



3100 Belmont Blvd., Suite 104 \* West Richland, WA 99353 \* [www.westrichland.org](http://www.westrichland.org)  
Community Development Department \* (509) 967-5902

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**April 15, 2019**

**TO: Steven Borley, Applicant, Adjoining Property Owners, and Affected Agencies**  
**FROM: West Richland Community Development Department**  
**SUBJ: Conditional Use Permit File No.: CUP 2019-03 (Borley Shop)**  
**Notice of Completeness, Notice of Application, Request for Comment and Notice of Public Hearing**

***Note:** West Richland Municipal Code requires the City to send notice of Conditional Use Permit requests to properties that are within 600 feet of the subject site. If you are receiving this notice, it is because you fall within this area.*

**DESCRIPTION OF PROPOSAL**

Steven Borley, owner, has submitted a Conditional Use Permit application to authorize the construction of a 44' x 64' shop on his property at 5870 Oasis St. zoned RM-10. Accessory buildings in RM-10 that are over 960 sf or which cover more than 10% of the lot, whichever is less, are allowed only through the conditional use permit process.

The application was determined complete for processing on April 12, 2019.

**ENVIRONMENTAL REVIEW**

Pursuant to WAC 197-11-800, the proposal is exempt from environmental review.

**REQUEST FOR WRITTEN COMMENT**

You may provide written comments on the proposed Conditional Use Permit. Send written comments to the Community Development Department at 3100 Belmont Blvd., Suite 104, West Richland, WA 99353. Written comments must be received by 5:00 p.m., **Thursday May 2, 2019** in order to be included in the staff report to the Planning Commission.

**NOTICE OF PUBLIC HEARING**

In accordance with West Richland Municipal Code, Sections 17.66, 14.02 and 14.05, an open record public hearing to consider the Conditional Use Permit will be held before the West Richland Planning Commission on **Thursday, May 9, 2019**, at 6:00 p.m. in the City Council Chambers located at 3100 Belmont Blvd., West Richland, WA. All interested parties are invited to attend and participate in the hearing. At the hearing, comments may be made verbally or in writing. The decision of the Planning Commission is final unless appealed within 10 days of their decision to the City Council.

**NOTICE OF DECISION**

The application and other information on file may be examined at the Community Development Department. If you wish to obtain notice of the final decision on the Conditional Use Permit, you will need to contact the Community Development Department with your name and address. The staff contact for this project is Emily Weimer, Senior Planner, at (509) 967-5902 or [eweimer@westrichland.org](mailto:eweimer@westrichland.org).

**Project Site:**

