RESOLUTION NO. 722

A RESOLUTION OF THE CITY OF WOODLAND CREATING A COVID-19 TEMPORARY USE PERMIT PROCESS.

WHEREAS, the Mayor has been advised by the Department of Emergency Management that there is the imminent threat of the novel coronavirus (COVID-19) and the Centers for Disease Control (CDC) has issued warnings regarding the impacts and severity of this event; and

WHEREAS, WMC 2.04.020 authorizes the Mayor to declare a civil emergency under these conditions and necessitate the utilization of emergency powers granted under RCW 35A and 38.52.070; and

WHEREAS, Mayor Finn declared a civil emergency on March 13, 2020; and

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death, and can easily spread from person to person; and

WHEREAS, on February 29, 2020, the Governor of the State of Washington proclaimed that a State of Emergency exists in all counties in the State of Washington; and

WHEREAS, measures must be taken to protect public health, safety and welfare within the City of Woodland; and

WHEREAS, all available resources are committed to this event; and

WHEREAS, the City of Woodland may require supplemental assistance; and

WHEREAS, the severity of this event may go beyond the capability of local resources; and

WHEREAS, the existing conditions warrant the declaration of the existence of a local emergency; and

WHEREAS, the Governor of the State of Washington has issued a Phased Approach to Recovery guidance document; and

WHEREAS, the City desires to help businesses affected by the COVID-19 emergency, to reopen as smoothly and as expeditiously as possible; and

WHEREAS, the City desires to allow businesses to take the necessary short-term steps to help them recover from the effects of the COVID-19 emergency.
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland:

Section 1. There is hereby declared a streamlined process for COVID-19 Temporary Use Permits (CTUP) to be in effect during the COVID-19 emergency.

Section 2. During the local emergency declared by the mayor, CTUPs may be obtained to expand businesses in the following ways:

1. Retail activities may be expanded to include 25% of the on-site parking areas of a business, where limitations on customers allowed into the store frees up existing parking spaces for such expansion.
2. Outside food and beverage dining may be expanded to include 25% of the on-site parking area of a business.
3. Outside food and beverage dining may be expanded to include 25% of the parking area on an adjacent property (with permission of that property owner).
4. Additional temporary signage may be placed in the expanded business area provided it is temporary (limited to 60 days) and is maintained in a safe manner.

Section 3. Business wishing to apply for a CTUP shall submit an e-mail request to the following staff:

- Community Development Director – goddardt@ci.woodland.wa.us
- Public Works Director – colemant@ci.woodland.wa.us
- Woodland Police Chief – kellyj@woodlandpd.org

Applications will be processed in the order they are received.

Section 4. CTUPs may be issued by the City provided the applicant can show:

- The owner of the property supports application for a CTUP.
- That the business has insurance to perform the activity on the property where the CTUP is performed.
- That the business has a COVID-19 plan that meets the Governor’s guidance for re-opening, in place to protect the staff and customers of the business.
- That the business clearly indicates the size and location of signage for the use.
- That the business shows signage is temporary in nature and will be removed at the expiration of the CTUP.
- That the business ensures signage will be placed and maintained in a safe and healthy manner.
- That the business has a traffic circulation plan that addresses the concerns of the Public Works Department and the Woodland Police Department.
Section 5. CTUP approvals shall be valid for 60 days unless the emergency declaration ends before that time. If the emergency ends while a CTUP is in effect, CTUPs shall be valid for up to 21 days from the expiration of the emergency declaration.

Section 6. Any business that applies for a CTUP does so recognizing that the authorized activity is temporary in nature and offers no long-term guarantee that the activity may be allowed to continue once the City, in its sole discretion, determines that the emergency no longer exists.

Section 7. It is further determined by the City that business may place temporary signs in the right of way in front of each business. (Please note: this does not apply to State Highways)

- Signs may be portable sandwich or A-frame signs or Corex signs that are 18” x 24” in size.
- Corex signs may be placed on designated City properties as identified on the attached map.
- Larger Corex signs up to 4’ x 8’ may be approved for temporary placement in the areas identified if such sign is shared by at least 6 different Woodland businesses on each sign. However only one large sign is permitted per block.
- Exempt signs may not be placed in City right-of-way outside of designated areas unless it is directly in front of the business being advertised.
- No more than three (3) 18” x 24” Corex signs can be placed at a single location, or within a single city block.
- Exempt signs may not be placed in a manner that interferes with sight distance or the safe operation of vehicles in the roadway.
- It is the responsibility of sign owners to ensure that signs are maintained and placed/replaced in a respectful manner.
- Signs must be placed in a manner that is respectful to other similar signs and adjacent uses. Signs placed blocking other signs or in an aggressive manner will be subject to removal.
- The City is not responsible for lost, stolen, or damaged signs. Signs that are knocked down or in disrepair, may be collected by the City. Such signs will be kept for at least 14 days before they are disposed of.

Abuse of this sign exemption could result in repeal of the temporary exemption.

Because advertising is recognized as important to getting our community’s economy going, businesses are asked to be respectful of other businesses and the community when placing signs.

APPROVED IN AN OPEN PUBLIC MEETING THIS 1st day of June, 2020.

CITY OF WOODLAND, WA

Approved:
Attest:

Mari E. Ripp, Clerk-Treasurer

Approved as to form:

Frank F. Randolph, City Attorney
**City owned property**

In front of the
- Police Station
- Public Works office.

Do not block the view of cars at the corner.

where signs are permitted
**City owned well house property**

Place signs behind the gravel only.

Do not place signs along the highway.

where signs are permitted

City well Pump house
Goerig Park

Signs must be
• behind the guard rail
• on City property
• within 10 feet of the guardrail.

Small signs only...

[Highlighted area] where signs are permitted
City owned planter islands

Along Goerig & Davidson from Buckeye to 5th Street.

Do not block sight distance.

Store front signs get priority.

Yes in the grass in front of old City Hall
City owned property at the end of B Street.

Do not block the Welcome to Woodland sign.

where signs are permitted