - Schools
- Water Usage (versus water line extension)
- Current Market Rate: **$4,150/acre-foot**

Water Rights Acquisition

Developers Appear to Prefer

- **Pay In-Lieu Fee:**
- **Existing** Rights Transferred to other properties
- **Sell Water Rights at Market Rate**
- **Existing Rights Banked for later Transfer or Sale**

Water Rights Acquisition

Water Rights Lease RFP

- $310/acre-foot per year
- No Escalators
- Capital Equivalent of $4,150/acre-foot
- 20-Year Term
- 3 Respondents: ~4,000 acre-feet available
- Annual Payment: $1,240,000.00

Water Rights Acquisition

Proposed PMC Changes

- Water Usage vs. Water Line Extension
- Within and beyond City Limits
- Market Rate + 50% Surcharge
  - Encourage Transfers vs. In-Lieu Fee
  - Account for future value increases

Water Rights Acquisition



City of Pasco

Pasco City Council Meeting
March 4, 2019

AGENDA REPORT

FOR: City Council — November 22, 2023

TO: Adam Lincoln, City Manager — City Council Special Meeting: 11/27/23

FROM: Steve Worley, Director
Public Works

SUBJECT: Ordinance No. 4701 - Amending Pasco Municipal Code Sections 3.35.160 and 13.45.060 Related to Water Rights Acquisition Fee

I. REFERENCE(S):

Ordinance
Water Rights Market Analysis
Water Rights Fee Update 2023

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

MOTION: I move to adopt Ordinance No. 4701, amending the Pasco Municipal Code Section 3.35.160 Water Utility, adjusting the water rights acquisition fee; Section 13.15.030 Connection Outside City Limits – Water Rights, and Section 13.45.060 Assignment of Water Rights–Extension of City Water Services Beyond City Limits and, further, authorize publication by title only.

III. FISCAL IMPACT:

The proposed amendment will increase revenues to the water rights fund allowing the City to purchase water rights at current market rates and to help provide sufficient water for future development.

IV. HISTORY AND FACTS BRIEF:

For the City to serve its residents and businesses with enough municipally treated water, the City must have an appropriate amount of water rights that allow the withdrawal of large amounts of water from the Columbia River. Currently the City has approximately 18,883 acre-feet of the Department of Ecology (Ecology) approved water rights. In 2022, the City used approximately 15,873 acre-feet of water to serve its potable water customers. An acre-foot of water is equal to one acre of land covered by one foot of water or 325,851 gallons.

It is important for the City to ensure there is a sufficient amount of water rights available to serve new and future developments. This is done through the transfer of water rights from land owners to the City as development occurs. If a developer does not have water rights to transfer to the City, a Water Rights Acquisition Fee is paid. The monies collected through this fee are then used to purchase more water rights.

The purchase of water rights to support future development is becoming increasingly more difficult as landowners recognize the increased market value of water rights. The market for water rights acquisition has increased significantly over the past several years such that the value of water rights far exceeds the City's current Water Rights Acquisition Fee of $1,725.00 per acre-foot.

This increase in value of water rights has resulted in developments within the city choosing to pay the current Water Rights Acquisition Fee of $1,725.00 per acre-foot and then selling their water rights to others for a higher amount based on the current market value.

Staff is also aware that some property owners are transferring their water rights to properties outside the City, paying the current Water Rights Acquisition Fee of $1,725.00 per acre-foot, and requesting water service from the City.

It has also become increasingly more difficult for the City to acquire water rights due to the City's lack of sufficient funds collected from the current Water Rights Acquisition Fee and property owners are showing more interest in leasing water rights through long-term contracts rather than selling the water rights outright. The lease approach puts cities like Pasco in a position of owning nothing after making 20 years of lease payments, which does not seem to be a prudent course of action.

V. DISCUSSION:

In September 2022, the City contracted with Darryll Olson of Pacific Northwest Project to evaluate the water rights market and provide a recommendation to the City regarding the fair market value of water rights purchases. That market analysis estimated the current water rights value to be $4,150.00 per acre-foot. This is a 140.6% increase over the current Water Rights Acquisition Fee.

It is in the City's best interest for developers to transfer available water rights to the City and discourage payment of the Water Rights Acquisition Fee. Based on feedback from the development community, staff recommends the proposed Water Rights Acquisition Fee include a 50% surcharge for only those properties that no longer have water rights but had water rights available within the 10 years prior to any new proposed development. This surcharge will

encourage the transfer of water rights to the City rather than paying the in-lieu water rights acquisition fee.

The Pasco Municipal Code (PMC) Section 13.45.060 requires, as a condition of extending water beyond the city limit to serve new development, water rights must be transferred to the City in a quantity sufficient to serve the new development. Due to the difficulty in finding opportunities to purchase water rights in the market, it is in the City's interest to require the transfer of available water rights to the City for the provision of City water for all new developments; those within and beyond the city limit and for commercial as well as residential.

This item was discussed at the October 10, 2023, Council Workshop meeting. Staff also held a Developer's meeting on October 23, 2023, to review and discuss the proposed code revisions. Five takeaways resulted from this meeting.

1. Agreement that the water rights water acquisition fee (in-lieu fee) needed to reflect the current market rate.
2. Consider requirement for water rights transfers for developments on property that had water rights associated with them in the past 10 years - no in-lieu fee allowed.
3. The proposed 50% surcharge seemed arbitrary and maybe too high. Consider increasing future fees based on inflation, CPI or something similar.
4. Xeriscaping should be encouraged for new developments as a way to help reduce the in-lieu fee.
5. Reevaluate the return on investment of leasing water rights in lieu of purchasing - may be worth doing.

The proposed Ordinance has been revised and addresses the first two items. For item 3 the 50% surcharge is still being proposed but applicable only to properties that historically had water rights but were removed within the past 10 years. More evaluation is needed to determine if the 50% surcharge should be replaced with another inflationary type index. Items 4 and 5 will continue to be evaluated but should not postpone the proposed code amendments.

An evaluation by staff also determined that the City's remaining available water rights are not sufficient to serve all of the new developments that are currently in the City's queue for review and approval.

Staff recommends approval of the proposed changes to the Water Rights Acquisition Fee and the applicability of this fee to developments both within and beyond city limits.

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF PASCO, WASHINGTON, AMENDING THE PASCO MUNICIPAL CODE SECTION 3.35.160 WATER UTILITY, ADJUSTING THE WATER RIGHTS ACQUISITION FEE; SECTION 13.15.030 CONNECTION OUTSIDE CITY LIMITS – WATER RIGHTS, AND SECTION 13.45.060 ASSIGNMENT OF WATER RIGHTS–EXTENSION OF CITY WATER SERVICES BEYOND CITY LIMITS..

WHEREAS, recent water rate studies and fees of utility systems are generally conducted on periodic intervals to ensure they provide adequate revenue for the utilities, and to ensure rates, charges, and fees are, and continue to be, in conformance with State law; and

WHEREAS, the purchase of water rights by the City of Pasco (City) to support future development is becoming increasingly more difficult as landowners recognize the increased market value of water rights; and

WHEREAS, the market for water rights acquisition has increased significantly over the past several years such that the value of water rights far exceeds the City's current Water Rights Acquisition Fee of $1,725.00 per acre-foot; and

WHEREAS, the increase in value of water rights has resulted in developments within the City choosing to pay the current Water Rights Acquisition Fee of $1,725.00 per acre-foot and selling their water rights for a higher amount based on the current market value; and

WHEREAS, staff is also aware that some owners of property within the City are transferring their water rights to properties outside the City and then paying the current Water Rights Acquisition Fee of $1,725.00 per acre-foot; and

WHEREAS, it is increasingly more difficult for the City to acquire water rights at the current market price as landowners recognize the increased market value of water rights and the City's lack of sufficient funds collected from the current Water Rights Acquisition Fee; and

WHEREAS, owners of water rights are showing more interest in leasing water rights through long-term contracts rather than selling the water rights, which would put cities like Pasco in a position of owning nothing after making 20 years of lease payments; and

WHEREAS, in September 2022, the City contracted with Darryll Olson of Pacific Northwest Project to evaluate the water rights market and provide a recommendation to the City regarding the fair market value of water right purchases; and

WHEREAS, in October 2022, Pacific Northwest Project provided the City with the results of their market analysis and estimated a current water rights value of $4,150.00 per acre-foot, a 140.6% increase over the current Water Rights Acquisition Fee; and

WHEREAS, it is in the City's best interest to discourage payment of the Water Rights Acquisition Fee and instead have developers transfer available water rights to the City to help serve new development in Pasco; and

WHEREAS, to ensure the City's ability to purchase water rights in the future to adequately serve new developments, the proposed Water Rights Acquisition Fee includes a 50% surcharge to account for future increases in market value and encourage the transfer of water rights to the City rather than payment of the Water Rights Acquisition Fee; and

WHEREAS, the PMC Section 13.45.060 "Assignment of Water Rights – Extension of City Water Services beyond City Limits" requires, as a condition of extending water beyond the City limit to serve new development, water rights must be transferred to the City; and

WHEREAS, it is in the City's interest to require the transfer of available water rights to the City for all new development both within and beyond the city limit.

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

Section 1. That Section 3.35.160 entitled "Water utility effective January 1, 2022" of the Pasco Municipal Code shall be and hereby is amended and shall read as follows:

3.35.160 Water utility effective January 1, 2022.

	Fee/Charge						**Reference**
	2021	**2022**	**2023**	**2024**	**2025**	**2026**	
Inside city:							
Consumption – per 100 cubic feet:							
Residential/commercial	$0.88	$0.94	$1.00	$1.07	$1.12	$1.18	13.20.050
Bulk – per 1,000 gallons	$1.45	$1.54	$1.64	$1.75	$1.84	$1.93	13.20.080
Residential – single-family base fees:							
3/4 and 5/8 inch – per month	$20.55	$21.89	$23.31	$24.83	$26.07	$27.37	13.20.020
1 inch – per month	$30.81	$32.82	$34.95	$37.22	$39.08	$41.03	13.20.020
Senior reduced/low income:							
3/4 and 5/8 inch – per month	$6.83	$7.27	$7.74	$8.24	$8.65	$9.08	3.65.150
1 inch – per month	$10.30	$10.97	$11.68	$12.44	$13.06	$13.71	3.65.150

	Fee/Charge						Reference
	2021	**2022**	**2023**	**2024**	**2025**	**2026**	
Commercial – base fees:							
3/4 inch – per month	$28.97	$30.85	$32.86	$35.00	$36.75	$38.59	13.20.030
1 inch – per month	$42.37	$45.12	$48.05	$51.17	$53.73	$56.42	13.20.030
1-1/2 inch – per month	$81.60	$86.90	$92.55	$98.57	$103.50	$108.68	13.20.030
2 inch – per month	$130.86	$139.37	$148.43	$158.08	$165.98	$174.28	13.20.030
3 inch – per month	$178.74	$190.36	$202.73	$215.91	$226.71	$238.05	13.20.030
4 inch – per month	$257.54	$274.28	$292.11	$311.10	$326.66	$342.99	13.20.030
6 inch – per month	$402.01	$428.14	$455.97	$485.61	$509.89	$535.38	13.20.030
8 inch – per month	$557.10	$593.31	$631.88	$672.95	$706.60	$741.93	13.20.030

	Fee/Charge	**Reference**
Outside City; effective 11/1/02:		
Consumption – per 100 cubic feet:		
Residential/commercial	90% surcharge	13.20.090
Bulk – per 1,000 gallons	90% surcharge	13.20.090
Residential – single-family base fees:		
3/4 and 5/8 inch – per month	90% surcharge	13.20.090
1 inch – per month	90% surcharge	13.20.090
Senior reduced/low income	90% surcharge	13.20.090
Commercial – base fees:		
All sizes	90% surcharge	13.20.090

	Fee/Charge	**Reference**
Fire hydrants:		
Meter rental:		
Refundable deposit	Not to exceed 110% of Cost, as determined by the Director of Finance	13.20.080

	Fee/Charge						Reference
	2021	2022	2023	2024	2025	2026	
Nonrefundable removal fee			$30.00		13.20.080		
Monthly base rental fee			$62.00				
Late payment and not returning meter after 48 hrs. (per day)			$50.00				
Hydrant rental – outside corporate limits, per year			$20.00		13.20.070		
Charges for water meters and services:							
Meter and service costs equal to average cost to City based on prior year					13.45.010		
Move meter for owner			Cost + 15%		13.30.060		
Change meter size			Cost + 15%		13.30.050		
Water system capital expansion/replacement charges							
Inside City limits:							
3/4-inch meter			$360.00		13.25.010		
1-inch meter			$601.00		13.25.010		
1-1/2-inch meter			$1,198		13.25.010		
2-inch meter			$1,918		13.25.010		
3-inch meter			$3,599		13.25.010		
4-inch meter			$5,999		13.25.010		
6-inch meter			$11,995		13.25.010		
8-inch meter			$19,192		13.25.010		
10-inch meter			$27,591		13.25.010		
Outside City limits:							
3/4 – 10-inch meter			90% surcharge		13.25.020		
Front footage (per foot):							

	Fee/Charge						Reference
	2021	2022	2023	2024	2025	2026	
Residential:							
In and out City limits			$20.00				13.45.020
Commercial:							
In and out City limits			$25.00				13.45.020
Square Footage (per sq. ft.):							
Residential:							
In and out City limits			$0.0388				13.45.020
Commercial:							
In and out City limits			$0.0426				13.45.020
Water rights acquisition fee – per acre foot			~~$1,725.00~~$4,150.00				13.45.060(2) 21.05.120(2)
Base water rights acquisition fee – per residential unit ~~($1,725.00~~$4,150.00 per acre foot x potable use factor .30)			~~$517.50~~$1,245.00				13.15.030(1)
Potable water irrigation fee (no irrigation water available)			Equal to 50% of the area of the lot or parcel to be served expressed in acres or portion of acres x 3.5-acre feet of water x ~~$1,725.00~~$4,150.00 (per acre foot)				13.15.030(1)
Water rights transfer fee			$1,000.00				13.15.030(5)

[Ord. 4561 § 1, 2021; Ord. 4406 § 2, 2018; Ord. 4252, 2015; Ord. 4160, 2014; Ord. 4139, 2014; Ord. 3961, 2010; Ord. 3827, 2007; Ord. 3693 § 1, 2004; Ord. 3655, 2004; Ord. 3610, 2003; Ord. 3575, 2002; Ord. 3553, 2002; Ord. 3543, 2002; Code 1970 § 3.07.160.]

Section 2. That Section 13.15.030 entitled "Connection Outside City Limits – Water Rights" of the Pasco Municipal Code shall be and hereby is amended and shall read as follows:

13.15.030 Connection Within or Outside City Limits – Water Rights

Any application for a new water service connection to serve real property located within or outside the City limits of the City of Pasco, except for those properties for which water rights, or payment in lieu of water rights, have been received by the City pursuant to PMC 13.45.060, shall be conditioned upon the transfer to the City of water rights associated with the property; or, if such water rights are not available or are inadequate to meet the water needs of the property to be served, upon payment to the City of a water rights acquisition fee in lieu of transfer, determined as follows:

(1) *Amount of Water Rights or Payment in Lieu.* The amount of transferred water rights or the fee in lieu of transfer pursuant to this section and PMC 13.45.060 shall be sufficient to serve the number of residential units supplied by the connection for in-house domestic water service and irrigation water service sufficient to cover 50 percent of the lot or parcel of real property to be served by the water connection.

If the property to be served by City water service had a certificate, permit, application, or claim to a water right for withdrawal of ground or surface waters, or such other water rights as may be appurtenant to such property, including well water rights, within ten years prior to submittal to the City of a development proposal or application for City water services, and the water rights are no longer available for transfer to the City, a 50% surcharge shall be added to the water rights acquisition fee.

(a) *Irrigation Water Service Available.* If the property to be served by the City is located within and served by the Franklin County Irrigation District, or other public or private irrigation provider acceptable to the City for landscaping irrigation purposes, the property shall continue to be served by the District or other irrigation provider and the applicant for water service shall only be required to transfer three-tenths acre-foot of water rights per residential unit or its equivalent, or provide a payment in lieu for said quantity as directed by subsection (3) of this section.

(b) *Irrigation Water Service Unavailable.* If the property to be served by the City is not included within or served by the Franklin County Irrigation District or other public or private irrigation water provider acceptable to the City for landscaping irrigation purposes, the applicant for water service shall be required to transfer three-tenths acre-foot of water rights per residential unit or its equivalent and in addition, three and one-half acre-feet per year per acre of irrigable land or fraction thereof, or provide a payment in lieu for said quantity as provided in PMC 3.35.160. The requirement relating to irrigable land cannot be waived on the basis that the current owner or developer does not plan to irrigate said land.

Section 3. That Section 13.45.060 entitled "Assignment of water rights – Extension of City water services beyond City limits" of the Pasco Municipal Code shall be and hereby is amended and shall read as follows:

13.45.060 Assignment of water rights – ~~Extension~~ Provision of City water services within and beyond City limit.

(1) As a condition for the ~~extension of a City water main~~ provision of City water service within or beyond the City limits as a primary source of City water for potable or irrigation uses within a residential subdivision or other development, any property owner or developer of such property shall assign and transfer to the City any certificate, permit, application, or claim to a water rights for the withdrawal of ground or surface waters, or such other water rights as may be appurtenant to such property, including exempt well water rights in the quantity and manner set forth in PMC 13.15.030. This assignment and transfer shall not apply to individual service wells as are exempt from certification under the laws of the State of Washington, or properties which receive sufficient irrigation water services provided under a perfected water right from a City-approved irrigation water service provider.

(2) In the event there are no water rights represented either by perfected application, certificate, permit, application, or right for withdrawal appurtenant to the real property benefited in subsection (1) of this section, the property owner or developer shall pay to the City, in lieu thereof, a water rights acquisition fee as established in the City Fee Summary Ordinance, Chapter 3.35 PMC~~; or upon appropriate notice recorded with the real property subject to development, defer payment in lieu to the time of application for connection of the new water service serving real property as provided by PMC 13.15.030. This water rights acquisition fee shall be in addition to any other water rates or charges as established in the City fee summary ordinance, Chapter 3.35 PMC~~.

~~(3) *Excess Water Rights*. To the extent the water rights associated with the subject property exceed the anticipated water requirement for the subject property, the City, in its sole discretion, may require the owners of the subject property to transfer any amount of excess water rights to the City, and the City shall pay the owners of the excess water rights transferred to the City an amount representing the market value of the excess water as determined pursuant to PMC 13.15.030(3), subject to the right of administrative appeal as provided in PMC 1.30.030.~~ [Ord. 4160, 2014; Ord, 3795, 2006; Ord. 3547 § 1, 2002; Code 1970 § 13.36.070.]

Section 3. Severability. If any section, subsection, sentence, clause, phrase or word of this Ordinance should be held to the 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 ___ day of _____, 2023.

_____
Blanche Barajas
Mayor

ATTEST:

_____
Debra Barham, CMC
City Clerk

APPROVED AS TO FORM:

_____
Kerr Ferguson Law, PLLC
City Attorneys

Published: _____

Markets for Water
City of Pasco, WA, Request for Proposals

The City of Pasco, WA, is reviewing potential water right lease purchases for future municipal development. The City will accept proposals from credible water right holders that meet the long-term water right lease qualifications and conditions stipulated below.

Terms and Conditions:

- The City's RFP conditions are non-negotiable, with a fixed price-point, lease terms, and valuation components:
- Proposals will be considered for incremental water "blocks" of 500 acre-ft., up to 2,000 acre-ft. The City will require initial delivery by January 1, 2024.
- The water right lessee must be able to demonstrate secure water right ownership upon RFP response. No other ownership conditions are acceptable.
- The lease term will be for twenty years. The lease(s) will be nonrevocable; and can only be terminated prior to twenty-years by written consent from the Pasco City Manager or Public Works Director.
- The leases will provide an annual payment of $310/acre-ft./year for the lease term, with no escalators applied. This is a capital equivalent of about $4,150/acre-ft., based on the City's financial discount rate. Full capital payment would be considered for water right ownership (title) transfers to the City (separate from a lease agreement).

Regulatory/Transfer Requirements:

- Potential water rights for lease must have direct hydraulic continuity with the McNary Pool, Columbia River.
- The water rights for potential change/transfer must comply with RCW 90.03.380. It is the responsibility of the lessee to confirm such with proposal submission.
- For potential lease agreements, the City will initially provide a letter of intent, while completing further due diligence. The City will prepare a purchase and sale agreement for an accepted proposal.
- The City will conduct water right change/transfers through the Franklin County Water Conservancy Board, for either prior Ecology Trust actions with Ecology or new transfers.

Proposal Contact/Administration:

The City's agent for proposal review and oversight is Darryll Olsen, Ph.D., Pacific Northwest Project, and he may be contacted at 509-783-1623. Succinct written proposals may be sent to DOlsenEcon@aol.com at any time. This RFP action will terminate on December 1, 2022.

Proposals that do not comply with the RFP provisions will be rejected. The City has sole discretion for acceptance of potential lease/purchase offerings.

City of Pasco

Pasco City Council Meeting

October 9, 2023

Water Right Acquisition Fee Adjustment

Water Rights

Potable Water

- Source: Columbia River
- Available withdrawal: 18,883 acre-feet/yr.
- Ecology leased water: 10,000 acre-feet/yr.
  - $35/acre-ft = $350,000/yr. (2020)
- 2022 Usage: 15,873 acre-feet

Water Rights Acquisition

PMC 13.45.160 – Water & Sewers

- Extending water beyond the city limit

PMC 21.05.120 - Subdivision Regulations

- Assignment of water rights for subdivision of land

Water Rights Acquisition

PMC 3.35.160 – Revenue and Finance

- In-lieu Fees: **$1,725/acre-foot**
  - **Irrigation**: 50% of site @ 3 ½ acre-feet/year per acre
  - **Potable Water:** 0.3 acre-feet/residential unit
  - Transfer Fee (Ecology)

City of Pasco Water Rights Acquisition

What is Missing?

Irrigation & Water Rights Transfers for:

- Commercial Developments
  - Large Industrial Users: Food processors
  - Schools
- Water Usage (versus water line extension)
- Current Market Rate: **$4,150/acre-foot**

Water Rights Acquisition

Developers Appear to Prefer

- **Pay In-Lieu Fee:**
- **Existing** Rights Transferred to other properties
- **Sell Water Rights at Market Rate**
- **Existing Rights Banked for later Transfer or Sale**

Water Rights Acquisition

Water Rights Lease RFP

- $310/acre-foot per year
- No Escalators
- Capital Equivalent of $4,150/acre-foot
- 20-Year Term
- 3 Respondents: ~4,000 acre-feet available
- Annual Payment: $1,240,000.00

Water Rights Acquisition

Proposed PMC Changes

- Water Usage vs. Water Line Extension
- Within and beyond City Limits
- Market Rate + 50% Surcharge
  - Encourage Transfers vs. In-Lieu Fee
  - Account for future value increases

Water Rights Acquisition



City of Pasco

Pasco City Council Meeting
March 4, 2019

AGENDA REPORT

FOR: City Council — January 4, 2024

TO: Adam Lincoln, City Manager — City Council Workshop Meeting: 1/8/24

FROM: Maria Serra, Interim Director Public Works

SUBJECT: Water Rights Acquisition Fees

I. REFERENCE(S):

Presentation

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

Discussion and public comment.

III. FISCAL IMPACT:

The recently adopted increase in the Water Rights Acquisition Fee will increase revenues to the Water Rights Fund allowing the City to purchase additional water rights at current market rates to help provide sufficient water for future development.

IV. HISTORY AND FACTS BRIEF:

For Pasco to serve clean drinking water to residents and businesses, the City must have sufficient water rights to allow for the withdrawal of water from the Columbia River. As the city grows, so does the need for additional water rights. Water rights can either be transferred to the City by property owners who have them and wish to develop their properties or purchased from owners willing to sell them.

Council recently amended the Pasco Municipal Code to increase the Water Rights Acquisition Fee to current market rates and made this fee applicable to all developments within the City.

V. DISCUSSION:

Council asked that this issue be brought back to the first workshop meeting in

January to have further discussion and allow for public comments.

City of Pasco

Pasco City Council Meeting

January 8, 2024

Water Right Acquisition Fee Adjustment

Types of Water Rights

- **Potable Water**:
  - Surface withdrawal
- **Irrigation Water**:
  - Surface and well withdrawal (+ 508.14)
- **PWRF Irrigation Water**:
  - 508.14 well withdrawal

Water Rights - Municipal

- Columbia River
- Available: 18,883 acre-feet/yr.
- 2022 Usage: 15,873 acre-feet

- Ecology lease: 10,000 acre-feet/yr.
  - Included in number above
  - $35/acre-ft = $350,000/yr. (2020)

Water Rights - Municipal

Municipal	Water Right	Qi		Qa (Acre-Feet)			2022	
		GPM	CFS	Domestic	Municipal	Irr	Municipal	Irr
Treatment Plant North, Treatment Plant South, Treatment Plant West, I-182 River Pump Station	GW7205(A)	375.00	0.84		76.20		76.20	
	S3-17908		35.00		7,000.00		3,990.28	
	S3-30852 (ECY lease)				5,000.00		5,000.00	
	S4-30976 (Quad City)		7.50		1,806.75		1,806.75	
	S4-33044(A) (ECY lease)		6.90		5,000.00		5,000.00	
Sub-Total Ac-Ft				18,882.95			15,873.23	
Over/Under Water Rights							3,009.72	

Water Rights - Irrigation

- **Groundwater + Columbia River**
- **Available: 8,660 acre-feet/year**
  - Groundwater: 3,459 acre-feet
  - Columbia River water: 2,882 acre-feet
  - 508.14 Groundwater: 2,319 acre-feet
- **2022 Usage: 10,490 acre-feet**

Water Rights - Irrigation

Municipal Irrigation	Water Right	Qi		Qa (Acre-Feet)			2022	
508.14 Water Rights		GPM	CFS	Domestic	Municipal	Irr	Municipal	Irr
Island Estates, Rd 52, Columbia Place	G3-20242(A)	1,431.00			636.00		874.07	
Island Estates, Rd 52, Columbia Place	G3-20242(C)	62.00			139.50			
NW Commons, Desert Sunset	G3-20243(A)	1,612.00			483.60		591.06	
NW Commons, Desert Sunset	G3-20243(B)	214.00			107.90			
NW Commons, Desert Sunset	G3-20243(C)	1,174.00			441.60			
Desert Estates	G3-24981(A)	80.00			34.64		332.80	
Desert Estates	G3-24981(B)	400.00			160.00			
Powerline	G3-27413(C)	573.75			203.40		576.04	
Powerline	G3-27413(D)	281.25			112.40			
Powerline	G3-27413(F)	270.00			108.00			
				0.00	2,319.04	0.00		
508.14 Sub-Total				2,319.04			2,373.97	

Surface Rights		GPM	CFS	Domestic	Municipal	Irr	Municipal	Irr
Linda Lovissa	S3-28615		4.24		836.00		1,139.78	
	S3-28788							
	S3-28789							
Road 68 West Side	S3-28790		1.11		200.00		0.00	
DNR	S3-28876		1.78		164.85		0.00	
Sunny Meadows	S3-28932		1.33		240.00		0.00	
				0.00	1,440.85	0.00		
Surface Rights Sub-Total				2,881.70			1,139.78	

Water Rights - Irrigation

Municipal Irrigation	Water Right	Qi		Qa (Acre-Feet)			2022	
Groundwater Rights		GPM	CFS	Domestic	Municipal	Irr	Municipal	Irr
Sun Willows Golf Course	G3-05073	300.00			300.00		300.00	
Sports Complex	G3-20244(A)	1,300.00			525.80		0.00	
Cemetery	G3-22447	4.87			57.40		0.00	
Pasco Youth Baseball Complex	G3-22727	75.00			34.40		36.42	
McGee School	G3-28306	275.00			32.00		0.00	
Kurtzman Park	G3-27864	235.00			40.00		22.71	
Memorial Park	G3-27943	240.00			40.00		30.12	
Highland Park	G3-28415	275.00			40.00		37.94	
Volunteer Park	G3-28416	275.00			28.84		51.36	
First Place	G3-01243	1,106.00			474.00		425.11	
Island Estates, Rd 52, Columbia Place	G3-20242(B)	1,134.00			504.00		504.00	
Linda Loviisa	G3-20244(C)	400.00			172.00		172.00	
Lakeview	G3-20662	530.00			126.80		126.80	
Village of Pasco Heights	G3-23525	1,300.00			545.60		568.94	
Road 108/182 River Pump	G3-25177(A)*	1100.00			804.00		1,718.00	
	G3-25177(B)*							
	G3-26081(A)*							
	G3-26081(B)*							
	G3-26368							
Chapel Hill (I-182)	G3-24978	1,511.00			521.50		645.54	
Powerline	G3-27413(B)	270.00			108.10		576.04	
Desert Oasis, Sirocco	G3-28452	450.00			170.00		380.27	
USBR							1,380.66	
				22.40	3,426.00	10.80		
Groundwater Rights Sub-Total				3,459.20			6,975.91	

Water Rights - Summary

Municipal Water

- 18,883 acre-feet/yr. Available
- 15,873 acre-feet Used

- 3,010 acre-feet not used

Irrigation Water

- 8,660 acre-feet/year Available
- 10,490 acre-feet Used

- <1,830> acre-feet overused

Balance of Available Water Rights

1,180 acre-feet

Water Rights - PWRF

PWRF Irrigation Water

- Source: 508.14 Groundwater
- Available withdrawal: 8,230 acre-feet/year
- 2022 Usage: 4,539 acre-feet

Water Rights – PWRF

	Water Right	Qi		Qa (Acre-Feet)			2022	
PWRF Farm Wells		GPM	CFS	Domestic	Municipal	Irr	Municipal	Irr
Foster Wells (IW-6, 7, 8)	G3-20245	5,200.00				2,101.60		989.81
	G3-25175	1,200.00				520.00		
Foster Wells (IW1, 2, 3, 4, 5)	G3-20247	5,200.00				2,101.60		1,700.52
Foster Wells (IW11, 12, 15)	G3-22491	2,160.00				1,037.00		858.78
	G3-22499	1,440.00				744.00		
	G3-23867	2,400.00				1,116.00		
Foster Wells (W9)	G3-24546	1,200.00				609.60		989.81
				0.00	0.00	8,229.80		
Farm Wells Sub-Total				8,229.80				4,538.91
Over/Under Water Rights							3,690.89	

Water Rights - PMC

PMC 13.45.160 – Water & Sewers

- Extending water beyond the city limit

PMC 21.05.120 - Subdivision Regulations

- Assignment of water rights for subdivision of land

Water Rights Market Value

PMC 13.15.030(3) - *Determination of Market Value for Payment in Lieu.* The market value of water rights shall be determined periodically by the City Engineer, but not less frequently than every five years, based upon a water rights market study or similar investigation of the fair market value of perfected water rights that can be transferred to the City.

Historical Practices

- Pay In-Lieu Fee
- Existing Rights Transferred to other properties
- Water Rights sold at Market Rate
- Existing Rights Banked for later Transfer or Sale

Adopted PMC Changes

- Transfers of Potable & Irrigation Water Rights apply to Commercial Developments:
  - Large Industrial Users
  - Food Processors
  - Schools
- Water ‘Usage’ vs. Water ‘Line Extension’

Adopted PMC Changes

- Applies Within and beyond City Limits

- Increase to Market Rate - $4,150/Acre-Foot
  - Encourages Transfers vs. In-Lieu Fee

- 50% Surcharge – Rights removed w/in 10 yrs
  - Accounts for future value increases
  - Incentive to Transfer rights

Communications

- Council Workshop 10/10
- Developer Meeting 10/23
- Council Meeting 11/22
- Handouts Developed & Distributed 12/27
  - Emailed to Developer list
  - Available online
  - Available at City Hall touchpoints
- Webpage Live- 12/27
  - Online Commenting Option 12/27-1/6
- Social Media Posts
  - 12/27
  - 1/4/24
- KONA Radio Segment
  - 1/8
- Council Meeting 1/8



City of Pasco Washington

Understanding Water Rights

A CLOSER LOOK

We're reaching out to share vital information about our city's water rights and how changes will impact our community. It's important we all understand these changes to ensure Pasco continues to thrive.

WHAT ARE WATER RIGHTS?

Water rights allow us to use water from sources like the Columbia River. In Pasco, we're fortunate to have the right to utilize about 18,883 acre-feet of water annually for municipal drinking water purposes. For reference, an acre-foot of water can fill an acre of land one foot deep – that's a lot of water!

WHY UPDATE WATER RIGHTS RULES?

Our city is growing fast! In 2022 alone, we treated and sent to customers about 15,873 acre-feet of water. To keep up with the increasing demand for more water, especially for new homes and businesses, we need to ensure continued management of the city's water rights.

THE NEW CHANGES:

Water Rights Acquisition Fee: This fee helps us buy more water rights. Due to rising market values, we need to increase this fee from $1,725 to $4,150 per acre-foot. This big jump is because the value of water rights has increased by 140.6% since 2014.

Encouraging Water Rights Transfer: We prefer developers transfer existing water rights to the city. Then no fees are required. This helps us ensure there will be enough water rights to supply the new developments.

Water Rights Fee

PMC 3.35.160 – Revenue and Finance

- In-lieu Fees: **$4,150/acre-foot** ***(as of 11/27/2023)***
  - **Irrigation Water: 50% of site @ 3 ½ acre-feet/year per acre**
  - **Potable Water: 0.3 acre-feet/residential unit**
  - **Transfer Fee (Ecology paperwork)**

Water Rights Fee - Example

1-acre site @ 4 units/acre = 0.25 acre/unit

Irrigation Water: 0.25 acre/unit x 50% x 3.5 acre-feet/acre
= 0.4375 acre-feet/unit

Potable Water: 0.3 acre-feet/unit

Irrigation + Potable = 0.4375 + 0.3 = 0.7375 acre-feet/unit
= 2.95 acre-feet total for 1-acre site

2.95 acre-feet x $4,150/acre-foot = $12,242.50 Total Fee

Water Rights - Development

4 units/acre = 2.95 acre-feet/acre

- 1,180 acre-feet water rights available
  - Serves 400 Acres = 1,600 units

11 units/acre: 5.1 acre-feet/acre

- 1,180 acre-feet water rights available
  - Serves 231 Acres = 2,545 units

Number of Units needed in 20 years = 23,318

Water Rights - Development

4 units/acre = 2.95 acre-feet/acre

- 1,180 acre-feet water rights available
  - Serves 400 Acres = 1,600 units

11 units/acre: 5.1 acre-feet/acre

- 1,180 acre-feet water rights available
  - Serves 231 Acres = 2,545 units

Additional Water Rights needed over 20 yrs. at 11 units/acre = 10,794 acre-feet

Water Rights Increase Cost

Increase: $2,425/acre-foot

Developer

- 4 units/acre = $1,794.50 per housing unit
- 11 units/acre = $1,115.50 per housing unit

Water Customer

- $4/month increase for each $1 million spent to purchase water rights

Recent Offer

- 2,147 acre-feet @ $3,850/acre-foot = $8.3 million

Water Rights - Legal

Did Pasco follow all legal requirements for the code change?

Water Rights Acquisition



City of Pasco

Pasco City Council Meeting
January 8, 2024

Water Rights Acquisition

Water Rights Lease RFP

- $310/acre-foot per year
- No Escalators
- Capital Equivalent of $4,150/acre-foot
- 20-Year Term
- 3 Respondents: ~4,000 acre-feet available
- Annual Payment: $1,240,000.00

AGENDA REPORT

FOR: City Council — April 8, 2024

TO: Adam Lincoln, City Manager — City Council Workshop Meeting: 4/22/24

FROM: Richa Sigdel, Deputy City Manager
City Manager

SUBJECT: Water Rights Subcommittee Update (15 minutes)

I. REFERENCE(S):

Presentation
Draft Ordinance

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

Discussion

III. FISCAL IMPACT:

NA

IV. HISTORY AND FACTS BRIEF:

In November 2023, Pasco City Council approved Ordinance No. 4701, amending Pasco Municipal Code sections related to water rights. The most significant changes to the code were related to the increase of in-lieu fees and surcharges for properties where the transfer of water rights happened within the last ten years. In 2024, Council created a Water Rights Subcommittee consisting of Councilmembers Perales and Grimm to conduct public meetings, gather input, and provide recommendations to the Council.

V. DISCUSSION:

Councilmembers Perales and Grimm have participated on the Water Rights Subcommittee. Two public meetings were held to gather input from stakeholders in early 2024. The main takeaways included:

1. In-Lieu Fee Adoption and Water Rights Acquisition
    - The majority supported the adoption of in-lieu fees as a

mechanism to facilitate water rights acquisition.
    - There was consensus on the necessity for the City to acquire water rights to support development, particularly through transfer during development (the City's preferred option) and via acquisition using in-lieu fees.
2. Surcharge on Water Rights Transfer/Sale
    - The majority disagreed with the retrospective 10-year surcharge applied to water rights transfers or sales.
    - While many opposed the 50% surcharge, there was an understanding of the escalating costs and debt service required for acquiring large portions of water rights.
3. Operational Clarifications
    - Some stakeholders sought operational clarification on regulations governing commercial and industrial water use.

Below are recommendations from the Water Rights Subcommittee to the larger Council.

- Remove 10 years retroactive element
    - Surcharge for water rights sale or transfer made after the published date of Ordinance 4701 (12/3/2023)
- Evaluate water rights in-lieu fees every 2 years
- Explore water conservation programs

Staff requests discussion and guidance on the recommendations from the subcommittee.

Pasco City Council Meeting
April 22, 2024

Water Rights Subcommittee

Members

- Councilmember Charles Grimm
- Councilmember Leo Perales

Objective

- Assess current municipal water rights codes
- Evaluate current and emerging issues
- Propose amendments to enhance water rights management

Public Meetings

- Held on:
  - January 31st
  - February 22nd
- Councilmember Remarks
- Staff Presentation
- Public Comments

Public Meetings

- Majority agree with in-lieu fee adopted
- Majority agree that there is need for City to acquire water rights to support development
  - Via transfer during development (City desired option)
  - Via acquisition by the City using the in-lieu fees
- Majority disagree with the City's outreach or lack thereof
- Majority disagree with the retrospective 10 years of water rights transfer or sale receiving the surcharge
- While many did not like the 50% surcharge, there was understanding of escalating costs and debt service cost to buy large portions of water rights
- Operational clarification needed on commercial and industrial uses

Recommendations

- Remove 10 years retroactive element
  - surcharge for water rights sale or transfer made after the published date of Ordinance 4701 (12/3/2023)
- Evaluate water rights in-lieu fees every 2 years
- Explore water conservation programs

Water Rights Subcommittee

Questions?

Pasco City Council Meeting
April 22, 2024

City of Pasco

Pasco City Council Meeting
April 22, 2024

Water Rights Subcommittee

Members

- Councilmember Charles Grimm
- Councilmember Leo Perales

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- Operational clarification needed on commercial and industrial uses

Recommendations

- Remove 10 years retroactive element
  - surcharge for water rights sale or transfer made after the published date of Ordinance 4701 (12/3/2023)
- Evaluate water rights in-lieu fees every 2 years
- Explore water conservation programs

Water Rights Subcommittee

Questions?

Pasco City Council Meeting
April 22, 2024

AGENDA REPORT

FOR: City Council — April 8, 2024

TO: Adam Lincoln, City Manager — City Council Regular Meeting: 6/3/24

FROM: Richa Sigdel, Deputy City Manager
City Manager

SUBJECT: Ordinance No. 4716 - Water Rights Subcommittee Recommendation to Amend PMC Sections 13.15.030 and 13.45.060

I. REFERENCE(S):

Ordinance

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

MOTION: I move to adopt Ordinance No. 4716, amending the Pasco Municipal Code Section 13.15.030 Connection Outside City Limits - Water Rights, Section 13.45.060 Assignment of Water Rights - Extension of City Water Services beyond City Limits and, further, authorize publication by title only.

III. FISCAL IMPACT:

NA

IV. HISTORY AND FACTS BRIEF:

In November 2023, Pasco City Council approved Ordinance No. 4701, amending Pasco Municipal Code sections related to water rights. The most significant changes to the code were related to the increase of in-lieu fees and surcharges for properties where the transfer of water rights happened within the last ten years. In 2024, Council created a Water Rights Subcommittee consisting of Councilmembers Perales and Grimm to conduct public meetings, gather input, and provide recommendations to the Council.

Councilmembers Perales and Grimm have participated on the Water Rights Subcommittee. Two public meetings were held to gather input from stakeholders in early 2024. The main takeaways included:

1. In-Lieu Fee Adoption and Water Rights Acquisition
    - The majority supported the adoption of in-lieu fees as a

mechanism to facilitate water rights acquisition.
    - There was consensus on the necessity for the City to acquire water rights to support development, particularly through transfer during development (the City's preferred option) and via acquisition using in-lieu fees.
2. Surcharge on Water Rights Transfer/Sale
    - The majority disagreed with the retrospective 10-year surcharge applied to water rights transfers or sales.
    - While many opposed the 50% surcharge, there was an understanding of the escalating costs and debt service required for acquiring large portions of water rights.
3. Operational Clarifications
    - Some stakeholders sought operational clarification on regulations governing commercial and industrial water use.

Below are recommendations from the Water Rights Subcommittee to the larger Council.

- Remove 10 years retroactive element
    - Surcharge for water rights sale or transfer made after the published date of Ordinance 4701 (12/3/2023)
- Evaluate water rights in-lieu fees every 2 years
- Explore water conservation programs

V. DISCUSSION:

Staff has prepared the ordinance required to change the current PMC to implement the recommended changes. The ordinance also includes additional language to ensure that the City can go through the Department of Ecology's approval and they are the final authority that qualifies the transfers of all water rights.

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF PASCO, WASHINGTON, AMENDING PASCO MUNICIPAL CODE SECTION 13.15.030 CONNECTION OUTSIDE CITY LIMITS – WATER RIGHTS AND SECTION 13.45.060 ASSIGNMENT OF WATER RIGHTS–EXTENSION OF CITY WATER SERVICES BEYOND CITY LIMITS.

WHEREAS, the City adopted Ordinance 4701A increasing the City Water Rights Acquisition Fee as well as other significant changes to its Water Rights program; and

WHEREAS, Council desired additional public engagement, forming a Water Rights Subcommittee to gather more comments and concerns from the public; and

WHEREAS, Water Rights Subcommittee conducted two public meetings; and

WHEREAS, Water Rights Subcommittee provided recommendations to the City Council on April 22nd Council Workshop meeting.

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

Section 1. That Section 13.15.030 entitled "Connection Outside City Limits – Water Rights" of the Pasco Municipal Code is hereby amended and shall read as follows:

13.15.030 Connection Within or Outside City Limits – Water Rights

Any application for a new water service connection to serve real property located within or outside the City limits of the City of Pasco, except for those properties for which water rights, or payment in lieu of water rights, have been received by the City pursuant to PMC 13.45.060, shall be conditioned upon the transfer to the City of water rights associated with the property; or, if such water rights are not available or are inadequate to meet the water needs of the property to be served, upon payment to the City of a water rights acquisition fee in lieu of transfer, determined as follows:

(1) *Amount of Water Rights or Payment in Lieu*. The amount of transferred water rights or the fee in lieu of transfer pursuant to this section and PMC 13.45.060 shall be sufficient to serve the number of residential units supplied by the connection for in-house domestic water service and irrigation water service sufficient to cover 50 percent of the lot or parcel of real property to be served by the water connection.

If the property to be served by City water service had a certificate, permit, ~~application~~ , or asserted pre-code claim to a water right for withdrawal of

ground or surface waters, or such other water rights as may be appurtenant to such property, including permit exempt well water rights, ~~within ten years prior to submittal to the City of a development proposal or application for City water services~~ post December 3rd, 2023, and the water rights are no longer available for transfer to the City at the time of a development proposal or application for City water services, a 50% surcharge shall be added to the water rights acquisition fee.

Prior to accepting such assignment or transfer, the City is entitled to evaluate the likely validity and transferability of rights offered for transfer, and to receive technical assistance from the Department of Ecology on same. The City may decline the offer of such assignment or transfer if it believes, following such evaluation and/or technical assistance, that such rights are unlikely to be successfully transferred for use by the City.

(a) Irrigation Water Service Available. If the property to be served by the City is located within and served by the Franklin County Irrigation District, or other public or private irrigation provider acceptable to the City for landscaping irrigation purposes, the property shall continue to be served by the District or other irrigation provider and the applicant for water service shall only be required to transfer three-tenths acre-foot of water rights per residential unit or its equivalent, or provide a payment in lieu for said quantity as directed by subsection (3) of this section.

(b) Irrigation Water Service Unavailable. If the property to be served by the City is not included within or served by the Franklin County Irrigation District or other public or private irrigation water provider acceptable to the City for landscaping irrigation purposes, the applicant for water service shall be required to transfer three-tenths acre-foot of water rights per residential unit or its equivalent and in addition, three and one-half acre-feet per year per acre of irrigable land or fraction thereof, or provide a payment in lieu for said quantity as provided in PMC 3.35.160. The requirement relating to irrigable land cannot be waived on the basis that the current owner or developer does not plan to irrigate said land.

(2) Excess Water Rights. To the extent the water rights associated with the subject property exceed the anticipated water requirement for the subject property as determined pursuant to subsection (1) of this section, the City in its sole discretion may require the owner(s) of the subject property to transfer any amount of the excess water rights to the City and the City shall pay the owner(s) of the excess water rights transferred to the City an amount representing the market value of the excess water rights as determined by subsection (3) of this section, subject to the right of administrative appeal as provided in Chapter 1.30 PMC.

(3) Determination of Market Value for Payment in Lieu. The market value of water rights shall be determined periodically by the City Engineer, but not less frequently than every ~~five~~ two years, based upon a water rights market study or similar investigation of the fair market value of perfected water rights that can be transferred to the City.

(4) Security for Water Rights Transfers. Because the process for transferring water rights to the City may involve applications to the Department of Ecology or a water conservancy board and are subject to various legal standards and factual investigations over which the City has no control, the City shall require security in the form of a performance bond, deposit, or assignment of account in an amount equal to the payment-in-lieu transfer as provided in subsection (1) of this section, in the event that the water rights transfer is not successful. In the event the water rights transfer is not approved, the security will be forfeited in satisfaction of the obligation as provided in this section.

(5) Process, Costs and Forms Required for Transfer of Water Rights. If there are water rights appurtenant to the subject property, they shall be assigned and transferred to the City using forms approved by the City Attorney together with the water rights transfer fee required by PMC 3.35.160 for that purpose, including but not limited to the following: water rights transfer agreement, assignment of water rights permit, conveyance of water rights claim or certificate (deed), application to change water rights, and bond, deposit, or assignment of account to secure payment in lieu of water rights if transfer of the water rights is not approved. The applicant shall pay the water rights transfer fee as provided in PMC 3.35.160, and shall provide the City with documentation of the validity of the water rights as requested by the City Engineer. If there are no water rights appurtenant to the subject property, the applicant shall pay only the water rights acquisition fee in lieu of water rights.

Section 2. That Section 13.45.060 entitled "Assignment or transfer of water rights – Provision of City water services within and beyond City limit" of the Pasco Municipal Code is hereby amended and shall read as follows::

13.45.060 Assignment or transfer of water rights – Provision of City water services within and beyond City limit.

(1) As a condition for the provision of City water service within or beyond the City limits as a primary source of City water for potable or irrigation uses within a residential subdivision or other development, any property owner or developer of such property shall assign ~~and~~ or transfer by deed to the City any certificate, permit, ~~application~~, or claim to a water rights for the withdrawal of ground or surface waters, or such other water rights as may be appurtenant to such property, including permit exempt well water rights in the quantity and manner set for in PMC 13.15.030. This assignment and transfer shall not apply to ~~individual services wells as are exempt from certification under the laws of the State of Washington, or~~ properties which receive sufficient irrigation water

services provided under a perfected water right from a City-approved irrigation water service provider. Prior to accepting such assignment or transfer, the City is entitled to evaluate the likely validity and transferability of rights offered for transfer, and to receive technical assistance from the Department of Ecology on same. The City may decline the acceptable of such assignment or transfer if it believes, following such evaluation and/or technical assistance, that such rights are unlikely to be successfully transferred for use by the City.

(2) In the event there are no water rights represented either by ~~perfected application~~, certificate, permit, ~~application~~, claim, or other right for withdrawal appurtenant to the real property benefited in subsection (1) of this section, the property owner or developer shall pay to the City, in lieu thereof, a water rights acquisition fee as established in the City Fee Summary Ordinance, Chapter 3.35 PMC.

Section 3. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to the 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 ___ day of _____, 2024.

_____
Pete Serrano
Mayor

ATTEST:

_____
Debra Barham, CMC
City Clerk

APPROVED AS TO FORM:

_____
Kerr Ferguson Law, PLLC
City Attorneys

Published: _____

January 31, 2026

Johnny Jones, Ph.D., J.D.
Columbia Basin Watermaster
Department of Ecology
4601 North Monroe Street
Spokane, WA 99502-1295

Email: johnny.jones@ecy.wa.gov

Re: 2025 Metering Report

Dear Dr. Jones,

Thank you for your technical assistance letter dated June 26, 2025, and for meeting with us in August and October to discuss our system operations and water use. We appreciate your guidance as we work toward compliance with water rights requirements.

As you know, the City owns and operates three separate utilities (Potable Water, Irrigation, and PWRF) as well as a City parks irrigation program, all of which rely on the three Water Rights Systems we report on. For the Irrigation Utility and the parks program, water sources span multiple water rights systems, and the utilities are not interconnected. This has historically created a complex operational and monitoring environment. Our discussions over the past year on this issue have been extremely helpful in improving our understanding of compliance requirements and in optimizing operations to better align with those requirements.

Following your letter and meetings, we implemented corrective actions to reduce water use in Systems B and C, including a mid-season water use review, increased reliance on Columbia River sources (System A), and operational adjustments. These actions eliminated the projected overage in System B and significantly reduced the overage in System C.

Corrective Actions

- Conducted a mid-season meter reading in September 2025 to evaluate system-specific water use and support operational adjustments.
- Shifted irrigation demand to System A sources where surplus capacity and infrastructure allowed. This included shutting off two wells in late September 2025 within the water right system projected to exceed authorized use.
- Coordinated with the Parks and Recreation Department to reduce irrigation at City Parks by decreasing watering frequency and ending irrigation earlier than normal.
- Accelerated the end of the irrigation season by rescheduling system shutoff one week earlier than prior years; effective irrigation shutdown occurred on October 13, 2025.
- Completed a source and meter inventory to clarify operations, identify improvements for the 2026 irrigation season, and correct a malfunctioning meter at McGee School.

- Launched a monthly meter reading program for both Public Works and Parks and Recreation to improve monitoring and enable timely operational response to water right limitations by system.

We are continuing to research our technical needs and system design limitations to better understand what investments or operation changes could be implemented to better monitor our water use and optimize source utilization.

Water Rights Management

We are actively pursuing water right changes and acquisitions to increase authority in System C:

- Darigold (G3-27030(C)) – Change in process with Franklin County WCB; expected to add 532 acre-feet/year by the end of the 2026 irrigation season.
- Ambrose (G3-28379(C)) – Application planned for early 2026; expected to add 45.76 acre-feet/year by the end of 2026.
- SCBID Contract Water – Contract for 1,000 acre-feet/year; pump station construction scheduled for 2027.
- 508-14 Rights – Additional changes underway to enable use from System C wells, targeted for completion by the end of 2026.

Water Conservation

Our conservation efforts continue to focus on public education, efficient operations, and infrastructure improvements. We are also evaluating additional measures such as smart meter retrofits, expanded outreach, and voluntary odd-even irrigation schedules, with the goal of strengthening conservation in 2026.

We recognize the complexity of our systems and the challenges associated with rapid growth; yet remain committed to achieving compliance. Through operational changes, water rights management, and conservation efforts, we are working toward full compliance in 2026 and long-term sustainable operations. We appreciate your continued collaboration.

Sincerely,

Maria Serra

Maria L. Serra, PE
Public Works Director
City of Pasco

Pasco City Council

Workshop

February 23, 2026

City of Pasco Washington

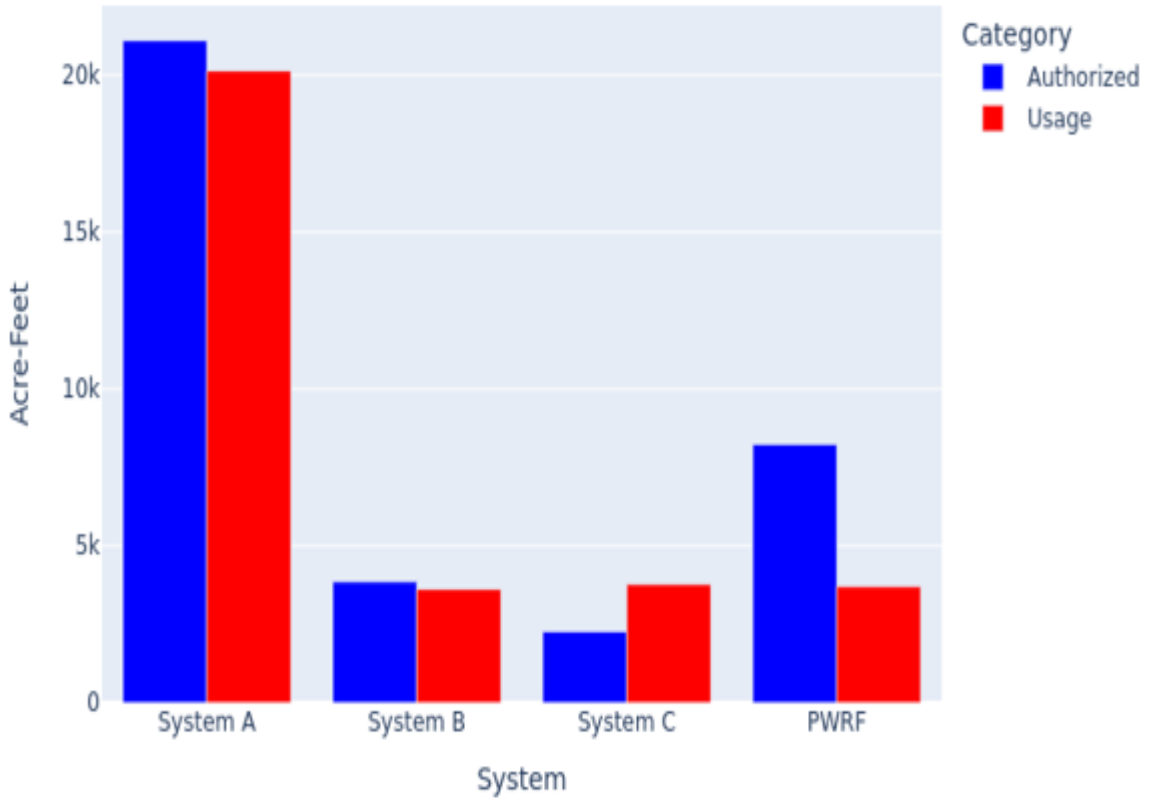
WATER RIGHTS

- Legal authorization to use public water for a beneficial purpose, regulated by the Department of Ecology (DOE)
- Separate from land ownership
- Growth depends on water availability
- DOE limits withdrawals even if water is physically available
- Economic development relies on adequate water rights

HISTORY

- Early 2000s: Quad City water rights acquisition
- 2002: All developments required water rights or in-lieu fee
- 2006: Commercial/Industrial development were exempted 2018: Fees and exemptions deemed inadequate
- 2023/2024: Fee increased to $4,150/acre-foot and 50% surcharge if water rights are removed from the land to be developed

2025 Usage



Systems

- System A (Columbia River Surface Rights)
- System B (Non 508-14 Groundwater)
- System C (508-14 Groundwater)
- System D (PWRF Spray Fields)

COMPLIANCE RISK

- System C overuse; primary compliance risk
- Overall Water Rights balance

MITIGATION

- DOE collaboration for flexibility
- Ongoing acquisition efforts

2023 ORDINANCE CHANGES

- Fee increased to $4,150/acre-foot
- Commercial and industrial exemptions removed
- 50% surcharge for rights removed within last 10 years

2024 COUNCIL SUBCOMMITEE

- Outreach to developers
- 50% surcharge for rights revised from past 10 years **TO** active as of passage of 2023 Ordinance
- Evaluate fees every 2 years
- Explore water conservation programs
- Grandfather all completed preliminary plats
  - Estimated impact of $4M

CLARIFICATION

- Does grandfathering apply to all aspects of the ordinance
  - Commercial and industrial exemption
  - 50% surcharge if water rights transferred from land

NEXT STEPS

- Staff recommends codifying of direction from Council to provide predictability and clarity to development community.

City of Pasco

Feedback

AGENDA REPORT

FOR: City Council — February 2, 2026

TO: Harold Stewart, City Manager — City Council Workshop Meeting: 2/23/26

FROM: Haylie Matson, Director
Community & Economic Development

SUBJECT: Ordinance - Emergency Comprehensive Plan Amendment- School District Capital Facilities Plan Update

I. ATTACHMENT(S):

Ordinance

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

Discussion

III. FISCAL IMPACT:

The Ordinance informs and supports school impact fees as established by Ordinance 4774, adopted by Council on June 16, 2025. School impact fees are collected by the City when building permits are issued. Each month, city staff transmits any school impact fees collected that month to the School District, therefore having no fiscal impact to the Cities budget.

IV. HISTORY AND FACTS BRIEF:

Background:
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.

Pasco School District No. 1 (PSD) adopted an updated Capital Facilities Plan in March of 2025. 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.

Impact (other than fiscal):
The amendment of the Comprehensive Plan allows for the continued collection of school district impact fees that periodically are adjusted due to emerging trends in community growth, school district budgets and capital project demands.

V. 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 Comprehensive Plan 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.

Recommendation:
Based on analysis of the review criteria above, staff recommends approval of this proposed Comprehensive Plan Amendment, adoption of the Pasco School District No. 1 2025 Capital Facilities Plan Update.

Constraints (time or other consideration):
Approval of the Comprehensive Plan Amendment is necessary in order to continue to charge and collect the school impact fees as amended by Ordinance 4774.

Next Steps:
This agenda item is scheduled to be considered for final action on the March 2, 2026 regular City Council Meeting.

Alternatives:
The City Council may elect to reject the Comprehensive Plan Amendment and direct staff to coordinate with the school district on how best to facilitate enacting the School District's Capital Facilities Plan.

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF PASCO, WASHINGTON, ADOPTING THE PASCO SCHOOL DISTRICT NO. 1 2025 UPDATE TO THE CAPITAL FACILITIES PLAN BY REFERENCE AND INCORPORATING SUCH INTO THE CITY OF PASCO COMPREHENSIVE PLAN BY ADDENDUM .

WHEREAS, 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.; 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 Pasco School District;; and

WHEREAS, on March 25th, 2025, the Pasco School District adopted its 2025 Capital Facilities Plan; 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 November 17, 2025, The Pasco City Council ADOPTED Resolution 4679 authorizing the initiation of an emergency amendment to the City Comprehensive Plan; and

WHEREAS, on November 20, 2025, the Pasco Planning Commission held a public hearing to receive testimony regarding said Emergency Comprehensive Plan Amendment; and

WHEREAS, on November 20, 2025, the Pasco Planning Commission did move and approve a motion to recommend approval of said Emergency Comprehensive Plan Amendment.

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

Section 1. The Pasco School District No. 1 Update to the Capital Facilities Plan is sufficient in consideration of the imposition of Impact Fees authorized by adopted of Ordinance 4774 .

Section 2. The City adopts by reference as if fully set forth herein, The Pasco School District No. 1 2025 Update to the Capital Facilities Plan and incorporates such into the City of Pasco Comprehensive Plan by addendum.

Section 3. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to the 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 this ___ day of _____, 2026.

_____
Charles Grimm
Mayor

ATTEST:

_____
Krystle Shanks
Deputy City Clerk

APPROVED AS TO FORM:

_____
Ogden Murphy Wallace, PLLC
City Attorney

Published: _____

AGENDA REPORT

FOR: City Council — February 2, 2026

TO: Harold Stewart, City Manager — City Council Workshop Meeting: 2/23/26

FROM: Haylie Matson, Director
Community & Economic Development

SUBJECT: Ordinance - Emergency Low Density Residential Land Use Comprehensive Plan Amendment and R-S-20 Rezone

I. ATTACHMENT(S):

01 Proposed Ordinance - Comprehensive Plan Amendment
02 Proposed Ordinance - Text Amendments and Rezone
03 Ordinance 4663
04 BFHD Table XI
05 SEPA Notice and Affidavit
06 SEPA2025-036 Checklist Submitted
07 SEPA Decision
08 Commerce Notice
09 Public Hearing Notice
10 Public Comments (13a, 13b & 13c)
11 Planning Commission Meeting
12 PowerPoint slides

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

Discussion only. Staff recommends that the City Council approve the two proposed ordinances at the regular meeting scheduled for March 2, 2026.

III. FISCAL IMPACT:

There is no direct fiscal impact associated with adoption of the proposed ordinances. This action is a legislative amendment that does not authorize capital expenditures or require additional City staffing or resources. Any future development enabled by the amendment would be subject to existing permit fees, impact fees, and utility connection requirements adopted by the City.

IV. HISTORY AND FACTS BRIEF:

Land Use Designation and Zoning Relationship:
In Pasco, land use designations in the Comprehensive Plan establish the City's long-range policy direction for the general type and density of development, while zoning regulations in the Pasco Municipal Code provide the specific, enforceable development standards for individual properties. Zoning implements the Comprehensive Plan by translating broad land use policies into detailed requirements such as lot size, setbacks, and permitted uses, and must remain consistent with the assigned land use designation. Under this proposal, the Comprehensive Plan land use designation allows for 2–5 dwelling units per acre to preserve long-term flexibility, while the implementing zoning regulations currently limit development to 2–3 dwelling units per acre.

History of Proposal
On April 17, 2023, the City Council adopted Ordinance No. 4663 (Exhibit 03), amending Pasco Municipal Code (PMC) 25.215.015 and the 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 2–5 dwelling units per acre to 3–6 dwelling units per acre.

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. This change created an unintended conflict with the R-S-20 zoning district, where minimum lot sizes and infrastructure constraints are not compatible with the higher minimum density requirements.

The City Council was briefed on this matter on three occasions in 2025 and the City Council directed staff to resolve the inconsistency by revising the comprehensive plan designation from 3-6 units per acre to 2-5 units per acre and the revise the zoning from allowing 2 units per acre to 2-5 units per acre.

Staff conducted a workshop with the Planning Commission on November 20, 2025, followed by a public hearing on December 18, 2025, to discuss options for resolving this inconsistency. The proposal presented in December 2025 sought to restore a 2–5 dwelling units per acre land use designation for properties currently zoned R-S-20 and to replace the R-S-20 zone with a new R-9 Low Density Residential District, establishing a minimum lot size of 8,700 square feet.

The Planning Commission did not support allowing densities of 2–5 dwelling units per acre and directed staff to revise the proposal to reduce the density range to 2–3 dwelling units per acre and to schedule a second public hearing in January to review the changes.

The Planning Commission held a second public hearing on January 15, 2026,

to review the revised proposal as noted above, and recommended that the City Council approve the following actions:

1. Comprehensive Plan Amendment (CPA 2025-002), including the proposed Land Use Map amendment establishing the Low Density Residential–Riverview designation at 2–5 dwelling units per acre; and
2. Replacement/rezone of the R-S-20 zone with the R-15 Low Density Residential District, and approval of the associated zoning and Comprehensive Plan text amendments, including a revision to PMC 21.20 added during the meeting.

Full meeting minutes for the Planning Commission meetings held on November 20, 2025, December 18, 2025, and January 15, 2026, are attached as Exhibit 11.

Background

Since the adoption of Ordinance 4663 (Exhibit 03), 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 04), 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 difficult 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. Planning Commission has suggested the zoning designation be 2-3 units per acre.

Impact (other than fiscal)

The proposal resolves a long-standing inconsistency between the Comprehensive Plan's minimum density requirements and the R-S-20 zoning district's large-lot standards, improving regulatory clarity and restoring a feasible development pathway for affected properties. The amendments maintain low-density neighborhood character while allowing modestly smaller lots where urban services are available. Wastewater standards remain driven by infrastructure conditions: lots capable of connecting to sewer must do so, while septic development remains limited by Health District requirements. The proposal does not approve a specific development; environmental protections, including critical areas regulations, remain unchanged and will be applied during project review.

V. 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 and rezoning the area to allow 2-3 units per acre, resolves this regulatory conflict and enables a consistent framework for both 14,520-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 dwelling unit per acre land use designation provides the appropriate policy basis for low-density residential development in the Riverview area. To implement this designation, staff propose replacing the R-S-20 zone with a new R-15 Low Density Residential District that establishes a minimum lot size of 14,520 square feet. This zoning framework allows development within the density range contemplated by the Comprehensive Plan while continuing to accommodate larger half-acre lots in areas that rely on on-site septic systems.

Not all development would be eligible for septic systems, as wastewater service will remain dependent on project size, site conditions, and proximity to City sewer infrastructure. To address site-specific constraints, the proposed code allows limited flexibility in individual lot sizes (up to 25 percent smaller or larger) provided overall density requirements are met. This flexibility is intended to improve site design options and alleviate certain, but not all, constraints associated with septic system requirements.

The proposed R-15 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 Revisions

Under current zoning standards, 20,000-square-foot lots are subject to minimum setbacks of 25 feet in the front and rear and 10 feet on each side, with a maximum lot coverage of 40 percent. These standards were designed for larger lots with greater separation between homes.

The proposed zoning revision would allow smaller lots, down to 14,520 square feet, while still permitting lots up to one-half acre. To ensure these smaller lots remain buildable, staff proposes modest reductions to the front and rear setbacks while retaining the existing side setback requirement.

Specifically, the proposal would revise setbacks to 20 feet in the front, 10 feet on each side, and 20 feet in the rear, and increase maximum lot coverage from 40 percent to 45 percent. These changes align development standards with the reduced minimum lot size while maintaining reasonable separation between homes and protecting neighborhood character.

Retaining the 10-foot side setbacks helps preserve privacy and spacing between structures, even as lot sizes decrease. Table 1 summarizes the proposed changes to development standards.

Table 1. Development Standards Comparison Table

The proposed code also allows limited flexibility in individual lot sizes when site conditions require it, such as septic system constraints, provided the overall development remains within the planned low-density range of 2–3 dwelling units per acre. This flexibility ensures development can proceed while maintaining consistency with adopted density standards. The proposed language code is included in Exhibit 02 (PMC 25.30.050).

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:

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 2-3 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.

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 emergency amendment is intended to retain the previous 2–5 units per acre land use designation. The proposed rezone to R-15 would allow development at 2–3 units per acre, supporting slightly smaller lot sizes in the Riverview area and the area southwest of West Court Street and Harris Road, and better aligning zoning with the Comprehensive Plan and state housing requirements.

Under the Growth Management Act, cities are required to plan for increased housing capacity. Very large minimum lot sizes are generally discouraged in urban areas because they limit housing supply and increase infrastructure costs. The proposed zoning change supports more efficient land use while maintaining low-density character.

Additionally, by the end of 2026, state law (including HB 1110) will require cities to allow increased housing types citywide, regardless of existing zoning. This zoning update positions Pasco to remain compliant with state law while supporting gradual, appropriately scaled residential growth.

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.

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.

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

Lot sizes will be a minimum of 14,520 square feet. Any critical areas will be addressed consistently with the City's critical areas ordinance outlined in Title 28.

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

The proposed minimum lot size of 14,520 square feet is significantly larger than the 8,700-square-foot lot size presented at the December public hearing. Accordingly, the potential development intensity and associated impacts are expected to be substantially less.

Introducing 14,520-square-foot lots into an established neighborhood characterized by half-acre and one-acre parcels can create 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 14,520-square-foot lot pattern can integrate successfully into older neighborhoods while still supporting the City's housing needs and planning objectives.

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

Development at a 14,520-square-foot minimum lot sizeis generally associated with low to moderate impacts on public facilities and services. Compared to larger half-acre or one-acre lots, this lot size may result in a modest increase in dwelling units and corresponding demand on water, sewer, stormwater, transportation, parks, and schools. These impacts are anticipated under the City's Comprehensive Plan and Capital Facilities Plan and are consistent with planning assumptions for low-density residential development.

Overall, development at this scale is not expected to create significant or unmanageable impacts and represents a balanced approach that limits density while allowing more efficient use of infrastructure compared to very large-lot development.

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 14,520-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-15 Low Density Residential District is needed to comply with the proposed CPA amendment change to allow for 2-5 units per acre as a land use designation and 2-3 units per acre for the zoning.

(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-15 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 09) was processed in accordance with PMC 27.12.090. Written comments related to the public hearing notice were not received, however, there were verbal public comments at the public hearing as outlined in the Planning Commission meeting meetings (Exhibit 11). Written State Environmental Policy Act (SEPA) comments received are addressed below**.**

SEPA Notice
The public comment period for the SEPA notice (Exhibit 05) closed on December 30, 2025. Three comments were received. One comment was submitted by the Washington State Department of Fish and Wildlife, which staff determined was not applicable, as the proposed action would result in lower residential density than is currently allowed for the site. A second comment was received from the Bonneville Power Administration and was noted by staff; no changes were required in response.

The third comment addressed lot size and on-site septic system requirements. Staff have responded to this comment, as provided in Exhibit 13c.

The SEPA Determination of Non-Significance (Exhibit 07) was issued on January 27, 2026. No appeals were filed.

Recommendation
Staff recommends the City Council approve the two proposed ordinances during the regular meeting on March 2, 2026.

Constraints (time or other considerations)
Staff respectfully recommend timely action on this matter to resolve the code inconsistency and lift the current prohibition on development for affected property owners.

Next Steps
None.

Alternatively, Council May
The City Council may:

1. Recommend Approval of the proposed ordinances;
2. Recommend Approval with Modifications;
3. Recommend Denial; or

4. Remand the issue to Planning Commission for further vetting.

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF PASCO, WASHINGTON, ADOPTING THE 2018 COMPREHENSIVE PLAN AMENDENT: LOW-DENSITY RESDIENTIAL-RIVERVIEW BY REFERENCE AND INCORPORATING SUCH INTO THE CITY OF PASCO COMPREHENSIVE PLAN BY ADDENDUM.

WHEREAS, the City of Pasco City Council adopted Ordinance No. 4663 on April 17, 2023, amending Pasco Municipal Code 25.215.015 and Comprehensive Plan Land Use Density Table (Table LU-1) allowing gross density range for areas designated as Low Density Residential from 2-5 dwelling units per acre to 3-6 dwelling units per acre; and

WHEREAS, Ordinance No. 4663 created an unintended conflict with the R-S-20 zoning district, where minimum lot sizes and infrastructure constraints are not compatible with the higher density minimum density requirements; and

WHEREAS, comprehensive plan 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 November 17, 2025, The Pasco City Council ADOPTED Resolution 4679 authorizing the initiation of an emergency amendment to the City Comprehensive Plan; and

WHEREAS, City of Pasco Planning Staff conducted a workshop with the Planning Commission on November 20, 2025, followed by public hearings on December 18, 2025, and January 15, 2026, to discuss options for resolving the unintended conflict; and

WHEREAS, the City of Pasco Planning Commission at the January 15, 2026 meeting, passed a motion recommending the City Council approve Comprehensive Plan Amendment CPA 2025-002, including the Land Use Map Amendment establishing the Low Density Residential-Riverview designation of 2-5 dwelling units per acre.

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

Section 1. The City of Pasco adopts by reference, Exhibit A below, referred to as the 2018 Comprehensive Plan Amendment: Low-Density Residential-Riverview Addendum.

Section 2. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to the 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 3. 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 4. 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 this ___ day of _____, 202_.

_____
Charles Grimm
Mayor

ATTEST:

_____
Krystle Shanks
Deputy City Clerk

APPROVED AS TO FORM:

_____
Ogden Murphy Wallace, PLLC
City Attorney

Published: _____

EXHIBIT A

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

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 dwelling units per 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 14,520 sq. ft. (when sewer is available) to 21,780 sq. ft. (for septic-dependent parcels) with lot size flexibility built into the proposed zoning code.

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 C.

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

- Exhibit B: Existing Land Use Map
- Exhibit C: 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 B.
- Outside the affected geography, the 2018 Land Use Map continues to govern.
- Staff, the Planning Commission, and the City Council shall rely on Exhibit C when interpreting or applying land use designations in the Riverview area.

7. Relationship to Zoning – Implementation Through R-15 Low Density Residential District
To implement the restored density range, the city proposes replacing the R-S-20 zone with a new zone: R-15 Low Density Residential District (2-3 units per acre).

This zoning district:

- Aligns with the 2–5 dwelling units per acre 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 at the land use level and 2-3 units-per-acre range at the zoning level 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 C.

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.

LAND USE

EXHIBIT B

City of Pasco Washington

N
W E
S

FRANKLIN COUNTY

RICHLAND

KENNEWICK

INFORMATION TECHNOLOGY DEPT
GIS

LEGEND

Land Use
Future Land Use
- Airport Reserve
- Commercial
- Confederated Tribes - Colville
- DNR Reserve
- High Density Residential
- Industrial
- Low Density Residential
- Medium Density Residential
- Medium High Density Residential
- Mixed Residential Commercial
- Mixed Use Interchange
- Office
- Open Space Parks
- Public Quasi-Public
- Reclamation
- <all other values>

Boundaries
- Pasco City Limits
- Pasco Urban Growth Boundary

Roads
- Interstate
- Highway
- Ramp
- Principal Arterial
- Principal Arterial Future
- Minor Arterial
- Minor Arterial Future
- Collector
- Collector Future
- Neighborhood Collector
- Neighborhood Collector Future
- Local
- Other

- Rivers
- Roads_WWCO
- Roads_web_FCO
- Streets_KNW
- Airport
- DBO.CityLimitMask
- Rivers

Roads
- Interstate
- Highway
- Ramp
- Principal Arterial
- Principal Arterial Future
- Minor Arterial
- Minor Arterial Future
- Collector
- Collector Future
- Neighborhood Collector

- Neighborhood Collector Future
- Local
- Other
- Pasco City Limits
- Pasco Urban Growth Boundary

Land Use
Future Land Use
- Airport Reserve
- Commercial
- Confederated Tribes - Colville
- DNR Reserve
- High Density Residential
- Industrial
- Low Density Residential
- Medium Density Residential
- Medium High Density Residential
- Mixed Residential Commercial
- Mixed Use Interchange
- Office
- Open Space Parks
- Public Quasi-Public
- Reclamation
- <all other values>

NOTES

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SCALE	SHEET NUMBER
Scale: 1:28,000	1 of 1
PLOT DATE	CREATED BY
7/16/2025	kaufmannc
FILE NAME	
LAND USE	

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Proposed - LAND USE

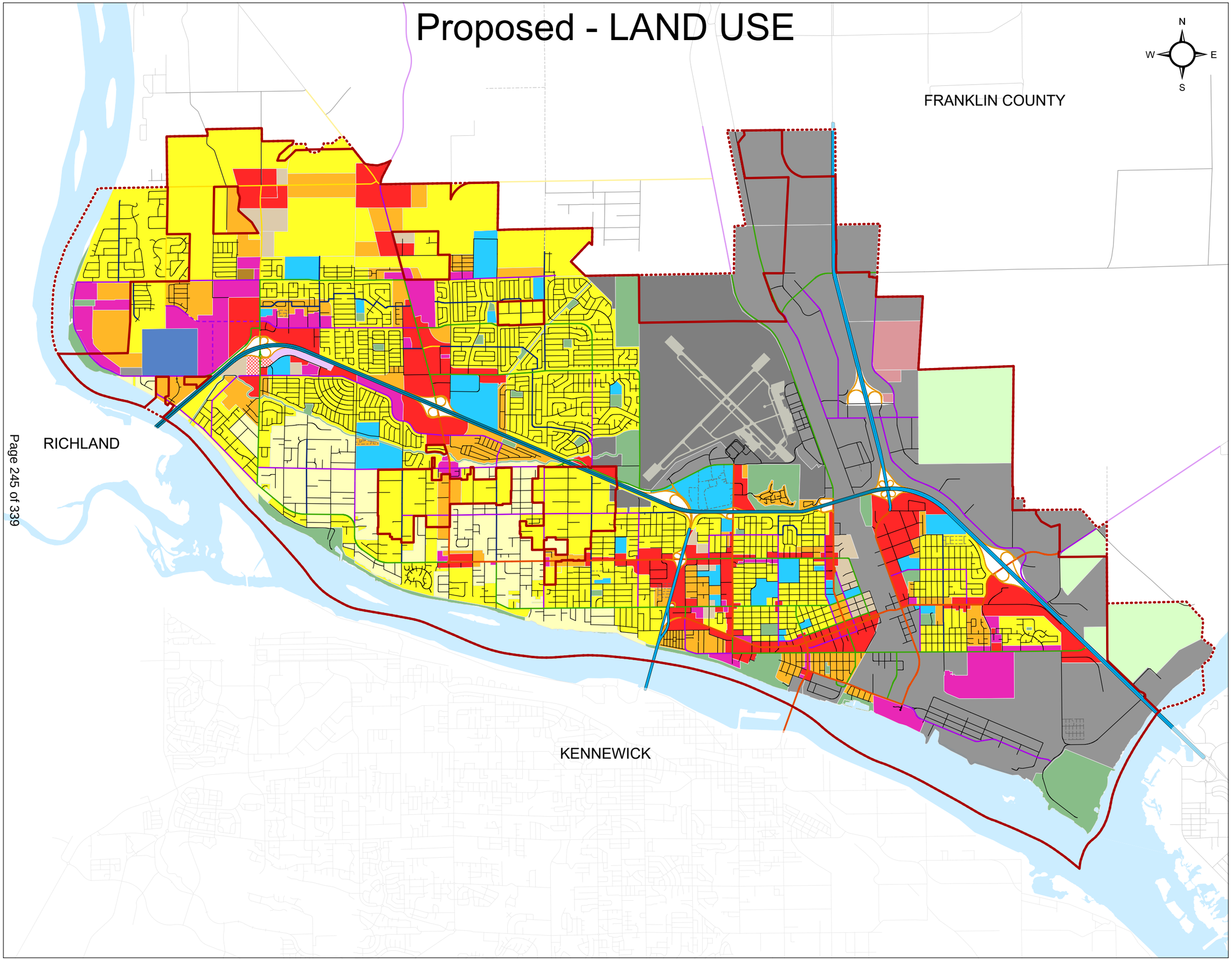


EXHIBIT C

City of Pasco Washington

INFORMATION TECHNOLOGY DEPT
GIS

LEGEND

Land Use

Future Land Use

- Airport Reserve
- Commercial
- Confederated Tribes - Colville
- DNR Reserve
- High Density Residential
- Industrial
- Low Density Residential Riverview
- Low Density Residential
- Medium Density Residential
- Medium High Density Residential
- Mixed Residential Commercial
- Mixed Use Interchange
- Office
- Open Space Parks
- Public Quasi-Public
- Reclamation

Other Boundaries

- Airport
- Pasco City Limits
- Pasco Urban Growth Boundary

Road Centerlines

- Interstate
- Highway
- Ramp
- Principal Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- Neightborhood Collector
- Local
- Other
- Principal Arterial Future
- Major Collector Future
- Minor Collector Future
- Minor Arterial Future
- Neightborhood Collector Future

NOTES

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SCALE	SHEET NUMBER
Scale: 1:28,000	1 of 1
PLOT DATE	CREATED BY
11/17/2025	kaufmannc
FILE NAME	
LAND USE	

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ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF PASCO, WASHINGTON, AMENDING AND REPEALING SECTIONS OF PASCO MUNICIPAL CODE, IN TITLE 17 SIGN CODE, TITLE 21 URBAN AREA SUBDIVISION REGULATIONS, AND TITLE 25 ZONING, RELATED TO CHANGES MADE TO THE R-S-20 SUBURBAN DISTRICT AND FURTHER AMENDING THE OFFICIAL ZONING MAP CLASSIFCATION FROM R-S-20 SUBURBAN DISTRICT TO R-15 LOW DENSITY RESIDENTAL DISTRICT.

WHEREAS, the City of Pasco City Council adopted Ordinance No. 4663 on April 17, 2023, amending Pasco Municipal Code 25.215.015 and Comprehensive Plan Land Use Density Table (Table LU-1) allowing gross density range for areas designated as Low Density Residential from 2-5 dwelling units per acre to 3-6 dwelling units per acre; and

WHEREAS, Ordinance No. 4663 created an unintended conflict with the R-S-20 zoning district, where minimum lot sizes and infrastructure constraints are not compatible with the higher density minimum density requirements; and

WHEREAS, City of Pasco Planning Staff conducted a workshop with the Planning Commission on November 20, 2025, followed by public hearings on December 18, 2025, and January 15, 2026 to discuss options for resolving the unintended conflict; and

WHEREAS, the City of Pasco Planning Commission at the January 15, 2026 meeting, passed a motion recommending the City Council approve Comprehensive Plan Amendment CPA 2025-002, including the Land Use Map Amendment establishing the Low Density Residential-Riverview designation of 2-5 dwelling units per acre; and

WHEREAS, the City of Pasco Planning Commission at January 15, 2026, Planning Commission meeting passed a motion recommending the City Council replace/rezone the R-S-20 zone with the R-15 Low Density Residential District, along with the associated Pasco Municipal Code changes below.

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

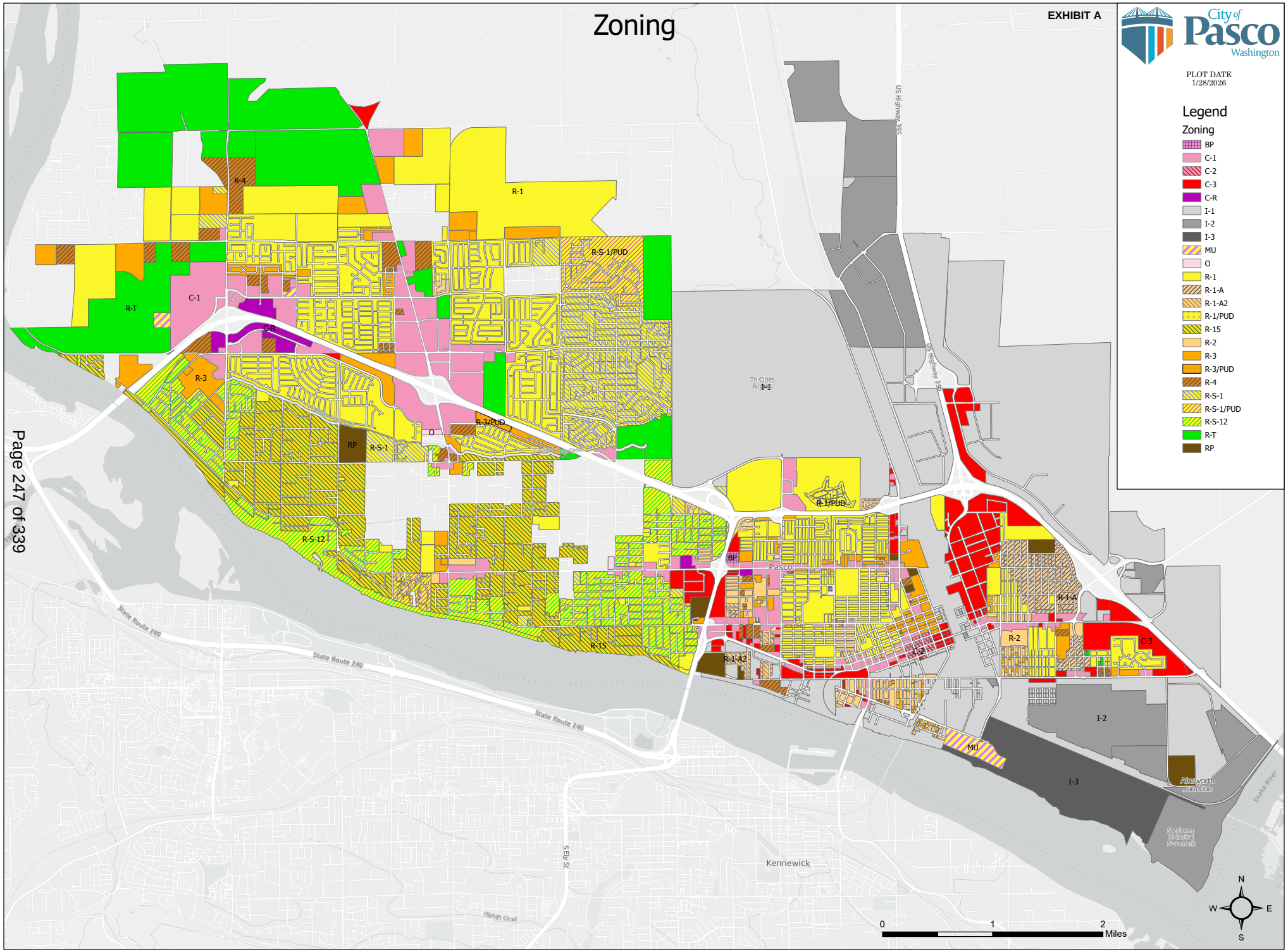
Section 1. The Zoning Map, accompanying and being part of said Ordinance shall be and herby is changed from the R-S-20 Suburban District to R-15 Low Density Residential District as shown in Exhibit A:

Zoning

EXHIBIT A

City of Pasco Washington

PLOT DATE
1/28/2026



Section 2. PMC Title 17.15.010 Sign Allowance Table, is hereby amended and shall read as follows:

Chapter 17.15 SIGN ALLOWANCE TABLE

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 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-15, 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

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.

[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.]

Section 3. PMC Title 17.15.030, Exempt signs, is hereby amended and shall read as follows:

17.15.030 Exempt 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-15, 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.]

Section 4. PMC Title 21.15.010, Street connectivity, is hereby amended and shall read as follows:

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-15 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.]

Section 5. PMC Title 21.15.080, hammerhead/T, is hereby amended and shall read as follows:

21.15.080 Hammerhead/T.

Hammerhead/Ts are only permitted in ~~R-S-20~~ R-15 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.

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

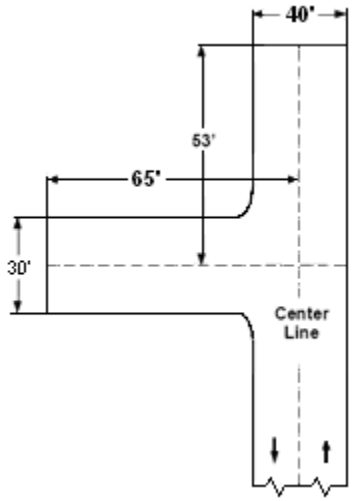


Figure 21.15.080.01. Connecting Road

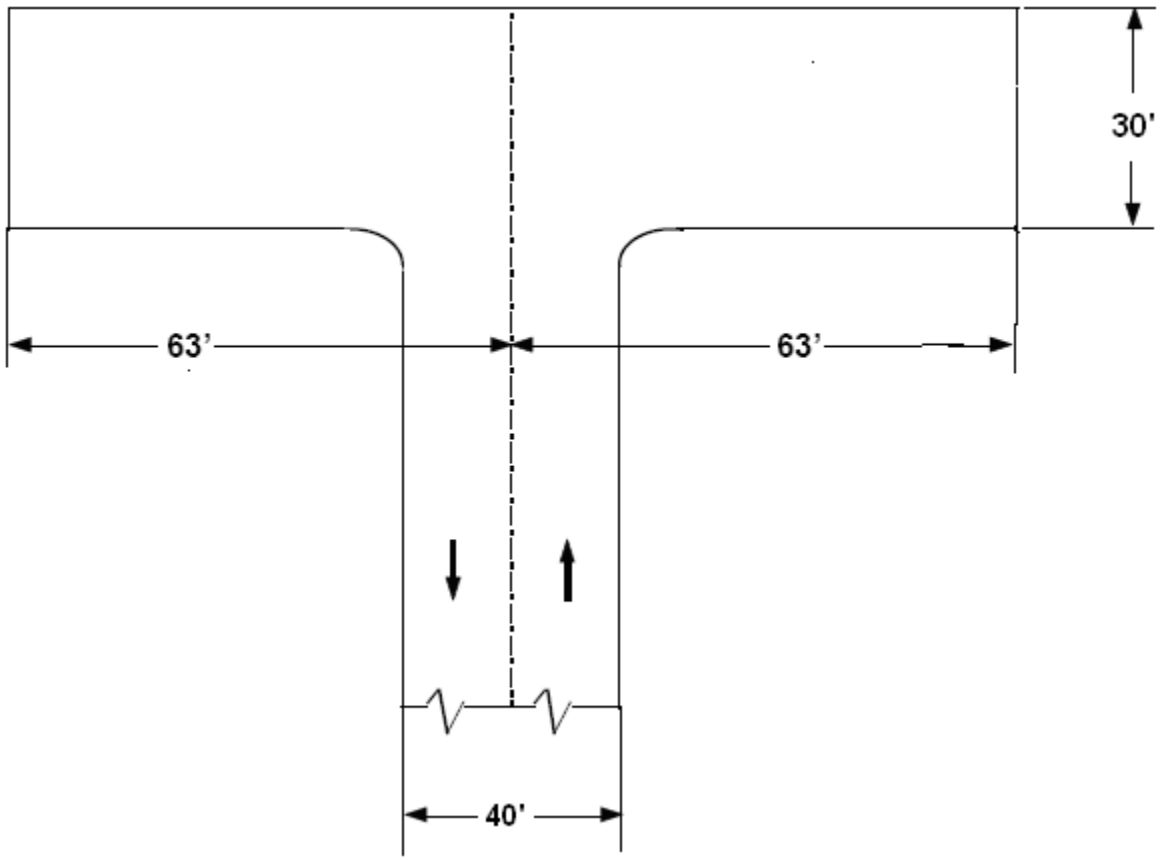


Figure 21.15.080.02. Connecting Road

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

Section 6. PMC Title 21.20.060, Lots without public street frontage, is hereby amended and shall read as follows:

21.20.060 Lots without public street frontage

(1) *Purpose.* These regulations are intended to implement comprehensive plan goals and policies encouraging infill development, more efficient use of the remaining developable land, protection of environmentally sensitive areas, and creating opportunities for more affordable housing.

(2) *Applicability.* All applications proposing residential lots without public street frontage may be approved only when each of the requirements identified below have been met. These conditions are supplemental to any other requirements found in this title. In the event of any conflict, the conditions in this section shall apply.

(a) All applications shall include a site map depicting proposed lot layout, including the location of existing structures on adjacent parcels, if any;

(b) Permitted only where, due to geometric, topographic, or other physical features in proportion to the size of the development, it would be impractical to extend or build a publicly dedicated street;

(c) Lots without public street frontage shall not be permitted within the ~~RS-20~~ R-15 zoning district;

(d) There shall be no more than three adjoining lots created without public street frontage;

(e) *Emergency Access.* When the furthest point of a proposed structure is greater than 150 feet in distance from the public right-of-way, as measured along an accessible route, an approved fire vehicle turnaround with a minimum inside turning radius of 30 feet is required as defined by the International Fire Code;

(f) All corners shall have a minimum inside turning radius of 30 feet;

(g) *Parking.* No parking is permitted along the access (shared driveway) portion of the lot. The installation of no parking signage shall be required as a condition of approval;

(h) *Utilities and Improvements.* All impacted and new utilities and improvements shall be constructed to the standards identified in the Pasco Design and Construction Standards and Specifications;

(i) Drainage and storm water shall meet the requirements of PMC 16.10.050;

(j) Signage with addresses shall be posted on the public street side for all properties that are adjacent to any private shared driveway or access. Signage shall comply with the requirements of PMC Title 17. All addresses shall be displayed on the same pedestal unless otherwise authorized;

(k) Structural setbacks on lots without public street frontage shall conform to the requirements of the applicable zone;

(l) The shared access must be located no closer than five feet to any existing structure;

(m) Access, maintenance and utility easements necessary to accommodate and maintain proposed driveway/shared access improvements and utilities shall be approved through the subdivision process in this title and included on the face of the final plat;

(n) The shared driveway/access must be maintained by the homeowner's association or by the adjoining property owners. A maintenance agreement must be recorded prior to the issuance of the certificate of occupancy and signage on the plat and must include provisions for snow removal, garbage pickup and any other necessary provisions as determined by the City; and

(o) The shared driveway/access shall have a minimum paved width of 20 feet. [Ord. 4536 § 1, 2021; Ord. 4444 § 2, 2019.]

Section 9. PMC Section 25.20.010, Establishment of zoning districts, is hereby amended and shall read as follows:

25.20.010 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-15	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.]

Section 10. PMC Chapter 25.30, R-S-20 Suburban District, is hereby amended and shall read as follows:

Chapter 25.30 ~~R-S-20 SUBURBAN DISTRICT~~ R-15 Low Density Residential District

Sections:

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

Section 11. PMC Section 25.30.010, Purpose, is hereby amended and shall read as follows:

25.30.010 Purpose.

The ~~R-S-20 suburban district~~ **R-15 Low Density Residential District** is established to provide a low-density residential environment permitting a gross density of two to ~~five~~ three 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.]

Section 12. PMC Section 25.30.020, Permitted Uses, is hereby amended and shall read as follows:

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.]

Section 13. PMC Section 25.30.030, Permitted accessory uses, is hereby amended and shall read as follows:

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 square feet but less than 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,

Section 14. PMC section 25.30.050, "Development standards" is hereby amended and shall read as follow: Exemptions," is hereby added to read as follows:

25.30.050 Development standards.

(1) ~~Minimum lot area: 20,000 square feet.~~

Minimum Lot Area: 14,520 square feet.
Maximum Lot Size: One-half (½) acre.
Permitted Density: 2–3 dwelling units per acre.

(a) Lot Size Adjustments: The Director may approve adjustments to individual lot sizes of up to twenty five (25) percent above or below the minimum lot area where necessary to comply with Benton-Franklin Health Department on-site septic system requirements or to address site-specific constraints such as soil conditions, drainage, topography, or irregular parcel configuration.

Any adjustment to individual lot size approved under this subsection shall be accommodated through lot size averaging, such that the overall development maintains a density of 2–3 dwelling units per acre. Development of densities outside this range is not permitted.

(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.]

Section 15. PMC Section 25.165.200, Vehicle-related uses, is hereby amended and shall read as follows:

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-15, 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.]

Section 16. PMC Section 25.175.020, Setbacks, is hereby amended and shall read as follows:

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-15, 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-15, 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.]

Section 17. PMC Section 25.185.030, General Provisions, is hereby amended and shall read as follows:

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-15 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.]

Section 18. PMC Section 25.185.140, Recreational equipment parking, is hereby amended and shall read as follows:

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-15, 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.]

Section 19. PMC Section 25.215.015, Comprehensive Plan land use density table, is hereby 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 requires special permit review)
Low Density Residential - Riverview	Variety of residential housing at a density of 2-5 units per acre.	R-15
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	R-1 through R-4; C-1 and O; Waterfront

	areas, and civic uses at a density of 5 to 29 dwelling units per acre	
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 utility infrastructure, and market demand.	I-1

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

Section 20. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to the 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 21. 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 22. 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 this ___ day of _____, 2026.

_____
Charles Grimm
Mayor

ATTEST:

_____
Krystle Shanks
Deputy City Clerk

APPROVED AS TO FORM:

_____
Ogden Murphy Wallace, PLLC
City Attorney

Published: _____

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: _____

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.	0.5 acre	0.5 acre	0.5 acre	0.5 acre	23,000 sq. ft.
		2.5 acres[1]					
	Nonpublic Water Supply	1.0 acre	1.0 acre	1.0 acre	1.0 acre	2.0 acres	2.0 acres
		2.5 acres[1]					
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).

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:

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

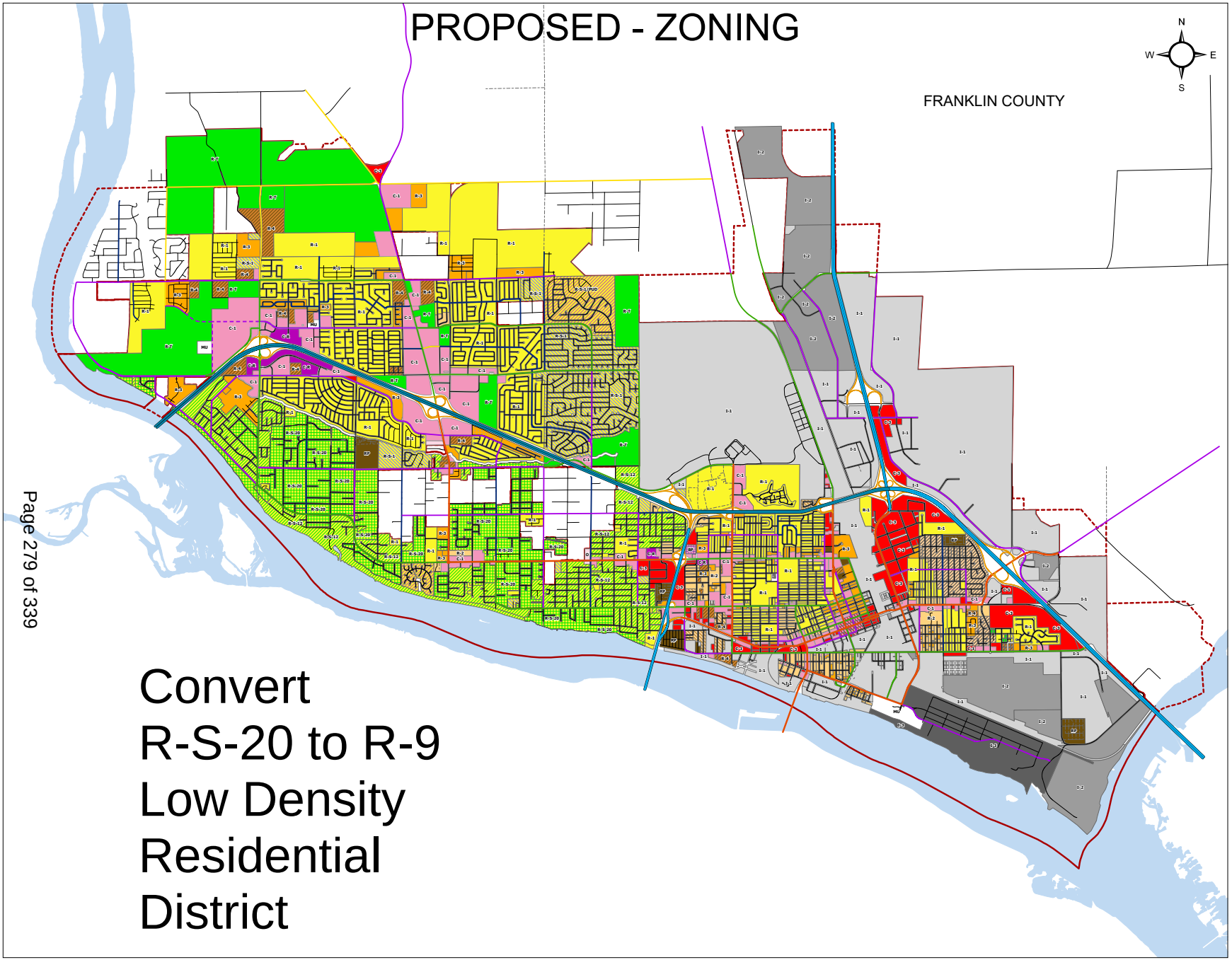
All appeals should be directed to: Haylie Matson, CED Director

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

Prepared: November 24, 2025

By: Ivan Barragan

PROPOSED - ZONING



Convert
R-S-20 to R-9
Low Density
Residential
District

City of Pasco
Washington

INFORMATION TECHNOLOGY DEPT
GIS

LEGEND

Zone

- BP, Business Park
- C-1, Retail Business District
- C-2, Central Business Overlay District
- C-3, General Business District
- C-R, Regional Commercial District
- I-1, Light Industrial District
- I-2, Medium Industrial District
- I-3, Heavy Industrial District
- MU, Mixed Use
- O, Office District
- R-1-A, Low-Density Residential Alternative District
- R-1-A2, Low-Density Residential Alternative District
- R-1/PUD, Low Density Residential Planned-Unit Development
- R-2, Medium-Density Residential District
- R-3, Medium-Density Residential District
- R-3/PUD, Medium Density Residential
- R-4, High-Density Residential District
- R-9, Low Density Residential District
- R-S-1, Low-Density Suburban Residential District
- R-S-1/PUD, Suburban Panned-Unit Development
- R-S-12, Residential Suburban District
- R-T, Residential Transition District
- RP, Residential Park District

Other Boundaries

- City Limits
- Urban Growth Areas

Road Centerlines

- Interstate
- Highway
- Ramp
- Principal Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- Neighborhood Collector
- Local
- Other
- Principal Arterial Future
- Major Collector Future
- Minor Collector Future
- Minor Arterial Future
- Neighborhood Collector Future

NOTES

NOTICE: WARRANTY OF ACCURACY.
The materials provided with this product, including but not limited to, data, maps, and tables (collectively, 'Information'), are presented 'AS IS' without any warranty, express or implied. The City of Pasco and its staff do not warrant the completeness, accuracy, or timeliness of the information and shall not be liable for any inaccuracies or omissions. The information is subject to change and is intended solely for general informational purposes. Users should independently verify critical information and seek professional advice when necessary. Prior to any digging or excavation, it is essential for safety and compliance with local regulations that users contact 'Call Before You Dig' services by dialing 811. This ensures the location and safety of underground utilities are confirmed before any ground is broken. The City of Pasco does not endorse any specific commercial products or services referenced in the information. Reliance on this information is at the user's own risk.

0 0.5 1 1.5 2 Miles

SCALE	SHEET NUMBER
Scale: 1:28,000	1 of 1
PLOT DATE	CREATED BY
11/17/2025	kaufmannc
FILE NAME	
ZONING	

Document Path: \\gisfileserver\GIS\GIS Projects\Dept\CED Planning\ZONING\PROJECT FILE\ZONING\ZONING.aprx

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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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:

- 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.**

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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

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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.

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

SEPA DETERMINATION OF NON-SIGNIFICANCE
(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.

Issuance Date: January 27, 2026

Lead Agency: City of Pasco

Project Name: R-S-20 Zone Changes Emergency CPA

Project Number: SEPA2025-036

Applicant/Proponent: City of Pasco
C/o Haylie Matson
525 N 3rd Ave
Pasco, WA 99301

Proposal Description: At the direction of the City Council, the proposal includes a Comprehensive Plan Amendment to revise the City's Land Use Map by adding a new Low Density Residential–Riverview designation, which would allow development at 2–5 dwelling units per acre on properties currently designated R-S-20. The proposal also includes a rezone and municipal code amendment to replace the existing R-S-20 zoning designation with a new R-15 Low Density Residential zoning district.

Proposal Location: Various locations citywide within Pasco, Washington (99301).

Lead Agency: The City of Pasco, acting as lead agency for this proposal, has determined that the proposal will not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) is not required under RCW 43.21C.030(2)(c). This Determination of Non-Significance (DNS) is issued under the optional DNS process in WAC 197-11-355, and no further comment period will be provided. This decision is based on review of the completed environmental checklist, consultation with legal counsel, and consideration of other information on file with the lead agency. This information is available to the public upon request.

Appeals: You may appeal the 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

Responsible Official:	Haylie Matson
Position/Title:	Community and Economic Development Director
Phone	(509) 544-4136
Address:	525 N. 3rd Ave, Pasco, WA 99301

Responsible Official: Haylie Matson
Haylie Matson, Community & Economic Development Director

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

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

City of Pasco

NOTICE OF OPEN RECORD PUBLIC HEARING AND CONTINUED OPEN RECORD PUBLIC HEARING FOR CODE AMENDMENTS AND EMERGENCY COMPREHENSIVE PLAN AMENDMENT

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 considering proposed code amendment(s) and an emergency comprehensive plan amendment. The Pasco Planning Commission will hold an open record public hearing and a continued open record public hearing to receive public comment on the proposed amendments at 6:30 p.m. on January 15, 2026, 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 Code Amendments and Emergency Comprehensive Plan Amendment will be taken by the City Council at a later date. Please note that City Council action on the Emergency Comprehensive Plan Amendment must occur within sixty (60) days of receipt of the Planning Commission's findings and recommendations. 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:

CA2025-002 Sandwich Board Signs within Right-of-Way: The City of Pasco Planning Commission will conduct an open record public hearing to consider a proposed code amendment regarding the allowance of sandwich board (A-frame) signs within the public right-of-way. The Planning Commission previously held a workshop on December 18, 2025, to discuss the proposal. The targeted amendment would allow sandwich board signs within the Downtown Pasco Overlay District, where placement within the sidewalk area has been technically prohibited since 2006. Under the proposed regulations, each business would be permitted one sign per frontage, all required ADA clearances must be maintained, signs may only be displayed during business hours, and signs located near intersections must be positioned to minimize impacts on sightlines. This regulated approach is intended to support business visibility and streetscape activation while maintaining pedestrian safety and accessibility, preventing visual clutter, and establishing clear standards for sign placement and oversight. For more information please contact: 509-544-4146 / barragani@pasco-wa.gov

CPA2025-002/CA2025-003 Emergency Amendment-Low Density Residential Land Use-R-S-20 Zone Changes: The City of Pasco Planning Commission held an open record hearing on December 18, 2025, at 6:30 p.m., to review an emergency Comprehensive Plan Amendment and Code Amendment. During the hearing, the Planning Commission voted to continue the discussion to January 15, 2026, to allow for further research and review.

As part of this research, the Commission has asked staff to revise the original proposal to maintain the proposed "Riverview" land use designation to allow 2-5 units per acre but with a zoning designation for the area that provides for less density at 2-3 or 2-4 units per acre with revised corresponding development regulations in code relating to lot sizes and dimensions.

ORIGINAL NOTICE: 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 January 15, 2026**. 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 address provided after the 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.

Haylie Miller

From: Rodgers,Deborah (CONTR) - TERR-TRI CITIES RMHQ <dxrodgers@bpa.gov>
Sent: Tuesday, December 23, 2025 1:33 PM
To: Ivan Barragan
Cc: Connell,Valorie L (BPA) - TERR-PASCO
Subject: RE: Notice of Application-SEPA2025-036 R-S-20 Zone Changes Emergency CPA (CPA2025-002)- City of Pasco

[**NOTICE:** This message originated outside of City of Pasco -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Ivan,

Bonneville Power Administration (BPA) has had the opportunity to review Preliminary Plat Review Notice of Application-SEPA2025-036 R-S-20 Zone Changes Emergency CPA (CPA2025-002)- City of Pasco.

In researching our records, we have found that this proposal will not directly impact BPA facilities. BPA does not have any objections to the approval of this request at this time.

If you have any questions or need additional information, please contact me at (360) 624-0566 or BPA realty specialist Valorie Connell at (509) 544-4746.

Thank you for the opportunity to review this application.

Deborah Rodgers
BONNEVILLE POWER ADMINISTRATION
DEPARTMENT OF ENERGY
(CONTR) Actalent
Right-of-Way Agent | Real Property Field Services | TERR/Tri-Cities-RMHQ
dxrodgers@bpa.gov | 360-624-0566

From: Ivan Barragan <barragani@pasco-wa.gov>
Sent: Tuesday, November 25, 2025 12:13 PM
To: Ivan Barragan <barragani@pasco-wa.gov>
Subject: Notice of Application-SEPA2025-036 R-S-20 Zone Changes Emergency CPA (CPA2025-002)- City of Pasco

Good afternoon,

In consideration of the upcoming public hearing, we want to clarify that the public hearing / Notice of Application sent on November 21, 2025, for CPA2025-002 and the SEPA review being issued now are separate processes. The public hearing is for the Planning Commission's consideration of the proposed amendment, which will then proceed to City Council review at a later date, no sooner than 60 days after November 14, 2025. The SEPA review, on the other hand, is an administrative process. However, because both pertain to the same non-project proposal, it is worth noting them together. For the SEPA review, we are opting for the optional DNS process under WAC 197-11-355, with a 30-day comment period following the publication date, which is scheduled for November 30, 2025.

Attached are the following materials:

- Notice of Public Hearing / Notice of Application (sent November 21, 2025)
- SEPA2025-036 Notice of Application
- SEPA2025-036 checklist
- Resolution 4680 (recently became available)
- Initial packet presented at the Planning Commission workshop on November 20, 2025

Comments on the SEPA review are due by December 30, 2025, at 5:00 PM. All pertinent materials are available in the SEPA register.

Please let me know if you have any questions or concerns.

Thank you,

Ivan Barragan | Planner III | (509) 544-4146 | 525 N. 3rd Avenue | Pasco, WA 99301 | barragani@pasco-wa.gov
Notice of Public Disclosure: This e-mail and any response may be public record under Washington State law and subject to inspection and copying by the public upon request. Accordingly, there can be no expectation of privacy.

From: Ivan Barragan
Sent: Friday, November 21, 2025 12:29 PM
To: Ivan Barragan <barragani@pasco-wa.gov>
Subject: Notice of Application/Notice of Public Hearing Emergency Comprehensive Plan Amendments CPA2025-001 and CPA2025-002

Good afternoon,

Please see the attached Notice of Application/Notice of Public Hearing for two emergency Comprehensive Plan Amendments, initiated by City Council resolutions on November 17, 2025. **The public hearing is scheduled for December 18, 2025, at 6:30 PM. Please submit any comments by 5:00 PM on December 18, 2025.**

Summary of Proposals:
CPA2025-001: Emergency Amendment – Pasco School District 2025 Capital Facilities Plan
The Planning Commission will hold an open record hearing to consider an emergency amendment to the Capital Facilities Element of the Comprehensive Plan. The amendment updates the element to align with the City's adopted budget and reflect the Pasco School District's 2025 Capital Facilities Plan, including policies related to school impact fees. The amendment has been transmitted to the Washington State Department of Commerce for the required 60-day review. The Community and Economic Development Department will process it following standard Comprehensive Plan procedures. The School District's plan previously received a SEPA Determination of Non-Significance (DNS).

CPA2025-002: Emergency Amendment – Low Density Residential Land Use (R-S-20 Zone)
The Planning Commission will also consider an emergency amendment addressing a conflict between current Low Density Residential (LDR) standards and development in the R-S-20 zone, where one-acre lots can only accommodate two dwelling units, effectively creating a moratorium on small-lot development.
The amendment proposes:

- A land use designation of 2–5 dwelling units per acre

- Creation of a new R-9 Low Density Residential District with a minimum lot size of 8,700 square feet

This approach aligns zoning with the Comprehensive Plan, accommodates larger parcels where septic systems are an option, restores consistency, reflects infrastructure realities, and prepares the City for future statewide housing obligations.
The City has transmitted the amendment to the Washington State Department of Commerce for the required 60-day review. A SEPA checklist will be 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.

Please let me know if you have any questions or concerns.

Thank you,

Ivan Barragan
Planner III

O: 509-544-4146
barragani@pasco-wa.gov | **www.pasco-wa.gov**
City Hall, 525 N. 3rd Avenue, Pasco, WA 99301

This e-mail and any response to this e-mail may be a public record under Washington State Law and subject to inspection and copying by the public upon request. Accordingly, there can be no expectation of privacy.

Outlook

Re: SEPA 2025-036 - Written Comments

From Haylie Matson <matsonh@pasco-wa.gov>
Date Fri 1/9/2026 10:35 AM
To roger@rgwenterprises.com <roger@rgwenterprises.com>
Cc Brett@brettlotthomes <Brett@brettlotthomes>; Ivan Barragan <barragani@pasco-wa.gov>; James Bagley <bagleyj@pasco-wa.gov>; Craig Raymond <raymondc@pasco-wa.gov>

Hi Roger,

Here is what I propose as a compromise. The code allows modest flexibility in individual lot sizes when site conditions require it, as long as the overall development stays within the planned low-density range of 2 to 3 homes per acre. Let me know your thoughts.

Thanks,

Haylie

25.30.050 Development standards.

(1) Minimum lot area: 20,000 square feet.

Minimum Lot Area: 14,520 square feet.
Maximum Lot Size: One-half (½) acre.
Permitted Density: 2–3 dwelling units per acre.

(a) Lot Size Adjustments: The Director may approve adjustments to individual lot sizes of up to twenty (20) percent above or below the minimum lot area where necessary to comply with Benton-Franklin Health Department on-site septic system requirements or to address site-specific constraints such as soil conditions, drainage, topography, or irregular parcel configuration.

Any adjustment to individual lot size approved under this subsection shall be accommodated through lot size averaging, such that the overall development maintains a density of 2–3 dwelling units per acre. Development at densities outside this range is not permitted.

From: Roger Wright <roger@rgwenterprises.com>
Sent: Monday, December 29, 2025 12:16 PM
To: Ivan Barragan <barragani@pasco-wa.gov>; Haylie Matson <matsonh@pasco-wa.gov>; James Bagley <bagleyj@pasco-wa.gov>
Cc: Brett@brettlotthomes <brett@brettlotthomes.com>
Subject: SEPA 2025-036 - Written Comments

[**NOTICE:** This message originated outside of City of Pasco -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]
Mr. Barragan

I'm writing in response to the recent Planning Commission zoning change and SEPA determination 2025-036. While we agree with the need to change the lot density to allow larger septic lots in areas where the City cannot serve sewer, we are in disagreement with the maximum lot size requirement of ½ acre. Changing the density to 2-5 lots per acre sets a maximum lot size of ½ acre. This accommodates the minimum lot size for the Benton Franklin Health Department septic requirements of no less than ½ acre, but there will be times where larger than ½ acre will be required to allow development. This includes when the available property does not allow ½ acre lots exactly leaving an undevelopable remnant parcel, where the ½ acre is not large enough due to available soils to accommodate the required drain field area, or simply where the owners want to develop larger lots for economic reasons. This seems to excessively burden properties requiring more development than is necessary. There are often times when there are physical site restrictions not allowing for an even development of ½ acre lots which will result in undevelopable remnant parcels.

There are multiple areas where the City cannot serve sewer. This will further restrict development of on-site septic lots due to not being able to develop larger than ½ acre lots. We believe that this zone change does not address lots that cannot be served sewer. We believe that on site septic lots need an amendment to the zoning change allowing for larger than ½ acre lots when site constraints require.

Respectfully,
Roger Wright

RGW Enterprises, PC
Roger G. Wright, P.E.

Cell 509-366-7455
roger@rgwenterprises.com

State of Washington
DEPARTMENT OF FISH AND WILDLIFE
South Central Region • Region 3 • 1701 South 24th Avenue, Yakima, WA 98902-5720
Telephone: (509) 575-2740 • Fax: (509) 575-2474

December 1, 2025

Ivan Barragan
Planner III
City of Pasco Planning Division
525 N. 3rd Ave Pasco WA 99301

Subject: City of Pasco Comprehensive Plan Amendment CPA2025-002.

Dear Mr. Barragan,

Thank you for the opportunity to provide comments on the proposed Comprehensive Plan Amendment CPA 2025-002 regarding changes in density to the low-density residential land use zone, R-S-20. Washington Department of Fish and Wildlife (WDFW) generally supports ability for jurisdictions to allow high densities within the urban environment as it results in less urban spread and greater overall protection of habitats. WDFW does have a concern with this proposal as it relates to impacts on shoreline habitat.

There are parcels that are currently zoned with the R-S-20 designation that are either partially or wholly within the shoreline environment of the Columbia River. WDFW is concerned that this amendment could increase housing density within the shoreline environment, which would be both inconsistent with the city's shoreline master program and protection of functions and values of the shoreline ecosystem. WDFW recommends a modification to this amendment that either excludes these shoreline parcels from the proposed amendment or specifies that any new dwelling units beyond the two currently allowed must be located outside of the shoreline environment.

If you have questions regarding any of the above comments, please contact me at 509-607-3578 or Scott.Downes@dfw.wa.gov.

Sincerely,

Scott Downes
Regional Land Use Lead

Cc: Troy Maikis, WDFW Area Habitat Biologist

15 January 2026
Charles L. Rambo
6505 West Wernett Road
Pasco, WA 99301
chuckrambo@charter.net
509-531-9926

Pasco City Council
Suggested wording for maximum lot size where there is no sewer service.

Maximum lot size shall be that which yields the maximum number of homesites that meet Health Department requirements for onsite septic systems.

Respectfully,

Charles L. Rambo

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,

_____

Carmen Patrick, Administrative Assistant II
Community & Economic Development Department

CALL TO ORDER
The 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: Austin Crawford, Pat Jones, Dana Crutchfield, Jay Hendler and Jerry Cochran, a quorum was declared.

Commissioners Excused: Rosa Torres, Kim Lehrman, and Rob Waites

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

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.

- ❖ No declarations were heard.

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 Jones motioned to approve the Planning Commission meeting minutes of November 20, 2025. Commissioner Hendler seconded, and the motion carried unanimously.

OLD BUSINESS
None

PUBLIC HEARINGS

- **CPA 2025-001 Emergency Comp Plan Amendment Pasco School District #1 Capital Facilities Plan Adoption**
  Craig Raymond presented the staff report for the Emergency Comprehensive Plan Amendment. The amendment is considered "emergency" because it is occurring outside the normal annual cycle and during an active major Comprehensive Plan update. The City Council initiated the process by Resolution 4679, 60-day Commerce notice has been provided, and the Planning Commission is being asked to conduct the public hearing and make a formal recommendation to Council, which will take final action within 60 days.

  The amendment incorporates the school district's updated Capital Facilities Plan, including service standards, facility inventory, capacity, enrollment forecasts, facility needs/costs, financing, and impact fee calculations. The update reflects recently completed and significant upcoming school projects, which influenced impact fee changes.

Council adopted Ordinance 4774 revising school impact fees: single-family impact fees were eliminated, and multifamily impact fees decreased from $4,525 per unit to $2,595 per unit. Despite reductions, future facility needs remain.

Questions/Comments from Commissioners
Commissioner Crutchfield ask what the reasoning was behind them being lowered so much. Craig Raymond explained that they have multiple funding sources (including impact fees, bonds, and levies). Major projects have recently been completed, and future facility needs are shifting in a different direction.

Director Matson noted that school impact fees must have a clear nexus to new student population generated by new development, not the city's existing population. State law strictly limits how much can be charged. Fees cannot be increased to make new development pay for existing deficiencies (e.g., an entirely new high school serving current students). Fees must be directly tied to impacts created by new growth.

Chair Cochran opened the public hearing, nothing was heard, Chair closed the public hearing.

Commissioner Jones moved 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. Motions was seconded by Commissioner Hendler, motion passed unanimously.

- **CPA 2025-002 Emergency Comp Plan Amendment Residential Density Amendment**
Director Matson presented the staff report and asked the Commission to consider a Comprehensive Plan Amendment, companion rezone, and related text amendments to address an inconsistency between Comprehensive Plan density requirements and RS-20 zoning in the Riverview area. The proposal restores a 2–5 units per acre land-use designation and replaces RS-20 with a new R-9 Low Density Residential zone to enable subdivision and development. Changes are limited to the Riverview area and reflect sewer service constraints and larger lot character. Proposed development standards include an 8,700 sq. ft. minimum lot size, lot coverage up to 45% (previously 40%), and modest front and rear setback reductions, with side setbacks retained. The action maintains low-density character, better aligns with infrastructure limitations, and positions the city for future housing law compliance. Two motions were requested: one for the Comprehensive Plan Amendment and one for the zoning/text amendments.

Questions/Comments from Commissioners
Commissioner Crutchfield asked whether the proposed action constitutes a true code change rather than a simple renaming and whether notice to all affected property owners is required. She Expressed concern that this is a significant change and that each resident and property owner in the area should be notified in advance of the public hearing so they can understand potential impacts. Director Matson replied that this action is treated as a citywide or area-wide rezone, and current code does not require direct mailed notice to all affected property owners. She noted that past practice for similar broad rezonings has not included individual mailings.

Commissioner Crutchfield expressed concern that the proposal represents a significant change for existing Riverview neighborhoods, particularly with the potential introduction of triplexes in established areas where residents invested with certain expectations. She recalled prior assurances about preserving neighborhood character. Crutchfield also asked whether state law mandates construction of higher-density housing on eligible lots or whether owners may still choose to build single-family homes. Director Matson clarified that while 2–5 units per acre is modest in an urban context, it represents a significant change for the Riverview area, effectively more than doubling current density. She explained

that the proposal follows prior City Council direction and responds to property owners seeking greater ability to develop their land, while recognizing that opinions will differ. Director Matson emphasized that the current proposal maintains single-family and does not allow triplexes; those discussions relate to future state-mandated "missing middle" housing requirements under HB 1110 and will be discussed at a later time.

Commissioner Crutchfield stated that she feels this deserves a lot more consideration and letting the property owners in the area know because they don't as there was only newspaper notification of the hearing. Crutchfield stated that she is aware the city is not bound to do that by code, but this is a significant change.

Commissioner Jones asked if the City of Pasco adopted the Uniform Building Code for their rules for how they build. What rule book did they follow and do those setbacks and those kinds of things you talked about; do they fall into those guidelines? Director Matson answered International Building Codes, International Resident Codes, and State-specific Energy Codes have been adopted and clarified that building separation depends on fire code and construction standards. With appropriate firewalls, buildings may be attached; without firewalls, typical separation is governed by required setbacks (e.g., 10 feet between structures, 5 feet per side). Setbacks and lot coverage limits are determined by city regulations.

Commissioner Crutchfield asked if the property owners within Franklin County, the Donut Hole area, since they're part of the urban growth, are they subject to these changes as well? Director Matson stated no. Commissioner Crutchfield stated she understood that the current proposal applies only to the Riverview area, and that future citywide changes may be required later in response to state mandates. Director Matson clarified that citywide densities are currently designated at 3–6 units per acre, and that various zoning districts (R-1, R-2, R-3, R-4) already exist across the city. Citywide changes are not automatically required at this time.

Commissioner Crutchfield stated, for the record, that she views the proposal as a significant change affecting a relatively small portion of the city, despite being characterized as citywide. She reiterated her concern that, if the City intends to pursue this action, the minimum level of consideration should have included providing written notice to the affected property owners. While she acknowledged that staff explained the City is not required to notify all property owners citywide, she emphasized that the specific property owners impacted by the proposal should have received notice of the public hearing in advance, so they would be aware and have an opportunity to engage before being presented with a decision they cannot influence. She stated that, in her view, this consideration for property owners who have invested in their properties is more important than prioritizing the development community's desire to receive an answer by the end of the year.

Chair Cochran expressed that the issue is complex and politically sensitive. He noted that many `Riverview residents are concerned about increased density, especially replacement of large-lot properties with multiple new homes, which could change neighborhood character. Suggested aligning with Council direction in the least impactful way, potentially targeting densities closer to three units per acre to balance development opportunities with protection of existing neighborhood feel. Chair Cochran emphasized the desire from many homeowners to maintain the current Riverview/West Pasco lifestyle and larger-lot character.

Director Matson clarified that in 2023 Council set a citywide density range of 3–6 units per acre and later directed staff to pursue a 2–5 unit per acre range for the Riverview Comprehensive Plan designation. Explained that 2–5 units per acre functions as an umbrella range, under which different zoning options (e.g., 2–3 units per acre) could still comply. Noted that the Planning Commission is

making a recommendation to Council, which makes the final decision. Also cautioned that limiting density to around three units per acre would likely remove the option for development on septic, requiring sewer availability instead.

Chair Cochran stated we are a recommendation to the council. They can completely ignore and overrule like they have done on occasion. That's their prerogative because they're the elected officials. But I do think if you want a recommendation out of this body, you're going to have to come up with a more moderate approach. Commissioner Crutchfield agreed and emphasized the importance of respecting existing homeowners who have already invested in the area and avoiding situations where they are surprised by nearby development that could negatively affect them.

Commissioner Hendler followed with support for maintaining lower density in the Riverview area, noting that many larger cities are increasing density by reducing development standards, but those pressures are not yet present locally. Emphasized the desire to keep the area livable and consistent with its current character.

Chair Cochran opened the public hearing, nothing was heard, Chair closed the public hearing.

Commissioner Crutchfield made a motion to send the package back to staff for rework based on some recommendations the Commission have made.

Commissioner Crawford asked Director Matson what the item would be sent back for and what additional information would come from that process to help the Commission. Director Matson noted that a wide range of opinions were shared and said staff is seeking clearer direction from the Planning Commission, especially on public noticing. She explained that if no action is taken, development would remain prohibited in RS-20 areas, which creates some urgency, but emphasized the importance of getting the changes right rather than rushing. She also stated that staff is willing to continue the discussion over multiple meetings. Director Matson explained that the proposal has two main parts: adjusting the Comprehensive Plan designation in the Riverview area from 3–6 units per acre to 2–5 units per acre and making related zoning changes.

Commissioner Jones seconded the motion, motion passed unanimously.

WORSHOP

- **CA2025-002 Sandwich Board Signs within Right-of-Way**
  Ivan Barragan presented a proposal to allow sandwich board signs within the public right-of-way in the Downtown Overlay District and a 300-foot buffer area. The intent is to permit signs along business frontages within sidewalk or improved frontage areas, with placement standards to protect visibility at intersections and accessibility.

  Proposed code changes would also address removal of violations and clarify prohibited locations (e.g., travel lanes, medians, roundabouts). Examples from other cities were provided for comparison. Potential benefits include added flexibility for downtown businesses and clearer enforcement standards. Alternatives discussed included no action, unregulated allowance (not recommended), or expanding the allowance citywide. Staff requested Planning Commission input and recommended scheduling a January 15, 2026, public hearing.

  Questions/Comments from Commissioners
  Commissioner Jones raised concerns about ADA accessibility and sidewalk width impacts from sandwich board signs, noting variability in sidewalk conditions. Emphasized the need for an enforceable ordinance and requested clarification on who would be responsible for enforcement and whether it would be complaint-based or proactive. Staff indicated that enforcement would likely fall to Code

Enforcement and, given current staffing constraints, would primarily be complaint-based rather than proactive patrols.

Commissioner Crutchfield raised concern about prohibited sandwich board signs being placed in the public right-of-way, potentially impacting pedestrian accessibility and safety. Clarification was requested on enforcement responsibility. Questions were also raised about allowing one sign per business tenant in multi-tenant buildings and whether this could result in excessive sidewalk obstructions due to lack of spacing or placement standards.

Ivan Barragan noted that, due to limited code enforcement capacity, not all prohibited signs are currently being addressed. The proposal would allow sandwich board signs with specific restrictions. Flexibility for multi-tenant buildings was discussed to provide signage opportunities while acknowledging potential visual clutter. As the proposal is in the early stages, recommendations are being considered, and the matter will move forward by consensus.

Chair Cochran asked if there's no enforcement of prohibited signs, what makes them think there would be any change in enforcement of regulated signs?

Director Matson stated that while enforcement of sandwich board sign violations does occur, it is limited and not a primary focus due to staffing constraints and higher-priority life safety issues. Enforcement is generally complaint-driven, with staff responding when a sign poses a problem.

- **Comprehensive Plan and Economic Development discussion**
  Director Matson provided an overview of the economic development element of the City's Comprehensive Plan, noting that consultants are underway and internal and partner discussions have begun, including coordination with the Port of Pasco and economic development specialists. It was shared that monthly workshop discussions will be brought forward to gather Council vision and feedback, with no immediate decisions required. Key topics discussed included Pasco's strengths and gaps in retail, commercial, and entertainment offerings; the desire to attract destination retail and unique uses that draw visitors to Pasco; opportunities for expanded shopping, dining, and entertainment; and long-term healthcare needs, particularly in West Pasco. Workforce considerations were also discussed, including Pasco's younger and diverse workforce, the need for higher-wage employment opportunities, and potential future industries such as aerospace manufacturing. The economic development element is intended to be implementation-focused and actionable rather than aspirational, and Council feedback will be shared with the consultant as the plan is developed.

  Questions/Comments from Commissioners
  Commissioner Jones commented from a newer perspective; the City of Pasco and the broader Tri-Cities area lack a dedicated fine arts venue. It was suggested that the region has sufficient population and higher-wage employment to support such a facility, and that developing a fine arts venue could represent a potential opportunity for Pasco's economic development.

  Commissioner Hendler emphasizing the Columbia River as a major, underutilized asset for Pasco. It was suggested that greater focus be placed on river-oriented development, including recreation, hospitality, and business uses, and that opportunities to better connect the city to the riverfront should be explored despite regulatory challenges.

  Commissioner Crawford stated that expanding retail in Pasco is a necessity given the City's rapid residential growth and increasing infrastructure demands. While Pasco has strong housing growth and a high per capita student population, reliance as a bedroom community does not generate sufficient tax revenue to support long-term infrastructure needs, underscoring the importance of attracting additional retail and commercial development.

Commissioner Crutchfield support was expressed for the proposed ideas, with emphasis on leveraging Pasco's unique assets, such as the river, while continuing to pursue additional retail. The importance of ensuring adequate transportation and infrastructure to support growth was noted, particularly along key corridors. It was also noted that Pasco's distinct amenities and character, when developed in synergy with neighboring communities, can help strengthen the City's overall economic position.

Commissioner Crawford added that economic development functions as a reinforcing cycle, with employers and retailers evaluating factors such as household income and housing costs when choosing locations. It was noted that Pasco currently faces stronger competition from neighboring cities in these areas, and that falling further behind could make it increasingly difficult to attract higher-wage employers and retail investment.

Chair Cochran reiterated for river-focused development, noting that regulatory constraints have limited progress and that coordinated advocacy may be needed. It was also noted that attracting higher-wage jobs may require Pasco to focus on targeted economic specializations. Focusing on specific industries that bring higher-wage jobs. Data centers were mentioned as one possible opportunity given Pasco's strong power infrastructure, and targeting these types of industries could help strengthen and diversify the local economy.

OTHER BUSINESS
Director Matson shared that another Comprehensive Plan workshop topic will be brought forward next month. A staffing update was provided, noting the department is nearing full staffing with a senior planner starting soon and a Planner II position still open. Despite recent changes, staff are performing well, and major permit system improvements are underway. Online permit payments are expected to be available next month, with fully online, fillable permit applications anticipated later this year. These updates are intended to improve customer service, reduce phone inquiries, and streamline internal processes. Staff and IT were thanked for their work, with acknowledgment that some initial system adjustments are expected as the new tools are implemented.

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

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

Meeting adjourned at 8:11 pm.

YouTube link to watch full meeting:
https://www.youtube.com/results?search_query=pasco+wa+planning+commission+meeting+20025

Respectfully submitted,

Carmen Patrick, Administrative Assistant II
Community & Economic Development Department

CALL TO ORDER
The 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, Austin Crawford, Pat Jones, Kim Lehrman, Rob Waites, Dana Crutchfield, Miguel Miranda and Jerry Cochran, a quorum was declared.

Commissioners Excused: Brian Tungesvik

Staff Present: C&ED Director Haylie Matson, C&ED Deputy Director Craig Raymond, Senior Planner Daniel Leavitt, Planner III Ivan Barragan and Administrative Assistant II Carmen Patrick

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.

- Miguel Miranda recused himself on items CPA2025-002, Z2025-001 and CA2025-006, as a realtor of the community, he has an active client that is directly impacted by the decisions made tonight.
- Commissioner Lehrman wanted to clarify two meetings ago in November, she had made a correction. She is not living in the SR20 Riverview area, and that correction during the meeting was not reflected in the meeting minutes in December.

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 Jones motioned to approve the Planning Commission meeting minutes of December 18, 2025. Commissioner Crawford seconded, and the motion carried unanimously.

OLD BUSINESS
None

PUBLIC HEARINGS

- **CA2025-002 Sandwich Board Signs within Right-of-Way**

The proposed code amendment was previously reviewed by the Planning Commission in a workshop and later advanced to a public hearing. Notice was posted at City Hall and published in the *Tri-City Herald*. No public comments were received.

Staff presented a limited code amendment to allow sandwich board signs within the public right-of-way in the Downtown Pasco Overlay District and a 300-foot buffer area. The proposal updates the sign code, clarifies definitions, revises the allowance table, and creates a new section, PMC 17.15.025 (Sandwich Board Signs).

The amendment establishes clear standards governing placement, number of signs per business, hours of display, ADA accessibility, intersection safety, prohibited locations, enforcement and removal procedures, and includes a hold harmless provision, along with minor consistency updates to Title 17.

A revision from the prior proposal adjusts corner lot standards, allowing signs closer to intersections when frontage placement is not feasible, provided a minimum 10-foot clearance from the curb radius or verge is maintained for pedestrian safety and sight distance.

Staff noted this represents a significant update to a long-standing prohibition and provides added flexibility for downtown businesses while maintaining pedestrian safety. Alternatives included taking no action, allowing signs without regulation (not recommended), or expanding the allowance citywide.

Staff recommended the Planning Commission forward a recommendation to City Council for consideration at the February 9, 2026, workshop, with final action anticipated at the February 17, 2026, meeting.

Questions/Comments from Commissioners
Commissioner Jones asked about a slide depicting a vehicle marked with an "X" and its purpose. Ivan Barragan explained that the image was intended to clarify that sandwich board signs are not permitted on vehicles.

Commissioner Lehrman stated that she appreciated the language clarifying the construction of the signs but noted that the code does not specify that signs should be weighted. Given wind conditions in the area, she encouraged staff to consider adding language to address this concern. Ivan Barragan commented that he understood.

Commissioner Crutchfield expressed concerns regarding enforcement and staffing capacity, noting the limited availability of code enforcement resources. She referenced an example observed along Court Street near Andy's Diner where multiple sandwich board signs—located in areas that would not be permitted under the proposal—were placed in the middle of the sidewalk, potentially obstructing pedestrian access and ADA compliance. She questioned how the proposed standards would be effectively enforced given these constraints.

Director Matson explained that enforcement is complaint-based and prioritized by life-safety concerns due to limited staffing. With two code enforcement officers handling a high volume of inquiries, issues are triaged, with immediate hazards addressed first. Staff noted that sandwich board signs are already a citywide issue and that the proposed amendment would establish clearer standards within downtown, where visibility and oversight are greater. The amendment is not expected to significantly change current enforcement practices.

Chair Cochran opened the meeting for public comment, no individuals appeared, he then closed the public hearing for this item.

Commissioner Lehrman asked if there was insight as far as potential opportunities for additional code enforcement staff.

Director Matson noted that a presentation to City Council on code enforcement priorities and staffing levels is planned for later this year at the request of the City Manager's Office. Staff explained that reductions in staffing have required corresponding adjustments to enforcement priorities citywide. Staff recommended bringing the issue to City Council for policy direction, noting that expanding enforcement across all issues citywide would require additional staffing and would be a budget consideration.

Commissioner Crutchfield stated that, given the challenges facing code enforcement, she questioned the

wisdom of taking action on an issue that will likely require enforcement when similar activity is already occurring in areas where it is not proposed and is difficult to enforce. She noted that while these issues may not be as severe as other reported violations, the enforcement challenges remain.

Director Matson added that the proposal would reduce enforcement burden by allowing sandwich board signs under clear standards rather than prohibiting them outright. Establishing defined parameters would provide clarity for both business owners and code enforcement, reduce conflicts, and allow the Downtown Overlay District to serve as a pilot area to evaluate compliance and effectiveness.

Chair Cochran noted an additional benefit of the proposal is reduced City liability. Establishing regulations and a hold harmless provision would help protect the City in the event of injuries related to sandwich board signs in the public right-of-way, as compared to having no clear standards or enforcement framework in place.

Commissioner Lehrman asked about funding for code enforcement officers and whether Community Development Block Grant (CDBG) funds are used. Director Matson explained that approximately $70,000 is allocated to one or both positions, but those funds are restricted by CDBG requirements and must be spent in designated low-income areas, limiting applicability to downtown enforcement. Future funding levels are uncertain.

Commissioner Lehrman also asked whether codifying sandwich board sign regulations could lead to increased complaints used to harass business owners. Director Matson responded that clear, objective standards are expected to reduce disputes rather than increase them by providing consistency, clarity, and allowing downtown businesses to better self-manage compliance.

Commissioner Jones stated "I move that the Planning Commission recommend, and the City Council approve Code Amendment CA2025-002, allowing Sandwich Board Signs within the public right of way only in the Downtown Pasco Overlay District as proposed in Exhibit 2." Motion seconded by Commissioner Crawford, motion passed unanimously.

- **CPA 2025-002 Emergency Comp Plan Amendment Residential Density Amendment**

Director Matson provided background on an inconsistency between the City's land use map and zoning code. In 2023, the city updated its low-density residential designation citywide to 3–6 units per acre; however, the RS-20 zoning district retains a 20,000-square-foot minimum lot size, effectively allowing approximately two units per acre. This conflict was identified at the staff and legal levels following a development proposal, and development in the affected RS-20 areas has been paused.

She noted that property owners have been unable to develop for approximately 18 months due to this inconsistency and requested Commission action to provide relief. She acknowledged broader policy concerns and upcoming state requirements but explained that the proposal would resolve the immediate issue while keeping the area at the lowest density in the city.

Director Matson presented a revised proposal establishing a new R-15 zoning designation allowing 2–3 units per acre and reverting the land use designation to 2–5 units per acre. This represents a modest increase from historic standards and maintains consistency with long-standing zoning policy. Staff noted public comments requesting larger lots for septic feasibility but explained that RS-20 has never allowed densities below two units per acre and that further reductions would conflict with city policy and Growth Management Act requirements.

She emphasized that Pasco must plan for approximately 18,000 new housing units over the next 20 years and that reducing density in the Riverview area would require increased density elsewhere in the city. The

proposal recognizes Riverview's unique conditions, including larger lots and limited sewer availability, while limiting reliance on septic systems.

Director Matson also discussed a potential lot size adjustment allowing up to a 20 percent variation to address septic and site constraints, consistent with flexibility allowed in other zoning districts. Staff recommended forwarding the revised 2–3 units per acre proposal to City Council, noting it represents the lowest density staff supports, and clarified that final recommendations rest with the Planning Commission.

Questions/Comments from Commissioners

Chair Cochran thanked staff for responding to Commission direction and for balancing developer and property owner interests while preserving West Pasco's character. The Chair noted the proposal addressed a code inconsistency consistent with City Council direction and emphasized the importance of resolving the current issue independently of broader state housing policy discussions. The item was then opened for Commission discussion.

Commissioner Crutchfield stated that staff clearly incorporated prior Commission and City Council feedback, noting the importance of avoiding a one-size-fits-all approach and honoring commitments made to residents at annexation regarding neighborhood character. While acknowledging that change is inevitable, she appreciated the proposal's attempt to balance flexibility with community character. She asked for clarification on the purpose of a maximum lot size and whether a nearly one-acre lot could still be developed with a single-family home.

Director Matson explained that state law allows a single-family home on any existing legal lot regardless of size, and such development would not be denied. The maximum lot size applies only to subdivisions and is intended to maintain the overall zoning density of 2–3 units per acre, while still allowing flexibility through varied lot sizes. Lots larger than one-half acre would need to be balanced by smaller lots within the same subdivision to meet density requirements. Similar density controls existed under the former RS-20 zoning.

Commissioner Lehrman asked staff to respond to concerns raised by the Washington Department of Fish and Wildlife regarding septic systems near the shoreline and potential Shoreline Master Program conflicts, and whether Shoreline Master Program updates would be required if the proposal is forwarded to City Council.

Director Matson stated that staff reviewed the Washington Department of Fish and Wildlife comments and found no conflict with the Shoreline Master Program, noting the proposed density is lower than the shoreline's allowed density range. She explained this position and stated that no Shoreline Master Program update is proposed at this time, as the concern reflects differing agency interpretations rather than a true conflict.

Commissioner Jones expressed concern about septic systems near the shoreline and the importance of sewer connections to protect water quality, and thanked staff for the prior response. She asked how sewer would be provided where it is not currently available, who would bear the cost, and whether per-foot cost estimates exist.

Director Matson explained that extending sewer infrastructure is expensive and can make development infeasible, which is a key reason for proposing a reduction to two units per acre to allow limited septic use where appropriate. Under the City's 2023 land use changes, development generally assumed sewer connection at the property owner's expense or delayed development until service is available. Where septic is not feasible, sewer extension or delayed development would be required.

She explained that the City has attempted to partner with developers to extend sewer service in the area,

including discussions about a lift station involving City Manager Zable. These efforts have been limited by the need for multiple easements and funding constraints, making projects infeasible. While grant opportunities continue to be explored, no funding is currently available, and future sewer extensions would likely require developer partnerships, which have not been successful to date.

Commissioner Crutchfield asked for clarification on the proposed administrative adjustment authority for minimum lot sizes, questioning the City's role given Health District oversight of septic systems and expressing concern about administrative discretion. She suggested that Hearing Examiner review with public notice could provide greater transparency.

Director Matson responded that the proposed 20 percent adjustment is intended to address site-specific constraints, such as irregular lot shapes, while avoiding the added cost and time of a Hearing Examiner process. The adjustment would allow minimum lot sizes to range from approximately 11,000 square feet up to one-half acre, providing flexibility in lot design while maintaining overall density standards. She stressed that the provision is optional and could be revised or removed at the Commission's direction, noting that an alternative would be a fixed minimum lot size of 14,520 square feet and a maximum of one-half acre with no adjustment.

Commissioner Crawford asked whether the code amendments were intended to provide maximum flexibility to avoid hamstringing existing properties. Director Matson confirmed that the proposal is largely developer- and property-owner-focused and provides substantial flexibility, though it cannot resolve constraints imposed by septic requirements. She explained that where Health District standards require larger lots, flexibility is limited, but the proposal helps address site-specific challenges such as irregular lot shapes, topography, or parcels divided by roads, allowing more varied lot configurations.

Commissioner Miranda commented that the proposed 20 percent adjustment may not be sufficient in some cases, citing an example where a 2.48-acre parcel cannot be reasonably subdivided into five half-acre lots due to septic requirements. He asked what guidance the city would provide in that situation.

Director Matson responded that in such cases, development would need to proceed at a lower intensity or wait until sewer service is available. Allowing exceptions below two units per acre could shift overall land-use patterns and risk broader reliance on septic systems, which would hinder long-term sewer planning. She emphasized the need for coordinated planning for future sewer service rather than parcel-by-parcel exceptions.

Commissioner Lehrman asked whether staff would have sufficient capacity to manage case-by-case decisions given the City's move toward more automated permitting systems.

Director Matson stated that the proposal is straightforward to administer and largely aligns with existing automated processes. The built-in flexibility is workable, and in cases of uncertainty staff would likely allow the 20 percent adjustment. She does not anticipate an increased workload for staff and noted that, after the area being effectively paused for over a year, there may be an initial increase in applications that can be managed with existing staffing levels.

Public Comment:

Roger Wright lives on Willow Way in the city of Pasco:

As a local civil engineer, thanked Council and City staff for their service and responsiveness. He expressed support for the City's goal of creating housing but emphasized the need for practical and logical standards. He explained that on-site septic systems require a minimum lot size of 0.5 acres per Health Department regulations, which limits flexibility when parcels do not divide evenly. He shared a current project example where sewer service was initially pursued, including funding infrastructure, but delays in updating the sewer comprehensive plan ultimately made sewer infeasible. As a result, the project shifted to septic, but parcel

configuration prevents exact half-acre lots. He stated that while the proposed 20% lot size flexibility could help, averaging lot sizes below the half-acre minimum is not allowed by the Health Department. He requested a workable, common-sense solution for irregular parcels while acknowledging and supporting the City's two-units-per-acre policy.

Chuck Rambo lives on Warnett Rd. between Road 64 and 68 in the city of Pasco:
Stated that the proposal may inadvertently prohibit subdivision of parcels between approximately 2.4 and 2.5 acres. With a 20% lot size adjustment, 2.4 acres is the maximum size that can accommodate four half-acre septic lots, while 2.5 acres is the minimum needed to meet Health Department requirements, resulting in parcels that cannot feasibly be subdivided into either four or five lots. He indicated this outcome was likely unintended. He suggested that a larger adjustment, such as 25%, could provide a workable solution for smaller parcels, noting that without such flexibility the result would be very low-density development, which he did not believe was the City's or State's intent. He concluded that he would follow up with staff to discuss the technical details further.

Brett Lott lives on Castle Holly Court in the city of Pasco:
Noted that he is working with staff on the same project and reiterated that sewer service was the preferred option but is not currently feasible due to City constraints. He emphasized that while most developments fit within standard regulations, some sites present unique conditions that do not align cleanly with rigid standards. He expressed concern that strict policies without flexibility can unintentionally prevent otherwise reasonable development, particularly when minor deviations exceed the 20% allowance by a small margin. He cautioned that over time, the intent of the policy may be lost, leaving permit staff constrained by exact language rather than intent.

He emphasized the broader housing shortage at the state and national level and stated that delays in development directly increase housing costs. He requested additional flexibility in the policy—such as increasing the allowable adjustment or including a provision for case-by-case consideration—to allow staff discretion in unique situations. He provided an example where City-required road placement results in compliant half-acre lots on one side and slightly larger lots on the other, narrowly exceeding the limit. He concluded by encouraging the City to seek solutions that enable development rather than prohibit it, noting that not all projects are large enough to independently fund sewer infrastructure.

Commissioner Jones observed a common theme among the speakers that additional lot size flexibility—potentially up to 25%—could help projects move forward. He asked whether a framework that maintains a 20% standard but allows applicants to request additional flexibility through a review process might address unique site conditions. He noted that land parcels are not always uniform and that some discretion may be appropriate. He expressed that developers bring valuable expertise and that it may be in the City's best interest to work collaboratively to find solutions rather than rely solely on rigid standards. He suggested the concept warranted further discussion.

Chair Cochran asked Director Matson whether there are potential mechanisms that would allow limited exceptions without undermining the intent of the proposed change. He highlighted the need to balance flexibility with maintaining the overall purpose of the policy and invited staff to share any suggestions, based on the testimony received, that could allow discretion while preserving the framework for further discussion.

Director Matson stated that staff does not recommend additional exceptions without undermining the intent of the proposal. She explained that increasing flexibility to 25 percent would expand allowable density beyond the intended 2–3 units per acre, effectively allowing densities closer to 1–3 units per acre. The 20 percent adjustment does not resolve cases where larger lots are required for septic systems, and staff emphasized concerns about expanding long-term reliance on septic systems.

She stated coordinated sewer infrastructure as the preferred solution but noted progress has been limited by funding constraints, despite coordination efforts with developers beginning in September 2025. Given current infrastructure and timing, staff stated that a coordinated sewer solution is not realistic in the near term and cautioned that allowing larger septic lots would likely undermine the City's ability to implement a future sewer system.

Commissioner Crutchfield asked whether the City typically installs sewer trunk lines with connection costs passed on to developers or property owners. Staff confirmed this remains the City's practice and noted that connection costs can be significant.

Director Matson explained that sewer connection fees are paid at the time of connection to cover system capacity, treatment, and maintenance, and are typically passed through as part of development or building permits. While costly, sewer connections provide long-term benefits by eliminating reliance on septic systems and supporting city infrastructure.

Commissioner Lehrman asked whether developers would bear the cost of extending sewer trunk lines where infrastructure is not in place. Director Matson confirmed that developers would be responsible in those cases and noted that alternative funding tools, such as TIF, could potentially be explored for smaller developers. Staff also confirmed that the Health Department continues to regulate septic systems within the city.

Chuck Rambo lives on Warnett Rd. between Road 64 and 68 in the city of Pasco:
Noted that Washington State has enforced strict septic system standards for decades, and that newer systems are highly regulated and less prone to failure. He stated that the proposed 20% lot size adjustment works for parcels larger than three acres but does not address smaller parcels, particularly those around 2.5 acres. He expressed concern that such parcels could become unbuildable and remain vacant, which can negatively affect surrounding neighborhoods. He suggested that a 25% adjustment, particularly for smaller parcels, could help address these situations.

Chair Cochran closed the public hearing.

Emergency Comprehensive Plan Amendment Motion:
Commissioner Lehrman stated "I move that the Planning Commission recommend the City Council approved Comprehensive Plan Amendment CPA 2025-002, including proposal land use map amendment established the low-density residential Riverview designation 2-5 dwelling units per acre development. As shown in Exhibit 2 and the 2018 conference plan addendum shown as Exhibit 7." Commissioner Jones seconded, motion passed unanimously.

Residential Density Amendment Motion:
Commissioner Jones stated "I move to recommend that the City Council consider approval of the rezone replacing the R-S-20 zone with the R-15 Low Density Residential District, as shown in the zoning map revision (Exhibit 4), and approval of the associated zoning map, Comprehensive Plan, and text amendments identified in Exhibit 6. This includes revising PMC 21.20 to replace references to R-S-20 with R-15." Commissioner Lehrman seconded. Motions passed with a vote of 7 ayes to 1 opposed.

Next Steps:
This will go to the City Council for a workshop, then to a regular meeting.

WORSHOP
None

OTHER BUSINESS
Director Matson introduced the city's new Senior Planner Daniel Leavitt.

Informed the Commission that Framework has been contracted with the city to help with the municipal code changes.

Stated that CED is still looking to fill vacancies for a Planner II, a Permit Tech and a Senior Plan Examiner.

Let the Commission know of the status of the new online permit system that will be implemented in February.

Commissioner Lehrman commented towards the end of the meeting, after motions are passed, show a graphic or flow chart of the upcoming steps in order for the motions to then become a code and that more graphics and pictures be included for a better understanding of residents. Director Matson agreed, stating both can be added to the PowerPoint presentation.

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 8:18 pm.

YouTube link to watch full meeting: https://youtu.be/8hu7LneA_rE

Respectfully submitted,

_____

Carmen Patrick, Administrative Assistant II
Community & Economic Development Department

Pasco City Council

Emergency 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)

February 23, 2026

City of Pasco Washington

HISTORY

- **2023:** Ordinance No. 4663 amended Low Density Residential to **3–6 du/ac**, creating an unintended conflict with **R-S-20** zoning standards
- **2025:** City Council briefed and directed staff to resolve the inconsistency

Planning Commission Process:

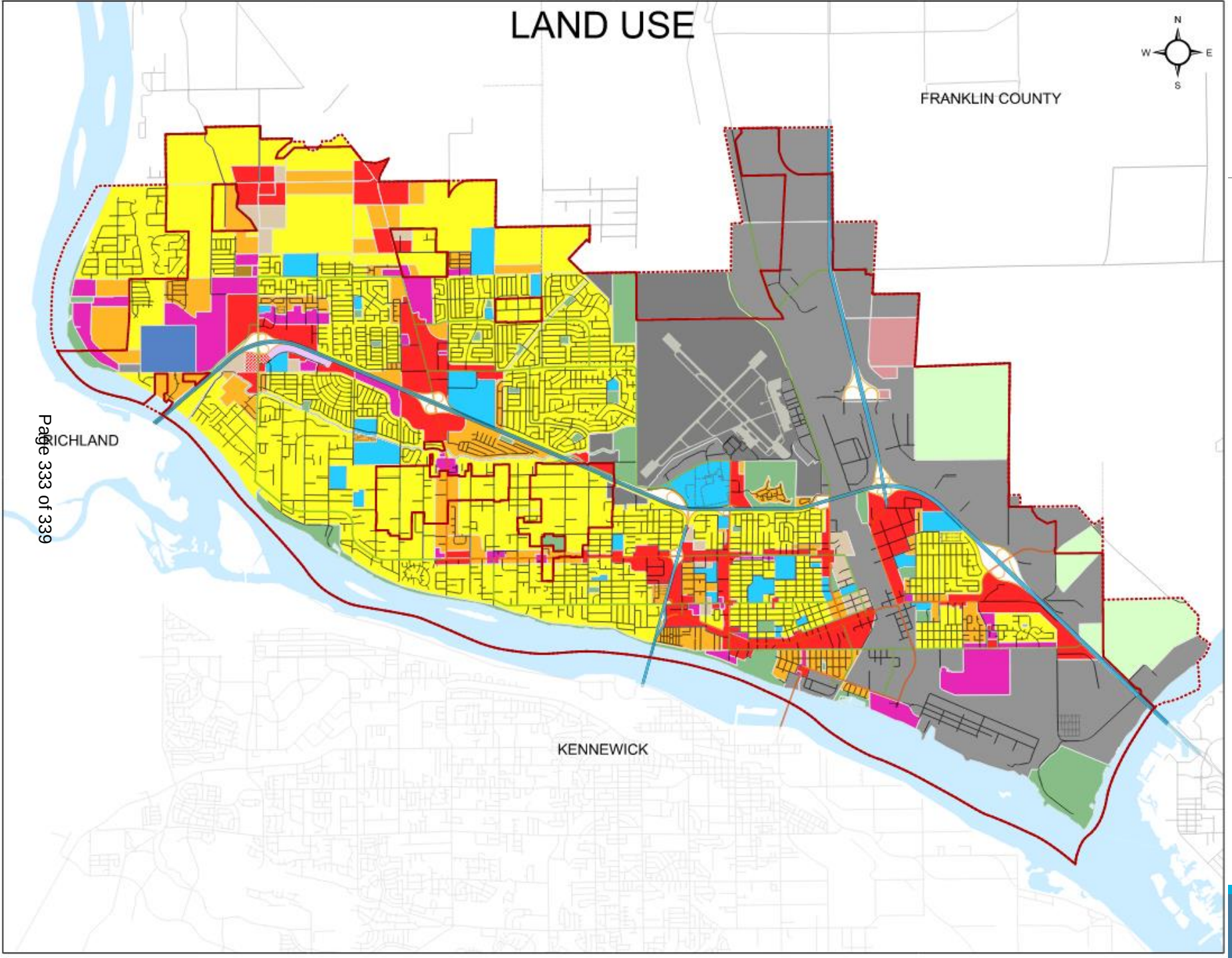
- **Nov. 20, 2025:** Workshop
- **Dec. 18, 2025:** Public hearing; revisions requested
- **Jan. 15, 2026:** Second public hearing and recommendation

Recommendation to Council:

- Approve **CPA 2025-002** establishing Low Density Residential–Riverview at **2–5 du/ac**
- Replace **R-S-20** with **R-15 Low Density Residential**
- Approve associated zoning and Comprehensive Plan text amendments (incl. **PMC 21.20**)

KEY CHANGES

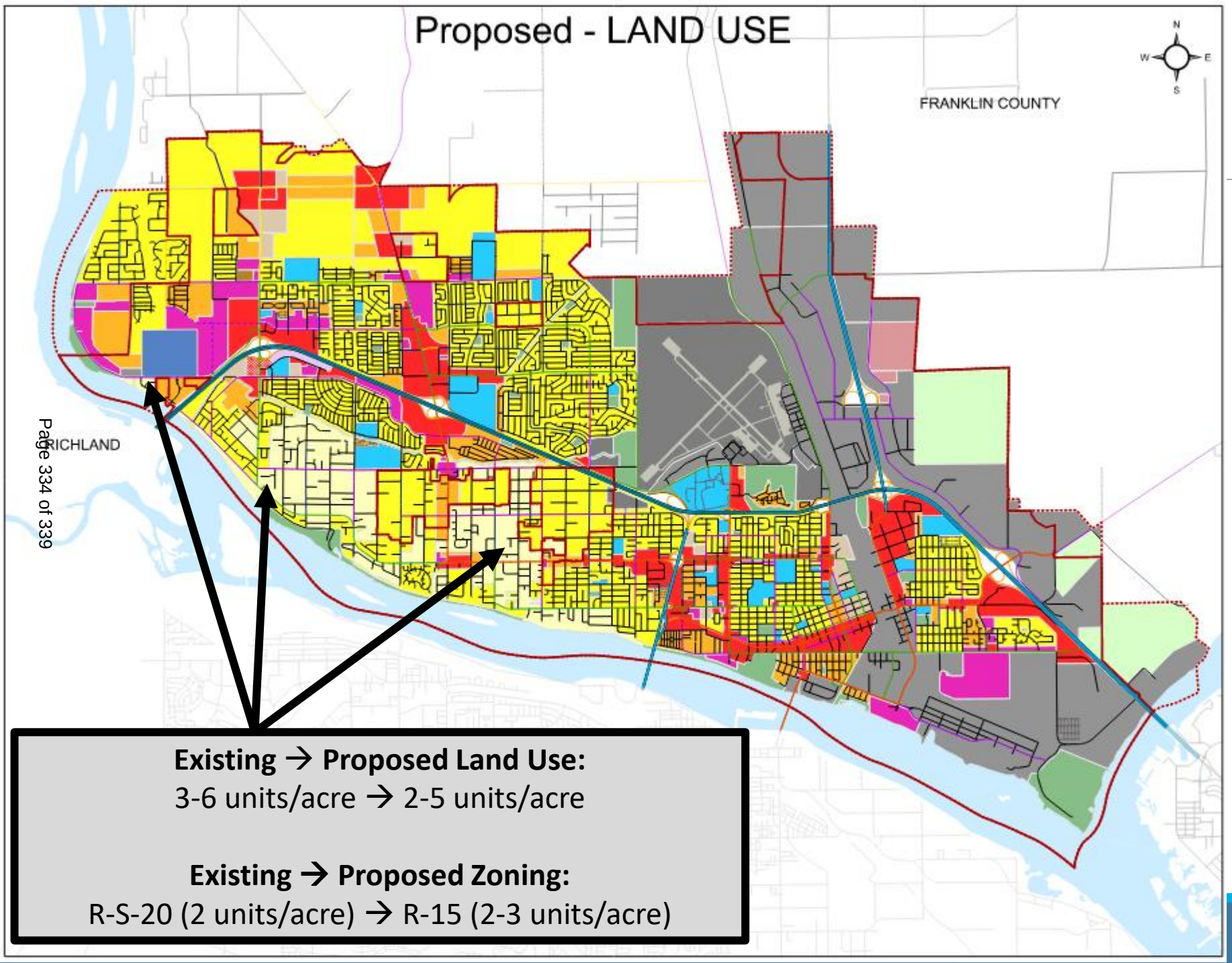
1. Comprehensive Plan Amendment – Emergency
2. Zoning Map change/Rezone
3. Pasco Municipal Code changes



Land Use

Future Land Use

- Airport Reserve
- Commercial
- Confederated Tribes - Colville
- DNR Reserve
- High Density Residential
- Industrial
- Low Density Residential Riverview
- Low Density Residential
- Medium Density Residential
- Medium High Density Residential
- Mixed Residential Commercial
- Mixed Use Interchange
- Office
- Open Space Parks
- Public Quasi-Public
- Reclamation



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Existing → Proposed Land Use:
3-6 units/acre → 2-5 units/acre

Existing → Proposed Zoning:
R-S-20 (2 units/acre) → R-15 (2-3 units/acre)

KEY CHANGES

Development Standards Comparison Table		
Standard	**Current Standards (20,000 sq ft lots)**	**Proposed Standards (14,520 sq ft – ½-acre lots)**
Minimum Lot Size	20,000 square feet	**14,520 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%

OTHER

1. Public Comments
2. Periodic Update/Municipal Code Changes
3. Upcoming – standards for sidewalks and curbs

City of Pasco

Questions?

2024-2025 City Council Goals

QUALITY OF LIFE

Promote a high-quality of life through quality programs, services and appropriate investment and re- investment in community infrastructure.

FINANCIAL SUSTAINABILITY

Enhance the long-term viability, value, and service levels of services and programs.

COMMUNITY TRANSPORTATION NETWORK

Promote a highly functional multi-modal transportation system.

COMMUNITY SAFETY

Implement targeted strategies to reduce crime through strategic investments in infrastructure, staffing, and equipment.

ECONOMIC VITALITY

Promote and encourage economic vitality.

CITY IDENTITY

Identify opportunities to enhance City of Pasco identity, cohesion, and image.

2024-2025
METAS DEL CONCEJO MUNICIPAL

CALIDAD DE VIDA

Promover una alta calidad de vida a través de programas, servicios y inversion apropiada y reinversión en la comunidad infraestructura comunitaria.

SOSTENIBIILIDAD FINANCIERA

Promover viabilidad financiera a largo plazo, valor, y niveles de calidad de los servicios y programas.

RED DE TRANSPORTE DE LA COMUNIDAD

Promover un sistema de transporte multimodal altamente funcional.

SEGURIDAD DE NUESTRA COMUNIDAD

Implementar estrategias específicas para reducir la delincuencia por medios de inversiones estratégicas en infraestructura, personal y equipo.

VITALIDAD ECONOMICA

Promover y fomentar vitalidad económica.

IDENTIDAD COMUNITARIA

Identificar oportunidades para mejorar la identidad comunitaria, la cohesión, y la imagen.