



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: February 12th, 2024
SUBJECT: Residential Street Side Setback Requirements; Periodic Zoning Use Review

Introduction

The Planning Commission is asked to discuss a draft zoning code text amendment. The proposal was submitted by City staff in furtherance of the work plan established in January 2024. No recommendation is expected as part of tonight's meeting. The following decision points will help determine when a recommendation can be expected:

- Decision Point #1 – What is the appropriate scope of amendments to propose for public review?
- Decision Point #2 – 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?

Discussion Draft Amendment

See Attachment 1. A draft amendment has been prepared for preliminary discussion as the Planning Commission tailors the scope and sets public involvement expectations. The draft includes 3 potential changes:

- 1) Amending Use Allowances in the R3 Multi-Family Residential District; codifying a 2022 use interpretation related to Salons,
- 2) Amending the Street Side Yard Setback standard in the R2 Two-Family Residential District, reducing or increasing the setback on site specific bases,
- 3) Amending the Street Side Yard Setback standard in the R3 Multi-Family Residential District, reducing or increasing the setback on site specific bases and aligning it with the Front Yard Setback standard in that district.

Two areas of town are designated as R2. These areas center around lower Frank Johns Road and Hot Springs Alameda. Several areas of town are designated as R3, with portions near Cascade Avenue, Gropper Road, Jefferson Street, Lutheran Church Road, Rock Creek Drive, and Vancouver Avenue. A copy of the City of Stevenson Zoning Map is included as Attachment 2.

Salon Use Allowance

SMC 17.12.020 – Interpretation of Uses—Record of Interpretations acknowledges the impossibility of anticipating all potential uses of property and provides a process to review specific uses as they are identified over time. For 7 of the City's 10 zones, the Planning Commission performs the interpretation. For the City's 3 most permissive zones, the Zoning Administrator performs the interpretations. In all cases, a record of interpretations is kept to facilitate consistent administration of and periodic amendments to the Zoning Code. The proposal incorporates the following interpretations:

- ZON2022-04: This interpretation asked the Planning Commission whether a "Salon", considered a specific type of Personal Services use, would have been allowed in the R3 District had it been considered. The interpretation determined they would have been allowed as a conditional use. The interpretation solidified several past ad hoc allowances of Salons as conditional uses in the district. Its inclusion is drafted as part

of SMC 17.15.040 (Attachment B). A description of the use is included for discussion as part of SMC 17.13.020 (Attachment C).

Street Side Setback Flexibility

Ordinance 2020-1166 provided greater flexibility and required public sewer for development in the R3 Multi-Family Residential District. The flexibility came via reductions in minimum lot area and minimum lot dimensions. Along with the reduced dimensions, setback flexibility was provided for the front yard. This flexibility is situational, depending on the presence of driveways. Where no driveway is present, the setback was reduced from 15 feet to 10 feet. Where a driveway is present, 20 feet is necessary to accommodate a vehicle. Furthermore, structures blocking a driver’s view of pedestrians are prevented within specified dimensions from the driveway. While flexibility was added for the front yard, similar flexibility was not addressed for the street side yard setback. On its face, this appears to work at cross purposes.

Similar cross purposes are apparent between the regulations applicable to the R2 Two-Family Residential District. SMC 17.12.060 establishes a restrictiveness hierarchy between the City’s various zoning districts. Adopted with the then-new Zoning Code in 1994 (Ordinance 894), this hierarchy situated the R2 District between the R1 Single-Family Residential and R3 Multi-Family Residential districts. The R1 District regulations, however, were only more restrictive in terms of the use-based and maximum density-based provisions of the code. Beginning in 1998, a series of Accessory Dwelling Unit ordinances has eroded the distinction between the density-based provisions of the R1 and R2 Districts. 1996. The dimensional standards established by the 1994 code were actually more restrictive for the R2 and R3 Districts. This issue was partially addressed through Ordinance 2017-1104, which allowed for progressively smaller lot dimensions between the R1, R2 and R3 districts. While setback flexibility was later addressed in the R3 District, it has not yet been considered in the R2 District.

This discussion considers these apparent issues through the 2 amendments presented below (and in Attachment A). The darkest shaded cells of the table show the changes put forth for discussion. The lighter shading provides context within and between zones. The proposal would reduce the current 15-foot requirement to 10 feet and also apply notes 3 and 4 to the Minimum Street Site Setback of both the R2 and R3 districts. This discussion draft does not—but could—include altering the minimum front yard setback standard of the R2 District.

District	Maximum Height of Building	Minimum Setbacks				
		Front	Side, Interior	Side, Street	Rear, Interior Lot	Rear, Through Lot
R1	35 ft	20 ft	5 ft	15 ft	20 ft ¹	20 ft
R2	35 ft	20 ft	5 ft	15 ft 10 ft ^{3,4}	20 ft ¹	20 ft
R3	35 ft	10 ft ^{3,4}	5 ft ²	15 ft 10 ft ^{3,4}	20 ft ¹	20 ft
MHR	35 ft	30 ft	15 ft	20 ft	20 ft ¹	20 ft
SR	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).

On-the-Ground Consequences

If adopted, the amendments presented above would tangibly impact several existing developments:

- **Salon:** Adoption of these provisions would allow property owners/entrepreneurs to seek case-by-case approval for a new Salon on any lot within the R3 Multi-Family Residential District. The case-by-case review is subject to the Planning Commission’s finding the proposal 1) will not endanger the public health or safety, 2) will not substantially reduce the value of adjoining or abutting property, 3) will be in harmony

with the area in which it is located, and 4) will be in conformity with the comprehensive plan, transportation plan, or other plan officially adopted by the council. If not adopted, the one Salon with a valid Conditional Use Permit would be allowed to continue as a legally established non-conforming use. Continuation would not allow expansion, alteration, reestablishment after calamity, or transfer of ownership

- **Street Side Setback:** Refer to the table below. The street side setback restricts development on approximately 1/3rd of all parcels in the R2 Two-Family Residential and 1/4th of all parcels in the R3 Multi-Family Residential districts. Many of these parcels developed prior to adoption of the street side setback standard and appear not to conform thereto.

Adoption of these provisions would better align with the City’s regulations with existing development and allow greater parity between developed properties and undeveloped properties. Future development could be expected closer to streets—unless that location would impact pedestrian safety or convenience. If not adopted, the nonconforming use provisions would eventually compel conformity of existing nonconforming structures. Alteration or expansion of these developments would be difficult and reconstruction after calamity could not occur within the same footprint.

Zone	Parcels	Corner Parcels		Suspected Nonconforming Corner Parcels	
		#	%	#	%
R2	90	30	33.3%	12	40.0%
R3	113	30	26.5%	6	20.0%

The figures above are approximate based on review of aerial photographs and assessor’s parcel maps. This method has many inherent limitations.

Decision Point #1: What is the appropriate scope of amendments to propose for public review? Should it be limited to the 3 changes presented today? Should it include less? Should it also include a change to the R2 front yard setback?

Conscientious Public Involvement

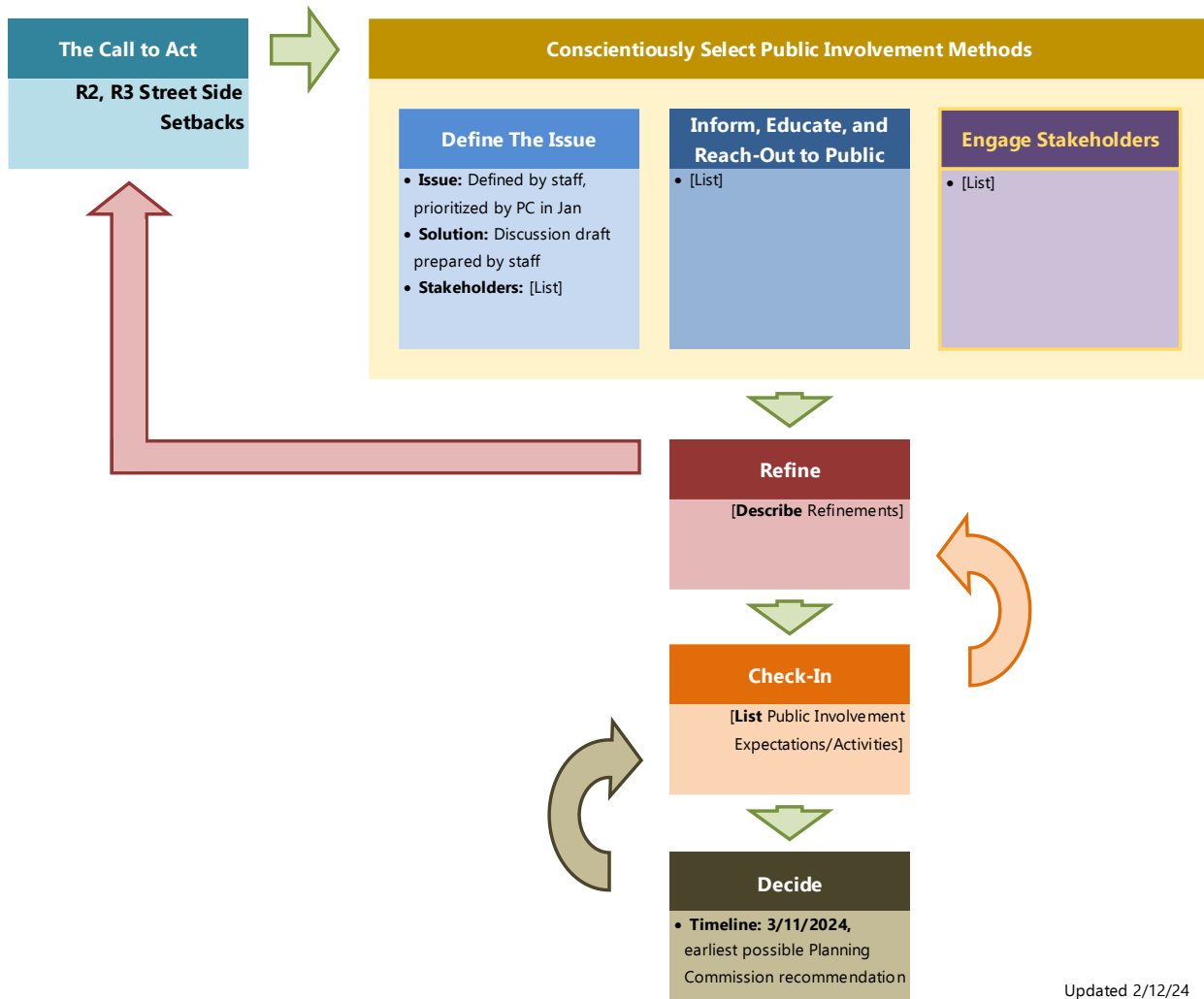
To ensure any proposed changes incorporate public input and occur within a manageable timeline, the Planning Commission’s bylaws include expectations for public involvement. These expectations ask the Planning Commission to conscientiously choose, implement, and communicate public involvement techniques from a menu of options (Attachment 3).

In advance of this meeting, staff has held brief informal discussions with less than 10 affected/potentially affected property owners.

Decision Point #2: What methods of Public Involvement are appropriate for the review of this proposed change?

Decision Point #3: Who is responsible for undertaking the Public Involvement methods selected?

The figure below provides context for the implementation of whichever methods are selected. The expectation at this phase of the review is to work through the 3 boxes under the gold umbrella.



Next Steps

The selected public involvement components will be implemented. A SEPA threshold determination will be issued for the public review draft amendments. The public review draft amendments will be introduced to the City Council as early as its February meeting. The Planning Commission could make a recommendation as early as its March meeting.

Prepared by,

Ben Shumaker
Community Development Director

Attachment

- 1- Draft Amending Ordinance
 - A. Discussion Draft Amendment, SMC 17.15.060 – Residential Dimensional Standards
 - B. Discussion Draft Amendment, SMC 17.15.040 – Uses
 - C. Discussion Draft Amendment, SMC 17.13.020 – General Sales or Service Uses
- 2- City of Stevenson Zoning Map
- 3- Planning Commission Bylaws, Public Involvement Framework

CITY OF STEVENSON
ORDINANCE 2024-

AMENDING THE STEVENSON ZONING CODE (SMC TITLE 17); PROVIDING DIMENSIONAL FLEXIBILITY NEAR STREETS IN THE R2 TWO-FAMILY RESIDENTIAL AND R3 MULTI-FAMILY RESIDENTIAL DISTRICTS; AND CODIFYING A USE INTERPRETATION RELATED TO SALONS IN THE R3 MULTI-FAMILY DISTRICT.

WHEREAS, dimensional flexibility in the R2 Two-Family and R3 Multi-Family residential districts is an important component of implementing SMC 17.12.050, which establishes these districts as less restrictive than other districts and embracing the challenge of construction/reconstruction on lots in these districts which are not as wide as lots in other districts; and

WHEREAS, dimensional flexibility near streets should not come at the expense of pedestrian convenience or safety and safeguards are required to ensure vehicles in driveways do not overhang into streets and pedestrians can be seen near driveways; and

WHEREAS, the following use interpretations conducted under SMC 17.12.020 have been reviewed for inclusion in the periodic amendment included in this ordinance:

- ZON2022-04 related to Personal Service (salon) uses in the R3 Multi-Family District; and

WHEREAS, this ordinance is adopted under the City’s municipal authority under RCW 35A.63.100; and

WHEREAS, this ordinance implements 2.12, 2.13, 2.14, 2.15, 3.1, 3.2, 3.6, and 7.2; and

WHEREAS, the City Council provided notice and held a public hearing prior to adoption of this ordinance pursuant to RCW 35A.63.070; and

WHEREAS, the City has reviewed the provisions of this ordinance according to the State Environmental Policy Act and determined it is not likely to have a significant adverse environmental impact; and

AND WHEREAS, the Stevenson City Council finds that the best interests of the public health, safety and welfare would be served by the amendments herein,

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

Section 1 – Section 17.13.020 – “General Sales or Service Uses” shall be amended by adding the underlined text as shown in Exhibit ‘C’. The amendments add “Salon” as a specific

subcategory of the “Personal Services” use category. All other provisions of Chapter 17.13 shall remain in effect without amendment.

Section 2 – Section 17.15.040– “Uses” shall be amended by adding the underlined text as shown in Exhibit ‘B’. The amendments establishes “Salon” uses as a conditional use in the R3 Multi-Family Residential District. Notwithstanding the amendments made via Section 3, below, all other provisions of Chapter 17.15 shall remain in effect without amendment.

Section 3 – Section 17.15.060– “Residential Dimensional Standards” shall be amended by deleting the ~~struck through~~ text and adding the underlined text as shown in Exhibit ‘A’. The amendments alter the street side yard setback in the R2 Two-Family and R3 Multi-Family residential districts. Notwithstanding the amendments made via Section 2, above, all other provisions of Chapter 17.15 shall remain in effect without amendment.

Section 4 – This ordinance affects the Stevenson Comprehensive Plan and Title 17 of the Stevenson Municipal Code only insofar as set forth herein. All other provisions of Title 17 shall remain in full force and effect, and that where the provisions of this ordinance are the same as the provisions they replace, the provisions of this ordinance shall be interpreted as a continuation of those previous provisions and not as a new enactment.

Section 5 – If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to any person, is, for any reason, declared invalid, in whole or in part by any court or agency of competent jurisdiction, said decision shall not affect the validity of the remaining portions hereof.

Section 6 – This ordinance shall become effective following passage and publication as provided by law.

Passed by a vote of _____ at the City Council meeting of _____, 2024.

SIGNED:

Scott Anderson, Mayor of Stevenson

APPROVED AS TO FORM:

ATTEST:

Robert C. Muth, City Attorney

Leana Kinley, Clerk/Treasurer

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 ¹	20 ft
R2	35 ft	20 ft	5 ft	15 ft 10 ft ^{3,4}	20 ft ¹	20 ft
R3	35 ft	10 ft ^{3,4}	5 ft ²	15 ft 10 ft ^{3,4}	20 ft ¹	20 ft
MHR	35 ft	30 ft	15 ft	20 ft	20 ft ¹	20 ft
SR	35 ft	30 ft	15 ft ¹	20 ft	20 ft ¹	20 ft

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.

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).

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.
3. Properties receiving modification approval in accordance with SMC 17.17 - Residential Planned Unit Developments.

17.15.040 Uses.

- A. Types of Uses: For the purposes of this chapter, there are 4 kinds of use:"
1. A permitted (P) use is one that is permitted outright, subject to all the applicable provisions of this title.
 2. An accessory (A) use is permitted on properties containing permitted uses, provided that:"
 - a. The accessory use or activity may be regarded as incidental or insubstantial in and of itself or in relation to the principal use on the lot; and
 - b. The accessory use or activity is commonly or frequently associated with the principal use on the lot.
 3. A conditional (C) use is a discretionary use reviewed by the Planning Commission according to the process and criteria in SMC 17.39 - Conditional Uses.
 4. A prohibited (X) use is one that is not permitted in a zoning district under any circumstances.
 5. When a letter or use category is not listed in this table, an interpretation may be initiated under SMC 17.12.020.
- B. Use Table. A list of permitted, accessory, conditional and prohibited uses in residential districts is presented in Table 17.15.040-1: Residential Districts Use Table.

Table 17.15.040-1 Residential Districts Use Table					
Use	R1	R2	R3	MHR	SR
Residence or Accommodation Uses					
Dwelling					
Single-Family Detached Dwelling	P	P	P	P	P
Mobile Home	X	X	X	P	X
Travel Trailer	—	X	—	—	X
Accessory Dwelling Unit (SMC 17.40.040)	A	—	—	—	A
Multi-Family Dwelling	C ¹	P	P	C ¹	C ¹
Temporary Emergency, Construction or Repair Residence	C ²	C ²	C ²	—	C ²
Townhome (SMC 17.38.085)	—	C ⁸	P	—	—
Renting of no more than 2 rooms, rented by the month or longer, provided the parking requirements of SMC 17.42 are met.	A	A	A	A	A
Boarding House	C	C	C	—	C
Residential Care					
Adult Family Home	P	P	P	P	P
Assisted Living Facility	—	—	C	—	C
Nursing Home	—	—	C	—	—
Overnight Lodging					
Vacation Rental Home	P	P	P	P	P
Bed & Breakfast	C	C	P	C	C
Hostel	C	C	P	C	C
Hotel	X	X	C	X	C
Campground	X	X	X	C	C
Dormitory facility related to a public, private or parochial school	C	C	C	—	C
Miscellaneous Incidental Uses					
Residential Outbuilding	A/C ^{3,4}	A/C ^{3,4}	A/C ⁴	A/C ^{3,4}	A/C ³
Swimming pool, spa or hot tub, and associated equipment	A	A	A	A	A
Buildings and uses related to, and commonly associated with a mobile home park such as a recreation area, laundry, facility office, and meeting rooms	—	—	—	A	—
General Sales or Service Uses					
Electric Vehicle Station					

Restricted Access, Gradual Charging EV Station	A	A	A	A	A
Restricted Access, Rapid Charging EV Station	C	C	C	C	C
Public Access, Gradual Charging EV Station	—	—	C	—	—
Street—Side Access, Gradual Charging EV Station	—	—	C	—	—
Retail and wholesale sales of agricultural and animal products raised or produced on the premises	—	—	—	—	A
Rental Operations	—	—	—	—	—
Self-Storage Units	—	—	—	—	X
Professional Office	—	C	C	—	—
Veterinarian	—	—	—	—	C
Child Day Care Facility					
Family Day Care Home	P	P	P	P	P
Mini-Day Care Center	C	C	C	C	C
Child Day Care Center	—	C	C	C	C
<u>Personal Services</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
<u>Salon</u>	<u>—</u>	<u>—</u>	<u>C</u>	<u>—</u>	<u>—</u>
Home Occupation	A	A	A	A	A
Transportation, Communication, and Utility Uses					
Public Transportation Stops and Shelters	—	—	—	—	C
Boating Facility or Overwater Structure ⁹	See SMP				
Parking Facility					
Accessory Parking	A	A	A	A	A
Non-Accessory Parking	—	—	—	—	C
Utility or Communication Facility	C	C	C	C ⁵	C
Wireless Telecommunications Facility⁶					
Minor Wireless Telecommunications Facility	P	P	P	P	P
Intermediate Wireless Telecommunications Facility (SMC 17.39.170)	C	C	C	C	C
Major Wireless Telecommunications Facilities (SMC 17.39.170)	C	—	—	—	C
Wind Power Generation Facility⁶					
Minor Wind Power Generation Facility (SMC 17.39.165)	C	C	C	C	C
Hazardous Waste Storage	C	C	C	C	C
Arts, Entertainment, and Recreation Uses					

Public Assembly	-	-	-	-	-
Wedding Venue	—	—	—	—	C
Park, Playground or Outdoor Recreation Area	C	C	C	C	C
Golf Course	—	—	—	—	C
Education, Public Administration, Health Care, and Other Institutions Uses					
Public, Private or Parochial School	C	C	C	—	C
Nursery School or Similar Facility	—	—	—	C	—
Library	C	C	C	—	—
Government Administration Building	—	—	C	—	—
Fire, Police, or Emergency Services Station	C	C	C	—	C
Hospital	—	—	C	—	—
Church or Other Religious or Charitable Organization	C	C	C	—	C
Cemetery or Mausoleum	—	—	—	—	C
Agriculture, Forestry, Fishing and Hunting Uses					
Subsistence or hobby type gardening	P	P	A	P	P
Indoor or Outdoor Horticultural Activity	P	P	P	P	P
Nursery	—	—	C	—	P
Farm Animals (SMC 17.40.095)	C ⁷	X	X	X	P
Urban Farm Animals (SMC 17.40.095)	A	A	A	A	P
Pets	A	A	A	A	A
Kennel	C	X	X	X	C
Miscellaneous/Other Uses					
Signs listed with a "C" in Table 17.15.145-1 and any other sign identifying and/or related to any conditional use or existing nonconforming use.	C	C	C	C	C
Signs identifying and/or related to any principal or accessory use allowed in this chapter.	A	A	A	A	A

1-Conditional use permits for Multi-Family Dwellings which exceed the maximum number of dwelling units allowed in SMC Table 17.15.050-1 are only considered when submitted as part of an R-PUD proposal under SMC 17.17 - Residential Planned Unit Developments.

2-A conditional use permit is only required for a temporary emergency, construction or repair residence after the expiration of the initial 6-month grace period.

3-Up to 4 residential outbuildings on a property is considered an accessory Use. When at least 4 residential outbuildings already exist on a lot then an additional residential outbuilding is considered a conditional use. During the conditional use review process, the planning commission may establish size, serial proliferation and other limitations on such buildings.

4-A residential outbuilding that is subordinate to the main use on the lot is considered an accessory use. A residential outbuilding which is not subordinate to the main use on the lot is considered a conditional use. During the conditional use review process, the planning commission may establish size, serial proliferation and other limitations on such buildings.

5-Despite the general exclusion of overhead elements from this use category, any utility or communication facility in the MHR district with an overhead element greater than 35 feet is considered a conditional use.

6-See also SMC 17.36-WW Wind/Wireless Overlay District.

7-In granting a conditional use request for farm animals in the R1 district, the planning commission shall find, at a minimum, that the proposal is compliant with the performance standards in SMC 17.40.095.

8-Townhomes in the R2 District are subject to review according to the density and parking requirements of the R3 Multi-Family Residential District and shall connect to the municipal sewer system.

9-See SMC 18.08 and the Shoreline Master Plan for use allowances related to this use category.

17.13.020 General sales or service uses.

General sales and service land uses comprise the vast majority of establishments typically associated with commercial land use. The general sales or service uses considered by the Stevenson Zoning Code appear in Table 17.13.020-1.

Table 17.13.020-1: General Sales or Service Uses		
Use	Description	Reference
1. Automobile Service Station	A commercial establishment for the sale on the premises of motor vehicle fuel, including electrical energy, and other petroleum products and automobile accessories, and for the servicing, lubrication and minor repair of automotive vehicles. Unless specifically listed in the district, Automobile Service Stations include Battery Exchange Stations, Vehicle Repair, Carwashes and Public Access, Rapid Charging EV Stations.	RCW 35A.63.107
a. Battery Exchange Station	A staffed or fully automated facility that will enable an electric vehicle with a swappable battery to enter a drive lane and exchange the depleted battery with a fully charged battery through a process which meets or exceeds any standards, codes, and requirements set forth by Chapter 19.28 RCW and consistent with rules adopted under RCW 19.27.540.	RCW 19.27.540, RCW 19.28
b. Carwash		
c. Vehicle Repair		
2. Electric Vehicle (EV) Station	A public or private parking space (1)served by equipment designed specifically to transfer electric energy (by conductive or inductive means) to a battery or other energy storage device in an electric vehicle, (2) meets or exceeds any standards, codes, and regulations set forth by Chapter 19.28 RCW, and (3) is consistent with rules adopted under RCW 19.27.540. Electric vehicle stations are distinguished by the following types of access and charging levels:	RCW 19.27.540, RCW 19.28, RCW 35A.63.107
a. EV Station Access	<ol style="list-style-type: none"> 1. "Public Access EV Station" is available for use by the general public and not located on a public right-of-way. Examples include stations at a park & ride lot, a public library lot or a shopping center lot. 2. "Restricted Access EV Station" is restricted to authorized users and not located on a public right-of-way. Examples include stations at a single-family home, designated employee parking areas, or fleet parking areas not accessible to the general public. 3. "Street-Side Access EV Station" is available for use by the general public and located on a public right-of-way subject to 	SMC 12.02

Exhibit C- Amendment to SMC 17.13.020

	the rules adopted under SMC 12.02 - Use of City Rights-of-Way.	
b. EV Station Charging Level	Charging level categorizes the indicators of electrical force, or voltage, at which an electric vehicle's battery is charged: 1. "Gradual Charging EV Station" operates on a circuit no greater than 240 volts of alternating current. This includes what the industry currently refers to as levels 1 and 2 charging stations. >2. "Rapid Charging EV Station" operates on an industrial grade outlet greater than 240 volts of alternating current. This includes what the industry currently refers to as Level 3 charging stations.	
3. Retail	Commercial establishments providing merchandise for sale directly to the consumer. Retail establishments may also provide after-sales services, such as repair and installation. Unless specifically listed in the district, Retail Sales include all subcategories listed herein.	
a. Outdoor Recreation Store	A Retail use specializing in sporting goods or equipment related to outdoor recreational endeavors (e.g., water sports, bicycling, skiing, fishing, photography, camping and hiking).	
b. Specialty Food Shop	A Retail use carrying specialty food items (e.g., coffee, tea, confectionery products, nuts, spices, gourmet foods, etc.).	
c.	Specialty Retail Shop	A Retail use specializing in one type or line of merchandise (e.g., antiques, apparel, books, games, jewelry, shoes, stationary, etc.).
d.	Retail and wholesale sales of agricultural and animal products raised or produced on the premises.	
4. Bank or Financial Institution		
5. Rental Operation	Commercial establishments providing tangible goods (e.g., personal items, consumer electronics, furniture, clothing, tools, machinery, equipment, etc.) or other items of value to customers in exchange for a periodic rental or lease payment. Unless specifically listed in the district, Rental Operation includes all subcategories listed herein.	

Exhibit C- Amendment to SMC 17.13.020

a. Recreational Equipment Rental	A Rental Operation leasing equipment for recreational activities (e.g., water sports, bicycling, skiing, fishing, photography, camping and hiking).	
b. Self-Storage Units	A Rental Operation leasing space (i.e., rooms, compartments, lockers, containers, or outdoor space) where clients store and retrieve personal property.	
c. Truck, trailer or equipment rental	A Rental Operation leasing large vehicles and equipment (e.g., trucks, moving vans, buses, semi-trailers, utility trailers, travel trailers, recreational vehicles, off-road vehicles, etc.) when drivers or operators are not provided.	
6. Professional Office	Commercial establishments performing professional, scientific, clerical, and technical services for others. Unless specifically listed in the district, Professional Office includes all subcategories listed herein.	
a. Veterinarian		
7. Food Services	Commercial establishments preparing and serving food and/or beverages for consumption on or off the premises. Unless specifically listed in the district, Food Service includes all subcategories listed herein.	
a. Drive-Through Food Service		
b. Mobile-Food Cart	A Food Service use that is conducted from a motorized vehicle, a non-motorized cart or a unit that is similarly designed to be readily movable.	
c. Tasting Room	A Food Service use conducted as an incidental use to an on-premises brewery, cidery, distillery, winery or food processing use. A Tasting Room providing food service products from the on-premises processing use may also serve food and beverages processed at off-premises establishments.	
8. Child Day Care Facility	A building or structure in which an agency, person or persons regularly provide care for a group of children for periods of less than 24 hours. Child Day Care Facility includes family day care home, mini-day care center, and child day care center.	RCW 35.63.170, RCW 35A.63.210, RCW 35A.63.215
a. Family Day Care Home	A day care home for the care of 6 or fewer children during part of the 24-hour day, located in the dwelling of the provider under whose direct care the children are placed.	
b. Mini-Day Care Center	A child day care facility providing care during part of the 24-hour day to 12 or fewer children in a facility other than the family dwelling of the person or persons under whose direct care the children are placed, or for the care of 7 through 12 children in the family dwelling of such person or persons.	

Exhibit C- Amendment to SMC 17.13.020

<p>c. Child Day Care Center</p>	<p>A day care facility that provides for the care of 13 or more children. If located in a private family residence, the portion where the children have access must be separate from the family living quarters, or that portion of where the children have access must be used exclusively for their care during the hours that the child day care center is operating.</p>	
<p>9. Personal Services</p>	<p>Commercial establishments providing individual services generally related to personal needs. Unless specifically listed in the district, Personal Services includes all subcategories listed herein.</p>	
<p>a. Recreation Services</p>	<p>A Personal Services use providing services related to recreational amenities, including lessons and tours for such activities as water sports, bicycling, skiing, fishing, photography, camping and hiking.</p>	
<p><u>b. Salon</u></p>	<p><u>A Personal Services use providing services related to barbering, hair styling, or the cosmetic arts (e.g., makeup, skin care).</u></p>	
<p>10. Home Occupation</p>	<p>A commercial activity that: (a) is conducted by a person on the same residential district or legacy home lot where such person resides; (b) provides each outside employee with a legal off-street parking space; and (d) is not so insubstantial or incidental or is not so commonly associated with the residential use as to be regarded as an accessory use (see SMC 17.10.020), but that can be conducted without any significantly adverse impact on the surrounding neighborhood.</p> <p>Without limiting the generality of the foregoing, a use may be regarded as having a significantly adverse impact on the surrounding neighborhood if: (a) goods, stock in trade, or other commodities are displayed; (b) more than 2 nonresidents on the premises are employed in connection with the purported home occupation; (c) it creates objectionable noise, fumes, odor, dust or electrical interference; (d) there is any exterior manifestation of the home occupation, except for an allowed sign no larger than 2 square feet pertaining to the home occupation; or (e) more than 25% of the total gross floor area of residential buildings plus other buildings housing the purported home occupation, or more than 500 square feet of gross floor area (whichever is less), is used for home occupation purposes.</p>	<p>SMC 17.10.020, SMC 17.13.010</p>

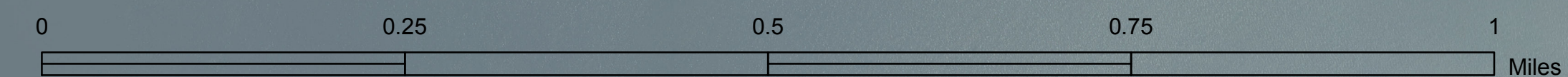


Zoning Map City of Stevenson

- 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

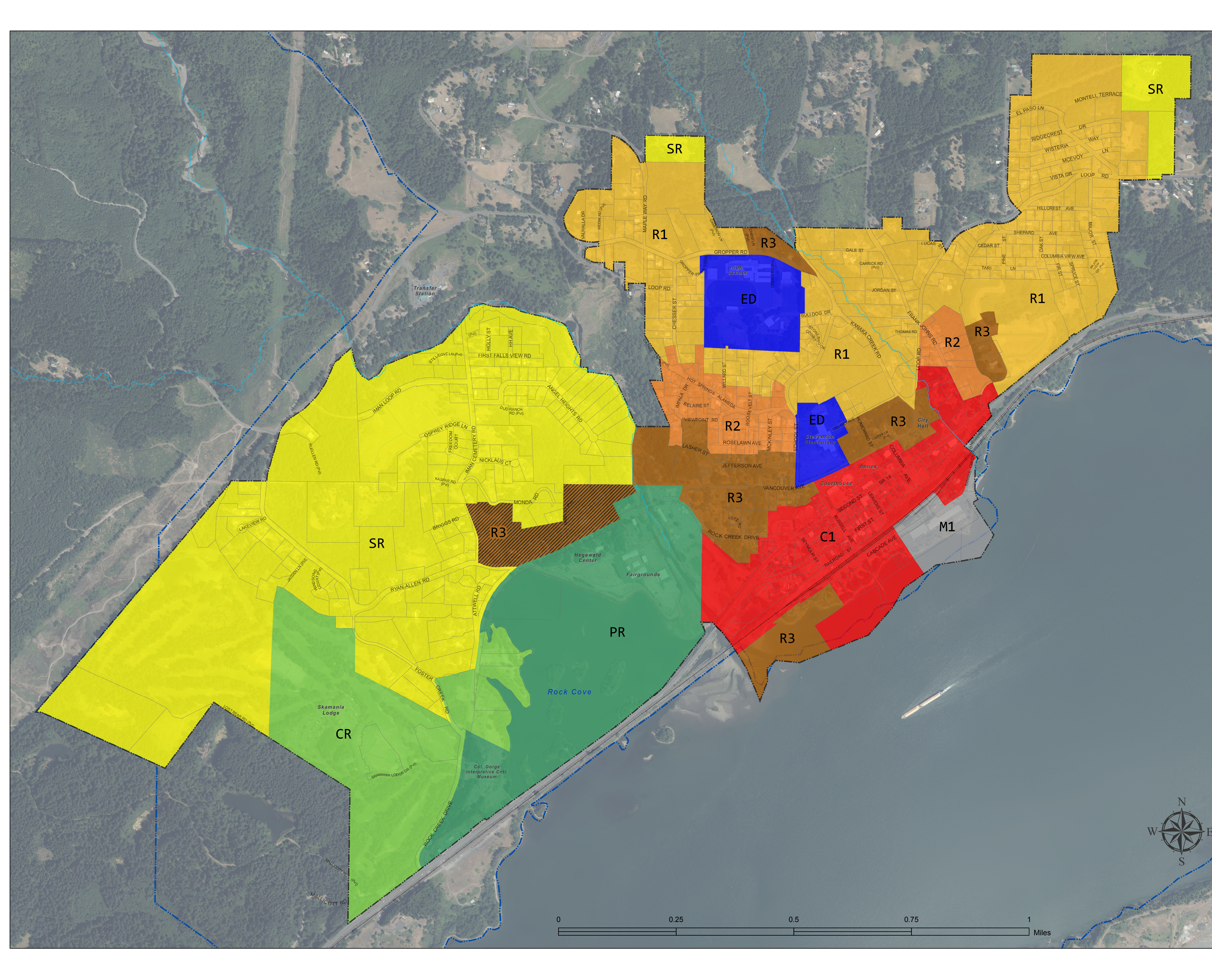
Mayor _____	Date _____
Clerk - Treasurer _____	Date _____
Attorney _____	Date _____



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
Call to Act		
The Call to Act is the instant when an issue is identified. The Call to Act can be considered the identification of an Issue or a Need . 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.	The Caller can be anyone from the community: <ul style="list-style-type: none"> • A City elected official • A Planning Commissioner • City staff • Consultants • A partner agency or interest groups, etc. 	Determine whether to answer the Call: <ul style="list-style-type: none"> • Determine whether Issue or Need is accepted • Assess City agency/ability to impact • Assess City responsibility to impact • Assess City capacity
Define the Issue		
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 Need into Purpose .	The Planning Commission identifies Potential Stakeholders as necessary. Potential Stakeholders include: <ul style="list-style-type: none"> • Businesses • City officials • Developers • Low Income and/or under represented • Long-term residents • New residents • Those Privileged and Disadvantaged by the issue/topic • Property Owners • Renters, etc. 	Determine Stakeholders: <ul style="list-style-type: none"> • Understand who the Caller represents • Understand who benefits/suffers from the Issue or Need • Understand who benefits/suffers from the Solution to the Issue or Need Propose Solutions <ul style="list-style-type: none"> • Determine when a solution is proposed • Determine who proposes solutions • Determine how many solutions are proposed Select Public Involvement Strategies <ul style="list-style-type: none"> • Assess City capacity to implement individual Public Involvement Methods. • Establish who should be involved • Select level of involvement (Inform, Educate, Engage, Ask) • Select specific Public Involvement Methods (Exhibit B.2)
Inform, Educate, and Reach-Out to Public		
Informing, Educating, and Reaching Out to Stakeholders provides <i>uni-directional information sharing</i> from	The Planning Commission and City staff activate Networks (e.g., SDA,	Make Materials Accessible, Understandable, Timely, and Compelling

<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 Purpose with the community to generate greater Communal Understanding.</p>	<p>Volunteers, WAGAP, etc.) to help reach-out to identified Potential Stakeholders.</p>	<ul style="list-style-type: none"> • Share simple information broadly • Provide access to more detailed information • Make available source documents and reference materials <p>Surface Latent Stakeholders</p> <ul style="list-style-type: none"> • Provide opportunities for the Public-At-Large to become more involved
<p>Engage Stakeholders</p>		
<p>Engaging Stakeholders provides <i>bi-directional information exchange</i> between the public and city staff/elected officials. Engaging Stakeholders results supplements Communal Understanding with Collective Wisdom.</p>	<p>The Planning Commission and City staff activate Networks to help engage identified Potential Stakeholders and previously Latent Stakeholders.</p>	<p>Match the Level of Engagement to the Need for Input and the Impact of Change.</p> <ul style="list-style-type: none"> • Share simple information broadly • Provide access to more detailed information • Make available source documents and reference materials <p>Ensure Engagement is Multi-Faceted.</p> <ul style="list-style-type: none"> • Select specific Public Involvement Methods (Exhibit B.2) <p>Solicit Input and Expertise Building upon Work of City Officials.</p>
<p>Refine</p>		
<p>Refining involves validating or reconsidering decisions made in earlier steps. Refining applies Communal Understanding and Collective Wisdom to the Purpose. 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>Distill stakeholder input for Planning Commission to inform next steps and/or a decision.</p>
<p>Check-In</p>		
<p>Checking-In reconnects Stakeholders with the Need and Purpose, and updates the Communal Understanding with the Collective Wisdom 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>Create a feedback loop to determine whether additional Public Involvement is necessary before a decision can be made.</p> <p>Respond to Stakeholders to Improve Upon or Help Inform the Final Decision.</p>
<p>Decide</p>		
<p>Deciding involves advancing an Action to address a Need the Purpose. The</p>		<p>Document the Decision</p> <p>Communicate the Decision Broadly</p>

<p>action should integrate the Collective Wisdom received through implementation of the Public Involvement Plan. Through Action a Need is addressed, the Seed of Community is born and the ground is prepared to receive the next Call.</p>		
--	--	--

Exhibit B.1 – Visual Public Involvement Workflow Template

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

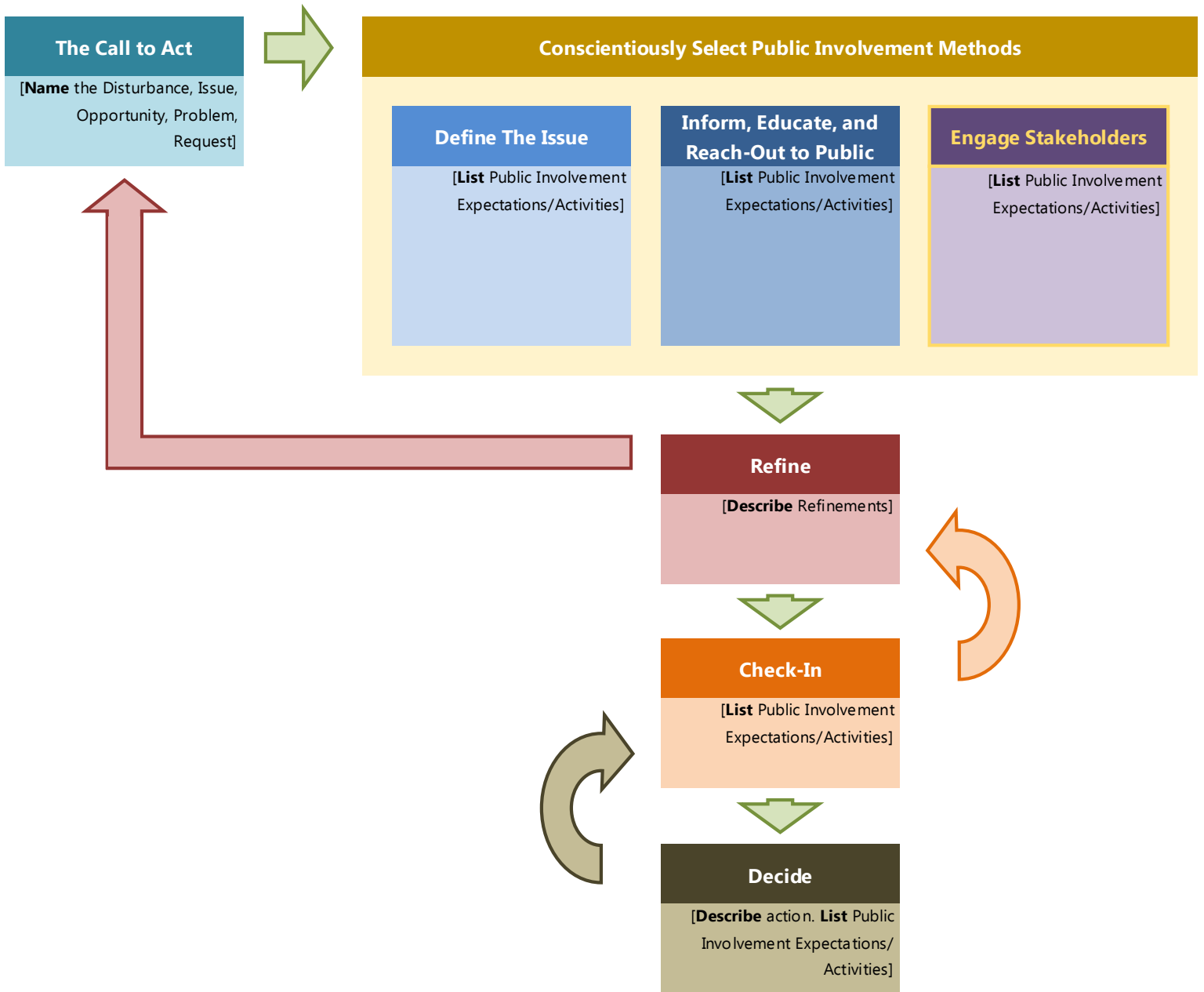


Exhibit B.2 – Menu of Public Involvement Methods.

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

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

Exhibit B.3 – 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.

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.