

**A G E N D A**  
**WALLA WALLA COUNTY BOARD OF COMMISSIONERS**  
**MONDAY, MARCH 27, 2017**

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**(PLEASE NOTE SLIGHTLY EARLIER START TIME THIS DATE)**

**9:15 COUNTY COMMISSIONERS Chairman Duncan**

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. The Consent Agenda will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner, for action later.

- a) Roll call and establish a quorum
- b) Review warrant list

The county commissioners will take this time (at 9:15 a.m.) to review the list of warrants for approval under the consent agenda. This review time is open to the public. No other business will be transacted until the regular meeting start time of 9:30 a.m.

**RECESS.**

**9:30 COUNTY COMMISSIONERS**

- a) Declarations re: conflict of interest
- b) Pledge of Allegiance
- c) Public comment period (time limitations may be imposed)

***PLEASE NOTE:*** *If you wish to address the Commission, please raise your hand to be recognized by the Chair. When you have been recognized, please step up to the microphone and give your name and address before your comments. The Walla Walla County Commissioners are committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principle. (An individual may request to address the board at a later time on the agenda, if time permits, by contacting the Clerk of the Board at least 24 hours prior to the meeting.) Thank you.*

- d) **Action Agenda Items:**
  - 1) Review submitted Employee Payroll Action Forms
- e) **Bid Opening:**
  - 1) County legal newspaper
- f) **Consent Agenda Items:**
  - 1) Resolution \_\_\_\_\_ - Minutes of County Commissioners' sessions of March 20 and 21, 2017
  - 2) Resolution \_\_\_\_\_ - Agreement between the Port of Walla Walla and the Walla Walla County Sheriff's Office

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF AN  
AGREEMENT BETWEEN THE  
PORT OF WALLA WALLA AND  
THE WALLA WALLA COUNTY  
SHERIFF'S OFFICE



**RESOLUTION NO.**

**WHEREAS**, RCW Chapter 39.34 authorizes local governmental units to enter into agreements; and

**WHEREAS**, the Port of Walla Walla wishes to enter into an agreement with the Walla Walla County Sheriff's office to provide for continued security services at the Walla Walla Regional Airport by means of a special peace officer commission pursuant to RCW 10.93.020; and

**WHEREAS**, an Agreement Between Walla Walla County Sheriff's Office and the Port of Walla Walla relative to above has been prepared for consideration and contains a signature block for the Board of County Commissioners; and

**WHEREAS**, Walla Walla County Sheriff John A. Turner has reviewed and executed same; and

**WHEREAS**, the County Prosecuting Attorney and the County Risk Manager have reviewed and approved same; now therefore

**BE IT RESOLVED** by this Board of Walla Walla County Commissioners that they shall sign said Agreement Between the Walla Walla County Sheriff's Office and the Port of Walla Walla.

*"Passed this 27th day of March, 2017 by Board members as follows: \_\_\_ Present or \_\_\_ Participating via other means, and by the following vote: \_\_\_ Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_ Absent."*

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

**COUNTY COMMISSIONERS (continued)**

**f) Consent Agenda Items (continued):**

- 3) Resolution \_\_\_\_\_ - Approving out of state travel for a County Extension Office employee
- 4) Resolution \_\_\_\_\_ - Approving an agreement between Walla Walla County Emergency Management and Square Knot Preparedness and Coaching, LLC
- 5) Resolution \_\_\_\_\_ - Approving an Agreement related to interpreting services (Spokane International Translation)
- 6) Redesignating the Port of Walla Walla as the County's Associate Development Organization (pursuant to RCW 43.330.080) and executing Associate Development Organization Affirmation/Designation form as requested by the state Department of Commerce
- 7) County vouchers/warrants/electronic payments as follows: 4184586 through 4184821 totaling \$851,331.54
- 8) Payroll action and other forms requiring Board approval

**g) Action Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Request by the Housing Authority of the City of Walla Walla to be allowed to operate throughout unincorporated Walla Walla County
- h)** Possible discussion/decision regarding appointment to the Walla Walla Fair and Frontier Days Board of Directors
- i)** Miscellaneous business to come before the Board
- j)** Review reports and correspondence; hear committee and meeting reports
- k)** Review of constituent concerns/possible updates re: past concerns

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF  
APPROVING OUT OF STATE  
TRAVEL FOR A COUNTY  
EXTENSION OFFICE  
EMPLOYEE



RESOLUTION NO.

**WHEREAS**, Debbie M. Williams, director of WSU (Washington State University) Extension of Walla Walla County, has requested out of state travel approval to allow Melanie Owens, 4-H Program Coordinator for the Walla Walla County Extension office, to attend training offered by the University of Idaho 4-H Development through University of Idaho Extension on April 22 and 23, 2017 at the Kootenai County Fairgrounds in Coeur d'Alene, Idaho; and

**WHEREAS**, advance authorization for out of state travel is required; and

**WHEREAS**, pursuant to County policy, an Employee Travel Authorization form has been submitted; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that out of state travel as outlined above is approved.

**BE IT FURTHER RESOLVED** that additional time to travel to or from said event, if needed, is also approved.

*"Passed this 27th day of March, 2017 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent."*

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF  
APPROVING AN AGREEMENT  
BETWEEN WALLA WALLA  
COUNTY EMERGENCY  
MANAGEMENT AND SQUARE  
KNOT PREPAREDNESS  
EDUCATION AND COACHING,  
LLC



RESOLUTION NO.

**WHEREAS**, Walla Walla County Emergency Management (EMD) has offered Agreement No. EMD2017-001 to Square Knot Preparedness Education and Coaching, LLC (Square Knot); and

**WHEREAS**, Square Knot shall assist EMD with design, facilitation and review of Mill Creek Flood Control Project Levee Failure with Inundation Workshop; and

**WHEREAS**, said agreement was submitted to the County Prosecuting Attorney and County Risk Manager for review; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners they do hereby approve and shall execute Agreement with Square Knot Preparedness Education and Coaching, LLC.

*Passed this 27<sup>th</sup> day of **March, 2017** by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

**Attest:**

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

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of Walla Walla County, Washington*



# Walla Walla County

## Emergency Management Department

27 N. 2<sup>nd</sup> Avenue  
Walla Walla, Washington 99362  
Phone: (509) 524-2900 • Fax: (509) 524-2910  
www.wwemd.info

**LIZ JESSEE**  
Director

**PATRICK PURCELL**  
Coordinator

## Memo

**To:** Board of Walla Walla County Commissioners  
**From:** Liz Jessee  
**Date:** 3/21/17  
**Re:** Contract with Square Knot Preparedness Education and Coaching, LLC, for assistance with Levee Failure Scenario Workshop

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I am requesting signature of a personal service contract with Square Knot Preparedness Education and Coaching (Square Knot), LLC for the maximum amount of \$1000 for assistance to the County of Walla Walla with design, facilitation and review of Mill Creek Flood Control Project Levee Failure with Inundation Workshop. These services will be provided by September 30, 2017.

The Rehearsal/Workshop will revolve around failure of the Mill Creek Flood Control Project Left Bank Levee at a County maintained location, with the inundation area as described in the U.S. Army Corps of Engineers May, 2016 Levee System Summary. Attention will be given to hospitals and resident medical facilities impacted by this event. The participants will include:

- Walla Walla County Commissions and/or representatives;
- City of Walla Walla, Mayor and/or representatives;
- City of College Place, Mayor and/or representatives;
- Hospitals, assisted living and resident physical therapy facilities Administrators and/or representatives.

Jesse Nolte indicated that we can hire Square Knot as a consultant without concern as to whether they are on the engineering roster or going through an RFP/RFQ process. He has also reviewed the contract.

Sincerely,

/s/

LIZ JESSEE  
Director, Emergency Management

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING  
AN AGREEMENT RELATED TO  
INTERPRETING SERVICES  
(SPOKANE INTERNATIONAL  
TRANSLATION)



RESOLUTION NO.

**WHEREAS**, Walla Walla County utilizes agreements with independent contractors who provide services to the county; and

**WHEREAS**, Walla Walla County District Court wishes to utilize the services of Spokane International Translation to provide Washington State Certified interpreter services as needed, pursuant to RCW 2.43; and

**WHEREAS**, the Court, the County, and Spokane International Translation wish to enter into an agreement regarding such services; and

**WHEREAS**, an Agreement for said services has been executed by the above named contractor and submitted to the Board of County Commissioners for approval; and

**WHEREAS**, presiding District Court Judge Kristian Hedine has reviewed the proposed agreement and requested approval; and

**WHEREAS**, the County Prosecuting Attorney and County Human Resources/Risk Manager have reviewed said agreement; now therefore

**BE IT RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve and shall sign said Agreement.

*Passed this 27<sup>th</sup> day of **March, 2017** by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

**Attest:**

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

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of Walla Walla County, Washington*

**Associate Development Organization Certification/Designation Form**  
(For use by County officials.)

Walla Walla affirms/ designates the Port of Walla Walla  
(Name of County) (Name of ADO)

as the Associate Development Organization to coordinate economic development services for the county under contract with the Washington State Department of Commerce. Consistent with statutory requirements:

1.  The prospective ADO is a **non-profit** organization.

**OR**

A **public entity** that has formed an authority or committee with full operating authority to carry out the duties of the ADO. It is important to recognize that this group would have its own authority and budget, not just the power to recommend actions/plans/expenses.

2. Economic development is the **primary mission** of the prospective ADO, and not just a secondary activity. This can be demonstrated with a written mission statement in a brochure, web-page, newsletter, etc. It may also be documented in the organization's by-laws.

3. For economic interests in the county, this organization serves as a networking tool and resource hub for business retention, expansion, and relocation in Washington.

4. This organization has/will have the capacity during the period under contract with Commerce to carryout work activities as detailed in RCW 43.330.080

This designation is effective on the date signed below, and shall remain in effect for the 2017-2019 biennium. **Please provide documentation of the County executive or governing body's action designating the above-identified organization as the ADO.**

<hr/> Signature	James L. Duncan
	<hr/> Print Name
<hr/> Chair, Board of County Commissioners	March 27, 2017
<hr/> Title	<hr/> Date

**PLEASE SUBMIT THIS FORM AND DOCUMENTATION TO:**  
Kathy Carlson, Contracts Coordinator  
Office of Economic Development and Competitiveness  
Washington State Department of Commerce  
Post Office Box 42525  
Olympia, WA 98504-2525  
360-725-4187



**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF A REQUEST BY  
THE HOUSING AUTHORITY OF THE  
CITY OF WALLA WALLA TO BE  
ALLOWED TO OPERATE  
THROUGHOUT UNINCORPORATED  
WALLA WALLA COUNTY**



**RESOLUTION NO.**

**WHEREAS**, pursuant the authority conferred by Chapter 23, Laws of Washington, 1939, later codified as Chapter 35.82, Revised Code of Washington (RCW), a Resolution was approved on December 27, 1948 by the Walla Walla County Board of Commissioners, upon the finding that there was “a shortage of safe and sanitary dwelling accommodations in the county available to persons of low income at rentals they can afford”, establishing and activating a county housing authority, to be known as the Walla Walla County Housing Authority; and

**WHEREAS**, said county housing authority was operational for many years subsequent to activation; however, on May 30, 2012, after discussions, the Walla Walla County Housing Authority and the Housing Authority of the City of Walla Walla entered into a Memorandum of Agreement whereby as part of the agreement the two entities agreed to work towards functioning as one entity, with the Housing Authority of the City of Walla Walla as the primary entity, and the Board of County Commissioners was requested to deactivate the county housing authority pursuant to the above-referenced authority; and

**WHEREAS**, to date, the Board of County Commissioners has not acted upon the request to deactivate the county housing authority; and

**WHEREAS**, a request has been made to the Board of County Commissioners by Renee Rooker, Executive Director of the city housing authority, to allow that entity to operate throughout unincorporated Walla Walla County, and a presentation was made to the Board during an open, public meeting of the Board on January 17, 2017; and

**WHEREAS**, RCW 35.82.070(13) provides that a housing authority may exercise its powers within the boundaries of any city, town, or county not included in the area in which such housing authority is originally authorized to function; provided, however, that the governing or legislative body of such city, town, or county adopts a resolution declaring that there is a need for the housing authority to function therein; and

**WHEREAS**, the Board of County Commissioners has determined and hereby declares that there is a need for the Housing Authority of the City of Walla Walla to function outside of its current area of operation, in order to serve the unincorporated areas of Walla Walla County; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners the Housing Authority of the City of Walla Walla is authorized to operate throughout unincorporated Walla Walla County, effective immediately.

*"Passed this 27th day of March, 2017 by Board members as follows: \_\_\_ Present or \_\_\_ Participating via other means, and by the following vote: \_\_\_ Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_ Absent."*

**Attest:**

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

**9:45**

**COUNTY COMMISSIONERS**

- a) Executive session re: collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b))

**10:55**

**RECESS**

11:00

HUMAN RESOURCES/RISK MANAGER

Shelly Peters

- a) Department update and miscellaneous
- b) **Active Agenda Items:**
  - 1) Possible discussion/decision re: any pending claims against the County
- c) Possible executive session re: personnel (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)), and/or litigation or pending or potential litigation (pursuant to RCW 42.30.110(i))

**a) Public Hearing:**

- 1) To consider action on the 2016 final docket of amendments to the Walla Walla County Development Regulations for the 2016 amendment cycle as follows:
  - a) ZCA16-004 – Request by Susan Buchanan to establish definitions for “value-added agriculture” and “agritourism” and make these allowed uses in the Agriculture Residential (A-10) zoning district.
  - b) ZCA17-001 – Request by Walla Walla County, recommended by the County Planning Commission, to replace Application ZCA16-004 with alternative amendments to Title 17 to establish definitions and development standards for “small-scale value-added agriculture processing” and “agritourism enterprise” and make these allowed uses in the agriculture and industrial agriculture zoning districts, as well as most rural districts. Will also consider modifying proposal to prohibit these uses from the EA-120 district.
- b) Discussion and possible action/direction from the Board of County Commissioners regarding development regulation amendment proposals ZCA16-004 (Buchanan) and ZCA17-001 (County).



# Walla Walla County Community Development Department

310 W. Poplar Street, Suite 200, Walla Walla, WA 99362 / 509-524-2610 Main

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Date: March 27, 2017  
To: Walla Walla County Board of County Commissioners  
From: Tom Glover, Director  
Lauren Prentice, Principal Planner  
RE: Public Hearing: Zoning code text amendments relating to agritourism and value-added agriculture processing uses. Dockets No. ZCA16-004, ZCA17-001

## **Background and Summary of Applicant's Proposed Amendments**

An application by Susan Buchanan to amend Walla Walla County Code (WWCC) Section 17.16.014 and Chapter 17.08 was received by the Community Development Department on March 31, 2016.

The applicant proposed the following amendments.

- Amend *WWCC Chapter 17.08* to define 'value-added agriculture' and 'Agritourism.'  
"Value-added agriculture" means the production, storage, marketing, and distribution of value-added agricultural products, including support services that facilitate these activities. This definition excludes the uses of winery type I and winery type II.  
"Agritourism" is short for "agricultural tourism" and refers to agriculturally related experiences provided for the enjoyment, entertainment, or education of visitors and which generates supplemental income for a working farm upon which the principal land use is agriculture, specifically the growing of crops.
- Amend *WWCC 17.16.014, Permitted Uses*, to allow these two uses outright in the Agriculture Residential 10 (AR-10) zoning district.

The Board of County Commissioners (BOCC) placed the Buchanan application (ZCA16-004) on the 2016 Final Docket on September 6, 2016 by Resolution 16-246. Between September and January, the Planning Commission discussed these amendments at five workshop meetings and drafted alternative amendments that could replace the Applicant's proposal (ZCA17-001).

The SEPA environmental review process has been completed for the County-drafted alternative proposal and the Department of Commerce 60-day review period has also been completed. No agency comments were submitted.

The amendments recommended for approval by the Planning Commission would add two new definitions to the code in Chapter 17.08: 'small-scale value added agriculture processing' and 'agritourism enterprise' and amend the Permitted Uses Table in Section 17.16.014. The proposed definitions contain specific conditions and permitting requirements. These amendments are shown in Attachment 1.

These amendments would establish 'agritourism enterprise' and 'small-scale value-added agriculture processing' as allowed uses in all of the County's agricultural districts, most rural zones, and the Industrial Agriculture districts. In most areas, these uses would be permitted outright, with land use approval subject only to Type 1 administrative review of a permit. An administrative conditional use permit would be required in more densely populated rural zones (Rural Residential 2, Rural Residential 5, and Rural Residential Mill Creek 5), where there is a higher probability that these uses may generate some nuisance conditions or be incompatible with rural neighborhood characteristics. Administrative conditional use permits are subject to Type 2 administrative review

which requires public notice and compliance with conditional use permit criteria, but no public hearing.

### **Planning Commission Recommendation**

At the Planning Commission public hearing on February 1, the Commission concluded that County-drafted alternative amendment proposal ZCA17-001 meets the review criteria in WWCC 14.15.070 and voted unanimously to recommend approval by the Board of County Commissioners. Planning Commission Resolution 17-01, which is included as Attachment 2, documents this recommendation.

### **Exclusive Agriculture 120 District**

As discussed at the Board of County Commissioners workshop on February 1, there has been some public comment objecting that the fact that the alternative County-drafted replacement proposal would allow these uses to be located in the EA-120 district.

Analysis of this issue and copies of written comments were included with the February 16 staff report. At the workshop meeting on February 16 the Board indicated that they would like to consider modifying the County-drafted amendment proposal to exclude these uses from the EA-120 district. The public notice for this hearing indicated such and in the 'Recommended Motions' section below there is a draft motion that would achieve this.

### **Analysis and Decision Criteria**

The February 1, 2017 Staff Report to the Planning Commission provides staff's analysis to the below decision criteria, as well as draft findings of fact and conclusions of law. WWCC14.15.070B.3 lists the criteria the Board of County Commissioners shall base its decision on:

- a. The amendment is consistent with the comprehensive plan; and
- b. The amendment meets a definable public need; and
- c. The amendment is in the long term interest of the county.

The February 16, 2017 staff report presented to the Board of County Commissioners provided some analysis of the issues surrounding the Exclusive Agriculture 120 district and summarizes public comments that had been received as of beginning of February.

### **Recommended Motions**

#### *Approving Planning Commission version of ZCA17-001:*

"I move that application ZCA16-004 (Buchanan) be substituted with and replaced by the alternative County-drafted code amendments (ZCA17-001) set forth in Attachment 1 to the March 27 staff report, and that the Board of County Commissioners concur with the findings of fact and conclusions of law in the February 1 staff report for ZCA17-001 and approve the amendments as described above and request the Community Development Department and Prosecuting Attorney prepare an ordinance for approval."

#### *Excluding the EA-120 district:*

"I move that application ZCA16-004 (Buchanan) be substituted with and replaced by the alternative County-drafted code amendments (ZCA17-001) set forth in Attachment 1 and modified to exclude Exclusive Agriculture 120 zoning district, and that the Board of County Commissioners concur with the findings of fact and conclusions of law in the February 1 staff report for ZCA17-001 and approve the amendments as described above and request the Community Development Department and Prosecuting Attorney prepare an ordinance for approval."

### Attachments

1. Proposed alternative amendments to WWCC Chapters 17.08, 17.16 (ZCA17-001) recommended for approval by the Planning Commission
2. Planning Commission Resolution No. 17-01
3. Notice of Public Hearing
4. February 16, 2017 Staff Report to the Board of County Commissioners *(includes copies of written comments received, background information, and analysis of resource lands issues and the EA-120 district)*
5. February 1, 2017 Staff Report to the Planning Commission *(includes staff analysis related to the amendments consistency with the decision criteria in WWCC 14.15.070B.3)*

*All materials from the docketing process are included in the notebook with the newest first and the Buchanan application last. This includes materials from the preliminary docket last year through all the Planning Commission meetings and the February 16 Board of County Commissioners workshop.*



**ATTACHMENT 1**  
**Recommended changes to amendments**

**New definition to be added to Chapter 17.08, Definitions:**

“**Small scale value-added agriculture processing**” means the production, storage, marketing, and distribution of regional agricultural products from one or more producers, including support services that facilitate these activities. Value-added agricultural products may be defined as any agricultural commodity that meets at least one of the following categories:

- a. Has undergone a change in physical state;
- b. Was produced in a manner that enhances the value of the agricultural commodity;
- c. Is aggregated and marketed as a locally-produced agricultural food product.

The processing facility shall meet the following conditions:

- a. The facility is not a slaughterhouse or mushroom substrate production facility;
- b. The facility is not a source of farm- or ranch-based renewable energy, including E-85 fuel (except for own use);
- c. The facility is supplemental and related to the primary permitted use;
- d. The facility processes at least 50 percent agricultural goods produced in Walla Walla County;
- e. The facility may conduct on-site retail sales of value-added products produced by the processing facility, or farm or ranch, in a market area that is not larger than 400 square feet;
- f. Ancillary retail sales of products not grown or produced by the processing facility, or farm or ranch, must be confined to fifteen percent of the total gross floor space of the retail area (maximum of 60 square feet), and must be clearly accessory to retail sales and marketing of the processing facility.
- g. The total gross floor area of the facility shall not exceed 12,000 square feet.
- a. A permit is required for all small scale value-added agriculture processing facilities. Permit review shall be limited to determining that the proposed facility meets the conditions listed above, provides adequate parking, and is compliant with other applicable development regulations. A permit may be revisited by the Walla Walla County Community Development Department if any of the activities are determined to be outside of the scope, purpose, and/or use of the processing facility.

**New definition to be added to Chapter 17.08, Definitions**

“**Agritourism enterprise**” refers to agriculturally related experiences provided on a working farm or ranch for the enjoyment, entertainment, or education of the public or invited groups. The agritourism enterprise shall support, promote, or sustain agricultural operations and production. The following activities marketed to the general public or invited groups constitute agritourism enterprises: farm or ranch tours, hayrides, u-pick operations, classes, on-site retail sales, or picnic facilities. An agritourism enterprise does not include produce stands or markets as defined in Chapter 17.08. The enterprise shall meet the following conditions:

- b. An agritourism enterprise shall not provide any lodging for guests or employees, or include a restaurant or event facilities, unless otherwise allowed in the code.
- c. The agritourism enterprise may conduct on-site retail sales of products grown by the farm or ranch in a market area that is not larger than 400 square feet;

- d. Ancillary retail sales of products not grown or produced by the farm or ranch must be confined to fifteen percent of the total gross floor space of the retail market area (maximum of 60 square feet), and must be clearly accessory to retail sales and marketing of the farm. Ancillary retail sales of products not grown or produced by the farm or ranch must be confined to fifteen percent of the total gross floor space of the retail market area (maximum of 60 square feet), and must be clearly accessory to retail sales and marketing of the farm or ranch.
- e. A permit is required for all agritourism enterprises except as listed under (f). Permit review shall be limited to determining that the proposed enterprise meets the conditions listed above, provides adequate parking, and is compliant with other applicable development regulations. A permit may be revisited by the Walla Walla County Community Development Department if any of the activities are determined to be outside of the scope, purpose, and/or use of the agritourism enterprise.
- f. The following activities are exempt from the agritourism enterprise permit because they are considered to be part of the regular operation of a farm or ranch, provided that adequate off-street parking is available and specific ingress and egresses are designated and permitted.
  - 1. Farm or ranch tours offered no more than four times per year.
  - 2. Stand-alone u-pick operations not conducted on the same farm or ranch that offers other agritourism experiences.

**Amendments to WWCC 17.16.014, Permitted Uses Table, Resource Land Uses table:**

Wineries are included in the Industrial/Manufacturing Land Uses table, but are shown here for reference.

Specific Use	Zone																			
	Resource				Rural								Urban Residential				Misc.			
	PA-40	EA-120	GA-20	AR-10	RR-40	RR-20	RA-10	RA-5	RRMC-5	RR-2	RR-5	R-96	R-72	R-60	RM	RD-R	RD-CI	RFC	RAC	
*Agritourism enterprise	P2	P2	P2	P2	P2	P2	P2	P2	AC2	AC2	AC2								P2	
*Small scale value-added agriculture processing	P2	P2	P2	P2	P2	P2	P2	P2	AC2	AC2	AC2								P2	
* Winery Type I	P3	P3	P3	P3	C3	P3	P3	P3	P3	P3	P3						P3		P3	
* Winery Type II	C3	C3	C3	C3	C3	C3	C3	C3	C3	C3	C3						P3		C3	
* Accessory Use	P1	P1	P1	P1	P1	P1	P1	P1	P1	P1	P1	P1	P1	P1	P1	P1	P1	P1	P1	

SPECIFIC USE	Zone										
	Industrial and Commercial									Misc.	
	IA-M	IA-H	HI	LI	I/BP	NC	CG	BC	BR	PR	
*Agritourism enterprise	P2	P2									
*Small scale value-added agriculture processing	P2	P2									
* Winery Type I	P3	P3	P3	P3	P3	P3	P3	P3			
* Winery Type II	P3	P3	P3	P3	P3	P3	P3	P3			
* Accessory Use	P1	P1	P1	P1	P1	P1	P1	P1	P1	P1	

F. Resource Land Uses—Development Conditions.

1. An accessory use, structure or activity clearly incidental to a permitted use and which will not create a nuisance or hazard is permitted.
2. A permit is required for all agritourism enterprises and value-added agriculture processing facilities.

## WALLA WALLA COUNTY PLANNING COMMISSION RESOLUTION NUMBER 17-01

**Project:** 2016 Final Docket items ZCA16-004, ZCA17-001

**WHEREAS**, the following applications were made to request amendments to the Walla Walla County Comprehensive Plan and Development Regulations during the 2016 amendment cycle:

- ZCA16-004 – Susan Buchanan  
Zoning code text amendment application by Susan Buchanan to amend WWCC Chapter 17.08 to define the practices of “value-added agriculture” and “agritourism” and to amend WWCC 17.16.014 to add as these uses as permitted uses in the Agriculture Residential 10 (AR-10) zoning district.

**WHEREAS**, the Board of County Commissioners (BOCC) placed this application on the 2016 Final Docket on September 6, 2016 by Resolution 16-246; and

**WHEREAS**, the Planning Commission conducted workshop meetings to discuss the proposed amendments and County-drafted alternative amendments on September 7, October 5, November 2, December 7, 2016 and January 4, 2017; and

**WHEREAS**, the Planning Commission held a public hearing on February 1, 2017 to consider the request listed above (ZCA16-004) and the following County-drafted alternative amendments (ZCA17-001):

- ZCA17-001– Walla Walla County  
Alternative amendment proposal by Walla Walla County to amend WWCC Chapter 17.08 to define the practices of “small-scale value-added agriculture processing” and “agritourism enterprise” and to amend WWCC 17.16.014 to add as these uses as permitted and conditional uses in agriculture, industrial agriculture, and rural zoning districts.

**WHEREAS**, members of the general public were notified of the public hearing and had the opportunity to submit testimony; and

**WHEREAS**, the Planning Commission considered the application based on the applicable criteria listed in Title 14 of Walla Walla County Code:

**Development Regulations Amendment Review Criteria - WWCC 14.15.070B.3**

- a. *Whether or not the amendment application is consistent with the comprehensive plan;*
- b. *Whether or not the amendment meets a definable public need, and*
- c. *Whether or not the amendment is in the long term interest of the county.*

**WHEREAS**, after hearing testimony from members of the public during the public hearing, the Planning Commission voted unanimously, with one member absent, to recommend that the Board of County Commissioners replace the application submitted by Buchanan (ZCA16-004) with the proposed alternative code amendments prepared by the County and presented in the February 1 staff report (ZCA17-001).

**BE IT RESOLVED**, by the Walla Walla County Planning Commission that it makes the following conclusions:

1. The alternative amendments by Walla Walla County (ZCA17-001) should be approved as presented in the February 1 staff report, as they are (1) consistent with the comprehensive

plan; (2) meets a definable public need by addressing uses that are not currently addressed in the County code; and (3) is in the long-term interest of the County by providing farmers and ranchers with additional opportunities to conduct agricultural accessory uses as part of the ongoing farm and ranch operations. (WWCC 14.15.070D.3).

**BE IT FURTHER RESOLVED**, by the Walla Walla County Planning Commission that the Planning Commission recommends to the Board of County Commissioners the following:

- Approval of docket no. ZCA17-001, in lieu of application ZCA16-004, based on the amendments' consistency with Walla Walla County Code 14.15.070B.3.



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Bruce McCaw, Chairman  
Walla Walla County Planning Commission

Dated: 02 - 01 - 2017

# Walla Walla County Community Development Department

310 W. Poplar Street, Suite 200, Walla Walla, WA 99362 / 509-524-2610 Main

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## NOTICE OF PUBLIC HEARING BOARD OF COUNTY COMMISSIONERS WALLA WALLA COUNTY, WA

Notice is hereby given that the Board of County Commissioners will hold a public hearing at 11:15 AM on Monday, March 27, 2017 in Commissioners' Chambers, 2<sup>nd</sup> Floor – Room 213, Walla Walla County Public Health and Legislative Building, 314 West Main, Walla Walla, Washington to receive public testimony and consider, pursuant to Walla Walla County Code Chapter 14.15, action or decision on the following proposal.

- **ZCA16-004 – Susan Buchanan**  
Zoning Code Text Amendment application to establish definitions for “value-added agriculture” and “agritourism” and make them allowed uses in the Agriculture Residential (AR-10) zoning district.
- **ZCA17-001 – Walla Walla County**  
County-sponsored alternative amendments, recommended by the Planning Commission. Would amend Title 17 to establish definitions and development standards for “small-scale value-added agriculture processing” and “agritourism enterprise.” The amendments would make these newly defined uses allowed, subject to Level 1 or Level 2 review and permitting requirements, in the County’s agriculture and industrial agriculture zoning districts, as well as most rural districts. Also under consideration is an alternative version of these amendments that would prohibit these uses from being located in the Exclusive Agriculture 120 (EA-120) zoning district.

Written comments regarding these amendments may be submitted prior to and at the hearing on March 27. This is the final opportunity to comment; written comments cannot be accepted after the public hearing is closed on March 27.

Send written comments to the following address:

**Board of County Commissioners**  
**c/o Walla Walla County Community Development Department**  
**310 W. Poplar Street, Suite 200**  
**Walla Walla, WA 99362**  
**[commdev@co.walla-walla.wa.us](mailto:commdev@co.walla-walla.wa.us)**

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### **PUBLIC HEARING INFORMATION**

County Public Health and Legislative Building  
314 West Main Street  
2nd floor - Room 213  
Walla Walla, WA  
**March 27, 2017 at 11:15 AM**

**FOR MORE INFORMATION:** For more information regarding this meeting, please contact Lauren Prentice, Principal Planner at 509-524-2620 or [commdev@co.walla-walla.wa.us](mailto:commdev@co.walla-walla.wa.us).

Walla Walla County complies with ADA; reasonable accommodation provided with 3 days notice.

NOON

RECESS

1:30

PUBLIC WORKS DEPARTMENT

Randy Glaeser

a) **Action Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Bid Award for Emulsified Asphalt

b) **Consent Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Signing a Professional Services Consultant Agreement for transportation planning and grant writing projects
- 2) Execute contract with Central Manufacturing, Inc. for 2017 Hot Mix Asphalt
- 3) Execute contract with Inland Asphalt Company for 2017 Hot Mix Asphalt - Burbank

c) Department update and miscellaneous

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF A BID  
AWARD FOR EMULSIFIED  
ASPHALTS



RESOLUTION NO.

**WHEREAS**, as advertised, a bid opening was held on March 20, 2017 for furnishing Walla Walla County with CRS-2P Emulsified Asphalt and HFE-150 Emulsion Asphalt from May 8, 2017, through August 31, 2017, and the following bids were opened and read publicly:

- |    |   |           |              |
|----|---|-----------|--------------|
| 1) | Western States Asphalt, Inc.<br>Spokane, WA | CRS - 2P  | \$383.00/Ton |
|    |   | HFE - 150 | \$356.00/Ton |
| 2) | Idaho Asphalt, Inc.<br>Hauser, ID           | CRS - 2P  | \$422.00/Ton |
|    |   | HFE - 150 | \$432.00/Ton |

and,

**WHEREAS**, Western States Asphalt, Inc. submitted the lowest responsive, responsible bid; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that the bid to furnish Walla Walla County with CRS-2P Emulsified Asphalt and HFE-150 Emulsified Asphalt be awarded to Western States Asphalt, Inc.

Passed this 27<sup>th</sup> day of March, 2017 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*



**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF  
SIGNING A PROFESSIONAL  
SERVICES CONSULTANT  
AGREEMENT FOR  
TRANSPORTATION  
PLANNING AND GRANT  
WRITING PROJECTS



RESOLUTION NO.

**WHEREAS**, professional services are required for various transportation planning and grant writing projects; and

**WHEREAS**, Walla Walla County Public Works does not have the personnel available to provide professional services for these projects; and

**WHEREAS**, a consultant has been selected to provide Professional Services for a period of one year; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners they do hereby enter into said agreement for Professional Services with Joy E. Bader and the Chair of the Board shall sign the same in the name of the Board.

*Passed this 27<sup>th</sup> day of **March, 2017** by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

**Walla Walla County Public Works**  
**PO Box 813**  
**Walla Walla, WA 99362**



To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 23 March 2017

Re: Director's Report for the Week of 20 March 2017

**Board Action: 27 March 2017**

**Resolutions:**

**In the Matter the Matter of Signing a Professional Services Consultant Agreement**

**In the Matter of a Bid Award – Emulsified Asphalt**

**Miscellaneous:**

**Sign Hot Mix Asphalt Contract**

**Sign Hot Mix Contract - Burbank**

**ENGINEERING:**

- Mill Creek FH: Working on condemnation process. Use and Necessity order signed for Hebdon and Hunter. Larson hearing scheduled 27 March.
- Blue Creek Bridge: Right of way acquisition complete. Finalizing plans.
- Dodd Road: Under construction.
- Pflugrad Bridge: Working on structural design.
- Second Avenue (Burbank): Advertising. Bid opening scheduled 10 April.
- Miscellaneous: Working on safety grant and updating priority array.

**DEVELOPMENT:**

- Conducting infrastructure inspections at commercial developments in Burbank.

**MAINTENANCE:**

- Crews conducting routine maintenance.

**ADMINISTRATION:**

- Attended CTUIR Mill Creek Strategic Planning meeting.
- Conducted monthly leadership meeting.
- Conducted monthly crew meetings.

**1:45**

**COUNTY FAIRGROUNDS**

**Perry Dozier**

- a) Fairgrounds update and miscellaneous

**2:00**

**TECHNOLOGY SERVICES DEPARTMENT**

**Kevin Gutierrez**

- a) Department update and miscellaneous



**WALLA WALLA COUNTY**  
**Technology Services Department**

Kevin G. Gutierrez  
Technology Services Director

315 W. Main Street, Rm 101 - Walla Walla, Washington 99362

(509) 524-2590

kgutierrez@co.walla-walla.wa.us

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File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

March 27, 2017

To: Walla Walla County Board of Commissioners

Re: Department Update

**Issues/Information for the Board.**

- Surplus hearing requested
- Bid award for camera system

**Components (Main infrastructure)**

**Hardware**

- No issues

**Software**

- No issues

**Security/Viruses**

- No issues

**Network**

- No issues

**Other Projects**

- **Judges/Clerks Case Management and Document Management Systems**
  - OnBase will begin discovery soon –
    - Determines structure of files and location to plan for migration.
  - Third Party DMS option meeting on the 30<sup>th</sup>. Will attend by phone.
- **Budget /Assets**
  - Ready to surplus. Drives have been pulled.
  - We kept a few items for redeployment and emergencies
- **New World**
  - Data conversion for jail data is undergoing testing
  - Having issues with mug shots system. No word on whether we have support. The city has been paying for the support.
- **Camera's**
  - Contract for District Court and Annex is complete
  - Auditor cameras are being installed. Same manufacturer as those in elections.
- **Remote Access to New Door Controller**
  - Appropriate level of remote access for Diane Harris.
  - Emergency access when office/building schedules change
- **O-365**
  - Still cleaning up
  - Was preparing to erase the old exchange servers – UNTIL – public records request came in requiring us to search that device. Now we will have to coordinate searches with the deletion of mailboxes on the old system.

- **Public Record Requests Last 2 Weeks**
  - 4= Requests received
  - 2 = Forwarded to departments
  - 9 = Completed
  - 0= Pending Closure
  - 6 = Litigation hold
  - 0 = Pending 3<sup>rd</sup> party notice
  - 20 = Open/Being handled by the PRO
- **Search Computer(s)**
  - Search indexes
    - Now have 5 servers indexing documents
- **Temporary help-**
  - Training and producing
- **Spring Cleaning**
  - Would like users to spend some focusing on cleaning up files and email
  - Sent out a document to describe the process
  - As part of that I would like to verify that we don't have old data on CD's or thumb drives
    - Have not heard a single word from the majority of the departments.

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### Definitions

**ACCIS = Association of County, City Information Systems (managers)**

**API = Application Program Interface**

**CITRIX = A product used for remote access to our network**

**PAV=Potential Archival Value**

**CJIS = Criminal Justice System Information Systems**

**AOC=Administrative Office of the Courts**

**PRO=Public Records Officer**

**USB=Universal Serial Bus**

**DOL=Department of Licensing**

**NDA=Non-disclosure agreement**

**RFP=Request For Pricing**

**GIS=Geographic Information Systems**

**EOL=End of Life**

**JCDA=Joint Community Development Agency**

**W7=Windows 7**

**W10=Windows 10**

**OS=Operating System**

**JAVS=(Jefferson Audio Video Systems) – Courtroom Recording System**

**AV-Audio/Visual**

**WiFi-Wireless network connectivity (Wireless Fidelity)**

**FTP = File Transfer Protocol (file transfer server)**

**CAD=Computer Aided Dispatch (hosted at the city)**

**CAT5=Category 5 Ethernet cable (for data and voice)**

**ADA=Americans with Disabilities Act**

**ECM=Enterprise Content Management**

**NWS=New World Systems**

**DOMAIN = A group of computers administered or managed with the same rules and policies and with a common IP range.**

**IP address = Internet protocol address. A unique string of numbers assigned to each computer to allow communications over network or domain.**

**2:15**

**COUNTY CORRECTIONS DEPARTMENT**

**Mike Bates**

- a) Department update and miscellaneous

**2:30**

**JOINT FINANCIAL UPDATE**

**Karen Martin and  
Gordon Heimbigner**

- a) 2016 final budget report
- b) 2017 current financial report



2:45

**PROSECUTING ATTORNEY**

**Jim Nagle/Jesse Nolte**

- a) Miscellaneous business for the Board
- b) Possible executive session re:  
litigation or pending or potential  
litigation (pursuant to RCW 42.30.110(i))

3:00

**COUNTY COMMISSIONERS**

- a) Miscellaneous or unfinished business  
to come before the Board

**- A D J O U R N -**

*Walla Walla County is ADA compliant. Please contact TTY: (800) 833-6384 or 7-1-1 or the Commissioners' Office at 509/524-2505 three (3) days in advance if you need any language, hearing, or physical accommodation.*

*Please note that the agenda is tentative only. The Board may add, delete, or postpone items and may take action on an item not on the agenda.*