STAFF REPORT & RECOMMENDATION
TYPE III SITE PLAN REVIEW –
SPR 317/13
KELLY AND RICHARD RUSSO – WHIDBEE WAYFARER FARM

1 – PROJECT SUMMARY

Kelly and Richard Russo request a site plan review for a Type III Rural Event to hold weddings at Whidbey Wayfarer Farm. The property is located on the southeast corner of Doc Savage Drive and Bayview Road.

In April 2013, the County received a code violation complaint that the property owners were holding weddings on their property. The code complaint was not from a neighbor within 1,000 feet from the property, nor was the complaint about noise. The Code Enforcement Planner found that the code violation was valid and provided options to the property owners to comply with County Code. The options were to either stop holding events or apply to gain approval for a Rural Event Center. The property owners chose to move forward with the permitting process for a Rural Event Center.

In June 2013, the County issued a Temporary Use Permit for Wayfarer Farm allowing 18 weddings in 2013. The Russos attended two pre-application conferences with staff on June 13, 2013 and September 26, 2013.

Kelly and Richard Russo propose to have no more than 120 guests at each event, which requires a Type III review. As part of the pre-requirements for a Type III review, the Russos conducted a community meeting on August 19, 2013 at Deer Lagoon Grange Hall in Langley.

II – PERMIT DATA

<table>
<thead>
<tr>
<th>Permit Type</th>
<th>Site Plan Review Revision, Type III</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permit Number</td>
<td>SPR 317/13</td>
</tr>
<tr>
<td>Date of Complete Application</td>
<td>10/28/13</td>
</tr>
<tr>
<td>Decision</td>
<td>Approved, with Conditions</td>
</tr>
<tr>
<td>Applicant/Owner</td>
<td>Richard and Kelly Russo</td>
</tr>
<tr>
<td>Agent</td>
<td>na</td>
</tr>
</tbody>
</table>

III – SITE DATA

<table>
<thead>
<tr>
<th>Address</th>
<th>5491 Bayview Road, Langley, WA 98249</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parcel Number(s)</td>
<td>R32908-150-0320</td>
</tr>
<tr>
<td>Parcel Area(s)</td>
<td>4.29 acres total</td>
</tr>
<tr>
<td>Zone Designation</td>
<td>Rural (R)</td>
</tr>
<tr>
<td>Allowable Density</td>
<td>1DU/ 5AC</td>
</tr>
<tr>
<td>Critical Areas/Overlays</td>
<td>none</td>
</tr>
</tbody>
</table>

**IV – STAFF CONTACTS**

<table>
<thead>
<tr>
<th>Department</th>
<th>Name</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning</td>
<td>Michelle Pezley</td>
<td>360-678-7817</td>
<td><a href="mailto:m.pezley@co.island.wa.us">m.pezley@co.island.wa.us</a></td>
</tr>
<tr>
<td>Public Health</td>
<td>Aneta Hupfauer</td>
<td>360-678-7995</td>
<td><a href="mailto:AnetaH@co.island.wa.us">AnetaH@co.island.wa.us</a></td>
</tr>
<tr>
<td>Public Works</td>
<td>John Bertrand</td>
<td>360-678-7812</td>
<td><a href="mailto:JohnB@co.island.wa.us">JohnB@co.island.wa.us</a></td>
</tr>
<tr>
<td>Building</td>
<td>Tamra Patterson</td>
<td>360-678-7806</td>
<td><a href="mailto:tamrap@co.island.wa.us">tamrap@co.island.wa.us</a></td>
</tr>
</tbody>
</table>

**V – REGULATORY COMPLIANCE**

<table>
<thead>
<tr>
<th>Regulatory Requirement</th>
<th>Complies (Y/N)</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Rural (R)- ICC 17.03.060</td>
<td>Yes</td>
<td>Meets all applicable criteria</td>
</tr>
<tr>
<td>B. Site Plan Approval – ICC 16.15</td>
<td>Yes</td>
<td>Complies with all regulations</td>
</tr>
<tr>
<td>C. Land Use Standards – ICC 17.03.180 P., Q., R., &amp; S.</td>
<td>Yes</td>
<td>Project may comply, with conditions</td>
</tr>
<tr>
<td>D. Small Scale Recreation and Tourist Uses- ICC 17.02.180.T</td>
<td>Yes</td>
<td>Project may comply, with conditions</td>
</tr>
<tr>
<td>Public Health/Sanitation</td>
<td>Yes</td>
<td>Approved, with conditions</td>
</tr>
<tr>
<td>Public Works/Engineering</td>
<td>Yes</td>
<td>Approved, with conditions</td>
</tr>
<tr>
<td>Building</td>
<td>Yes</td>
<td>Approved, with conditions</td>
</tr>
</tbody>
</table>

**VI – PUBLIC COMMENTS**

Island County received fourteen public comments during the public comment period of November 13 to November 27. The County received one additional comment after the comment period closed. 11 of the comments were in support of the application and four were in opposition.

The following themes were raised by those who were in support of the applicant:

- Increase local economy
- Noise volume less than the street dances from the south
- Good neighbors

The following issues were raised, staff response follows:

Increased Traffic: Bayview Road is classified as a Major Arterial. Public Works reviewed the proposal and traffic volumes during the review of the access permit for the proposed use.

Parking will be Seen: 17.03.180.Q and 17.03.180.T.8 requires the parking to be screened from public view. The site plan shows additional landscaping proposed along Bayview Road and Doc Savage Drive.
Septic System: The Building Department is requiring the applicants to install water closets for the events. Public Health reviews septic systems and ensure that the ground and size of the new system are adequate and meets the State and County requirements.

Noise is an Issue: Noise is a concern for properties west of Bayview Drive. As indicated in the applicants’ minutes from the Community Meeting held on August 19, 2013, the venue will not allow amplified music on the property (See Condition 9). ICC 9.60.030.A.4, 6, and 7 limits noise to end at 10 p.m. The events must end by 10:00 p.m. to make sure that any yelling, shouting, hooting, whistling, singing, and social gatherings, as well as the use of audio equipment, or band sessions, end as outlined in ICC 9.60.030.A. (See Condition 10)

VII – FINDINGS

A. Rural (R) Zone (ICC 17.03.060)

1. The project site is zoned “Rural” (R)

2. Small-scale tourist use is an allowed use or conditional use per ICC 17.03.180. ICC 17.03.180.T.8.a states, “A facility for 75 people and under is reviewed as a Type II Decision. A facility for more than 75 people shall be reviewed as a Type III Decision and shall meet the requirements for a Community Meeting. All applications are subject to the requirement for a pre-application conference.” Applicants propose a facility for 120 people, which is a Type III Decision.

3. Minimum lot size of five acres. The lot is 4.29 acres.

4. Setbacks for the project are five feet minimum on the side and rear and thirty feet minimum in the front. (ICC 17.03.180.S). The proposal complies with the setback requirements. The closest building is forty feet from the northern property line.

5. Maximum height is three stories not to exceed 35 feet (ICC 17.03.120.F). The applicants propose to only use the one story buildings on site.

The project is subject to site plan review per ICC 17.03.060.B

B. Site Plan Approval – ICC 16.15

ICC 16.15.040 Application Requirements

Finding: The applicant submitted the application on October 28, 2013. Nick Whipple, Assistant Planner, deemed the application complete on October 28, 2013.

ICC 16.15.060 Conditions of Approval for NR Uses in the R, RR, RA, RF, and CA Zones

Findings:

A. The applicants are not proposing to use an existing farm for a Rural Event Center. The applicants propose one new building for restrooms as required by the Building Department.
The applicants are not required by ICC 17.180.T.8.g or Public Works to pave the parking. The use proposed by the applicants will not result in any significant environmental impacts that cannot be mitigated by reasonable mitigation measures.

B. Island County finds that the proposal use as proposed and conditioned by applicable development standards may be adequately served by (and will not impose an undue burden on) any of the services, improvements, facilities, or utilities that serve the area surrounding the project site. The materials submitted with the application indicate that the project will be served by on-site septic and water systems, with improvements as proposed.

C. As previously discussed, a Rural Event Center is a permitted and conditional use within the Rural Zoning District. The findings of fact and conditions of approval associated with this decision demonstrate and ensure compliance with all applicable development standards and design guidelines. The development standards of 17.03.180 identify conditions that must be met for this use in the Rural Zoning District.

D. The subject site is physically suitable for the type, density, and intensity of the use being proposed. Last year, the applicants were granted temporary use of the parcel for 18 events. The site plan submitted by the applicant (received May 6, 2014) contains 60 parking spaces, landscaping details, on site circulation and building placement.

E. The project proposed by the applicant must be designed so as not to be detrimental to the public interest, health, safety, or welfare and not to have a significant detrimental impact on the surrounding neighborhood. As previously noted, the Island County Public Health Department reviewed the proposal and determined that it complies with all applicable rules, laws, regulations, and policies pertaining to public health. Island County Department of Public Works determined that the proposal will not result in traffic or safety impacts in the surrounding area, given compliance with development standards required by the code and those as conditioned in this land use recommendation. A commercial access permit was issued for the access off of Bayview Drive.

The Land Use Standards in ICC 17.03.180 details development standards which must be met for a Rural Event Center use in a Rural Zoning District. This decision reviews the application as presented in light of those standards and cites them as conditions of approval.

The county received a noise violation complaint that did not address noise from a neighbor within 1,000 feet of the property. There were four neighbors who submitted public comments about the noise. Since then, the applicants planted more landscaping along Bayview Road to help reduce the noise. In their submittal they stated that they would not allow amplified music on the property. (See Condition 9)

The County concludes potential adverse impacts to the surrounding area can be mitigated from the proposed project.

F. The proposal is generally consistent with Island County’s adopted definition of “Rural Character,” provided that the development standards identified in this report are implemented to mitigate any potential adverse impacts to the surrounding rural area and nearby properties. In its developed configuration, the project site will be landscaped along the parcel lines to screen the grassy parking area. The applicants propose landscaping that is found within other
residential rural areas. Allowing the Rural Event Center on the property will not substantially change the visual effect of the surrounding area.

G. A Rural Event Center allows the property owners to live and work in the rural area. The proposal is not within a Rural Agriculture or Commercial Agricultural Zone; therefore, this criterion does not apply.

16.15.070 Decision Making Authority
In approving an application for a Nonresidential conditional use in the R, RR, RA, RF, or CA Zones, including home industries, the decision-making authority may impose conditions to protect the rural character surrounding the proposed use and to preserve the purpose of the underlying zone. Any such conditions shall be supported by a written finding and have a direct nexus to and be limited to those specific actions necessary to protect the rural character for any specific project. These conditions may include, but are not limited to, the following:

D. Limiting the hours and days of operation.

Finding: ICC 9.60.030.A.4, 6, and 7 limits noise to end at 10:00 p.m. The events must end no later than 10:00 p.m. to make sure that any yelling, shouting, hooting, whistling, singing, and social gatherings, as well as the use of audio equipment, or band session, have ended as outlined in ICC 9.60.030.A. (See Condition10)

ICC 16.15.080 Criteria for Approval

No application for Site Plan Review shall be approved unless it meets the requirements of this section. No development pursuant to an approved Site Plan shall be undertaken unless it meets the requirements of Titles 8, 11, 13 and 17 ICC pertaining to such development.

Finding: Public Works provided review of Titles 11 and 13 and findings are found in Attachment C. Public Health reviewed the proposal to meet Title 8 and conclusions are found in Attachment E. The Findings of Fact for Title 17 are within this report.

1. Open Space

Finding: ICC 17.03.180.S requires 20 percent of the site to remain in open space. The site consists of 25,690 square feet of area for parking lots and circulation, and 8,718 square feet of buildings. The remaining 152,464.4 square feet (3.5 acres) will be left as landscaping. The applicant proposes 81% of the site to remain as landscaping and/or open space.

2. Site Lay-Out

Finding: The applicant proposes to develop 19% of the property. The property is not classified as agricultural land. The applicant meets the site lay-out criteria.

3. Lighting:

Finding: The applicant did not submit a lighting plan. The pictures submitted from the applicant show that the outdoor weddings are lit with stringed lights. Lighting fixtures must be a full cut-off
design that is shielded, hooded, and oriented in such a way as to not be visible past the property boundaries. (See Condition 15)

4. Building Design:

**Finding:** Each building meet the design standards listed in ICC 17.03.180.P which are discussed in further detail below in Section C of this report.

5. Surface Water Drainage:

**Finding:** Surface Water Drainage for the bathrooms will be reviewed during the building permit submittal.

6. Utility Services:

**Finding:** No above ground utilities are identified in the plans.

7. Advertising Features:

**Finding:** The applicants do not propose a sign. There is a metal sculpture of a heart at the entrance of the driveway. Any other signs or outdoor advertising structures shall comply with the requirements of ICC 17.03. (See Condition 13)

8. Traffic and Circulation:

**Finding:** Parking, traffic, and circulation will be reviewed in the next section below (ICC 17.03.180.P)

**ICC 16.15.160 Expiration of Site Plan Approval**

**Finding:** The applicant did not propose the project to be phased; therefore, phasing is not approved for this project. The site plan review for development of the site to enhance the use expires five years after approval. (See Condition 17)

C. Land Use Standards – ICC 17.03.180 P., Q., R., & S.


**ICC 17.03.180.P.1:** Building Design in the R zone:

**Finding:** Each existing building on the site was designed for a small-scale farm. The buildings are white or light colors, clustered together in an L shape on the property. Each building is one to two stories. The site is screened from public and adjoining private right-of-ways. The buildings meet the building design criteria.

**ICC 17.03.180.P.3:** Landscaping and Screening in R zone:
**Finding:** The applicant proposes additional landscaping around the perimeter of the property, which will screen the parking and buildings from neighbors and roads. The landscaping meets the goals of screening and buffering. The applicants do not propose to remove existing landscaping but add additional landscaping for screening and buffering. The applicants are not proposing security fencing. Landscaping Maintenance is required per ICC 17.03.180.P.3.b(vi). Dead or dying vegetation must be replaced immediately or if in winter, within the next planting season. (See Condition 11)

ICC 17.03.180.P.5: Screening:

**Finding:** The applicant proposes an English Laurel hedge along Doc Savage Drive, Bayview Road, and the southern property line. The applicant proposes to keep existing landscaping along the east borders for screening, and open space.

2. **ICC 17.03.180.Q Parking, Access and Circulation**

ICC 17.03.180.Q.2.
Finding: Minimum parking requirements are outlined in 17.03.180.T for Rural Event Center.

ICC 17.03.180.Q.4 Standards

**Finding:** The applicant proposes a parking facility for more than 10 vehicles. Public Works approved the parking lot. Public Works allows parking lots to remain planted in grass with the condition that they are maintained during the summer months. The applicant also submitted an approved access permit from Public Works. The site plan shows the parking spaces will be 9 feet in width and 162 square feet total.

ICC 17.03.180.Q.7 Access and Circulation

**Finding:** Access and circulation was approved by Public Works. Public Works found that the access proposed will meet the county standards for the proposed traffic count of the development. The one-way parking lot will reduce conflict between pedestrian and vehicular circulation.

3. **ICC 17.03.180.R Signs and Outdoor Lighting**

**Finding:** The applicants are not proposing a sign for the farm.

4. **ICC 17.03.180.S Site Coverage and Setbacks**

**Finding:** The proposed restrooms and location of existing structures meet the setbacks of 30 feet from Bayview Road, 20 feet from Doc Savage Drive, and five feet from side and rear property lines. ICC 17.03.180.T requires 50 foot setbacks from all property lines.

D. Small Scale Recreation and Tourist Uses - ICC 17.02.180.T

ICC 17.02.180.T.1
Finding: Rural Event Centers are classified as a small scale recreation and tourist use.

ICC 17.02.180.T.2

Finding: The applicants applied for site plan review. The minimum lot size for a Small Scale Recreation and Tourist Use is five acres with the exemption of Rural Event Centers. The applicants are proposing on-site parking. All buildings and activities proposed will meet the 50 foot setback. The main access for the Rural Event Center is off of Bayview Road, a major arterial. As address above, the buildings and landscaping meet the guidelines in ICC 17.03.


Finding: The applicants propose a Rural Event Center for 120 people. The applicants met the pre-application requirements as outlined in ICC 16.15 for a Type III Decision, meeting with staff for two pre-application conferences. The applicants held a Community Meeting on August 19, 2013 at Deer Lagoon Grange Hall in Langley.


Finding: A Rural Event Center is allowed within the Rural Zoning District.

ICC 17.02.180.T.8.c.

Finding: Building #3 is two hundred feet away from the neighbor to the west directly across Bayview Drive. The two properties are gently sloped away from Bayview Drive. The area also has a major arterial running through it as well as landscaping buffering the two properties.

The site is 1000 feet from the nearest Rural Residential RAID to the north.


Finding: A Rural Event Center may be allowed on lots smaller than five acres, since they will not be using the entire lot. The Russos own the 4.29 acre which is 330 feet by 600 feet. The surrounding properties are zoned Rural. The Rural Event Center will not affect the agricultural or rural forest on the island.

ICC 17.02.180.T.8.e and f.

Finding: The Rural Event Center is limited to the structures and grounds that are shown in Exhibit 26, Site Plan submitted on May 6, 2014, which is indicated for the Rural Event Center use. The applicants are allowed to use temporary structures, tents, and tarps for the Rural Event Center as regulated by the Building Department. (See Condition 3 and 14)

ICC 17.02.180.T.8.g and h.

Finding: The applicants propose events for no more than 120 people. The applicants proposed 60 parking spaces, meeting the 1 space per 2 guest requirement. The applicants propose parking areas to remain as grass and be buffered by additional landscaping screening the parked cars from Bayview Road and Doc Savage Drive.
ICC 17.02.180.T.8.i, j, and k

Finding: Pubic Health and Building Department staff reviewed the proposal and provided conditions to make sure the Rural Event Center meets all requirements for building, fire, ADA, and public health. (See Conditions 4-6)

ICC 17.02.180.T.8.k and l

Finding: The applicants are not proposing a Bed and Breakfast Inn, Country Inn or kitchen facilities. K and L do not apply.

ICC 17.02.180.T.8.m

Finding: The applicants provided a noise management plan as shown in Exhibit 23. The applicants propose to have a site coordinator/property manager designated to monitor noise during each event. The applicants propose additional landscaping to shield noise and encourage guests to come on a shuttle to reduce the traffic to the site. According to the County’s noise ordinance (ICC 9.60.030.A.4, 6, and 7) all yelling, shouting, hooting, whistling, singing or social gatherings, as well as the use of audio equipment, or band sessions, must cease by 10:00 p.m. (See Condition10)

VII – Recommendation

Based upon the above review, Island County concludes that the proposed modifications to SPR 317/13 are consistent with all applicable zoning, land use and environmental regulations and hereby makes the recommendation to approve Site Plan Review application SPR 317/13 subject to the following conditions of approval:

VIII – CONDITIONS OF APPROVAL

General Conditions:

1. Site development activities approved by this decision shall be in substantial conformance to the site plan set submitted on May 6, 2014 (Attachment A)

2. Deviation from the approved plans must be reviewed and approved through a formal site plan amendment process. Further, if the use of the approved structure changes, site plan review and additional requirements may apply.

3. The Rural Event Center is limited to the structures and grounds that are shown in Attachment A, Site Plan, submitted on May 6, 2014 which is indicated for the Rural Event Center use. The applicants are allowed to use temporary structures, tents, and tarps for the Rural Event Center as needed as regulated by the Building Department.

4. The applicants must adhere to all conditions and requirements outlined in the attached memorandum from Island County Public Health (See Attachment C).
5. The applicants must adhere to all conditions and requirements outlined in the attached memorandum from Island County Building Department (See Attachment D).

6. The applicants must adhere to all conditions and requirements outlined in the attached memorandum from Island County Public Works (See Attachment E).

7. All development activities on and use of the subject parcel shall be in compliance with all applicable Washington State laws and Island County codes.

8. The conditions of approval identified in this report are subject to change if any information provided by the applicant or their authorized representative is found to be inaccurate.

9. No amplified music is allowed on the property.

10. All events must cease by 10:00 p.m. to make sure that any yelling, shouting, hooting, whistling, singing, social gatherings, as well as use of the audio equipment, or band sessions, have ended as required by ICC 9.60.030.A. The applicants shall also follow the Noise Management Plan (See Attachment B)

11. Dead or dying vegetation must be replaced immediately, or if in winter, within the next planting season per ICC 17.03.180.P.3.b(vi).

Prior to Building Permit:

12. Site plan approval does not guarantee the issuance of a building permit. The applicant shall submit an application and applicable fees for building permits under a separate application, required for any building or construction activity on the subject property.

13. Prior to building the entrance sign, the property owner shall obtain a sign permit meeting the requirements outlined in ICC 17.03.180.R.

Prior to Site Development

14. Public Health and the Building Department require public bathrooms in the long term for the Rural Event Center. The bathrooms will need to be installed and functional before any events may take place in 2015. The applicants are allowed to use temporary structures, tents, and tarps for the Rural Event Center as regulated by the Building Department and Public Health.

Prior to Occupancy

15. Lighting fixtures must be a full cut-off design that is shielded, hooded, and oriented in such a way as to not be visible past the property boundaries.

16. Connections to all water, septic, and storm drainage facilities must be inspected and approved by the governing agency. All site improvements, including: access, parking areas, and landscaping shall be installed and inspected by County staff.

Expiration of Site Plan Approval
17. This approval is valid for a period of five (5) years. The building permits for development of the site shall be obtained pursuant thereto being utilized within five years after the effective date of site plan approval per ICC 16.15.160.

IX – APPEALS

Decisions of the Examiner on Type III applications shall be final and conclusive unless within fourteen (14) days following mailing of such decision a written statement of appeal is filed with the board by the Applicant, a Department of the County, or Party of Record, who is also an Aggrieved Person. Said statement shall set forth any alleged errors and/or the basis for appeal and shall be accompanied by a fee pursuant to the fee schedule adopted by the Board; provided that such appeal fee shall not be charged to a Department of the County or to other than the first appellant. The appeal of a Type III decision shall be a Closed Record Appeal.

SIGNED THIS 22ND DAY OF MAY, 2014

Michelle Pezley, Associate Planner

Attachments:
A- Site Plan Dated 5/6/14
B- Noise management Plan
C- Memorandum from Aneta Hupfauer, dated 12/23/13
D- Memorandum from Tamra Patterson, Dated 12/2/13
E- Memorandum from John Bertrand dated 2/7/14
poplars or as a complete unbroken line closer to the fence (approx 200 plants w 24” centering) to screen views from south neighbors. Please see attached landscape plan for visual design and locations of proposed plantings.

**Noise management plan:**

The Wayfarer will be primarily a wedding venue in the Summer months between June and September, with hours of operation from 7am to 10pm. However, the majority of guests would not be present until afternoon hours. All indoor and outdoor activities will conclude at 10pm. The guest count for any one event shall not exceed 120 people and the total days of operation will be no more than 48.

Methods of noise attenuation to protect the surrounding neighborhood shall include:

1. Site coordinator/property manager will exercise strict volume control over music &/or announcements and regular patrols of the outer property limits will be conducted to assess noise levels during events.

2. Music &/or announcements will be limited to only afternoon and evening hours (typically after ceremony, with the average start time of 2pm or later)

3. Screening with plant materials shall be installed along north, west, and south property lines. The proposed English laurel will grow annually from 1 to 3 feet in height and width to eventually form a continuous hedge which can help to limit noise travel. Any damaged or dead plants will be replaced immediately as required.

4. Carpooling and shuttle service is strongly encouraged for Wayfarer events. The shuttle service is elected in at least two-thirds of events and results in a more limited amount of guests on the roads and serves to decrease impact to the environment, the property, and the surrounding neighborhood.

**4. Building, Tamra Patterson**

Permits to change the usage of the 3 existing buildings in the proposal to “assembly” use are being completed as of this writing. Also, a 4th permit application for the construction of a permanent restroom building has been completed along with architectural plans to be turned in simultaneously. Appointment for submission is anticipated in February 2014.

Sincere thanks to all Planners and Staff involved,

Kelly & Rich Russo - The Wayfarer
5491 Bayview Road, Langley, WA 98260

Rcv’d Island County
JAN 28 2014
Community Development
Attachment B
TO: Nick Whipple, Planning & Community Development
FROM: Aneta Hupfauer, Land Use Coordinator
DATE: December 20, 2013
RE: SPR Russo - SPR 317/13
     Parcel No. R32908-150-0320

After reviewing the referenced proposal, this office offers the following:

1. The applicant is proposing to operate a rural event center on the referenced parcel.

2. The center will be served by the Vistaire water system and permanent restroom facilities.

3. There is an existing residence located on the referenced parcel. The residence is served by the Vistaire water system and an on-site sewage disposal system (As-built #420-01).

4. Site Registration #SR2013-270 has been filed with this office. Soil log data indicate the referenced parcel is generally capable of supporting an on-site sewage disposal system for a rural event center.

5. Documentation indicating that the Vistaire water system is willing to serve the proposal has been received in this office.

This office has no objection to the approval of the referenced proposal, conditioned on the following:

1. A permit for a sewage disposal system must be issued by Island County Public Health to serve the proposed rural event center and permanent restroom facilities must be installed prior to beginning of Rural Event Center operation.

2. On-site food preparation is not allowed unless appropriate Food Establishment Permit has been issued by Island County Public Health.

The above comments are preliminary and are subject to change as additional information is received about the proposal. If you have any questions regarding the above comments, please feel free to contact me at 360-678-7995 or AnetaH@co.island.wa.us.

/ah

Cc: file

Environmental Health
PO Box 5000, Coupeville, WA 98239-5000 (1 NE 6th Street)
From N. Whidbey 360.679.7350 From S. Whidbey 360.321.5111 x 7350
From Camano Island 360.629.4522 x 7350 FAX 360.679.7390
December 2, 2013

TO: Nick Whipple

FROM: Tamra Patterson, Plans Examiner/Building Insp.

SUBJECT: 317/13 PRE, Kelly and Richard Russo
Rural Event Center for 120 people
Parcel #R32908-150-0320

The building department has reviewed the package information submitted and has no objections with the following comments:

1. A building permit is required for each building to have a change of use to an Assembly type use. These building permits are to be issued prior to the work being completed.

2. For Assembly uses with up to 120 people, per the 2012 IBC chapter 29, two water closets for women and two water closets for men are required. One of each is to be Accessible facilities per the ICC/ANSI A117.1-2009. Also, one lavatory for women and one lavatory for men are required. Counters, floors, grab bars, etc., are to meet the ICC/ANSI A117.1-2009.

3. Provide fire extinguisher within 50 feet of all ignition sources.

4. If there is any additional platform or stage constructed a building permit may be required. It is the applicant or owners responsibility to verify with the building department if permits are required. Provide a minimum of one fire extinguisher at the stage.

5. If there are temporary tents or other membrane structures, they are required to meet the 2012 IBC section 3103 Temporary Structures. It is the applicant or owners responsibility to verify with the building department if permits are required and which codes apply.

Note: Per 2012 IFC 3103.2 Approval required. Tents and membrane structures having an area in excess of 400 square feet shall not be erected, operated or maintained for any purpose without first obtaining a permit and approval from the fire code official.

Exception #2 Tents open on all sides which comply with all of the following:

- Individual tents having a maximum size of 700 square feet.
- The aggregate area of multiple tents placed side by side without a fire break clearance of 12 feet, not exceeding 700 square feet total.
- A minimum clearance of 12 feet to all structures and other tents.

Note: Per 2012 IFC section 3103.8, Access, location, and parking.

- 3103.8.1 Access. Fire apparatus access roads shall be provided in accordance with the Section 503.
- 3103.8.2 Location. Tents or membrane structures shall not be located within 20 feet of lot lines, buildings, other tents or membrane structures, parked vehicles or internal combustion engines...

Attachment D
6. Per 2012 IFC 304.1.2 Vegetation. Weeds, grass, vines or other growth that is capable of being ignited and endangering property, shall be cut down and removed by the owner or occupant of the premises. If applicable, cut down vegetation in parking areas.

Please feel free to contact me at (360) 678-7806, or email tamrap@co.island.wa.us, if you have any questions regarding these comments.
February 7, 2014

TO: Michelle Pezley

FROM: John Bertrand, Development Coordinator

SUBJECT: SPR 317/13 – Russo Rural Event Center
         Site Plan Review
         Parcel No. R32908-150-0320

Public Works has reviewed the information submitted for the above referenced application, for consistency with our development standards, and has No Objection to approval of Site Plan Review SPR 317/13, provided that the following conditions are met:

- The applicants shall obtain an “Application To Perform Work In the County Right Of Way” before conducting any activities within the county ROW.

- Should the proposed usage change for any of the existing structures already located onsite, the applicant shall submit a new Traffic Concurrency Application and Traffic Report addressing that proposed usage change.

- The applicants have also now indicated that they will be able to have a 500-foot long hose lay from the fire hydrant located near the northwest corner of their site to all of the building faces on their site. However, prior to Final Building Occupancy for the site’s rural events center facility, the applicants shall submit a stamped as-built plan or a letter of certification by a qualified engineer certifying the installation and operation of any additional fire protection facilities, if any, that were required and/or installed for all of their rural events facility structures.

- The site’s internal access roadway and parking area are already completed, but shall require a site inspection approval prior to Final Building Occupancy for the site’s rural events center facility. **Because a lot of their parking lot areas are now grass-covered, they will need to have the ability to fight a grass fire that could get started in such types of parking lot areas from sparks during the dry summer months.**

- Prior to Final Building Occupancy for the site’s rural events center facility, the applicants shall submit a revised Site Plan, as applicable, indicating any changes that have occurred during site development.

- No site clearing and grading activities will be required at this time. However, should any such activities need to occur at the site in the future, all temporary ESC measures shall be in place, and a temporary ESC measures & facilities installation inspection will then be required by Island County Public Works. Please call Public Works 1 to 2 days before needing that site inspection.

- Traffic control signage and/or a channelization plan (stop signs, stop lines, stenciled “STOP” lettering, etc.), whether shown in the information packet submitted or not, shall be installed for the site’s internal private access road/driveway at its sole intersection with Bayview Road.

Attachment E
Prior to Final Building Occupancy of all the structures at the site, Public Works typically requires final drainage review. However, based on the Drainage Review Letter received from Davido Consulting Group noting that the site has no visible drainage problems or concerns, final drainage review shall not be required for this particular site.

Continued splash-blocking of the downspouts for this site's multiple structures, and dispersal of stormwater runoff generated from them is an acceptable method for attenuating/mitigating the stormwater runoff generated for the historic structures located on this acreage. However, there is always a possibility that they will not completely address the need for meeting the rate and volume control requirements for the proposed development. Should such a situation occur, the applicants shall submit any further evaluation and modifications needed during construction of the project to Public Works for review and approval prior to installation of the proposed change(s).

The applicants assume full liability for their rural events center's drainage system or lack thereof. Island County Public Works accepts no responsibility for the design and construction of any drainage systems installed, and further assumes no liability for the safety and performance of such drainage system(s) on this parcel, or any impacts to any other adjoining or downstream parcels.

Final Building Occupancy shall not be granted for this facility until all work, including installation of any drainage systems required, and all erosion-control measures needed have been completed in accordance with the approved Drainage Review Letter from Davido Consulting Group, and any required Site Plan revisions have been submitted.

Please feel free to call me at extension 7812 or e-mail me at johnb@co.island.wa.us if you have any questions regarding the above comments.