

Building & Planning Department

P.O. Box 9, 230 Davidson Avenue
Woodland, WA 98674
www.ci.woodland.wa.us

Building: (360) 225-7299 / Planning: (360) 225-1048 / Fax: (360) 225-7336

NOTICE OF APPLICATION

NOTICE OF PUBLIC HEARING

SIMILAR USE DETERMINATION

ISSUE DATE: August 1, 2016

Lead Agency: City of Woodland, WA

Project Title: Port of Woodland Similar Use Determination

Land Use Application No.: 216-921.SUD

Applicant:	Jennifer Keene Port of Woodland PO Box 87 Woodland, WA 98674
Property Owners:	Port of Woodland PO Box 87 Woodland, WA 98674
Site Location:	1608 Guild Road Woodland, WA 98674 Parcel No.: 508340100
Zoning Map Designation:	Light Industrial
Application Received:	June 6, 2016
Notice of Application:	August 1, 2016
Publish:	August 3, 2016
Comment Due Date:	August 17, 2016 7:00 PM, August 18, 2016
Planning Commission Public Hearing:	Council Chambers/Woodland Police Station 200 East Scott Avenue Woodland, WA 98674

I. DESCRIPTION OF PROPOSAL

The Port of Woodland is proposing to relocate their offices to the existing structure at 1608 Guild Road. This property is zoned Light Industrial. Government buildings, port offices, etc. are not listed in any area of the Light Industrial zone, but there is a provision for a determination of similar use, made by the Planning Commission. The Planning Commission reviewed this proposal during a workshop on

July 21, 2016 and agreed to move it forward to public hearing. Once the public hearing is complete, the Planning Commission will make the decision. The Port of Woodland proposes to remodel the interior of the building to better serve their needs. They would like to be closer to industrial, port owned properties, but still open and available to the public.

II. LOCATION OF PROPOSAL

The property is located at 1608 Guild Road, Woodland, Washington, parcel number 508340100. The property is located in Township 5, Range 1 West, Section 14, Willamette Meridian.

III. PUBLIC HEARING NOTICE

The Woodland Planning Commission will hold a public hearing on this matter at their August 18, 2016 meeting. The Planning Commission will accept testimony and make recommendations to the City Council based on the applicable review criteria. The public hearing will be held as follows:

Date: Thursday, August 18, 2016
Time: 7:00 p.m.
Location: Woodland City Council Chambers, 200 E Scott Ave, Woodland, WA

IV. COMMENT PERIOD

Any person has the right to comment on the application, receive notice of and participate in the public hearing, and request a copy of the decision once made. Comments may be submitted by mail, fax, or email by **5 p.m. on August 17, 2016 to:**

Responsible Official: Amanda Smeller, Community Development Planner
City of Woodland
203 Davidson Avenue
Woodland, WA 98674
Email: smellera@ci.woodland.wa.us
Phone: (360) 225-1048
Fax: (360) 225-7336

Date: August 1, 2016

Signature: 

Published in The Reflector: August 3, 2016

Cc: Property Owners within 300'
Department Heads
Planning Commission
City Council
Mayor
City Administrator
Building Official
Fire Marshal
File
Counter Copy



Port of Woodland

Business is better here.

July 6, 2016

Amanda Smeller, City of Woodland Community Planner
City of Woodland

Dear Amanda:

The Port of Woodland is requesting a Similar Use Determination for the 1608 Guild Road structure to be remodeled from a residential use to a government office for the Port for future relocation. The footprint of the site will not be altered and remain the current square footage remaining at 2350 square feet.

Externally, the Port will be making several significant changes to serve the structure. The site currently is served by a private well and septic system which the Port will close and connect utilities to City services along Guild. Parking at the site will be constructed along the front of the structure to include at least six parking spaces. The structure sits on the southeast corner of the lot. The remaining property along with additional Port property to the west to Robinson Road will be the Port's Guild Road Industrial Park II.

Internally, the Port will be making some structural changes and is currently working with an architect and engineer on the final conceptual drawing of the site and identifying all structural changes within the structure.

The Port operates normal business hours from 8 AM to 5 PM Monday through Friday with occasional night meetings for conducting Port business. Reviewing current uses for industrial, two allowable uses provide the Port opportunity to request the SUD; the use of office space for industrial operations and the use of government (police and fire) to locate within industrial properties. The Port currently owns the parcel where the structure is on and intends to develop the Guild II site and would require the port, as a leasing agent, to maintain the Port's investment in addition to being a special purpose governmental entity. The Port currently has two full time employees and two-part time employees who work off site. The space would be office space and storage. Improvements along Guild Road were completed in partnership with the City and Port back in 2011-2012 and has street side sidewalks and landscaping.

The Port Commission is requesting the Similar Use Determination to be completed prior to final architectural drawings are completed to ensure the Port is allowed to remodel the structure on the Port's property. Additional final designs and site plan information will be provided to the City at a later date.

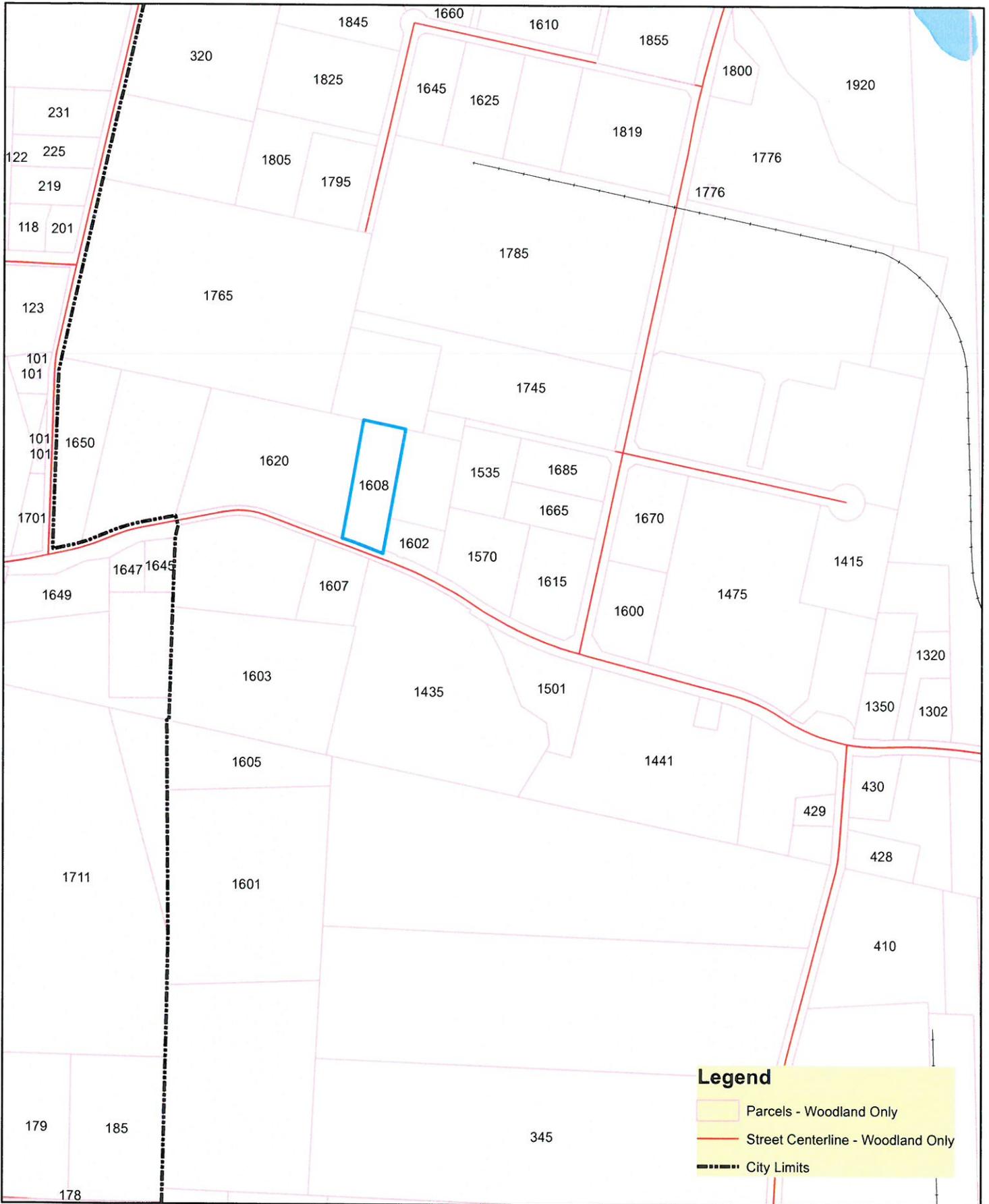
On behalf of the Port of Woodland Commission, we appreciate the Planning Commission's consideration of our request and the assistance Amanda Smeller has provided to the Port regarding the requirements.

Sincerely,

Jennifer A. Keene

Executive Director

P.O. Box 87 • Woodland, Washington 98674 • Phone: 360-225-6555 • Fax: 360-225-6556
Email: info@portofwoodland.com • Web site: www.portofwoodland.com



Disclaimer: The City of Woodland, WA, assumes no legal liability or responsibility for accuracy and completeness of this map. This map is to be used as a reference tool only. It is not a survey and the property and lines are not to be construed as being accurate.

VICINITY MAP
Port of Woodland
Similar Use Determination (LU-216-921)
1608 Guild Road, Woodland, WA

