



# City of Stevenson

## Planning Department

(509)427-5970

7121 E Loop Road, PO Box 371  
Stevenson, Washington 98648

**TO:** Planning Commission  
**FROM:** Ben Shumaker  
**DATE:** October 11<sup>th</sup>, 2021  
**SUBJECT:** Zoning Code Amendment – SR District Setback Caveats

### Introduction

The City has received an application to amend the text of the Zoning Code. The proposal addresses the rear yard setback requirements of the SR Suburban Residential District. This memo introduces the requested amendment and asks the Planning Commission to establish a conscientious public involvement plan for its discussion. Decision points included in the memo are:

- Decision Point #1 - What methods of Public Involvement are appropriate for the review of this proposed change?
- Decision Point #2 - Who is responsible for undertaking the Public Involvement methods selected?

### Proposed Amendment

See Attachment 1. The proposed amendment would modify SMC Table 17.15.060-1 Residential Dimensional Standards. The current text of the table is included below. A copy of the City of Stevenson Zoning Map is included as Attachment 2. The SR Suburban Residential District is largely based on the west side of Rock Creek where the recent Angel Heights and Hidden Ridge subdivisions have been constructed.

District	Maximum Height of Building	Minimum Setbacks				
		Front	Side, Interior	Side, Street	Rear, Interior Lot	Rear, Through Lot
<b>R1</b>	35 ft	20 ft	5 ft	15 ft	20 ft <sup>1</sup>	20 ft
<b>R2</b>	35 ft	20 ft	5 ft	15 ft	20 ft <sup>1</sup>	20 ft
<b>R3</b>	35 ft	10 ft <sup>3,4</sup>	5 ft <sup>2</sup>	15 ft	20 ft <sup>1</sup>	20 ft
<b>MHR</b>	35 ft	30 ft	15 ft	20 ft	20 ft <sup>1</sup>	20 ft
<b>SR</b>	35 ft	30 ft	15 ft	20 ft	20 ft	20 ft

1-5ft for residential outbuildings that are both 12 ft in height or less and 200 sq ft in size or less  
 2-A 10-foot setback is required when adjacent to an R1 or R2 district.  
 3-See also SMC 17.15.130.B.3.  
 4-However, no structure shall be located within a pedestrian visibility area (SMC 17.10.632).

The darkest shaded cells of the table show where the changes are being requested. The lighter shading provides context within and between zones. The proposal would apply Note 1 to the Minimum Interior Site Setback and the Minimum Interior Lot Rear Yard Setback.

### Conscientious Public Involvement

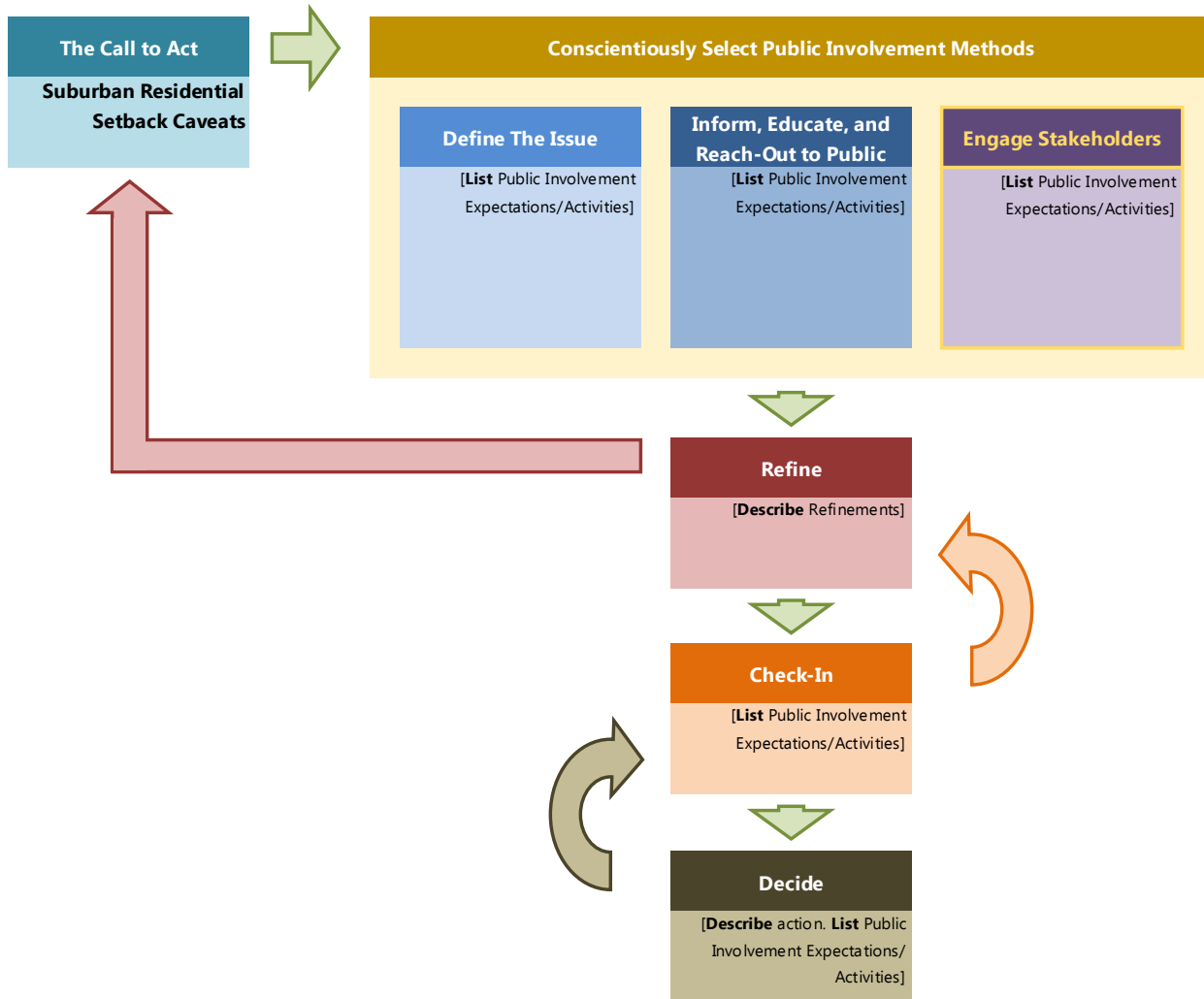
To ensure any proposed changes to the Zoning Code incorporate public input and occur within a manageable timeline, the Planning Commission’s [draft] bylaws include expectations for public involvement. These

expectations ask the Planning Commission to conscientiously choose, implement, and communicate public involvement techniques from a menu of options (Attachment 3).

**Decision Point #1:** What methods of Public Involvement are appropriate for the review of this proposed change?

**Decision Point #2:** Who is responsible for undertaking the Public Involvement methods selected?

The figure below provides context for the implementation of whichever methods are selected, with the current expectation being to work through the 3 boxes under the gold umbrella.



**Comprehensive Plan Context**

Guidance and guardrails relating to the review of this change are present in the Comprehensive Plan. An incomplete selection of relevant components:

**Community & Schools**

- 1.2 Provide opportunities for citizens to participate and express their views to City officials.
  - 1.2-1 Solicit and use citizen knowledge and ideas in the development of City policies, goals, and objectives.
- 1.17 Provide a clean, visually attractive community.

**Urban Development**

- 2.1 Protect the natural and scenic qualities of the area by regulating land use and carefully managing urban change.
- 2.4 Establish landscaping standards and guidelines.
  - 2.4-2 Consider developing landscaping guidelines for residential areas.

- 2.12 Facilitate and encourage the use of innovative building types and land development patterns that encourage conservation of energy and other resources.
- 2.13 Establish standards for urban development that encourage mixtures of land uses and intensities.
- 2.14 Ensure development review processes are prompt, predictable, open, and uncomplicated.
- 2.15 Minimize the impacts of abutting conflicting land uses by subjecting the more intensive land use or the site being developed to special site development standards.

### **Housing**

- 3.1 Periodically review and revise land development regulations for residential areas to accommodate changing social and economic needs of residents.
- 3.2 Encourage a range of residential land uses, housing sizes, types, and price ranges and establish appropriate development criteria.
- 3.7 Ensure major residential developments and high density residential areas provide adequate open space and recreation areas.
- 3.8 Review all development proposals for compatibility with surrounding established residential areas. Policies related to land use, transportation, public facilities, and utilities should seek to maintain and enhance the quality of these areas.

### **Zoning Context**

When originally implemented as part of the 1975 Zoning Ordinance, the development standards for the SR zone contained no provisions for lots served by both public water and sewer. As sewer was extended into those areas, lot sizes were no longer dependent on septic system installation. The 1994 Zoning Ordinance added some new provisions to account for the new possibilities. These provisions were modified in 1996 to increase lot dimensions when both water and sewer were unavailable. In 2008, maximum lot coverage was increased for lots served by both water and sewer. In 2013 an apparent—but important—typo was corrected changing the *maximum* lot area to *minimum* lot area. In 2017, the code was reformatted but maintained the previous regulations.

### **Next Steps**

After selecting the public involvement components,

Prepared by,

Ben Shumaker  
Community Development Director

### **Attachment**

1. Application
2. Zoning Map
3. Draft Public Involvement Framework



# ZONING CHANGE APPLICATION

PO Box 371 Stevenson, Washington 98648

Phone: (509)427-5970 Fax: (509)427-8202

**Request:**

Intent to Rezone       Map Boundary Change       Text Amendment

**Applicant/Contact:** KATHRYN SIMPSON

Mailing Address: 1180 NW IMAN LOOP RD, STEVENSON WA 98648

Phone: 503-358-5174 Fax: \_\_\_\_\_

E-Mail Address (Optional): tammerkat@gmail.com

**Property Owner:** KATHRYN SIMPSON & TAMMY BRAATEN

Mailing Address: 1180 NW IMAN LOOP RD, STEVENSON, WA 98648

Phone: 503-358-5174 Fax: \_\_\_\_\_

If There are Additional Property Owners, Please Attach Additional Pages and Signatures as Necessary \*

**Subject Property Address (Or Nearest Intersection):** 1180 NW Iman Loop Rd 98648

Tax Parcel Number: \_\_\_\_\_ Current Zoning: SR

Lot Size: \_\_\_\_\_ Proposed Zoning: SR w/footnote

**Brief Narrative of Request:** \_\_\_\_\_

We request a 5 foot setback for residential outbuildings that are both 12 ft in height or less and 200 sq ft in size or less, from the Rear Interior and Side interior property lines

Water Supply Source: City Sewage Disposal Method: Sewer

*I/we hereby provide written authorization for the City to reasonably access to the subject property to examine the proposal and carry out the administrative duties of the Stevenson Municipal Code.*

*I/we hereby certify my/our awareness that application fees are non-refundable, there is no guarantee that a permit will be issued, and that any permit issued as a result of this application may be revoked if at any time in the future it is determined that the statements in support of this application are false or misleading.*

Incomplete applications will not be accepted. • Please ensure that all submittals are included

Signature of Applicant: Kathryn Simpson Date: 9/13/2021

Signature of Property Owner: Kathryn Simpson & Tammy Braaten Date: 9/13/2021

For Official Use Only: Date Application Received \_\_\_\_\_ • Date Application Complete \_\_\_\_\_



SUBMIT TO:  
 City Hall  
 7121 NE Loop Road

# Zoning Change Submittal Requirements

Zoning Amendments are permitted according to the criteria and procedures in SMC 17.48 and SMC 17.50. Zoning Amendments are reviewed by the Planning Commission, which makes a recommendation to the City Council.

The following information is required for all Zoning Change Applications. Applications without the required information will not be accepted. Site plans are to be prepared by a qualified professional, submitted on 8½"x11" or 11"x17" paper, and drawn to a standard engineering scale (e.g. 1"=10', 1"=20', ¼"=1', etc.).

- Application Fee (Amount: \$1500 Date: \_\_\_\_\_ Receipt #: \_\_\_\_\_)
- Completed and Signed Zoning Change Application
- Copies of the Property Title or Other Proof of Ownership
- Descriptions of Any Existing Restrictive Covenants or Conditions
- Two (2) Copies of a Site Plan, Clearly Showing the Following:
  - The Location and Dimensions of All Existing and Proposed Structures
  - A North Arrow and Scale
  - The Location and Dimensions of Any Drainfields, Public Utilities, Easements, Rights-of-Way or Streets within or Adjacent to Any Affected Lot
  - The Location and Dimensions of All Parking Areas
  - The Existing Zoning of All Adjacent Lands
- A Letter Requesting the Desired Zoning Amendment and Stating the Reasons for the Request
- A List of the Names and Mailing Addresses of All Property Owners Within 300 Feet of the Subject Property (Obtainable Through the Skamania County Assessor's Office)
 

- ALL PROPERTIES W/ SR DISTRICT

## **ZONING CHANGE APPLICATION**

### **HIDDEN RIDGE SUBDIVISION, STEVENSON WA 98648**

As homeowners in the Hidden Ridge Subdivision\*, we request that the residential dimensional standards (setbacks) be changed to 5 feet for residential outbuildings that are both 12 ft in height or less and 200 sq ft in size or less. We request this change for the Rear, Interior lot and for the Side, Interior property lines. Under the current setbacks, the small size and various shapes of the lots make the addition of a small outbuilding, such as a shed, problematic.

After the footprint of the house is determined, there is a limited area left for a shed on these small lots, under the current setbacks. Several homeowners have steep terrain along their Rear lot line, and only have space on the side of their house for a shed. Given the current Side, Interior setbacks, they are left without any reasonable options. There are several lots that are pie shaped or with angled lot lines, making the placement of a shed under the current setbacks extremely limited\*\*.

For these reasons, we believe that our request is reasonable and appropriate. Thank you for considering our request,

Kathryn Simpson & Tammy Braaten

Lot 5, Hidden Ridge Subdivision

\*See attached list of Hidden Ridge property owners.

\*\*See attached site example, and subdivision schematic.

## **REFERENCES**

City of Stevenson-Code of Ordinances-Title 17. 17.15.060 Residential Dimensional Standards

Table 17.15.060-1

Footnote 1. 5 ft for residential outbuildings that are both 12 ft in height or less and 200 sq ft in size or less

## **List of Property Owners Requesting Zoning Change**

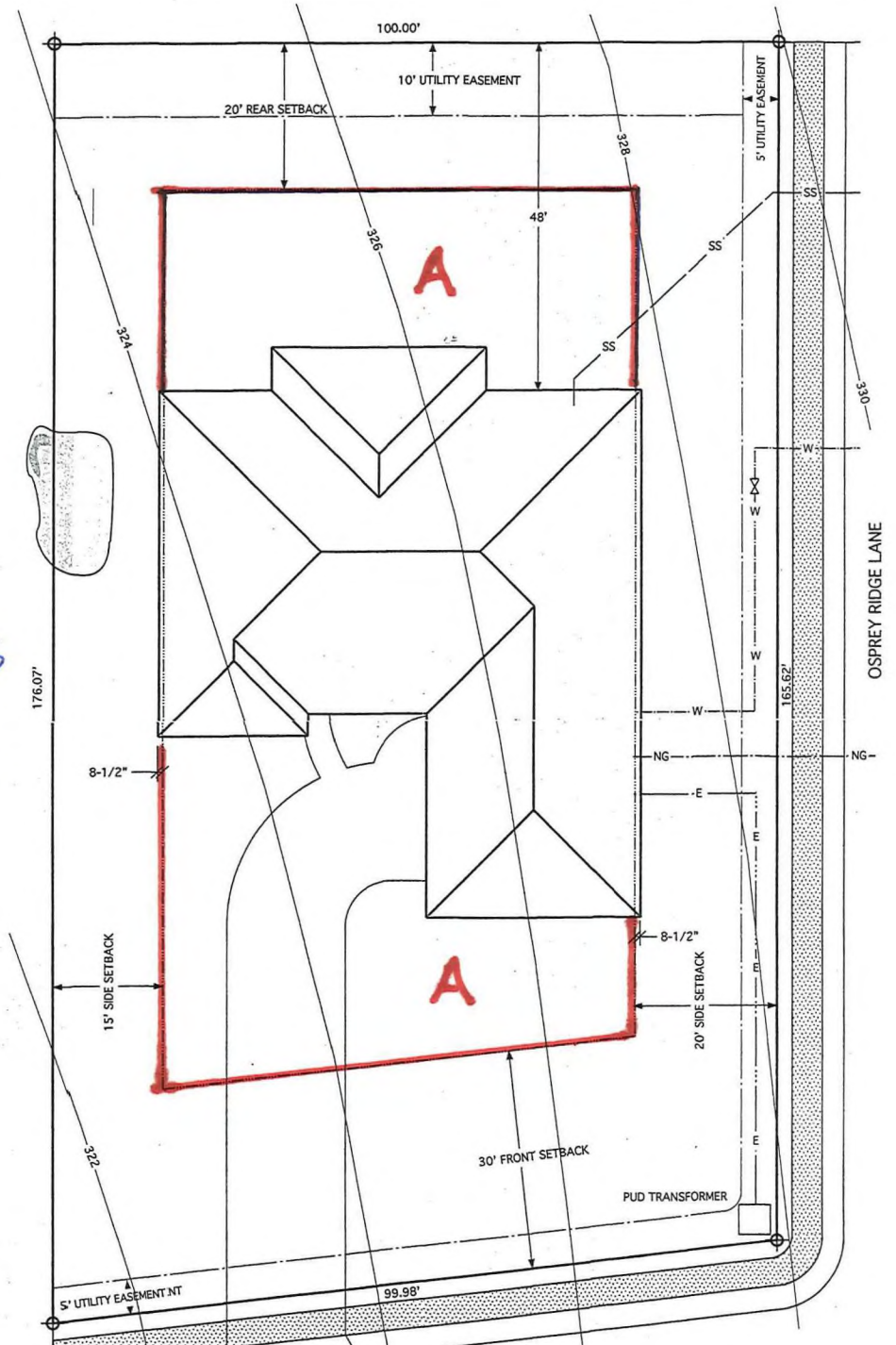
1. Kathryn Simpson & Tammy Braaten, 1180 NW Iman Loop Rd, Stevenson, WA 98648
2. Terri Crotteau, 1164 Iman Loop Rd, Stevenson, WA 98648
3. Linda Lawing, 1142 Iman Loop Rd, Stevenson, WA 98648
4. Janette Skarda & Chris Burzio, 3400 Cherry Dr, Hood River, OR 97031
5. Mary Shaima, PO Box 736, Stevenson, WA 98648
6. Patricia Price, PO Box 905, Stevenson, WA 98648
7. Julie Skarda & Ellen Byrne, 687 S. Elizabeth St, Maple Park, IL 60151
8. Hoby & Mariza Hansen, 146 NW Falcon Ct, Stevenson, WA 98648
9. Marsha Hamilton, PO Box 2, Stevenson, WA 98648
10. Anne Keese, 317 N 47<sup>th</sup> CIR, Camas, WA 98607
11. Gregg & Marcia Leion, 20638 Sierra Dr., Bend, OR 97701

# HIDDEN RIDGE SUBDIVISION

Site example

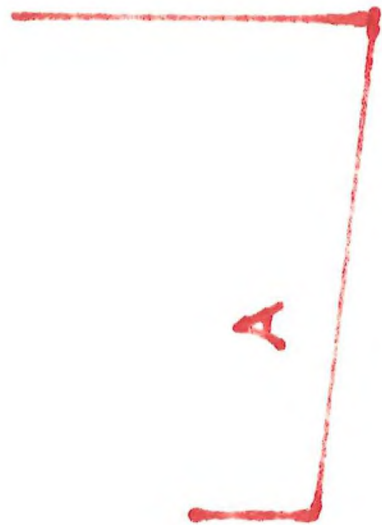
1180 NW Iman Loop Rd  
Lot #5

A. The area available  
for residential outbuildings  
under current zoning.



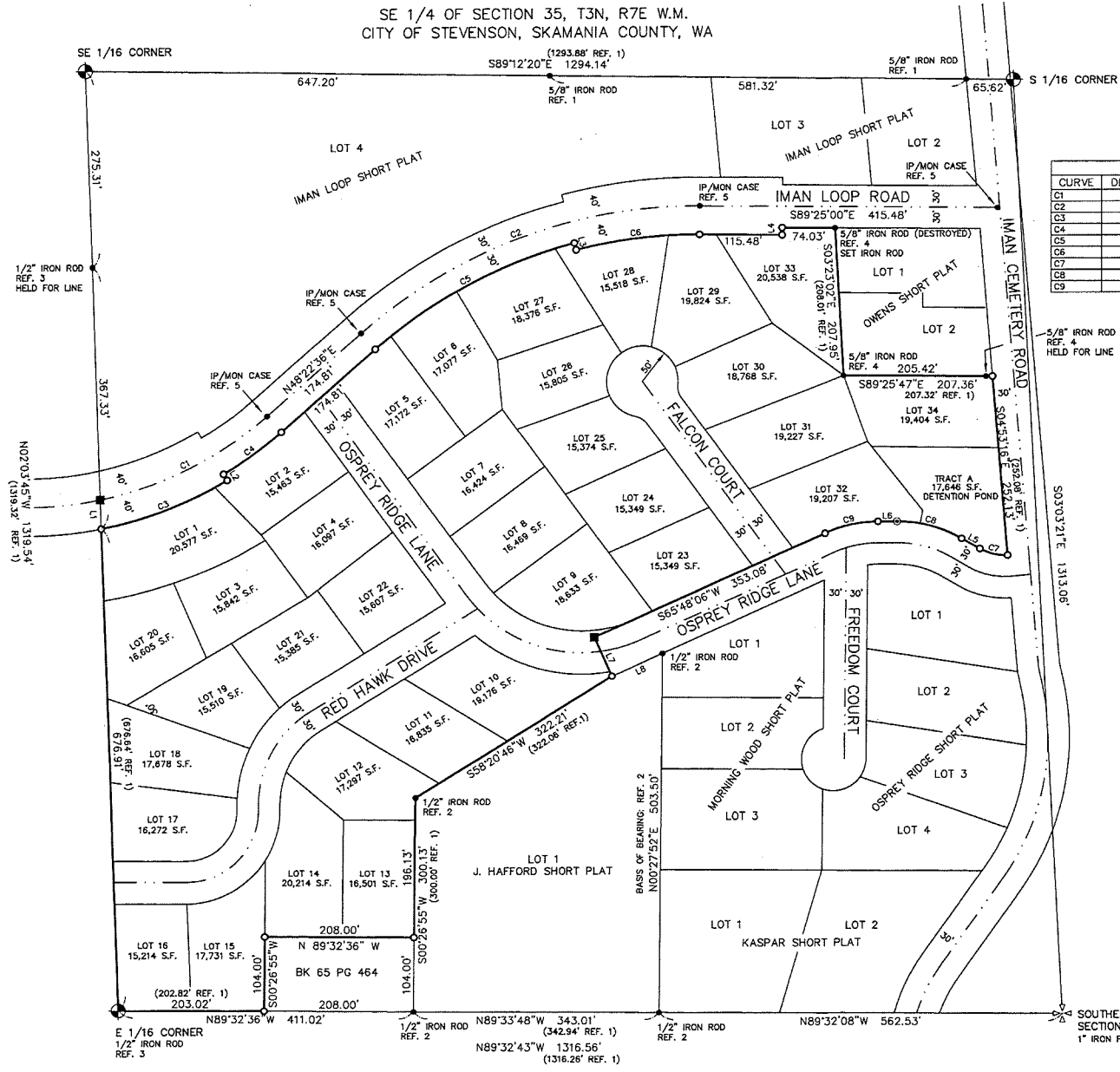
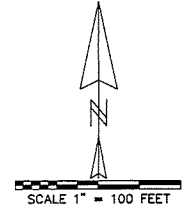
- DIR
- 1 - f
  - 2 - l
  - 3 - f
  - 4 - f
  - 5 - l
  - 6 - l
  - 7 - l





# HIDDEN RIDGE SUBDIVISION

SE 1/4 OF SECTION 35, T3N, R7E W.M.  
CITY OF STEVENSON, SKAMANIA COUNTY, WA



CURVE TABLE						
CURVE	DELTA ANGLE	RADIUS	ARC	TANGENT	CHORD	CHORD BEARING
C1	30°06'08"	500.00	262.89	134.45	259.68	N63°24'41"E
C2	42°12'24"	700.00	515.65	270.15	504.07	S69°28'48"W
C3	20°01'49"	540.00	189.78	95.36	187.82	N69°10'13"E
C4	10°46'43"	530.00	99.70	50.00	99.56	N43°45'58"E
C5	27°06'12"	670.00	316.94	161.49	313.99	S61°55'42"W
C6	15°06'11"	660.00	173.98	87.50	173.47	S83°01'54"W
C7	32°32'36"	78.00	40.31	20.73	39.75	S78°29'42"E
C8	22°53'59"	180.00	94.25	48.23	93.17	N75°00'00"W
C9	24°11'54"	180.00	76.02	38.59	75.46	S77°54'03"W

LINE TABLE		
LINE	LENGTH	BEARING
L1	40.51	N02°03'45"W
L2	10.00	N32°29'40"W
L3	10.00	S14°31'12"E
L4	10.00	N00°30'01"E
L5	29.35	N60°00'01"W
L6	26.55	N90°00'00"W
L7	60.00	S24°11'54"E
L8	77.24	S65°48'06"W

### LEGEND

- SET 5/8" X 30" IRON ROD WITH YELLOW PLASTIC CAP MARKED "WYEAST SURVEYS PLS 29288"
- SET BRASS SCREW IN ROCK
- FOUND MONUMENT AS NOTED
- CALCULATED POSITION



SHEET 2 OF 4

WYEAST SURVEYS  
KEVIN DOWD  
4399 WOODWORTH DRIVE  
MT HOOD, OR 97041  
(541) 352-6065

# HIDDEN RIDGE SUBDIVISION

SE 1/4 OF SECTION 35, T3N, R7E W.M.  
 CITY OF STEVENSON, SKAMANIA COUNTY, WA

## LEGAL DESCRIPTION

LOT 1, IMAN LOOP SHORT PLAT, AFN 2006160461  
 LOCATED IN THE SE 1/4 OF THE SE 1/4 OF SECTION 35  
 TOWNSHIP 3 NORTH, RANGE 7 EAST OF THE WILLAMETTE MERIDIAN  
 IN THE CITY OF STEVENSON, COUNTY OF SKAMANIA AND STATE OF WASHINGTON

SUBJECT TO:  
 DEED BOOK 32 PAGE 331, RECORDED APRIL 4, 1949  
 DEED BOOK 41 PAGE 99, RECORDED FEBRUARY 6, 1956  
 DEED BOOK 62 PAGE 441, RECORDED DECEMBER 8, 1970  
 DEED BOOK 122 PAGE 481, RECORDED MARCH 11, 1991  
 DEED BOOK 207 PAGE 674, RECORDED MARCH 19, 2001  
 AFN 2005159180, RECORDED OCTOBER 21, 2005  
 AFN 2006160461, RECORDED FEBRUARY 3, 2006  
 AFN 2015001790, RECORDED AUGUST 25, 2015

## REFERENCES

1. IMAN LOOP SHORT PLAT, AFN 2006160461
2. J. HAFFORD SHORT PLAT, AFN 110935
3. BK 1, PG 146 OF SURVEYS
4. OWENS SHORT PLAT, AFN 2004151958
5. CRP 70-39 AND CRP 71-8
6. OSPREY RIDGE SHORT PLAT, AFN 2005159290
7. MORNING WOOD SHORT PLAT, AFN 2005159291

## INDEX

- SHEET 1. NOTES, VICINITY MAP AND APPROVALS  
 SHEET 2. PLAT BOUNDARY  
 SHEET 3. LOTS 1-4 AND LOTS 10-22  
 SHEET 4. LOTS 5-9 AND LOTS 23-34

THIS SUBDIVISION COMPLIES WITH CITY REQUIREMENTS AND IS APPROVED SUBJECT TO ANY SPECIAL CONDITIONS INSCRIBED HEREON AND SUBJECT TO BEING RECORDED WITH THE SKAMANIA COUNTY AUDITOR'S OFFICE.

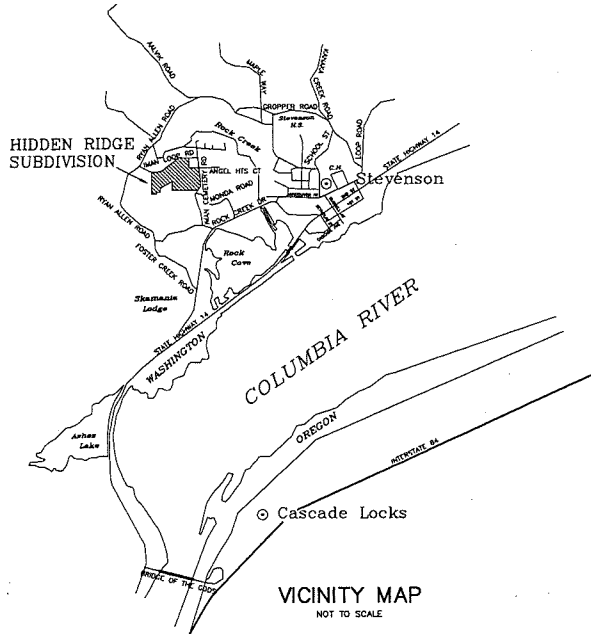
## SPECIAL CONDITIONS

DECLARATION OF PROTECTIVE COVENANTS, CONDITIONS, RESTRICTIONS AND EASEMENTS FOR HIDDEN RIDGE  
 RECORDED MAY 18, 2007 AS AFN 2007166154

ROADWAY/DRAINAGE MAINTENANCE AGREEMENT  
 RECORDED NOVEMBER 13, 2017 AS AFN 2017002369  
 AGREEMENT BETWEEN LOTS 29 AND 33

ROADWAY/DRAINAGE MAINTENANCE AGREEMENT  
 RECORDED NOVEMBER 13, 2017 AS AFN 2017002370  
 AGREEMENT BETWEEN LOTS 13 AND 14

ROADWAY/DRAINAGE MAINTENANCE AGREEMENT  
 RECORDED NOVEMBER 13, 2017 AS AFN 2017002371  
 AGREEMENT BETWEEN LOTS 3, 19, 20 AND 21



## NOTES

PLAT AREA = 16.101 ACRES  
 PUBLIC EASEMENTS ARE AS NOTED. ALL OTHER EASEMENTS ARE PRIVATE.

LAMPLIGHT CAPITAL AND ASSET MANAGEMENT, LLC, A TEXAS LIMITED LIABILITY COMPANY, AS VESTED OWNER CERTIFIES AND ACKNOWLEDGES A TWO (2) YEAR WARRANTY ON ALL HIDDEN RIDGE INFRASTRUCTURE FROM DATE OF PLAT RECORDING.

EACH INDIVIDUAL LOT TO PROVIDE TWO (2) OFF STREET PARKING SPACES EXCEPT FOR LOTS 1, 2, 5, 27, 33 AND 34 WHICH ARE TO PROVIDE FOUR (4) OFF STREET PARKING SPACES.

HOMEOWNERS ASSOCIATION SHALL BE RESPONSIBLE FOR ALL REPAIRS AND MAINTENANCE OF THE STORM WATER SYSTEM, INCLUDING TRACT "A" DETENTION POND, IF THE CITY PERFORMS ANY REPAIRS OR MAINTENANCE ON THE SYSTEM, THE OWNER, ASSOCIATION AND SUCCESSORS AGREE IT SHALL BE PERMITTED TO FIX A SYSTEM MAINTENANCE CHARGE TO THE HOMEOWNERS CONTRIBUTING STORM WATER TO THE SYSTEM AS PROVIDED IN RCW 35.67.190.

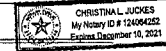
HOMEOWNERS ASSOCIATION SHALL BE RESPONSIBLE FOR ALL REPAIRS AND MAINTENANCE OF THE PEDESTRIAN WALKWAY AND ROCK WALLS WITHIN THE PUBLIC SIDEWALK EASEMENT LOCATED IN LOTS 26, 27 AND 28.

We, owners of the described tract of land hereby declare and certify this Plat to be true and correct to the best of our abilities, and that this subdivision has been made with our free consent and in accordance with our desires. Further we dedicate Osprey Ridge Lane, Falcon Court, Red Hawk Drive, Tract A and all public easements as identified on this plat (Sheets 1 through 4) to the use of the public forever and waive all claims arising from the construction and maintenance of said roads. Furthermore we warrant easements shown for their designated purposes.

*Chad Boton* 1/8/18  
 CHAD BOTON, PRESIDENT-REAL ESTATE Date  
 LAMPLIGHT CAPITAL AND ASSET MANAGEMENT, LLC  
 A TEXAS LIMITED LIABILITY COMPANY

This is to certify that on the 4th day of January, 2018 Before me personally appeared *Chad Boton* who is known to me to be the individual(s) described in and who executed the foregoing instrument and acknowledged to me that they signed the same as their free and voluntary act for the use and purpose set forth herein.

*Christina L. Jukes*  
 Notary Public in and for the State of Texas



I hereby certify that the city road abutting the proposed subdivision is of sufficient width to meet current city standards without requiring additional right of way and that road right of ways upon or abutting the proposed subdivision are of sufficient width to assure maintenance and to permit future utility installations. I further certify that the proposed private roads meet current city standards and that city water and sewer services are available to the proposed subdivision.

*Carl Wamb* 2/5/18  
 Public Works Director Date

03073544080000  
 I hereby certify that the taxes and assessments have been duly paid, discharged or satisfied in regard to the lands involved with the proposed subdivision.

*PD MEU 2017* 2-6-18  
 Date  
*Paul G. Wood*  
 Skamania County Treasurer

*X* 1/30/18  
 City Clerk/ Treasurer Date

This subdivision complies with City requirements and is approved subject to property being recorded with the Skamania County Auditor's office.

*[Signature]* 01/26/18  
 Mayor, City of Stevenson Date

I, Kevin Dowd, registered as a land surveyor by the State of Washington certify that this plat is based on an actual survey of the land described herein, conducted by me or under my supervision during the period of April 2007 through October 2007, that the distances, courses and angles are shown hereon correctly, and that monuments other than those approved for setting at a later date, have been set and lot corners staked on the ground as depicted on the plat.

*Kevin Dowd* 12-11-17  
 Registered Professional Land Surveyor PLS NO. 29288 Date

STATE OF WASHINGTON  
 COUNTY OF SKAMANIA

I hereby certify that the within instrument of writing was duly filed for recording in the public records of Skamania County, Washington, on 02-06-2018 at 11:57 AM.

was recorded in Auditor's File No. 2018000254

*Robert Waymire*  
 Recorder of Skamania County, Washington  
*Robert Waymire*  
 County Auditor

SHEET 1 OF 4

WYEAST SURVEYS  
 KEVIN DOWD  
 4399 WOODWORTH DRIVE  
 MT HOOD, OR 97041  
 (541) 352-6065

B. Exceptions. The following exceptions are permitted to the standards of Table 17.15.050-1:

1. Properties receiving approval to deviate from standards according to SMC 17.38 - Supplementary Provisions.
2. Properties obtaining variance approval in accordance with SMC 17.46 - Adjustments, Variances, and Appeals.
3. Properties receiving modification approval in accordance with SMC 17.17 - Residential Planned Unit Developments.  
(Ord. No. 1103, § 5, 2-16-2017; Ord. No. 1104, § 3.B,C, 6-15-2017)

17.15.060 Residential dimensional standards.

A. Compliance Required. All structures in residential districts must comply with:

1. The applicable dimensional standards contained Table 17.15.060-1: Residential Dimensional Standards.
2. All other applicable standards and requirements contained in this title.

Table 17.15.060-1: Residential Dimensional Standards						
District	Maximum Height of Building	Front	Minimum Setbacks			
			Side, Interior	Side, Street	Rear, Interior Lot	Rear, Through Lot
R1	35 ft	20 ft	5 ft	15 ft	20 ft <sup>1</sup>	20 ft
R2	35 ft	20 ft	5 ft	15 ft	20 ft <sup>1</sup>	20 ft
R3	35 ft	15 ft	5 ft <sup>2</sup>	15 ft	20 ft <sup>1</sup>	20 ft
MHR	35 ft	30 ft	15 ft	20 ft	20 ft <sup>1</sup>	20 ft
SR	35 ft	30 ft	15 ft	20 ft	20 ft	20 ft

~~1~~ 1-5 ft for residential outbuildings that are both 12 ft in height or less and 200 sq ft in size or less

2-A 10-foot setback is required when adjacent to an R1 or R2 district.

B. Exceptions. The following exceptions are permitted to the standards of Table 17.15.060-1:

1. Properties receiving approval to deviate from standards according to SMC 17.38 - Supplementary Provisions.
2. Properties obtaining variance approval in accordance with SMC 17.46 - Adjustments, Variances, and Appeals.

Receipt: 8197                      09/13/2021  
Acct #: 25038                      COPY  
City Of Stevenson  
7121 E. Loop Rd.  
PO Box 371  
Stevenson, WA 98648  
(509) 427-5970

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Planning Permits

Stevenson, WA 98648

Planning Fees  
Memo: ZON2021-01 Simpson etal  
Zoning Text Change

ZON2021-01 Simpson etal            50.00  
Zoning Text  
Change-Braaten/Simpson

Non Taxed Amt:                      50.00  
Total:                                      50.00  
Chk: 7997                                50.00  
Ttl Tendered:                        50.00  
Change:                                    0.00

Issued By: Mary C.  
09/13/2021 13:58:25

Receipt: 8198                      09/13/2021  
Acct #:    25038  
City Of Stevenson  
7121 E. Loop Rd.  
PO Box 371  
Stevenson, WA 98648  
(509) 427-5970

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Planning Permits

Stevenson, WA 98648

Planning Fees  
Memo: ZON2021-01 Simpson etal  
      Zoning Text Change

ZON2021-01 Simpson etal	150.00
Zoning Text Change-Crotteau	
Non Taxed Amt:	<u>150.00</u>
Total:	150.00
Chk: 1003	<u>150.00</u>
Ttl Tendered:	150.00
Change:	0.00

Issued By:    Mary C.  
                  09/13/2021 13:59:27

Receipt: 8199                      09/13/2021  
Acct #:    25038  
City Of Stevenson  
7121 E. Loop Rd.  
PO Box 371  
Stevenson, WA 98648  
(509) 427-5970

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Planning Permits

Stevenson, WA 98648

Planning Fees

Memo: ZON2021-01 Simpson etal  
      Zoning Text Change

ZON2021-01 Simpson etal	100.00
Zoning Text Change-Lawing	
Non Taxed Amt:	<u>100.00</u>
Total:	100.00
Chk: 2653	<u>100.00</u>
Ttl Tendered:	100.00
Change:	0.00

Issued By:    Mary C.  
                  09/13/2021 14:00:39

Receipt: 8200                      09/13/2021  
Acct #:    25038  
City Of Stevenson  
7121 E. Loop Rd.  
PO Box 371  
Stevenson, WA 98648  
(509) 427-5970

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Planning Permits

Stevenson, WA 98648

Planning Fees

Memo: ZON2021-01 Simpson etal  
      Zoning Text Change

ZON2021-01 Simpson etal            150.00  
Zoning Text Change-Skarda

Non Taxed Amt:                      150.00

Total:                                    150.00

Chk: 1604                                150.00

Ttl Tendered:                        150.00

Change:                                 0.00

Issued By:    Mary C.  
                  09/13/2021 14:01:48



Receipt: 8201                      09/13/2021  
Acct #:    25038  
City Of Stevenson  
7121 E. Loop Rd.  
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Planning Permits

Stevenson, WA 98648

Planning Fees

Memo: ZON2021-01 Simpson etal  
      Zoning Text Change

ZON2021-01 Simpson etal        150.00  
Zoning Text  
Change-Shaima

Non Taxed Amt:                      150.00

Total:                                      150.00

Chk: 1094                                 150.00

Ttl Tendered:                         150.00

Change:                                    0.00

Issued By:    Mary C.  
                  09/13/2021 14:02:37

Receipt: 8202                      09/13/2021  
Acct #:    25038  
City Of Stevenson  
7121 E. Loop Rd.  
PO Box 371  
Stevenson, WA 98648  
(509) 427-5970

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Planning Permits

Stevenson, WA 98648

Planning Fees

Memo: ZON2021-01 Simpson etal  
      Zoning Text Change

ZON2021-01 Simpson etal	150.00
Zoning Text Change-Price	
Non Taxed Amt:	<u>150.00</u>
Total:	150.00
Chk: 235	<u>150.00</u>
Ttl Tendered:	150.00
Change:	0.00

Issued By:    Mary C.  
                  09/13/2021 14:03:22

Receipt: 8203                      09/13/2021  
Acct #:    25038  
City Of Stevenson  
7121 E. Loop Rd.  
PO Box 371  
Stevenson, WA 98648  
(509) 427-5970

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Planning Permits

Stevenson, WA 98648

Planning Fees  
Memo: ZON2021-01 Simpson etal  
      Zoning Text Change

ZON2021-01 Simpson etal	150.00
Zoning Text Change-Skarda	
Non Taxed Amt:	<u>150.00</u>
Total:	150.00
Chk: 9331	<u>150.00</u>
Ttl Tendered:	150.00
Change:	0.00

Issued By:    Mary C.  
                  09/13/2021 14:04:00

Receipt: 8204                      09/13/2021  
Acct #:    25038  
City Of Stevenson  
7121 E. Loop Rd.  
PO Box 371  
Stevenson, WA 98648  
(509) 427-5970

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Planning Permits

Stevenson, WA 98648

Planning Fees  
Memo ZON2021-01 Simpson etal  
      Zoning Text Change

ZON2021-01 Simpson etal	150.00
Zoning Text Change-Hansen	
Non Taxed Amt:	<u>150.00</u>
Total:	150.00
Chk: 5007	<u>150.00</u>
Ttl Tendered:	150.00
Change:	0.00

Issued By:    Mary C.  
                  09/13/2021 14:04:45

Receipt: 8205                      09/13/2021  
Acct #:     25038  
City Of Stevenson  
7121 E. Loop Rd.  
PO Box 371  
Stevenson, WA 98648  
(509) 427-5970

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Planning Permits

Stevenson, WA 98648

Planning Fees

Memo: ZON2021-01 Simpson etal  
       Zoning Text Change

ZON2021-01 Simpson etal	150.00
Zoning Text	
Change-Hamilton	
Non Taxed Amt:	<u>150.00</u>
Total:	150.00
Chk: 171	<u>150.00</u>
Ttl Tendered:	150.00
Change:	0.00

Issued By:     Mary C.  
                  09/13/2021 14:05:31

Receipt: 8206                      09/13/2021  
Acct #:    25038  
City Of Stevenson  
7121 E. Loop Rd.  
PO Box 371  
Stevenson, WA 98648  
(509) 427-5970

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Planning Permits

Stevenson, WA 98648

Planning Fees

Memo: ZON2021-01 Simpson etal  
      Zoning Text Change

ZON2021-01 Simpson etal	150.00
Zoning Text Change-Keesee	
Non Taxed Amt:	<u>150.00</u>
Total:	150.00
Chk: 103	<u>150.00</u>
Ttl Tendered:	150.00
Change:	0.00

Issued By:    Mary C.  
                  09/13/2021 14:06:10

Receipt: 8207                      09/13/2021  
Acct #:    25038  
City Of Stevenson  
7121 E. Loop Rd.  
PO Box 371  
Stevenson, WA 98648  
(509) 427-5970

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Planning Permits

Stevenson, WA 98648

Planning Fees

Memo: ZON2021-01 Simpson etal  
      Zoning Text Change

ZON2021-01 Simpson etal	150.00
Zoning Text Change-Leion	
Non Taxed Amt:	<u>150.00</u>
Total:	150.00
Chk: 127	<u>150.00</u>
Ttl Tendered:	150.00
Change:	0.00

Issued By:    Mary C.  
                  09/13/2021 14:07:01



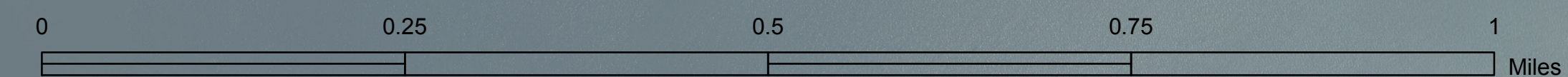
# Zoning Map

## City of Stevenson

- Commercial (C1)
- Education District (ED)
- Commercial Recreation (CR)
- Light Industrial (M1)
- Public Use and Recreation (PR)
- Single Family Residential (R1)
- Two Family Residential (R2)
- Multi-Family Residential (R3)
- Multi-Family Residential Overlay (R3)
- Suburban Residential (SR)

- Stream
- Parcel
- City Limits
- Urban Area

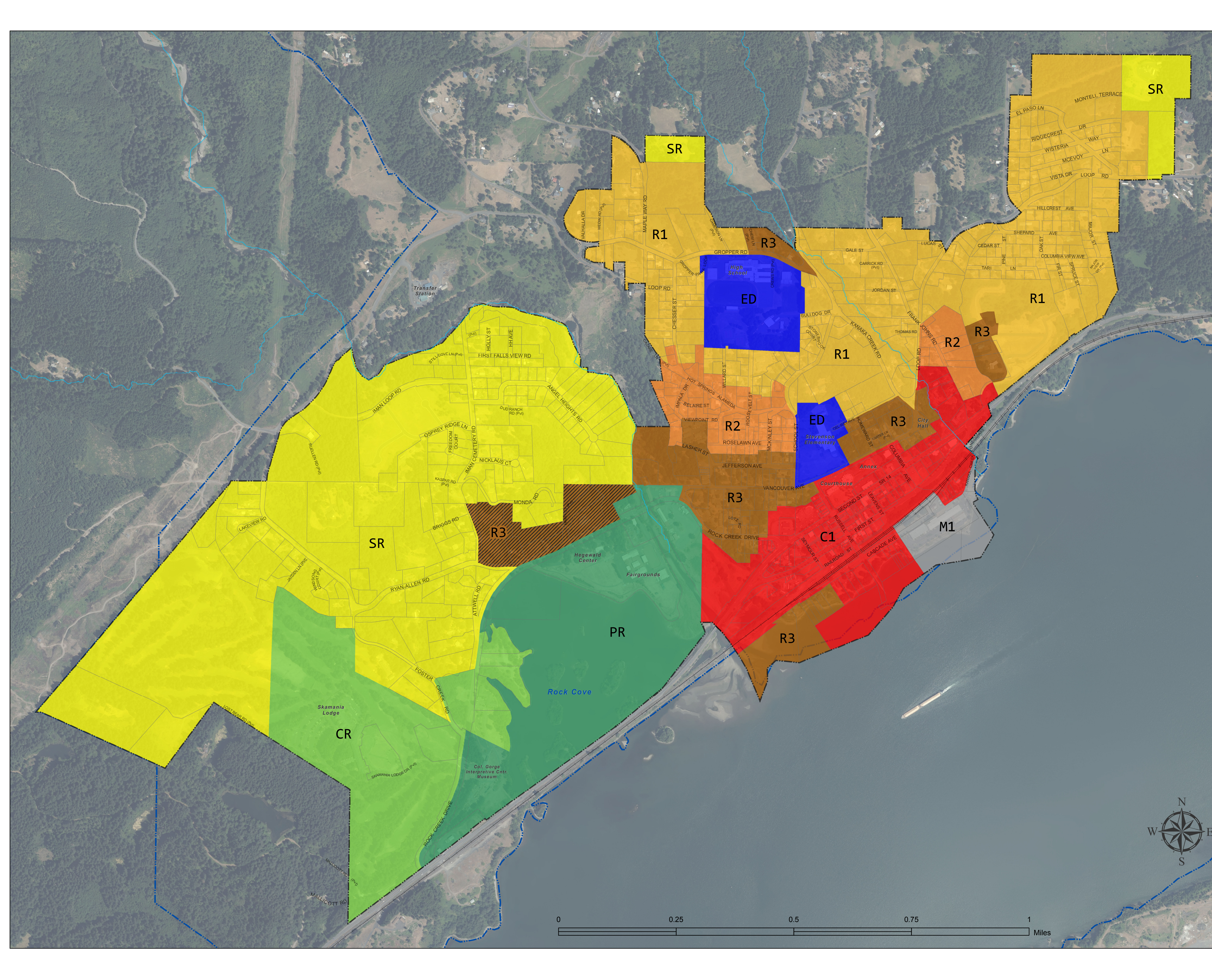
Mayor _____	Date _____
Clerk - Treasurer _____	Date _____
Attorney _____	Date _____



**Notes:**  
 When Printed to ANSI D (22"x34"): 1 inch = 500 feet  
 Absolute scale: 1:6,000  
 Aerial Photo Date: 7/6/2015  
 Projected Coordinate System: NAD 1983 HARN StatePlane  
 Washington FIPS 4602 Feet  
 Projection Name: Lambert Conformal Conic  
 Planar Units: US Survey Feet

**Skamania County**  
 Dept of Assessment (GIS)  
 Created by: Rick Hollatz  
 Updated: 10/12/2016

DISCLAIMER: This map product was prepared by Skamania County and is for information purposes only. It may not have been prepared for, or be suitable for, legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.





## **Appendix B – Public Involvement Framework**

The following represents a recommended procedure to evaluate and establish topic-specific public involvement plans. As used in this appendix, “Public Involvement” is an umbrella term incorporating a broad range of ways in which the Planning Commission interacts with the public. This range begins with the minimum requirements established by State statutes where information is shared in a uni-directional manner to ensure public awareness of Commission actions. The Public Involvement umbrella embraces bi-directional dialogue wherein the public informs decisions through their meaningful input. At another end of the range, Public Involvement could result in direct decision-making by the public via referendum to the voters. Along the way the term Public Involvement embraces other public participation methods, whether they are suggested in this appendix or not.

This Public Involvement Framework was recommended in summer 2021 by a subcommittee of the Planning Commission. The committee was composed of residents, property owners, Planning Commissioners, and City staff.

The Public Involvement Framework incorporates 7, non-linear, categories of action beginning with a “Call to Act”. As appropriate within this framework the Planning Commission should “Conscientiously Select Public Involvement Methods” to “Define” the issue identified in the “Call”, “Inform/Educate/Reach-Out” to the public about the issue, and “Engage” community stakeholders to exchange information on the issue. These conscientious efforts allow the Commission to “Refine” the issue based on information received, “Check-in” with the public after the issue is refined, and to eventually “Decide” on an action to address the “Call”.

The intent of the Framework is to allow the Planning Commission to conscientiously evaluate each “Call to Action”, right-size its approach to the action, and communicate its expectations and actions to the public. The non-linear aspect of the framework means that the Planning Commission can evaluate and establish independent Public Involvement expectations for each category in the framework and can reevaluate established expectations as necessary.

Documents assisting this conscientious effort include:

- Exhibit B.1 – Visual Public Involvement Workflow Template. During any topic the Planning Commission chooses to address, this template can be edited and used to convey the established topic-specific public involvement plan and update its progress while the topic is being address.
- Exhibit B.2 – Menu of Public Involvement Methods. This exhibit is not intended to be static. As time goes on, this menu of methods may be supplemented, refined, or edited without a formal amendment to the Planning Commission bylaws.

- Exhibit B.3 – Example Public Involvement Materials. Like the menu of methods, the example materials of this exhibit are not static. Dynamic updates to the example materials can be added at any time without amending these bylaws.

**Framework Components**

Component	Actors	Actions
<b>Call to Act</b>		
<p>The Call to Act is the instant when an issue is identified. The Call to Act can be considered the identification of an <b>Issue</b> or a <b>Need</b>. The Call results from a disturbance, an opportunity, a problem, a request, or any other catalytic moment when the Planning Commission is asked to act.</p>	<p><b>The Caller</b> can be anyone from the community:</p> <ul style="list-style-type: none"> <li>• A City elected official</li> <li>• A Planning Commissioner</li> <li>• City staff</li> <li>• Consultants</li> <li>• A partner agency or interest groups, etc.</li> </ul>	<p><b>Determine whether to answer the Call:</b></p> <ul style="list-style-type: none"> <li>• Determine whether Issue or Need is accepted</li> <li>• Assess City agency/ability to impact</li> <li>• Assess City responsibility to impact</li> <li>• Assess City capacity</li> </ul>
<b>Define the Issue</b>		
<p>Defining the Issue creates clarity by exploring how the Call to Action was created and by whom, identifying who is driving and who is impacted, and identifying available information, observations, public concerns, and determining whether existing data is adequate or more data is required. Defining the issue leads to a reconsideration of whether to answer the Call. Doing so transforms <b>Need</b> into <b>Purpose</b>.</p>	<p><b>The Planning Commission</b> identifies Potential Stakeholders as necessary. Potential Stakeholders include:</p> <ul style="list-style-type: none"> <li>• Businesses</li> <li>• City officials</li> <li>• Developers</li> <li>• Low Income and/or under represented</li> <li>• Long-term residents</li> <li>• New residents</li> <li>• Those Privileged and Disadvantaged by the issue/topic</li> <li>• Property Owners</li> <li>• Renters, etc.</li> </ul>	<p><b>Determine Stakeholders:</b></p> <ul style="list-style-type: none"> <li>• Understand who the Caller represents</li> <li>• Understand who benefits/suffers from the Issue or Need</li> <li>• Understand who benefits/suffers from the Solution to the Issue or Need</li> </ul> <p><b>Propose Solutions</b></p> <ul style="list-style-type: none"> <li>• Determine when a solution is proposed</li> <li>• Determine who proposes solutions</li> <li>• Determine how many solutions are proposed</li> </ul> <p><b>Select Public Involvement Strategies</b></p> <ul style="list-style-type: none"> <li>• Assess City capacity to implement individual Public Involvement Methods.</li> <li>• Establish who should be involved</li> <li>• Select level of involvement (Inform, Educate, Engage, Ask)</li> <li>• Select specific Public Involvement Methods (Exhibit B.2)</li> </ul>
<b>Inform, Educate, and Reach-Out to Public</b>		
<p>Informing, Educating, and Reaching Out to Stakeholders provides <i>uni-directional information sharing</i> from</p>	<p>The Planning Commission and City staff activate Networks (e.g., SDA,</p>	<p><b>Make Materials Accessible, Understandable, Timely, and Compelling</b></p>

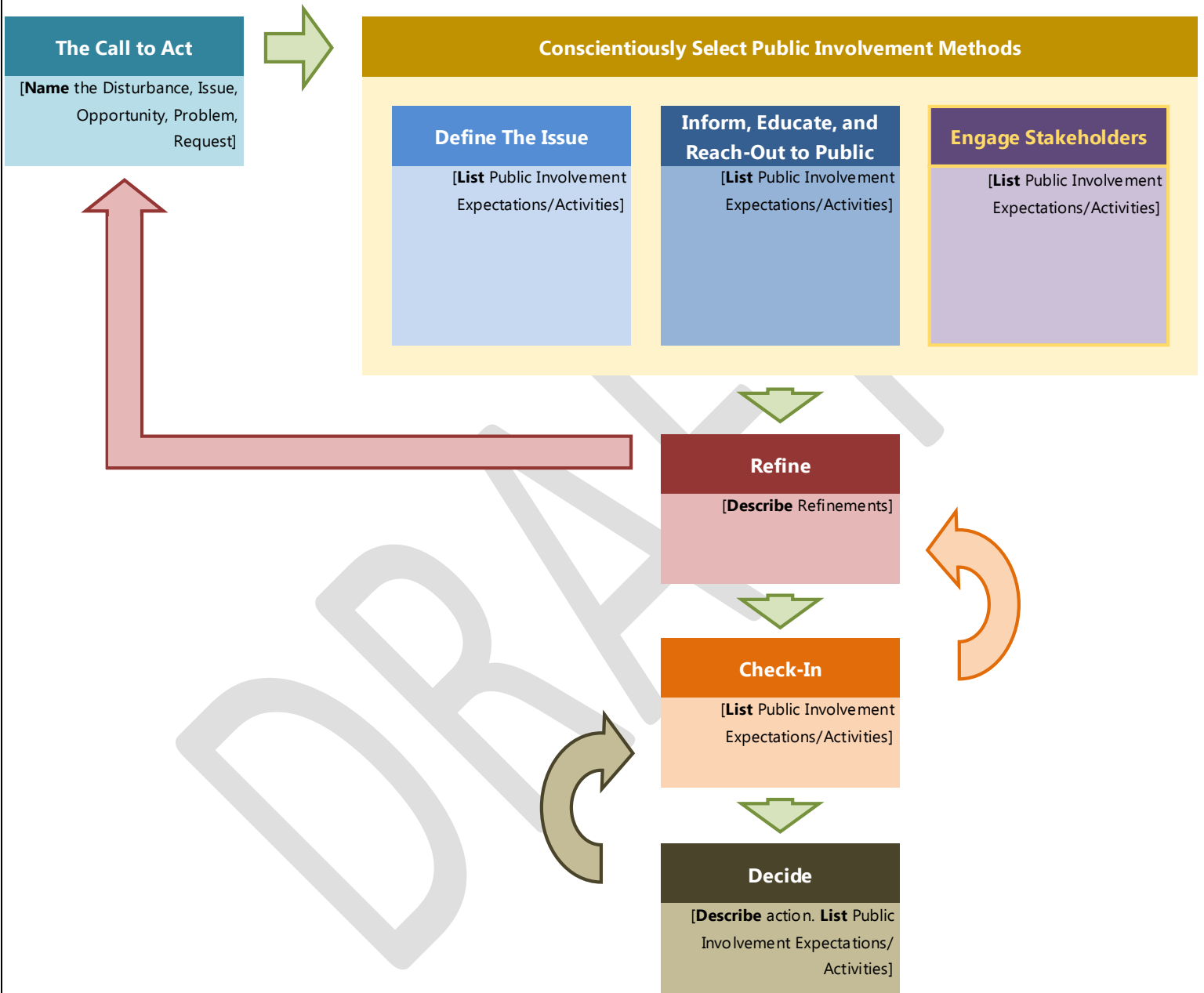
<p>the City to the Public. The sharing of information could be a preamble to the Engaging Stakeholders or could stand alone as a form of open governance. Informing, Educating, and Reaching-Out to the Public shares the <b>Purpose</b> with the community to generate greater <b>Communal Understanding</b>.</p>	<p>Volunteers, WAGAP, etc.) to help reach-out to identified Potential Stakeholders.</p>	<ul style="list-style-type: none"> <li>• Share simple information broadly</li> <li>• Provide access to more detailed information</li> <li>• Make available source documents and reference materials</li> </ul> <p><b>Surface Latent Stakeholders</b></p> <ul style="list-style-type: none"> <li>• Provide opportunities for the Public-At-Large to become more involved</li> </ul>
<p><b>Engage Stakeholders</b></p>		
<p>Engaging Stakeholders provides <i>bi-directional information exchange</i> between the public and city staff/elected officials. Engaging Stakeholders results supplements <b>Communal Understanding</b> with <b>Collective Wisdom</b>.</p>	<p>The Planning Commission and City staff activate Networks to help engage identified Potential Stakeholders and previously Latent Stakeholders.</p>	<p><b>Match the Level of Engagement to the Need for Input and the Impact of Change.</b></p> <ul style="list-style-type: none"> <li>• Share simple information broadly</li> <li>• Provide access to more detailed information</li> <li>• Make available source documents and reference materials</li> </ul> <p><b>Ensure Engagement is Multi-Faceted.</b></p> <ul style="list-style-type: none"> <li>• Select specific Public Involvement Methods (Exhibit B.2)</li> </ul> <p><b>Solicit Input and Expertise Building upon Work of City Officials.</b></p>
<p><b>Refine</b></p>		
<p>Refining involves validating or reconsidering decisions made in earlier steps. Refining applies <b>Communal Understanding</b> and <b>Collective Wisdom</b> to the <b>Purpose</b>. If the issue is complex, refining may involve several iterations of earlier steps and/or offer widening ranges of options. At one end of this range, refining could even lead the Planning Commission to reconsider whether to answer the original Call to Act.</p>	<p>The Planning Commission and City staff respond to stakeholders based on input received.</p>	<p><b>Distill stakeholder input for Planning Commission to inform next steps and/or a decision.</b></p>
<p><b>Check-In</b></p>		
<p>Checking-In reconnects Stakeholders with the <b>Need</b> and <b>Purpose</b>, and updates the <b>Communal Understanding</b> with the <b>Collective Wisdom</b> gained through implementation of the Public Involvement Plan.</p>	<p>The Planning Commission and City staff re-activate networks, updating stakeholders on the issue's evolution through the Public Involvement efforts.</p>	<p><b>Create a feedback loop to determine whether additional Public Involvement is necessary before a decision can be made.</b></p> <p><b>Respond to Stakeholders to Improve Upon or Help Inform the Final Decision.</b></p>
<p><b>Decide</b></p>		
<p>Deciding involves advancing an <b>Action</b> to address a <b>Need</b> the <b>Purpose</b>. The</p>		<p><b>Document the Decision</b></p> <p><b>Communicate the Decision Broadly</b></p>

<p><u>action should integrate the <b>Collective Wisdom</b> received through implementation of the Public Involvement Plan. Through <b>Action a Need</b> is addressed, the <b>Seed of Community</b> is born and the ground is prepared to receive the next Call.</u></p>		
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**Exhibit B.1 – Visual Public Involvement Workflow Template**

The following template can be customized to document the topic-specific Public Involvement Plans.



**Exhibit B.1 – Menu of Public Involvement Methods.**

This exhibit presents several public involvement methods. Some are simple, some more complex. A basic assessment of the impact and associated costs associated with each method is included. This list is dynamic and will grow according to more input and testing of methods.

The menu can be attached to early issue report as a tool for the Planning Commission and shared with the public to share expectations on each Public Involvement Plan.

In general, selected methods to Inform, Educate, and Reach-Out should provide an 1-month timeframe.

Method	Impact	Resource Need	Notes	Included in Plan?
<b>Methods to Inform, Educate, Reach-Out</b>				
<u>Physical Media (posters, informational flyers, newspaper ads)</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Consider posting on bulletin boards and around town (laundry, apartments, post office, workplaces, school/government/semi-public spaces)</u>	<u>Y or N</u>
<u>Targeted Media (postcards with links, invitations to participate)</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>		<u>Y or N</u>
<u>Requests for neighborhood/group participation</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Planning Commissioners and/or Staff</u>	<u>Y or N</u>
<u>Electronic Media (Facebook page, nextdoor, websites of partners and City)</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>		<u>Y or N</u>
<u>Press Release, Interviews, Guest Editorial</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>		<u>Y or N</u>
<u>Sandwich Boards</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Consider placing at Stevenson Downtown Association office, front lawns</u>	<u>Y or N</u>
<u>Guest appearances at events and meetings</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Planning Commissioners and/or Staff</u>	<u>Y or N</u>
<u>Informal community and interest networks</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>		<u>Y or N</u>
<u>Concise, short and well written flyers delivered to resident's front door by volunteers</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>		<u>Y or N</u>
<b>Methods to Engage</b>				
<u>Public Workshops</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Accessible and welcoming to all</u>	<u>Y or N</u>
<u>Survey Monkey</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Special attention to language and readability needed</u>	<u>Y or N</u>
<u>Meet &amp; Greets with staff or elected officials</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Requires data collected and staffing of elected, along with public notice</u>	<u>Y or N</u>
<u>Council/Commissioner meetings with focused methods for input/dialogue</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Build upon Commission meetings and allow for back and forth between electeds and community. Add more time for PI (Public Involvement).</u>	<u>Y or N</u>

			<u>Change physical arrangement. Actively promote/welcome PI</u>	
<u>Town Hall - debates or educational forums</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Cross talk between electeds, experts, staff with Q&amp;A from audience</u>	<u>Y or N</u>
<u>Story boards - data collection or voting</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Placing story boards in key location to collect input about very specific things OR to get votes on X or Y preference</u>  <u>Mimicking this on social media also</u> <u>*Key to have right issue and right language</u>	<u>Y or N</u>
<u>Listening sessions between staff/electeds and public</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Planning Commissioners and/or Staff</u>	<u>Y or N</u>
<u>Attend existing meetings of currently organized groups, events and board meetings.</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Social service agencies, neighborhood groups, special interest networks, etc</u>	<u>Y or N</u>
<u>Attend large employers meetings (as applicable)</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Planning Commissioners and/or Staff</u>	<u>Y or N</u>
<u>Pioneer articles from Council/Commission with key topics needing to be discussed and solicitation of questions for next issue to be answered</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>		<u>Y or N</u>
<u>Form task forces, interest groups, focus groups, etc</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Planning Commissioners and/or Staff</u>	<u>Y or N</u>
<u>Pizza party/cook off - casual event</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>	<u>Planning Commissioners and/or Staff</u>	<u>Y or N</u>
<u>Postcards soliciting input</u>	<u>L M H</u>	<u>\$ \$ \$ \$ \$</u>		<u>Y or N</u>

**Exhibit B.1 – Example Public Involvement Materials.**

This exhibit presents examples of public involvement materials to effectively implement public involvement plans. These examples will change and supplements will be added in response to the implementation of topic specific public involvement plans.

**List of Examples**

- Flyer Example.

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**Flyer Example**

ZONING - Your neighborhood could change  
We will be discussing how it might change at a meeting next week. Please come.  
Then we'd give the time and place where the meeting was going to be held.  
Then we would have ended the flyer this way:  
For more information on the proposed changes contact \_\_\_\_\_ . Then we'd  
give three ways to contact this person.

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