



KITTTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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Building Partnerships - Building Communities

April 10, 2019

Shree Holdings, LLC
PO Box 5160
Moses Lake, WA 98837

RE: VA-19-00002 and SI-19-00002 – Deemed Incomplete and Request for Additional Information

Dear Ms. Saini,

Kittitas County Community Development Services (CDS) received your request for a sign permit and associated zoning variance to allow construction of a 120 foot tall and 46 foot long sign with 1140 square feet in area on each face located on the south frontage of the subject parcel. The application requests relief from sign dimensional standards limiting the height to 13 feet, the length to 25 feet, and the area of the sign faces to 325 square feet under Kittitas County Code (KCC) 17.70.070. The subject property is zoned Highway Commercial. This parcel is located at 410 Gladmar Road, in a portion of Section 13, T18N, R17E, WM in Kittitas County, bearing Assessor's map number 18-17-13051-00002 and parcel number 953186.

The following code sections apply to the variance request:

KCC Chapter 15A.03.030(2) stipulates that:

“The written application shall be accompanied by a site plan showing the dimensions and arrangement of the proposed development or changes including all proposed land uses and structures; points of access, roads and parking areas; septic tank and drainfield and replacement areas; areas to be cut or filled; and natural features such as contours, streams, wetlands, hazardous slopes, etc. The administrator may require other drawings, topographic surveys, photographs, or other material essential to an understanding of the proposed use and its relationship to the surrounding properties.”

KCC Chapter 17.84.010 further provides that a variance *“shall be made only when all of the following conditions and facts exist:*

- 1) *Unusual circumstances or conditions applying to the property and/or the intended use that do not apply generally to other property in the same vicinity or district, such as topography;*
- 2) *Such variance is necessary for the preservation and enjoyment of a substantial property right of the applicant possessed by the owners of other properties in the same vicinity or district;*
- 3) *The authorization of such variance will not be materially detrimental to the public welfare or injurious to property in the vicinity or district in which the property is located;*
- 4) *That the granting of such variance will not adversely affect the realization of the comprehensive development pattern. A variance so authorized shall become void after the expiration of one year if no substantial construction has taken place;”*

Pursuant to KCC 17.84.010, all four criteria must be met in order to grant a variance. After review of the submitted materials, we have determined that the application as submitted is insufficient to meet items 1, 2 and 3 above:

- A) In addressing item # 1 above, the application states that *“Due to the overpass motorists travelling eastbound on I-90 are unable to see the sign until after they have passed the off ramp”*. While this may be true, the business is currently advertised on two Washington Department of Transportation Motorist Information

Signs approaching the fuel stop. In order to be granted relief from the code as it currently exists, the applicant must demonstrate that unusual circumstances exist on the property such that application of the code substantially interferes with the ability of the business to operate. As submitted, the application does not meet this provision.

- B) The submitted application materials do not clearly address what “substantial property right” is not being enjoyed or preserved that surround property owners have. Please provide a description to meet the criteria in item # 2 above.
- C) The application does not indicate the likely fall radius of the proposed sign, nor does it show the dimensions from property lines to the sign. In order to continue processing of the application, revisions to the site plan are needed, indicating where the sign is likely to fall in the case of structural failure and collapse, and also show the dimensions from the edge of the sign post to the north, east, and southern property edges; in order to determine whether “*the granting of such variance will not be materially detrimental to the public welfare or injurious to property in the vicinity or district in which the property is located*” as required by item # 3 above.

Further, KCC 17.70.030 defines the proposed sign as a “freestanding” and “outdoor advertising” sign. Regulations governing the number of freestanding signs per frontage are given in KCC 17.70.060(4)(b). This provision states that “*one (1) freestanding sign is allowed on each frontage... provided it is not located on the same street frontage as an allowed monument sign*”. Another sign (already mentioned above in item # A) nonconforming to the current sign code exists on the I-90 frontage. Please address what will happen to this existing sign. Will this sign be removed? Being a nonconforming sign, if the existing sign were moved to the northern frontage on Gladmar Road, the variance application would need to be revised to request relief from height standards for that sign as well.

After review of the submitted additional information and the originally submitted site plan and application, we have determined that in order to be considered a complete application submittal consistent with the above, the following items are needed:

1. A revised narrative detailing how the application meets the criteria for KCC 17.84.010(1), (2) and (3).
2. Additional information as to plans for the existing sign on the I-90 frontage.
3. A revision to the site plan depicting the likely fall radius in case of structural failure prepared and stamped by an engineer licensed in the State of Washington.
4. A revision to the site plan depicting the dimension from the base of the sign to the north, east, and south property lines.

The requested material will need to be submitted to KCCDS on or before **October 7, 2019 at 5:00 pm** (180 days), in order to keep this application active, pursuant to [KCC 15A.03.040 \(1\)\(b\)](#) which states:

“an incomplete application shall expire after 180 calendar days unless the requested supplemental information is submitted in complete form.”

CDS’s review will commence when all additional information is received. The application will be processed under all codes in effect at the time a complete application is received by CDS. Please note that the sign permit will be processed pending the decision on the variance request.

Please do not hesitate to contact me should you have any questions.

Sincerely,



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